



60th City Council

Mayor Chuck Burtcher

Ward I – Trey Ayers, John Wood **Ward II** – Mary Coffin, Patty Hazlewood

Ward III – Ellen Gomes, Gaylord Z. Thomas

SPECIAL GUTHRIE INDUSTRIAL DEVELOPMENT AUTHORITY

101 N. 2nd Street, Guthrie, OK 73044

December 7, 2010, 7:00pm

Agenda

- 1. Call to Order
- 2. Public Comments
- 3. Consent Agenda
 - A. Consider approval of minutes of the Special Guthrie Industrial Development Authority Meeting held on November 2, 2010..... 3
 - B. Consideration of agreement between Guthrie Industrial Development Authority and LPW Enterprises for economic development incentive agreement..... 5
- 4. Adjourn

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

- 1. Call to Order
- 2. Consent Agenda

All matters listed will be enacted by one motion unless a request is made for discussion by any Trustee or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.

 - A. Consider approval of minutes of the Regular Guthrie Public Works Authority Meeting held November 16, 2010..... 9
 - B. Consider approval of claims..... 13
 - C. Consider approval of terminating the Mowing Agreement with Tenny Maker 27
 - D. Consider approval of Budget Amendment No. 1 increasing the budget for the General Fund, Guthrie Public Works Authority Fund, Grants Fund, Capital Projects Fund, Job Corps Sale Fund and Cemetery Care Fund..... 31
 - E. Consider approval of 2011 Calendar Year Schedule of Regular Meetings..... 35
- 3. Adjourn

CITY COUNCIL MEETING

- 1. Call to Order
- 2. Consent Agenda

All matters listed will be enacted by one motion unless a request is made for discussion by any councilmember or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.

 - A. Consider approval of minutes of the Special City Council Workshop (Finance Committee Meeting) scheduled for November 16, 2010 43
 - B. Consider approval of minutes of the Regular City Council Meeting held on November 16, 2010 45
 - C. Consider approval of claims..... 49

- D. Consider approval of Treasurer’s Report..... 51
- E. Consider approval for consent to enter into a lease with the J. Foucart Foundation to lease the Foundation ten parking spaces of the City Parking Lot located on Harrison Street between Division and Wentz, to construct the J. Foucart Legacy Park 59
- F. Consider approval for additional services to be performed by Garver Engineers in connection with the Taxiway Delta project..... 69
- G. Consider approval of Budget Amendment No. 1 increasing the budget for the General Fund, Guthrie Public Works Authority Fund, Grants Fund, Capital Projects Fund, Job Corps Sale Fund and Cemetery Care Fund..... (see pg 31)
- H. Consider approval of 2011 Calendar Year Schedule of Regular Meetings..... (see pg 35)

Resolution

- 3. Consider Resolution No. 2010-18, providing for 2011 Primary and General Elections of the City of Guthrie for the offices of Mayor and Councilmembers and naming voting precincts 75
- 4. City Manager’s Report
- 5. Requests/comments from members of the City Council
- 6. Adjourn

Agenda posted on the bulletin board in the lobby of City Hall before 5:00 pm on Friday, December 3, 2010. The City of Guthrie encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The city may waive the 48 hours rule if signing is not the necessary accommodation.

MINUTES

GUTHRIE INDUSTRIAL DEVELOPMENT AUTHORITY

November 2, 2010

The special meeting of the Guthrie Industrial Development Authority was posted on Friday, October 29, 2010 before 5:00 p.m. and held November 2, 2010 in the Guthrie City Hall Council Chambers.

Chairman Chuck Burtcher called the meeting to order at 7:32 p.m.

Members Present: Chuck Burtcher Trey Ayers Ellen Gomes
 John Wood Patty Hazlewood Gaylord Z. Thomas
 Mary Coffin

Members Absent: None

Staff Present: Matt Mueller Wanda Calvert Lance Crenshaw
 Rene Spineto Jim Ahlgren Maxine Pruitt

Chairman Chuck Burtcher declared a quorum with all (7) Trustees in attendance.

Consider approval of the minutes of the Special Guthrie Industrial Development Authority Meeting held on April 20, 2010. Motion by Trustee Wood, seconded by Trustee Thomas, moved approval of the minutes of the Special Guthrie Industrial Development Authority Meeting held on April 20, 2010. Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Hazlewood, Wood, Thomas, Coffin
Nay: None

Chairman Burtcher declared the motion carried unanimously.

Executive Session. Motion by Trustee Ayers, seconded by Trustee Thomas, moved approval to convene into Executive Session pursuant to the Authority of Title 25, O.S. 2001, Section 307(C)(10) for the purpose of conferring on matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within their jurisdiction. Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Hazlewood, Wood, Thomas, Coffin
Nay: None

Chairman Burtcher declared the motion carried unanimously at 7:33 p.m. Attending Executive Session was Chairman Burtcher, Trustees Ayers, Gomes, Thomas, Hazlewood, Coffin and Wood, and City Manager Mueller

Reconvene. Chairman Burtcher reconvened the Special Guthrie Industrial Development Authority Meeting at 8:06 p.m. and stated no action was taken in Executive Session.

Consideration of action regarding matters pertaining to economic development, including the transfer of property, financing, or the creation of a proposal to entice a business to remain or to locate within their jurisdiction. Motion by Trustee Ayers, seconded by Trustee Coffin, moved approval for City staff to continue with economic development proprieties. Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Wood, Hazlewood, Thomas, Coffin
Nay: None

Chairman Burtcher declared the motion carried unanimously.

Adjournment. Motion by Trustee Thomas, seconded by Trustee Hazlewood, moved approval to adjourn. Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Hazlewood, Wood, Thomas, Coffin
Nay: None

Chairman Burtcher declared the motion carried unanimously at 8:08 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Chairman



Agenda Item Cover Letter

Meeting: City Council, GPWA, Other: GIDA
Date of Meeting: December 7, 2010
Contact: Matt Mueller, City Manager

Agenda Item

Consideration of agreement between Guthrie Industrial Development Authority and LPW Enterprises for economic development incentive agreement.

Summary

Through the GIDA, the City has been working with commercial land owners that border the City Limits of the City of Guthrie to provide economic development incentives for them to voluntary petition to be annexed in within the corporate limits of the City. If approved, this agreement would allow an amount equal to 1% of sales tax collected by the business to be paid back to LPW enterprises for a period of five years. Upon approval of this agreement, the property will still have to go through the legal process of annexation.

Funding Expected: Revenue, Expenditure, N/A
Budgeted: Yes, No, N/A
Account Number: Amount, Dependant on retail sales of the business.
Legal Review: N/A, Required, Completed Date: 11/22/2010
Mayor's Appt.: Yes, No

Supporting documents attached: Agreement with LPW Enterprises

Recommendation: Staff recommends approval.

Action Needed: Public Hearing, Motion, Emergency Clause

AGREEMENT

THIS AGREEMENT is entered into by and between the City of Guthrie ("the City") by and through the Guthrie Industrial Development Authority ("GIDA") and David Seitsinger and LPW Enterprises ("Seitsinger")

WHEREAS, the City maintains a 50 foot strip of Guthrie City limits on the north side of and adjacent to Waterloo Road, Logan County, Oklahoma; and

WHEREAS Seitsinger owns a certain tract of land described on Exhibit "A" ("the property") attached hereto and made a part hereof and said land is adjacent to the 50 foot strip described above; and

WHEREAS, the City and GIDA and Seitsinger seek to cooperatively improve the commercial development of South Logan County in the City of Guthrie; and

WHEREAS, Seitsinger has inquired of the City regarding the annexation of the property within the City of Guthrie; and the City has inquired of Seitsinger regarding a consensual annexation of the property, upon the terms and conditions set forth herein; and

WHEREAS, the parties acknowledge that the City utilities do not extend to the property and that there are no plans to extend them at this time.

NOW THEREFORE, in consideration of the mutual covenants and promises herein contained, the parties agree as follows:

1. Seitsinger hereby petitions the City for consensual annexation of the property on the terms and conditions contained herein.
2. The City accepts the consensual annexation of the property upon the terms and conditions contained herein.
3. For a period of five (5) years from the date of approval of the annexation the City will remit payment of an amount equal to one penny of the City's sales tax per dollar sales upon which tax is collected to Seitsinger, or his tenant, or his successor in interest in the property, whomever generated the sales tax at the property. The party entitled to the remittance will be required to submit to the City Manager monthly, the sales reports submitted to the Oklahoma Tax Commission Sales Tax Division, that month along with proof of payment of said tax. Upon the City's verification of payment of the monthly sales tax, the City will then issue a check to Seitsinger, or his tenant, or his successor in interest in the property, whoever generated the sales tax.

4. The property will not be subject to the City's building codes and requirements. It is specifically understood and agreed to by the parties that Seitsinger shall be entitled (i) to continue the sale of fireworks on the property and (ii) continue the setback variance for the aerobic system located on the property, and that said uses/variances shall never be abrogated by the City.
5. Seitsinger anticipates installing an LED billboard on the property and the City hereby consents to said billboard and waives any City fees which might be incurred.
6. Seitsinger anticipates replacing the existing restaurant building located on the property within three (3) years and the City hereby consents and agrees that said building may be constructed without any permits, fees or other regulations by the City.
7. In the event the City annexes property on at least three (3) sides of the property, then, in that event, Seitsinger, and his successors, agree to comply with all City codes, with the exceptions set forth hereinabove in Paragraphs 4, 5 and 6, and also recognizing that existing uses and buildings are grandfathered under this agreement.
8. The City shall not be required to provide sewer, water and trash service to the property; and Seitsinger shall be entitled to continue the existing sewer, water and trash service.
9. The City will provide police service to the property in as reasonable a manner as existing equipment and manpower levels allow.
10. At the end of the five (5) year term set forth in Paragraph 3, the tax incentive remittance shall terminate and all City sales tax collected by Seitsinger, his tenant or successor in interest shall remain with the City.
11. The City will not require a \$2,500.00 permit fee from Seitsinger.

Executed this ____ day of _____, 2010.

David Seitsinger

Approved and accepted by the Guthrie City Council on the ____ day of _____
2010.

Mayor of the City of Guthrie

For the Guthrie Industrial Development
Authority

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MINUTES

GUTHRIE PUBLIC WORKS MEETING

November 16, 2010

The regular meeting of the Guthrie Public Works Authority was posted on Friday, November 12, 2010 before 5:00 p.m. and held November 16, 2010 in the Guthrie City Hall Council Chambers.

Invocation was given by Rev. Don Riepe, Guthrie Christian Church.

Pledge of Allegiance was led by Chairman Chuck Burtcher.

Chairman Chuck Burtcher called the meeting to order at 7:03 p.m.

Members Present:	Chuck Burtcher	Trey Ayers	Mary Coffin
	Ellen Gomes	John Wood	Gaylord Z. Thomas

Members Absent: Patty Hazlewood

Staff Present:	Matt Mueller	Wanda Calvert	Lance Crenshaw
	Rene Spineto	Jim Ahlgren	Damon Devereaux
	Maxine Pruitt	Lee Ivie	Lester Branch

Chairman Burtcher declared a quorum with six (6) Trustees in attendance.

Public Comments. Wendell Mack addressed the Trustees concerning a public nuisance in his neighborhood.

Evelyn Nephew invited the Trustees and the community to the General Daniels' Thanksgiving Events and sign dedication and expressed a "Thank You" to the Chairman and Trustees for the approval of the "General Daniels Corridor" sign to be placed on Airport Road.

Consent Agenda. Motion by Trustee Ayers, seconded by Trustee Wood, moved approval of the Consent Agenda as follows:

- A. Consider approval of the minutes from the Regular Guthrie Public Works Authority Meeting held on November 2, 2010.
- B. Consider approval of Claims:

GPWA Fund:	\$27,319.23
Water Treatment Plant Fund:	\$33,785.75
Utility Deposit Fund:	<u>\$ 140.79</u>

TOTAL CLAIMS: \$61,245.77

- C. Consider approval of Finance Committee's recommendation regarding a utility adjustment to a utility account for George Granata at 323 North Capitol Street, by reducing the number of units from two units to one unit.
- D. Consider approval of Requisitions for Payment from the Guthrie Custodial Agency Account to: (1) Bank of Oklahoma for the Annual Administration Fee for the period of October 2009 through September 2010 and the Administration Fee for October 2010 and November 2010 in the amount of \$2,916.00; (2) Howard Excavating & Paving in the amount of \$8,259.71; and (3) City of Guthrie to close the account in the amount of \$1,310.27.
- E. Consider approval of Change Order No. 4 for Section A, Guthrie Water Treatment Plant for ten (10) items of changes: 7 additions and 3 deducts, increasing the HCCCo Contract in the amount of \$18,487.40. The Change Order also increases the number of contract days by 90 days, which includes inclement weather days and the delivery delay of the crane, making the substantial completion date for the plant December 31, 2010 and the final date February 17, 2011.

Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Wood, Thomas, Coffin
Nay: None

Chairman Burtcher declared the motion carried unanimously.

Consider approval of Ordinance No. 3216 authorizing a request from Oklahoma Municipal Retirement Fund (OMRF) to amend the City of Guthrie Defined Benefit Pension Plan and declaring an emergency. The City's pension plan for non-union employees is with Oklahoma Municipal Retirement Fund (OMRF). The OMRF Defined Benefit Master Plan and Joinder Agreement have recently been updated and approved by the Internal Revenue Service (IRS). The IRS requires the City formally adopt this new plan language. Motion by Trustee Ayers, seconded by Trustee Coffin, moved approval of Ordinance No. 3216 authorizing a request from Oklahoma Municipal Retirement Fund to amend the City of Guthrie Defined Benefit Pension Plan. Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Wood, Thomas, Coffin
Nay: None

Chairman Burtcher declared the motion carried unanimously.

Emergency Clause. Motion by Trustee Thomas, seconded by Trustee Wood, moved approval of Section 7 of Ordinance No. 3216 declaring an emergency and the immediate passage of this Ordinance. Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Wood, Thomas, Coffin
Nay: None

Chairman Burtcher declared the motion carried unanimously.

Adjournment. Motion by Trustee Ayers, seconded by Trustee Coffin, moved approval to adjourn. Trustees entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Wood, Thomas, Coffin
Nay: None

Chairman Burtcher declared the motion carried unanimously at 7:14 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Chairman

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GUTHRIE PUBLIC WORKS AUTHORITY

CLAIMS

December 7, 2010

I hereby certify the purchase orders listed have been issued and encumbered against the available balance of the authorized appropriated accounts and that the department head and/or officer in charge of those accounts has certified that the procurements were necessary to the proper conduct of activities; that the merchandise and/or services have been satisfactorily received or utilized; and that the purchase orders are now a true and just debt of the Guthrie Public Works Authority. These purchase orders are therefore presented to you to be presented to the governing body for consideration as claims for payment.



Kim Biggs
Purchasing Agent

Monthly Claims Approved as per Ordinance No. 2973 by General Manager.

Matt Mueller
General Manager

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
PR3253-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	\$113.89
PR3262-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	\$107.50
PR3253-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2031	\$0.00
PR3262-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2031	\$130.18
PR3253-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	\$263.42
PR3262-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	\$263.42
PR3253-1	PRINCIPAL FINANCIAL GROUP 2		01-00-00-2032	\$15,989.84
PR3262-1	PRINCIPAL FINANCIAL GROUP 2		01-00-00-2032	\$13,439.80
PR3253-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2033	\$933.55
PR3262-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2033	\$933.55
PR3253-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2034	\$534.96
PR3262-1	AETNA MEDICAL/ DENTAL 2205		01-00-00-2034	\$534.96
Total				\$33,245.07
Total				\$33,245.07
177304	MCLAIN-CHITWOOD (358)	Misc. Office Supplies	01-01-00-6100	\$257.94
177610	MCLAIN-CHITWOOD (358)	Misc. Office Supplies	01-01-00-6100	\$29.45
177677	MCLAIN-CHITWOOD (358)	Misc. Office Supplies	01-01-00-6100	\$573.04
231279	QUILL CORPORATION(489)		01-01-00-6100	(\$248.42)
8807404	QUILL CORPORATION(489)	Misc. Office Supplies	01-01-00-6100	\$957.50
8867292	QUILL CORPORATION(489)	Misc. Office Supplies	01-01-00-6100	\$71.96
9396066	QUILL CORPORATION(489)	Misc. Office Supplies	01-01-00-6100	\$977.86
233535186	EVE SUPPLY(21320)	Janitorial Supplies	01-01-00-6103	\$253.95
233705839	EVE SUPPLY(21320)	Janitorial Supplies	01-01-00-6103	\$179.52
234798593	EVE SUPPLY(21320)	Janitorial Supplies	01-01-00-6103	\$2,845.25
234884294	EVE SUPPLY(21320)		01-01-00-6103	(\$1,060.00)
000192	GHM ENTERPRISES (1097)	Dust Mop Cleaning	01-01-00-6103	\$4.80
000252	GHM ENTERPRISES (1097)	Dust Mop Cleaning	01-01-00-6103	\$4.20
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-01-00-6103	\$94.00
5458	AIR TRON MECHANICAL INC (209	Misc. Air unit repairs	01-01-00-6112	\$740.00
2354532	OKLA HOME CENTERS, INC. (203	Misc. Supplies	01-01-00-6112	\$3.90
2355460	OKLA HOME CENTERS, INC. (203	Misc. Supplies	01-01-00-6112	\$23.94
299420858	TERMINEX 22413	Pest Control	01-01-00-6112	\$90.00
299766549	TERMINEX 22413	Pest Control	01-01-00-6112	\$90.00
2031934.	WALMART COMMUNITY BRC(207	Misc. Supplies	01-01-00-6112	\$89.84
2031934	WALMART COMMUNITY BRC(207	Misc. Supplies	01-01-00-6112	\$22.31
ZELMA NELSON	FURROW FLOWERS & GIFTS (1	Condolences and Get Well Flowers and Plant	01-01-00-6114	\$65.00
5375	CRAWFORD & ASSOCIATES,P.C.	Professional Services-Accounting and Consul	01-01-00-6330	\$1,940.00
693918	THYSSENKRUPP ELEVATOR(168	Elevator Maintenance	01-01-00-6347	\$228.79
Total				\$8,234.83
Total GENERAL GOVERNMENT				\$8,234.83
NOV/2010	RANDEL C. SHADID(20656)	Reimbursement for Postage and Seminars fo	01-02-20-6054	\$104.40
OCT/2010	RANDEL C. SHADID(20656)	Reimbursement for Postage and Seminars fo	01-02-20-6054	\$100.00
2031950	CITY MANAGMENT ASSOCIATIO	CMAO Yearly Dues 2010-2011	01-02-20-6355	\$365.00
Total CITY MANAGER				\$569.40
Total ADMINISTRATION				\$569.40
037975	O.M.L.(426)	Bidding and Purchasing Basics - Kim Biggs	01-03-30-6048	\$85.00
ORDINANCE 32	GUTHRIE NEWS LEADER (1578)	Legal Notices	01-03-30-6334	\$11.30

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
Total FINANCE				\$96.30
Total FINANCE				\$96.30
46207936	B & H PHOTO-VIDEO (21504)	Audio-Technica U841A Boundary Mic, plus S	01-04-45-6126	\$399.90
NOV2010	COX COMMUNICATIONS(20698)	City Hall and Fire Dept. Internet services	01-04-45-6381	\$79.95
NOVEMBER/201	COX COMMUNICATIONS(20698)	City Hall and Fire Dept. Internet services	01-04-45-6381	\$284.90
EDU486	PANOPTO 22357	CourseCast Hosted Video	01-04-45-6381	\$49.00
Total INFORMATION SERVICES				\$813.75
Total INFORMATION SERVICES				\$813.75
2806854	INTERNATIONAL CODE COUNCI	2011 International Code Council Membership	01-05-50-6048	\$100.00
32339	MIDWEST PUBLISHING CO.(372)	400 Community Development Brochures	01-05-50-6308	\$316.00
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-05-50-6316	\$6.68
Total COMMUNITY DEVELOPMENT				\$422.68
QUARTERLY PA LOGAN CO. ECON. DEV. COUNCI		Per Agreement Attention: Kay Wade	01-05-53-8054	\$4,500.00
Total ECONOMIC DEVELOPMENT				\$4,500.00
Total PLANNING				\$4,922.68
2031853	WALMART COMMUNITY BRC(207	Misc. Supplies	01-06-60-6116	\$18.25
371512	MICRO MARKETING LLC.(1721)	2 Audiobooks on CD	01-06-60-6131	\$27.30
1080438227	RANDOM HOUSE, INC (21561)	Sale on 8 Books on CD	01-06-60-6131	\$33.96
299420860	TERMINEX 22413	Pest Control	01-06-60-6387	\$50.00
299766554	TERMINEX 22413	Pest Control	01-06-60-6387	\$50.00
Total LIBRARY				\$179.51
Total LIBRARY				\$179.51
2010-09243	INTEGRIS HEALTH (1603)	Physicals Swartzbaugh	01-07-70-6032	\$450.00
2031835	WALMART COMMUNITY BRC(207	Jail Food for Prisoners	01-07-70-6106	\$96.14
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-07-70-6106	\$53.60
19920	EDMOND SIGNAGE & ENGRAVIN	Gold Name Badges - Gold Serving Since Pin	01-07-70-6114	\$31.00
1026011-IN	RAY O'HERRON CO., INC.(406)	Field Training Officer and Officer of the Year	01-07-70-6114	\$389.88
2031914.	WALMART COMMUNITY BRC(207	Misc Supplies	01-07-70-6114	\$4.77
2031914	WALMART COMMUNITY BRC(207	Misc Supplies	01-07-70-6114	\$48.00
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-07-70-6114	\$19.59
10-003267-S	O.S.B.I. (820)	ODIS Software Support 7/1/2010 through 1/3	01-07-70-6311	\$1,562.00
10-382	XAMOL TECHNOLOGY SOLUTIO	Repairs to Records Computer - Reinstall Win	01-07-70-6311	\$260.00
OCT GPD	SHINEY BAYS (22581)	October Car Wash	01-07-70-6316	\$147.20
DAMON DEVER	O.A.C.P. (408)	Membership Dues - Chief Devereaux and Lt.	01-07-70-6355	\$60.00
STEVE MIZE	O.A.C.P. (408)	Membership Dues - Chief Devereaux and Lt.	01-07-70-6355	\$60.00
Total POLICE ADMINISTRATION				\$3,182.18
150829	SPECIAL-OPS UNIFORMS, INC.(5	Replacement Pants for S. Brown	01-07-72-6110	\$49.99
2795	UNIQUE DESIGNS (21785)	Work Shirts - ACO Tech Hollis	01-07-72-6110	\$26.00
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-07-72-6110	\$40.00
299466598	TERMINEX 22413	Pest Control	01-07-72-6112	\$40.00
2031847	WALMART COMMUNITY BRC(207	Misc. Supplies	01-07-72-6114	\$14.91
0029108-2176-4	WASTE MANAGEMENT (22106)	DEY Animals and Fuel Surcharge	01-07-72-6114	\$89.62
0029404-2176-1	WASTE MANAGEMENT (22106)	DEY - Dead Animals Fuel Surcharge Evf8-En	01-07-72-6114	\$89.68
Total ANIMAL CONTROL				\$350.20
04-1103207	OKLA DEPARTMENT OF PUBLIC City Council/GPWA Meeting 12-7-2010	OLETS User Fee for November 2010	01-07-79-6304	\$350.00

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
Total COMMUNICATIONS				\$350.00
Total POLICE				\$3,882.38
181856	HAGAR RESTAURANT SERVICE	Repairs on Ice Machine	01-09-90-6112	\$1,010.25
2354660	OKLA HOME CENTERS, INC. (203	Misc. Parts and Supplies for Fire Department	01-09-90-6112	\$13.48
2355363	OKLA HOME CENTERS, INC. (203	Misc. Parts and Supplies for Fire Department	01-09-90-6112	\$5.49
2355553	OKLA HOME CENTERS, INC. (203	Misc. Parts and Supplies for Fire Department	01-09-90-6112	\$40.94
2355581	OKLA HOME CENTERS, INC. (203	Misc. Parts and Supplies for Fire Department	01-09-90-6112	\$1.40
2355599	OKLA HOME CENTERS, INC. (203	Misc. Parts and Supplies for Fire Department	01-09-90-6112	\$18.99
2355761	OKLA HOME CENTERS, INC. (203	Misc. Parts and Supplies for Fire Department	01-09-90-6112	\$2.28
17690	JERRY'S WRECKER SERVICE(57	Wrecker Service for Fire Department	01-09-90-6316	\$211.00
169820	NAPA (30)	Misc. Supplies for Fire Department	01-09-90-6316	\$19.63
170783	NAPA (30)	Misc. Supplies for Fire Department	01-09-90-6316	\$2.90
170793	NAPA (30)	Misc. Supplies for Fire Department	01-09-90-6316	\$1.45
0218-416151	O'REILLY AUTO PARTS (952)	Misc. Parts and Supplies for Fire Department	01-09-90-6316	\$11.99
0218-416323	O'REILLY AUTO PARTS (952)	Misc. Parts and Supplies for Fire Department	01-09-90-6316	\$5.69
S14170	WALKER TIRES(160)	Tires and Tire Repair for Fire Department	01-09-90-6316	\$75.00
Total SUPPRESSION				\$1,420.49
0518734	WORKRITE UNIFORM CO. INC(63	Uniforms for Fire Department	01-09-92-6016	\$275.85
883541	ALLMED (21869)	EMS Supplies for Fire Department	01-09-92-6104	\$6.48
884512	ALLMED (21869)	EMS Supplies for Fire Department	01-09-92-6104	\$752.06
886105	ALLMED (21869)	EMS Supplies for Fire Department	01-09-92-6104	\$627.95
PE71968	LAMPTON WELDING SUPPLY(32	Welding Supplies	01-09-92-6104	\$51.31
PE72227	LAMPTON WELDING SUPPLY(32	Welding Supplies	01-09-92-6104	\$51.31
R436335	LAMPTON WELDING SUPPLY(32	Welding Supplies	01-09-92-6104	\$41.56
10-380	XAMOL TECHNOLOGY SOLUTIO	Computer Service	01-09-92-6356	\$249.99
EMS BILLING	INTERMEDIX (22025)	EMS Billing - Fire Department	01-09-92-6373	\$9,000.36
Total EMS				\$11,056.87
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-09-96-6114	\$50.00
Total PREVENTION				\$50.00
Total FIRE				\$12,527.36
127776	STILLWATER MILLING(1386)	Shirts, Boots and Jeans for Street Maintenanc	01-12-00-6016	\$358.75
129070	STILLWATER MILLING(1386)	Shirts, Boots and Jeans for Street Maintenanc	01-12-00-6016	\$570.45
STREETS MAIN	THINK INK PROMOTIONS 22477	Uniforms for Street Maintenance Employees	01-12-00-6016	\$357.00
2031973	WALMART COMMUNITY BRC(207	Pants and Uniforms	01-12-00-6016	\$627.72
258	CIMMARRON REDI MIX 22576	Concrete for Misc Jobs for Street Maintenanc	01-12-00-6113	\$336.00
276	CIMMARRON REDI MIX 22576	Concrete for Misc Jobs for Street Maintenanc	01-12-00-6113	\$124.00
13648	LOGAN COUNTY ASPHALT(1543)	Misc. Patching, Sand and Gravel for Street M	01-12-00-6113	\$548.15
13669	LOGAN COUNTY ASPHALT(1543)	Misc. Patching, Sand and Gravel for Street M	01-12-00-6113	\$265.05
13699	LOGAN COUNTY ASPHALT(1543)	Misc. Patching, Sand and Gravel for Street M	01-12-00-6113	\$353.40
13729	LOGAN COUNTY ASPHALT(1543)	Misc. Patching, Sand and Gravel for Street M	01-12-00-6113	\$1,887.60
13730	LOGAN COUNTY ASPHALT(1543)	Misc. Patching, Sand and Gravel for Street M	01-12-00-6113	\$252.70
13757	LOGAN COUNTY ASPHALT(1543)	Misc. Patching, Sand and Gravel for Street M	01-12-00-6113	\$143.45
13779	LOGAN COUNTY ASPHALT(1543)	Misc. Patching, Sand and Gravel for Street M	01-12-00-6113	\$2,022.60
167853	NAPA (30)	Misc. Street Supplies	01-12-00-6113	\$9.69
167887	NAPA (30)	Misc. Street Supplies	01-12-00-6113	\$2.02
169888	NAPA (30)	Misc. Street Supplies	01-12-00-6113	\$2.35
169897	NAPA (30)	Misc. Street Supplies	01-12-00-6113	\$75.46

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
3375	OKLA CONSTRUCTION MATERIA	Rock for Gravel Roads - Street Maintenance	01-12-00-6113	\$352.43
3387	OKLA CONSTRUCTION MATERIA	Rock for Gravel Roads - Street Maintenance	01-12-00-6113	\$355.78
3471	OKLA CONSTRUCTION MATERIA	Rock for Gravel Roads - Street Maintenance	01-12-00-6113	\$679.85
3486	OKLA CONSTRUCTION MATERIA	Rock for Gravel Roads - Street Maintenance	01-12-00-6113	\$247.36
3527	OKLA CONSTRUCTION MATERIA	Rock for Gravel Roads - Street Maintenance	01-12-00-6113	\$363.26
3612	OKLA CONSTRUCTION MATERIA	Rock for Gravel Roads - Street Maintenance	01-12-00-6113	\$296.31
3714	OKLA CONSTRUCTION MATERIA	Rock for Gravel Roads - Street Maintenance	01-12-00-6113	\$324.67
2354069	OKLA HOME CENTERS, INC. (203 Misc.	Street Maintenance Supplies	01-12-00-6113	\$36.73
2354094	OKLA HOME CENTERS, INC. (203 Misc.	Street Maintenance Supplies	01-12-00-6113	\$66.02
098875	STILLWATER STEEL 22366	Aluminum to Rebuild Lift Truck Box for Street	01-12-00-6113	\$377.95
TI-0226452	NEWMAN SIGNS, INC.(399)	Misc Signs for Street Maintenance	01-12-00-6115	\$181.56
CL60721	LAMPTON WELDING SUPPLY(32	Rentals for Torch Bottles - Street Maintenanc	01-12-00-6313	\$149.90
80575	BENTLEY & SON TRUCK SERVIC	Welding for Grader Fuel Tank for Street Maint	01-12-00-6317	\$75.00
87412	RON'S MOBILE TIRE 506	Tire Repairs for Street Maintenance	01-12-00-6317	\$10.00
87431	RON'S MOBILE TIRE 506	Tire Repairs for Street Maintenance	01-12-00-6317	\$25.00
87539	RON'S MOBILE TIRE 506	Tire Repairs for Street Maintenance	01-12-00-6317	\$5.00
87548	RON'S MOBILE TIRE 506	Tire Repairs for Street Maintenance	01-12-00-6317	\$10.00
87557	RON'S MOBILE TIRE 506	Tire Repairs for Street Maintenance	01-12-00-6317	\$8.00
87575	RON'S MOBILE TIRE 506	Tire Repairs for Street Maintenance	01-12-00-6317	\$10.00
87637	RON'S MOBILE TIRE 506	Tire Repairs for Street Maintenance	01-12-00-6317	\$20.00
0240426	UNITED ENGINES (787)	Parts for Streets Sweeper	01-12-00-6317	\$415.36
016141	WADE'S HARDWARE (607)	Filling Torch Bottles - Street Maintenance	01-12-00-6317	\$46.50
016171	WADE'S HARDWARE (607)	Filling Torch Bottles - Street Maintenance	01-12-00-6317	\$45.75
016279	WADE'S HARDWARE (607)	Filling Torch Bottles - Street Maintenance	01-12-00-6317	\$47.28
		Total		\$12,086.10
		Total STREET		\$12,086.10
825 0596924	UNIFIRST(20865)	Uniform and Shop Towel Service	01-14-00-6016	\$27.55
825-0595236	UNIFIRST(20865)	Uniform and Shop Towel Service	01-14-00-6016	\$27.55
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-14-00-6346	\$50.00
		Total		\$105.10
032260648	AZ COMMERCIAL (1556)	Misc. Automotive Parts and Supplies	01-14-41-6116	\$172.91
0532257047	AZ COMMERCIAL (1556)	Misc. Automotive Parts and Supplies	01-14-41-6116	\$13.59
0532257100	AZ COMMERCIAL (1556)	Misc. Automotive Parts and Supplies	01-14-41-6116	\$10.39
0532257922	AZ COMMERCIAL (1556)	Misc. Automotive Parts and Supplies	01-14-41-6116	(\$10.39)
0532257994	AZ COMMERCIAL (1556)	Misc. Automotive Parts and Supplies	01-14-41-6116	\$48.99
0532260829	AZ COMMERCIAL (1556)	Misc. Automotive Parts and Supplies	01-14-41-6116	\$147.18
0532263877	AZ COMMERCIAL (1556)	Misc. Automotive Parts and Supplies	01-14-41-6116	\$11.80
053260134	AZ COMMERCIAL (1556)	Misc. Automotive Parts and Supplies	01-14-41-6116	(\$48.99)
NOVEMBER GP	EIGHT BALL CAR WASH(20776)	GPWA - Wash Vehicles	01-14-41-6116	\$62.17
107	GUTHRIE AUTO TRIM(232)	Vehicle Seat and Upholstery Repairs	01-14-41-6116	\$175.00
231	GUTHRIE AUTO TRIM(232)	Vehicle Seat and Upholstery Repairs	01-14-41-6116	\$125.00
168107	NAPA (30)	Misc. Auto Repair Parts and Supplies	01-14-41-6116	\$26.76
170129	NAPA (30)	Misc. Auto Repair Parts and Supplies	01-14-41-6116	\$10.97
170395	NAPA (30)	Misc. Auto Repair Parts and Supplies	01-14-41-6116	\$314.02
170442	NAPA (30)	Misc. Auto Repair Parts and Supplies	01-14-41-6116	\$383.68
170465	NAPA (30)	Misc. Auto Repair Parts and Supplies	01-14-41-6116	\$298.27
170510	NAPA (30)	Misc. Auto Repair Parts and Supplies	01-14-41-6116	\$30.54
170605	NAPA (30)	Misc. Auto Repair Parts and Supplies	01-14-41-6116	\$5.34
0218-413997	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$7.38

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
0218-414060	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$8.22
0218-414783	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$11.25
0218-414839	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$138.91
0218-414899	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$39.36
0218-414908	O'REILLY AUTO PARTS (952)		01-14-41-6116	(\$18.94)
0218-414918	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$35.99
0218-415009	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$14.45
0218-415240	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$7.49
0218-415444	O'REILLY AUTO PARTS (952)		01-14-41-6116	(\$7.49)
0218-415487	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$4.56
0218-415967	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$19.13
0218-415972	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$10.50
0218-416025	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$4.99
0218-416032	O'REILLY AUTO PARTS (952)		01-14-41-6116	(\$1.00)
0218-416128	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$81.01
0218-416240	O'REILLY AUTO PARTS (952)		01-14-41-6116	(\$8.63)
0218-416329	O'REILLY AUTO PARTS (952)		01-14-41-6116	(\$20.87)
0218-416411	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$3.73
0218-416544	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$3.59
0218-416760	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$85.48
0218-417271	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$21.74
0218-417274	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$1.79
0218-417320	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$2.29
0218-417552	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$35.99
0218-417846	O'REILLY AUTO PARTS (952)	Misc Automotive Parts for Fleet Maintenance	01-14-41-6116	\$18.59
2010611	WESTERN MOBILE GLASS & AT	Vehicle Windshields and Glass Replacement	01-14-41-6116	\$265.00
2010612	WESTERN MOBILE GLASS & AT	Vehicle Windshields and Glass Replacement	01-14-41-6116	\$235.00
2010613	WESTERN MOBILE GLASS & AT	Vehicle Windshields and Glass Replacement	01-14-41-6116	\$235.00
		Total FLEET MAINTENANCE		\$3,011.74
		Total FLEET MAINTENANCE		\$3,116.84
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-15-11-6016	\$848.00
0001884	HURLEY PLUMBING(267)	Restroom Repairs - Guthrie Lake and Highlan	01-15-11-6110	\$204.00
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-15-11-6110	\$399.00
01-284274-76	CROSSLAND'S RENTAL(134)	Portable Toilet Rental at Guthrie Lake and Lib	01-15-11-6112	\$73.00
01-284275-75	CROSSLAND'S RENTAL(134)	Portable Toilet Rental at Guthrie Lake and Lib	01-15-11-6112	\$73.00
01-425908-18	CROSSLAND'S RENTAL(134)	Portable Toilet Rental at Guthrie Lake and Lib	01-15-11-6112	\$83.00
2353542	OKLA HOME CENTERS, INC. (203	Building Supplies and Stock for Parks and Gr	01-15-11-6112	\$31.98
2355332	OKLA HOME CENTERS, INC. (203	Building Supplies and Stock for Parks and Gr	01-15-11-6112	\$36.97
2355351	OKLA HOME CENTERS, INC. (203	Building Supplies and Stock for Parks and Gr	01-15-11-6112	\$46.49
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	01-15-11-6112	\$108.21
170125	NAPA (30)	Zip Ties and Vehicle Parts for Parks and Gro	01-15-11-6316	\$64.60
170838	NAPA (30)	Zip Ties and Vehicle Parts for Parks and Gro	01-15-11-6316	\$57.26
127319	CENTRAL NEW HOLLAND(93)	Belts, Blades, Filters for Bad Boy Mowers and	01-15-11-6317	\$402.00
127422	CENTRAL NEW HOLLAND(93)	Belts, Blades, Filters for Bad Boy Mowers and	01-15-11-6317	\$12.85
		Total PARKS		\$2,440.36
		Total PARKS & PUBLIC GROUNDS		\$2,440.36
		Total GENERAL FUND		\$82,114.58
PR3253-2	AETNA - MIDDLETOWN 22051		20-00-00-2031	\$23.90
	City Council/GPWA Meeting 12-7-2010			18

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
PR3262-2	AETNA - MIDDLETOWN 22051		20-00-00-2031	\$23.90
PR3253-2	AETNA - MIDDLETOWN 22051		20-00-00-2032	\$65.73
PR3262-2	AETNA - MIDDLETOWN 22051		20-00-00-2032	\$65.73
PR3253-2	PRINCIPAL FINANCIAL GROUP 2		20-00-00-2032	\$3,441.90
PR3262-2	PRINCIPAL FINANCIAL GROUP 2		20-00-00-2032	\$3,441.90
PR3253-2	AETNA MEDICAL/ DENTAL 2205		20-00-00-2033	\$233.52
PR3262-2	AETNA MEDICAL/ DENTAL 2205		20-00-00-2033	\$233.52
PR3253-2	AETNA MEDICAL/ DENTAL 2205		20-00-00-2034	\$66.87
PR3262-2	AETNA MEDICAL/ DENTAL 2205		20-00-00-2034	\$66.87
		Total		\$7,663.84
		Total		\$7,663.84
SW098911	T284 AT&T GLOBAL SERVICES, INC. (GPWA Phone System Repair	20-21-00-6112	\$2,553.19
299666630	TERMINEX 22413	Pest Control	20-21-00-6112	\$65.00
2031850	WALMART COMMUNITY BRC(207	Misc Supplies	20-21-00-6114	\$45.00
DECEMBER 201	USPS - UNITED STATES POSTAL	Post Meter	20-21-00-6309	\$2,000.00
		Total		\$4,663.19
		Total PUBLIC WORKS GENERAL		\$4,663.19
MILEAGE REIM	MAXINE PRUITT (1915)	Mileage	20-22-00-6047	\$225.50
		Total		\$225.50
		Total PUBLIC WORKS ADMINISTRATION		\$225.50
191929	HERO247/INVENTORY TRADING	T-Shirts, Polo Shirts and Hoodies	20-23-00-6016	\$264.11
414	MID AMERICA HYDRO TECH (211	Water Plant Chemicals	20-23-00-6104	\$6,585.12
90531	SOUTHWEST CHEMICAL (20977)	Liquid Ammonium Sulfate	20-23-00-6104	\$588.00
SU13028	ACCURATE ENVIRONMENTAL,LL	Lab Supplies for Water Treatment Plant	20-23-00-6109	\$459.72
2031856	WALMART COMMUNITY BRC(207	Misc. Supplies	20-23-00-6114	\$57.38
0108017	ACCURATE ENVIRONMENTAL,LL	Chemical Testing	20-23-00-6303	\$145.00
0109020	ACCURATE ENVIRONMENTAL,LL	Chemical Testing	20-23-00-6303	\$195.00
0K03030	ACCURATE ENVIRONMENTAL,LL	Chemical Testing	20-23-00-6303	\$195.00
0K03031	ACCURATE ENVIRONMENTAL,LL	Chemical Testing	20-23-00-6303	\$125.00
0K03032	ACCURATE ENVIRONMENTAL,LL	Chemical Testing	20-23-00-6303	\$145.00
0K10031	ACCURATE ENVIRONMENTAL,LL	Chemical Testing	20-23-00-6303	\$40.00
0K10032	ACCURATE ENVIRONMENTAL,LL	Chemical Testing	20-23-00-6303	\$100.00
Jj20028	ACCURATE ENVIRONMENTAL,LL	Chemical Testing	20-23-00-6303	\$340.00
1638	AMERICAN BUSINESS FINANCE	Replace Battery and Charger on Emergency	20-23-00-6317	\$332.88
2355406	OKLA HOME CENTERS, INC. (203	Misc Supplies for Water Treatment Plant	20-23-00-6317	\$25.56
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	20-23-00-6324	\$44.88
270605	USBLUEBOOK - UTILITY SUPPL	Fittings for Drains at the East and South Boos	20-23-00-6335	\$127.39
		Total		\$9,770.04
		Total WATER PLANT		\$9,770.04
000190	GHM ENTERPRISES (1097)	Cleaning Laundry Uniforms for Waste Water	20-24-00-6016	\$7.20
000195	GHM ENTERPRISES (1097)	Cleaning Laundry Uniforms for Waste Water	20-24-00-6016	\$8.40
000200	GHM ENTERPRISES (1097)	Cleaning Laundry Uniforms for Waste Water	20-24-00-6016	\$6.00
000255	GHM ENTERPRISES (1097)	Cleaning Laundry Uniforms for Waste Water	20-24-00-6016	\$6.60
2356718	OKLA HOME CENTERS, INC. (203	Misc. Tools	20-24-00-6102	\$123.96
0j29001	ACCURATE ENVIRONMENTAL,LL	Testing for Waste Water Treatment Plant	20-24-00-6109	\$150.00
0K05004	ACCURATE ENVIRONMENTAL,LL	Testing for Waste Water Treatment Plant	20-24-00-6109	\$150.00

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
DR04863	MOLLMAN'S WATER CONDITION	Quarterly D.I Tank Rental	20-24-00-6109	\$115.00
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	20-24-00-6114	\$8.47
1628	AMERICAN BUSINESS FINANCE	Renewal of Annual Generator Inspections Co	20-24-00-6312	\$5,900.00
1537	CJ & SON MACHINE (20840)	Plates and Pens to Mount a Portable Hoist	20-24-00-6312	\$900.00
1539	CJ & SON MACHINE (20840)	Jib Cranes for Lift Stations 1,3,4 and 6	20-24-00-6312	\$2,825.00
03329743	APPLIED INDUSTRIES TECH 171	Replacement for the Grit Chamber Drive and	20-24-00-6317	\$23.35
03329891	APPLIED INDUSTRIES TECH 171	Replacement for the Grit Chamber Drive and	20-24-00-6317	\$1,618.56
03330600	APPLIED INDUSTRIES TECH 171	Replacement for the Grit Chamber Drive and	20-24-00-6317	\$429.00
170941	NAPA (30)	Misc. Supplies	20-24-00-6317	\$15.93
171432	NAPA (30)	Misc. Supplies	20-24-00-6317	\$15.68
171489	NAPA (30)	Misc. Supplies	20-24-00-6317	\$25.54
2355034	OKLA HOME CENTERS, INC. (203	Misc. Supplies for Waste Water Treatment Pl	20-24-00-6317	\$3.79
2355289	OKLA HOME CENTERS, INC. (203	Misc. Supplies for Waste Water Treatment Pl	20-24-00-6317	\$36.12
2356054	OKLA HOME CENTERS, INC. (203	Misc. Supplie for Waste Water Treatment Pla	20-24-00-6317	\$38.43
2356292	OKLA HOME CENTERS, INC. (203	Misc. Supplie for Waste Water Treatment Pla	20-24-00-6317	\$38.32
2356302	OKLA HOME CENTERS, INC. (203	Misc. Supplies for Waste Water Treatment Pl	20-24-00-6317	\$7.49
2356608	OKLA HOME CENTERS, INC. (203	Misc. Supplies for Waste Water Treatment Pl	20-24-00-6317	\$41.97
6151415	OKLA HOME CENTERS, INC. (203	Misc. Supplies for Waste Water Treatment Pl	20-24-00-6317	\$53.50
4109	D & B PROCESS CONTROLS (13	Estimated Cost to Calibrate our Influent and	20-24-00-6319	\$200.00
Total				\$12,748.31
Total WASTE WATER TREATMENT PLANT				\$12,748.31
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	20-26-00-6016	\$132.00
Total				\$132.00
Total CONVENIENCE CENTER				\$132.00
2031512	WILLOBY'S WHOLESALE (631)	Boots for Ed Newby	20-27-00-6110	\$211.00
1543	CJ & SON MACHINE (20840)	Mill Fittings to Fit Odd Ball Size Pipe	20-27-00-6119	\$180.00
0296471-IN	OKLA CONTRACTORS(240)	Contractors Supplies and Stock for Line Main	20-27-00-6119	\$776.00
2354682	OKLA HOME CENTERS, INC. (203	Small Plumbing Parts and Small Tools	20-27-00-6119	\$9.99
2355005	OKLA HOME CENTERS, INC. (203	Small Plumbing Parts and Small Tools	20-27-00-6119	\$32.25
2355459	OKLA HOME CENTERS, INC. (203	Small Plumbing Parts and Small Tools	20-27-00-6119	\$39.80
2355944	OKLA HOME CENTERS, INC. (203	Small Plumbing Parts and Small Tools	20-27-00-6119	\$20.77
2356061	OKLA HOME CENTERS, INC. (203	Small Plumbing Parts and Small Tools	20-27-00-6119	\$41.99
2031506	BALSIGER TIRE (907)	Tire Repairs for Line Maintenance	20-27-00-6317	\$34.00
13878	J&R EQUIPMENT(21216)	Replace Jet Hose on Old Jet Truck	20-27-00-6317	\$1,800.00
13901	J&R EQUIPMENT(21216)	Parts for Vactor Truck	20-27-00-6317	\$156.78
170530	NAPA (30)	Oil, Grease and Misc Supplies	20-27-00-6317	\$52.49
170643	NAPA (30)	Oil, Grease and Misc Supplies	20-27-00-6317	\$8.54
170667	NAPA (30)	Oil, Grease and Misc Supplies	20-27-00-6317	\$32.67
171219	NAPA (30)	Oil, Grease and Misc Supplies	20-27-00-6317	\$3.60
87567	RON'S MOBILE TIRE 506	Tire Repairs and Replacements for Line Main	20-27-00-6317	\$62.50
1896	WESTERN SALES LLC (22151)	More Parts for Pump on the 1980 Jet Truck	20-27-00-6317	\$917.18
000129	GHM ENTERPRISES (1097)	Laundry Service Line Maintenance	20-27-00-6346	\$11.40
2031849	WALMART COMMUNITY BRC(207	Items used in the Camera Truck	20-27-00-6392	\$31.94
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	20-27-00-6392	\$130.75
Total				\$4,553.65
Total LINE MAINTENANCE				\$4,553.65
Total GPWA OPERATING FUND				\$39,756.53

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
PHASE LL FINA	GILBERT "Z" PELTS(20528)	PAINTING PROJECT - SOUTH DIVISION A	30-30-05-6576	\$20,000.00
		Total COMMUNITY DEVELOPMENT		\$20,000.00
		Total GRANTS		\$20,000.00
		Total GRANTS FUND		\$20,000.00
762556	CLARK EQUIPMENT COMPANY 2	Flail Cutting Attachment for Backhoe	45-45-00-6511	\$7,125.00
		Total		\$7,125.00
		Total HOTEL/MOTEL-TOURISM		\$7,125.00
		Total HOTEL/MOTEL TAX FUND		\$7,125.00
APPLICATION #	HCCC Co, LLC. 22368	Guthrie Water Treatment Plant - Section A 20	50-50-00-6373	\$377,332.89
2010531	MYERS ENGINEERING CORPOR	Inspection Services - Water Treatment Facilit	50-50-00-6373	\$10,700.00
2010986	MYERS ENGINEERING CORPOR	WTP Engineering - Water Supply Treatment	50-50-00-6373	\$8,795.05
		Total		\$396,827.94
		Total WATER TREATMENT PLANT IMPROVEMENT		\$396,827.94
		Total WATER TREATMENT PLANT FUND		\$396,827.94
7552504	DELAGE LANDEN PUBLIC FINAN	Lease Payment on Antex 900 X2O	54-54-04-6706	\$328.64
73984505	DELL FINANCIAL (21623)	Monthly Lease Payment on Server	54-54-04-6706	\$486.48
74026653	DELL FINANCIAL (21623)	Monthly Lease Payment for Admin/Payroll 81	54-54-04-6706	\$77.99
74034434	DELL FINANCIAL (21623)	Lease Payment on Finance Desktops	54-54-04-6706	\$471.76
1989472	SUSQUEHANNA COMM. FINANC	Lease BroadCastPix	54-54-04-6706	\$523.38
		Total INFORMATION SERVICES		\$1,888.25
		Total FACILITIES		\$1,888.25
DECEMBER 201	OKLA STATE BANK (22069)	Four - 2009 Dodge Chargers (Police Vehicle	54-56-07-6707	\$3,232.30
		Total POLICE DEPARTMENT		\$3,232.30
		Total VEHICLES & EQUIPMENT		\$3,232.30
		Total CAPITAL PROJECTS		\$5,120.55
2010978	MYERS ENGINEERING CORPOR	Partial Payment of Engineering Services CM	55-55-00-6547	\$12,747.94
		Total		\$12,747.94
		Total INFRASTRUCTURE		\$12,747.94
		Total CMOM Fee		\$12,747.94
PR3253-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	\$3.13
PR3262-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	\$3.13
PR3253-1	PRINCIPAL FINANCIAL GROUP 2		98-00-00-2032	\$163.90
PR3262-1	PRINCIPAL FINANCIAL GROUP 2		98-00-00-2032	\$163.90
PR3253-1	AETNA MEDICAL/ DENTAL 2205		98-00-00-2033	\$11.12
PR3262-1	AETNA MEDICAL/ DENTAL 2205		98-00-00-2033	\$11.12
		Total		\$356.30
		Total		\$356.30
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	98-98-00-6101	\$18.51
299420854	TERMINEX 22413	Pest Control	98-98-00-6112	\$50.00
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	98-98-00-6315	\$24.94
NOVEMBER201	WALMART COMMUNITY BRC(207	Supplies	98-98-00-6316	\$4.15
	City Council/GPWA Meeting 12-7-2010			

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
		Total		\$97.60
09071200-14	GARVER ENGINEERING 22519	Professional Engineering Services	98-98-95-6588	\$14,713.34
		Total TAXI LANE EXTENSION-NORTH OF DELTA		\$14,713.34
		Total AIRPORT FUND		\$14,810.94
		Total AIRPORT FUND		\$15,167.24
		Total All Funds		\$578,859.78

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
CNIN082226B	BMI SYSTEMS, INC. 664	Maintenance for 3rd Floor Copier	JJM01895 01-02-23-6317	\$148.70
		Total PURCHASING/ACCOUNTS PAYABLE		\$148.70
		Total ADMINISTRATION		\$148.70
CNIN082148B	BMI SYSTEMS, INC. 664	Monthly Maintenance for Finance Canon Copi	01-03-30-6317	\$308.00
CNIN082227B	BMI SYSTEMS, INC. 664	Monthly Maintenance for Finance Canon Copi	01-03-30-6317	\$217.87
		Total FINANCE		\$525.87
		Total FINANCE		\$525.87
CNIN081886B	BMI SYSTEMS, INC. 664	Maintenance for Copier in Planning Departme	01-05-50-6317	\$26.40
		Total COMMUNITY DEVELOPMENT		\$26.40
		Total PLANNING		\$26.40
CNIN083020B	BMI SYSTEMS, INC. 664	Monthly Maintenance for Library Copier	01-06-60-6317	\$125.49
		Total LIBRARY		\$125.49
		Total LIBRARY		\$125.49
006874	SAM'S CLUB DIRECT(516)	Food for LEPC Meeting - Police Department	01-07-70-6114	\$112.48
007908	SAM'S CLUB DIRECT(516)	Food for Bike Rodeo for Kids	01-07-70-6114	\$133.98
CNIN083209B	BMI SYSTEMS, INC. 664	Monthly Maintenance for Police Department	01-07-70-6317	\$140.01
T0326751K	USA MOBILITY WIRELESS, INC.	Pagers Billed for Lost/Equipment and Regular	01-07-70-6318	\$74.22
		Total POLICE ADMINISTRATION		\$460.69
		Total POLICE		\$460.69
7677879	RICOH AMERICAS CORPORATIO	Monthly Maintenance for Copier Fire Departm	01-09-90-6317	\$115.96
		Total SUPPRESSION		\$115.96
T0326751K	USA MOBILITY WIRELESS, INC.	Pagers Billed for Lost/Equipment and Regular	01-09-92-6318	\$168.50
		Total EMS		\$168.50
		Total FIRE		\$284.46
		Total GENERAL FUND		\$1,571.61
CNIN083029B	BMI SYSTEMS, INC. 664	Monthly Maintenance for GPWA Copier (JJM	20-21-00-6317	\$111.48
T0326751K	USA MOBILITY WIRELESS, INC.	Pagers Billed for Lost/Equipment and Regular	20-21-00-6318	\$168.50
		Total		\$279.98
		Total PUBLIC WORKS GENERAL		\$279.98
		Total GPWA OPERATING FUND		\$279.98
CNIN081886B	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	\$179.00
CNIN082337B	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	\$574.39
CNIN082947B	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	\$574.39
CNIN083019B	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	\$260.00
CNIN083030B	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	\$308.00
CNIN083032B	BMI SYSTEMS, INC. 664	Copier Lease for 6 Copiers (JJM00477), (JJM	54-54-02-6705	\$260.00
		Total ADMINISTRATION		\$2,155.78
		Total FACILITIES		\$2,155.78
		Total CAPITAL PROJECTS		\$2,155.78
		Total All Funds		\$4,007.37

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
Delores Barlow	BLUE CROSS/BLUE SHIELD (202	Overpayment on Ambulance Invoice Pauline	01-00-00-5435	\$36.59
Elba Oliver	BLUE CROSS/BLUE SHIELD (202	Overpayment on Ambulance Invoice Pauline	01-00-00-5435	\$21.20
Pauline Hammon	BLUE CROSS/BLUE SHIELD (202	Overpayment on Ambulance Invoice Pauline	01-00-00-5435	\$15.51
Mary J. Adams	GENERATIONS HEALTHCARE 2	Overpayment of Ambulance Invoice Mary J. A	01-00-00-5435	\$335.00
Betty Hicks	NATIONAL ASBESTOS WORKER	Overpayment on Ambulance Invoice Betty Hi	01-00-00-5435	\$819.20
Anna Butler	OHCA - FINANCE (22111)	Overpayment on Ambulance Invoice - Anna B	01-00-00-5435	\$48.48
Carolyn Escobed	TRAILBLAZER HEALTH ENTERP	Overpayment on Ambulance Invoice - Caroly	01-00-00-5435	\$281.33
August 2010	OK DEPT PUBLIC SAFETY VEHIC	Child Passenger Restraint System Collection	01-00-00-5497	\$50.00
September 2010	OK DEPT PUBLIC SAFETY VEHIC	Child Passenger Restraint System Collection	01-00-00-5497	\$50.00
		Total		\$1,657.31
		Total		\$1,657.31
2772	UNIQUE DESIGNS (21785)	Vinyl Garage Sale Sign - 100 Signs	01-01-00-6308	\$416.95
		Total		\$416.95
		Total GENERAL GOVERNMENT		\$416.95
120	A CUT ABOVE LAWN SERVICE 2	408 SOUTH 2ND STREET ABATEMENT - 10	01-05-51-6354	\$150.00
		Total CODE COMPLIANCE		\$150.00
		Total PLANNING		\$150.00
Boot Reimburse	MARK SWARTZBAUGH 22678	Boot Reimbursement per Contract	01-07-71-6019	\$120.29
		Total POLICE OPERATIONS		\$120.29
		Total POLICE		\$120.29
4002120962	STERICYCLE (1463)	EMS Supplies Disposal for Fire Department	01-09-92-6104	\$228.57
		Total EMS		\$228.57
		Total FIRE		\$228.57
		Total GENERAL FUND		\$2,573.12
NOVEMBER201	WASTE CONNECTIONS, INC (210		20-00-00-5466	(\$250.00)
		Total		(\$250.00)
		Total		(\$250.00)
NOVEMBER201	COX COMMUNICATIONS(20698)	Water Treatment Plant Internet services	20-21-00-6318	\$59.95
NOVEMBER 201	WASTE CONNECTIONS, INC (210	Commerical Sanitation Monthly Service	20-21-00-6348	\$34,418.32
NOVEMBER 201	WASTE CONNECTIONS, INC (210	Residential Sanitation Monthly Service	20-21-00-6348	\$29,325.91
NOVEMBER 201	WASTE CONNECTIONS, INC (210	State Flow Fee	20-21-00-6348	\$1,090.79
NOVEMBER 201	WASTE CONNECTIONS, INC (210	Compactors (Autoquip & Wal-Mart)	20-21-00-6348	\$1,287.62
		Total		\$66,182.59
		Total PUBLIC WORKS GENERAL		\$66,182.59
NOVEMBER 201	WASTE CONNECTIONS, INC (210	Convenience Center	20-26-00-6375	\$3,426.39
NOVEMBER 201	WASTE CONNECTIONS, INC (210	Recycle	20-26-00-6375	\$653.17
		Total		\$4,079.56
		Total CONVENIENCE CENTER		\$4,079.56
		Total GPWA OPERATING FUND		\$70,012.15
Z. Gilbert Pels -	GUTHRIE ARTS (19)	Mural Painted by Zee Peltz	30-30-05-6576	\$20,000.00
		Total COMMUNITY DEVELOPMENT		\$20,000.00

**City of Guthrie
A/P Claims List**

Invoice #	Vendor	Description	Account	Cost
		Total GRANTS		\$20,000.00
		Total GRANTS FUND		\$20,000.00
DECEMBER 201	FARMERS & MERCHANTS BANK(2009 Chevrolet Tahoe (Police Vehicles)	54-56-07-6707	\$720.30
		Total POLICE DEPARTMENT		\$720.30
DECEMBER201	OKLA STATE BANK (22069)	10 Wheel Dump Truck with Attachments	54-56-12-6708	\$2,031.00
NOVEMBER201	OKLA STATE BANK (22069)	10 Wheel Dump Truck with Attachments	54-56-12-6708	\$2,031.00
		Total STREET DEPARTMENT		\$4,062.00
		Total VEHICLES & EQUIPMENT		\$4,782.30
		Total CAPITAL PROJECTS		\$4,782.30
Case # 10-254 A	WATER QUALITY PROGRAMS 6	DEQ Consent Order - Case No. 10-254 Admi	55-55-00-6346	\$13,400.00
		Total		\$13,400.00
		Total INFRASTRUCTURE		\$13,400.00
		Total CMOM Fee		\$13,400.00
02-023450-007 R	MISCELLANEOUS		71-00-00-5555	\$14.63
05-050580-015 R	MISCELLANEOUS		71-00-00-5555	\$2.77
05-052052-010 R	MISCELLANEOUS		71-00-00-5555	\$32.73
07-071260-009 R	MISCELLANEOUS		71-00-00-5555	\$64.63
08-081810-005 R	MISCELLANEOUS		71-00-00-5555	\$42.79
10-100996-003 R	MISCELLANEOUS		71-00-00-5555	\$29.76
13-133900-003 R	MISCELLANEOUS		71-00-00-5555	\$30.19
14-141100-001 R	MISCELLANEOUS		71-00-00-5555	\$7.50
14-143507-002 R	MISCELLANEOUS		71-00-00-5555	\$75.00
14-143695-008 R	MISCELLANEOUS		71-00-00-5555	\$87.07
16-163250-002 R	MISCELLANEOUS		71-00-00-5555	\$42.42
99-994070-003 R	MISCELLANEOUS		71-00-00-5555	\$50.00
		Total		\$479.49
		Total		\$479.49
		Total UTILITY DEPOSIT FUND		\$479.49
DECEMBER 201	BANCFIRST(884)	Excel Jet Loan	99-99-00-6705	\$2,063.00
		Total		\$2,063.00
		Total GUTHRIE INDUSTRIAL DEVLEOPMENT		\$2,063.00
		Total GUTHRIE INDUSTRIAL DEVELOPMENT		\$2,063.00
		Total All Funds		\$113,310.06

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Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input type="checkbox"/> City Council	December 7, 2010	Wanda Calvert
<input checked="" type="checkbox"/> GPWA		City Clerk/Treasurer
<input type="checkbox"/> Other: _____		

Agenda Item

Consider approval of terminating the Mowing Agreement with Tenny Maker.

Summary

On June 2, 2009 the Guthrie Public Works Authority Trustees approved awarding Bid #2009-8, Grass Management, Convenience Center site, to Tenny Maker for a 5-year term (expiring June 2, 2014.) Through evaluation of our policies and procedures, we have determined that it may be ill-advised to have contractual relationships for land use with City staff. City staff is requesting authorization to terminate the Mowing Agreement with Tenny Maker effective immediately.

Funding Expected	<input checked="" type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	<u>20-00-00-5466</u>	Amount	<u>Reduction of \$300</u>
Legal Review	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Required	Completed Date: _____
Mayor's Appt.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Supporting documents attached

- Mowing Agreement

Recommendation

Staff recommends approval.

Action Needed Public Hearing Motion Emergency Clause

MOWING AGREEMENT

THIS LEASE AGREEMENT (the "Lease"), is made and entered into this 2nd day of June, 2009, by and between The Guthrie Public Works Authority, a municipal trust, hereinafter the "LESSOR", and Tenny maker, hereinafter the "LESSEE".

WITNESSETH:

1. PREMISES: That the LESSOR in consideration of the payment listed below, and in consideration of the other terms, provisions and covenants hereof, LESSOR hereby demises and leases to LESSEE, and LESSEE hereby rents and leases from LESSOR, the real property situated in the City of Guthrie , County of Logan, State of Oklahoma, more particularly described in "Exhibit A" attached hereto as a part hereof, together with all rights, privileges, easements, appurtenances and amenities belonging to or in any way pertaining to the premises (the said real property being hereinafter referred to as the "Premises").

TO HAVE AND TO HOLD the same for a term commencing on the 2nd day of June, 2009 (the "Commencement Date") and ending on the 2nd day of June, 2014, subject to termination as provided herein (the "Lease Term").

2. RENTAL: As rental for the use of said facility the LESSEE agrees to pay the Guthrie Public Works Authority/City of Guthrie, \$300 per year and to mow the facility at least two (2) times during the growing season.

3. PURPOSE AND USE: The Premises shall be used solely for the intended purpose (mowing). LESSEE may keep all cuttings from mowing.

4. TERMINATION: LESSOR reserves the right to terminate this lease and all rights of LESSEE hereunder, without any notice or demand whatsoever:

IN WITNESS WHEREOF, this agreement was executed by the parties hereto on the date and year first above written.

"LESSOR"
The Guthrie Public Works Authority

ATTEST: (Seal)


Wanda Calvert, City Clerk


Chuck Burtcher, Chairman

"LESSEE"

APPROVED AS TO FORM
AND LEGALITY:


Randel Shadid, City Attorney


Tenny Maker

EXHIBIT "A"

The following described real property situated in the City of Guthrie, Logan County, Oklahoma, to-wit:

The area at the City of Guthrie Convenience Center, located in R3W T16N NE ¼ Section 1, is 13.48 acres mol.

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Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	December 7, 2010	Wanda Calvert
<input checked="" type="checkbox"/> GPWA		City Clerk/Treasurer
<input type="checkbox"/> Other: _____		

Agenda Item

Consider approval of Budget Amendment No. 1 increasing the budget for the General Fund, Guthrie Public Works Authority Fund, Grants Fund, Capital Projects Fund, Job Corps Sale Fund and Cemetery Care Fund.

Summary

Budget Amendment No. 1 is increasing the following:

- (a) General Fund in the amount of \$5,051 for FY 2010 Open Encumbrances and increasing Misc. Income in the amount of \$125 for Bicycle Rodeo Donations.
- (b) GPWA Fund in the amount of \$3,500 for FY 2010 Open Encumbrances.
- (c) Grants Fund in the amount of \$26,157 for FY 2010 Open Encumbrances.
- (d) Capital Projects Fund in the amount of \$3,030 for FY 2010 Open Encumbrances.
- (e) Job Corps Fund in the amount of \$11,176 for Training Ground Improvements and closing the account.
- (f) Cemetery Care Fund in the amount of \$5,200 for the purchase of a lowering device and accessories.

Funding Expected	<input checked="" type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	<u>See Attached</u>	Amount	<u>See Budget Revision Report</u>
Legal Review	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Required	Completed Date: _____
Mayor's Appt.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Supporting documents attached

- Request for Budget Amendment
- Budget Revision Report

Recommendation

Staff recommends approval.

Action Needed Public Hearing Motion Emergency Clause

**CITY OF GUTHRIE
GUTHRIE PUBLIC WORKS AUTHORITY**

REQUEST FOR BUDGET AMENDMENT

Type of Amendment:

Date: November 29, 2010

- 1. Transfer of Appropriations
- 2. Supplemental Appropriations----X----
- 3. Appropriation Decrease
- 4. Revenue Increase

Amendment No. 1

Funds Effected:

- General Fund - \$5,176
- GPWA Fund - \$3,500
- Grants Fund - \$26,157
- Capital Projects Fund - \$3,030
- Job Corps Fund - \$11,176
- Cemetery Care Fund - \$5,200

Comments:

Budget Amendment No. 1 is increasing the following:

- (a) General Fund in the amount of \$5,051 for FY 2010 Open Encumbrances and increasing Misc. Income in the amount of \$125 for Bicycle Rodeo Donations.
- (b) GPWA Fund in the amount of \$3,500 for FY 2010 Open Encumbrances.
- (c) Grants Fund in the amount of \$26,157 for FY 2010 Open Encumbrances.
- (d) Capital Projects Fund in the amount of \$3,030 for FY 2010 Open Encumbrances.
- (e) Job Corps Fund in the amount of \$11,176 for Training Ground Improvements and closing the account.
- (f) Cemetery Care Fund in the amount of \$5,200 for the purchase of a lowering device and accessories.

APPROVAL

Date: _____

Purchasing Agent: _____ City Manager: _____

Council Approval Needed? Yes Date Posted: _____

If yes, date approved: _____ City Clerk: _____

After amendment has been entered in the computer, copies are to be sent to the following:

- City Manager - 1 copy
- Purchasing Agent - 1 copy
- Department Head - 1 copy

**City of Guthrie
Budget Revisions**

Number	Fiscal Year	Fiscal Period	Reason	Line Number	Account Number	Increase	Decrease
189	2011	2	Budget Amendment No. 1	1	01-01-00-6308 Printing	1,494.00	0.00
				2	01-01-00-6311 Computer Operations	3,252.00	0.00
				3	01-01-00-6114 Misc. Supplies	305.00	0.00
				4	01-00-00-5401 Budgeted Fund Balance	5,051.00	0.00
				5	20-21-00-6373 Professional Services	3,500.00	0.00
				6	20-00-00-5400 Budgeted Fund Balance	3,500.00	0.00
				7	30-30-05-6576 Downtown Mural	20,000.00	0.00
				8	30-30-06-6541 Library State Aid	6,157.00	0.00
				9	30-00-00-5400 Budgeted Fund Balance	26,157.00	0.00
				10	54-54-07-6514 E911	3,030.00	0.00
				11	54-00-00-5401 Budgeted Fund Balance	3,030.00	0.00
				12	85-85-00-6368 Annual Administrative Fee	2,916.00	0.00
				13	85-85-00-6503 Training Ground Improvements	8,260.00	0.00
				14	85-00-00-5400 Budgeted Fund Balance	11,176.00	0.00
				15	01-00-00-5419 Misc. Income	125.00	0.00
				16	01-07-70-6114 Misc. Supplies	125.00	0.00
				17	72-72-00-6545 Lowering Device	5,200.00	0.00
Totals:						103,278.00	0.00

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Agenda Item Cover Letter

Meeting: [X] City Council, [X] GPWA, Other: _____
Date of Meeting: December 7, 2010
Contact: Wanda Calvert, City Clerk/Treasurer

Agenda Item: Consider approval of 2011 Calendar Year Schedule of Regular Meetings.

Summary: Under the provisions of Title 25, O.S. Section 311.1, all public bodies shall give notice in writing by December 15th of each calendar year of the schedule showing the date, time and place of the regularly scheduled meetings of such public bodies for the following calendar year. Once approved, staff will post the 2011 Calendar Year Schedule of Regular Meetings in the Guthrie City Hall foyer before December 15, 2010. The Guthrie Park Board has unanimously approved to change their dates from quarterly meetings held on the 4th Tuesdays to meeting every other month on the 3rd Thursdays.

Funding Expected: Revenue _____, Expenditure [X] N/A
Budgeted: Yes _____, No _____, [X] N/A
Account Number: N/A _____, Amount: N/A _____
Legal Review: [X] N/A, Required _____, Completed Date: _____
Mayor's Appt.: Yes _____, No [X]

Supporting documents attached: 2011 Calendar Year - Schedule of Regular Meetings

Recommendation: Staff recommends approval.

Action Needed: Public Hearing _____, Motion [X], Emergency Clause _____

**2011 Calendar Year
Schedule of Regular Meetings**

CITY COUNCIL

Date	Time	Place
January 4 & 18	All meetings are scheduled for 7:00 p.m.	Guthrie City Hall 101 North Second Street
February 1 & 15		
March 1 & 15		
April 5 & 19		
May 3 & 17		
June 7 & 21		
July 5 & 19		
August 2 & 16		
September 6 & 20		
October 4 & 18		
November 1 & 15		
December 6 & 20		

GUTHRIE PUBLIC WORKS AUTHORITY

Date	Time	Place
January 4 & 18	All meetings are scheduled for 7:00 p.m.	Guthrie City Hall 101 North Second Street
February 1 & 15		
March 1 & 15		
April 5 & 19		
May 3 & 17		
June 7 & 21		
July 5 & 19		
August 2 & 16		
September 6 & 20		
October 4 & 18		
November 1 & 15		
December 6 & 20		

Filed with the Office of the City Clerk at 2:00 p.m. on November 23, 2010.

POSTED at 4:00 p.m. on December 8, 2010 by Wanda Calvert, City Clerk.

ATTEST: (Seal) _____
City Clerk

Additional meetings may be called, by posting an agenda for “Special or Emergency Meeting” in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

**2011 Calendar Year
Schedule of Regular Meetings**

GUTHRIE BOARD OF ADJUSTMENT

Date	Time	Place
January 20	All meetings are scheduled for 5:30 p.m.	Guthrie City Hall 101 North Second Street
February 17		
March 17		
April 21		
May 19		
June 16		
July 21		
August 18		
September 15		
October 20		
November 17		
December 15		

GUTHRIE-EDMOND REGIONAL AIRPORT BOARD

Date	Time	Place
January 11	All meetings are scheduled for 4:30 p.m.	Guthrie/Edmond Regional Airport, Terminal Building Conference Room 520 Airport Road Guthrie, OK
February 8		
March 8		
April 12		
May 10		
June 14		
July 12		
August 9		
September 13		
October 11		
November 8		
December 13		

Filed with the Office of the City Clerk at 2:00 p.m. on November 23, 2010.

POSTED at 4:00 p.m. on December 8, 2010 by Wanda Calvert, City Clerk.

ATTEST: (Seal) _____
City Clerk

Additional meetings may be called, by posting an agenda for “Special or Emergency Meeting” in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

**2011 Calendar Year
Schedule of Regular Meetings**

GUTHRIE FORESTRY ADVISORY BOARD

Date	Time	Place
January 25	All meetings are scheduled for 5:30 p.m.	Guthrie City Hall
April 26		101 North Second Street
July 26		
October 25		

GUTHRIE HISTORIC PRESERVATION COMMISSION

Date	Time	Place
January 3	All meetings are scheduled for 5:30 p.m.	Guthrie City Hall
February 7		101 North Second Street
March 7		
April 4		
May 2		
June 6		
July 11*		
August 1		
September 12		
October 3		
November 7		
December 5		

*Moving from July 4, for 4th of July Holiday to July 11
from September 5th, for Labor Day Holiday, to September 12.

GUTHRIE INDUSTRIAL DEVELOPMENT AUTHORITY

Date	Time	Place
All Meetings are on an “as-called” basis and posted as Special or Emergency Meetings.		Guthrie City Hall 101 North Second Street

Filed with the Office of the City Clerk at 2:00 p.m. on November 23, 2010.

POSTED at 4:00 p.m. on December 8, 2010 by Wanda Calvert, City Clerk.

ATTEST: (Seal) _____
City Clerk

Additional meetings may be called, by posting an agenda for “Special or Emergency Meeting” in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

**2011 Calendar Year
Schedule of Regular Meetings**

GUTHRIE LIBRARY BOARD

Date	Time	Place
January 20 April 21 July 21 October 20	All meetings are scheduled for 4:00 p.m.	Guthrie Public Library Conference Room. 201 North Division St.

GUTHRIE MUNICIPAL PLANNING COMMISSION

Date	Time	Place
January 13 February 10 March 10 April 14 May 12 June 9 July 14 August 11 September 8 October 13 November 10 December 8	All meetings are scheduled for 5:30 p.m.	Guthrie City Hall 101 North Second Street

GUTHRIE PARK BOARD

Date	Time	Place
January 20 March 17 May 19 July 21 September 15 November 17	All meetings are scheduled for 6:30 p.m.	Guthrie City Hall 101 North Second Street

Filed with the Office of the City Clerk at 2:00 p.m. on November 23, 2010.

POSTED at 4:00 p.m. on December 8, 2010 by Wanda Calvert, City Clerk.

ATTEST: (Seal) _____
City Clerk

Additional meetings may be called, by posting an agenda for "Special or Emergency Meeting" in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

**2011 Calendar Year
Schedule of Regular Meetings**

GUTHRIE TRANSPORTATION AUTHORITY

Date	Time	Place
February 8 May 10 August 9 November 8	All meetings are scheduled for for 6:00 p.m.	Guthrie City Hall 101North Second Street

FINANCE COMMITTEE

Date	Time	Place
All Meetings are on an “as-called” basis and posted as Special or Emergency Meetings.		Guthrie City Hall 101 North Second Street

STREET COMMITTEE

Date	Time	Place
All Meetings are on an “as-called” basis and posted as Special or Emergency Meetings.		Guthrie City Hall 101North Second Street

Filed with the Office of the City Clerk at 2:00 p.m. on November 23, 2010.

POSTED at 4:00 p.m. on December 8, 2010 by Wanda Calvert, City Clerk.

ATTEST: (Seal) _____
City Clerk

Additional meetings may be called, by posting an agenda for “Special or Emergency Meeting” in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

GUTHRIE HOUSING AUTHORITY
2011 CALENDAR YEAR
SCHEDULE OF REGULAR MEETINGS

Date	Time	Place
January 20	All meetings are scheduled for 2:00 p.m.	Guthrie Housing Authority 1524 East Perkins Avenue
February 17		
March 17		
April 21		
May 19		
June 16		
July 21		
August 18		
September 15		
October 20		
November 17		
December 15		

Filed with the Office of the City Clerk at 2:00 p.m. on November 23, 2010 by Frank Krusemark, Executive Director of the Guthrie Housing Authority.

POSTED at 4:00 p.m. on December 8, 2010 by Wanda Calvert, City Clerk.

ATTEST: (Seal) _____
City Clerk

Additional meetings may be called, by posting an agenda for “Special or Emergency Meeting” in accordance with the provisions of 25 O.S. Sec. 311.

Under the provisions of 25 O.S., Section 311.1, this schedule must be posted by December 15 of the year prior to the meetings.

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MINUTES

CITY COUNCIL MEETING

Finance Committee

November 16, 2010

The special meeting of the sixtieth City Council of Guthrie, Oklahoma, was posted on Friday November 12, 2010 before 5:00 p.m. to be held on November 16, 2010 in the Guthrie City Hall 3rd Floor Conference Room at 5:30 p.m.

No meeting was held.

The agenda item: **Discussion and consideration of action regarding a utility adjustment to a utility account for Eve Cushing at 704 East Warner Avenue.** The Finance Committee met on November 2, 2010 to discuss action regarding a utility adjustment to a utility account for Eve Cushing at 704 East Warner Avenue. The Finance Committee instructed Ms. Cushing to check with her contractor doing the repairs to see if there has been a problem with the plumbing, check with a plumber on the possibility of a leak and check with her insurance agency on filing a claim to be reimbursed on the water bill. Ms. Cushing informed earlier today, she did not have answers to the Finance Committee's questions; therefore, the Finance Committee Meeting was postponed until Ms. Cushing advises she has the required information.

Wanda Calvert, City Clerk

Trey Ayers, Finance Committee Chairman

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MINUTES

CITY COUNCIL MEETING

November 16, 2010

The regular meeting of the sixtieth City Council of Guthrie, Oklahoma was posted on Friday, November 12, 2010 before 5:00 p.m. and held November 16, 2010 in the Guthrie City Hall Council Chambers.

Mayor Chuck Burtcher called the meeting to order at 7:15 p.m.

Members Present:	Chuck Burtcher	Trey Ayers	Mary Coffin
	Ellen Gomes	John Wood	Gaylord Z. Thomas

Members Absent: Patty Hazlewood

Staff Present:	Matt Mueller	Wanda Calvert	Lance Crenshaw
	Rene Spineto	Jim Ahlgren	Lee Ivie
	Maxine Pruitt	Damon Devereaux	Lester Branch

Mayor Burtcher declared a quorum with six (6) Councilmembers in attendance.

Consent Agenda. Motion by Councilmember Wood, seconded by Councilmember Thomas, moved approval of the Consent Agenda as follows:

- A. Consider approval of the minutes from the Special City Council – Finance Committee Meeting held on November 2, 2010.
- B. Consider approval of the minutes from the Special City Council Workshop Meeting held on November 2, 2010.
- C. Consider approval of the minutes from the Regular City Council Meeting held on November 2, 2010.

- D. Consider approval of Claims:

General Fund:	\$ 70,228.42
Capital Projects Fund:	\$ 3,556.25
Airport Fund:	\$ 64,896.70
GIDA Fund:	\$ <u>1,041.67</u>

TOTAL CLAIMS: \$139,723.04

- E. Consider approval of Change Order No. 4 for Section A, Guthrie Water Treatment Plant for ten (10) items of changes: 7 additions and 3 deducts, increasing the HCCCo Contract in the amount of \$18,487.40. The Change Order

also increases the number of contract days by 90 days, which includes inclement weather days and the delivery delay of the crane, making the substantial completion date for the plant December 31, 2010 and the final date February 17, 2011.

- F. Consider approval of Assignment of Lease from Scott McGarry to H. G. Adams for Hangar #12 at the Guthrie-Edmond Regional Airport.

Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Wood, Thomas, Coffin
Nay: None

Mayor Burtcher declared the motion carried unanimously.

Consider approval of Ordinance No. 3216 authorizing a request from Oklahoma Municipal Retirement Fund (OMRF) to amend the City of Guthrie Defined Benefit Pension Plan and declaring an emergency. The City's pension plan for non-union employees is with Oklahoma Municipal Retirement Fund (OMRF). The OMRF Defined Benefit Master Plan and Joinder Agreement have recently been updated and approved by the Internal Revenue Service (IRS). The IRS requires the City formally adopt this new plan language. Motion by Councilmember Wood, seconded by Councilmember Thomas, moved approval of Ordinance No. 3216 authorizing a request from Oklahoma Municipal Retirement Fund to amend the City of Guthrie Defined Benefit Pension Plan. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Wood, Thomas, Coffin
Nay: None

Mayor Burtcher declared the motion carried unanimously.

Emergency Clause. Motion by Councilmember Wood, seconded by Councilmember Coffin, moved approval of Section 7 of Ordinance No. 3216 declaring an emergency and the immediate passage of this Ordinance. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Wood, Thomas, Coffin
Nay: None

Mayor Burtcher declared the motion carried unanimously.

City Manager's Report. Informed staff will be addressing the nuisance reported this evening and presented the Citizens Government Academy participants with their certificates and awards: Bill Williams, Betsy Randolph, Dan Newton, Darrell Burnett, Doyle Fortney, Gary Lacina, James Long, Jean Lacina, Jessie Bryan, Joe Bennett, Joe Chappell, Linda

Harris, Linda Tatom, Lorene Bailey, Mary Beth Craven, Sue DuCharme, Thomas Kutay, Timothy Poindexter, Van French, Wilburn Hall, Jr.

Requests/comments from members of the City Council. Councilmember Gomes informed it is a great honor to be on City Council and congratulated the graduates from the Citizens Government Academy.

Vice Mayor Ayers informed Mayor Burtcher and he have been invited to participate in the Mayor's Congress by the Mayor's Council of Oklahoma to be held in January and this event has the possibility to make some significant recognition of municipal issues at the state level and congratulated the graduates from the Citizens Government Academy.

Councilmember Thomas congratulated the graduates from the Citizens Government Academy.

Councilmember Coffin informed the City Council and the community of the events happening in Guthrie and congratulated the graduates from the Citizens Government Academy.

Councilmember Wood congratulated the graduates from the Citizens Government Academy; congratulated the Guthrie High School Track Coach on his achievements; and updated the City Council on the Railroad Meetings.

Mayor Burtcher congratulated the graduates from the Citizens Government Academy and expressed a thank you to City Manager Mueller, Administrative Assistant Cindy Kenyon and staff on their work for a successful Academy and encouraged the community to participate in the Thanksgiving activities.

Adjournment. Motion by Vice Mayor Ayers, seconded by Councilmember Thomas, moved approval to adjourn. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Gomes, Wood, Thomas, Coffin
Nay: None

Mayor Burtcher declared the motion carried unanimously at 7:46 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

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CITY OF GUTHRIE

CLAIMS

December 7, 2010

I hereby certify the purchase orders listed have been issued and encumbered against the available balance of the authorized appropriated accounts and that the department head and/or officer in charge of those accounts has certified that the procurements were necessary to the proper conduct of activities; that the merchandise and/or services have been satisfactorily received or utilized; and that the purchase orders are now a true and just debt of the city of Guthrie. These purchase orders are therefore presented to you to be presented to the governing body for consideration as claims for payment.

A handwritten signature in black ink, appearing to read "Kim Biggs", written over a horizontal line.

Kim Biggs
Purchasing Agent

Monthly Claims Approved as per Ordinance No. 2973 by City Manager.

Matt Mueller
City Manager

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**CITY OF GUTHRIE
TREASURER'S REPORT
October 31, 2010**

	BANK OR DEPOSITORY	ACCT. TYPE	ACCT. NO.	RATE	DATE OF MATURITY	BEGINNING BALANCE	DEPOSITS	WITH- DRAWALS	ENDING BALANCE
General	First Capital	MM	13-416-3	0.50		\$43,018.84	\$361,098.61	\$390,000.00	\$14,117.45
	F & M Bank	MM	1022003929	0.60		\$98,444.75	\$183,187.09	\$151,002.77	\$130,629.07
						\$141,463.59	\$544,285.70	\$541,002.77	\$144,746.52
Cemetery Care	F & M Bank	MM	1022003996	0.60		\$40,506.46	\$495.77	\$0.00	\$41,002.23
						\$40,506.46	\$495.77	\$0.00	\$41,002.23
Hotel/Motel Tax	F & M Bank	MM	1022003937	66.67%	Tourism	\$1,095.02	\$21,546.88	\$21,991.95	\$649.95
		MM	1022003937	33.33%	Parks	\$43,627.60	\$10,803.37	\$3,000.00	\$51,430.97
			Total: Hotel/Motel Tax			\$44,722.62	\$32,350.25	\$24,991.95	\$52,080.92
Sinking Fund	First Capital	MM	13-925-4	0.65		\$452.71	\$0.25	\$0.00	\$452.96
GIDA	F & M Bank	MM	1022003953	0.60		\$5,273.26	\$11,359.39	\$10,763.58	\$5,869.07
Centennial	Bancfirst	MM	154027499	0.00		\$519.69	\$0.00	\$0.00	\$519.69
Airport Grant	First Capital	MM	21-965-7	0.65		\$161.08	\$0.09	\$0.00	\$161.17
Airport Escrow 2010	F & M Bank	MM	1022004577	0.60		\$42,022.76	\$59.38	\$0.00	\$42,082.14
USDA Rural Devel.	First Capital	MM	23-695-0	0.65		\$20,522.58	\$11.33	\$0.00	\$20,533.91
Capital Projects	F & M Bank	MM	1022003961	0.60		\$17,912.73	\$61,523.01	\$29,463.53	\$49,972.21
Grants Fund	First Capital	MM	25-045-7	0.50		\$2,950.85	\$1.25	\$0.00	\$2,952.10
	F & M Bank	MM	1022004038	0.60		\$9,113.36	\$1,635.49	\$301.89	\$10,446.96
						\$12,064.21	\$1,636.74	\$301.89	\$13,399.06
Fed Equitable Sharing	First Capital	MM	25-470-0	0.65		\$1,585.90	\$0.87	\$0.00	\$1,586.77
GPWA	First Capital	MM	13-415-5	0.50		\$43,040.95	\$14,877.03	\$392.26	\$57,525.72
	F & M Bank	MM	1022003864	0.60		\$202,275.57	\$300,056.18	\$257,493.36	\$244,838.39
	Bancfirst -Drafts	MM	150182648	0.50		\$206,756.11	\$50,125.59	\$509.79	\$256,371.91
			Total: GPWA Operating			\$452,072.63	\$365,058.80	\$258,395.41	\$558,736.02
Meter Deposits	First Capital	SN	01-842-2	0.50		\$657.94	\$3.79	\$0.00	\$661.73
	F & M Bank	MM	1022003880	0.60		\$236,948.12	\$4,611.47	\$2,090.70	\$238,468.89
	First Capital	CD	26772	1.05	2/25/2011	\$99,000.00	\$0.00	\$0.00	\$99,000.00
			Total: Meter Deposits			\$335,606.06	\$4,615.26	\$2,090.70	\$338,130.62
WTP Fund	First Capital	MM	25-143-7	0.50		\$50,377.68	\$21.39	\$0.00	\$50,399.07
	Bancfirst - WTP	MM	150182648	0.50		\$806,818.64	\$171.31	\$0.00	\$806,989.95
	F & M Bank	MM	1022003872	0.60		\$129,369.68	\$22,508.29	\$3,415.54	\$148,462.43
						\$986,566.00	\$22,700.99	\$3,415.54	\$1,005,851.45
CMOM Fund	F & M Bank	MM	1022004534	0.60		\$35,137.72	\$21,766.31	\$9,658.77	\$47,245.26
Trusts									
Job Corps/Fire	Bank of Oklahoma	TR	75-4036-01-0	0.08		\$12,484.91	\$1.07	\$0.00	\$12,485.98
OKC Waterline	Bank of Oklahoma	TR	75-4037-01-8	0.08		\$1,900,017.78	\$162.41	\$0.00	\$1,900,180.19

CITY OF GUTHRIE STATEMENT OF ESTIMATE - ACTUAL REVENUE

Oct-10 8.33%

Revenue Source	Annual Budget	YTD Estimate	Current			YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
			Month Collected	Month Collected	Month Collected				
Sales Tax Revenue	\$3,600,000	\$300,000	\$314,336	\$314,336	\$14,336	\$14,336	4.78%	8.73%	
Use Tax	\$135,000	\$11,250	\$14,511	\$14,511	\$3,261	\$3,261	28.99%	10.75%	
Cigarette Tax Revenue	\$50,000	\$4,167	\$4,663	\$4,663	\$497	\$497	11.92%	9.33%	
Franchise Taxes	\$470,000	\$39,167	\$35,114	\$35,114	(\$4,052)	(\$4,052)	-10.35%	7.47%	
Licenses & Permits	\$106,255	\$8,855	\$6,528	\$6,528	(\$2,327)	(\$2,327)	-26.28%	6.14%	
Com. Vehicle Tax	\$67,000	\$5,583	\$11,944	\$11,944	\$6,360	\$6,360	113.92%	17.83%	
Gas Excise Tax	\$20,000	\$1,667	\$2,517	\$2,517	\$850	\$850	51.03%	12.59%	
Alcoholic Beverage Tax	\$72,000	\$6,000	\$11,921	\$11,921	\$5,921	\$5,921	98.68%	16.56%	
Ambulance Collections	\$425,000	\$35,417	\$32,736	\$32,736	(\$2,681)	(\$2,681)	-7.57%	7.70%	
EMS Contract	\$321,615	\$26,801	\$26,801	\$26,801	\$0	\$0	0.00%	8.33%	
Rents & Royalties	\$18,700	\$1,558	\$1,389	\$1,389	(\$170)	(\$170)	-10.89%	7.43%	
Cemetery Revenue	\$53,900	\$4,492	\$3,445	\$3,445	(\$1,047)	(\$1,047)	-23.30%	6.39%	
Court Fines/Forfeiture	\$337,000	\$28,083	\$30,468	\$30,468	\$2,385	\$2,385	8.49%	9.04%	
Interest	\$2,500	\$208	\$181	\$181	(\$27)	(\$27)	-12.90%	7.26%	
Library Fines & Fees	\$12,000	\$1,000	\$739	\$739	(\$261)	(\$261)	-26.11%	6.16%	
Lake Fees/Permits	\$24,000	\$2,000	\$1,584	\$1,584	(\$416)	(\$416)	-20.82%	6.60%	
Fire Runs	\$7,500	\$625	\$0	\$0	(\$625)	(\$625)	-100.00%	0.00%	
Reimb Rev/Misc. Income	\$186,924	\$15,577	\$4,411	\$4,411	(\$11,166)	(\$11,166)	-71.68%	2.36%	
Plan/Bd of Adjustments	\$1,050	\$88	\$50	\$50	(\$38)	(\$38)	-42.86%	4.76%	
Oil/Gas Inspect/Leases	\$13,500	\$1,125	\$0	\$0	(\$1,125)	(\$1,125)	-100.00%	0.00%	
Weed Abatement	\$2,500	\$208	\$0	\$0	(\$208)	(\$208)	-100.00%	0.00%	
Fire Subscriptions	\$3,500	\$292	\$271	\$271	(\$20)	(\$20)	-6.92%	7.76%	
Subtotal	\$5,929,944	\$494,162	\$503,609	\$503,609	\$9,447	\$9,447	1.91%	8.49%	
Transfer from GPWA	\$1,306,520	\$108,877	\$121,989	\$121,989	\$13,112	\$13,112	12.04%	9.34%	
Transfer from Hotel Tax	\$36,000	\$3,000	\$3,000	\$3,000	\$0	\$0	0.00%	8.33%	
Transfer from Capital Project	\$106,000	\$8,833	\$8,833	\$8,833	(\$0)	(\$0)	0.00%	8.33%	
Transfer from Grants Fund	\$18,000	\$1,500	\$0	\$0	(\$1,500)	(\$1,500)	-100.00%	0.00%	
Budgeted Fund Balance	\$0	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%	
TOTALS	\$7,396,464	\$616,372	\$637,431	\$637,431	\$21,059	\$21,059	3.42%	8.62%	

CITY OF GUTHRIE DEPARTMENT EXPENDITURE SUMMARY

Oct-10 8.33%

Department	Annual Budget	YTD Estimate	Current Month		YTD Expend	% of Budget	YTD Expend	% of Budget	Encumbered Balance	Remaining Budget
			Expend	% of Budget						
General Government	\$953,550	\$79,463	\$66,867	7.01%	\$66,867	7.01%	\$639,294	\$247,389		
Administration	\$491,009	\$40,917	\$37,233	7.58%	\$37,233	7.58%	\$12,864	\$440,912		
Finance	\$128,742	\$10,729	\$10,229	7.95%	\$10,229	7.95%	\$3,746	\$114,767		
Planning	\$280,648	\$23,387	\$18,634	6.64%	\$18,634	6.64%	\$39,565	\$222,448		
Library	\$188,376	\$15,698	\$16,443	8.73%	\$16,443	8.73%	\$8,710	\$163,223		
Police	\$1,427,227	\$118,936	\$108,518	7.60%	\$108,518	7.60%	\$5,236	\$1,313,473		
Fire	\$1,456,655	\$121,388	\$114,775	7.88%	\$114,775	7.88%	\$37,504	\$1,304,376		
Street	\$490,278	\$40,857	\$20,975	4.28%	\$20,975	4.28%	\$163,925	\$305,378		
Vehicle Maintenance	\$138,895	\$11,575	\$7,765	5.59%	\$7,765	5.59%	\$657	\$130,473		
Parks & Public Grounds	\$386,240	\$32,187	\$35,159	9.10%	\$35,159	9.10%	\$12,876	\$338,205		
Transfer to GPWA Fund	\$1,100,000	\$91,667	\$104,779	9.53%	\$104,779	9.53%	\$0	\$995,221		
Transfer to Airport Fund	\$69,945	\$5,829	\$0	0.00%	\$0	0.00%	\$0	\$69,945		
Transfer to Capital Project	\$284,074	\$23,673	\$23,673	8.33%	\$23,673	8.33%	\$0	\$260,401		
Transfer to Grants Fund	\$825	\$69	\$0	0.00%	\$0	0.00%	\$0	\$825		
TOTALS	\$7,396,464	\$616,372	\$565,049	7.64%	\$565,049	7.64%	\$924,378	\$5,907,037		

GUTHRIE PUBLIC WORKS AUTHORITY STATEMENT OF ESTIMATE - ACTUAL REVENUE

Oct-10 8.33%

Revenue Source	Annual Budget	YTD Estimate	Current Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
Water	\$1,652,000	\$134,473	\$163,845	\$163,845	\$29,372	21.84%	9.92%
Sewer	\$754,000	\$62,833	\$63,601	\$63,601	\$767	1.22%	8.44%
Sanitation	\$1,158,000	\$96,500	\$96,409	\$96,409	(\$91)	-0.09%	8.33%
Convenience Center	\$40,000	\$3,333	\$3,414	\$3,414	\$81	2.42%	8.54%
Interest	\$1,500	\$125	\$209	\$209	\$84	67.44%	13.95%
Rents & Royalties	\$4,400	\$367	\$250	\$250	(\$117)	-31.82%	5.68%
Transfer-Other Funds	\$1,102,900	\$91,908	\$104,779	\$104,779	\$12,870	14.00%	9.50%
Miscellaneous	\$2,000	\$167	\$3,034	\$3,034	\$2,868	1720.53%	151.71%
Late Charges	\$40,000	\$3,333	\$3,905	\$3,905	\$572	17.15%	9.76%
Extension Charges	\$2,000	\$167	\$220	\$220	\$53	32.00%	11.00%
Service Initiation	\$13,600	\$1,133	\$1,200	\$1,200	\$67	5.88%	8.82%
Sale of Station/Park Barn/LC Pr	\$21,000	\$1,750	\$1,750	\$1,750	\$0	0.00%	8.33%
Subtotal	\$4,791,400	\$396,089	\$442,616	\$442,616	\$46,526	11.75%	9.24%
Budgeted Fund Balance	\$0	\$0	\$0	\$0	\$0	0.00%	0.00%
TOTALS	\$4,791,400	\$396,089	\$442,616	\$442,616	\$46,526	11.75%	9.24%

GUTHRIE PUBLIC WORKS DEPARTMENT EXPENDITURE SUMMARY

Department	Annual Budget	YTD Estimate	Current Month		YTD Expend	% of Budget	Encumbered Balance	Remaining Budget
			Expend	% of Budget				
Oct-10	8.33%							
General Government	\$264,848	\$22,071	\$12,116	4.57%	\$12,116	4.57%	\$174,069	\$78,663
Administration	\$274,959	\$22,913	\$21,162	7.70%	\$21,162	7.70%	\$0	\$253,797
Water Plant	\$408,872	\$34,073	\$24,410	5.97%	\$24,410	5.97%	\$28,724	\$355,738
Wastewater Plant	\$218,431	\$18,203	\$13,379	6.13%	\$13,379	6.13%	\$15,065	\$189,987
Convenience Center	\$113,106	\$9,426	\$8,349	7.38%	\$8,349	7.38%	\$52,481	\$52,276
Line Maintenance	\$614,346	\$51,196	\$35,927	5.85%	\$35,927	5.85%	\$35,062	\$543,357
Meter Department	\$61,099	\$5,092	\$6,641	10.87%	\$6,641	10.87%	\$27,931	\$26,528
Sanitation Contract	\$776,500	\$64,708	\$66,390	8.55%	\$66,390	8.55%	\$710,110	\$0
Swimming Pool	\$20,000	\$1,667	\$0	0.00%	\$0	0.00%	\$0	\$20,000
Transfer-General Fund	\$1,306,520	\$108,877	\$121,989	9.34%	\$121,989	9.34%	\$0	\$1,184,531
Transfer-GIDA	\$60,159	\$5,013	\$10,000	16.62%	\$10,000	16.62%	\$0	\$50,159
Transfer-Capital Project	\$266,560	\$22,213	\$22,213	8.33%	\$22,213	8.33%	\$0	\$244,347
Transfer-WTP Fund	\$406,000	\$33,833	\$0	0.00%	\$0	0.00%	\$0	\$406,000
TOTALS	\$4,791,400	\$399,283	\$342,576	7.15%	\$342,576	7.15%	\$1,043,441	\$3,405,383

NOVEMBER 05, 2010

CITY OF GUTHRIE

SALES TAX

DEAR TREASURER;

FUNDS HAVE BEEN ELECTRONICALLY TRANSFERRED TO YOUR BANK ACCOUNT, EFFECTIVE 11/08/10, FOR YOUR CITY SALES TAX COLLECTIONS RECEIVED BY THE OKLAHOMA TAX COMMISSION DURING THE MONTH OF OCTOBER.

THIS PAYMENT REPRESENTS COLLECTIONS FROM SALES MADE THE PREVIOUS MONTH AND MAY INCLUDE INTEREST, PENALTY, AND DELINQUENT REMITTANCES DUE FROM AN EARLIER MONTH. SEE DETAILS BELOW.

IF THERE ARE ANY QUESTIONS CONCERNING THIS PAYMENT, PLEASE CALL OR WRITE DAVE FRANCIS, (405) 522-6600, SALES AND USE TAX SECTION, TAXPAYER ASSISTANCE DIVISION, OKLAHOMA TAX COMMISSION.

TOTAL TAX, PENALTY AND INTEREST COLLECTED	\$281,140.72
LESS AMOUNT REFUNDED TO TAXPAYERS	\$.00
LESS AMOUNT SUSPENDED	\$.00
LESS .010000 RETENTION TO OKLAHOMA TAX COMMISSION	\$2,811.41
PLUS INTEREST	\$256.39
TOTAL PAYMENT	\$278,585.70

Total Sales Tax: \$278,585.70

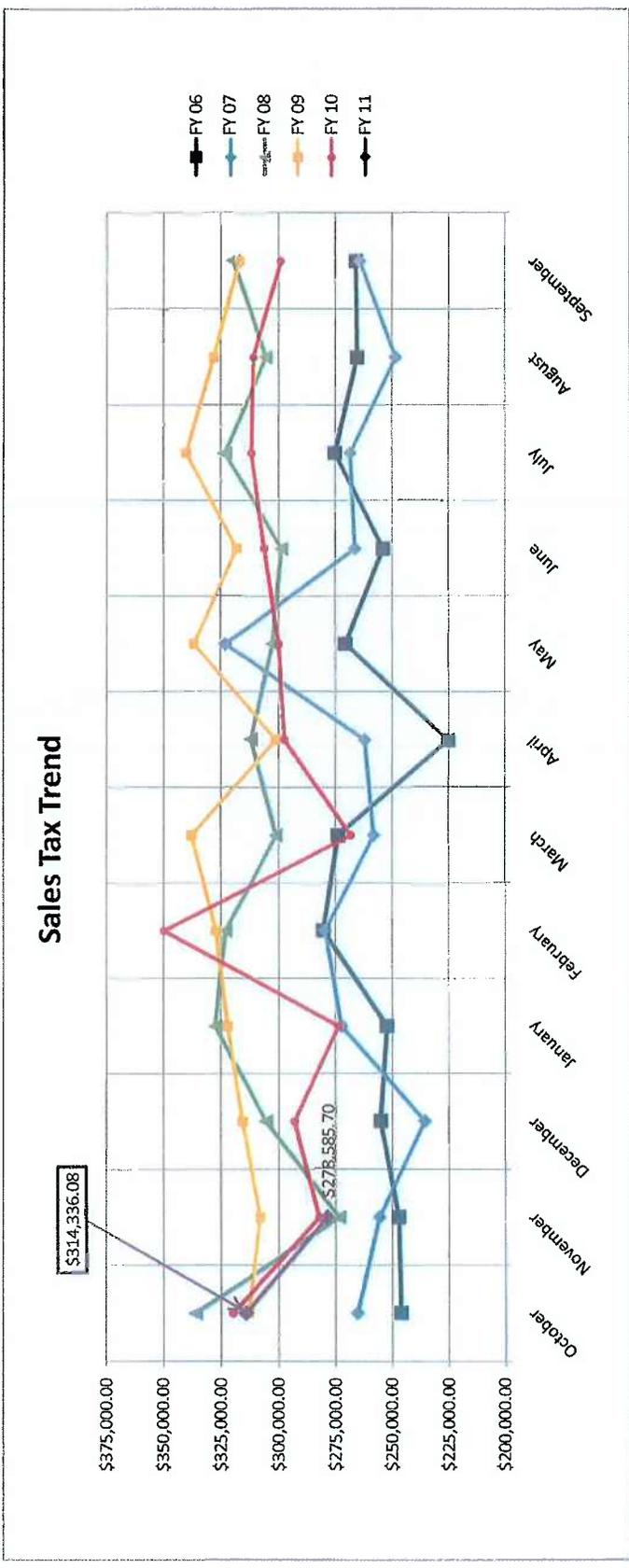
Last Month: \$314,336.08 Increase/Decrease: (\$35,750.38)

Last Year: \$281,954.15 Increase/Decrease: (\$3,368.45)

Sales Tax Trend

	October	November	December	January	February	March	April	May	June	July	August	September	Total
FY 06	\$246,126.80	\$247,166.48	\$255,287.17	\$252,346.47	\$280,599.88	\$273,995.53	\$225,384.57	\$270,696.75	\$253,932.39	\$275,360.59	\$265,620.06	\$266,262.27	\$3,112,778.96
FY 07	\$265,544.71	\$255,866.27	\$235,736.87	\$272,647.08	\$279,826.90	\$258,521.60	\$262,435.69	\$323,454.97	\$266,759.41	\$268,835.24	\$248,729.13	\$264,594.42	\$3,202,952.29
+/-	\$19,417.91	\$8,699.79	(\$19,500.30)	\$20,300.61	(\$772.98)	(\$15,473.93)	\$37,051.12	\$52,758.22	\$12,827.02	(\$6,525.35)	(\$16,890.93)	(\$1,667.85)	\$90,173.33
FY 08	\$336,192.72	\$273,686.34	\$305,867.98	\$327,700.48	\$323,323.73	\$301,524.85	\$312,425.88	\$302,995.95	\$299,010.25	\$323,499.39	\$305,933.07	\$319,840.12	\$3,732,000.76
+/-	\$70,648.01	\$17,820.07	\$70,131.11	\$55,053.40	\$43,496.83	\$43,003.33	\$49,990.19	(\$20,459.02)	\$32,250.84	\$54,664.15	\$57,203.94	\$55,245.70	\$529,048.47
FY 09	\$313,045.38	\$308,052.33	\$315,833.60	\$322,189.68	\$327,243.02	\$337,888.81	\$301,080.66	\$336,812.70	\$318,282.56	\$340,158.44	\$328,216.24	\$317,273.63	\$3,866,077.05
+/-	(\$23,147.34)	\$34,365.99	\$9,965.62	(\$5,510.80)	\$3,919.29	\$36,363.96	(\$11,345.22)	\$33,816.75	\$19,272.31	\$16,659.05	\$22,283.17	(\$2,566.49)	\$134,076.29
FY 10	\$319,745.40	\$281,954.15	\$292,942.85	\$273,582.13	\$349,722.78	\$268,221.69	\$297,277.57	\$299,814.50	\$306,161.46	\$311,865.38	\$310,884.69	\$299,022.23	\$3,611,194.83
+/-	\$6,700.02	(\$26,098.18)	(\$22,890.75)	(\$48,607.55)	\$22,479.76	(\$69,667.12)	(\$3,803.09)	(\$36,998.20)	(\$12,121.10)	(\$28,293.06)	(\$17,331.55)	(\$18,251.40)	(\$254,882.22)
FY 11	\$314,336.08	\$278,585.70											\$592,921.78
+/-	(\$3,409.32)	(\$3,368.45)											(\$8,777.77)

Year to Date **\$592,921.78**
 2011 Projection YTD **\$600,000.00**
 Under/Over **\$7,078.22**





Agenda Item Cover Letter

Meeting <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	Date of Meeting December 7, 2010	Contact Rene Spineto
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Agenda Item

Consent to enter into a lease with the J. Foucart Foundation to lease the Foundation ten parking spaces of the City Parking Lot located on Harrison Street between Division and Wentz, to construct the J. Foucart Legacy Park.

Summary

Mr. Alex Toye, the great grandson of architect Joseph Foucart, has established the J. Foucart Foundation to create a memorial park in honor of Joseph Foucart. In the late 1800's Mr. Foucart designed many of the prominent buildings in downtown Guthrie and his work was instrumental in establishing the architectural image of the City of Guthrie.

Mr. Toye presented his designs for the Memorial Park to the City Council in February 2009. The information has also been presented to the Historic Preservation Commission and the Guthrie Parks Board.

This lease will grant the Foucart Foundation a five (5) year lease for the sum of one dollar (\$1.00) per year. The lease will automatically renew annually, unless terminated by the City, with proper notification. The Foundation will install all improvements and maintain the property. The City will be responsible for snow removal. The Foundation will maintain casualty and liability insurance.

Funding Expected	_____ Revenue	_____ Expenditure	<input checked="" type="checkbox"/> N/A
Budgeted	_____ Yes	_____ No	<input checked="" type="checkbox"/> N/A
Account Number	_____ Amount		
Legal Review	_____ N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>11/15/10</u>
Mayor's Appt.	_____ Yes	<input checked="" type="checkbox"/> No	

Supporting documents attached:

- J. Foucart Lease Agreement with attachments
- Lease Synopsis

Recommendation:

Staff recommends approval.

Action Needed _____ Public Hearing Motion _____ Emergency Clause

LEASE AGREEMENT

THIS Lease Agreement made by and between the City of Guthrie, Oklahoma, a municipal corporation, referred to as "Lessor" and The J. Foucart Foundation, an Oklahoma not for profit corporation, referred to as "Lessee":

WHEREAS, the City owns property described in Exhibit "A" hereto and wishes to have said property developed for the purpose of expanding tourism and economic development and said property described in Exhibit "A" shall hereafter be called "Premises".

WHEREAS, Lessee desires to construct improvements for a park on the Premises.

NOW, therefore, in consideration of the mutual promises, covenants and conditions set forth herein the Lessee and Lessor agree as follows:

TERM AND RENEWAL

The initial term of this lease shall extend from November 2, 2010 through October 31, 2015. This lease shall automatically renew annually for consecutive one (1) year terms thereafter unless terminated by Lessor pursuant to the terms of this lease agreement set forth under the caption "Termination" below.

The Lessee, in consideration of the covenants hereafter including the end of construction of improvements as hereafter stated hereby leases to Lessee the Premises described in Exhibit "A" attached hereto and incorporated herein by reference. The Lessee agrees that at expiration of this lease it shall deliver the Premises to the Lessor in the same condition as it was at inception of the lease or with the improvements thereon remaining at the sole option of the Lessee, normal wear and tear excepted.

The Lessor acknowledges that Lessee intends to utilize the Premises leased herein for construction of a memorial park.

RENT

As rental for the use of the Premises, in addition to the other things required of Lessee the Lessee agrees to pay the City annually the sum of \$1.00 per year, due November 2nd each year.

IMPROVEMENTS TO PREMISES

The Lessee agrees with Lessor to install improvements upon the Premises as shown in attached Exhibit "B" representing either Option 1 or Option 2 for a proposed park. The improvements to be constructed will be completed within one hundred-twenty (120) days of breaking ground for the construction. If construction is not initiated within

1,095 days of execution of this lease and completed within one hundred-twenty (120) days thereafter then the Lessor may, at its sole option, terminate this lease at which time the Lessee will remove all improvements within a reasonable time or in the alternative the parties may agree in writing that some or all of the improvements may remain on the Premises after termination of the lease. Should it become necessary for the Lessor to direct the removal of some or all of the improvements and should the Lessee fail or refuse to remove the same within time limits directed by the Lessor, then such improvements shall become the property of the Lessor. The Lessee agrees to immediately reimburse the Lessor for cost or expenses it incurred in removing or having removed such improvements.

MAINTENANCE AND REPAIR AFTER CONSTRUCTION

The Lessee shall be responsible for all maintenance and repair of the premises. The Lessor will be responsible for snow removal at the premises.

INSURANCE

The Lessee will maintain casualty insurance with Lessor as a named payee in the amount of replacement cost of improvements to the premises. The Lessee shall maintain liability insurance on the premises in an amount of not less than one million dollars (\$1,000,000.00) per occurrence.

NO ASSIGNMENT

This agreement may not be assigned by Lessee without the prior written consent of the Lessor. The premises may be used for a park and no other use whatsoever.

TERMINATION

This lease may be terminated at the sole option of the Lessor upon thirty (30) days written notice to the Lessee for the following reasons:

1. Failure to begin construction on or before the 1st day of October, 2013.
2. Failure to complete construction on or before the 1st day of April, 2014.
3. Failure to comply with any of the obligations of the Lessee as stated herein.
3. Bankruptcy or receivership filed by or against the Lessee.
5. The lease may be terminated for Lessee's failure to comply with any federal, state, or city law.

-2

OTHER CONDITIONS

STATE OF OKLAHOMA]
] SS.
COUNTY OF LOGAN]

This instrument was acknowledged before me on the ____ day of _____, 2010 by Chuck Burtcher, as Mayor of the City of Guthrie, Oklahoma, for the purposes therein expressed.

My Commission Expires: _____ Notary Public
Comm. No. _____

APPROVED AS TO FORM
AND LEGALITY:

Randel Shadid, City Attorney

Exhibit A

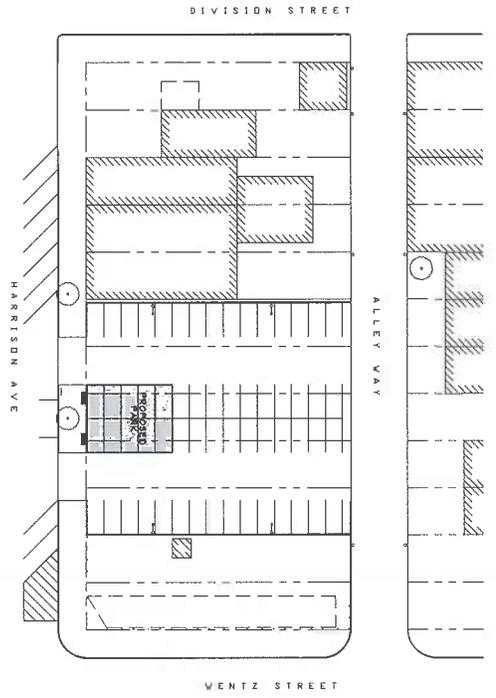
J. Foucart Foundation Lease – Property Description

The Lease Agreement covers a portion of the City parking lot located in East Guthrie Townsite, Block 50, Lots 18-22. The Lease Agreement covers that portion identified as Option "1" of Exhibit B of the Lease, specifically an area of ten parking spaces measuring a total area of forty-five (45) feet by thirty-six (36) feet. This segment is located in the southernmost portion of the lot in the center aisle.

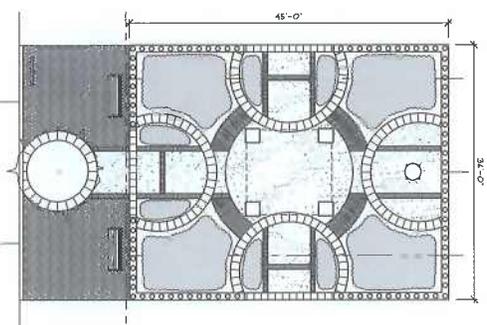


Foucart Park

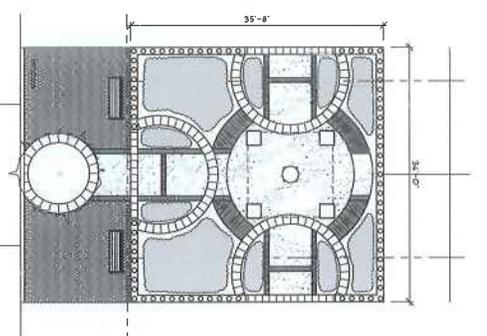
East Harrison Avenue
Guthrie, Oklahoma



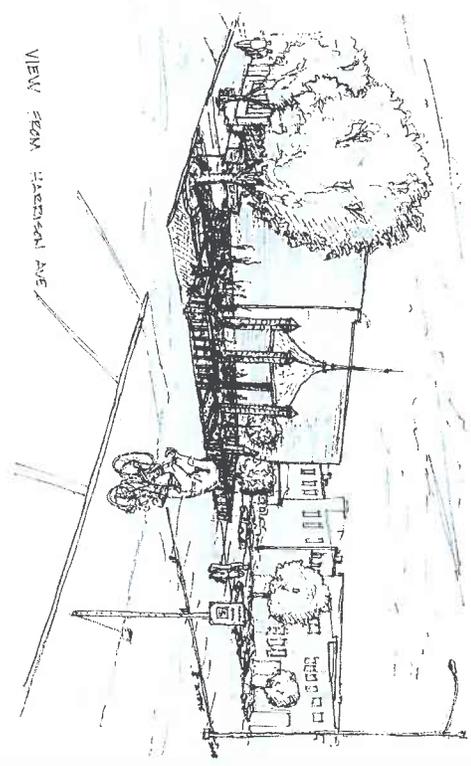
KEY PLAN
1"=30'-0"



OPTION 1
PROPOSED PARK
1/4"=1'-0"



OPTION 2
PROPOSED PARK
1/4"=1'-0"



VIEW FROM HARRISON AVE

Foucart Park
East Harrison Avenue
Guthrie, Oklahoma



3025 E. 10th Avenue
Guthrie, Oklahoma 73044
P: 817.231.2888 F: 817.231.2888
www.atarch.com

DECEMBER 29, 2010

Foucart Park – Lease Synopsis

- Purpose: Construction of the J. Foucart Legacy Memorial Park
- Term: 5-years, through 10/31/15, with automatic annual renewal, unless terminated by City
- Rental: \$1.00 per year
- Location: A portion (ten parking spaces) of the City-owned parking lot located on Harrison Street, north of Jelsma Stadium
- Improvements:
- Lessee to install improvements
 - Improvements to be completed within 120 days of breaking ground
- Maintenance: Lessee will be responsible for all maintenance and repair; the City will be responsible for snow removal.
- Insurance: Lessee will maintain casualty insurance; Lessee will maintain liability insurance in the amount of not less than \$1,000,000.
- Assignment: not allowed without prior written consent of the City.
- Termination:
- Failure to begin construction before 10/1/13
 - Failure to complete construction before 4/1/14
 - Failure to comply with any of the obligations of the Lessee
 - Lessee bankruptcy
 - Failure by Lessee to comply with any federal, state, or city law

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Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	December 7, 2010	Lee Ivie 282-2312
<input type="checkbox"/> GPWA		
<input type="checkbox"/> Other: _____		

Agenda Item

Approval for additional services to be performed by Garver Engineers in connection with the Taxiway Delta project.

Summary

The Oklahoma Aeronautics Commission requires a construction management plan (CMP) to be submitted before funds can be reimbursed on any OAC funded project. This document was not part of the original scope of work because the FAA does not require a CMP on any project with less than \$250,000.00 of paving.

Funding Expected	<input type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	98-98-95-6588	Amount	\$3,000.00 total cost/ sponsor's match @ 5% is \$150.00 to be divided by the City of Guthrie & the City of Edmond
Legal Review	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>Nov. 30, 2010</u>
Mayor's Appt.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Supporting documents attached

- Letter from the Oklahoma Aeronautics Commission to Garver Engineers requesting a construction management plan.

Recommendation

Approval of additional services to be provided by Garver Engineers in order to expedite reimbursement of funds from the OAC to cover the sponsor's obligation of payment to both Garver Inc. and Sandstone Construction.

Action Needed Public Hearing Motion Emergency Clause

Cindy Kenyon

From: Gary Ivie
Sent: Tuesday, November 30, 2010 3:06 PM
To: Cindy Kenyon
Subject: FW: GOK Responses
Attachments: pic64397.jpg

-----Original Message-----

From: vkhanna@oac.ok.gov [mailto:vkhanna@oac.ok.gov]
Sent: Tuesday, November 30, 2010 12:36 PM
To: Brown, Curtis, T
Cc: RJRyan@GarverUSA.com; givie@cityofguthrie.com; ABouse@oac.ok.gov
Subject: Re: GOK Responses

Thank you for your responses. Please consider the below:

Taxiway Delta Extension:

1. Construction Management Plan (CMP): Please go over Item 2.2 of the State Grant Application (reproduced below in part):

The Sponsor shall submit an invoice on a monthly basis to the Commission for the The Commission will not process any invoice until the Construction management program has been submitted.

.....

Therefore a CMP is required by the State Grant Agreement irrespective of the Federal requirement.

2. Elaine had sent an email regarding Invoice No. 1 to Maxine on 11/15/2010 seeking a. paid invoices for - advertising, printing, travel b. contracted per hour rate for Garver personnel - (E-1 and E-4) to help us determine that these were correctly paid. We still need that clarification/information.

3. Test reports - You have included test reports for tests on subgrade and the aggregate base. However, the number of reports seems less than the summary provided earlier. I request that these be mailed to us at the earliest.

Land Acquisition

1. Can you provide a summary of the EDR review's findings. If such a summary is included with the ESA then please provide the page numbers for our reference in order to save time.

FY 2011 Federal Grant EPD

1. In your response you clarify that environmental coordination/CatEX was not performed/requested because these are "design only and design has no environmental impacts. A construction CE request is included in the scope of work for the construction phase of the projects".

Please go over FAA's directives for EPD documents required for Design Only and Land Acq Reimbursement Grants (also available on our website at the URL

- http://www.ok.gov/OAC/Early_Project_Development.html). In each of these, environmental coordination (or a Cat Ex) is required. Also each grant type requires an approved ALP/ALD showing the tract/development before the grant is made out.

Design Only Grant (Page 2)

- .. Approved ALD or ALP
- .. Commitment of Local Funds
- .. DBE (if required) (Revised)
- .. Environmental Coordination
- .. Selection of Consultants Certification
- .. Drug-Free Workplace Certification
- .. Overall Development Objective (ODO)
- .. Project Schedule
- .. Airspace Study Form 7460

Request for Modification of Standards

Land Acquisition Reimbursement Grant (Page 6)

- .. Approved ALD or ALP
- .. Commitment of Local Funds
- .. Appraisal and Re-Appraisal
- .. Sponsor Certification of Real Property Acquisition
- .. Certificate of Title
- .. DBE (if required) (Revised)
- .. Environmental Coordination
- .. Overall Development Objective (ODO)
- .. Selection of Consultant Certification
- .. Drug-Free Workplace Certification
- .. Justification of Aviation Need

I hope that helps. We have requested the payment processing to be speeded up to help the sponsor meet the buyer's request.

Vivek Khanna, PhD.,P.E., M.ASCE
Airports Engineer
Oklahoma Aeronautics Commission
120 N Robinson Ave, Suite 1244 W
Oklahoma City, OK 73102
Tel: (405) 604-6902
Fax:(405) 604-6919

From: "Brown, Curtis, T" <CTBrown@GarverUSA.com>
To: "Vivek Khanna (vivek.khanna@oac.state.ok.us)"
<vivek.khanna@oac.state.ok.us>, "Aaron Bouse
(aaron.bousse@oac.state.ok.us)" <aaron.bousse@oac.state.ok.us>
Cc: "Ryan, Ray J." <RJRyan@GarverUSA.com>, "Lee Ivie
(givie@cityofguthrie.com)" <givie@cityofguthrie.com>
Date: 11/29/2010 06:03 PM
Subject: GOK Responses

Responses to your email. I have included your three emails below for reference.

Land Acquisition:

- We have included an updated Exhibit A – Property Map in the submittal. We have included a copy in this email for your reference

and use.

- We are enclosing a revised copy of the sponsor certification with the appropriate conditions stricken off
- The ESA amendment revised the conclusions of the Phase 1 report to show a Finding of No Significant Impact. We have submitted a copy of the report, attachments, and amendment to FAA for their review. We have asked Peggy Wade to formalize her comments and acceptance in a letter for your file.

Taxiway Delta Extension:

- A construction management plan (CMP) was not included in our scope of work. The FAA requires a CMP for projects including over \$250,000 in paving. Since this project had significantly less in paving, it was understood that a CMP was not required. We are currently negotiating with the Sponsor to amend our scope of work to include the CMP.
- We have included signed copies of the contractor's quantity report signed by the Engineer for your files.
- We have included copies of the materials testing summaries and the associated field reports from the testing lab for your reference.
- Erosion control is a pay item in the bid documents and required by the State DEQ for a project of this size.
- Updated / As-Built ALD - an ALD update is included in the scope of work for the grant close-out. This ALD will show the as-constructed taxiway D extension as well as the recent Bross property acquisition and planned development in the area. We will be submitting it to the FAA and OAC for signatures as part of the close-out process. The project is not yet complete; therefore, and updated ALD is not available at this time.

FY 2011 Projects

- We have re-submitted the environmental determination requests for all four projects to FAA - Peggy Wade. She is currently reviewing the requests for a CatX. They were not submitted because they were design only and design has no environmental impacts. A construction CE request is included in the scope of work for the construction phase of the projects.
- The ALD update is incorporated in the close-out efforts for taxiway D. We shall expand the Taxiway D update in include the proposed NW Hangar area development and recent land acquisition.

Sincerely,

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 |(Embedded image moved to file: pic64397.jpg)Garver |
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|Curtis Brown, PE
|
|Project Manager
|
|Aviation Team Leader
|
|Office: 405-329-2555 Ext: 7551
|
|Mobile: 405-517-0152
|
|E-mail: CTBrown@GarverUSA.com
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|

In going through Your EPD submittal for the FY 2011 grant I have the following observations that also affect your FY 2011 State grant for land acquisition and the FY 2012 development grant.

1. You have submitted an email from FAA (Peggy Wade) indicating "CE" for the PAPI design and installation portion only. The CE does not cover the other development items in the design grant scope of work - Taxiway extension and the northwest area development. If you have already submitted the Environmental Site Assessment to FAA for the land proposed to be acquired, please include status of FAA's approval of the same. If you have received comments or a letter of FAA's approval, please provide a copy to the Commission.
2. Additionally, the ALP update (property map, ALD) will need to be a part of the FY2011 design grant since the FY2012 project is for construction on the land being acquired with excise tax funds. FAA will not fund development that is not included on the approved airport ALP.

Therefore, please submit the needed documents in order to complete the FY 2011 EPD submittal, and also to indicate how the ALP issue is being addressed for the FY 2012 development grant.

The land acquisition documentation is taking time to go over. I suggest that we meet on Monday to help us understand and expedite the process. I will be in my office all day. Also the following issues have come up in our initial review:

- a. Is the property map of the Airport updated to included the tract to be acquired?
- b. In the real property acquisitions certifications, the conditions that do not apply are not stricken off.
- c. The ESA found some issues with the well and pipeline and therefore these were not to be acquired. Has this changed due to the study @12 ft depth finding no contamination.
- d. Is there an executive summary summarizing all the findings of EDR's databases?

I have in my possession invoice nos 1,2, and 3. Elaine had sent an email regarding Invoice No. 1 to Maxine on 11/15/2010 seeking a. paid invoices for - advertising, printing, travel b.

contracted per hour rate for Garver personnel - (E-1 and E-4) to help us determine that these were correctly paid.

Additionally,

1. Quantities reports attached to Invoice Nos 2 and 3 have not been verified by either the Engineer or the inspector.
2. Test reports for the project are not available.
3. Project scope on each of the invoices includes "Erosion Control" which was not listed as part of the approved scope for this project.

We are going ahead with the processing with the assumption that you will do the needful at the earliest. I am also examining the invoice for land acquisition. The grant has not been signed yet by the authorized signatory.

We are processing this request with the assumption that the grant will be signed later today and that a purchase order can also be processed simultaneously after the signature. Though we are trying our best, it does not seem likely that the check can be mailed out next week before Thanksgiving. The State takes 3-5 days for preparing a check. We will request them to rush the process but there is no guarantee.



Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	December 7, 2010	Wanda Calvert
<input type="checkbox"/> GPWA		City Clerk/Treasurer
<input type="checkbox"/> Other: _____		

Agenda Item

Consider Resolution No. 2010-18, providing for 2011 Primary and General Elections of the City of Guthrie for the offices of Mayor and Councilmembers and naming voting precincts.

Summary

In accordance with Article VI of the Guthrie City Charter and the provisions of Oklahoma Statutes dealing with elections, the Mayor is required to submit to the Secretary of the Logan County Election Board a resolution setting forth certain information in regard to the Guthrie Municipal Elections.

Funding Expected	<input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input type="checkbox"/> N/A
Budgeted	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> N/A
Account Number	<u>01-01-00-6334</u>	Amount	<u>Budgeted \$8,000</u>
Legal Review	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>11-24-2010</u>
Mayor's Appt.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

Supporting documents attached

- Resolution No. 2010-18

Recommendation

Staff recommends approval.

Action Needed	<input type="checkbox"/> Public Hearing	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Emergency Clause
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RESOLUTION NO. 2010-18

**A RESOLUTION PROVIDING FOR 2011 PRIMARY
AND GENERAL MUNICIPAL ELECTIONS OF THE
CITY OF GUTHRIE FOR THE OFFICES OF MAYOR
AND COUNCILMEN AND NAMING VOTING
PRECINCTS.**

WHEREAS, Article VI of the City Charter of the City of Guthrie, Oklahoma, and the provisions of the Oklahoma Statutes dealing with elections, require that the Mayor submit to the Secretary of the Logan County Election Board a resolution setting forth certain information in regard to Guthrie Municipal elections; and

WHEREAS, the City of Guthrie, Oklahoma, acting through its Mayor and City Council pursuant to Article VI of the Guthrie City Charter, are upon adoption hereof, calling a primary election for March 1, 2011, and a general election for April 5, 2011; and

WHEREAS, the City Charter, Article VI, Section 6, states that all precincts totally or partially contained within the limits of the City of Guthrie, shall be opened from 7:00 a.m. to 7:00 p.m. on said election days;

WHEREAS, it is currently an appropriate time to plan for said elections;

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF GUTHRIE,
OKLAHOMA:**

SECTION 1. Pursuant to the City Charter, Section 6-16, Monday, February 7, Tuesday, February 8, and Wednesday, February 9, all in 2011, from 8:00 a.m. to 5:00 p.m. shall be the filing period for candidates to file for election to the City Council or the office of Mayor of the City of Guthrie, Oklahoma. Candidates must file with the Secretary of the Logan County Election Board their declaration of candidacy, which declaration shall contain such information as required by Title 26, Oklahoma Statutes, Section 5-111. The certificate or declaration of candidacy shall be accompanied by either a Twenty-five Dollar (\$25.00) filing fee or a petition supporting a candidate's filing signed by at least twenty-five (25) registered voters eligible to vote for said candidate in the first election wherein the candidate's name could appear on the ballot. The declaration of candidacy shall not state a political party affiliation, nor shall any ballot called for by this resolution state such party affiliation.

SECTION 2. A primary election shall be held within the City of Guthrie on March 1, 2011, with the polls open from the hours of 7:00 a.m. to 7:00 p.m. Should two (2) or fewer people file for the office of Mayor of the City of Guthrie, their names shall not be printed on the primary election ballot. Should two (2) or fewer people file for the office of Councilman from any single ward, their names shall not be printed on the primary election ballot.

SECTION 3. A general election shall be held within the City of Guthrie on April 5, 2011, with the polls open from the hours of 7:00 a.m. to 7:00 p.m. The names of the two candidates for Mayor receiving the greatest number of votes at the primary election, held on March 1, 2011, shall be placed on the general election ballot. In the event that only two candidates file for the office of Mayor, their names shall be placed on the general election ballot. Should only one person file for the office of Mayor his or her name shall not be printed on the general election ballot and such person will be issued a Certificate of Election. The names of the two candidates for Councilman from each ward receiving the greatest number of votes from their respective wards at the primary election, held on March 1, 2011, shall be placed on the general election ballot. Should two or fewer people file for the office of Councilman from any single ward, their names shall be printed on the general election ballot. Should only one (1) person file for the office of Councilman from any single ward, his or her name shall not be printed on the general election ballot and such person will be issued a Certificate of Election.

SECTION 4. The office of Mayor of the City of Guthrie, Oklahoma, shall be filled in the above manner, and such mayoral election is to be at-large balloting. Three City Councilmen shall be elected at such election, one from each of the City's three wards. In both the primary and general election balloting for the City Councilmen shall be by ward.

SECTION 5. The qualifications for the offices of Councilmen and Mayor, pursuant to the Guthrie City Charter, are as follows:

1. Each candidate must be a citizen of the United States of America and the State of Oklahoma;
2. Each candidate must be 21 years of age or older;
3. Each candidate must be a registered voter;
4. Each candidate must be a resident of the City of Guthrie for two (2) years immediately preceding the date of the general election, or a resident of an area which has been annexed to and has become a part of the City of Guthrie for two (2) years immediately preceding the general election.
5. Each candidate must be a resident of the ward the candidate seeks to represent, in case of candidates filing for the office of Councilman;
6. Each candidate must file a Declaration of Candidacy as provided for above.

SECTION 6. The following precincts shall be open for the primary and general elections of the City of Guthrie as required; each precinct shall be staffed by the minimum staff as authorized by law for a non-partisan election;

Harmony Community Church Precinct #102

First Assembly of God Church Precinct #103

Seward Road Baptist Church Precinct#104

Hispanic Baptist Church Precinct #105

Guthrie Housing Authority Precinct #204

Lakeview Baptist Church Precinct #205

Guthrie Christian Church Precinct #305

West Noble Avenue Baptist Church Precinct #306

First Christian Church Precinct #307

Faver Alternative School Precinct #308

Section 7. Pursuant to the City Charter, Article VI, Section 6-3, the City Council of the City of Guthrie is authorizing the following precincts, which are only partially contained with the City limits of the City of Guthrie, not be opened for the primary or general elections because no person resides within that portion of the precinct contained within the limits of the City of Guthrie. The four (4) precincts are: Precinct #106 – Waterloo Church of the Nazarene; Precinct #206 – Woodcrest Baptist Church; Precinct #207 – LeGrande Farm; and Precinct #303 – Crescent Community Center.

Section 8. This Resolution shall be published in accordance with Article VI, Section 6-12 of the Guthrie City Charter and be submitted to the Secretary of the Logan County Election Board in accordance with Article VI, Section 6-2 of the Guthrie City Charter.

ADOPTED and **APPROVED** by the Council of the City of Guthrie, this 7th day of December, 2010.

THE CITY OF GUTHRIE, OKLAHOMA

ATTEST: (Seal)

Chuck Burtcher, Mayor

Wanda Calvert, City Clerk

APPROVED AS TO FORM:

Randel Shadid, City Attorney