



61st City Council

Mayor Chuck Burtcher

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

Ward III – Sheri Mueller, Gaylord Z. Thomas

SPECIAL GUTHRIE INDUSTRIAL DEVELOPMENT AUTHORITY

City Hall – 101 N. 2ND Street; Guthrie, Oklahoma

Council Chambers

February 21, 2012, 7:00pm

Agenda

- 1. Call to Order
2. Consent Agenda
a. Consider approval of minutes of the Special Guthrie Industrial Development Authority Meeting held on September 6, 2011... 3
3. Consider approval of Resolution No. 2012-02 approving the issuance and execution by the Guthrie Industrial Development Authority (GIDA) of its Guthrie/Edmond Airport Promissory Note, Series 2012, in the amount not to exceed \$185,000; and waiving competitive bidding on the sale thereof; approving execution of the Security Agreement with said Authority pertaining to the use of certain hook-up fees pertaining to the water/sewer system at the airport; and containing other provisions relating thereto... 5
4. Adjourn

GUTHRIE PUBLIC WORKS AUTHORITY

- 1. Call to Order
2. Community Announcements and Recognition
3. 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 February 7, 2012 11
B. Consider approval of claims.....13
C. Consider approval of Treasurer’s Report.....25
D. Consider approval to deny Tort Claim #31695-ME as recommended by the Oklahoma Municipal Assurance Group..... 33
E. Consider approval to deny Tort Claim #31732-BD as recommended by the Oklahoma Municipal Assurance Group..... 43
F. Consider approval to deny Tort Claim #31594-BD as recommended by the Oklahoma Municipal Assurance Group..... 51
4. 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 meeting held on February 7, 201257
B. Consider approval of minutes of the Regular City Council meeting held on February 7, 2012 63
C. Consider approval of minutes of the Special City Council Workshop meeting held on February 7, 2012..... 69
City of Guthrie, Oklahoma, February 21, 2012 Meeting..... 69 1

D. Consider approval of claims.....	71
E. Consider approval to deny Tort Claim #31695-ME as recommended by the Oklahoma Municipal Assurance Group.....	(see pg 33)
F. Consider approval to deny of Tort Claim #31732-BD as recommended by the Oklahoma Municipal Assurance Group.....	(see pg 43)
G. Consider approval to deny of Tort Claim #31594-BD as recommended by the Oklahoma Municipal Assurance Group.....	(see pg 51)
H. Consider approval of the recommendation of the City of Guthrie Street Committee for items (1) closing certain streets in Cottonwood Flats contingent on approval of the Fire Department and the Bluegrass Festival Organization; (2) re-opening the road behind the Water Treatment Plant to provide another route from the Fairgrounds; and (3) change the speed limit on North Walnut to 25 MPH making it consistent with other city streets.	73
I. Consider approval to solicit bids for purchase and installation of trees and other planting material on South Division.....	75
J. Consider approval to award Bid No. 2012-02, Demolition Services and Debris Removal, to the low bid of \$2,800 to Midwest Wrecking, Oklahoma City for the demolition and removal of 212 E. Grant, and authorize staff to execute a contract.....	77
K. Consider approval to award Bid No. 2012-02, Demolition Services and Debris Removal, to the low bid of \$10,851 to K & M Wrecking, Oklahoma City for the demolition and removal of 618 E. Perkins, 514 S. 1 st Street, and 518 S. 1 st Street, and authorize staff to execute a contract.....	79
3. Public Hearing and consider approval to declare the property at 402 N. Division dilapidated and detrimental to the health, safety or welfare of the general public in the community, and proceed with action to tear down and remove the building.....	81
4. Public Hearing and consider approval to declare the property at 915 W. Washington dilapidated and detrimental to the health, safety or welfare of the general public in the community, and proceed with action to tear down and remove the building.....	83
5. Public Hearing and consider approval to declare the property at 1223 West College Division dilapidated and detrimental to the health, safety or welfare of the general public in the community, and proceed with action to tear down and remove the building.....	85

Resolution

6. Consider approval of Resolution No. 2012-01 (based on a recommendation from the City of Guthrie Street Committee) to lower the speed limit to 45 MPH on South Division north of Prairie Grove Road and contingent upon the Oklahoma Department of Transportation's approval.....	87
7. Consider approval of Resolution No. 2012-03 authorizing issuance and execution of the Guthrie/Edmond Promissory Note, Series 2012 in the amount not to exceed \$185,000 payable to the Edmond Economic Development Authority (EEDA); waiving competitive bidding on the sale of said Note; approving and authorizing execution of the Note, the Loan Agreement and the Security Agreement; and containing other provisions relating thereto.....	89
8. City Manager's Report	
9. Requests/comments from members of the City Council	
10. Adjourn	

Agenda posted on the bulletin board in the lobby of City Hall before 5:00pm on Thursday, February 16, 2012. 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

September 6, 2011

The special meeting of the Guthrie Industrial Development Authority was posted on Friday, September 2, 2011 before 5:00 p.m. and held September 6, 2011 in the Guthrie City Hall Council Chambers.

Chairman Chuck Burtcher called the meeting to order at 8:11 p.m.

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

Members Absent: Ellen Gomes

Staff Present: Matt Mueller Randel Shadid Wanda Calvert
 Lance Crenshaw Rene Spineto Maxine Pruitt
 Damon Devereaux Jim Ahlgren

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

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

- A. Consider approval of the minutes from the Special Guthrie Industrial Development Authority Meeting held on April 5, 2011.

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

Aye: Burtcher, Ayers, Thomas, Coffin, Hazlewood, Wood
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(B)(4) for the purpose of discussing confidential communications between Trustees and its Attorney concerning a pending investigation or claim (Excel-Jet). Trustees entered their votes and the votes were displayed with the following results:

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

Chairman Burtcher declared the motion carried unanimously at 8:12 p.m. Attending Executive Session was Chairman Burtcher, Trustees Ayers, Hazlewood, Coffin, Thomas, Wood, City Manager Mueller and City Attorney Shadid.

Reconvene. Chairman Burtcher reconvened the Special Guthrie Industrial Development Authority Meeting at 8:28 p.m. and stated no action was taken in Executive Session.

Consideration of action regarding a pending investigation or claim. Motion by Trustee Ayers, seconded by Trustee Hazlewood, moved approval to allow the City Attorney to take action by filing suit in District Court against Excel-Jet. Trustees entered their votes and the votes were displayed with the following results:

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

Chairman Burtcher declared the motion carried unanimously.

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

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

Chairman Burtcher declared the motion carried unanimously at 8:30 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Chairman



Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input type="checkbox"/> City Council	February 21, 2012	Lee Ivie 282-2312
<input type="checkbox"/> GPWA		
<input checked="" type="checkbox"/> Other: <u>GIDA</u>		

Agenda Item

Consider approval of Resolution No. 2012-02 approving the issuance and execution by the Guthrie Industrial Development Authority (GIDA) of its Guthrie/Edmond Airport Promissory Note, Series 2012, in the amount not to exceed \$185,000; and waiving competitive bidding on the sale thereof; approving execution of the Security Agreement with said Authority pertaining to the use of certain hook-up fees pertaining to the water/sewer system at the airport; and containing other provisions relating thereto.

Summary

The Airport Advisory Board unanimously approved the motion to recommend acceptance of a \$185,000 loan from the Edmond Economic Development Authority (EEDA) with interest 1.5% due in ten (10) years, repayable solely from corporate/commercial hangar lease payments and corporate/commercial hangar utility hook-up fees; with loan proceeds to be used for corporate hangar utility infrastructure.

Funding Expected	Revenue	<input checked="" type="checkbox"/> Expenditure	N/A
		\$185,000.00	
Budgeted	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
Account Number	<u>N/A</u>	Amount	_____
Legal Review	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>02/13/2012</u>
Mayor's Appt.	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Supporting documents attached

- Resolution # 2012-02

Recommendation

Acceptance of the Airport Advisory Board's Motion

Action Needed Public Hearing Motion Emergency Clause

PURSUANT TO THE LEGAL NOTICE AS IS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT INCLUDING THE POSTING OF NOTICE AND AGENDA AS IS REQUIRED BY THE TERMS THEREOF, THE GUTHRIE INDUSTRIAL DEVELOPMENT AUTHORITY MET IN _____ SESSION IN THE COUNCIL CHAMBERS OF THE CITY HALL, LOCATED AT 101 NORTH SECOND STREET, GUTHRIE, OKLAHOMA, ON THE _____ DAY OF FEBRUARY, 2012, AT _____ O'CLOCK _M.

TRUSTEES PRESENT:

ABSENT:

THEREUPON, The Chairman introduced a Resolution which was read in full by the Secretary and upon motion by Trustee _____, seconded by Trustee _____, was adopted by the following vote:

AYE:

NAY:

Said Resolution was thereupon signed by the Chairman, attested by the Secretary and sealed with the seal of said Authority, and is as follows:

RESOLUTION NO 2012-02

RESOLUTION AUTHORIZING ISSUANCE AND EXECUTION OF THE GUTHRIE/EDMOND AIRPORT PROMISSORY NOTE, SERIES 2012 IN AN AMOUNT NOT TO EXCEED \$185,000 PAYABLE TO THE EDMOND ECONOMIC DEVELOPMENT AUTHORITY; WAIVING COMPETITIVE BIDDING ON THE SALE OF SAID NOTE; APPROVING AND AUTHORIZING EXECUTION OF THE NOTE, THE LOAN AGREEMENT AND THE SECURITY AGREEMENT; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

WHEREAS, The Guthrie Industrial Development Authority ("GIDA"), is a public trust created and existing pursuant to the provisions of Title 60, Oklahoma Statutes (2011), Sections 176 et. seq. (the "Act") and by a certain Declaration of Trust dated as of February 20, 1979, as amended and supplemented by a Supplement to Declaration of Trust dated March 21, 1995, for the use and benefit of the City of Guthrie, Oklahoma (the "City"), which City accepted beneficial interest thereof by Resolution adopted by its City Council; and

WHEREAS, GIDA has determined that borrowing certain funds from the Edmond Economic Development Authority ("EEDA"), a public trust having the City of Edmond, Oklahoma, as its beneficiary, to finance water/sewer improvements at the Guthrie/Edmond Airport, will encourage, promote and foster economic development within and near the City; and

WHEREAS, GIDA has determined to borrow funds from EEDA in an amount not to exceed \$185,000 in order to (i) finance water/sewer improvements at the Guthrie/Edmond Airport (the "Project"); and

WHEREAS, it is deemed advisable by the City, that GIDA borrow said funds to finance such Project; and

WHEREAS, the City, acting by and through its City Council has requested GIDA to assist with the Project; and

WHEREAS, GIDA proposes to finance the Project through the borrowing of the proceeds of the Guthrie/Edmond Airport Promissory Note, Series 2012, in an amount not to exceed \$185,000 (the "Series 2012 Note"), under and pursuant to the terms of the hereinafter described Loan Agreement, by and between GIDA and EEDA, authorizing the issuance of said Series 2012 Note and securing the payment thereof; and

WHEREAS, GIDA and EEDA will enter into a Security Agreement (the "Security Agreement"), whereby GIDA will grant a security interest in certain personal property and certain revenues generated from corporate hangar lease payments and corporate hangar hook-up fees to the water/sewer system at the airport, as security for payment of the Series 2012 Note.

NOW, THEREFORE, BE IT RESOLVED BY THE TRUSTEES OF THE GUTHRIE INDUSTRIAL AUTHORITY:

Section 1. Issuance of the Note; Execution of Documents. The Authority hereby authorizes the issuance of the Guthrie/Edmond Airport Promissory Note, Series 2012, in an amount not to exceed \$185,000 and GIDA is hereby expressly authorized to enter into and the Chairman or Vice Chairman and Secretary or Assistant Secretary be hereby authorized and directed to execute on behalf of GIDA, on the date of delivery, the following instruments:

- A. The Guthrie/Edmond Airport Promissory Note, Series 2012, in an amount not to exceed \$185,000.
- B. The Loan Agreement by and between GIDA and EEDA.
- C. The Security Agreement by and between GIDA and EEDA.
- D. The Private Placement Memorandum, to be filed with the Oklahoma Secretary of State and the Oklahoma Securities Commission.

Section 2. Waiver of Competitive Bidding. Competitive bidding on the sale of the Guthrie/Edmond Airport Promissory Note is hereby expressly waived by GIDA and authorization is hereby given for the sale of the Series 2012 Note to EEDA.

Section 3. Execution of Payment Requisitions. The Chairman or Vice Chairman and the Secretary or Assistant Secretary of GIDA are hereby authorized to approve and execute payment requisitions from the Series 2012 Note referred to in the aforesaid instruments for the payment of Project Costs as defined in the Loan Agreement. Further, the Chairman is authorized to approve the payment of all fees, and costs incurred in connection with the issuance of the Series 2012 Note, including attorneys' fees, in such amounts as the Chairman may hereafter approve. Further, the Chairman is authorized to enter into insurance policies or policies as he deems appropriate for the protection of the facilities, in such coverage as is required by the Loan Agreement.

Section 4. Incidental Action. The Chairman or Vice Chairman and Secretary or Assistant Secretary of GIDA may execute such further documents or take such further action as upon the advice of Counsel to GIDA they shall deem necessary or desirable in order to effectuate the issuance, delivery and payment of the Series 2012 Note in accordance with the terms of the Loan Agreement, and to take all such necessary and further action as may be required in connection with the transaction contemplated hereby.

PASSED AND APPROVED THIS _____ DAY OF FEBRUARY, 2012.

**THE GUTHRIE INDUSTRIAL
DEVELOPMENT AUTHORITY**

**(SEAL)
ATTEST:**

By: _____
_____ Chairman

Secretary

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MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

February 7, 2012

The regular meeting of the Guthrie Public Works Authority was posted on Friday, February 3, 2012 before 5:00 p.m. and held February 7, 2012 in the Guthrie City Hall Council Chambers.

Invocation was given by Chairman Chuck Burtcher.

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	Gaylord Z. Thomas
	John Wood	Sheri Mueller	Patty Hazlewood

Members Absent: Mary Coffin

Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Rene Spineto	Eric Harlow
	Maxine Pruitt	Damon Devereaux	Cyndi Selinger
	Lee Ivie	Kevin Dixon, Jr.	

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

Community Announcements/Recognition. None

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

- A. Consider approval of the minutes from the Regular Guthrie Public Works Authority Meeting held on January 3, 2012.
- B. Consider approval of the minutes from the Regular Guthrie Public Works Authority Meeting held on January 17, 2012.
- C. Consider approval of claims:

GPWA Fund:	Claims	\$ 89,934.01
CMOM Fund:	Claims	\$179,772.65
Utility Deposit Fund:	Claims	<u>\$ 1,129.17</u>
	Total Claims:	\$270,835.83

- D. Consider approval to declare the Gorman-Rupp Pump with 50 HP motor that was used at the Cottonwood Pump Station as surplus property and authorize staff to dispose of in a manner that is most beneficial to the City of Guthrie.
- E. Consider approval of Change Order No. 1 for Bid No. 2011-2, CMOM Repair and Replacement of Sewer Mains and Manholes Project, which includes 22 deletes and 16 adds to the Base Bid and 12 deletes and 2 adds for Alternate Bid No. 6 decreasing the Jordan Contractors, Inc.'s contract by a total of \$34,292.29 for a total contract price in the amount of \$3,372,088.23.

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

Aye: Burtcher, Ayers, Wood, Mueller, Thomas, Hazlewood
Nay: None

Chairman Burtcher declared the motion carried unanimously.

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

Aye: Burtcher, Ayers, Wood, Mueller, Thomas, Hazlewood
Nay: None

Chairman Burtcher declared the motion carried unanimously at 7:05 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Chairman



GUTHRIE PUBLIC WORKS AUTHORITY

CLAIMS

February 21, 2012

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
JANUARY 2012	C.L.E.E.T. (125)	Municipal Court Collection for CLEET Assess	01-00-00-2012	\$508.44
AFIS FEES JAN	O.S.B.I. (820)	Municipal Court Collection - OSBI	01-00-00-2012	\$285.36
JAN 2012 FORE	O.S.B.I. (820)	Municipal Court Collection - OSBI	01-00-00-2012	\$275.50
		Total		\$1,069.30
		Total		\$1,069.30
6234	CRAWFORD & ASSOCIATES,P.C.	Professional Services-Accounting & Consultin	01-01-00-6330	\$709.95
6297	CRAWFORD & ASSOCIATES,P.C.	Professional Services-Accounting & Consultin	01-01-00-6330	\$1,702.50
		Total		\$2,412.45
		Total GENERAL GOVERNMENT		\$2,412.45
FEBRUARY 201	RURAL WATER DISTRICT #1(206	Rural Water for 6512 S. Coltrane, Mitchal Par	01-15-11-6112	\$66.00
		Total PARKS		\$66.00
		Total PARKS & PUBLIC GROUNDS		\$66.00
		Total GENERAL FUND		\$3,547.75
JANUARY 2012	DHH DISPOSAL 22381	Sanitation Service for 21st Street and Johndol	20-21-00-6348	\$157.50
		Total		\$157.50
		Total PUBLIC WORKS GENERAL		\$157.50
		Total GPWA OPERATING FUND		\$157.50
		Total All Funds		\$3,705.25

EARLY PAY

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
JANUARY 2012	OKLAHOMA UNIFORM BLDG CO	Permit Fee Collection - September 2011 thro	01-00-00-2013	\$64.00
		Total		\$64.00
		Total		\$64.00
JANUARY 2012	BANK OF AMERICA 22774	Central Office Supplies	01-01-00-6100	\$1,095.43
JANUARY 2012	BANK OF AMERICA 22774	Janitor/Chemicals Supplies	01-01-00-6103	\$3,315.19
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies	01-01-00-6110	\$1,481.92
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	01-01-00-6112	\$244.85
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-01-00-6114	\$1,373.84
JANUARY 2012	BANK OF AMERICA 22774	Telephone	01-01-00-6301	\$2,755.43
FEBRUARY 201	OG&E 405	OG&E Monthly Payment	01-01-00-6305	\$3,881.97
FEBRUARY 201	OG&E 405	OG&E Monthly Payment	01-01-00-6306	\$10,120.08
FEBRUARY 201	OKLAHOMA NATURAL GAS COM	ONG Monthly Payment	01-01-00-6307	\$4,241.10
JANUARY 2012	BANK OF AMERICA 22774	Printing	01-01-00-6308	\$145.00
JANUARY 2012	BANK OF AMERICA 22774	Computer Operations	01-01-00-6311	\$499.00
JANUARY 2012	BANK OF AMERICA 22774	Council Travel/Training	01-01-00-6314	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Communications	01-01-00-6318	\$269.49
JANUARY 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-01-00-6334	\$56.23
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Services/Charges	01-01-00-6346	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Maintenance Agreement	01-01-00-6347	\$263.15
JANUARY 2012	BANK OF AMERICA 22774	Membership Dues	01-01-00-6350	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Services	01-01-00-6373	\$0.00
		Total		\$29,742.68
		Total GENERAL GOVERNMENT		\$29,742.68
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (City Manager)	01-02-20-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-20-6317	\$136.80
JANUARY 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-02-20-6355	\$0.00
		Total CITY MANAGER		\$136.80
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (HR)	01-02-24-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-24-6317	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-02-24-6334	\$0.00
		Total HUMAN RESOURCES		\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Uniforms -	01-02-25-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (Building Services)	01-02-25-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies	01-02-25-6110	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-02-25-6316	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-25-6317	\$0.00
		Total BUILDING SERVICES		\$0.00
		Total ADMINISTRATION		\$136.80
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (Finance)	01-03-30-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Office Supplies	01-03-30-6101	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-03-30-6317	\$441.26
JANUARY 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-03-30-6334	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Maintenance Agreements	01-03-30-6347	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Recording/Dues/Subscriptions	01-03-30-6355	\$0.00
		Total FINANCE		\$441.26

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

Invoice #	Vendor	Description	Account	Cost
Total FINANCE				\$441.26
JANUARY 2012	BANK OF AMERICA 22774	Computer Software	01-04-45-6125	\$1,819.63
JANUARY 2012	BANK OF AMERICA 22774	Supplies/Operating Expenditures	01-04-45-6126	\$149.00
JANUARY 2012	BANK OF AMERICA 22774	Festival Support	01-04-45-6317	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Services	01-04-45-6373	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Internet Services	01-04-45-6381	\$404.85
Total INFORMATION SERVICES				\$2,373.48
Total INFORMATION SERVICES				\$2,373.48
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (Planning)	01-05-50-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-05-50-6110	\$174.95
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous	01-05-50-6114	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Computer Supplies	01-05-50-6123	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Printing	01-05-50-6308	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-50-6316	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-05-50-6317	\$39.25
JANUARY 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-50-6334	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-50-6355	\$35.00
Total COMMUNITY DEVELOPMENT				\$249.20
JANUARY 2012	BANK OF AMERICA 22774	Printing	01-05-51-6308	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-51-6316	\$200.47
JANUARY 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-51-6334	\$0.00
Total CODE COMPLIANCE				\$200.47
JANUARY 2012	BANK OF AMERICA 22774	Computer Supplies	01-05-53-6123	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Printing	01-05-53-6308	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-53-6355	\$0.00
Total ECONOMIC DEVELOPMENT				\$0.00
Total PLANNING				\$449.67
JANUARY 2012	BANK OF AMERICA 22774	Literacy Programming Supplies	01-06-60-6114	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Library Supplies	01-06-60-6117	\$141.81
JANUARY 2012	BANK OF AMERICA 22774	Library Materials - Print	01-06-60-6130	\$1,264.09
JANUARY 2012	BANK OF AMERICA 22774	Library Materials - Electronic	01-06-60-6131	\$957.46
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-06-60-6317	\$678.34
JANUARY 2012	BANK OF AMERICA 22774	Building Maintenance	01-06-60-6387	\$328.41
Total LIBRARY				\$3,370.11
Total LIBRARY				\$3,370.11
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - PD	01-07-70-6019	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Employee Physicals	01-07-70-6030	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Employee Physicals	01-07-70-6030	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Employee Physicals	01-07-70-6030	\$1,425.00
JANUARY 2012	BANK OF AMERICA 22774	Chemicals	01-07-70-6104	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Jail Supplies	01-07-70-6106	\$145.45
JANUARY 2012	BANK OF AMERICA 22774	Food/Humans	01-07-70-6107	\$108.65
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-70-6110	\$118.79
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	01-07-70-6112	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-70-6114	\$444.93
JANUARY 2012	BANK OF AMERICA 22774	Photo/Video Supplies	01-07-70-6120	\$0.00

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

Invoice #	Vendor	Description	Account	Cost
JANUARY 2012	BANK OF AMERICA 22774	Crime Prevention Program	01-07-70-6122	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Printing	01-07-70-6308	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Computer Maintenance/Operations	01-07-70-6311	\$82.90
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-70-6316	\$2,052.95
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-07-70-6317	\$191.61
JANUARY 2012	BANK OF AMERICA 22774	Communications	01-07-70-6318	\$361.61
JANUARY 2012	BANK OF AMERICA 22774	Collections	01-07-70-6340	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Special Events	01-07-70-6342	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Training Program	01-07-70-6343	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-07-70-6355	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Jail Cost	01-07-70-6378	\$0.00
		Total POLICE ADMINISTRATION		\$4,931.89
JANUARY 2012	BANK OF AMERICA 22774	Uniform Allowance - PD	01-07-71-6019	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Uniform Allowance - PD	01-07-71-6019	\$540.93
JANUARY 2012	BANK OF AMERICA 22774	Ammunition	01-07-71-6105	\$0.00
		Total POLICE OPERATIONS		\$540.93
JANUARY 2012	BANK OF AMERICA 22774	Chemicals	01-07-72-6104	\$159.41
JANUARY 2012	BANK OF AMERICA 22774	Shelter Food/Supplies	01-07-72-6108	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-72-6110	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	01-07-72-6112	\$320.52
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-72-6114	\$99.09
JANUARY 2012	BANK OF AMERICA 22774	Animal Cages	01-07-72-6132	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-72-6316	\$41.50
		Total ANIMAL CONTROL		\$620.52
JANUARY 2012	BANK OF AMERICA 22774	Photo/Video Supplies	01-07-77-6120	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Drug Enforcement Program	01-07-77-6124	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Property/Evidence Supplies	01-07-77-6323	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Special Investigation Operations	01-07-77-6336	\$0.00
		Total CRIMINAL INVESTIGATIONS		\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-78-6114	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-78-6116	\$891.56
		Total LAKE ENFORCEMENT		\$891.56
		Total POLICE		\$6,984.90
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - FD/Suppression	01-09-90-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (FD)	01-09-90-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	01-09-90-6102	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Chemicals	01-09-90-6104	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Food/Humans	01-09-90-6107	\$13.08
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	01-09-90-6112	\$398.51
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-09-90-6114	\$293.90
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-09-90-6316	\$16.84
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-09-90-6317	\$103.74
JANUARY 2012	BANK OF AMERICA 22774	Communications	01-09-90-6318	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Copy Machine Maintenance	01-09-90-6322	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-09-90-6355	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Certification Equipment	01-09-90-6362	\$2,924.00
		Total SUPPRESSION		\$3,750.07

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - FD/EMS	01-09-92-6016	\$157.50
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - FD/EMS	01-09-92-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (EMS)	01-09-92-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Chemicals/Ambulance Supplies	01-09-92-6104	\$3,317.64
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-09-92-6110	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-09-92-6316	\$1,139.64
JANUARY 2012	BANK OF AMERICA 22774	Communications	01-09-92-6318	\$135.10
JANUARY 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-09-92-6355	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Computer Services Agreement	01-09-92-6356	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Services	01-09-92-6373	\$0.00
		Total EMS		\$4,749.88
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - FD/Admin	01-09-96-6016	\$69.70
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - FD/Admin	01-09-96-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (Fire - Admin)	01-09-96-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Arsen Investigation Supplies	01-09-96-6101	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	01-09-96-6102	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Food/Humans	01-09-96-6107	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-09-96-6114	\$67.84
JANUARY 2012	BANK OF AMERICA 22774	Public Education	01-09-96-6121	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-09-96-6316	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Communications	01-09-96-6318	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-09-96-6355	\$0.00
		Total PREVENTION		\$137.54
		Total FIRE		\$8,637.49
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - Street Dept.	01-12-00-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (Street Dept)	01-12-00-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	01-12-00-6102	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Chemicals	01-12-00-6104	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies	01-12-00-6110	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Traffic Supplies	01-12-00-6111	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	01-12-00-6112	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Street/Sidewalks/Bridges	01-12-00-6113	\$18,894.00
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-12-00-6114	\$14.96
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-12-00-6114	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Signs & Materials	01-12-00-6115	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-12-00-6316	\$956.12
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-12-00-6317	\$947.64
JANUARY 2012	BANK OF AMERICA 22774	Communications	01-12-00-6318	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Equipment Rental	01-12-00-6321	\$0.00
		Total		\$20,812.72
		Total STREET		\$20,812.72
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - Fleet Maintenance	01-14-00-6016	\$126.97
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - Fleet Maintenance	01-14-00-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (Fleet Maintenanc	01-14-00-6048	\$46.45
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	01-14-00-6102	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Chemicals	01-14-00-6104	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies	01-14-00-6110	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	01-14-00-6112	\$58.89

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

Invoice #	Vendor	Description	Account	Cost
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-14-00-6114	\$12.88
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-00-6316	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-14-00-6317	\$408.39
JANUARY 2012	BANK OF AMERICA 22774	Computer Maintenance	01-14-00-6324	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Services / Charges	01-14-00-6346	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Required / Mandatory Testing	01-14-00-6357	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Reference Books	01-14-00-6379	\$243.38
		Total		\$896.96
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-41-6116	\$1,377.01
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-41-6116	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Fuel and Lube	01-14-41-6118	\$292.58
		Total FLEET MAINTENANCE		\$1,669.59
		Total FLEET MAINTENANCE		\$2,566.55
JANUARY 2012	BANK OF AMERICA 22774	Uniforms -	01-15-11-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	01-15-11-6102	\$280.32
JANUARY 2012	BANK OF AMERICA 22774	Chemicals	01-15-11-6104	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies	01-15-11-6110	\$202.43
JANUARY 2012	BANK OF AMERICA 22774	Buildings & Grounds	01-15-11-6112	\$1,058.74
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-15-11-6114	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Fuel & Lube	01-15-11-6118	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Fuel & Lube	01-15-11-6118	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Recreational Supplies	01-15-11-6125	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-15-11-6316	\$172.93
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-15-11-6317	\$250.96
		Total PARKS		\$1,965.38
		Total PARKS & PUBLIC GROUNDS		\$1,965.38
		Total GENERAL FUND		\$77,545.04
JANUARY 2012	BANK OF AMERICA 22774	Buildings & Grounds (GPWA)	20-21-00-6112	\$920.90
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-21-00-6114	\$6.80
JANUARY 2012	BANK OF AMERICA 22774	May 24, 2011 Tornado Fund	20-21-00-6120	\$9,487.00
JANUARY 2012	BANK OF AMERICA 22774	May 24, 2011 Tornado Fund	20-21-00-6120	\$0.00
FEBRUARY 201	OG&E 405	OG&E Monthly Payment	20-21-00-6305	\$8,012.48
FEBRUARY 201	OKLAHOMA NATURAL GAS COM	ONG Monthly Payment	20-21-00-6307	\$3,587.48
JANUARY 2012	BANK OF AMERICA 22774	Printing	20-21-00-6308	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-21-00-6317	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Communications	20-21-00-6318	\$233.20
JANUARY 2012	BANK OF AMERICA 22774	Utilities Collection Fees	20-21-00-6340	\$29.52
JANUARY 2012	BANK OF AMERICA 22774	Utilities Collection Fees	20-21-00-6340	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Maintenance Agreements	20-21-00-6347	\$11,607.00
JANUARY 2012	BANK OF AMERICA 22774	Hepatitis Vaccine	20-21-00-6366	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Services	20-21-00-6373	\$0.00
		Total		\$33,884.38
		Total PUBLIC WORKS GENERAL		\$33,884.38
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (GPWA Admin)	20-22-00-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Computer Maintenance	20-22-00-6324	\$0.00
		Total		\$0.00

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
Total PUBLIC WORKS ADMINISTRATION				\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - WTP	20-23-00-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (WTP)	20-23-00-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	20-23-00-6102	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Chemicals/Medical	20-23-00-6104	\$4,869.18
JANUARY 2012	BANK OF AMERICA 22774	Lab Supplies	20-23-00-6109	\$1,156.90
JANUARY 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-23-00-6110	\$324.22
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	20-23-00-6112	\$613.70
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-23-00-6114	\$63.17
JANUARY 2012	BANK OF AMERICA 22774	Annual State Water Testing	20-23-00-6303	\$1,052.60
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-23-00-6316	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-23-00-6317	\$3.61
JANUARY 2012	BANK OF AMERICA 22774	Equipment Calibration	20-23-00-6319	\$10,892.00
JANUARY 2012	BANK OF AMERICA 22774	Computer Maintenance	20-23-00-6324	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Publishing Fees	20-23-00-6334	\$0.00
Total				\$18,975.38
Total WATER PLANT				\$18,975.38
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - WWTP	20-24-00-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	20-24-00-6102	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Chemicals	20-24-00-6104	\$421.06
JANUARY 2012	BANK OF AMERICA 22774	Lab Supplies	20-24-00-6109	\$650.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-24-00-6110	\$7.90
JANUARY 2012	BANK OF AMERICA 22774	Buildings & Grounds	20-24-00-6112	\$82.33
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-24-00-6114	\$107.53
JANUARY 2012	BANK OF AMERICA 22774	Lift Station Maintenance	20-24-00-6312	\$1,727.33
JANUARY 2012	BANK OF AMERICA 22774	Lift Station Maintenance	20-24-00-6312	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-24-00-6316	\$80.30
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-24-00-6317	\$755.26
JANUARY 2012	BANK OF AMERICA 22774	Required/Mandatory Testing	20-24-00-6357	\$590.00
Total				\$4,421.71
Total WASTE WATER TREATMENT PLANT				\$4,421.71
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - Convenience Ctr.	20-26-00-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	20-26-00-6102	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-26-00-6110	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	20-26-00-6112	\$75.50
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-26-00-6114	\$64.87
JANUARY 2012	BANK OF AMERICA 22774	Fuel and Lube	20-26-00-6118	\$2.30
JANUARY 2012	BANK OF AMERICA 22774	Printing	20-26-00-6308	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-26-00-6316	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-26-00-6317	\$46.00
Total				\$188.67
Total CONVENIENCE CENTER				\$188.67
JANUARY 2012	BANK OF AMERICA 22774	Uniforms - Line Maintenance	20-27-00-6016	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (Line Maintenance)	20-27-00-6048	\$75.00
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	20-27-00-6102	\$861.53
JANUARY 2012	BANK OF AMERICA 22774	Chemicals	20-27-00-6104	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-27-00-6110	\$0.00

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-27-00-6114	\$82.94
JANUARY 2012	BANK OF AMERICA 22774	Water/Sewer Maintenance	20-27-00-6119	\$4,375.88
JANUARY 2012	BANK OF AMERICA 22774	Street/Sidewalks	20-27-00-6313	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-27-00-6316	\$485.91
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-27-00-6317	\$3,156.07
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Services/Charges	20-27-00-6346	\$0.00
		Total		\$9,037.33
		Total LINE MAINTENANCE		\$9,037.33
JANUARY 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-28-00-6110	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-28-00-6114	\$65.98
JANUARY 2012	BANK OF AMERICA 22774	Water Meters	20-28-00-6129	\$125.00
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-28-00-6316	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-28-00-6317	\$0.00
		Total		\$190.98
		Total METER DEPARTMENT		\$190.98
JANUARY 2012	BANK OF AMERICA 22774	Chemicals	20-29-00-6104	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	20-29-00-6112	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-29-00-6114	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-29-00-6317	\$0.00
		Total		\$0.00
		Total MUNICIPAL POOL		\$0.00
		Total GPWA OPERATING FUND		\$66,698.45
JANUARY 2012	BANK OF AMERICA 22774	Library: State Aid (ODL)	30-30-06-6541	\$0.00
		Total LIBRARY		\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Police: OSBI Grant	30-30-07-6357	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Bullet Proof Vest Grant	30-30-07-6597	\$1,649.97
JANUARY 2012	BANK OF AMERICA 22774	Police JAG Grant	30-30-07-6598	\$1,600.38
JANUARY 2012	BANK OF AMERICA 22774	Police JAG Grant	30-30-07-6598	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Police JAG Grant	30-30-07-6598	\$0.00
		Total POLICE DEPARTMENT		\$3,250.35
		Total GRANTS		\$3,250.35
		Total GRANTS FUND		\$3,250.35
JANUARY 2012	BANK OF AMERICA 22774	Park Improvements	45-45-00-6545	\$344.00
		Total		\$344.00
		Total HOTEL/MOTEL-TOURISM		\$344.00
		Total HOTEL/MOTEL TAX FUND		\$344.00
JANUARY 2012	BANK OF AMERICA 22774	Admin Copier Lease	54-54-02-6705	\$1,795.07
JANUARY 2012	BANK OF AMERICA 22774	Finance Copier Lease	54-54-02-6705	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Library Copier Lease	54-54-02-6705	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Planning Copier Lease	54-54-02-6705	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Police Copier Lease	54-54-02-6705	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	GPWA Copier Lease	54-54-02-6705	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Laser Fiche Lease	54-54-02-6705	\$0.00

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

Invoice #	Vendor	Description	Account	Cost
JANUARY 2012	BANK OF AMERICA 22774	Fire Copier Lease	54-54-02-6705	\$0.00
		Total ADMINISTRATION		\$1,795.07
JANUARY 2012	BANK OF AMERICA 22774	Lease/Purchase - Computers	54-54-04-6706	\$1,099.10
		Total INFORMATION SERVICES		\$1,099.10
JANUARY 2012	BANK OF AMERICA 22774	Lease/Purchase - Computer Equipment	54-54-27-6706	\$0.00
		Total LINE MAINTENANCE		\$0.00
		Total FACILITIES		\$2,894.17
		Total CAPITAL PROJECTS		\$2,894.17
02-021580-007 R	MISCELLANEOUS		71-00-00-5555	\$75.00
07-070869-004 R	MISCELLANEOUS		71-00-00-5555	\$98.72
09-091022-001 R	MISCELLANEOUS		71-00-00-5555	\$41.68
10-101431-008 R	MISCELLANEOUS		71-00-00-5555	\$75.00
10-103070-008 R	MISCELLANEOUS		71-00-00-5555	\$39.42
15-151740-006 R	MISCELLANEOUS		71-00-00-5555	\$31.19
99-993340-002 R	MISCELLANEOUS		71-00-00-5555	\$39.51
		Total		\$400.52
		Total		\$400.52
		Total UTILITY DEPOSIT FUND		\$400.52
JANUARY 2012	BANK OF AMERICA 22774	Professional Development (Airport)	98-98-00-6048	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Office Supplies	98-98-00-6101	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Minor Tools	98-98-00-6102	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	98-98-00-6110	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Building & Grounds	98-98-00-6112	\$4,589.00
JANUARY 2012	BANK OF AMERICA 22774	Telephone & Internet	98-98-00-6301	\$140.08
FEBRUARY 201	OG&E 405	OG&E Monthly Payment	98-98-00-6305	\$476.17
JANUARY 2012	BANK OF AMERICA 22774	Printing	98-98-00-6308	\$57.97
JANUARY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	98-98-00-6316	\$0.00
JANUARY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	98-98-00-6317	\$0.00
		Total		\$5,263.22
		Total AIRPORT FUND		\$5,263.22
		Total AIRPORT FUND		\$5,263.22
		Total All Funds		\$156,395.75

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
5685	MESO(126)	Employee Drug Testing Service 2011-2012	01-01-00-6031	\$781.00
3633	FORMS PLUS (185)	Envelopes - With and Without Indicia - Gener	01-01-00-6100	\$251.39
5600	AIR TRON MECHANICAL INC (209	Repair on City Hall Heat Unit	01-01-00-6112	\$640.00
127480ER	AFLAC (20180)	Monthly URM Service Fee	01-01-00-6346	\$33.00
		Total		\$1,705.39
		Total GENERAL GOVERNMENT		\$1,705.39
JANUARY 2012	RANDEL C. SHADID (20656)	Reimbursement for Postage and Seminars, et	01-02-20-6054	\$21.39
		Total CITY MANAGER		\$21.39
		Total ADMINISTRATION		\$21.39
000396	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	\$9.60
000399	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	\$7.80
000406	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	\$5.40
000408	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	\$7.80
TG TTL	GUTHRIE TAG AGENCY(243)	Release of Lien for (4) 2010 Dodge Chargers	01-07-70-6316	\$0.00
FEBRUARY 201	SHINEY BAYS (22581)	Monthly Car Wash Police Department	01-07-70-6316	\$181.90
12012808	INTEGRATED CIRCUITS (21906)	Repairs and Parts for Radios	01-07-70-6318	\$41.00
12020109	INTEGRATED CIRCUITS (21906)	Repairs and Parts for Radios	01-07-70-6318	\$41.00
		Total POLICE ADMINISTRATION		\$294.50
04-1208959	OKLA DEPARTMENT OF PUBLIC	Olets Monthly Payments	01-07-79-6304	\$350.00
		Total COMMUNICATIONS		\$350.00
		Total POLICE		\$644.50
608735	CHILDS WELDING 1760	Welding Repairs to 15-85 ATZ 72" Mower De	01-15-11-6317	\$460.00
		Total PARKS		\$460.00
		Total PARKS & PUBLIC GROUNDS		\$460.00
		Total GENERAL FUND		\$2,831.28
MARCH 2012	C-21, GOODYEAR GREEN - JAN	Building Tenancy Agreement with CIL Invest	20-21-00-6120	\$3,500.00
6534	STUDIO ARCHITECTURE, P.C. 2	Animal Shelter Reconstruction After May 24,	20-21-00-6120	\$7,650.00
5068522	BANK OF OKLAHOMA(38)	Annual Trustee Fee - GPWA 77,78 Defeasan	20-21-00-6347	\$2,500.00
5068739	BANK OF OKLAHOMA(38)	Annual Trustee Fee - GPWA 77,78 Defeasan	20-21-00-6347	\$1,000.00
		Total		\$14,650.00
		Total PUBLIC WORKS GENERAL		\$14,650.00
93769	SOUTHWEST CHEMICAL (20977)	Bi-Annual Chlorine Dioxide Generator Service	20-23-00-6114	\$650.00
		Total		\$650.00
		Total WATER PLANT		\$650.00
651993	GOOCH-SMITH ELECTRIC(1279)	Install new light at Cottage Park (#8) Lift Stati	20-24-00-6312	\$343.00
3555	S & D ELECTRIC MOTOR SHOP	Estimated - Repair on #4 Lift Pump	20-24-00-6317	\$2,207.24
		Total		\$2,550.24
		Total WASTE WATER TREATMENT PLANT		\$2,550.24
TG TTL	GUTHRIE TAG AGENCY(243)	Tag and Title for 2000 F2S Ford - Line Maint	20-27-00-6316	\$26.50
		Total		\$26.50
		Total LINE MAINTENANCE		\$26.50

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
		Total GPWA OPERATING FUND		\$17,876.74
75536424	DELL FINANCIAL (21623)	Monthly Lease Payments	54-54-04-6706	\$486.48
		Total INFORMATION SERVICES		\$486.48
		Total FACILITIES		\$486.48
13045	BLANCHAT MANUFACTURING, I	Bid No. 2011-17, Repairs to Brush Pumper	54-56-09-6558	\$59,861.00
13102	BLANCHAT MANUFACTURING, I	Bid No. 2011-17, Repairs to Brush Pumper	54-56-09-6558	\$140.00
		Total FIRE DEPARTMENT		\$60,001.00
		Total VEHICLES & EQUIPMENT		\$60,001.00
		Total CAPITAL PROJECTS		\$60,487.48
2022706	MYERS ENGINEERING CORPOR	Resident Inspection Services for S.S. CMOM	55-55-00-6547	\$12,052.48
		Total		\$12,052.48
		Total INFRASTRUCTURE		\$12,052.48
		Total CMOM Fee		\$12,052.48
		Total All Funds		\$93,247.98

**CITY OF GUTHRIE
TREASURER'S REPORT
January 31, 2012**

	BANK OR DEPOSITORY	ACCT. TYPE	ACCT. NO.	RATE	DATE OF MATURITY	BEGINNING BALANCE	DEPOSITS	WITH-DRAWALS	ENDING BALANCE
General	InterBank	MM	13-416-3	0.25		\$361,739.51	\$21,859.36	\$224,260.88	\$159,337.99
	F & M Bank	MM	1022003929	0.25		\$180,983.42	\$534,746.29	\$265,465.18	\$450,264.53
						\$542,722.93	\$556,605.65	\$489,726.06	\$609,602.52
Cemetery Care	F & M Bank	MM	1022003996	0.25		\$41,524.02	\$521.37	\$0.00	\$42,045.39
Hotel/Motel Tax	F & M Bank	MM	1022003937	66.67%	Tourism	\$1,266.18	\$26,204.04	\$26,519.35	\$950.87
		MM	1022003937	33.33%	Parks	\$124,221.73	\$13,050.77	\$5,648.47	\$131,624.03
			Total: Hotel/Motel Tax			\$125,487.91	\$39,254.81	\$32,167.82	\$132,574.90
Sinking Fund	InterBank	MM	13-925-4	0.00		\$445.05	\$0.00	\$0.00	\$445.05
GIDA	F & M Bank	MM	1022003953	0.25		\$7,740.39	\$1.60	\$1,041.67	\$6,700.32
Centennial	Bancfirst	MM	154027499	0.00		\$519.69	\$0.00	\$0.00	\$519.69
Airport Grant	InterBank	MM	1310219657	0.00		\$32,162.68	\$9,280.00	\$0.00	\$41,442.68
Airport Escrow 2010	F & M Bank	MM	1022004577	0.25		\$42,303.94	\$8.98	\$0.00	\$42,312.92
USDA Rural Devel.	InterBank	MM	23-695-0	0.25		\$34,679.85	\$6.08	\$0.00	\$34,685.93
Capital Projects	F & M Bank	MM	1022003961	0.25		\$98,967.89	\$85,201.99	\$85,950.18	\$98,219.70
Grants Fund	InterBank	MM	25-045-7	0.25		\$2,965.96	\$0.62	\$0.00	\$2,966.58
	F & M Bank	MM	1022004038	0.25		\$24,252.89	\$17,452.67	\$3,282.55	\$38,423.01
						\$27,218.85	\$17,453.29	\$3,282.55	\$41,399.59
Fed Equitable Sharing	InterBank	MM	25-477-0	0.25		\$1,594.48	\$0.07	\$0.00	\$1,594.55
GPWA	InterBank	MM	13-415-5	0.25		\$96,579.57	\$17,706.43	\$401.02	\$113,884.98
	F & M Bank	MM	1022003864	0.27		\$384,957.14	\$257,497.41	\$275,882.26	\$366,572.29
	Bancfirst -Drafts	MM	150182648	0.15		\$454,422.35	\$46,182.14	\$29,720.18	\$470,884.31
			Total: GPWA Operating			\$935,959.06	\$321,385.98	\$306,003.46	\$951,341.58
Meter Deposits	InterBank	SN	1310018422	0.25		\$703.59	\$1.88	\$0.00	\$705.47
	F & M Bank	MM	1022003880	0.50		\$242,636.08	\$4,663.21	\$4,329.18	\$242,970.11
	InterBank	CD	26999	1.05	2/25/2012	\$99,000.00	\$0.00	\$0.00	\$99,000.00
			Total: Meter Deposits			\$342,339.67	\$4,665.09	\$4,329.18	\$342,675.58
WTP Fund	InterBank	MM	1310251437	0.25		\$1,518.24	\$0.32	\$0.00	\$1,518.56
	Bancfirst - WTP	MM	154047848	0.15		\$993,618.39	\$29,423.43	\$0.00	\$1,023,041.82
	F & M Bank	MM	1022003872	0.50		\$180,698.71	\$23,125.97	\$0.00	\$203,824.68
						\$1,175,835.34	\$52,549.72	\$0.00	\$1,228,385.06
CMOM Fund	Bank of New York	MM	250599	0.00		\$167,049.48	\$0.00	\$164,049.48	\$3,000.00
	F & M Bank	MM	1022004534	0.50		\$279,816.33	\$193,419.75	\$86.00	\$473,150.08
	F & M Bank	MM	1022004917	0.50		\$52,775.41	\$15,642.95	\$0.00	\$68,418.36
						\$499,641.22	\$209,062.70	\$164,135.48	\$644,568.44
Trusts									
OKC Waterline	Bank of Oklahoma	TR	75-4037-01-8	0.04		\$1,901,332.05	\$51.05	\$0.00	\$1,901,383.10

FY 2011-2012

CITY OF GUTHRIE STATEMENT OF ESTIMATE - ACTUAL REVENUE

Jan-12 33%

Revenue Source	Annual Budget	YTD Estimate	Current		YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
			Month Collected	Month Collected				
Sales Tax Revenue	\$3,660,000	\$1,220,000	\$325,391	\$1,303,941	\$83,941	6.88%	35.63%	
Use Tax	\$153,000	\$51,000	\$8,397	\$39,150	(\$11,850)	-23.24%	25.59%	
Cigarette Tax Revenue	\$50,000	\$16,667	\$4,517	\$19,693	\$3,027	18.16%	39.39%	
Franchise Taxes	\$497,500	\$165,833	\$33,053	\$151,699	(\$14,134)	-8.52%	30.49%	
Licenses & Permits	\$79,600	\$26,533	\$12,361	\$25,383	(\$1,150)	-4.33%	31.89%	
Com. Vehicle Tax	\$73,500	\$24,500	\$6,171	\$22,214	(\$2,286)	-9.33%	30.22%	
Gas Excise Tax	\$20,000	\$6,667	\$1,522	\$6,265	(\$402)	-6.03%	31.32%	
Alcoholic Beverage Tax	\$86,500	\$28,833	\$8,644	\$30,326	\$1,492	5.18%	35.06%	
Ambulance Collections	\$420,000	\$140,000	\$27,625	\$121,937	(\$18,063)	-12.90%	29.03%	
EMS Contract	\$332,712	\$110,904	\$27,726	\$110,904	\$0	0.00%	33.33%	
Rents & Royalties	\$20,800	\$6,933	\$270	\$4,761	(\$2,172)	-31.33%	22.89%	
Cemetery Revenue	\$67,080	\$22,360	\$4,398	\$19,472	(\$2,888)	-12.92%	29.03%	
Court Fines/Forfeiture	\$306,000	\$102,000	\$13,409	\$52,930	(\$49,070)	-48.11%	17.30%	
Interest	\$2,200	\$733	\$229	\$916	\$183	24.97%	41.66%	
Library Fines & Fees	\$9,000	\$3,000	\$809	\$2,918	(\$82)	-2.72%	32.43%	
Lake Fees/Permits	\$27,000	\$9,000	\$70	\$240	(\$8,760)	-97.33%	0.89%	
Fire Runs	\$2,000	\$667	\$770	\$2,030	\$1,363	204.50%	101.50%	
Reimb. Rev/Misc. Income	\$93,911	\$31,304	\$17,607	\$26,686	(\$4,618)	-14.75%	28.42%	
Plan/Bd of Adjustments	\$3,000	\$1,000	\$0	\$900	(\$100)	-10.00%	30.00%	
Oil/Gas Inspect/Leases	\$15,870	\$5,290	\$0	\$3,250	(\$2,040)	-38.56%	20.48%	
Sale of Property	\$0	\$0	\$4,193	\$4,193	\$0	0.00%	0.00%	
Weed Abatement	\$2,000	\$667	\$0	\$1,466	\$799	119.86%	73.29%	
Fire Subscriptions	\$5,000	\$1,667	\$1,000	\$5,100	\$3,433	206.00%	102.00%	
Subtotal	\$5,926,673	\$1,975,558	\$498,160	\$1,956,375	(\$19,183)	-0.97%	33.01%	
Transfer from GPWA	\$1,372,782	\$457,594	\$338,123	\$689,770	\$232,176	50.74%	50.25%	
Transfer from Hotel Tax	\$38,300	\$12,767	\$3,192	\$9,575	(\$3,192)	-25.00%	25.00%	
Transfer from Capital Project	\$213,000	\$71,000	\$17,750	\$53,250	(\$17,750)	-25.00%	25.00%	
Transfer from Grants Fund	\$18,000	\$6,000	\$1,003	\$1,916	(\$4,084)	-68.07%	10.64%	
Budgeted Fund Balance	\$96,731	\$32,244	\$0	\$0	(\$32,244)	0.00%	0.00%	
TOTALS	\$7,665,486	\$2,555,162	\$858,228	\$2,710,885	\$155,723	6.09%	35.36%	

FY 2011-2012

CITY OF GUTHRIE DEPARTMENT EXPENDITURE SUMMARY

Jan-12 33.33%

Department	Annual Budget	YTD Estimate	Current Month Expend	% of Budget	YTD Expend	% of Budget	Encumbered Balance	Remaining Budget
General Government	\$991,463	\$330,488	\$78,569	7.92%	\$303,475	30.61%	\$427,934	\$260,054
Administration	\$466,897	\$155,632	\$29,978	6.42%	\$166,624	35.69%	\$2,519	\$297,755
Finance	\$167,557	\$55,852	\$7,348	4.39%	\$57,559	34.35%	\$925	\$109,073
Planning	\$317,433	\$105,811	\$6,981	2.20%	\$80,990	25.51%	\$25,509	\$210,934
Library	\$196,320	\$65,440	\$7,885	4.02%	\$54,583	27.80%	\$2,250	\$139,487
Police	\$1,496,818	\$498,939	\$76,096	5.08%	\$516,806	34.53%	\$54,454	\$925,558
Fire	\$1,519,040	\$506,347	\$65,748	4.33%	\$503,407	33.14%	\$89,323	\$926,310
Street	\$507,693	\$169,231	\$18,284	3.60%	\$125,340	24.69%	\$32,674	\$349,680
Vehicle Maintenance	\$138,982	\$46,327	\$5,082	3.66%	\$42,706	30.73%	\$1,335	\$94,942
Parks & Public Grounds	\$394,901	\$131,634	\$19,127	4.84%	\$127,092	32.18%	\$28,145	\$239,664
Transfer to GPWA Fund	\$1,220,000	\$406,667	\$325,391	26.67%	\$651,574	53.41%	\$0	\$568,426
Transfer to Grants Fund	\$12,500	\$4,167	\$1,042	8.33%	\$3,125	25.00%	\$0	\$9,375
Transfer to Capital Project	\$235,882	\$78,627	\$16,179	6.86%	\$48,538	20.58%	\$0	\$187,344
TOTALS	\$7,665,486	\$2,555,162	\$657,710	8.58%	\$2,681,818	34.99%	\$665,067	\$4,318,601

FY 2011-2012

GUTHRIE PUBLIC WORKS AUTHORITY STATEMENT OF ESTIMATE - ACTUAL REVENUE

Jan-12 33.33%

Revenue Source	Annual Budget	YTD Estimate	Current Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
Water	\$1,760,000	\$556,336	\$136,491	\$573,562	\$17,226	3.10%	32.59%
Sewer	\$755,000	\$251,667	\$66,721	\$263,721	\$12,055	4.79%	34.93%
Sanitation	\$1,158,000	\$386,000	\$96,959	\$390,658	\$4,658	1.21%	33.74%
Convenience Center	\$40,000	\$13,333	\$2,943	\$12,977	(\$356)	-2.67%	32.44%
Interest	\$1,500	\$500	\$263	\$1,088	\$588	117.63%	72.54%
Rents & Royalties	\$4,400	\$1,467	\$250	\$1,308	(\$159)	-10.82%	29.73%
Transfer-Other Funds	\$1,222,100	\$407,367	\$325,764	\$652,134	\$244,767	60.09%	53.36%
Miscellaneous	\$7,000	\$2,333	\$0	\$14,425	\$12,092	518.22%	206.07%
Late Charges	\$40,000	\$13,333	\$3,760	\$15,880	\$2,547	19.10%	39.70%
Extension Charges	\$2,000	\$667	\$300	\$775	\$108	16.25%	38.75%
FEMA/State/Insurance Reimb	\$114,740	\$38,247	\$0	\$0	(\$38,247)	-100.00%	0.00%
Service Initiation	\$13,600	\$4,533	\$1,200	\$4,975	\$442	9.74%	36.58%
Sale of Station/Park Barn/LC Pr	\$21,000	\$7,000	\$7,000	\$10,500	\$3,500	50.00%	50.00%
Subtotal	\$5,139,340	\$1,682,783	\$641,651	\$1,942,004	\$259,221	15.40%	37.79%
Budgeted Fund Balance	\$460,842	\$115,211	\$0	\$14,804	\$0	0.00%	0.00%
TOTALS	\$5,600,182	\$1,797,993	\$641,651	\$1,956,808	\$259,221	14.42%	34.94%

GUTHRIE PUBLIC WORKS DEPARTMENT EXPENDITURE SUMMARY

Department	Annual Budget	Current			YTD Estimate	Month	Expend	% of Budget	YTD Expend	% of Budget	Encumbered Balance	Remaining Budget
		YTD Estimate	Expend	% of Budget								
General Government	\$340,020	\$113,340	\$30,495	8.97%	\$138,761	40.81%	\$95,738	\$105,521				
Administration	\$281,583	\$93,861	\$11,049	3.92%	\$95,927	34.07%	\$1,068	\$184,588				
Water Plant	\$476,259	\$158,753	\$33,955	7.13%	\$165,924	34.84%	\$137,861	\$172,474				
Wastewater Plant	\$226,669	\$75,556	\$14,931	6.59%	\$78,243	34.52%	\$18,552	\$129,874				
Convenience Center	\$128,189	\$42,730	\$3,703	2.89%	\$31,359	24.46%	\$48,479	\$48,350				
Line Maintenance	\$517,733	\$172,578	\$36,556	7.06%	\$155,221	29.98%	\$34,117	\$328,395				
Meter Department	\$62,750	\$20,917	\$10,474	16.69%	\$19,041	30.34%	\$32,847	\$10,862				
Sanitation Contract	\$818,000	\$272,667	\$70,579	8.63%	\$275,252	33.65%	\$542,748	\$0				
Swimming Pool	\$20,500	\$6,833	\$0	0.00%	\$0	0.00%	\$1,500	\$19,000				
Transfer-General Fund	\$1,372,782	\$457,594	\$338,123	24.63%	\$689,770	50.25%	\$0	\$683,012				
Transfer-GIDA	\$154,383	\$51,461	\$0	0.00%	\$154,383	100.00%	\$0	\$0				
Transfer-Capital Project	\$686,314	\$228,771	\$19,688	2.87%	\$59,064	8.61%	\$0	\$627,250				
Transfer-WTP Fund	\$515,000	\$171,667	\$29,296	0.00%	\$93,863	0.00%	\$0	\$421,137				
TOTALS	\$5,600,182	\$1,866,727	\$598,851	10.69%	\$1,956,808	34.94%	\$912,910	\$2,730,464				

FEBRUARY 08, 2012

CITY OF GUTHRIE

SALES TAX

DEAR TREASURER;

FUNDS HAVE BEEN ELECTRONICALLY TRANSFERRED TO YOUR BANK ACCOUNT, EFFECTIVE 02/09/12, FOR YOUR CITY SALES TAX COLLECTIONS RECEIVED BY THE OKLAHOMA TAX COMMISSION DURING THE MONTH OF JANUARY.

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	\$340,084.92
LESS AMOUNT REFUNDED TO TAXPAYERS	\$.00
LESS AMOUNT SUSPENDED	\$.00
LESS .010000 RETENTION TO OKLAHOMA TAX COMMISSION	\$3,400.85
PLUS INTEREST	\$340.57
TOTAL PAYMENT	\$337,024.64

Total Sales Tax: \$337,024.64

Last Month: \$325,390.82 Increase/Decrease: \$11,633.82 3.58%

Last Year: \$316,226.95 Increase/Decrease: \$20,797.69 6.58%

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	\$250,346.47	\$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	(\$19,550.50)	\$20,300.61	(\$772.98)	(\$15,475.09)	\$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	\$322,499.39	\$305,933.07	\$319,840.12	\$3,732,000.76
+/-	\$70,648.01	\$17,820.07	\$70,131.11	\$55,033.40	\$43,496.83	\$43,005.25	\$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
+/-	\$34,365.99	\$34,365.99	\$9,963.62	(\$5,510.80)	\$5,919.29	\$56,363.96	(\$11,543.22)	\$33,816.75	\$19,272.31	\$16,639.05	\$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)	(\$48,607.53)	\$22,479.76	(\$69,667.12)	(\$3,803.09)	(\$36,998.20)	(\$12,171.00)	(\$28,293.06)	(\$17,331.55)	(\$18,251.40)	(\$254,882.22)
FY 11	\$314,336.08	\$278,585.70	\$319,195.49	\$318,007.66	\$316,226.95	\$300,630.31	\$293,948.88	\$327,993.41	\$322,418.35	\$322,249.15	\$331,039.49	\$327,507.77	\$3,772,139.24
+/-	(\$3,402.32)	(\$3,508.43)	\$26,252.64	\$4,425.53	(\$33,403.93)	\$32,408.62	(\$3,328.69)	\$28,178.91	\$16,256.89	\$10,383.77	\$20,154.80	\$28,483.54	\$160,944.41
FY 12	\$339,165.35	\$328,983.53	\$310,401.47	\$325,390.82	\$337,024.64								\$1,640,965.81
+/-	\$24,829.27	\$50,597.83	(\$8,794.02)	\$7,383.16	\$20,797.69								\$94,613.93

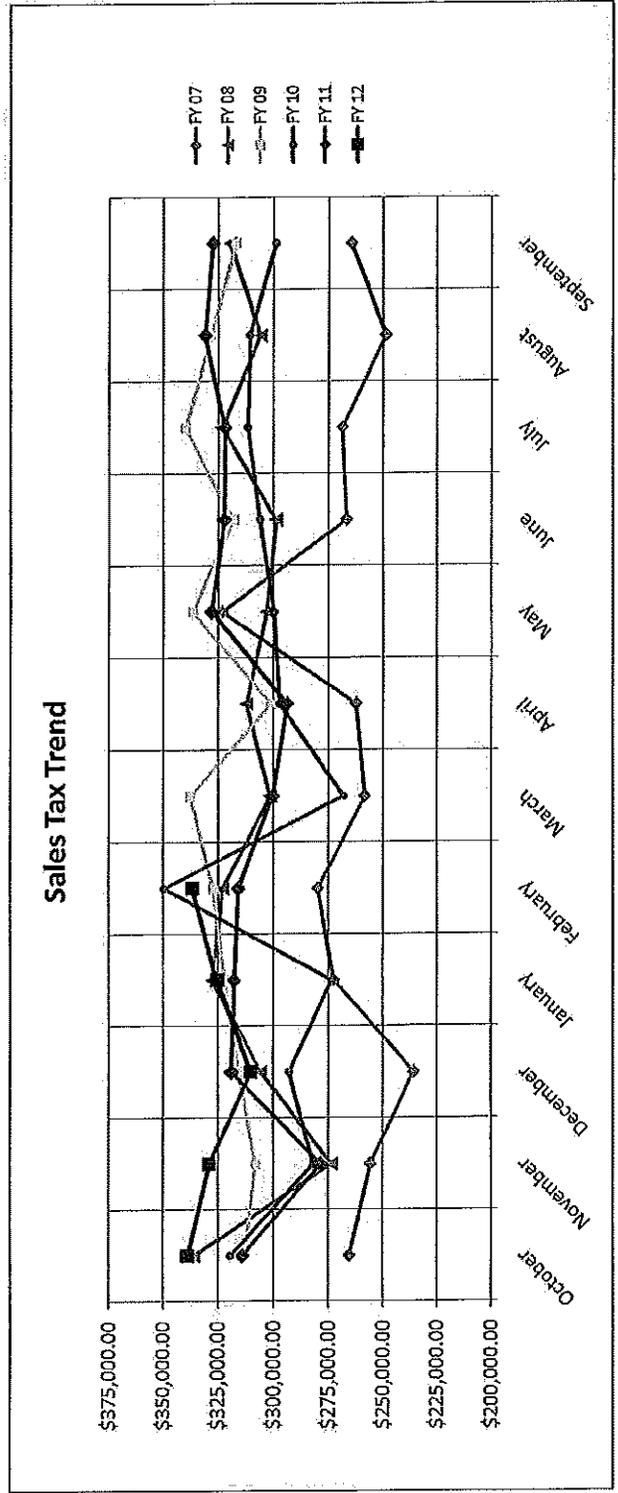
Comparison of FY11 / FY12 Sales Tax

7.90% 18.09% -2.76% 2.32%

YTD Comparison to Projected Budget

2012 Year to Date \$1,640,965.81
 2012 Projected YTD \$1,525,000.00
 Under/Over \$115,965.81

7.60% overall increase/decrease



CITY SALES TAX
COLLECTION BY CODE

October 2010 - Sept 2011

Description	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12
Agricultural Production Crops	\$ 98.41	\$ (10.96)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Livestock Except Dairy/Poultry	\$ 53.38	\$ 56.44	\$ 60.62	\$ 54.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Agricultural Services	\$ 329.64	\$ 153.60	\$ 127.25	\$ 92.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Timber Tracts	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commercial Fishing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oil/Gas Extraction	\$ 7.15	\$ 24.69	\$ 97.30	\$ 88.89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Mining & Quarrying of Non-metallic minerals, exc fuels	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Blgd. Construction-General Contractors	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction other than Bldg.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction-Special Trade Contractors	\$ 398.38	\$ 112.51	\$ 587.28	\$ 366.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Food and Kindred Products	\$ 541.70	\$ 593.69	\$ 619.72	\$ 451.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Textile Mill Products	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Apparel and other Finished Product Made from Fabrics	\$ 81.39	\$ 97.16	\$ 88.61	\$ 112.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lumber and Wood Products, except Furniture	\$ 184.86	\$ 385.37	\$ 74.35	\$ 372.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furniture and Fixtures	\$ (12.25)	\$ 82.08	\$ (52.25)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Paper and Allied Products	\$ (1.96)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Printing, Publishing and Allied Industries	\$ 886.57	\$ 271.22	\$ 217.95	\$ 282.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Chemicals and Allied Products	\$ 6.55	\$ 5.87	\$ 1.16	\$ 4.43	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Petroleum Remaining & Related Industries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Rubber & Miscellaneous Plastics Products	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Leather & Leather Products	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Stone, Clay, Glass & Concrete Products	\$ 6.12	\$ 75.18	\$ 188.58	\$ 7.73	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Primary Metal Industries	\$ 1,800.72	\$ 2,133.81	\$ 1,675.32	\$ 281.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fabricated Metal Products, Except Machinery	\$ (46.16)	\$ (122.26)	\$ (6.20)	\$ 2.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Machinery, Except Electrical	\$ (58.16)	\$ 532.73	\$ 283.17	\$ 459.42	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electrical & Electronic Machinery, Equip. & Supplies	\$ 29.89	\$ 94.33	\$ 517.74	\$ (1,606.07)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transportation Equipment	\$ 56.06	\$ (29.54)	\$ 61.10	\$ 29.33	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Measuring, Analyzing & Controlling Instruments	\$ 321.44	\$ 277.06	\$ 273.05	\$ 616.82	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Manufacturing Industries	\$ (7.79)	\$ 4.00	\$ 88.31	\$ 22.26	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Railroad Transportation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local & Suburban Transit & Interurban Hwy Passenger	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Motor Freight, Transportation & Warehousing	\$ 165.02	\$ 56.12	\$ (57.34)	\$ 115.51	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transportation By Air	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transportation Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Communications	\$ 15,242.07	\$ 12,974.71	\$ 17,913.98	\$ 13,986.35	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Electric, Gas & Sanitary Services	\$ 28,884.53	\$ 21,495.79	\$ 28,375.79	\$ 34,319.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wholesale Trade-Durable Goods	\$ 10,288.04	\$ 5,925.48	\$ 4,181.21	\$ 5,487.98	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wholesale Trade-Nondurable Goods	\$ 3,828.94	\$ 6,839.72	\$ 3,106.56	\$ 4,354.78	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bldg Materials/Hardware/Garden Supply/Mobile Home Dealer	\$ 15,926.79	\$ 13,403.07	\$ 13,103.25	\$ 9,330.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
General Merchandise Stores	\$ 94,727.75	\$ 105,292.87	\$ 112,748.91	\$ 113,058.45	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Food Stores	\$ 28,749.80	\$ 28,541.15	\$ 29,897.31	\$ 29,474.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Automotive Dealers & Gasoline Service Stations	\$ 2,583.69	\$ 15,756.23	\$ 16,117.17	\$ 25,243.13	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Apparel & Accessory Stores	\$ 3,164.32	\$ 2,536.27	\$ 3,080.83	\$ 3,146.31	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Furniture, Home Furnishings & Equipment Stores	\$ 5,999.06	\$ 7,907.62	\$ 6,512.97	\$ 6,521.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Eating & Drinking Places	\$ 51,440.93	\$ 49,899.29	\$ 46,716.57	\$ 40,618.27	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Retail	\$ 16,386.85	\$ 23,222.65	\$ 16,941.56	\$ 22,948.59	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Banking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Credit Agencies other than Banks	\$ 12.92	\$ 14.07	\$ 4.82	\$ 21.90	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Security & Commodity Brokers, Dealers, Exchanges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Real Estate	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Holding & Other Investments Offices	\$ 83.16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Hotels, Rooming Houses, Camps & other Lodging Places	\$ 12,191.92	\$ 4,032.32	\$ 6,954.84	\$ 6,361.87	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Personal Services	\$ 1,188.62	\$ 3,232.91	\$ 1,500.09	\$ 1,260.86	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Business Services	\$ 8,666.80	\$ (650.62)	\$ 6,797.88	\$ 5,774.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Automotive Repair Services & Garages	\$ 3,909.45	\$ 3,746.14	\$ 3,068.68	\$ 8,801.85	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Repair Services	\$ 13.81	\$ 41.95	\$ 368.04	\$ 144.65	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Motion Pictures	\$ 607.68	\$ 822.31	\$ 824.92	\$ 782.02	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amusement & Recreation Services, Except Motion Pictures	\$ 516.75	\$ 1,284.06	\$ 4.31	\$ 1,023.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health Services	\$ 812.07	\$ 121.69	\$ 130.23	\$ 125.58	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Educational Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Social Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Museums, Art Galleries, Botanical, Zoological Gardens	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Membership Organizations	\$ 366.14	\$ 51.38	\$ 36.95	\$ 3,109.84	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering, Architectural, Surveying Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Services	\$ 15.94	\$ 7.49	\$ 9.72	\$ (9.72)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Justice, Public Order & Safety	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Finance, Taxation, Monetary Policy	\$ 1.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Administration of Economic Programs	\$ 1,857.95	\$ 1,542.60	\$ 198.01	\$ 2,449.37	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Nonclassifiable Services	\$ 331,930.17	\$ 313,221.93	\$ 328,315.92	\$ 340,084.92	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



Agenda Item Cover Letter

Meeting: [x] City Council, [x] GPWA, Other:
Date of Meeting: February 21, 2012
Contact: Jim Ahlgren, Administrative Services Director

Agenda Item

Consider denial of Tort Claim(s) #31695-ME as recommended by the Oklahoma Municipal Assurance Group.

Summary

December 29, 2011, City's main line backed up into restaurant due to grease.

Funding Expected: Revenue, Expenditure [x] N/A

Budgeted: Yes, No [x] N/A

Account Number: [00-00-00-0000], Amount

Legal Review: [x] N/A, Required, Completed Date:

Mayor's Appt.: Yes, [x] No

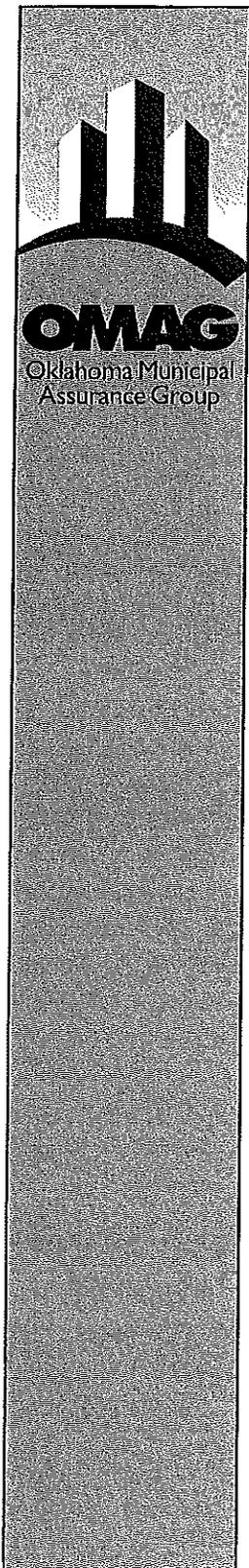
Supporting documents attached

- Notice of tort claim from Ronney Gage / Gage's Steakhouse
Letter of Recommendation to City of Guthrie for this claim to be denied. (Ronney Gage #31695-ME)

Recommendation

Motion to deny Tort Claim #31695-ME to begin the 180-day statute of limitations, as recommended by the Oklahoma Municipal Assurance Group.

Action Needed: Public Hearing, [x] Motion, Emergency Clause



February 9, 2012

Mr. Jim Ahlgren
City of Guthrie
PO Box 908
Guthrie, OK 73044-0908

RE: Member : City of Guthrie
Claimant : Ronney Gage (Gage's Steakhouse)
Date of Loss : 12-29-11
Claim No. : 31695-ME

Dear Mr. Ahlgren:

We have completed our investigation regarding the above referenced claim. It is our recommendation to the City of Guthrie that this claim be denied. We find no liability on the City's part regarding this incident.

Under the Governmental Tort Claims Act, 51 Okla. Sec. 157(A), this claim will be deemed denied ninety (90) days after it was received by the City of Guthrie. 51 Okla. Stat. Sec. 157 (B) requires any lawsuit under the Act to be commenced within one hundred eighty (180) days after denial of the claim. Thus to begin the 180-day statute of limitations prior to 4-2-12, we suggest you docket this claim for denial at the next meeting of your municipal governing body. For the 180-day period to start running, the claimants **must be notified at the address on the claim within five (5) days of the denial.** To document compliance with the Act, we recommend that you send notice of denial of the claim by certified mail.

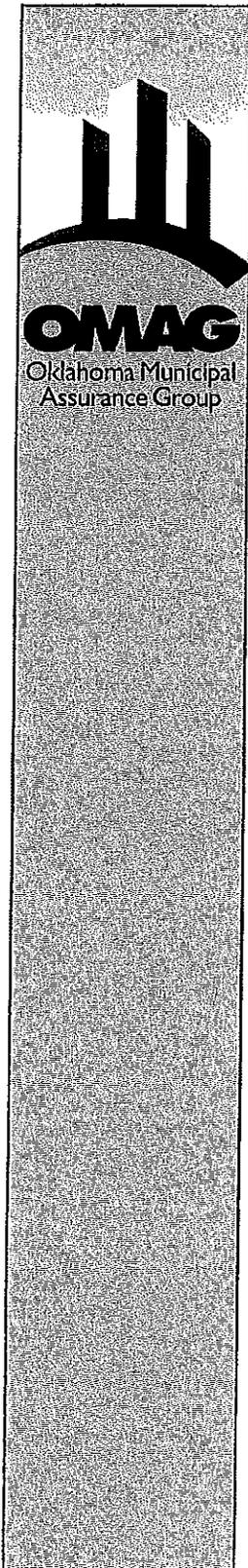
Please advise us as soon as possible of any official action taken by the municipal governing body on denial of this claim.

Sincerely,

Mary Ellis

Mary Ellis, CPCU
Senior Claims Examiner

P.O. Box 691719
Tulsa, OK 74169
918-439-9442
1-800-234-9461
Fax: 918-439-9443
www.omag.org



February 9, 2012

Mr. Ronney Gage
2324 Karl Street
Guthrie, OK 73044

RE: Member : City of Guthrie
Claimant : Ronney Gage (Gage's Steakhouse)
Date of Loss : 12-29-11
Claim No. : 31695-ME

Dear Mr. Gage:

As the adjuster for the Oklahoma Municipal Assurance Group, the insurer for the City of Guthrie, I am recommending denial of this claim and find no liability on the City's part.

Oklahoma law has consistently held that a municipality is not an insurer of its sanitary sewer system. This means that a municipality is not automatically liable for damages to property, which result from sanitary sewer overflow. A municipality may be liable only if it had prior notice of a defect or problem in the sewer line and failed to take appropriate remedial action within a reasonable time before the damage occurred.

The City of Guthrie would not be liable for plumber bills incurred prior to the City being notified of a sewer problem.

Our investigation indicates that the cause of this sewer backup was grease and the City of Guthrie had no knowledge of this problem prior to the sewage backup at 202 W. Harrison, Guthrie, Oklahoma.

Therefore, we have determined that the City of Guthrie was not negligent in its maintenance of the sanitary sewer line. Accordingly, while we regret the inconvenience and distress involved in the clean up, we do not believe that state law authorizes us to pay for these damages on behalf of the City of Guthrie.

Sincerely,

A handwritten signature in cursive script that reads "Mary Ellis".

Mary Ellis, CPCU
Senior Claims Examiner

cc: City of Guthrie ✓

P.O. Box 691719
Tulsa, OK 74169
918-439-9442
1-800-234-9461
Fax: 918-439-9443
www.omag.org

NOTICE OF TORT CLAIM

OKLAHOMA MUNICIPAL ASSURANCE GROUP - MUNICIPAL LIABILITY PROTECTION PLAN

A. CLAIMANT REPORT

To the City of Guthrie

Public entity you are filing this claim against.

PLEASE PRINT OR TYPE AND SIGN

IMPORTANT NOTICE: The filing of this form with the City Clerk's office is only the initial step in the claim process and does not indicate in any manner the acceptance of responsibility by the City or its related entities. Written notice is required by law and shall be filed with the City Clerk within one (1) year from the date of occurrence. It will then be sent to OMAG Claims Dept. for investigation. You may expect them to contact you. Failure to file within such time frame may result in the claim being barred in its entirety. Other limitations to your claim may apply (See Oklahoma Statutes Title 51, Section 151-172).

CLAIMANT(S) Romney Gage CLAIMANT(S) SOCIAL SECURITY NO:
ADDRESS 2324 Kane St CLAIMANT(S) DATE OF BIRTH
Guthrie OK 73044 PHONE: HOME(405) 1282 5066 BUS.(405) 282 3955

Continue on another sheet if needed

- 1. DATE AND TIME OF INCIDENT 12/29/11 11 a.m. (8:00)p.m.
2. LOCATION OF INCIDENT Gages Steakhouse
3. DESCRIBE INCIDENT Sewage Plugged out in alley at Manhole. When unstoppping, Manhole Water backed up in bathroom & kitchen area.

4. LIST ALL PERSONS AND/OR PROPERTY FOR WHICH YOU ARE CLAIMING DAMAGES:

BODILY INJURY: WAS CLAIMANT INJURED? YES NO If yes, complete this section
Describe Injury
WERE YOU ON THE JOB AT THE TIME OF INJURY? YES NO If so, please give name, address and phone number of company
NAME OF DOCTOR OR HOSPITAL
ALL MEDICAL BILLS (attach Copies) \$
LIST OTHER DAMAGES CLAIMED \$
TOTAL BODILY INJURY..... \$

PROPERTY DAMAGE: Proof that you are the owner of the vehicle or property allegedly damaged as specified in your claim will be required.
VEHICLE NAME BODY TYPE YEAR
NOTE: If damage is to a vehicle, a photocopy of your motor vehicle title is required.
IF NOT A VEHICLE, DESCRIBE PROPERTY AND LOSS
PROPERTY DAMAGE (Attach repair bills or two estimates) \$
LIST OTHER DAMAGES CLAIMED \$
TOTAL PROPERTY..... \$

Table with 4 columns: NAME OF YOUR INSURANCE CO., POLICY NO., AMOUNT CLAIMED, AMOUNT RECEIVED

6. The names of any witnesses known to you.
Mac's Plumbing Co PO BOX 1358 282-3952
Name Address Phone Number
Ricky Gatten with City of Guthrie 282-8400
Name Address Phone Number

STATE THE EXACT AMOUNT OF COMPENSATION YOU WOULD ACCEPT AS FULL SETTLEMENT ON THIS CLAIM.
TOTAL CLAIM \$254.25

SIGNATURE(S) DATE

B. THIS SECTION IS FOR USE BY THE PUBLIC ENTITY WHICH RECEIVES THE CLAIM

To inquire about this claim you may write to OMAG Claims Dept. or call 1-800-234-9461; or in Oklahoma City call 525-6624

This Notice of Tort Claim was received by _____

(Title) _____, on _____, 20____

For further information on this claim contact Jim Ahlgren

(Title) _____ by telephone at (_____) _____

The following reports, statements or other documentation, which support our understanding of the facts relating to this claim, are attached:

all attached

Persons who have knowledge of the circumstances surrounding this claim are:

	<u>Name</u>	<u>Title/Position</u>	<u>Telephone</u>
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Submitted by: Robert D. Johnson Date 1/3/2012, 20____
Title: _____

AFTER THE PUBLIC ENTITY HAS RECEIVED THIS CLAIM, PLEASE PROVIDE INFORMATION REQUESTED ABOVE AND IMMEDIATELY SEND TO:

OMAG Claims Dept.
4130 N. Lincoln Blvd
Oklahoma City, OK 73105-5209
Fax (405) 525-0009

Gaggs Steakhouse

Labor For Cleaning up water
in Bathroom & Kitchen \$50.00.

Sewage BackUp

Ronney Gaggs

97377

RENTAL AGREEMENT

DL # R081502950 DOB 08.17.99
Date

Hometown Rental & Feed Inc.
2302 S. Division Street
Guthrie, Oklahoma 73044
405-282-1581



Lessor Name: Ronny Gage
Street Address: 2324 KARST
City: Guthrie State: OK Zip Code: 73044
Cell Number: _____ Phone Number: 782.3955

Credit Card Info: _____ Length of Rental Agreement/Return By: _____
Hours Out: _____ Hours In: _____ Date & Time Out: 12/29/05:00 Date & Time In: _____
Name of Contact: _____ Customer P.O. #: _____
Equipments Present Value: _____ Make/Model: _____ License Plate: _____

Model & Description	Min Rate	No. of Hrs	Excess Hr. Rate	Over Night	Day	Week	Clean Fee	Paid In Advance
PAVY SHAKETRO	40⁰⁰	3			100⁰⁰			Total Rent: <u>5000</u>
SEWER SNAIL	30⁰⁰	3			50⁰⁰			Fuel
								Merchandise
								Delivery & Pickup
								Cleaning Fee
								Damages
								Subtotal: <u>5000</u>
								Sales Tax: <u>425</u>
								Total Charges: <u>5425</u>

Equipment To Be Used For: _____ **Equipment is not to be used for digging in rock or bulldozing!!!
Customer is responsible for ALL damages!!!**

- A. Lessor hereby leases to Lessee the equipment identified above ("Equipment") for the term and with the rental payments set out above. Lessee shall be liable for the full rental for the entire "Rental Term" even though the Equipment is returned to Lessor prior to expiration. Rental payments shall be made to Lessor at the address shown above, without setoff or exception of any kind, subject to the provisions below. The Equipment will be transported to and from Lessor's place of business during the Rental Term at Lessee's expense. Lessee also agrees to pay any additional charges noted above upon or before receiving the Equipment from the Lessor.
- B. It is contemplated that the Equipment will be operated for no more than:

Hours In Any One Day	Hours In Any One Week	Hours In Any One Month
- C. Lessee agrees to pay additional rental prorated at the applicable daily, weekly or monthly rate for each hour the Equipment is used in excess of such time. The additional rent for excess hours of use will be paid at the time Equipment is returned or, if the Equipment is leased for more than 30 days, on the first day of the month following each use. If an hour meter is furnished (1) Lessee agrees to keep it connected to the Equipment and in good working condition at all times, and (2) it will be used as the conclusive measure of the number of hours of operation.
- D. If Lessee fails to return the Equipment by the end of the Rental Term (whether occasioned by the expiration of the Rental Term, cancellation upon breach, or termination per agreement of the parties), Lessee will pay additional rental, at 150% of the rental rate set forth above, until the Equipment is received by Lessor.
- E. Lessee agrees to furnish a certificate of insurance evidencing its compliance with the foregoing requirement upon demand by Lessor, such certificate to be addressed to Lessor, and to indicate that the coverage described therein cannot be modified or terminated except on 10 days prior written notice to Lessor. Nothing herein shall limit Lessee's liability to Lessor hereunder to the proceeds of insurance coverage.
- F. Lessee assumes all risk of loss and liability for and agrees to hold Lessor and its assigns harmless from all damages for injuries or death to persons or property arising out of the use, possession or transportation of the Equipment, from the earliest to occur of (1) Lessee's receipt of the Equipment; (2) Lessor's tender of delivery of the Equipment to Lessee; or (3) receipt of the Equipment by (or tender of delivery thereof to) any carrier designated to deliver the Equipment to Lessee. Such earliest date is referred to herein as the "Risk of Loss Date". Lessee, at Lessee's own expense will carry liability insurance with limits of liability not less than \$100,000.00 per person and \$400,000.00 per occurrence for bodily injury including death, and \$100,000.00 for each occurrence for property damage (or in the alternative a combined single limit for both bodily injury and property damage not less than \$500,000.00 each occurrence). In addition, Lessee shall insure the Equipment at the "Total Present Value" against loss, theft, damage or destruction on the broadest form casualty coverage available. All insurance coverage required hereunder must be in form and content, and be written by an insurer, acceptable to Lessor and licensed to do business in each state in which Equipment is to be used or operated. All policies of insurance shall name Lessor as an insured party and loss payee.
- G. Lessee will return the Equipment to Lessor in as good condition as received, reasonable wear and tear excepted. If the Equipment is not in such good condition upon its return to Lessor and Lessor elects to repair it, Lessee will pay for such repairs at Lessor's regular shop rates.
- H. Lessee shall indemnify and hold Lessor harmless against all loss or damage to the Equipment from and after the Risk of Loss Date until returned to Lessor as provided herein. The amount of any such loss or damage will be based on the "Total Present Value" shown above. Damage to the Equipment, other than a total loss, will not oblige or excuse the making of prescribed rental payments for the term of this Rental Contract, including any holdover period described above. Lessee agrees to use and care for the Equipment in a careful and prudent manner.
- I. To the extent permitted by law, neither Lessor, its assigns, the wholesale distributor or the manufacturer of the Equipment makes any representation or promise as to the quality, performance or freedom from defect of the Equipment. THE PARTIES AGREE THAT THERE ARE NO EXPRESS WARRANTIES REGARDING THE EQUIPMENT, OTHER THAN THAT THE EQUIPMENT CONFORMS TO THE DESCRIPTION HEREIN. THE PARTIES FURTHER AGREE THAT THERE ARE NO IMPLIED WARRANTIES, EITHER OF MERCHANTABILITY, THAT THE GOODS ARE FIT FOR A PARTICULAR PURPOSE, OR AGAINST INTERFERENCE OR INFRINGEMENT IN CONNECTION WITH THE LEASE OF THE EQUIPMENT. THE EQUIPMENT IS LEASED TO LESSEE "AS-IS", WITH ALL FAULTS. Lessee acknowledges that the Equipment is of a size, design and capacity selected by Lessee and that the Lessee is satisfied that the Equipment is suitable for Lessee's purposes. Lessee is responsible for any and all decontamination necessary to comply with paragraph K of OSHA Regulations 1910.120 Hazardous Waste Operations and Emergency Response.
- J. Lessee's incidental damages for Lessor's breach of any term or provision of this Rental Contract, or in any way related to the Equipment, use, performance or failure of the Equipment shall be limited to the greater of (i) the total of all sums actually paid to and received by Lessor under this rental contract; or (ii) \$1,000.00; PROVIDED such sum shall not exceed the actual amount of Lessee's incidental damages. RECEIPT OF INCIDENTAL DAMAGES AS LIMITED ABOVE SHALL BE LESSEE'S EXCLUSIVE REMEDY IN THE EVENT OF LESSOR'S BREACH OR DEFAULT HEREUNDER. Lessor specifically disclaims any and all liability for consequential, exemplary, punitive or other damages arising from a breach hereunder by Lessor. Lessor and Lessee agree that any action for breach or default under this Rental Contract must be commenced within one year after the later to occur of (1) when the cause of action is or should have been discovered by the aggrieved party, or (2) when the default occurs. In the event Lessee claims a breach or default by Lessor, Lessee shall provide written notice thereof to Lessor within 60 days after the occurrence or discovery thereof, whichever occurs sooner.
- K. Lessee Agrees to pay all operating and maintenance expenses while the Equipment is out of the Lessor's possession, and to notify Lessor of any needed repairs. All repairs shall be at the Lessee's expense, except to the extent that the Lessor performs repairs and obtains compensation for doing so from the manufacturer. If the Equipment becomes unsafe or in disrepair as a result of normal use, Lessee agrees to discontinue use and notify Lessor who will replace the Equipment upon its return with similar Equipment in good working order, if available. Lessor is not responsible for any incidental or consequential damages caused by delays or otherwise.
- L. Lessee agrees to use the Equipment only for the purposes and in the manner recommended by the manufacturer thereof and further not to load or operate the Equipment beyond the capacity recommended by the Manufacturer. LESSEE ACKNOWLEDGES RECEIPT OF A COPY OF THE OPERATING MANUAL PREPARED BY THE MANUFACTURER, AND THAT OPERATION AND SERVICING HAVE BEEN EXPLAINED TO LESSEE. LESSEE FURTHER ACKNOWLEDGES THAT THE EQUIPMENT WAS SET UP, INSPECTED, AND IF NEW, ADJUSTED ACCORDING TO FACTORY RECOMMENDATIONS BEFORE DELIVERY.
- M. Irrespective of any express or implied term, condition or provision of this Rental Contract, including all riders and addendums hereto, this Rental Contract is intended as a security. Lessee's rights hereunder are limited solely to those of a lessee. Lessee acknowledges that a copy of this Rental Contract may be filed in one or more locations pursuant to Section 9-408 of the Uniform Commercial Code to protect Lessor's title to, and beneficial interest in,

LESSEE, by signing this Rental Contract, agrees to the foregoing terms, and further acknowledges and agrees that this Rental Contract cannot be amended, modified or rescinded, and no term, provision or condition of this Rental Contract may be waived, except by a writing signed by the party or parties to be charged therewith.
CANCELLATION POLICY: Reservations scheduled for Friday & Saturday must be cancelled no later than 5:30 p.m. on Wednesday. Reservations scheduled for Monday-Thursday must be cancelled at least 24 hours before reservation. Failure to comply with above cancellation policy will result in Lessee being charged for the entire scheduled rental. A minimum cancellation fee of \$25.00 will be charged on ALL cancellations regardless.

Lessee's Signature: (X) Ronny Gage

**WE SELL TIME.....WE CHARGE FOR ALL TIME OUT INCLUDING...SATURDAYS, SUNDAYS AND HOLIDAYS!
 YOUR PROMPT RETURN WILL SAVE YOU MONEY.
 A CLEANING CHARGE WILL BE MADE ON ITEMS RETURNED UNCLEANED!!**

Address: 202 W. Harrison - Burger Steak House

Call Out: 2800 Time Called: 2200 a.m. p.m. Weekend: Yes No Upstream M/H # 5-028

Time Arrived: _____ a.m. p.m Time Completed: _____ a.m. p.m. Downstream M/H # 5-027

Site Inspection
Office Admin.

Personnel	
<u>2</u> Charles-1212	
Edgar-2722	
ET- 2702	
Ralph- 2703	
Carlton- 2715	
<u>2</u> Ricky- 2716	
Roy- 2802	
Justin- 2723	

Equipment	ID #
Trencher	216
C-70 Dump Truck	219
1-ton Dump Truck	161
1980 Jet Truck	223
1988 Backhoe	225
1994 3/4 ton PU	229
2003 Ford Box Van	217-B
1999 1/2 ton PU	231
<u>2</u> 2000 Vactor Truck	224
Water Pump	27-36
Generator	27-07
Air Compressor	27-10
Line Locator	28-19
2002 Ford	242
2003 Camara Truck	233
2009 Chevy 3/4 PU	244
2009 Chevy 2yd dumpbed	245
Sewer Tapping Machine	27-33
2005 Backhoe	227
Bore Machine	27-23
Quickie Saw	27-37
JD Tractor W/Boxblade	228-B
Bobcate Excavator	27-41
Concrete Saw	12-12
Line Locator	28-19
Root Saw	27-35
Rotary Laser Level	27-40

Material	
1220 Meter Box	
1324 Meter Box	
Meter Box 18" Round	
3/4 Setter	
1" Setter	
2" Setter	
6" Mega Lug	
12" Mega Lug	
3/4 Polly Pipe	
1" Polly Pipe	
2" Polly Pipe	
3/4" Splicer	
1" Splicer	
2" Splicer	
3/4" Corp Stop	
1" Corp Stop	
2" Corp Stop	
2" Valve	
4" Valve	
6" Valve	
10" Valve	
12" Valve	
16" Valve	
3/4" Ball Valve	
1" Valve	
2" Ball Valve	
Valve bonnet	
Valve Box	
Fire Hydrant	
Fire Hydrant Grade Lock	
Fire Hydrant Seal Kit	
Flush Hydrant	
Frost Free Hydrant	
2 Hymax	
4 Hymax	
6 Hymax	
10 Hymax	
2" Nipple	
6" Tee	
Adapter	
Cap	

Material	
3/4" Clamp	
1" Clamp	
2" Clamp	
4" Clamp	
6" Clamp	
8" Clamp	
10" Clamp	
12" Clamp	
16" Clamp	
2" Saddle	
4" Saddle	
6" Saddle	
8" Saddle	
10" Saddle	
12" Saddle	
Pressure Regulator	
4" Sleeve	
6" Sleeve	
8" Sleeve	
10" Sleeve	
12" Sleeve	
16" Sleeve	
Manhole Riser	
Manhole Ring to Lid	
2" PVC	
4" PVC	
6" PVC	
8" PVC	
12" PVC	
Copper Sulfate	
Degreaser	
Ductile Clay Pipe	
Class A Gravel	
3/4 Gravel	
1-1/2 Gravel	
Fill Dirt	
Top Soil	

DESCRIPTION OF WORK PERFORMED: Jetted sewer 400' west to remove blockage in city line, lots of grease



Agenda Item Cover Letter

Meeting: [x] City Council, [x] GPWA, Other:
Date of Meeting: February 21, 2012
Contact: Jim Ahlgren, Administrative Services Director

Agenda Item

Consider denial of Tort Claim(s) #31732-BD as recommended by the Oklahoma Municipal Assurance Group.

Summary

On January 2, 2012 the claimant's tire and wheel was damaged by a pot hole at 425 W. Simpson Road. This is occurred outside of City limits and not on a City road.

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

Supporting documents attached

- Notice of tort claim from Shelly Crawford
Letter of Recommendation to City of Guthrie for this claim to be denied. (Shelly Crawford #31732-BD)

Recommendation

Motion to deny Tort Claim #31732-BD to begin the 180-day statute of limitations, as recommended by the Oklahoma Municipal Assurance Group.

Action Needed: Public Hearing, [x] Motion, Emergency Clause



Oklahoma Municipal Assurance Group

3650 S. Boulevard • Edmond, OK 73013-5581 • 405/657-1400 • 800/234-9461 • fax: 405/657-1401 • www.omag.org

February 9, 2012

Jim Ahlgren
Risk Manager
City of Guthrie
P.O. Box 908
Guthrie, OK 73044-0908

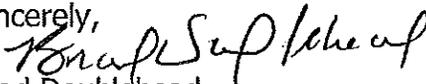
RE: Member : City of Guthrie
Claimant : Shelly Crawford
Date of Loss : 1/2/12
Claim No. : 31732-BD

Dear Mr. Ahlgren:

We have completed our investigation regarding the above referenced claim. It is our recommendation to the City of Guthrie that this claim be denied. We find no liability on the City's part regarding this incident.

Under the Governmental Tort Claims Act, 51 Okla. Sec 157(A), this claim will be deemed denied ninety (90) days after it was received by the City of Guthrie. 51 Okla. Stat. Sec. 157 (B) requires any lawsuit under the Act to be commenced within one hundred eighty (180) days after denial of the claim. Thus to begin the 180-day statute of limitations prior to **4-19-2012**, we suggest you docket this claim for denial at the next meeting of your municipal governing body. For the 180-day period to start running, the claimants **must be notified at the address on the claim within five (5) days of the denial.** To document compliance with the Act, we recommend that you send notice of denial of the claim by certified mail.

Please advise us as soon as possible of any official action taken by the municipal governing body on denial of this claim.

Sincerely,

Brad Doublehead
Claims Examiner



Oklahoma Municipal Assurance Group

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February 9, 2012

Shelly Crawford
1550 Deerwood Trail
Edmond, OK 73034

RE: Member : City of Guthrie
Claimant : Shelly Crawford
Date of Loss : 1/2/2012
Claim No. : 31732-BD

Dear Ms. Crawford:

As the adjuster for the Oklahoma Municipal Assurance Group, the general liability insurer for the City of Guthrie, we are recommending denial of this claim and find no liability on the City's part for this claim. Simpson Road is outside of the city limits; therefore the city does not have a duty to maintain this road.

Sincerely,

Brad Doublehead
Claims Examiner

cc: City of Guthrie

NOTICE OF TORT CLAIM

OKLAHOMA MUNICIPAL ASSURANCE GROUP - MUNICIPAL LIABILITY PROTECTION PLAN

A. CLAIMANT REPORT

To the City of Guthrie, Logan County
Public entity you are filing this claim against.

PLEASE PRINT OR TYPE AND SIGN

IMPORTANT NOTICE: The filing of this form with the City Clerk's office is only the initial step in the claim process and does not indicate in any manner the acceptance of responsibility by the City or its related entities.

CLAIMANT(S) Shelly Crawford CLAIMANT(S) SOCIAL SECURITY NO.
ADDRESS 1550 Deerwood Trail CLAIMANT(S) DATE OF BIRTH
Edmond, OK 73034 PHONE: HOME (405) 282-0118; (405) 850-8248

- 1. DATE AND TIME OF INCIDENT Jan 2 11 2012 5:45 p.m.
2. LOCATION OF INCIDENT 624 Simpson Road
3. DESCRIBE INCIDENT Driving westbound on Simpson rd trying to avoid hitting a group of potholes I hit a large deep pothole in front of the mailboxes @ 624 & 625 Simpson rd. there was a car going eastbound and therefore there wasn't
4. LIST ALL PERSONS AND/OR PROPERTY FOR WHICH YOU ARE CLAIMING DAMAGES:

BODILY INJURY: WAS CLAIMANT INJURED? YES NO X If yes, complete this section
Describe injury
WERE YOU ON THE JOB AT THE TIME OF INJURY? YES NO X If so, please give name, address and phone number of company
NAME OF DOCTOR OR HOSPITAL
ALL MEDICAL BILLS (attach Copies) \$
LIST OTHER DAMAGES CLAIMED \$
TOTAL BODILY INJURY \$

PROPERTY DAMAGE: Proof that you are the owner of the vehicle or property allegedly damaged as specified in your claim will be required.
VEHICLE NAME Nissan BODY TYPE Maxima YEAR 2007
NOTE: If damage is to a vehicle, a photocopy of your motor vehicle title is required.
IF NOT A VEHICLE, DESCRIBE PROPERTY AND LOSS
PROPERTY DAMAGE (Attach repair bills or two estimates) \$
LIST OTHER DAMAGES CLAIMED \$
TOTAL PROPERTY \$

Table with 4 columns: NAME OF YOUR INSURANCE CO., POLICY NO., AMOUNT CLAIMED, AMOUNT RECEIVED. Row 1: Farmers Insurance, 191478760, -0-, -0-

6. The names of any witnesses known to you. We have a 1000 deductible so there is no need to turnover to Farmers INS.
Name N/A Address Address Phone Number
Name N/A Address Address Phone Number

STATE THE EXACT AMOUNT OF COMPENSATION YOU WOULD ACCEPT AS FULL SETTLEMENT ON THIS CLAIM.
TOTAL CLAIM \$ 8000
Shelly Crawford 1.10.12
SIGNATURE(S) DATE

any way to avoid hitting this pothole. When I got home it was dark, I couldn't notice any problems. While my husband was working outside a few days later he noticed a 3-4 inch goose egg on the outer edge of my right front tire. He took the tire off and Bob Moore Nissan replaced it since we had Road Hazard coverage on the tires. While they replaced the tire on the existing rim, the technicians noticed that the interior of the rim is bent and needs to be repaired. Bob Moore Nissan suggested we replace the wheel (rim). We have attached both estimates. One to repair and one to replace the damaged wheel (rim).

Thank you

B. THIS SECTION IS FOR USE BY THE PUBLIC ENTITY WHICH RECEIVES THE CLAIM

To inquire about this claim you may write to OMAG Claims Dept. or call 1-800-234-9461; or in Oklahoma City call 525-6624

This Notice of Tort Claim was received by Jim Ahlgren
(Title) _____, on January 19, 2012

For further information on this claim contact _____
(Title) _____, by telephone at (405) 282-0098

The following reports, statements or other documentation, which support our understanding of the facts relating to this claim, are attached:

Persons who have knowledge of the circumstances surrounding this claim are:

	Name	Title/Position	Telephone
1.	<u>Janey Baker</u>	<u>Street Maint</u>	<u>405-282-8400</u>
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____

Submitted by Bethraugh Date January 20, 2012

Title: _____
AFTER THE PUBLIC ENTITY HAS RECEIVED THIS CLAIM, PLEASE PROVIDE INFORMATION REQUESTED ABOVE AND IMMEDIATELY SEND TO:

OMAG Claims Dept.
4130 N. Lincoln Blvd
Oklahoma City, OK 73105-5209
Fax (405) 525-0009

Total Wheel Repairs
321 West 18th #110
Edmond, OK 73012
405-340-7274

Quote

Date: 01/17/2012
Quote No.: 10003

Shelly Crawford
405-850-8248

Qty	Description	Unit Price	Total
1	Wheel repair for Nissan Maxima Back side	\$80.00	\$80.00
		Subtotal	\$80.00
		Total Amt	\$80.00

Please contact us for more information about payment options.

Thank you for your business.



Date: Tuesday, January 17, 2012 3:58 PM

From: Aaron Wall <AWall@bobmoore.com>

To: SCRAWFORD03@COX.NET <SCRAWFORD03@COX.NET>

Subject: Wheel

Here is you estimate for the right front wheel on a 2007 Nissan Maxima. 7c833879

Wheel is \$780.18

Mount and balance \$18.95

Aaron Wall

Bob Moore Nissan

405-217-7080

awall@bobmoore.com



Agenda Item Cover Letter

Meeting: [x] City Council, [x] GPWA, Other:
Date of Meeting: February 21, 2012
Contact: Jim Ahlgren, Administrative Services Director

Agenda Item: Consider denial of Tort Claim(s) #31594-BD as recommended by the Oklahoma Municipal Assurance Group.

Summary: On November 24 2011, sewer line backed up into residence restroom at 816 Tanglewood due to blockage. Once notified the main line was jetted and resolved.

Funding Expected: Revenue, Expenditure, Budgeted: Yes, No, Account Number: [00-00-00-0000], Amount, Legal Review: [x] N/A, Required, Completed Date, Mayor's Appt.: Yes, [x] No

- Supporting documents attached: Notice of tort claim from William M. Spradlin, Letter of Recommendation to City of Guthrie for this claim to be denied. (William Mark Spradlin #31594-BD)

Recommendation: Motion to deny Tort Claim #31594-BD to begin the 180-day statute of limitations, as recommended by the Oklahoma Municipal Assurance Group.

Action Needed: Public Hearing, [x] Motion, Emergency Clause

NOTICE OF TORT CLAIM

OKLAHOMA MUNICIPAL ASSURANCE GROUP - MUNICIPAL LIABILITY PROTECTION PLAN

A. CLAIMANT REPORT

To the City of Guthrie
Public entity you are filing this claim against.

PLEASE PRINT OR TYPE AND SIGN

IMPORTANCE NOTICE: The filing of this form with the City Clerk's office is only the initial step in the claim process and does not indicate in any manner the acceptance of responsibility by the City or its related entities. Written notice is required by law and shall be filed with the City Clerk within one (1) year from the date of occurrence. It will then be sent to OMAG Claims Dept. for investigation. You may expect them to contact you. Failure to file within such time frame may result in the claim being barred in its entirety. Other limitations to your claim may apply (See Oklahoma Statutes Title 51, Section 151-172).

CLAIMANT(S) SPRADLIN, William Mark CLAIMANT(S) SOCIAL SECURITY NO. _____
ADDRESS 816 TANLEWOOD CLAIMANT(S) DATE OF BIRTH _____
GUTHRIE, OK 73044 PHONE: HOME (405) 282 7727 BUS. () NA

Continue on another sheet if needed

- DATE AND TIME OF INCIDENT Nov 24, 2011 11 a.m. (1/200) p.m. for any information requested)
- LOCATION OF INCIDENT 816 TANLEWOOD GUTHRIE OK 73044
- DESCRIBE INCIDENT CITY MAIN SEWER LINE FILLED WITH ROOTS AND BLOCKED AND BUCKETS INTO MY LENS

4. LIST ALL PERSONS AND/OR PROPERTY FOR WHICH YOU ARE CLAIMING DAMAGES:

BODILY INJURY: WAS CLAIMANT INJURED? YES NO If yes, complete this section
Describe injury _____

WERE YOU ON THE JOB AT THE TIME OF INJURY? YES ___ NO ___ If so, please give name, address and phone number of company _____

NAME OF DOCTOR OR HOSPITAL _____

ALL MEDICAL BILLS (attach Copies) \$ _____
LIST OTHER DAMAGES CLAIMED \$ _____
TOTAL BODILY INJURY. \$ _____

PROPERTY DAMAGE: Proof that you are the owner of the vehicle or property allegedly damaged as specified in your claim will be required.

VEHICLE NAME _____ BODY TYPE _____ YEAR _____

NOTE: If damage is to a vehicle, a photocopy of your motor vehicle title is required.
IF NOT A VEHICLE, DESCRIBE PROPERTY AND LOSS _____

PROPERTY DAMAGE (Attach repair bills or two estimates) \$ 80.00
LIST OTHER DAMAGES CLAIMED \$ 86.63
TOTAL PROPERTY \$ 166.63

5. NAME OF YOUR INSURANCE CO.	POLICY NO.	AMOUNT CLAIMED	AMOUNT RECEIVED
_____	_____	_____	_____

6. The names of any witnesses known to you.

<u>Pamela M Spradlin</u>	<u>816 Tanglewood</u>	<u>405 205 3035</u>
Name	Address	Phone Number
_____	_____	_____
Name	Address	Phone Number

STATE THE EXACT AMOUNT OF COMPENSATION YOU WOULD ACCEPT AS FULL SETTLEMENT ON THIS CLAIM.

TOTAL CLAIM \$ 166.63
11/28/11
DATE

[Signature]
SIGNATURE(S)

City Main Sewer Line Blocked with Roots and Backed up
Sewer water into my line. The Clean out I had installed
on my private sewer line Blew its cap and allowed the
back up sewer on exit prior to entering my residence and
getting into the hole and toilet.

There was a break in the cap on the city main due to
gas line repair about 5 years ago and this break in
the cap allowed Sewer water to escape and flow
into the street.

My Plumber came out and ran my sewer line and found
nothing. Upon dropping through the break in the cap
on the city main they got into roots. After pulling
out a double handful of roots the water began
to flow and filled up the hole below the man hole
cover.

My Plumber Cleaned out the city line which cost
me \$80⁰⁰. We had to stay in a motel
Thursday night due to no bathroom available.
That cost \$86.⁶³.

Requesting \$166.63 Reimbursement



B. THIS SECTION IS FOR USE BY THE PUBLIC ENTITY WHICH RECEIVES THE CLAIM

To inquire about this claim you may write to OMAG Claims Dept. or call 1-800-234-9461; or in Oklahoma City call 525-6624

This Notice of Tort Claim was received by Jim Aulqvist
(Title) HR Director, on November 28, 2011

For further information on this claim contact Charles Downey
(Title) Line Maintenance Supervisor, by telephone at (405), 747-7263

The following reports, statements or other documentation, which support our understanding of the facts relating to this claim, are attached:

Persons who have knowledge of the circumstances surrounding this claim are:

	<u>Name</u>	<u>Title/Position</u>	<u>Telephone</u>
1.	<u>Justin Huust</u>	<u>Equipment Operator</u>	_____
2.	<u>Ricky Williams</u>	<u>Equipment Operator</u>	_____
3.	_____	_____	_____
4.	_____	_____	_____

Submitted by: [Signature] Date Nov 28, 2011

Title: _____

AFTER THE PUBLIC ENTITY HAS RECEIVED THIS CLAIM, PLEASE PROVIDE INFORMATION REQUESTED ABOVE AND IMMEDIATELY SEND TO:

**OMAG Claims Dept.
4130 N. Lincoln Blvd
Oklahoma City, OK 73105-5209
Fax (405) 525-0009**



Oklahoma Municipal Assurance Group

3650 S. Boulevard • Edmond, OK 73013-5581 • 405/657-1400 • 800/234-9461 • fax: 405/657-1401 • www.omag.org

February 14, 2012

Mr. Jim Ahlgren
Risk Manager
City of Guthrie
P.O. Box 908
Guthrie, OK 73044-0908

RE: Member : City of Guthrie
Claimant : William M. Spradlin
Date of Loss : 11/24/2011
Claim No. : 31594-BD

Dear Mr. Ahlgren:

We have completed our investigation regarding the above referenced claim. It is our recommendation to the City of Guthrie that this claim be denied. We find no liability on the City's part regarding this incident.

Under the Governmental Tort Claims Act, 51 Okla. Sec 157(A), this claim will be deemed denied ninety (90) days after it was received by the City of Guthrie. 51 Okla. Stat. Sec. 157 (B) requires any lawsuit under the Act to be commenced within one hundred eighty (180) days after denial of the claim. Thus to begin the 180-day statute of limitations prior to **2-26-2012**, we suggest you docket this claim for denial at the next meeting of your municipal governing body. For the 180-day period to start running, the claimants **must be notified at the address on the claim within five (5) days of the denial.** To document compliance with the Act, we recommend that you send notice of denial of the claim by certified mail.

Please advise us as soon as possible of any official action taken by the municipal governing body on denial of this claim.

Sincerely,

Brad Doublehead
Claims Examiner



Oklahoma Municipal Assurance Group

3650 S. Boulevard • Edmond, OK 73013-5581 • 405/657-1400 • 800/234-9461 • fax: 405/657-1401 • www.omag.org

February 14, 2012

William M. Spradlin
816 Tanglewood
Guthrie, OK 73044

RE: Member : City of Guthrie
Claimant : William M. Spradlin
Date of Loss : 11/24/2011
Claim No. : 31584-BD

Dear Mr. Spradlin:

As the adjuster for the Oklahoma Municipal Assurance Group, the general liability insurer for the City of Guthrie, we are recommending denial of this claim and find no liability on the City's part for this claim.

Sincerely,

Brad Doublehead
Claims Examiner

cc: City of Guthrie

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MINUTES

CITY COUNCIL MEETING

Council Workshop

February 7, 2012

The special meeting of the sixty-first City Council of Guthrie, Oklahoma, was posted on Friday, February 3, 2012 before 5:00 p.m. and held February 7, 2012 in the Guthrie City Hall Third Floor Conference Room.

Mayor Burtcher called the meeting to order at 6:00 p.m.

Members Present: Chuck Burtcher JohnWood Gaylord Z. Thomas
 Sheri Mueller Patty Hazlewood

Members Absent: Trey Ayers Mary Coffin

Staff Present: Matt Mueller Randel Shadid Wanda Calvert
 Rene Spineto Damon Devereaux Aaron Ryburn
 Cyndi Selinger Maxine Pruitt Lee Ivie

Mayor Burtcher declared a quorum with five (5) Councilmembers in attendance.

Discussion concerning City boundaries. Councilmember Hazlewood requested this item be placed on the Workshop to discuss potential de-annexation of areas in south Guthrie. City staff has developed three options for discussion. Information was gathered regarding loss of revenue, avoidance of expense and what the service changes will be to those living in the area.

Questions and discussion regarding agenda items:

Declaring pump as surplus property. The proposed item is to consider declaring the Gorman-Rupp Pump with 50 HP motor that was used at the Cottonwood Pump Station as surplus property and authorize staff to dispose of in a manner that is most beneficial to the City of Guthrie. This pump is no longer needed now that the permanent pump station has been installed.

Bid No. 2011-2, CMOM Project - Change Order No. 1. The proposed item is to consider approval of Change Order No. 1 for CMOM Repair and Replacement of Sewer Mains and Manholes. In keeping with the policy of having as few change orders as possible to any given project, Change Order No. 1 deals with a sundry of deletes and adds as associated with the repair and replacement of the sewer mains and manholes of the CMOM Project. Changes to the Base Bid includes 22 deletes and 16 adds and changes to the Alternate Bid No. 6 includes 12 deletes and 2 adds ultimately decreasing the Jordan Contractors, Inc.'s contract

in the amount of \$34,292.29 of the total contract price. This decreases the total contract price from \$3,406,380.52 to \$3,372,088.23.

Vacation Buy-Back Request. The proposed item is to consider approval of the City Manager's vacation buy-back request. The Personnel Policy and Procedures Manual 5002.d. states that "Employees will be given the option to sell back to the City one week (40 hours) of vacation time per fiscal year utilizing the vacation request form." This is something that is available to all City of Guthrie employees.

Drilling an Original Oil Well. The proposed item is to consider approval of an application for drilling an original oil well within the Guthrie City limits. Cirrus Production Company has submitted an application for an original oil well. The location of the well will be at Section 31, Township 16 North, Range 2 West, near the intersection of Academy and Triplett Road. There are no dwellings, oil, gas or fresh water wells within 1,000 feet of the proposed location. The applicant (Cirrus) has submitted the required approval forms from the Corporation Commission and supplemental documentation. Both the City staff and City Attorney have reviewed all documentation and find it in compliance with the Guthrie Code of Ordinances.

Assignment of Airport Lease. The proposed item is to consider approval to assign the present Airport Property Lease Agreement between Ron Jewell and the City of Guthrie for property at the Airport (Space No. 20A) to Mr. Jason Perkins. Mr. Jewell wishes to sell his hangar at the Airport to Mr. Perkins. Under the terms of the Property Lease Agreement, any assignment of this lease needs to have written consent from the Lessor and signed by the Mayor of Guthrie. The present lease was entered into on the 8th day of September 2010 and ends on the 22nd day of December 2030. Additionally, Lessee shall have the right to renew the terms of this lease for a term of five (5) years. This property is leased at a rate of \$.17 per square foot annually with a consumer price index (CPI) adjustment every five years preceding the anniversary date of the lease.

Guthrie Park Board Appointments. Ordinance No. 3174 Section 15-60 states that the Mayor will appoint five (5) members, all of whom are residents of the City of Guthrie and are appointed at-large with the approval of the City Council. The two board members to be appointed will complete the terms of Ms. Tatom and Mr. Bunge which expire in June 2012, at which time they can renew for two years.

Airport CPI Amendments. The proposed items are to consider approval of the Consumer Price Index (CPI) Amendments to two ground leases at the Airport. The leases affected will be Ground Lease No. 5 with Pegasus Properties, LLC and Ground Lease No. 1 with Crabtree Aircraft Company, Inc.

Library Exercise for Fines Program. The proposed item is to consider authorizing the Library staff to implement the Exercise for Fines Program for three months. When overdue fines do not serve the deterrent purpose of encouraging the return of Library materials, they may discourage customers from returning to the Library at all and so become a barrier to

library access. The Guthrie Public Library would like to provide an alternate means for Library customers to reconcile their owed Library fines and return to the Library.

The Guthrie Public Library is requesting permission to partner with Anytime Fitness, Curves, and the YMCA to offer the Exercise for Fines Program. If approved, Library customers will have the opportunity to exercise free of charge at these local fitness establishments. Each 15 minutes of exercise will reduce owed Library fines by \$1. The incentive program will run for a three-month window, during which time the participating fitness agencies will have one designated "Library Day" each month. The purpose of this program is manifold: to provide Library customers an alternative means of clearing fines and ultimately bringing them back into the Library; to provide customers the opportunity to preview local fitness agencies and potentially become members of those establishments; to strengthen ties between the Library and community organizations; and to encourage a lifestyle of fitness and wellness in support of both core and optional community indicators of the national Communities of Excellence Program and the Get Fit Logan County Initiative.

Healthy Communities Grant Application. The proposed item is the consideration of support for Healthy Communities Incentive Grant application. Through our partnering efforts with the Logan County Health Department, the Oklahoma Tobacco Settlement Endowment Trust (TSET) has designated the City of Guthrie as a "Healthy Community." Guthrie was awarded that distinction at the Merit Incentive Level. A benefit of that designation is our option to apply for grant funds to support our community's efforts to enhance and maintain that Healthy Community award. This year the City of Guthrie, Logan County Health Department and the Community Garden is applying for the maximum allowable grant in the amount of \$13,000 to support the activities of the Community Garden project. If awarded, these grant funds will be used to purchase soils, materials to build the planting beds and compost bins, pipe and connections to install drip irrigation, along with worm boxes and bee boxes. Funds will also be used to purchase vegetable plants, fruit trees and berry plants. The application requires the Mayor's signature. This grant does not require a match.

Ordinance No. 3226 – Off Street Parking. The proposed item is to consider approval of adopting Ordinance No. 3226 amending Article 5, Section 10-7 of Ordinance No. 2422 of the Guthrie Code of Ordinances providing for restrictions for off-street parking within the Guthrie City limits. This ordinance has been discussed for several months after the City of Guthrie had been approached by concerned residents and neighborhoods regarding vehicles parking in the yard. Many feel that this issue presents an aesthetic problem and leads to neighborhood decline. Significant discussion has taken place with the City Council on an ordinance to address these concerns. When addressing the concerns about parking in the yard, there is also the need for consideration to be given to the different types of neighborhoods that exist within the City limits. The ordinance that is being considered seeks to strike a balance between the traditional township areas and the more rural parts of Guthrie. It states: "No part of a front yard or of a side yard shall be used as a parking space for a motor vehicle, boat, trailer or other vehicle of equivalent or larger size, except upon a regularly constructed driveway or to the rear of the front wall of the main building on said property." There are exceptions written into the ordinance that so that it does not apply to the following:

- Property under active construction and improvement

- Legally non-conforming off-street parking surfaces, i.e., parking in an area abutting an unpaved alley
- Federal and State holidays or festivals when alternative parking is not available
- In areas where there is no curb, vehicles may be parked on the grass parallel to the road provided the wheels closest to the road are no more than two feet off the driving surface.
- Lots of ½ acre or larger; however, parking of all vehicles, boats or trailers must comply with the following:
 - A. Vehicles must not be parked directly in front of the house
 - B. Vehicles must never be parked on the grass for more than thirty-six (36) consecutive hours
 - C. No more than two vehicles can be parked on an unsealed surface in a lot

This ordinance in no way requires any property owner to make improvements to existing driveway structures. The intent of this ordinance is to preserve neighborhood aesthetics in the City of Guthrie while still being flexible enough to accommodate those residents with more of a rural lifestyle.

Ordinance No. 3227 – Special Use Provision “Distillery”. The proposed item is to consider adopting Ordinance No. 3227 amending Zoning Ordinance No. 2422 by creating the Special Use provision for “Distillery” in the Central Business District (CBD). On January 12, 2012 the Guthrie Planning Commission heard a request to approve an application for a distillery within the Guthrie Central Business District (CBD). Such request requires a Special Use category as one of the allowable uses in the CBD Zoning District. Currently, there is no Distillery Special Use Category. To proceed with the process, the “Distillery” category must be established as an allowed Special Use within the Central Business District. A Special Use Category allows that type of use (in this case, a distillery) to be permitted only after the request has been reviewed and approved by the Planning Commission and ultimately by the Guthrie City Council. The Planning Commission heard the request on January 12, 2012 and held a discussion regarding the application. The Planning Commission recommends the City Council approve the request to establish a Special Use Category for “Distillery” use in the CBD District.

Special Use Permit for Distillery. The proposed item is to consider approval of a request by David Merritt, owner of Prairie Wolf Spirits, LLC, for a Special Use Permit to establish a Distillery in the Central Business District at 124 East Oklahoma. On January 12, 2012 the Guthrie Planning Commission heard a request by Mr. David Merritt to approve an application for a distillery within the Guthrie Central Business District (CBD). Mr. Merritt presented information regarding the process of operating a distillery, describing the distillation and shipping activities of raw and finished products and operation times of the facility. The first phase of the Prairie Wolf Spirits operation will include distillation and tours. The second phase will then include tasting and sales on site, all of which will bring additional tourist traffic to Guthrie. Thirty-four letters of notification were sent to the surrounding property owners and a notice was published in the Guthrie News Leader on December 20, 2011 regarding the dates and times of the public meeting regarding this application. The Planning Commission heard the request on January 12, 2012 and held a

discussion regarding the application. The Planning Commission unanimously recommends the City Council approve the request to approve a Special Use Permit for Prairie Wolf Distillery. Approval of this special use permit will need to be contingent of the adoption of Ordinance No. 3227 amending Ordinance No. 2422 being approved and the thirty day waiting period for the ordinance to become effective.

Special Use Permit – Duplex in an R-1 Residential Zone. The proposed item is to consider approval of a request by Marilyn Hughes for a Special Use Permit to place a duplex residence in an R-1, Single-Family Residential Zone, located at 508 East Grant Avenue. Ms. Hughes submitted a request for a Special Use Permit to construct a duplex on her property located at 508 East Grant which is in an R-1 Single-Family Zoning District. Duplexes are allowed in an R-2, Multi-Family Zoning District, and only by Special Use Permit in an R-1 Zoning District. Additionally, she requested that as a part of the Special Use that the minimum required lot area be reduced from 8,000 square feet to 7,000 square feet. The subject property is undeveloped and there is adequate parking. The residence will be a traditional wood construction. Similarly, a Special Use Permit was approved in June of 2011 to construct two new duplex units in the same vicinity of this subject property. Letters were mailed to thirty-four (34) neighbors in the surrounding area and a notice was placed in the Guthrie News Leader on December 20, 2011. No letters of comment or phone calls were received. The Planning Commission heard the request on January 12, 2012 and held a discussion regarding the application. The Planning Commission recommends the City Council approve the request to issue a Special Use Permit to the applicant and allow the minimum required lot size be reduced from 8,000 to 7,000 square feet.

Request for future items of discussion. None

Adjournment. There being no further business for the Guthrie City Council, Mayor Burtcher declared the meeting adjourned at 6:53 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

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MINUTES

CITY COUNCIL MEETING

February 7, 2012

The regular meeting of the sixty-first City Council of Guthrie, Oklahoma was posted on Friday, February 3, 2012 before 5:00 p.m. and held February 7, 2012 in the Guthrie City Hall Council Chambers.

Mayor Chuck Burtcher called the meeting to order at 7:05 p.m.

Members Present:	Chuck Burtcher	Trey Ayers	Gaylord Z. Thomas
	John Wood	Sheri Mueller	Patty Hazlewood

Members Absent: Mary Coffin

Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Rene Spineto	Eric Harlow
	Maxine Pruitt	Damon Devereaux	Cyndi Selinger
	Lee Ivie	Kevin Dixon, Jr.	

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

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

- A. Consider approval of the minutes from the Special City Council Workshop Meeting held on January 3, 2012.
- B. Consider approval of the minutes from the Regular City Council Meeting held on January 3, 2012.
- C. Consider approval of the minutes from the Special City Council Workshop Meeting held on January 17, 2012.
- D. Consider approval of the minutes from the Regular City Council Meeting held on January 17, 2012.
- E. Consider approval of the minutes from the Special City Council Workshop-Council Retreat Meeting held on January 28, 2012.
- F. Consider approval of Claims:

General Fund:	Claims	\$ 59,343.79
Hotel/Motel Tax Fund:	Claims	\$ 26,519.35

Capital Projects Fund:	Claims	\$ 64,792.22
Airport Fund:	Claims	\$ 29,540.38
GIDA Fund:	Claims	\$ 1,041.67

Total Claims: \$181,237.41

- G. Consider approval of Change Order No. 1 for Bid No. 2011-2, CMOM Repair and Replacement of Sewer Mains and Manholes Project, which includes 22 deletes and 16 adds to the Base Bid and 12 deletes and 2 adds for Alternate Bid No. 6 decreasing the Jordan Contractors, Inc.'s contract by a total of \$34,292.29 for a total contract price in the amount of \$3,372,088.23.
- H. Consider approval of City Manager's vacation buy-back request.
- I. Consider approval of an application from Cirrus Production Company for drilling an original oil well located within the Guthrie City limits near the intersection of Academy and Triplett Road.
- J. Consider approval to assign the present Airport Property Lease Agreement between Ron Jewell and the City of Guthrie for property labeled Space No. 20A to Jason Perkins.
- K. Consider approval to appoint Ms. Loretta Fortney and Ms. Jessie Bryan to the Guthrie Park Board to fill the unexpired terms of Linda Tatom and Bruce Bunge (terms expiring June 2012).
- L. Consider approval of the Consumer Price Index (CPI) Amendment to Hangar Ground Lease No. 5, Pegasus Properties, LLC.
- M. Consider approval of the Consumer Price Index (CPI) Amendment to Hangar Ground Lease No. 1, Crabtree Aircraft Company, Inc.
- N. Consider approval to authorize Library staff to implement the Exercise for Fines Program for three months (February 8, 2012 through April 30, 2012).
- O. Consider approval to authorize the Mayor to execute the document of support for Healthy Communities Incentive Grant application.

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

Aye: Burtcher, Ayers, Wood, Mueller, Thomas, Hazlewood
Nay: None

Mayor Burtcher declared the motion carried unanimously.

Consider approval of Ordinance No. 3226 amending Article 5, Section 10-7 of Ordinance No. 2422 of the Guthrie Code of Ordinances providing for restrictions for off-street parking within the Guthrie City limits. Ordinance No. 3226 is amending Article 5, Section 10-7 of Ordinance No. 2422 of the Guthrie Code of Ordinances providing for restrictions for off-street parking within the Guthrie City limits. This ordinance has been discussed for several months after the City of Guthrie had been approached by concerned residents and neighborhoods regarding vehicles parking in the yard. Many feel that this issue presents an aesthetic problem and leads to neighborhood decline. Significant discussion has taken place with the City Council on an ordinance to address these concerns. When addressing the concerns about parking in the yard, there is also the need for consideration to be given to the different types of neighborhoods that exist within the City limits. The ordinance that is being considered seeks to strike a balance between the traditional township areas and the more rural parts of Guthrie. It states: "No part of a front yard or of a side yard shall be used as a parking space for a motor vehicle, boat, trailer or other vehicle of equivalent or larger size, except upon a regularly constructed driveway or to the rear of the front wall of the main building on said property." There are exceptions written into the ordinance that so that it does not apply to the following:

- Property under active construction and improvement
- Legally non-conforming off-street parking surfaces, i.e., parking in an area abutting an unpaved alley
- Federal and State holidays or festivals when alternative parking is not available
- In areas where there is no curb, vehicles may be parked on the grass parallel to the road provided the wheels closest to the road are no more than two feet off the driving surface
- Lots of ½ acre or larger; however, parking of all vehicles, boats or trailers must comply with the following:
 - A. Vehicles must not be parked directly in front of the house
 - B. Vehicles must never be parked on the grass for more than thirty-six (36) consecutive hours
 - C. No more than two vehicles can be parked on an unsealed surface in a lot

This ordinance in no way requires any property owner to make improvements to existing driveway structures. The intent of this ordinance is to preserve neighborhood aesthetics in the City of Guthrie while still being flexible enough to accommodate those residents with more of a rural lifestyle. There were citizens that spoke in favor and opposing the adoption of Ordinance No. 3226. Motion by Councilmember Mueller, seconded by Councilmember Hazlewood, move approval to table action on Ordinance No. 3226 to allow City staff time to rewrite the ordinance for clarification. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Mueller, Thomas, Hazlewood
Nay: Ayers, Wood

Mayor Burtcher declared the motion carried with for (4) yes and two (2) no votes.

Consider approval of Ordinance No. 3227 amending Zoning Ordinance No. 2422 by creating the Special Use provision for “Distillery” in the Central Business District (CBD). Ordinance No. 3227 is amending Zoning Ordinance No. 2422 by creating the Special Use provision for “Distillery” in the Central Business District (CBD). On January 12, 2012 the Guthrie Planning Commission heard a request to approve an application for a distillery within the Guthrie Central Business District (CBD). Such request requires a Special Use category as one of the allowable uses in the CBD Zoning District. Currently, there is no Distillery Special Use Category. To proceed with the process, the “Distillery” category must be established as an allowed Special Use within the Central Business District. A Special Use Category allows that type of use (in this case, a distillery) to be permitted only after the request has been reviewed and approved by the Planning Commission and ultimately by the Guthrie City Council. The Planning Commission heard the request on January 12, 2012 and held a discussion regarding the application. The Planning Commission recommends the City Council approve the request to establish a Special Use Category for “Distillery” use in the CBD District. Motion by Councilmember Thomas, seconded by Councilmember Hazlewood, moved approval of adopting Ordinance No. 3227 amending Zoning Ordinance No. 2422 by creating the Special Use provision for “Distillery” in the Central Business District (CBD). Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Wood, Mueller, Thomas, Hazlewood
Nay: None

Mayor Burtcher declared the motion carried unanimously.

Public hearing and consider approval of a request by David Merritt, owner of Prairie Wolf Spirits, LLC, for a Special Use Permit to establish a Distillery in the Central Business District at 124 East Oklahoma. Mr. David Merritt, owner of Prairie Wolf Spirits, LLC, has requested a Special Use Permit to establish a Distillery in the Central Business District at 124 East Oklahoma. On January 12, 2012 the Guthrie Planning Commission heard a request by Mr. Merritt to approve an application for a distillery within the Guthrie Central Business District (CBD). Mr. Merritt presented information regarding the process of operating a distillery, describing the distillation and shipping activities of raw and finished products and operation times of the facility. The first phase of the Prairie Wolf Spirits operation will include distillation and tours. The second phase will then include tasting and sales on site, all of which will bring additional tourist traffic to Guthrie. Thirty-four letters of notification were sent to the surrounding property owners and a notice was published in the Guthrie News Leader on December 20, 2011 regarding the dates and times of the public meeting regarding this application. The Planning Commission heard the request on January 12, 2012 and held a discussion regarding the application. The Planning Commission unanimously recommends the City Council approve the request to approve a Special Use Permit for Prairie Wolf Distillery. A public hearing was held for the purpose of soliciting public comment(s) regarding the issuance of a Special Use Permit to establish a distillery in the Central Business District. There was no public comment. Motion by Councilmember Wood, seconded by Councilmember Hazlewood, move approval of the request by David Merritt, owner of Prairie Wolf Spirits, LLC, for a Special Use Permit to establish a Distillery

in the Central Business District at 124 East Oklahoma contingent of the thirty day waiting period on Ordinance No. 3227 that was adopted tonight to become effective.

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

Aye: Burtcher, Ayers, Wood, Mueller, Thomas, Hazlewood

Nay: None

Mayor Burtcher declared the motion carried unanimously.

Public hearing and consider approval of a request by Marilyn Hughes for a Special Use Permit to place a duplex residence in an R-1, Single Family Residential Zone, located at 508 East Grant Avenue. Marilyn Hughes has requested a Special Use Permit to place a duplex residence in an R-1, Single-Family Residential Zone, located at 508 East Grant Avenue. Duplexes are allowed in an R-2, Multi-Family Zoning District, and only by Special Use Permit in an R-1 Zoning District. Additionally, she requested that as a part of the Special Use that the minimum required lot area be reduced from 8,000 square feet to 7,000 square feet. The subject property is undeveloped and there is adequate parking. The residence will be a traditional wood construction. Similarly, a Special Use Permit was approved in June of 2011 to construct two new duplex units in the same vicinity of this subject property. Letters were mailed to thirty-four (34) neighbors in the surrounding area and a notice was placed in the Guthrie News Leader on December 20, 2011. No letters of comment or phone calls were received. The Planning Commission heard the request on January 12, 2012 and held a discussion regarding the application. The Planning Commission recommends the City Council approve the request to issue a Special Use Permit to the applicant and allow the minimum required lot size be reduced from 8,000 to 7,000 square feet. A public hearing was held for the purpose of soliciting public comment(s) regarding the issuance of a Special Use Permit to place a duplex residence in an R-1, Single Family Residential Zone, located at 508 East Grant Avenue. There was no public comment. Motion by Vice Mayor Ayers, seconded by Councilmember Wood, moved approval of the request by Marilyn Hughes for a Special Use Permit to place a duplex residence in an R-1, Single Family Residential Zone, located at 508 East Grant Avenue and allow the minimum required lot size be reduced from 8,000 to 7,000 square feet. Councilmembers entered their votes and the votes were displayed with the following results:

Aye: Burtcher, Ayers, Wood, Mueller, Thomas, Hazlewood

Nay: None

Mayor Burtcher declared the motion carried unanimously.

City Manager's Report. Reminded the City Council about the Special City Council – Liberty Lake Plan Meeting tomorrow night at 6:00 p.m.

Requests/comments from members of the City Council. Councilmember Mueller informed Councilmember Coffin is at the United Way Dinner and the Guthrie High School Wrestling Team is doing a great job.

Councilmember Hazlewood expressed a “Thank You” to the audience for attending tonight and for constituents to contact her about the Water Treatment Plant fee.

Vice Mayor Ayers expressed a “Thank You” to David Merritt, owner of Prairie Wolf Spirits, LLC for his time, we want the process to be completed correctly.

Councilmember Thomas expressed a “Thank You” to Prairie Wolf Spirits, LLC and glad we are moving forward.

Councilmember Wood informed the Guthrie High School Wrestlers are doing a great job, we had a great debate night between City Council and the community and we are making great improvements to our community.

Mayor Burtcher expressed a “Thank You” to the community for their input and the Council is moving forward to better this community.

Adjournment. There being no further business for the Guthrie City Council, Mayor Burtcher declared the meeting adjourned at 8:19 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

MINUTES

CITY COUNCIL MEETING

February 8, 2012

The special meeting of the sixty-first City Council of Guthrie, Oklahoma, was posted on Monday, February 6, 2012 before 5:00 p.m. and held February 8, 2012 in the Guthrie City Hall Council Chambers.

Mayor Burtcher called the meeting to order at 6:00 p.m.

Members Present:	Chuck Burtcher	John Wood	Gaylord Z. Thomas
	Patty Hazlewood		

Members Absent:	Trey Ayers	Mary Coffin	Sheri Mueller
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Staff Present:	Matt Mueller	Wanda Calvert	Rene Spineto
	Damon Devereaux	Aaron Ryburn	Maxine Pruitt
	Verdell Smith	Cheri French	Jean Lacina

Mayor Burtcher declared a quorum with four (4) Councilmembers in attendance.

Discussion and consideration of Liberty Lake Plan Alternates. City Manager Mueller informed this is the third public meeting regarding the Liberty Lake Master Plan. At this point, the City's planning consultant, Britt Flaten from Jacobs Group, has developed two alternative plans based on the input they have received from the City Council and the Guthrie Parks Board during the first two public input meetings. The alternative plans were presented at the meeting and Council gave their feedback on the likes and dislikes of the plans. The City Council did give feedback on the residential development, equestrian trails and water areas, camping areas, learning center/amphitheater and nature area/center. City Manager Mueller informed the input provided tonight will be incorporated into the final Liberty Lake Master Plan.

Adjournment. There being no further business for the Guthrie City Council, Mayor Burtcher declared the meeting adjourned at 7:15 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

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CITY OF GUTHRIE

CLAIMS

February 21, 2012

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". The signature is written in a cursive style and is positioned above 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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Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	February 21, 2012	Street Committee
<input type="checkbox"/> GPWA		
<input type="checkbox"/> Other: _____		

Agenda Item

Consider approval of the recommendation of the City of Guthrie Street Committee for items (1) closing certain streets in Cottonwood Flats contingent on approval of the Fire Department and the Bluegrass Festival Organization; (2) re-opening the road behind the Water Treatment Plant to provide another route from the Fairgrounds; and (3) change the speed limit on North Walnut to 25 MPH making it consistent with other city streets.

Summary

The Street Committee for the City of Guthrie met on Wednesday evening, February 15, 2012, and discussed and approved all items as listed in the motion.

Funding Expected Revenue Expenditure N/A

Budgeted Yes No N/A

Account Number _____ **Amount** _____

Legal Review N/A Required **Completed Date:** _____

Mayor's Appt. Yes No

Supporting documents attached

Recommendation

Staff recommends approval.

Action Needed Public Hearing Motion Emergency Clause

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Agenda Item Cover Letter

Meeting <input checked="" type="checkbox"/> City Council <input type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	Date of Meeting February 21, 2012	Contact Rene Spineto, Director Community Development
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Agenda Item

Approval to solicit bids for purchase and installation of trees and other planting material on South Division.

Summary

The City of Guthrie applied for and received approval of the application for the 2011 ODOT Highway Tree Program Grant. This grant will provide funds to plant approximately seventy-three trees and shrubs on the sides of Highway 77 (south Division) from Johnson Road at the north to the area near the intersection of Highway 77 and Interstate 35. The plantings will include Crepe Myrtles, Arizona Cypress, Caddo Maple, and Shumard Oak.

In 2010 the City was awarded a similar grant, which enabled the City to plant Crepe Myrtles along Highway 33 (Noble Avenue) at the east entrance to Guthrie. The grouping of Crepe Myrtles has become a signature symbol for Guthrie's entryways. This new grant will continue with that theme.

The total Project cost is just under \$35,000. \$10,473 will be in the form of a City in-kind match and the balance of \$24,475 will be in grant funds. The in-kind match represents staff time, equipment use, and water.

Funding Expected	<input 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	_____ Amount _____		
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
 N/A

Action Needed Public Hearing Motion Emergency Clause

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Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	February 21, 2012	Kim Biggs,
<input type="checkbox"/> GPWA		Purchasing Agent
<input type="checkbox"/> Other: _____		

Agenda Item

Consider approval to award Bid No. 2012-02, Demolition Services and Debris Removal, to the low bid of \$2,800 to Midwest Wrecking, Oklahoma City for the demolition and removal of 212 E. Grant, and authorize staff to execute a contract.

Summary

On January 17, 2012, the City Council authorized staff to solicit bids for the demolition and removal of ten (10) dilapidated structures declared to be a nuisance by City Council. The properties include:

618 E. Perkins	518 S. 1 st Street
623 S. Capital *	514 S. 1 st Street
624 S. Capital	905 W. Mansur *
402 N. Division	915 W. Washington
212 E. Grant	1223 W. College

Two properties were demolished by the property owners prior to soliciting bids. *

A bid notice was published in the Guthrie News Leader on January 19 and 26, 2012, six (6) bid packets were mailed to interested parties, and published on the City's website. Seven (7) bid proposals were received – see bid tab sheet attached. The solicitation for bids allowed for an award to be based on the cost of a per lot basis or on a lump sum basis, whichever method is deemed to be in the best interest of the City.

Midwest Wrecking is the apparent low bidder for the demolition and removal of the following property: 212 E. Grant for \$2,800.

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>01-05-51-6354</u>	Amount	<u>\$2,800</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
 Bid Tab Sheet – Bid No. 2012-02

Recommendation
 Staff recommends approval.

Action Needed Public Hearing Motion Emergency Clause

Bid Tab Sheet for Bid No. 2012-02 Demolition Services and Debris Removal
 Bid Opening: February 9, 2012 at 2:00 p.m.

	618 E. Perkins	624 S. Capital *	402 N. Division *	212 E. Grant	518 S. 1 st Street	514 S. 1 st Street	915 W. Washington *	1223 W. College *	ALL:	Required Forms
M & M Wrecking, Blanchard **	\$2,700	\$2,200	\$4,709	\$2,434	\$5,049	\$4,250	\$3,052	\$0	\$24,394 if awarded all deduct \$1500 = \$22,894	No Bid Bond
K & M Wrecking, Oklahoma City	\$2,655	\$3,038	\$4,786	\$3,184	\$5,057	\$3,139	\$3,638	\$5,524	\$31,021	Yes
Midwest Wrecking, Oklahoma City	\$2,800	\$3,100	\$8,900	\$2,800	\$6,100	\$4,200	\$4,600	\$6,100	\$38,600	Yes
Coles Construction, Guthrie	\$3,200	\$1,600	\$10,200	\$3,100	\$6,200	\$5,600	\$4,700	\$8,500	\$39,500	Yes
Ark Wrecking of Oklahoma, Tulsa	\$4,500	\$4,500	\$6,740	\$4,500	\$6,480	\$4,500	\$4,500	\$7,000	\$42,720	Yes
Diversified Labor & Construction, Stillwater	\$4,250	\$5,590	\$20,930	\$3,800	\$7,670	\$5,460	\$7,020	\$10,270	\$59,820	Yes
EMI, Inc., Guthrie	\$7,500	\$10,500	\$34,000	\$7,500	\$14,000	\$14,000	\$8,000	\$10,500	\$106,000	Yes

* Property owners may submit a rehabilitation plan by February 21, 2012; if approved, the properties will be removed from this list.

** M & M Wrecking did not submit a required bid bond; therefore, the bid proposal cannot be considered.



Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
<input checked="" type="checkbox"/> City Council	February 21, 2012	Kim Biggs,
<input type="checkbox"/> GPWA		Purchasing Agent
<input type="checkbox"/> Other: _____		

Agenda Item

Consider approval to award Bid No. 2012-02, Demolition Services and Debris Removal, to the low bid of \$10,851 to K & M Wrecking, Oklahoma City for the demolition and removal of 618 E. Perkins, 514 S. 1st Street, and 518 S. 1st Street, and authorize staff to execute a contract.

Summary

On January 17, 2012, the City Council authorized staff to solicit bids for the demolition and removal of ten (10) dilapidated structures declared to be a nuisance by City Council. The properties include:

618 E. Perkins	518 S. 1st Street
623 S. Capital *	514 S. 1st Street
624 S. Capital	905 W. Mansur *
402 N. Division	915 W. Washington
212 E. Grant	1223 W. College

Two properties were demolished by the property owners prior to soliciting bids. *

A bid notice was published in the Guthrie News Leader on January 19 and 26, 2012, six (6) bid packets were mailed to interested parties, and published on the City’s website. Seven (7) bid proposals were received – see bid tab sheet attached. The solicitation for bids allowed for an award to be based on the cost of a per lot basis or on a lump sum basis, whichever method is deemed to be in the best interest of the City.

K & M Wrecking is the apparent low bidder for the demolition and removal of the following properties: 618 E. Perkins - \$2,655; 518 S. 1st Street - \$5,057; 514 S. 1st Street - \$3,139 = Total: \$10,851

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>01-05-51-6354</u>	Amount	<u>\$10,851</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
Bid Tab Sheet – Bid No. 2012-02

Recommendation
Staff recommends approval.

Action Needed Public Hearing Motion Emergency Clause

Bid Tab Sheet for Bid No. 2012-02 Demolition Services and Debris Removal
 Bid Opening: February 9, 2012 at 2:00 p.m.

	618 E. Perkins	624 S. Capital *	402 N. Division *	212 E. Grant	518 S. 1 st Street	514 S. 1 st Street	915 W. Washington *	1223 W. College *	ALL:	Required Forms
M & M Wrecking, Blanchard **	\$2,700	\$2,200	\$4,709	\$2,434	\$5,049	\$4,250	\$3,052	\$0	\$24,394 if awarded all deduct \$1500 = \$22,894	No Bid Bond
K & M Wrecking, Oklahoma City	\$2,655	\$3,038	\$4,786	\$3,184	\$5,057	\$3,139	\$3,638	\$5,524	\$31,021	Yes
Midwest Wrecking, Oklahoma City	\$2,800	\$3,100	\$8,900	\$2,800	\$6,100	\$4,200	\$4,600	\$6,100	\$38,600	Yes
Coles Construction, Guthrie	\$3,200	\$1,600	\$10,200	\$3,100	\$6,200	\$5,600	\$4,700	\$8,500	\$39,500	Yes
Ark Wrecking of Oklahoma, Tulsa	\$4,500	\$4,500	\$6,740	\$4,500	\$6,480	\$4,500	\$4,500	\$7,000	\$42,720	Yes
Diversified Labor & Construction, Stillwater	\$4,250	\$5,590	\$20,930	\$3,800	\$7,670	\$5,460	\$7,020	\$10,270	\$59,820	Yes
EML, Inc., Guthrie	\$7,500	\$10,500	\$34,000	\$7,500	\$14,000	\$14,000	\$8,000	\$10,500	\$106,000	Yes

* Property owners may submit a rehabilitation plan by February 21, 2012; if approved, the properties will be removed from this list.

** M & M Wrecking did not submit a required bid bond; therefore, the bid proposal cannot be considered.



Agenda Item Cover Letter

Meeting: [x] City Council, [] GPWA, [x] Other: Public Hearing; Date of Meeting: February 21, 2012; Contact: Rene Spineto

Agenda Item

Consider action to declare the property at 402 N. Division dilapidated and detrimental to the health, safety or welfare of the general public in the community, and proceed with action to tear down and remove the building.

Update

This item was originally heard by City Council on January 17, 2012. The owner's daughter, Nitajo Scannell, wants to restore the property. Ms. Scannell had submitted an engineer's assessment, done by Structures America Innovative Engineering (SAIE) in Edmond.

SAIE indicated there "...is extensive damage to the structure due to exposure to elements. However some of the portions of the roof and wall structure including foundation appear still intact." The engineer further stated, "...recommend that a structural engineer be retained for further consultation and guidance during demolition and reconstruction process."

Due to the Engineer's recommendation that a structural engineer be retained for further consultation, Ms. Scannell needs to provide further information. Staff has not heard from Ms. Scannell and a letter was sent last week reminding her to submit further information before any permits could be issued.

Summary

A notice of intent to tear down or remove a dilapidated building was mailed to Wanita Anthis regarding the property located at 402 N. Division. The property was found to be in violation of ordinance Number 3203, Article Six, Sections 1360-1371.

A letter was sent to the owner on November 30, 2011 and a second letter was sent on December 12, 2011 via certified mail, return receipt requested, and posted on the building. The letter notified the owner that a hearing is to be held on January 17, 2012 at 7:00 in the Guthrie City Council Chambers to determine if the property is dilapidated and if the findings of the hearing confirm that the condition of the property constitutes a detriment or a hazard and that the property would be benefited by removal of such conditions, the governing body may cause the dilapidated building to be torn down and removed.

Section 13-64 of Ordinance 3203 declares a nuisance to be: "Any building or structure which upon examination by the City is deemed dangerous to the public health or safety because of damage, decay or other condition," or "all structures, premises and land which upon examination by the City is determined to be dilapidated and/or to cause a blighting problem on the surrounding neighborhood or area."

Funding Expected: [] Revenue, [x] Expenditure, [] N/A

Budgeted Yes No N/A

Account Number 01-05-51-6354 **Amt:**

Legal Review N/A Required Completed Date: _____

Mayor's Appt. Yes No

Action Needed Public Hearing Motion Emergency Clause



Agenda Item Cover Letter

Meeting
x City Council
GPWA
x Other: Public Hearing

Date of Meeting
February 21, 2012

Contact
Rene Spineto, Director
Community Development

Agenda Item

Consider action to declare the property at 915 W. Washington dilapidated and detrimental to the health, safety or welfare of the general public in the community, and proceed with action to tear down and remove the building.

Update

This item was originally heard by City Council on January 17, 2012, and continued until 2/21/12. The owner, Lula Lee has agreed to work with Neighborhood Solutions regarding the disposal of the property. The owner and Neighborhood Solutions have met and are completing the paperwork to transfer the property and have the structure demolished.

Summary

A notice of intent to tear down or remove a dilapidated building was mailed to Lula Lee c/o Virgil Smith regarding the property located at 915 W. Washington. The property was found to be in violation of ordinance Number 3203, Article Six, Sections 13-60 through 13-71.

A letter was sent to the owner on November 30, 2011 and a second letter was sent on December 12, 2011 via certified mail, return receipt requested, and posted on the building. The letter notified the owner that a hearing is to be held on January 17, 2012 at 7:00 in the Guthrie City Council Chambers to determine if the property is dilapidated and if the findings of the hearing confirm that the condition of the property constitutes a detriment or a hazard and that the property would be benefited by removal of such conditions, the governing body may cause the dilapidated building to be torn down and removed.

Section 13-64 of Ordinance 3203 declares a nuisance to be: "Any building or structure which upon examination by the City is deemed dangerous to the public health or safety because of damage, decay or other condition," or "all structures, premises and land which upon examination by the City is determined to be dilapidated and/or to cause a blighting problem on the surrounding neighborhood or area."

Funding Expected ___ Revenue x Expenditure ___ N/A

Budgeted x Yes ___ No ___ N/A

Account Number 01-05-51-6354 Amt:

Legal Review x N/A ___ Required Completed Date: ___

Mayor's Appt. ___ Yes x No

Supporting documents attached:

Action Needed x Public Hearing x Motion ___ Emergency Clause

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Agenda Item Cover Letter

Meeting: [x] City Council, [] GPWA, [x] Other: Public Hearing
Date of Meeting: February 21, 2012
Contact: Rene Spineto, Director Community Development

Agenda Item

Consider action to declare the property at 1223 W. College dilapidated and detrimental to the health, safety or welfare of the general public in the community, and proceed with action to tear down and remove the building.

Update

This item was originally heard by City Council on January 17, 2012. The new owner, Mr. O.J. Myers acquired the subject property on January 1, 2012 and wants to restore the property. He indicated he would fully secure the property and submit an engineer's plan of rehabilitation at the February 21st Council Meeting. The property has been secured.

Summary

A notice of intent to tear down or remove a dilapidated building was mailed to Henry Burchardt regarding the property located at 1223 W. College. The property was found to be in violation of ordinance Number 3203, Article Six, Sections 13-60 through 13-71.

A letter was sent to the owner on November 30, 2011 and a second letter was sent on December 12, 2011 via certified mail, return receipt requested, and posted on the building. The letter notified the owner that a hearing is to be held on January 17, 2012 at 7:00 in the Guthrie City Council Chambers to determine if the property is dilapidated and if the findings of the hearing confirm that the condition of the property constitutes a detriment or a hazard and that the property would be benefited by removal of such conditions, the governing body may cause the dilapidated building to be torn down and removed.

Section 13-64 of Ordinance 3203 declares a nuisance to be: "Any building or structure which upon examination by the City is deemed dangerous to the public health or safety because of damage, decay or other condition," or "all structures, premises and land which upon examination by the City is determined to be dilapidated and/or to cause a blighting problem on the surrounding neighborhood or area."

Funding Expected: [] Revenue, [x] Expenditure, [] N/A

Budgeted: [x] Yes, [] No, [] N/A

Account Number: 01-05-51-6354 Amt:

Legal Review: [x] N/A, [] Required, Completed Date:

Mayor's Appt.: [] Yes, [x] No

Supporting documents attached:

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Agenda Item Cover Letter

Meeting
[X] City Council
GPWA
Other:

Date of Meeting
February 21, 2012

Contact
Street Committee

Agenda Item

Consider approval Resolution No. 2012-01 (based on the recommendation of the City of Guthrie Street Committee) to lower the speed limit to 45 MPH on South Division north of Prairie Grove Road and contingent on ODOT's approval.

Summary

The Street Committee for the City of Guthrie met on Wednesday evening, February 15, 2012, and discussed and approved this item as listed in the motion contingent of ODOT's approval. ODOT requires a resolution.

Funding Expected Revenue Expenditure [X] N/A

Budgeted Yes No [X] N/A

Account Number Amount

Legal Review [X] N/A Required Completed Date:

Mayor's Appt. Yes [X] No

Supporting documents attached

Recommendation

Staff recommends approval.

Action Needed Public Hearing [X] Motion Emergency Clause

RESOLUTION NO. 2012-01

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF GUTHRIE, OKLAHOMA, ESTABLISHING A REDUCED SPEED LIMIT ON SOUTH DIVISION – NORTH OF PRAIRIE GROVE ROAD TO BE 45 MPH.

WHEREAS, With the addition of Mission Hills, Pleasant Hills and the Savannah House Apartments, several new residential properties have been established and,

WHEREAS, The establishment of these additional properties also brought additional traffic, and safety issues and,

WHEREAS, It is necessary and desirable that the speed limits be set according with the new traffic and safety concerns

WHEREAS, The Guthrie Police, Fire and Municipal Service Departments are all in agreement that the new speed limits are appropriate

NOW, THEREFOR, BE IT RESOLVED by the Mayor and City Council of the City of Guthrie, Oklahoma, establishing a reduced speed limit on South Division – North of Prairie Grove to be 45 MPH.

PASSED, APPROVED AND ADOPTED this _____ day of _____, 2012, by the Mayor and City Council of the City of Guthrie, Oklahoma.

Chuck Burtcher
Mayor

ATTEST:

Wanda Calvert
City Clerk

(seal)



Agenda Item Cover Letter

Meeting
 City Council
 GPWA
 Other: _____

Date of Meeting
 February 21, 2012

Contact
 Lee Ivie 282-2312

Agenda Item

Consider approval of Resolution No. 2012-03 authorizing issuance and execution of the Guthrie/Edmond Promissory Note, Series 2012 in the amount not to exceed \$185,000 payable to the Edmond Economic Development Authority (EEDA); waiving competitive bidding on the sale of said Note; approving and authorizing execution of the Note, the Loan Agreement and the Security Agreement; and containing other provisions relating thereto.

Summary

Funding for the development of water/sewer utilities for the corporate hangar development at Guthrie/Edmond Regional Airport.

Funding Expected	_____ Revenue	<input checked="" type="checkbox"/> Expenditure	_____ N/A
		_____ \$185,000.00	
Budgeted	_____ Yes	_____ No	<input checked="" type="checkbox"/> N/A
Account Number	_____ N/A	Amount	_____
Legal Review	_____ N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>02/13/2012</u>
Mayor's Appt.	_____ Yes	_____ No	

Supporting documents attached

- Resolution # 2012-03

Recommendation

Issuance and execution of the Promissory Note

Action Needed _____ Public Hearing Motion _____ Emergency Clause

PURSUANT TO THE LEGAL NOTICE AS IS REQUIRED BY THE OKLAHOMA OPEN MEETING ACT INCLUDING THE POSTING OF NOTICE AND AGENDA AS IS REQUIRED BY THE TERMS THEREOF, THE CITY COUNCIL OF THE CITY OF GUTHRIE, OKLAHOMA, MET IN _____ SESSION IN THE COUNCIL CHAMBERS OF THE CITY HALL LOCATED AT 101 NORTH SECOND STREET, GUTHRIE, OKLAHOMA, ON THE _____ DAY OF FEBRUARY, 2012, AT _____ O'CLOCK _M.

COUNCILMEMBERS PRESENT:

ABSENT:

THEREUPON, the Mayor introduced a resolution which was read in full and, upon motion by Councilmember _____, seconded by Councilmember _____, said resolution was adopted by the following vote:

AYE:

NAY:

Said Resolution was thereupon signed by the Mayor, attested by the City Clerk, sealed with the seal of said City and is as follows:

RESOLUTION NO 2012-03

A RESOLUTION APPROVING THE ISSUANCE AND EXECUTION BY THE GUTHRIE INDUSTRIAL DEVELOPMENT AUTHORITY OF ITS GUTHRIE/EDMOND AIRPORT PROMISSORY NOTE, SERIES 2012, IN AN AMOUNT NOT TO EXCEED \$185,000; AND WAIVING COMPETITIVE BIDDING ON THE SALE THEREOF; APPROVING AND AUTHORIZING EXECUTION OF THE SECURITY AGREEMENT WITH SAID AUTHORITY PERTAINING TO THE USE OF CERTAIN HOOK-UP FEES PERTAINING TO THE WATER/SEWER SYSTEM AT THE AIRPORT; AND CONTAINING OTHER PROVISIONS RELATING THERETO.

WHEREAS, The Guthrie Industrial Development Authority ("GIDA"), is a public trust created and existing pursuant to the provisions of Title 60, Oklahoma Statutes (2011), Sections 176 et. seq. (the "Act") and by a Declaration of Trust dated as of February 20, 1979, as amended and supplemented by a Supplement to Declaration of Trust dated March 21, 1995, for the use and benefit of the City of Guthrie, Oklahoma (the "City"), which City accepted beneficial interest thereof by Resolution adopted by its City Council; and

WHEREAS, GIDA has determined that borrowing certain funds from the Edmond Economic Development Authority ("EEDA"), a public trust having the City of Edmond, Oklahoma, as its beneficiary, to finance water/sewer improvements at the Guthrie/Edmond Airport, will encourage, promote and foster economic development within and near the City; and

WHEREAS, GIDA has determined to borrow funds from EEDA in an amount not to exceed \$185,000 in order to (i) finance water/sewer improvements at the Guthrie/Edmond Airport (the "Project"); and

WHEREAS, the City, acting by and through its City Council has requested GIDA to assist with the Project; and

WHEREAS, GIDA proposes to finance the Project through the borrowing of the proceeds of the Guthrie/Edmond Airport Promissory Note, Series 2012, in an amount not to exceed \$185,000 (the "Series 2012 Note"), under and pursuant to the terms of the hereinafter described Loan Agreement, by and between GIDA and EEDA, authorizing the issuance of said Series 2012 Note and securing the payment thereof; and

WHEREAS, GIDA and EEDA will enter into a Security Agreement (the "Security Agreement"), whereby GIDA will grant a security interest in certain personal property and certain revenues generated from corporate hangar lease payments and corporate hangar hook-up fees to the water/sewer system at the airport, as security for payment of the Series 2012 Note; and

WHEREAS, in connection with the issuance of the Series 2012 Note it is deemed necessary, advisable and in the best interest of the City to approve the Security Agreement by and between the City and GIDA pertaining to transfer of revenue generated from hook-up fees to the water/sewer system at the Guthrie/Edmond Airport, in order to provide adequate security for payment of the Series 2012 Note.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GUTHRIE, OKLAHOMA THAT:

SECTION 1. The Trustees of the Guthrie Industrial Development Authority are hereby authorized to issue and execute the Guthrie/Edmond Airport Promissory Note, Series 2012, in an amount not to exceed \$185,000. The Authority shall utilize the proceeds received from the sale of the Series 2012 Note in the manner described in the Loan Agreement, by and between GIDA and EEDA. Competitive bidding on the sale of said Series 2012 Note is hereby expressly waived and the sale thereof on a negotiated basis to EEDA is hereby authorized and approved.

SECTION 2. The Security Agreement between GIDA and the City pertaining to the use of certain hotel/motel tax revenue collected by the City from hook-up fees to the water/sewer system at the Guthrie/Edmond Airport, to be used by GIDA, is hereby approved and the Mayor of the City Council and City Clerk are hereby authorized and directed to execute and deliver same for and on behalf of the City.

ADOPTED this _____ day of February, 2012.

By: _____
Mayor, City Council of the
City of Guthrie, Oklahoma

(SEAL)
ATTEST:

City Clerk

