CITY OF GUTHRIE OKLAHOMA

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

GUTHRIE PUBLIC WORKS AUTHORITY

City Hall – 101 N. 2ND Street; Guthrie, Oklahoma
Council Chambers
April 17, 2012, 7:00pm

Agenda

1. Call to Order
2. Community Announcements and Recognitions
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 April 3, 2012 3
   B. Consider approval of claims 5

Resolution

4. Consider approval of Resolution No. 2012-05 revising Langston University water rates 13
5. 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 April 3, 2012 17
   B. Consider approval of minutes of the Regular City Council Meeting held on April 3, 2012 21
   C. Consider approval of claims 25
   D. Consider approval of Treasurer's Report 27
   E. Consider approval to amend Council's action on November 1, 2011 that authorized staff to lease/purchase a 2012 Ford F-250 Crew Cab, 4x4, with aluminum camper shell and accessories to authorizing staff to utilize the Board of Logan County Commissioners Bid No. 2012-FD-2 awarded to Vance Country Ford for the purchase of this vehicle using City funds in the amount of $33,711 and Logan County Fire Sales Tax in the amount of $9,584 for a total purchase price of $43,295 35
   F. Consider approval of Budget Amendment No. 6 increasing the budget for the General Fund, Capital Projects Fund and Airport Fund 39
   G. Consider approval authorizing the Library Staff to submit an application to the Oklahoma Humanities Council for the "Let's Talk About It, Oklahoma!" (LTAIO) grant 43
3. Consideration approval of a Revocable Permit for a fence in the City Right-of-Way located at 803 N. Wentz 47
4. Consider approval of a Permanent Easement and Right of Way Agreement with DCP Southern Hills Pipeline, LLC 55
5. Consider approval of a Temporary Access Road Agreement between the City of Guthrie and DCP Southern Hills Pipeline 65

Ordinance

6. Consider approval of Ordinance No. 3226, revising Article 5, Section 10 of Ordinance #2422 of the Guthrie Code of Ordinance providing for restriction of off-street parking.....71
7. Public Hearing and consider approval of Ordinance No. 3230 to amend Zoning Ordinance #2422 by creating the Special Use provision for "Residential Drug and Alcohol Rehabilitation Treatment Center" in a Commercial Zoning District, by Special Use Permit only 75

Resolution

8. Consider approval of Resolution No. 2012-04 to temporarily amend the fees for the Guthrie Board of Adjustment for variance applications to Ordinance 3226, Off-Street Parking.....85
9. City Manager's Report
10. Requests/comments from members of the City Council
11. Consider convening an Executive Session pursuant to the Authority of Title 25, O.S. 2001, Sections 307 (B)(4) for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim (Logan County Rural Water District).
12. Consideration of action regarding Logan County Rural Water District.
13. Adjourn

Agenda posted on the bulletin board in the lobby of City Hall before 5:00pm on Friday, April 13, 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 PUBLIC WORKS AUTHORITY MEETING

April 3, 2012

The regular meeting of the Guthrie Public Works Authority was posted on Friday, March 30, 2012 before 5:00 p.m. and held April 3, 2012 in the Guthrie City Hall Council Chambers.

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

Pledge of Allegiance was led by Chairman Chuck Burtcher.

Chairman Chuck Burtcher called the meeting to order at 7:02 p.m.

Members Present:	Chuck Burtcher	John Wood	Gaylord Z. Thomas
	Mary Coffin	Sheri Mueller	Patty Hazlewood
Members Absent:	Trey Ayers		
Staff Present:	Matt Mueller	Wanda Calvert	Aaron Ryburn
	Rene Spineto	Maxine Pruitt	Eric Harlow
	Jim Ahlgren	Kevin Dixon, Jr.	

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

Community Announcements and Recognitions. Albert Hawkes and Steve Gentling, representatives from American Legion Post 58 and the 89'er Committee, presented Chairman Burtcher with the 89'er Proclamation signed by Governor Mary Fallin.

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

A. Consider approval of the minutes from the Regular Guthrie Public Works Authority Meeting held on March 20, 2012.

B. Consider approval of claims:

GPWA Fund:	Claims	$95,850.85
Utility Deposit Fund:	Claims	$ 356.91
	Total Claims:	$96,207.76

C. Consider approval of the Contract with YMCA for Management of the Guthrie Municipal Swimming Pool.

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

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

Chairman Burtcher declared the motion carried unanimously.

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

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

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

Wanda Calvert, City Clerk

Chuck Burtcher, Chairman

CITY OF GUTHRIE OKLAHOMA

GUTHRIE PUBLIC WORKS AUTHORITY

CLAIMS

April 17, 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
from 3/29/2012 to 3/29/2012

Invoice #	Vendor	Description	Account	Cost
MARCH 2012.	AT&T LONG DISTANCE (21268)	Monthly Billing for Long Distance Telephone	01-01-00-6301	$196.13
		Total		**$196.13**
		Total GENERAL GOVERNMENT		**$196.13**
		Total GENERAL FUND		**$196.13**
13-131542-008	MARVIN HAKEEM, SR. 22831	Overpayment on Final Bill at 1409 East Cleve	20-00-00-5480	$54.46
		Total		**$54.46**
		Total		**$54.46**
APRIL 2012	C-21, GOODYEAR GREEN - JAN	Building Tenancy Agreement with CIL Invest	20-21-00-6120	$3,500.00
		Total		**$3,500.00**
		Total PUBLIC WORKS GENERAL		**$3,500.00**
MARCH 2012	BURRELL INC. (21286)	Contract Meter Monthly Reading	20-28-00-6054	$2,782.71
		Total		**$2,782.71**
		Total METER DEPARTMENT		**$2,782.71**
		Total GPWA OPERATING FUND		**$6,337.17**
MARCH 2012.	AT&T LONG DISTANCE (21268)	Monthly Billing for Long Distance Telephone	98-98-00-6301	$18.62
		Total		**$18.62**
		Total AIRPORT FUND		**$18.62**
		Total AIRPORT FUND		**$18.62**
		Total All Funds		**$6,551.92**

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
MARCH 2012	C.L.E.E.T. (125)	Municipal Court Collection for CLEET Assess	01-00-00-2012	$686.84
3/2012 AFIS FEE	O.S.B.I. (820)	Municipal Court Collection - OSBI	01-00-00-2012	$378.84
3/2012 AFIS FEE	O.S.B.I. (820)	Municipal Court Collection - OSBI	01-00-00-2012	$0.00
3/2012 FORENSI	O.S.B.I. (820)	Municipal Court Collection - OSBI	01-00-00-2012	$365.75
MARCH 2012 C	OKLAHOMA DEPARTMENT OF P	Child Passenger Restraint System Collection	01-00-00-5497	$50.00
		Total		**$1,481.43**
		Total		**$1,481.43**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-01-00-6118	$249.67
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-01-00-6118	$0.00
APRIL 2012	OKLAHOMA NATURAL GAS COM	Monthly Gas Payment	01-01-00-6307	$2,330.74
		Total		**$2,580.41**
		Total GENERAL GOVERNMENT		**$2,580.41**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-02-25-6118	$82.38
		Total BUILDING SERVICES		**$82.38**
		Total ADMINISTRATION		**$82.38**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-05-50-6118	$54.98
		Total COMMUNITY DEVELOPMENT		**$54.98**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-05-51-6118	$41.28
		Total CODE COMPLIANCE		**$41.28**
		Total PLANNING		**$96.26**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-07-70-6118	$3,643.69
		Total POLICE ADMINISTRATION		**$3,643.69**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-07-72-6118	$213.22
		Total ANIMAL CONTROL		**$213.22**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-07-78-6118	$208.30
		Total LAKE ENFORCEMENT		**$208.30**
		Total POLICE		**$4,065.21**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-09-90-6118	$745.20
		Total SUPPRESSION		**$745.20**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-09-92-6118	$2,558.89
		Total EMS		**$2,558.89**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-09-96-6118	$427.57
		Total PREVENTION		**$427.57**
		Total FIRE		**$3,731.66**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-12-00-6118	$2,288.11
		Total		**$2,288.11**
		Total STREET		**$2,288.11**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-14-00-6118	$146.03
		Total		**$146.03**
		Total FLEET MAINTENANCE		**$146.03**

Invoice #	Vendor	Description	Account	Cost
APRIL 2012	RURAL WATER DISTRICT #1(206	Rural Water for 6512 S. Coltrane, Mitchal Par	01-15-11-6112	$66.00
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-15-11-6118	$2,282.05
		Total PARKS		**$2,348.05**
		Total PARKS & PUBLIC GROUNDS		**$2,348.05**
		Total GENERAL FUND		**$16,819.54**
FINAL BILL OVE	COTTAGE PARK/ARSON DEVEL	Overpayment on Final Bill - Fire Plug Meter	20-00-00-5480	$20.32
REFUND INITIT	KELLIE HENKE 22763	Refund Service Initiation Fee	20-00-00-5522	$25.00
		Total		**$45.32**
		Total		**$45.32**
APRIL 2012	OKLAHOMA NATURAL GAS COM	ONG Monthly Payment	20-21-00-6307	$1,305.73
MARCH 2012	DHH DISPOSAL 22381	Sanitation Service for 21st Street and Johndol	20-21-00-6348	$157.50
		Total		**$1,463.23**
		Total PUBLIC WORKS GENERAL		**$1,463.23**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-23-00-6118	$191.13
		Total		**$191.13**
		Total WATER PLANT		**$191.13**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-24-00-6118	$275.26
		Total		**$275.26**
		Total WASTE WATER TREATMENT PLANT		**$275.26**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-26-00-6118	$85.65
		Total		**$85.65**
		Total CONVENIENCE CENTER		**$85.65**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-27-00-6118	$2,989.25
		Total		**$2,989.25**
		Total LINE MAINTENANCE		**$2,989.25**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-28-00-6118	$0.00
		Total		**$0.00**
		Total METER DEPARTMENT		**$0.00**
		Total GPWA OPERATING FUND		**$5,049.84**
APPLICATION 1	JORDAN CONTRACTORS INC. 2	Sanitary Sewer System Improvements (CMO	55-55-00-6547	$239,966.61
		Total		**$239,966.61**
		Total INFRASTRUCTURE		**$239,966.61**
		Total CMOM Fee		**$239,966.61**
02-020370-002 R	MISCELLANEOUS		71-00-00-5555	$2.83
08-080660-003 R	MISCELLANEOUS		71-00-00-5555	$1.01
12-120230-002 R	MISCELLANEOUS		71-00-00-5555	$23.77
13-131790-008 R	MISCELLANEOUS		71-00-00-5555	$54.89
99-990170-002 R	MISCELLANEOUS		71-00-00-5555	$47.35
99-991630-002 R	MISCELLANEOUS		71-00-00-5555	$34.99

Invoice #	Vendor	Description	Account	Cost
		Total		**$164.84**
		Total		**$164.84**
		Total UTILITY DEPOSIT FUND		**$164.84**
NP33821219	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	98-98-00-6118	$0.00
		Total		**$0.00**
		Total AIRPORT FUND		**$0.00**
		Total AIRPORT FUND		**$0.00**
		Total All Funds		**$262,000.83**

City of Guthrie
A/P Claims List

Invoice #	Vendor	Description	Account	Cost
009519	SAM'S CLUB DIRECT COMMERCI	Coffee Supplies, Misc.	01-01-00-6100	$222.94
009519	SAM'S CLUB DIRECT COMMERCI	Coffee Supplies, Misc.	01-01-00-6103	$204.40
0001954	HURLEY PLUMBING 267	Misc. Plumbing Repairs	01-01-00-6112	$60.00
0001955	HURLEY PLUMBING 267	Misc. Plumbing Repairs	01-01-00-6112	$55.00
0001956	HURLEY PLUMBING 267	Misc. Plumbing Repairs	01-01-00-6112	$557.15
APRIL 2012	CITY TREASURERS (105)	Keys for Highland Hall	01-01-00-6114	$10.94
009519	SAM'S CLUB DIRECT COMMERCI	Coffee Supplies, Misc.	01-01-00-6114	$398.59
40220910	PRESIDIO (22824)	ASA Appliance 10 User, firewall, VPN into Ne	01-01-00-6311	$365.92
219140ER	AFLAC (20180)	Montly URM Service Fee	01-01-00-6346	$33.00
		Total		**$1,907.94**
		Total GENERAL GOVERNMENT		**$1,907.94**
APRIL 2012	CITY TREASURERS (105)	Parking - Conference at Stillwater	01-02-20-6048	$25.00
		Total CITY MANAGER		**$25.00**
		Total ADMINISTRATION		**$25.00**
APRIL 2012	CITY TREASURERS (105)	Filing at Courthouse	01-03-30-6355	$75.00
		Total FINANCE		**$75.00**
		Total FINANCE		**$75.00**
009519	SAM'S CLUB DIRECT COMMERCI	Coffee Supplies, Misc.	01-07-70-6114	$458.71
000367	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	$15.00
000431	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	$4.80
000436	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	$5.40
000437	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	$7.80
000438	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	$5.40
APRIL 2012	SHINEY BAYS (22581)	Monthly Car Wash Police Department	01-07-70-6316	$187.30
		Total POLICE ADMINISTRATION		**$684.41**
620422	DEPARTMENT OF CENTRAL SER	Shipment of M-16's and M-14's	01-07-71-6105	$675.00
		Total POLICE OPERATIONS		**$675.00**
20121148	C.O.P.S. PRODUCTS, L.L.C. 226	Uniform Water Proof Jackets, Badge Patches	01-07-77-6124	$4,333.40
		Total CRIMINAL INVESTIGATIONS		**$4,333.40**
APRIL 2012	OKLA DEPARTMENT OF PUBLIC	Olets Monthly Payments	01-07-79-6304	$350.00
		Total COMMUNICATIONS		**$350.00**
		Total POLICE		**$6,042.81**
APRIL 2012 .	SHINEY BAYS (22581)	Car Wash for GPWA	01-14-41-6116	$99.80
		Total FLEET MAINTENANCE		**$99.80**
		Total FLEET MAINTENANCE		**$99.80**
		Total GENERAL FUND		**$8,150.55**
009519	SAM'S CLUB DIRECT COMMERCI	Coffee Supplies, Misc.	20-21-00-6114	$257.27
3649	FORMS PLUS (185)	Second Notice Utility #10 Envelopes with Pos	20-21-00-6308	$1,590.72
		Total		**$1,847.99**
		Total PUBLIC WORKS GENERAL		**$1,847.99**
APRIL MILEAGE	MAXINE PRUITT (1915)	Mileage Reimbursment	20-22-00-6047	$201.69
		Total		**$201.69**

Invoice #	Vendor	Description	Account	Cost
		Total PUBLIC WORKS ADMINISTRATION		**$201.69**
000429	GHM ENTERPRISES (1097)	Blanket for laundry service WWTP	20-24-00-6016	$9.00
000435	GHM ENTERPRISES (1097)	Blanket for laundry service WWTP	20-24-00-6016	$8.00
000439	GHM ENTERPRISES (1097)	Blanket for laundry service WWTP	20-24-00-6016	$6.60
		Total		**$23.60**
		Total WASTE WATER TREATMENT PLANT		**$23.60**
5245	RED DIRT CONSTRUCTION, LLC.	Bore on Division	20-27-00-6119	$1,000.00
		Total		**$1,000.00**
		Total LINE MAINTENANCE		**$1,000.00**
		Total GPWA OPERATING FUND		**$3,073.28**
02-021060-008 R	MISCELLANEOUS		71-00-00-5555	$23.16
06-060900-006 R	MISCELLANEOUS		71-00-00-5555	$13.65
08-081391-004 R	MISCELLANEOUS		71-00-00-5555	$101.67
09-092700-012 R	MISCELLANEOUS		71-00-00-5555	$36.24
12-121940-007 R	MISCELLANEOUS		71-00-00-5555	$66.01
12-121940-008 R	MISCELLANEOUS		71-00-00-5555	$61.99
13-132651-017 R	MISCELLANEOUS		71-00-00-5555	$39.91
99-999344-001 R	MISCELLANEOUS		71-00-00-5555	$6.65
		Total		**$349.28**
		Total		**$349.28**
		Total UTILITY DEPOSIT FUND		**$349.28**
		Total All Funds		**$11,573.11**

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
____ City Council	April 17, 2012	Wanda Calvert
_X_ GPWA		City Clerk/Treasurer
____ Other: _____		

Agenda Item
Consider approval of Resolution No. 2012-05 revising Langston University water rates.

Summary
In 2004, the Guthrie Public Works Authority entered into an agreement with Langston University to deliver water to their campus. The agreement provides for rate adjustments under certain terms. On April 30, 2008 the GPWA approved a 25% increase to Langston University water rates. An analysis has been completed giving the City the full burdened cost to produce water. The Finance Committee met on Tuesday, April 10, 2012 and recommended the GPWA Trustees approve a 25% increase to the Langston University water rates for an increase of $5,625 per month. City staff has visited with Langston University officials and explained the rate increases. After visiting with Langston University officials, City staff is recommending an increase of 15% or $3,375 per month.

Funding Expected	_X_ Revenue	____ Expenditure	____ N/A		
Budgeted	____ Yes	_X_ No	____ N/A		
Account Number	20-00-00-5485	**Amount**	$3,375 per month/$40,500 per year		
Legal Review	____ N/A	_X_ Required	Completed Date:	04-12-2012	
Mayor's Appt.	____ Yes	_X_ No			

Supporting documents attached
- **Resolution No. 2012-05**

Recommendation
Staff recommends approval

Action Needed ____ Public Hearing _X_ Motion ____ Emergency Clause

RESOLUTION NO. 2012-05

A RESOLUTION OF THE GUTHRIE PUBLIC WORKS AUTHORITY TRUSTEES REVISING WATER RATES FOR LANGSTON UNIVERSITY.

WHEREAS, the Guthrie Public Works Authority has heretofore entered into discussions and negotiations to develop a contractual relationship for water service that would be beneficial to both parties through the adoption of the Langston University Take or Pay Water Purchase Contract dated September 7, 2004;

WHEREAS, the Guthrie City Council and Guthrie Public Works Authority Trustees has heretofore adopted Ordinance No. 3129, also known as the Master Fee Ordinance, which is a comprehensive compilation of all rates, charges, and fees to be charged for services provided by either or both the City of Guthrie and the Guthrie Public Works Authority;

WHEREAS, said Ordinance provides that the rates, charges and fees for services may be revised and amended as necessary by Resolution; and

WHEREAS, the Trustees of the Guthrie Public Works Authority have determined that in order to provide uniform rates, charges, fees and policies for services in connection with water rates that the same should be revised and amended.

NOW, THEREFORE, BE IT RESOLVED by the Chairman and Trustees of the Guthrie Public Works Authority, that:

1. The rates, charges, fees and policies for services provided in connection with water rates as contained in the attached "Exhibit A" are hereby adopted and incorporated herein by reference.

2. Said rates, charges, fees and policies shall become effective from and including with the utility billing to be mailed on or about June 30, 2012.

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Chairman and Trustees of the Guthrie Public Works Authority on the ____ day of _____, 2012.

_____
Chuck Burtcher, Chairman

ATTEST: (Seal)

_____
Wanda Calvert, City Clerk

APPROVED AS TO FORM:

_____
Randel Shadid, City Attorney

EXHIBIT A

WATER RATES SCHEDULE (MONTHLY)
FOR LANGSTON UNIVERSITY

First 6,000,000 gallons	$ 25,875.00
Over 6,000,000 gallons	$ 4.54 per 1,000 gallons

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MINUTES

CITY COUNCIL MEETING

Council Workshop

April 3, 2012

The special meeting of the sixty-first City Council of Guthrie, Oklahoma, was posted on Friday, March 30, 2012 before 5:00 p.m. and held April 3, 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	John Wood	Gaylord Z. Thomas
	Mary Coffin	Patty Hazlewood	
Members Absent:	Trey Ayers	Sheri Mueller	
Staff Present:	Matt Mueller	Wanda Calvert	Rene Spineto
	Aaron Ryburn	Maxine Pruitt	Eric Harlow

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

Ordinance No. 3226 – Restriction of Off-Street Parking. 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 being parked in the yards. Many feel that this issue presents an aesthetic problem and leads to neighborhood decline. Within the ordinance, it is the intent of the proposed requirements that adequate parking and loading facilities be provided off the street easement for each use of land within the City of Guthrie. Requirements are intended to be based on the demand created by each use. These requirements shall apply to all uses in all Districts. Provided, however, that on appeal, the Board of Adjustment may grant exceptions to the off-street parking requirements set forth in Article 5, Section 10, when it is determined that the size and shape of a lot or lots is such that off-street parking requirements cannot be complied with and that the proposed use will not create undue traffic congestion in the adjacent streets. Off-street parking or loading space shall be a part of the required open space associated with the permitted use and shall not be reduced or encroached upon in any manner. The area required for off-street parking shall be in addition to the yard areas herein required; except that the front yard required in a C-1 Neighborhood Shopping District or an I-1 Restricted Manufacturing and Wholesale District may be used for uncovered parking area; and further provided that the front yard required in a Residential District may be used for the uncovered parking area for six (6) or less vehicles associated with a residential use when the area is surfaced with a sealed surface pavement adequate to prevent the occurrence of mud and dust with continued use and may be used for

uncovered parking area for more than six (6) vehicles in accordance with the provisions of Article 5, Subsection 10.8. The proposed Ordinance, in its current form, will be placed on April 17, 2012 City Council agenda for consideration.

Discussion of possible City acceptance of railroad right-of-way. The City of Guthrie was approached by a representative of Montoff, who is connected with Burlington Northern Santa Fe Railroad (BNSF), about obtaining the right-of-way for a portion of an abandoned railroad that is part of the Guthrie to Fairmont Line. The purpose of obtaining the right-of-way would be for public use such as trails. The length of the abandoned track bed is seven to eight miles running north along Cottonwood Creek from College Avenue to the Cimarron River. The City of Guthrie must follow the Federal Rail Banking Management requirement which under the National Trails System Act administers the carriers who wish to avoid complete abandonment of the line and preserve the rail corridor for future use. The first requirement is to form an agreement with the railroad owners which would allow for the banked rail line to be used as a trail until needed again. A Statement of Willingness to Assume Financial Responsibility must be submitted and the offer must start at some point of interconnects with BNSF. The City of Guthrie can request acquirement as a donation, but the third party (purchaser of the sale) is not obligated to donate. After further discussion, it was the consensus of the City Council to forward the information to the Guthrie Transportation Authority for further review.

Questions and discussion regarding agenda items.

YMCA Agreement. The proposed item is to consider approval of an agreement with the YMCA for management of the municipal swimming pool. This is a renewal of a partnership agreement with the YMCA that was first approved last year. The partnership would provide for the YMCA to again manage the Guthrie Municipal Swimming Pool. Just like last year, the City would provide the YMCA with a $5,000 administrative fee and the YMCA would also collect all of the revenue. This partnership will save the City an estimated $22,459 a year.

Honor Park Agreement. The proposed item is to consider approval of the Honor Park Agreement with the American Legion as recommended by the Guthrie Park Board. This is a renewal agreement that has been in place for several years for the maintenance and operation of Honor Park. The Guthrie Park Board met at their regularly scheduled meeting and approved the agreement with the American Legion for the lease of Honor Park. There were no changes from the existing agreement.

Information Technology Agreement. The proposed item is to consider approval of agreement with the City of Edmond for Information Technology Support. This agreement would create a regional partnership between the City of Guthrie and the City of Edmond for the management of the City of Guthrie's information technology system. This innovative partnership would allow the City of Guthrie to enjoy the benefits and knowledge of one of the state's largest and most proficient IT teams at a fraction of the cost. Staff feels that this option is much better than hiring an employee because we would get the specialized skills of an entire department rather than one person. The savings over hiring an employee is also a

significant factor. If approved, we will be getting a higher level of service for approximately $55,000 to $60,000 less than the total cost of an employee that was hired at market rate. The agreement provides the City of Guthrie a set number of hours and on-site time for a fixed rate of $1,150 per month for help desk and general support. The agreement further provides a rate schedule for specialized services so that special projects may be planned and budgeted accordingly. The agreement was crafted this way to ensure that our daily needs were met with help desk functions but to also ensure that we could control costs on out of the ordinary or special projects.

City Council Strategic Plan. The proposed item is to consider approval of the updated City Council strategic plan. A retreat was held on January 28, 2012 for the City Council to establish its goals and objectives over the next few years. Once language has been approved, the plan will be developed into a document that can be easily shared with the public. Staff has also met with a facilitator to develop internal strategies for accomplishing the objectives set forth in the Council plan.

Councilmember Mueller present at 6:50 p.m.

Ordinance No. 3230. The proposed item is to consider approval to amend Zoning Ordinance No. 2422 by creating the Special Use provision for "Residential Drug and Alcohol Rehabilitation Treatment Center" in a Commercial Zoning District, by Special Use Permit only. This change would not grant any entity permission to put this type of facility in place, but it would create the opportunity to do so. A Special Use Category allows that type of use to be permitted only after the request has been reviewed by the Planning Commission and approved by the Guthrie City Council. This item was on the March 20, 2012 City Council's agenda at which time the City Council tabled until April 3, 2012.

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 6:55 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

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MINUTES

CITY COUNCIL MEETING

April 3, 2012

The regular meeting of the sixty-first City Council of Guthrie, Oklahoma was posted on Friday, March 30, 2012 before 5:00 p.m. and held April 3, 2012 in the Guthrie City Hall Council Chambers.

Mayor Chuck Burtcher called the meeting to order at 7:16 p.m.

Members Present:	Chuck Burtcher	John Wood	Gaylord Z. Thomas
	Mary Coffin	Sheri Mueller	Patty Hazlewood
Members Absent:	Trey Ayers		
Staff Present:	Matt Mueller	Wanda Calvert	Aaron Ryburn
	Rene Spineto	Maxine Pruitt	Eric Harlow
	Jim Ahlgren	Kevin Dixon, Jr.	

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

Consent Agenda. Consent Agenda E, Consider approval of the agreement with the City of Edmond for Information Technology Support, was removed for further discussion. Motion by Councilmember Wood, seconded by Councilmember Mueller, moved approval of the Consent Agenda as follows:

A. Consider approval of the minutes from the Special City Council Workshop Meeting held on March 20, 2012.

B. Consider approval of the minutes from the Regular City Council Meeting held on March 20, 2012.

C. Consider approval of Claims:

General Fund:	Claims	$117,125.95
Grants Fund:	Claims	$ 30.75
Capital Projects Fund:	Claims	$ 77,882.98
Airport Fund:	Claims	$ 3,860.16
GIDA Fund:	Claims	$ 4,086.51
	Total Claims:	$202,986.35

D. Consider approval of the Honor Park Agreement with the American Legion as recommended by the Guthrie Park Board.

F. Consider approval of the Contract with YMCA for Management of the Guthrie Municipal Swimming Pool for the 2012 Season.

G. Consider approval of the updated City Council Strategic Plan.

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

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

Mayor Burtcher declared the motion carried unanimously.

Consent Agenda E. Consider approval of the Information Technology Support Agreement with the City of Edmond. This agreement would create a regional partnership between the City of Guthrie and the City of Edmond for the management of the City of Guthrie's information technology system. This innovative partnership would allow the City of Guthrie to enjoy the benefits and knowledge of one of the state's largest and most proficient IT teams at a fraction of the cost. Staff feels that this option is much better than hiring an employee because we would get the specialized skills of an entire department rather than one person. The savings over hiring an employee is also a significant factor. If approved, we will be getting a higher level of service for approximately $55,000 to $60,000 less than the total cost of an employee that was hired at market rate. The agreement provides the City of Guthrie a set number of hours and on-site time for a fixed rate of $1,150 per month for help desk and general support. The agreement further provides a rate schedule for specialized services so that special projects may be planned and budgeted accordingly. The agreement was crafted this way to ensure that our daily needs were met with help desk functions but to also ensure that we could control costs on out of the ordinary or special projects. Motion by Councilmember Mueller, seconded by Councilmember Thomas, moved approval of the Information Technology Support Agreement with the City of Edmond and approval to modify Appendix A to reflect the rates as hourly rates. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

Public hearing and consider approval of Ordinance No. 3230 to amend Zoning Ordinance No. 2422 by creating the Special Use provision for "Residential Drug and Alcohol Rehabilitation Treatment Center" in a Commercial Zoning District, by Special Use Permit only. This item was on the March 20, 2012 City Council's agenda at which time the City Council tabled until April 3, 2012. Currently, there is no Residential Rehabilitation Center Special Use Category within a Commercial Zoning District. To proceed with the process, the "Rehabilitation Center" category must be established as an allowed Special Use within a Commercial Zoning District. A Special Use Category allows that type of use to be permitted only after the request has been reviewed and approved by the

Planning Commission and ultimately by the Guthrie City Council. This change would not grant any entity permission to put this type of facility in place, but it would create the opportunity to do so. The Planning Commission recommended the City Council deny the request to establish a Special Use Category for a "Residential Drug and Alcohol Rehabilitation Treatment Center" use. A public hearing was held for the purpose of soliciting public comment(s) regarding amending Zoning Ordinance No. 2422 by creating a Special Use provision for "Residential Drug and Alcohol Rehabilitation Treatment Center" in a Commercial Zoning District. Public comments consisted of two (2) individuals in favor of Ordinance No. 3230. Motion by Councilmember Wood, seconded by Councilmember Mueller, moved approval to table Ordinance No. 3230. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

City Manager's Report. Expressed a "Thank You" to staff for doing a great job while he was out-of-the office and expressed a "Thank You" to City Council for the opportunity to be with his wife during her surgery.

Requests/comments from members of the City Council. Councilmember Mueller welcomed the new Guthrie Public School Superintendent Mike Simpson.

Councilmember Hazlewood reminded the community that tornado season is here and be prepared with a plan; expressed a "Thank You" to the community for supporting Simple Life fund raisers; and informed the community of the 89'er activities.

Councilmember Wood expressed a "Thank You" to the American Legion for maintaining Honor Park and informed the Lion's Pancake Event was very successful.

Councilmember Coffin informed the City Council and the community on the events happening in Guthrie and showed the community the new banners on Highway 33 in the area of Pine Street and I-35.

Mayor Burtcher expressed a "Thank You" to Dolese Company for the donation to the Community Garden; informed the ducks are back home; and the community is green due to the recent rains.

Consider convening an Executive Session pursuant to the authority of Title 25, O.S. 2001, Section 307(B)(4) for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim (Logan County Rural Water District No. 1). No action was taken.

Consideration of action regarding Logan County Rural Water District No. 1. No action was taken.

Adjournment. There being no further business for the Guthrie City Council, Mayor Burtcher declared the meeting adjourned at 7:46 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

CITY OF GUTHRIE

CLAIMS

April 17, 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.

Kim Biggs
Purchasing Agent

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

Matt Mueller
City Manager

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CITY OF GUTHRIE
TREASURER'S REPORT
March 31, 2012

	BANK OR DEPOSITORY	ACCT. TYPE	ACCT. NO.	RATE	DATE OF MATURITY	BEGINNING BALANCE	DEPOSITS	WITH-DRAWALS	ENDING BALANCE
	InterBank	MM	13-416-3	0.25		$192,782.22	$16,221.38	$0.00	$209,003.60
General	F & M Bank	MM	1022003929	0.25		$591,267.22	$559,576.95	$611,973.07	$538,871.10
						$784,049.44	**$575,798.33**	**$611,973.07**	**$747,874.70**
Cemetery Care	F & M Bank	MM	1022003996	0.25		**$42,496.28**	**$609.10**	**$0.00**	**$43,105.38**
	F & M Bank	MM	1022003937	66.67%	Tourism	$1,005.92	$86.75	$0.00	$1,092.67
Hotel/Motel Tax		MM	1022003937	33.33%	Parks	$124,950.47	$68.46	$13,316.67	$111,702.26
			Total: Hotel/Motel Tax			**$125,956.39**	**$155.21**	**$13,316.67**	**$112,794.93**
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		**$11,448.19**	**$2.18**	**$4,086.51**	**$7,363.86**
Centennial	Bancfirst	MM	154027499	0.00		**$519.69**	**$0.00**	**$0.00**	**$519.69**
Airport Grant	InterBank	MM	1310219657	0.00		**$68,450.68**	**$24,838.00**	**$0.00**	**$93,288.68**
Airport Escrow 2010	F & M Bank	MM	1022004577	0.25		**$42,321.32**	**$8.90**	**$0.00**	**$42,330.22**
USDA Rural Devel.	InterBank	MM	23-695-0	0.25		**$40,691.42**	**$5.02**	**$0.00**	**$40,696.44**
Capital Projects	F & M Bank	MM	1022003961	0.25		**$93,869.31**	**$222,295.11**	**$203,906.11**	**$112,258.31**
	InterBank	MM	25-045-7	0.25		$2,967.05	$0.49	$0.00	$2,967.54
Grants Fund	F & M Bank	MM	1022004038	0.25		$40,989.96	$3,474.28	$2,290.09	$42,174.15
						$43,957.01	**$3,474.77**	**$2,290.09**	**$45,141.69**
Fed Equitable Sharing	InterBank	MM	25-477-0	0.25		**$1,594.61**	**$0.07**	**$0.00**	**$1,594.68**
	InterBank	MM	13-415-5	0.25		$131,728.37	$20,950.78	$482.96	$152,196.19
	F & M Bank	MM	1022003864	0.50		$323,577.05	$250,411.05	$301,988.06	$272,000.04
GPWA	Bancfirst -Drafts	MM	150182648	0.15		$482,828.09	$46,067.23	$30,982.25	$497,913.07
			Total: GPWA Operating			**$938,133.51**	**$317,429.06**	**$333,453.27**	**$922,109.30**
	InterBank	SN	1310018422	0.25		$706.90	$1.48	$0.00	$708.38
	F & M Bank	MM	1022003880	0.50		$242,475.36	$5,174.60	$3,068.88	$244,581.08
Meter Deposits	InterBank	CD	25375	0.25	5/26/2012	$99,000.00	$0.00	$0.00	$99,000.00
			Total: Meter Deposits			**$342,182.26**	**$5,176.08**	**$3,068.88**	**$344,289.46**
	InterBank	MM	1310251437	0.25		$3,469.08	$0.57	$0.00	$3,469.65
	Bancfirst - WTP	MM	154047848	0.15		$1,055,561.26	$30,712.78	$355,871.65	$730,402.39
WTP Fund	F & M Bank	MM	1022003872	0.50		$226,855.18	$23,097.82	$0.00	$249,953.00
						$1,285,885.52	**$53,811.17**	**$355,871.65**	**$983,825.04**
	Bank of New York	MM	250599	0.00		$3,000.00	$0.00	$0.00	$3,000.00
	F & M Bank	MM	1022004534	0.50		$319,474.77	$22,473.53	$31,153.97	$310,794.33
CMOM Fund	F & M Bank	MM	1022004917	0.50		$238,693.00	$29.94	$173,815.55	$64,907.39
						$561,167.77	**$22,503.47**	**$204,969.52**	**$378,701.72**
Trusts									
OKC Waterline	Bank of Oklahoma	TR	75-4037-01-8	0.05		**$1,901,383.10**	**$65.46**	**$0.00**	**$1,901,448.56**

CITY OF GUTHRIE STATEMENT OF ESTIMATE - ACTUAL REVENUE

Mar-12 **50%**

Revenue Source	Annual Budget	YTD Estimate	Current Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
Sales Tax Revenue	$3,660,000	$1,830,000	$344,397	$1,985,363	$155,363	8.49%	54.24%
Use Tax	$153,000	$76,500	$16,206	$55,356	($21,144)	-27.64%	36.18%
Cigarette Tax Revenue	$50,000	$25,000	$4,154	$27,973	$2,973	11.89%	55.95%
Franchise Taxes	$497,500	$248,750	$29,807	$247,712	($1,038)	-0.42%	49.79%
Licenses & Permits	$89,600	$44,800	$4,938	$34,124	($10,676)	-23.83%	38.08%
Com. Vehicle Tax	$73,500	$36,750	$5,593	$33,545	($3,205)	-8.72%	45.64%
Gas Excise Tax	$20,000	$10,000	$1,763	$9,391	($609)	-6.09%	46.95%
Alcoholic Beverage Tax	$86,500	$43,250	$5,764	$42,316	($934)	-2.16%	48.92%
Ambulance Collections	$420,000	$210,000	$32,547	$200,867	($9,133)	-4.35%	47.83%
EMS Contract	$332,712	$166,356	$27,726	$166,356	$0	0.00%	50.00%
Rents & Royalties	$20,800	$10,400	$915	$6,644	($3,756)	-36.12%	31.94%
Cemetery Revenue	$67,080	$33,540	$4,290	$28,589	($4,951)	-14.76%	42.62%
Court Fines/Forfeiture	$306,000	$153,000	$20,735	$88,175	($64,825)	-42.37%	28.82%
Interest	$2,200	$1,100	$265	$1,383	$283	25.74%	62.87%
Library Fines & Fees	$9,000	$4,500	$1,532	$5,591	$1,091	24.25%	62.13%
Lake Fees/Permits	$27,000	$13,500	$777	$1,302	($12,198)	-90.35%	4.82%
Fire Runs	$2,000	$1,000	$575	$2,605	$1,605	160.50%	130.25%
Reimb Rev/Misc. Income	$105,259	$52,630	$19,477	$100,688	$48,059	91.32%	95.66%
Plan/Bd of Adjustments	$3,000	$1,500	$225	$1,500	$0	0.00%	50.00%
Oil/Gas Inspect/Leases	$15,870	$7,935	$0	$3,250	($4,685)	-59.04%	20.48%
Sale of Property	$0	$0	$0	$4,193	$4,193	0.00%	0.00%
Weed Abatement	$2,000	$1,000	$0	$1,747	$747	74.69%	87.34%
Fire Subscriptions	$5,000	$2,500	$0	$5,381	$2,881	115.22%	107.61%
Subtotal	**$5,948,021**	**$2,974,011**	**$521,688**	**$3,054,052**	**$80,042**	**2.69%**	**51.35%**
Transfer from GPWA	$1,372,782	$686,391	$127,531	$738,152	$51,761	7.54%	53.77%
Transfer from Hotel Tax	$38,300	$19,150	$3,192	$19,150	$0	0.00%	50.00%
Transfer from Capital Project	$213,000	$106,500	$17,750	$106,500	$0	0.00%	50.00%
Transfer from Grants Fund	$18,000	$9,000	$0	$2,697	($6,304)	-70.04%	14.98%
Budgeted Fund Balance	$159,815	$79,908	$0	$0	($79,908)	0.00%	0.00%
TOTALS	**$7,749,918**	**$3,874,959**	**$670,161**	**$3,920,550**	**$45,591**	**1.18%**	**50.59%**

CITY OF GUTHRIE DEPARTMENT EXPENDITURE SUMMARY

Mar-12 **50.00%**

Department	Annual Budget	YTD Estimate	Current Month Expend	% of Budget	YTD Expend	% of Budget	Encumbered Balance	Remaining Budget
General Government	$991,463	$495,732	$70,091	7.07%	$470,470	47.45%	$277,820	$243,173
Administration	$466,897	$233,449	$32,319	6.92%	$236,828	50.72%	$2,516	$227,553
Finance	$167,557	$83,779	$12,112	7.23%	$82,035	48.96%	$925	$84,597
Planning	$317,433	$158,717	$22,909	7.22%	$117,818	37.12%	$29,788	$169,827
Library	$196,663	$98,332	$15,346	7.80%	$85,788	43.62%	$2,250	$108,625
Police	$1,513,708	$756,854	$114,430	7.56%	$740,800	48.94%	$62,946	$709,962
Fire	$1,519,040	$759,520	$124,162	8.17%	$730,710	48.10%	$73,241	$715,089
Street	$495,137	$247,569	$43,170	8.72%	$210,393	42.49%	$27,607	$257,137
Vehicle Maintenance	$138,982	$69,491	$10,277	7.39%	$61,583	44.31%	$1,232	$76,167
Parks & Public Grounds	$394,901	$197,451	$31,809	8.05%	$185,035	46.86%	$24,521	$185,345
Transfer to GPWA Fund	$1,220,000	$610,000	$114,799	9.41%	$661,761	54.24%	$0	$558,239
Transfer to Grants Fund	$12,500	$6,250	$1,042	8.33%	$6,250	50.00%	$0	$6,250
Transfer to Capital Project	$252,553	$126,277	$16,179	6.41%	$97,076	38.44%	$0	$155,478
Transfer to Airport Fund	$63,084	$31,542	$0	0.00%	$0	0.00%	$0	$63,084
TOTALS	**$7,749,918**	**$3,874,959**	**$608,645**	**7.85%**	**$3,686,546**	**47.57%**	**$502,846**	**$3,560,526**

GUTHRIE PUBLIC WORKS AUTHORITY STATEMENT OF ESTIMATE - ACTUAL REVENUE

Mar-12 **50.00%**

Revenue Source	Annual Budget	YTD Estimate	Current Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
Water	$1,760,000	$837,584	$134,583	$835,663	($1,921)	-0.23%	47.48%
Sewer	$755,000	$377,500	$65,334	$395,723	$18,223	4.83%	52.41%
Sanitation	$1,158,000	$579,000	$96,866	$584,044	$5,044	0.87%	50.44%
Convenience Center	$40,000	$20,000	$3,342	$20,417	$417	2.09%	51.04%
Interest	$1,500	$750	$214	$1,532	$782	104.32%	102.16%
Rents & Royalties	$4,400	$2,200	$250	$1,808	($392)	-17.82%	41.09%
Transfer-Other Funds	$1,222,100	$611,050	$114,982	$662,694	$51,644	8.45%	54.23%
Miscellaneous	$7,000	$3,500	$631	$18,789	$15,289	436.83%	268.42%
Late Charges	$40,000	$20,000	$3,875	$23,705	$3,705	18.53%	59.26%
Extension Charges	$2,000	$1,000	$210	$1,165	$165	16.50%	58.25%
FEMA/State/Insurance Reimb	$114,740	$57,370	$0	$0	($57,370)	-100.00%	0.00%
Service Initiation	$13,600	$6,800	$1,525	$7,600	$800	11.76%	55.88%
Sale of Station/Park Barn/LC Pr	$21,000	$10,500	$1,750	$14,000	$3,500	33.33%	66.67%
Subtotal	**$5,139,340**	**$2,527,254**	**$423,561**	**$2,567,140**	**$39,886**	**1.58%**	**49.95%**
Budgeted Fund Balance	$460,842	$230,421	$4,330	$58,963	$0	0.00%	0.00%
TOTALS	**$5,600,182**	**$2,757,675**	**$427,892**	**$2,626,102**	**$39,886**	**1.45%**	**46.89%**

GUTHRIE PUBLIC WORKS DEPARTMENT EXPENDITURE SUMMARY

Mar-12 **50.00%**

Department	Annual Budget	YTD Estimate	Current Month Expend	% of Budget	YTD Expend	% of Budget	Encumbered Balance	Remaining Budget
General Government	$340,020	$170,010	$23,239	6.83%	$212,300	62.44%	$72,401	$55,319
Administration	$281,583	$140,792	$21,775	7.73%	$138,909	49.33%	$1,014	$141,660
Water Plant	$476,259	$238,130	$35,412	7.44%	$242,061	50.83%	$98,631	$135,567
Wastewater Plant	$226,669	$113,335	$17,974	7.93%	$113,567	50.10%	$20,117	$92,985
Convenience Center	$128,189	$64,095	$7,188	5.61%	$46,420	36.21%	$40,567	$41,202
Line Maintenance	$517,733	$258,867	$34,684	6.70%	$229,012	44.23%	$31,310	$257,411
Meter Department	$62,750	$31,375	$5,829	9.29%	$28,049	44.70%	$24,050	$10,651
Sanitation Contract	$818,000	$409,000	$68,177	8.33%	$412,468	50.42%	$405,532	$0
Swimming Pool	$20,500	$10,250	$0	0.00%	$0	0.00%	$1,500	$19,000
Transfer-General Fund	$1,372,782	$686,391	$127,531	9.29%	$738,152	53.77%	$0	$634,630
Transfer-GIDA	$154,383	$77,192	$0	0.00%	$154,383	100.00%	$0	$0
Transfer-Capital Project	$686,314	$343,157	$55,466	8.08%	$153,907	22.43%	$0	$532,407
Transfer-WTP Fund	$515,000	$257,500	$30,617	0.00%	$156,875	0.00%	$0	$358,125
TOTALS	**$5,600,182**	**$2,800,091**	**$427,892**	**7.64%**	**$2,626,102**	**46.89%**	**$695,123**	**$2,278,957**

APRIL 06, 2012

CITY OF GUTHRIE SALES TAX

DEAR TREASURER;

FUNDS HAVE BEEN ELECTRONICALLY TRANSFERRED TO YOUR BANK ACCOUNT, EFFECTIVE 04/09/12, FOR YOUR CITY SALES TAX COLLECTIONS RECEIVED BY THE OKLAHOMA TAX COMMISSION DURING THE MONTH OF MARCH.

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	$321,392.55
LESS AMOUNT REFUNDED TO TAXPAYERS	$.00
LESS AMOUNT SUSPENDED	$.00
LESS .010000 RETENTION TO OKLAHOMA TAX COMMISSION	$3,213.93
PLUS INTEREST	$345.74
TOTAL PAYMENT	$318,524.36

Total Sales Tax:	$318,524.36			
Last Month:	$344,397.16	Increase/Decrease:	($25,872.80)	-7.51%
Last Year:	$293,948.88	Increase/Decrease:	$24,575.48	8.36%

Sales Tax Trend

	October	November	December	January	February	March	April	May	June	July	August	September	Total
FY 06	$246,126.80	$247,166.48	$255,287.17	$252,346.47	$280,599.88	$273,995.53	$225,384.57	$270,696.75	$253,932.39	$275,360.59	$265,620.06	$266,262.27	$3,112,778.96
FY 07	$265,544.71	$255,866.27	$235,736.87	$272,647.08	$279,826.90	$258,521.60	$262,435.69	$323,454.97	$266,759.41	$268,835.24	$248,729.13	$264,594.42	$3,202,952.29
+/-	*$19,417.91*	*$8,699.79*	*($19,550.30)*	*$20,300.61*	*($772.98)*	*($15,473.93)*	*$37,051.12*	*$52,758.22*	*$12,827.02*	*($6,525.35)*	*($16,890.93)*	*($1,667.85)*	*$90,173.33*
FY 08	$336,192.72	$273,686.34	$305,867.98	$327,700.48	$323,323.73	$301,524.85	$312,425.88	$302,995.95	$299,010.25	$323,499.39	$305,933.07	$319,840.12	$3,732,000.76
+/-	*$70,648.01*	*$17,820.07*	*$70,131.11*	*$55,053.40*	*$43,496.83*	*$43,003.25*	*$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
+/-	*($23,147.34)*	*$34,365.99*	*$9,965.62*	*($5,510.80)*	*$3,919.29*	*$36,363.96*	*($11,345.22)*	*$33,816.75*	*$19,272.31*	*$16,659.05*	*$22,283.17*	*($2,566.49)*	*$134,076.29*
FY 10	$319,745.40	$281,954.15	$292,942.85	$273,582.13	$349,722.78	$268,221.69	$297,277.57	$299,814.50	$306,161.46	$311,865.38	$310,884.69	$299,022.23	$3,611,194.83
+/-	*$6,700.02*	*($26,098.18)*	*($22,890.75)*	*($48,607.55)*	*$22,479.76*	*($69,667.12)*	*($3,803.09)*	*($36,998.20)*	*($12,121.10)*	*($28,293.06)*	*($17,331.55)*	*($18,251.40)*	*($254,882.22)*
FY 11	$314,336.08	$278,585.70	$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
+/-	*($5,409.32)*	*($3,368.45)*	*$26,252.64*	*$44,425.53*	*($33,495.83)*	*$32,408.62*	*($3,328.69)*	*$28,178.91*	*$16,256.89*	*$10,383.77*	*$20,154.80*	*$28,485.54*	*$160,944.41*
FY 12	$339,165.35	$328,983.53	$310,401.47	$325,390.82	$337,024.64	$344,397.16	$318,524.36						$2,303,887.33
+/-	*$24,829.27*	*$50,397.83*	*($8,794.02)*	*$7,383.16*	*$20,797.69*	*$43,766.85*	*$24,575.48*						*$162,956.26*

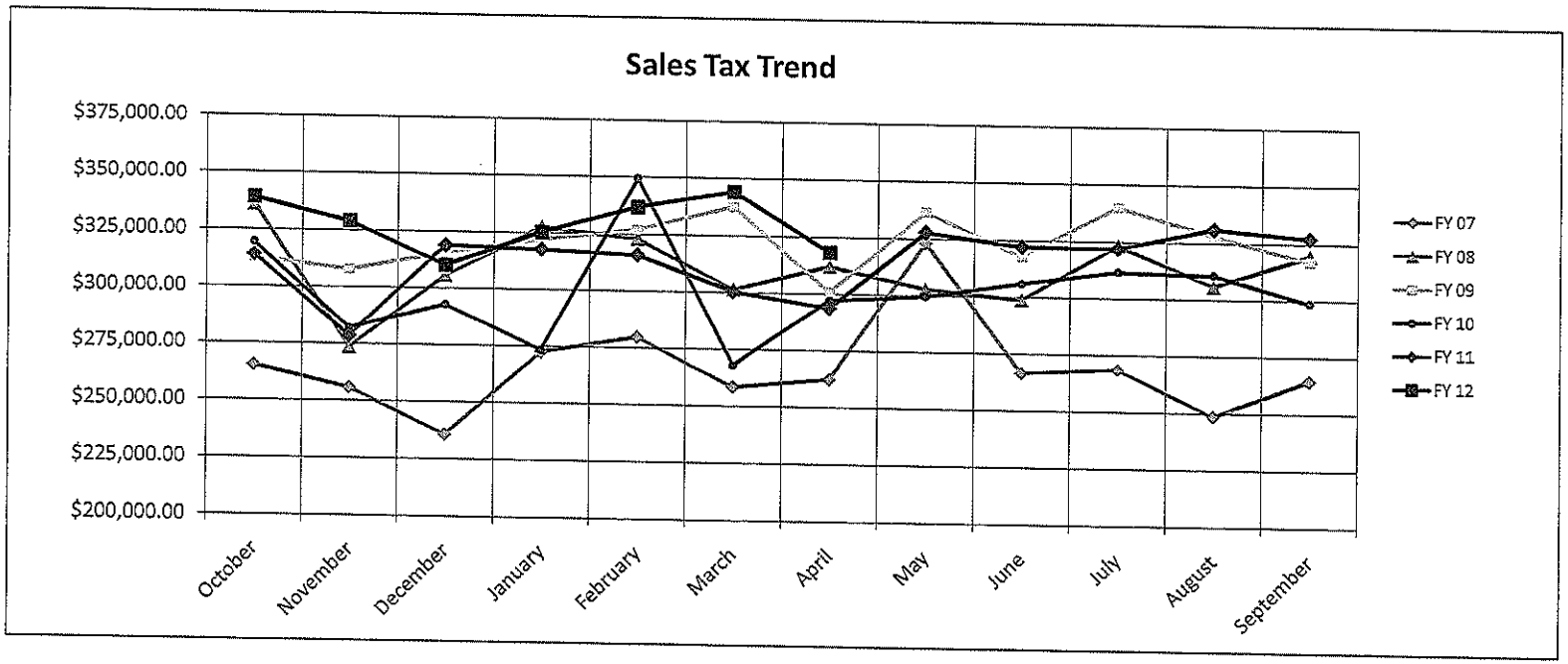
Comparison of FY11 / FY12 Sales Tax

7.90% 18.09% -2.76% 2.32%

YTD Comparison to Projected Budget

2012 Year to Date	$2,303,887.33
2012 Projected YTD	$2,135,000.00
Under/Over	$168,887.33

7.91% overall increase/decrease



October 2010 - Sept 2011

CITY SALES TAX
COLLECTION BY CODE

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	$ -	$ 99.41	$ (10.96)	$ -	$ -	$ -						
Livestock, Except Dairy/Poultry	$ 53.38	$ 56.44	$ 60.62	$ 54.45	$ 51.45	$ 78.92						
Agricultural Services	$ 329.64	$ 153.60	$ 127.25	$ 92.21	$ 175.67	$ 195.56						
Timber Tracts	$ -	$ -	$ -	$ -	$ -	$ -						
Commercial Fishing	$ -	$ -	$ -	$ -	$ -	$ -						
Oil/Gas Extraction	$ 7.15	$ 24.69	$ 97.30	$ 88.89	$ 22.69	$ 7.78						
Mining & Quarrying of Non-metallic minerals, exc fuels	$ -	$ -	$ 19.41	$ -	$ -	$ -						
Bldg. Construction-General Contractors	$ -	$ -	$ -	$ -	$ -	$ -						
Construction other than Bldg.	$ -	$ -	$ -	$ -	$ -	$ -						
Construction-Special Trade Contractors	$ 398.38	$ 112.51	$ 567.28	$ 366.00	$ (149.73)	$ 253.31						
Food and Kindred Products	$ 541.70	$ 593.69	$ 619.72	$ 451.76	$ 476.27	$ 502.97						
Textile Mill Products	$ -	$ -	$ -	$ -	$ -	$ -						
Apparel and other Finished Product Made from Fabrics	$ 81.39	$ 97.16	$ 89.61	$ 112.54	$ (1.97)	$ 1.22						
Lumber and Wood Products, except Furniture	$ 184.88	$ 335.37	$ 74.35	$ 372.67	$ (59.65)	$ 47.98						
Furniture and Fixtures	$ (12.25)	$ 82.08	$ (52.25)	$ -	$ -	$ -						
Paper and Allied Products	$ (1.96)	$ -	$ -	$ -	$ 12.30	$ (6.48)						
Printing, Publishing and Allied Industries	$ 586.57	$ 271.22	$ 217.95	$ 282.44	$ 332.45	$ 830.21						
Chemicals and Allied Products	$ 6.55	$ 5.87	$ 1.16	$ 4.43	$ -	$ -						
Petroleum Remaining & Related Industries	$ -	$ 206.45	$ 126.39	$ (11.99)	$ (11.49)	$ 48.91						
Rubber & Miscellaneous Plastics Products	$ -	$ -	$ -	$ -	$ -	$ -						
Leather & Leather Products	$ 6.12	$ 76.18	$ 188.59	$ 7.73	$ 82.54	$ 4.70						
Stone, Clay, Glass & Concrete Products	$ 1,800.72	$ 2,133.81	$ 1,675.32	$ 281.98	$ 181.97	$ 1,260.93						
Primary Metal Industries	$ (46.16)	$ (122.28)	$ (6.20)	$ 2.82	$ -	$ 23.55						
Fabricated Metal Products, Except Machinery	$ (58.16)	$ 532.73	$ 263.17	$ 459.42	$ 186.07	$ 1,034.14						
Machinery, Except Electrical	$ 29.89	$ 94.33	$ 5,177.49	$ (1,606.07)	$ 171.65	$ 3,399.15						
Electrical & Electronic Machinery, Equip. & Supplies	$ 56.06	$ (29.54)	$ 61.10	$ 29.33	$ 19.79	$ 68.13						
Transportation Equipment	$ -	$ -	$ 3.37	$ -	$ -	$ -						
Measuring, Analyzing & Controlling Instruments	$ 321.44	$ 277.06	$ 273.05	$ 616.82	$ 266.00	$ 237.50						
Miscellaneous Manufacturing Industries	$ (7.79)	$ 4.00	$ 88.31	$ 22.26	$ 33.59	$ 22.16						
Railroad Transportation	$ -	$ -	$ -	$ -	$ -	$ -						
Local & Suburban Transit & Interurban Hwy Passenger	$ -	$ 9.75	$ -	$ -	$ -	$ -						
Motor Freight Transportation & Warehousing	$ 165.02	$ 58.12	$ (57.34)	$ 115.51	$ 78.70	$ 75.24						
Transportation By Air	$ -	$ -	$ -	$ -	$ -	$ -						
Transportation Services	$ -	$ -	$ -	$ -	$ -	$ -						
Communications	$ 15,242.07	$ 12,974.71	$ 17,913.98	$ 13,986.35	$ 14,236.92	$ 14,449.51						
Electric, Gas & Sanitary Services	$ 28,884.53	$ 21,495.79	$ 28,375.79	$ 34,319.24	$ 33,560.85	$ 26,569.73						
Wholesale Trade-Durable Goods	$ 10,288.04	$ 5,925.48	$ 4,181.21	$ 5,487.09	$ 6,775.58	$ 6,729.65						
Wholesale Trade-Nondurable Goods	$ 3,829.94	$ 6,839.72	$ 3,106.56	$ 4,354.78	$ 3,342.04	$ 2,926.28						
Bldg Materials/Hardware/Garden Supply/Mobile Home Dealer	$ 15,926.79	$ 13,403.07	$ 13,103.25	$ 9,330.45	$ 10,685.40	$ 13,631.80						
General Merchandise Stores	$ 94,727.75	$ 105,292.87	$ 112,749.91	$ 113,058.45	$ 108,761.64	$ 103,836.54						
Food Stores	$ 28,749.60	$ 28,541.15	$ 29,897.31	$ 29,474.84	$ 27,512.68	$ 25,306.02						
Automotive Dealers & Gasoline Service Stations	$ 22,583.69	$ 15,756.23	$ 16,117.17	$ 25,243.13	$ 16,823.70	$ 16,270.33						
Apparel & Accessory Stores	$ 3,164.52	$ 2,638.27	$ 3,080.83	$ 3,145.31	$ 2,794.49	$ 3,676.14						
Furniture, Home Furnishings & Equipment Stores	$ 5,969.06	$ 7,907.62	$ 6,612.97	$ 6,521.06	$ 13,092.50	$ 7,878.86						
Eating & Drinking Places	$ 51,440.93	$ 49,899.29	$ 46,715.57	$ 40,618.27	$ 69,333.97	$ 51,013.47						
Miscellaneous Retail	$ 16,386.85	$ 23,222.65	$ 16,941.56	$ 22,948.59	$ 18,850.85	$ 18,095.26						
Banking	$ -	$ -	$ -	$ -	$ -	$ -						
Credit Agencies other than Banks	$ 12.92	$ 14.07	$ 4.82	$ 21.90	$ 13.49	$ 4.61						
Security & Commodity Brokers, Dealers, Exchanges	$ -	$ 6.13	$ -	$ -	$ -	$ 6.41						
Life Insurance	$ -	$ -	$ -	$ -	$ -	$ -						
Real Estate	$ -	$ -	$ -	$ -	$ -	$ -						
Holding & Other Investments Offices	$ 83.16	$ -	$ -	$ -	$ -	$ -						
Hotel, Rooming Houses, Camps & other Lodging Places	$ 12,191.92	$ 4,038.32	$ 6,964.84	$ 6,361.67	$ 8,096.39	$ 6,831.54						
Personal Services	$ 1,138.62	$ 3,232.91	$ 1,500.09	$ 1,260.88	$ 1,858.56	$ 1,787.73						
Business Services	$ 8,666.50	$ (650.62)	$ 6,797.88	$ 5,774.85	$ 3,459.78	$ 5,539.54						
Automotive Repair Services & Garages	$ 3,909.45	$ 3,746.14	$ 3,068.66	$ 8,801.65	$ 3,080.81	$ 3,339.65						
Miscellaneous Repair Services	$ 13.61	$ 41.95	$ 368.04	$ 144.65	$ (85.66)	$ 113.18						
Motion Pictures	$ 607.58	$ 822.31	$ 824.92	$ 782.02	$ 762.82	$ 559.13						
Amusement & Recreation Services, Except Motion Pictures	$ 516.75	$ 1,284.06	$ 4.31	$ 1,023.22	$ 55.96	$ 2,146.34						
Health Services	$ 912.07	$ 121.69	$ 130.23	$ 125.58	$ 198.88	$ 235.02						
Educational Services	$ -	$ -	$ 0.05	$ 5.16	$ 0.07	$ 0.28						
Social Services	$ -	$ -	$ -	$ -	$ -	$ -						
Museums, Art Galleries, Botanical, Zoological Gardens	$ -	$ -	$ -	$ 1.75	$ (0.15)	$ -						
Membership Organizations	$ 366.14	$ 51.38	$ 39.96	$ 3,109.84	$ 154.00	$ 409.40						
Engineering, Architectural, Surveying Services	$ -	$ -	$ -	$ -		$ -						
Miscellaneous Services	$ 15.94	$ 7.49	$ 9.72	$ (9.72)	$ 0.45	$ 8.10						
Justice, Public Order & Safety	$ -	$ -	$ -	$ -	$ -	$ -						
Public Finance,Taxation, Monetary Policy	$ -	$ -	$ -	$ -	$ -	$ -						
Administration of Economic Programs	$ 1.22	$ -	$ 2.59	$ 1.34	$ 1.72	$ -						
Nonclassifiable Services	$ 1,857.95	$ 1,542.60	$ 199.01	$ 2,449.37	$ 2,297.24	$ 1,942.15						
	$ 331,930.17	**$ 313,227.93**	**$ 328,315.92**	**$ 340,084.92**	**$ 347,533.28**	**$ 321,392.55**	$ -	$ -	$ -	$ -	$ -	$ -

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	April 17, 2012	Eric Harlow, Fire Chief
___ GPWA		
___ Other: _____		

Agenda Item
Consider approval to amend Council's action on November 1, 2011 that authorized staff to lease/purchase a 2012 Ford F-250 Crew Cab, 4x4, with aluminum camper shell and accessories to authorizing staff to utilize the Board of Logan County Commissioners Bid No. 2012-FD-2 awarded to Vance Country Ford for the purchase of this vehicle using City funds in the amount of $33,711 and Logan County Fire Sales Tax in the amount of $9,584 for a total purchase price of $43,295.

Summary
On November 1, 2011, City Council approved staff to lease/purchase a new Battalion Chief's ¾ ton pickup using Logan County Fire Sales Tax funds. To avoid paying interest on a lease/purchase, we are proposing to use the remaining funds from the sale of Fire Engine No. 7 to Coyle Fire Department in the amount of $33,711 to put towards the cost of the new Battalion Chief's pickup, leaving a balance of $9,584 to be paid from the Logan County Fire Sales Tax fund. The Board of Logan County Commissioners has complied with the bidding process and has provided the City with copies of the documents including the advertisement and bid tab sheet – see attached. Bids were received from two (2) vendors in response to the Invitation to Bid. The bid opening was October 31, 2011 with the bid tabulation results as follows:

Anthony Saggione Sirchie Acquisition Company - $67,975
Vance Country Ford - $43,295

Staff recommends awarding to Vance Country Ford, the low bidder, in the amount of $43,295.

Funding Expected	___ Revenue	X Expenditure	___ N/A
Budgeted	___ Yes	X No	___ N/A
Account Number	54-56-09-6599	**Amount**	$33,711.00
Legal Review	X N/A	___ Required	Completed Date: _____
Mayor's Appt.	___ Yes	X No	

Supporting documents attached
- **Bid Tabulation**

Recommendation
Staff recommends approval

Action Needed	___ Public Hearing	X Motion	___ Emergency Clause

BID RECORD SHEET

DEPT: Guthrie Fire Dept.

REQ: New Command Vehicle

DATE TO OPEN: 10-31-11

	0	1 Anthony Saggione Sirchie Acquisition Co.	2	3 Vance Country Ford	4	5	6	7	8	9	10	11
Make/Model/Year		Ford F250 Crew Cab 4X4 W/ARE Cap		Ford F250 2012 Crew Cab 4X4								
Total Price		67,975.00		48,295.00								
Monthly Lease Payment		3 yr 3.938%	4 mos yr 3.993%	24 mo 1,865.66	36 mo 1,268.63	48 mo 977.56						
Interest Rate				3.25%	3.50%	4.00%						
Firms Name		Sirchie Acquisition Co		Vance Country Ford								
Address		612 Hemlock Hollow Rd. Medford NJ.		P.O Box 4600 Guthrie, OK								

Awarded to: Vance Country Ford

SABI I-4040 (1582)

Vendor name Vance County Ford

Logan County
County Purchasing Office
Logan County Courthouse
Guthrie, Oklahoma
405-282-8925

INVITATION TO BID

Date Issued	Bid Number	Bid Closing Date & Hour	Required Delivery
Oct.13, 2011	2012-FD-2	Oct. 28,2011 @ 4:30 P.M.	AS NEEDED
Terms:			

ONE (1) OR MORE NEW COMMAND VEHICLE FOR GUTHRIE FIRE DEPT.

Please review terms and conditions relating to bid submission.

Notarized affidavit and signature required.

****SEE ATTACHED SPECIFICATIONS****

MAKE/MODEL/YEAR

2012 FORD F250 CREW CAB 4x4

TOTAL PRICE $43396.00

MONTHLY LEASE PAYMENT 24 MO - $1863.66 / 36 MO - $1368.63 / 48 MO - $ 977.25

Interest Rate of 24 MO 3.25% / 36 MO - 3.50% / 48 MO - 4.00%

Please state firm Name & Address VANCE COUNTRY FORD

PO BOX 1600, GUTHRIE, OK 73044

QUESTIONS CONTACT: Chief Eric Harlow 405-282-2280, OR CELL 405-520-2693

NOTE: Successful bidder will be required to provide evidence of Worker's Compensation Insurance. Sole proprietors have the option of providing a Certificate of non-coverage prior to the start of any work at any county location.

The Board of Logan County Commissioners reserves the right to reject any or all bids, to waive any informality in bids, to accept in whole or in part such bid or bids as may be deemed to the best interest of Logan County.

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	April 17, 2012	Wanda Calvert
____ GPWA		City Clerk/Treasurer
____ Other: _____		

Agenda Item
Consider approval of Budget Amendment No. 6 increasing the budget for the General Fund, Capital Projects Fund and Airport Fund.

Summary
Budget Amendment No. 6 is increasing/decreasing the following:

1. General Fund – Increasing for funds received from Treasures & Books in the amount of $13 for Literacy Program Supplies; for funds received from Tim's Body Worx for the Chevrolet Blazer Modification Project in the amount of $100; for Transfer to Airport Fund in the amount of $63,084 for City's match on Airport Projects; and decreasing Literacy Program Supplies in the amount of $170 because we did not receive the amount that was projected from Guthrie Literacy Council.
2. Grants Fund – Decreasing the Assistance to Firefighters Grant in the amount of $237,500 to purchase tanker apparatus (did not receive the grant) and decreasing the City match in the amount of $12,500; and increasing Transfer to Capital Projects Fund in the amount of $12,500 for the purchase of fire vehicle in the Capital Projects Fund.
3. Capital Projects Fund – Increasing Fire Vehicle in the amount of $33,711 to purchase a 2012 Ford F250 Crew Cab 4x4 and accessories and increasing Budgeted Fund Balance in the amount of $21,211 from funds received from the sale of Engine No. 7 to Coyle Fire Department; and decreasing the Transfer to Grants Fund in the amount of $12,500.
4. Airport Fund – Increase Airport Fund in the amount of $184,038 to account for Airport Projects and the City of Guthrie and City of Edmond match to the projects.

Funding Expected	X Revenue	X Expenditure	____ N/A
Budgeted	____ Yes	X No	____ N/A
Account Number	See Attached	**Amount**	See Budget Revision Report
Legal Review	X N/A	____ Required	Completed Date: _____
Mayor's Appt.	____ Yes	X No	

Supporting documents attached
- Request for Budget Amendment
- Budget Revision Report

Recommendation
Staff recommends approval.

Action Needed	____ Public Hearing	X Motion	____ Emergency Clause

CITY OF GUTHRIE
GUTHRIE PUBLIC WORKS AUTHORITY

REQUEST FOR BUDGET AMENDMENT

Type of Amendment:
1. Transfer of Appropriations –X--
2. Supplemental Appropriations --X--
3. Appropriation Decrease –X--
4. Revenue Increase

Date: April 17, 2012

Amendment No. 6

****

Funds Effected:
General Fund - $57.00
Grants Fund - $250,000.00
Capital Projects Fund - $33,711

Comments:
Budget Amendment No. 6 is increasing/decreasing the following:

1. General Fund – Increasing for funds received from Treasures & Books in the amount of $13 for Literacy Program Supplies; for funds received from Tim's Body Worx for the Chevrolet Blazer Modification Project in the amount of $100; for Transfer to Airport Fund in the amount of $63,084 for City's match on Airport Projects; and decreasing Literacy Program Supplies in the amount of $170 because we did not receive the amount that was projected from Guthrie Literacy Council.
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3. Capital Projects Fund – Increasing Fire Vehicle in the amount of $33,711 to purchase a 2012 Ford F250 Crew Cab 4x4 and accessories and increasing Budgeted Fund Balance in the amount of $21,211 from funds received from the sale of Engine No. 7 to Coyle Fire Department; and decreasing the Transfer to Grants Fund in the amount of $12,500.
4. Airport Fund – Increase Airport Fund in the amount of $184,038 to account for Airport Projects and the City of Guthrie and City of Edmond match to the projects.

****

APPROVAL

Date: _____

Purchasing Agent: _____ City Manager: _____

****

Council Approval Needed? Yes Date Posted: 04-18-2012

If yes, date approved: 04-17-2012 City Clerk: _____

****

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

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

City of Guthrie
Budget Revision Header

Number	Fiscal Year	Fiscal Period	Reason
207	2012	7	Budget Amendment No. 6

Line Number	Account Number		Increase	Decrease
1	30-00-00-5409	Transfer from Capital Projects Fund	0.00	6,250.00
2	30-00-00-5526	Assistance to Firefighters Grant	0.00	237,500.00
3	30-30-09-6599	Tanker Apparatus	0.00	250,000.00
4	30-30-09-6902	Transfer to Capital Projects Fund	6,250.00	0.00
5	54-00-00-5412	Transfer from Grants Fund	6,250.00	0.00
6	54-00-00-5401	Budgeted Fund Balance	21,211.00	0.00
8	54-56-09-6599	Fire Vehicle	33,711.00	0.00
9	54-56-00-6930	Transfer to Grants Fund	0.00	6,250.00
10	30-00-00-5520	State-Dept of Agriculture	500.00	0.00
11	30-30-09-6110	Fire/EMS – Safety Supplies	500.00	0.00
12	01-00-00-5419	Miscellaneous Income	13.00	0.00
13	01-06-60-6114	Literacy Program Supplies	13.00	0.00
14	01-00-00-5496	Guthrie Literacy Council	0.00	170.00
15	01-06-60-6114	Literacy Program Supplies	0.00	170.00
16	01-00-00-5419	Miscellaneous Income	100.00	0.00
17	01-07-78-6116	Vehicle Maintenance	100.00	0.00
18	01-02-25-6032	Employee Health Insurance	0.00	200.00
19	01-02-25-6110	Safety Supplies	200.00	0.00
20	01-05-50-6308	Printing	0.00	45.00
21	01-05-50-6048	Professional Development	45.00	0.00
22	20-23-00-6048	Professional Development	0.00	300.00
23	20-23-00-6324	Computer Maintenance	300.00	0.00
28	20-23-00-6016	Uniforms	0.00	250.00
29	20-23-00-6324	Computer Maintenance	250.00	0.00
30	20-24-00-6312	Lift Station Maintenance	0.00	235.00
31	20-24-00-6016	Uniforms	235.00	0.00
32	54-54-02-6526	Animal Shelter	0.00	11,340.00
33	54-54-02-6525	Public Works Facility	11,340.00	0.00
34	98-00-00-5401	Budgeted Fund Balance	32,000.00	0.00
35	98-00-00-5511	Reimbursement – OAC Excise	0.00	19,456.00
36	98-00-00-5516	Reimb/City of Edmond	111,410.00	0.00
37	98-00-00-5513	Transfer from General Fund	63,084.00	0.00
38	98-98-00-6326	Insurance Premiums	0.00	3,610.00
39	98-98-94-6376	Professional Services	13,524.00	0.00
40	98-98-94-6586	Airport Improvements	174,124.00	0.00
41	20-24-00-6312	Lift Station Maintenance	0.00	5,000.00
42	20-24-00-6317	Machine Equipment Maintenance	5,000.00	0.00
43	01-01-00-6309	Transfer to Airport Grant	63,084.00	0.00
44	01-00-00-5401	Budgeted Fund Balance	63,084.00	0.00
		Totals:	606,328.00	540,776.00

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	April 17, 2012	Cynthia Selinger, Director of Library Services
___ GPWA		
___ Other: _____		

Agenda Item
Consider authorizing the Library Staff to submit an application to the Oklahoma Humanities Council for the "Let's Talk About It, Oklahoma!" (LTAIO) grant.

Summary
This grant from the Oklahoma Humanities Council is available to public libraries in Oklahoma to present a reading and discussion program. Through the grant, the Oklahoma Humanities Council will provide multiple copies of the books for participants to borrow and will pay a stipend to each of the five scholars who are scheduled to lead the book discussions. The theme chosen for this series is "Journey Stories," which will run one Monday per month from August through December.

The Library must match the LTAIO grant of up to $1000 with the same value of in-kind services. Examples of such services include staff time spent on the project, value of the meeting room being use, supplies, postage, and publicity.

Funding Expected	___ Revenue	___ Expenditure	x N/A
Budgeted	___ Yes	X No	___ N/A
Account Number	LIB 01-06-60-6114	**Amount**	Up to $1000
Legal Review	X N/A	___ Required	Completed Date: _____
Mayor's Appt.	___ Yes	X No	

Supporting documents attached
- Journey Stories.pdf

Recommendation
Staff recommends authorizing Library Staff to submit a grant application to the Oklahoma Humanities Council for the purpose of conducting the program, "Let's Talk About It, Oklahoma!"

Action Needed ___ Public Hearing X Motion ___ Emergency Clause

City of Guthrie/GPWA 4-17-2012 Meeting

Zen and the Art of Motorcycle Maintenance — by Robert M. Pirsig

In *Travels with Charley,* Steinbeck says, "I am in love with Montana." In *Zen and the Art of Motorcycle Maintenance*, Montana is the immediate destination of Pirsig, his son, and their friends John and Sylvia, but "plans are deliberately indefinite, more to travel than to arrive anywhere." They are travelling by motorcycle, choosing back roads and eschewing the Interstates, extolling the immediacy of their experience as compared to travelling by car. In addition to the physical journey that covers seventeen days from the Twin Cities to San Francisco, Pirsig takes the reader on an intellectual journey that he describes as a Chautauqua—the "Inquiry into Values" which is the book's subtitle—while Pirsig himself undergoes a spiritual journey. Although *Zen and the Art of Motorcycle Maintenance* is generally shelved with books on philosophy, several early reviewers described it as a novel, and the book has been compared to both *Moby Dick* and *On the Road*. And though Pirsig never cites the *Odyssey*, his Chautauqua takes him back to the ancient Greeks in his search for the roots of the irreconcilable dualities that he sees as characteristic of Western thought.

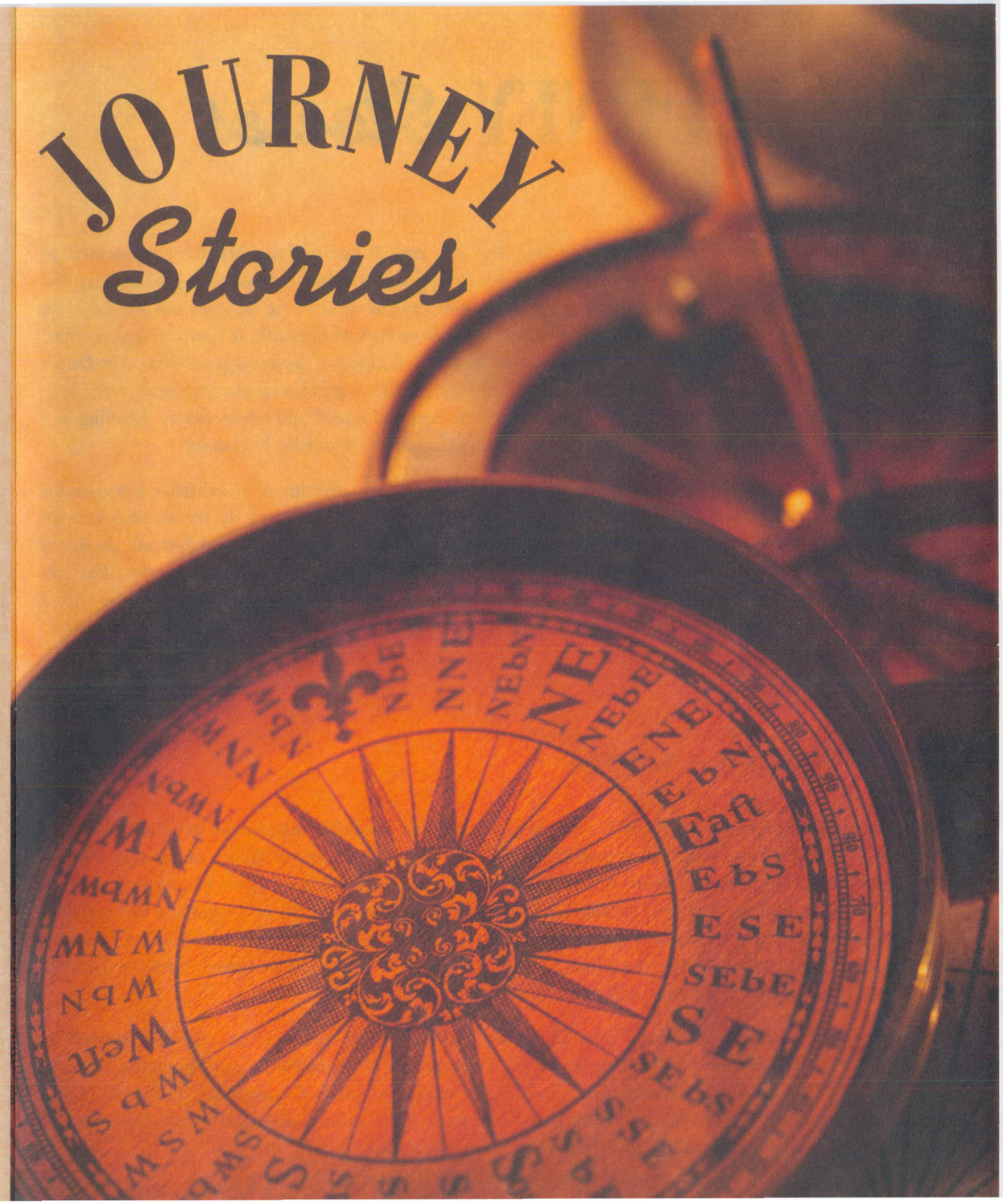
The Life of Pi — by Yann Martel

Yann Martel's *The Life of Pi* won the prestigious Man Booker Prize for fiction in 2002. The book begins at the end of the story, and its protagonist Piscine Molitor Patel, like Odysseus, is the narrator of his own story. Pi (as he renames himself after the Greek letter in order to avoid being teased) is an Odysseus-like character in many ways. Both Pi and Odysseus experience shipwrecks, build rafts, encounter cannibals, and visit magical but dangerous islands. However, although Odysseus is kept from home for ten years, his time at sea is relatively brief, while Pi spends 227 days in a lifeboat. Like Odysseus, Pi must rely on his ingenuity to survive the dangers of being adrift on the Pacific Ocean with a Bengal tiger, ironically named Richard Parker.

Presented as if it were a true story, only the frame of the "Author's Note" that begins the novel reflects Martel's actual experience. He did visit India in 1999 with the idea of completing a third novel, he did study philosophy in college, and his concluding statement is the core of his belief as a writer: "If we, citizens, do not support our artists, then we sacrifice our imagination on the altar of crude reality and we end up believing in nothing and have worthless dreams." Martel's novel is very much about the relationship of reality and story. The novel also contains a defense of zoos and explores humankind's relationship with animals.

Let's Talk About It, Oklahoma!
Reading and Discussion Programs in Oklahoma Communities
a project of the
OHC
OKLAHOMA HUMANITIES COUNCIL

JOURNEY Stories



JOURNEY *Stories*

Journeys and stories about them have gone together since people first got the idea of telling stories. In western literary tradition, the grandfather of all journey stories is the *Odyssey*, so we begin this reading and discussion series with Homer's epic poem. Even those who have never read the *Odyssey* are familiar with some of its contents. The poem is so much a part of our culture that its very title is now an English word meaning a difficult adventure-filled journey. We know that the Cyclops is a one-eyed giant blinded by Odysseus, that we should close our ears to the song of the sirens (unless they are attached to emergency vehicles), and that navigating between Scylla and Charybdis is to be between a rock and a hard place. Reading and discussing the *Odyssey* leads us to the idea that a journey is also a metaphor for human life.

Although Odysseus' journey was harrowing, we are enthralled by his adventures. Americans in particular have been lured by the siren song of the open road, and many of us have deliberately set out on a journey in search of adventure rather than a destination. *On the Road, Travels with Charley,* and *Zen and the Art of Motorcycle Maintenance* all describe journeys of this kind. With the final reading for this series, *The Life of Pi*, we return again to the realm of myth and fantasy, although the onset of the journey—from India to a new home in Canada—is presented in realistic terms as a true story.

The Odyssey — by Homer

When first written down, around 700 B.C., whether by the author himself or by a scribe to whom he recited the poem, the *Odyssey* was recorded on papyrus scrolls—perhaps twenty-four of them, one for each book—as the poem is too long to have survived intact on a single scroll. The *Odyssey* as we know it represents a culmination of an oral tradition and contains within it echoes of that tradition in its epithets and repeated passages—mnemonic devices to help the bard or reciter and to remind the audience of which narrative they are hearing. The poem is a *nostos*—the root of our word "nostalgia"—one of many tales of the homecomings of heroes of the Trojan War and the only one still existent in its entirety.

After ten years of war, this particular hero Odysseus, because he has offended the sea-god Poseidon, is delayed from his homecoming for another ten years. The structure of the narrative is intriguingly complex, beginning with Odysseus near the end of his journey and including his son Telemachus's journey in search of news of his father. Odysseus himself is the narrator of most of his journey, telling his tale to his hosts, the Phaeacians, before they assist him on his final voyage back to Ithaca.

On the Road — by Jack Kerouac

The most famous manuscript of *On the Road* was, like a modern version of the *Odyssey*, typed on long pages taped together to create a scroll. The novel's material came from Kerouac's travel journals of various trips across the United States and to Mexico, and its characters are his real friends and acquaintances given fictional names. Kerouac himself compared his work to James Joyce's *Ulysses* and expected it to be treated as seriously. The novel is filled with Whitmanian exuberance for the experiences of the road and, as with Walt Whitman, for Kerouac the journey is more important than any destination, although—like Odysseus—Sal Paradise ultimately comes home.

The seeming aimlessness of Sal and his friends came to symbolize for reviewers and readers the anti-establishment free-spirited Beat generation, but Kerouac is describing characters who are "beat" in the sense of being tired, seeking something they can only define as "IT," and being stalked by death.

Travels with Charley: In Search of America — by John Steinbeck

Steinbeck begins his memoir-travelogue, published in 1962, with this definition of a journey:

> A journey is a person in itself; no two are alike. And all plans, safeguards, policing, and coercion are fruitless. We find after years of struggle that we do not take a trip; a trip takes us.

Yet the trip on which Steinbeck embarks is carefully planned, including the design of a vehicle in which to make it: "a three-quarter-ton pick-up truck" with a fully equipped camper attached to its bed, which Steinbeck dubs "Rocinante" after Don Quixote's horse. His only companion on the trip is his standard French poodle Charley, who proves to be a good conversation starter for strangers encountered on the road.

A little more than a decade after Kerouac made the journeys that were the source of *On the Road* in 1960 Steinbeck sets out with a similar motive: "to rediscover this monster land" and to discover what real Americans are thinking. What he encounters is often dismaying—the ubiquity of trash that symbolizes for Steinbeck our wastefulness or the racism he encounters in New Orleans. He is also amazed by the offerings of vending machines at truck stops and fascinated by mobile home parks.

The "Journey Stories" theme was developed by Jennifer Kidney, Director of Literature Programs for the Oklahoma Humanities Council

City of Guthrie/GPWA 1-17-2012 Meeting

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council	April 17, 2012	Rene Spineto, Director
____ GPWA		Community Development
____ Other: _____		

Agenda Item
Consideration approval of a Revocable Permit for a fence in the City Right-of-Way located at 803 N. Wentz.

Summary
The applicants have partially constructed a chain link fence on the east side of their property located at 803 N. Wentz. The property is a corner lot; there is a sidewalk on the east side of the property but not on the south side of the property. The fence on the south side of the property would extend over the City right-of-way by seven feet, and the fence on the east side of the property is located within the owner's lot line.

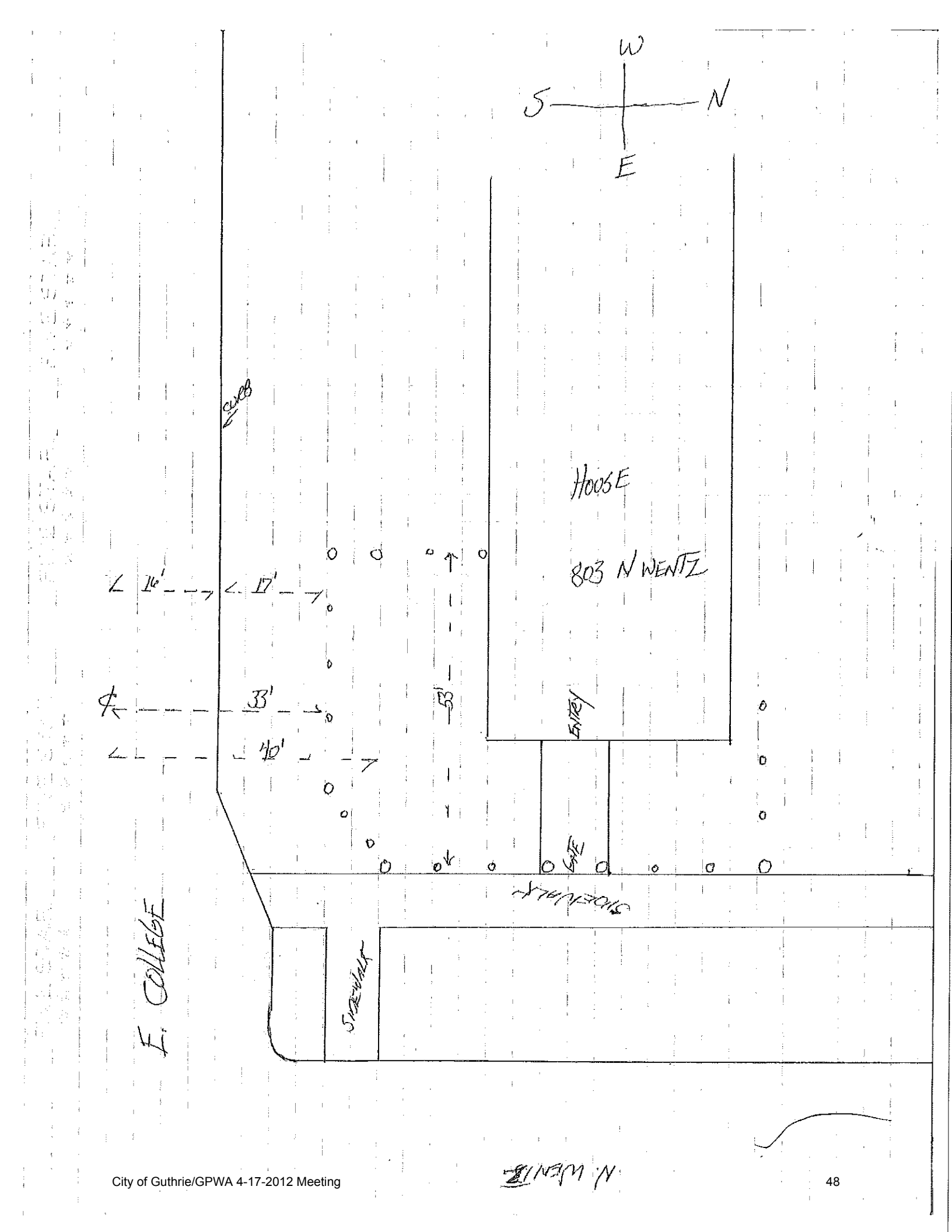
The owners indicated they have experienced people cutting across their yard at a diagonal and on multiple occasions have had statuary and seasonal décor stolen from their yard. The applicants wish to install a chain link style fence to reduce those actions. (Neighbors located three doors north of them at 813 N. Wentz already have a fully installed chain link fence in their yard - which is completely located within the lot lines.)

The applicants intend to install the fence with an easily removable base on the south side, should the City need access to the full right-of-way. According to the GIS, there are no City utilities within that right-of-way.

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

Supporting documents attached:
- Site Plan
- Revocable Permit
- Site Map

Action Needed	____ Public Hearing	x Motion	____ Emergency Clause


W
S
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E. COLLEGE
SIDEWALK
N. WENTZ

REVOCABLE PERMIT AGREEMENT

This Revocable Permit Agreement entered into this ___ day of _____, 2012, by and between the City of Guthrie, Oklahoma, a municipal corporation, hereinafter referred to as "City" and Sherrie Earnest and Bob Smith at 803 N. Wentz, Guthrie, OK hereinafter referred to as "Permittee".

W I T N E S S E T H:

WHEREAS, PERMITTEE(S) desire to construct and maintain a chain link fence located at 803 N. Wentz extending over city property.

WHEREAS, the Guthrie City Council has approved the issuance of a revocable permit to PERMITTEE(S) for such purpose under certain terms and conditions.

1. The City hereby grants PERMITTEE(S) to construct a fence extending over city property at the location of 803 N. Wentz, pursuant to the rules and regulations of the City of Guthrie, which property is described as follows:

North Guthrie, Lots 11and 12 Block 5, City of Guthrie, Logan County

Within the City in accordance with and more particularly shown with the site plan attached hereto as Exhibit A and incorporated as fully set out.

2. The term of this permit shall be a period from the date of execution hereof until _(NON-EXPIRING)_____, 20__, unless otherwise terminated or extended as provided herein. PERMITTEE(S) shall not assign or transfer this Revocable Permit Agreement nor any portion thereof, nor any interest herein without the prior written consent of the City Council of the City. Any assignment or transfer without such written consent shall be void and shall terminate this Revocable Permit Agreement. The term of this permit may be extended or renewed at the sole discretion of the City of Guthrie upon the receipt of ninety (90) days prior written notice by the Permittee(s) served in person or by certified or registered first class U.S. Mail to the City of their desire to extend or renew the term hereof.

3. PERMITTEE(S) agrees to construct and maintain the above mentioned appurtenances in the public right-of-way in accordance with the plans and specifications approved by the City and attached hereto as Exhibit A and will fully comply with all federal, state and local laws, statutes, ordinances, rules, regulations and codes.

4. PERMITTEE(S) agrees to construct and maintain the appurtenances in a safe and proper manner

5. It is mutually agreed and understood between the parties hereto that by reason of the issuance of this permit, PERMITTEE(S) shall not be construed or deemed to have acquired any property right or contract of whatsoever kind or nature which is not subject to termination.

6. It is further agreed that this Revocable Permit may be revoked or canceled at the sole discretion of the City at any time after the granting hereof by the giving of five (5) days notice in writing, served by certified or registered mail, to PERMITTEE(S), of the City's intention to so revoke or cancel the permit. For the purposes of notification by mail, the Permittee(s) mailing address shall be 803 N. Wentz, Guthrie, Oklahoma, 73044.

7. In the event of termination of this agreement, PERMITTEE(S) agrees to immediately remove all material and equipment, pursuant to all rules and regulations governing such removal and promptly restore the City's property, highway right of way, street or alleyway substantially to original condition subject to inspection and satisfaction of the City. Such removal and restoration shall be at PERMITTEE(S) sole expense.

8. It is expressly agreed and understood between the parties hereto that should it become necessary to remove all or any portion of the aforesaid appurtenances permitted herein, in whole or in part, neither the City nor any of its officers, employees, council members or agents shall be deemed responsible for any loss, cost, expense, claim or damages suffered or for repair or replacement of the aforesaid appurtenances in whole or in part by reason of such removal by PERMITTEE(S). Further, PERMITTEE(S) agrees and understands that they act at their own risk in constructing these appurtenances, on, over, across or upon the City's right-of-way or other public way.

9. PERMITTEE(S) expressly agrees to defend, indemnify and hold harmless the City, its agents, officers, council members and/or employees from any and all claims, loss, costs, settlements, judgments, damages, liability, demands or causes of action, including attorney fees and costs, arising out of or related to PERMITTEE(S), or any of their agent's, contractor's or employee's, use of the City's property, highway, street or alleyway right of way, and any negligent act or failure to act in the performance of any rights granted under this agreement.

10. The issuance of this Revocable Permit is expressly conditioned upon PERMITTEE(S) providing written proof of the written permission of any and all franchise holders and easement holders of record having an interest in the public right-of-way at 803 N. Wentz.

In the event it shall be necessary for the City to enforce any rights protected under this agreement, PERMITTEE(S) agrees to pay all costs including reasonable attorney fees.

WITNESS the hands of the Parties hereto this ___ day of _____, 2012.

Bob Smith

By: _____

Sherrie Earnest
Property Owner:

By: _____

The City of Guthrie, a Municipal Corporation

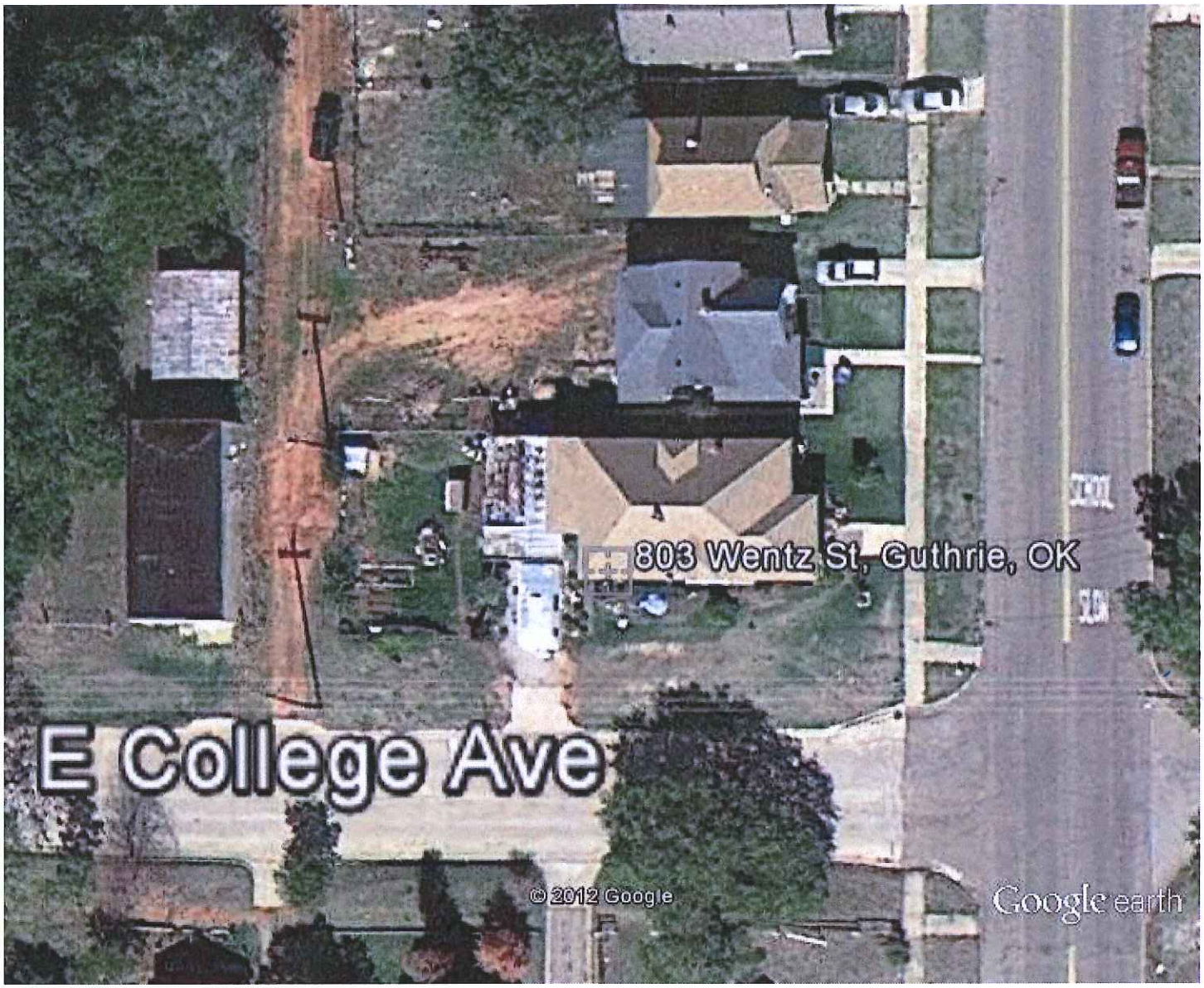
_____
Mayor

ATTEST: (Seal)

_____
City Clerk

APPROVED AS TO FORM:

_____
City Attorney



Google earth

feet 100
meters 40

ON
CITY R-O-W
PROPERTY LINE

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council	April 17, 2012	Matt Mueller
____ GPWA		
____ Other: _____		

Agenda Item
Consider approval of a Permanent Easement and Right of Way Agreement with DCP Southern Hills Pipeline, LLC.

Summary
The City of Guthrie has been approached by DCP Southern Hills Pipeline, LLC to grant DCP Southern Hills Pipeline a right-of-way and fifty foot (50') easement for the purpose of construction, maintaining and operating a sixteen inch (16") pipeline, located in the extreme southern part of the City of Guthrie. The location of the line spans three sections: Section 18, T15N, R2W, and runs 2,273 feet; the second span is adjacent in Section 7, T15N, R2W and runs 545 feet; the third span is adjacent in Section 12, T15N, R3W and runs 1,332 feet. The exact location is more fully described in the attached Agreement and depicted on Exhibit "A".

Attached is a copy of the Liberty Lake Park Master Plan. Part of the proposed pipeline runs through the North part of the Equestrian Park and another part runs through the south end of the housing lots located at the southern end of Liberty Lake. The line is located between 152 feet and 212 feet (at various points) north of Forest Hills Road.

Funding Expected	x Revenue	____ Expenditure	____ N/A		
Budgeted	____ Yes	____ No	x N/A		
Account Number	_____	**Amt:**			
Legal Review	____ N/A	x Required	Completed Date:	4-11-12	
Mayor's Appt.	____ Yes	x No			

Supporting documents attached:
- Permanent Easement and Right of Way Agreement
- Three Site Maps with Exhibit "A"
- Liberty Lake Park Master Plan

Action Needed ____ Public Hearing x Motion ____ Emergency Clause

TRACT NO.: OK-LO-0152.000, OK-LO-0157.000, & OK-LO-0160.000
AFE# 121130T21

PERMANENT EASEMENT AND RIGHT OF WAY AGREEMENT

STATE OF OKLAHOMA §
§ **KNOW ALL BY THESE PRESENTS:**
COUNTY OF LOGAN §

NOTICE OF CONFIDENTIALITY RIGHTS: If you are a natural person, you may remove or strike any of the following information from this instrument before it is filed for record in the public records; your social security number or your driver's license number.

THAT as of _____, **2012,** the undersigned ("Grantor," whether one or more), in consideration of the sum of Ten and No/100 Dollars ($10.00) and other valuable consideration in hand paid to **CITY OF GUTHRIE,** by **DCP SOUTHERN HILLS PIPELINE, LLC,** a Delaware limited liability company with an address at 5718 Westheimer Road, Suite 1900, Houston, Texas 77057 ("Grantee"), the receipt of which is hereby acknowledged, does hereby grant unto Grantee a right-of-way and easement fifty feet (50') in width ("Easement") as more fully described below and depicted on EXHIBIT "A" and Addendum (which is/are attached and incorporated by reference), and affixed as finally constructed, for the purpose of laying, constructing, maintaining, operating, repairing, replacing, protecting, altering and removing one pipeline, including cathodic protection, above-ground appurtenances, and any and all other devices, equipment, and structures from time to time deemed by Grantee to be necessary or appropriate in connection with the use and prudent operation of the pipeline for the gathering or transportation of hydrocarbons and any liquids that can be transported through a pipeline across the following described lands in LOGAN COUNTY, OKLAHOMA:

Beginning at the Northwest (NW) corner of the Northwest quarter (NW1/4) of Section 18, Township fifteen (15) North, Range two (2) West, Thence South 1069 feet, thence East 1190 Feet, thence North-Norhtwesterly 25 feet, thence West 12.5 feet, thence North - Northwesterly 603.5 feet, thence West 1084.1 feet to the place of beginning. East half (E1/2) of the Northwest quarter (NW1/4) of Section 18, Township fifteen (15) North, Range two (2) West. (TRACT NO. 0K-LO-0152.000)

SW/4 and part of the NW/4 of Section 7, Township 15 North, Range 2 West, described as; Beginning at the Northwest corner of the Northwest Quarter (NW1/4) of Section Seven (7), Township Fifteen (15) North, Range Two (2) West of the Indian Meridian, thence East 1320 feet, thence South 660 feet, thence West 660 feet, thence South 1320 feet, thence East 660 feet, thence South 660 feet, thence West 1320 feet, thence North 2640 feet to the place of beginning, containing 60 acres, more or less,

Beginning at the Northwest Corner of the Northwest Quarter (NW1/4) of Section Seven (7), Township Fifteen (15) Norht, Range Two (2) West, of the I.N., thence East 1273.8 feet, thence South 660 feet, thence West 637.37 feet, thence South1320 feet, thence East 633.32 feet, thence South 660 feet, thence West 1277.6 feet, thence North 2640 feet, to the place of beginning, containing 58.27 acres, more or less. (TRACT NO. OK-LO-0157.000)

The NE/4; The SE/4 of the SE/4 and the E/2 of the NE/4 of the SE/4 of Section 12, Township 15 North, Range 3 West W.I.M. (TRACT NO. OK-LO-0160.000)

TO HAVE AND TO HOLD unto Grantee, its successors and assigns, together, with the right of ingress to and egress from the right-of-way across the adjacent property of Grantor. The parties further agree as follows:

1. In the exercise of its rights hereunder, Grantee shall: (a) bury all line pipe to a sufficient depth based on soil conditions and terrain, (b) restore the ground surface as nearly as practicable to the original contour that existed immediately prior to the commencement of any work; (c) provide suitable ditch cross-overs during construction as reasonably required by Grantor; and (d) install an H-frame brace before cutting any fences.

2. Grantor shall have the right to use and enjoy the surface of the right-of-way for agricultural pasturage and other similar purposes that will not interfere with the use of the right-of-way by the Grantee for any of the purposes granted above; no building, structure, improvement, or obstruction, other than ordinary and usual fences, shall be placed within or upon the right-of-way, and there shall be no alteration of the ground surface or grade of the right-of-way without the express written consent of Grantee, and, to the extent that written consent has not been given, Grantee shall have the right to clear and keep cleared from within the right-of-way all trees, brush, undergrowth, buildings, structures, improvements, or other obstructions, though Grantee has no obligation to do so. After the pipeline has been installed, Grantee shall not be liable for damages caused on the right-of-way by keeping the right-of-way clear of trees, brush, undergrowth, buildings, structures, improvements, and other obstructions in the exercise of its rights hereunder; however, Grantee shall be liable for any identifiable damages to crops and pasture grasses incurred during Grantee's exercise of its continued rights under this Easement.

3. Grantee shall have the right, at its option, to install gates in fences crossing the pipeline right-of-way.

4. This instrument may be executed in multiple counterparts, which together shall constitute one and the same instrument.

5. This grant is not a conveyance of the lands described herein or of any interest in the oil, gas and other minerals in, on or under the lands, but is a grant solely of the Easement granted herein. This grant is made subject to all applicable laws, ordinances, easements, leases, restrictions, reservations or covenants, either of record or evidenced by improvements upon the ground to the extent they are in force.

6. All fixtures, equipment, and improvements placed on or fixed to the premises by Grantee shall remain the property of Grantee, and Grantee shall have the right to remove any or all of its property from the Easement.

7. During construction and/or maintenance of the pipeline, Grantee shall be allowed to use additional workspace along and adjacent to the proposed Easement, being an extra twenty-five feet (25') in width adjacent to the permanent Easement right-of-way area described above. Grantee shall also be entitled to use Grantor's adjacent additional lands ("Additional Lands") as reasonably necessary at road, creek, and railroad crossings for construction purposes. This right for Additional Lands will terminate upon completion of initial construction of the pipeline.

8. The initial consideration recited above is also full, complete, and final payment for and includes usual and necessary construction damages that may be sustained by original construction of the pipeline within the Easement area, including without limitation, reseeding, cutting trees, and damages to the surface, fences and any other property owned by Grantor.

9. The rights of Grantee may be assigned in whole or in part.

10. All persons entering upon the pipeline Easement and right-of-way strip under this grant shall confine themselves to the operations and purposes contemplated herein, and no hunting or fishing shall be permitted by Grantee, its employees, agents, or contractors.

11. This grant states the entire agreement between the parties regarding its subject matter, and no representations or statements, verbal or written, have been made that would modify, add to, or change the terms of this Easement. This Easement and all rights, privileges, and obligations created herein shall run with the land and shall inure to the benefit of and be binding upon the legal representatives, heirs, executors, administrators, successors, and assigns of the parties.

EXECUTED AND EFFECTIVE as of the date first stated above.

GRANTOR(S):

_____

City of Guthrie, Herein represented by

_____

Printed Name Title

STATE OF OKLAHOMA §
§
COUNTY OF LOGAN §

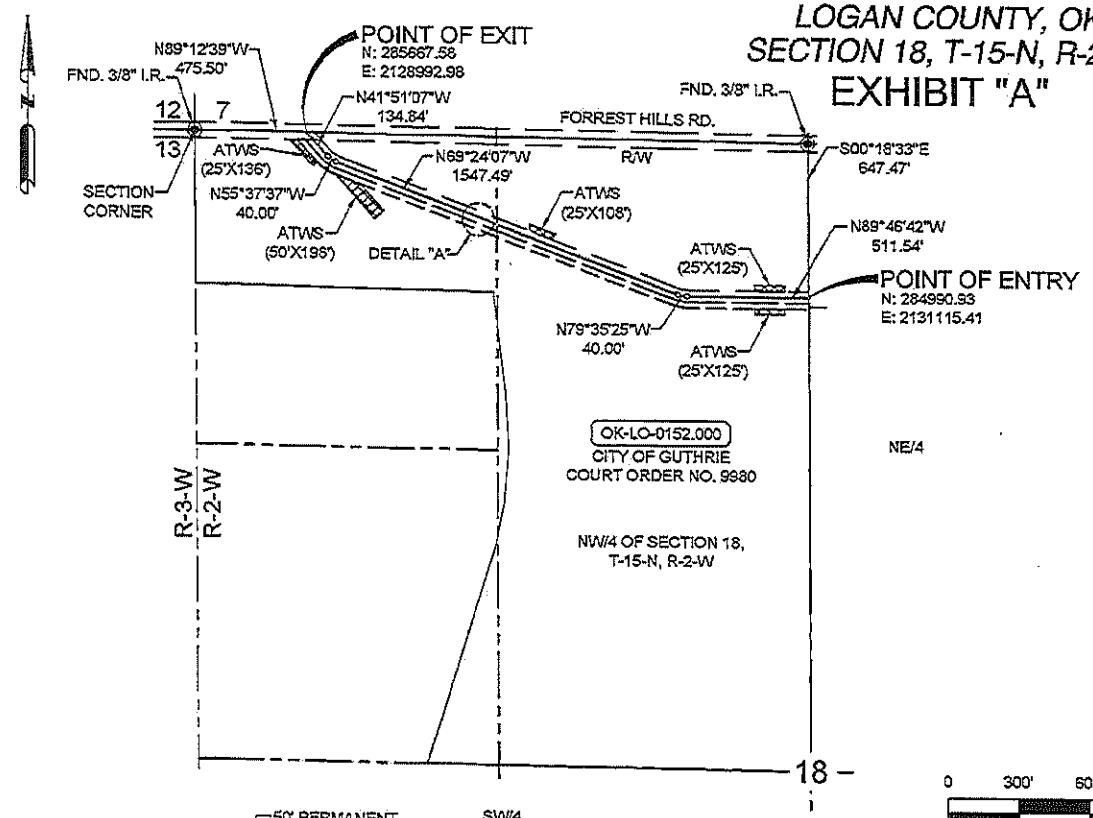
This instrument was acknowledged before me on the _____ day of _____, 2012, by the City of Guthrie, herein represented by _____.

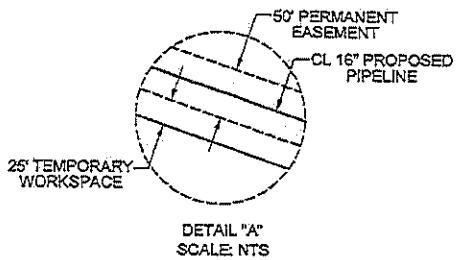
_____
Notary Public, State of Oklahoma

AFTER RECORDING RETURN TO:

DCP Southern Hills Pipeline, LLC
609 S. Kelly Ave. Suite J
Edmond, Oklahoma 73003

LOGAN COUNTY, OK
SECTION 18, T-15-N, R-2-W
EXHIBIT "A"





Being the centerline of a proposed fifty (50) foot wide pipeline easement situated in Logan County, Oklahoma, in the NW/4 of Section 18, T 15 N, R 2 W of the Indian Meridian and out of a tract described in a deed to City of Guthrie as recorded in Court order No. 9980 to which reference is hereby made for any and all purposes and said easement being twenty five (25) feet on each side of a centerline described by metes and bounds as follows, to-wit:

BEGINNING at a point in the east boundary line of said City of Guthrie tract, located S 00° 18'33" E, 647.47 feet from a 3/8 inch iron rod found marking the N/4 corner of said Section 18, and the northeast corner of said City of Guthrie tract, and lying in the center of Forrest Hills Road for the Point of Entry (coordinates N 284,990.93, and E 2,131,115.41);

THENCE five (5) calls with the proposed centerline as follows:

1. N 89° 46'42" W, 511.54 feet to an angle point;
2. N 79° 35'25" W, 40.00 feet to an angle point;
3. N 69° 24'07" W, 1,547.49 feet to an angle point;
4. N 55° 37'37" W, 40.00 feet to an angle point;
5. N 41° 51'07" W, 134.84 feet to an intersection with the north boundary line of said City of Guthrie tract for the Point of Exit (coordinates N 285,667.58, E 2,128,992.98), from which a 3/8 inch iron rod found marking the northwest corner of said Section 18, and the northwest corner of said City of Guthrie tract and lying in the center of Forrest Hills Road bears N 89° 12'39" W, 475.50 feet.

This centerline contains 2,273.87 feet or 137.81 rods.

NOTE: This legal description is the result of a survey made on the ground under my supervision and the subsequent mapping is the result of that survey made in conjunction with record title information as furnished by others and should not be construed to be a boundary survey. The coordinates and bearings are referenced to Oklahoma State Plane Coordinates, North Zone, North America Datum of 1983, U.S. Survey Feet.

J.M. DENNEY
PROFESSIONAL LAND SURVEYOR
NO. 1434

CA# 2558
RENEWS 6/30/13

NO.	DATE	BY	REVISION DESCRIPTION	CHK.	APP.
B	3/20/12	JSM	RE-ROUTE PER MOC#: 006	NC	RSH
A	2/13/12	JM	ISSUED FOR REVIEW	NC	RSH

R-S-H Engineering, Inc.
Monroe, LA - Houston, TX
15425 North Freeway, Suite 230
Houston, Texas, 77090
(832) 631-4239 www.RSH.com

CENTERLINE FOOTAGE: 2273.87'

RODS: 137.81

dcp Midstream

DCP Southern Hills Pipeline, LLC

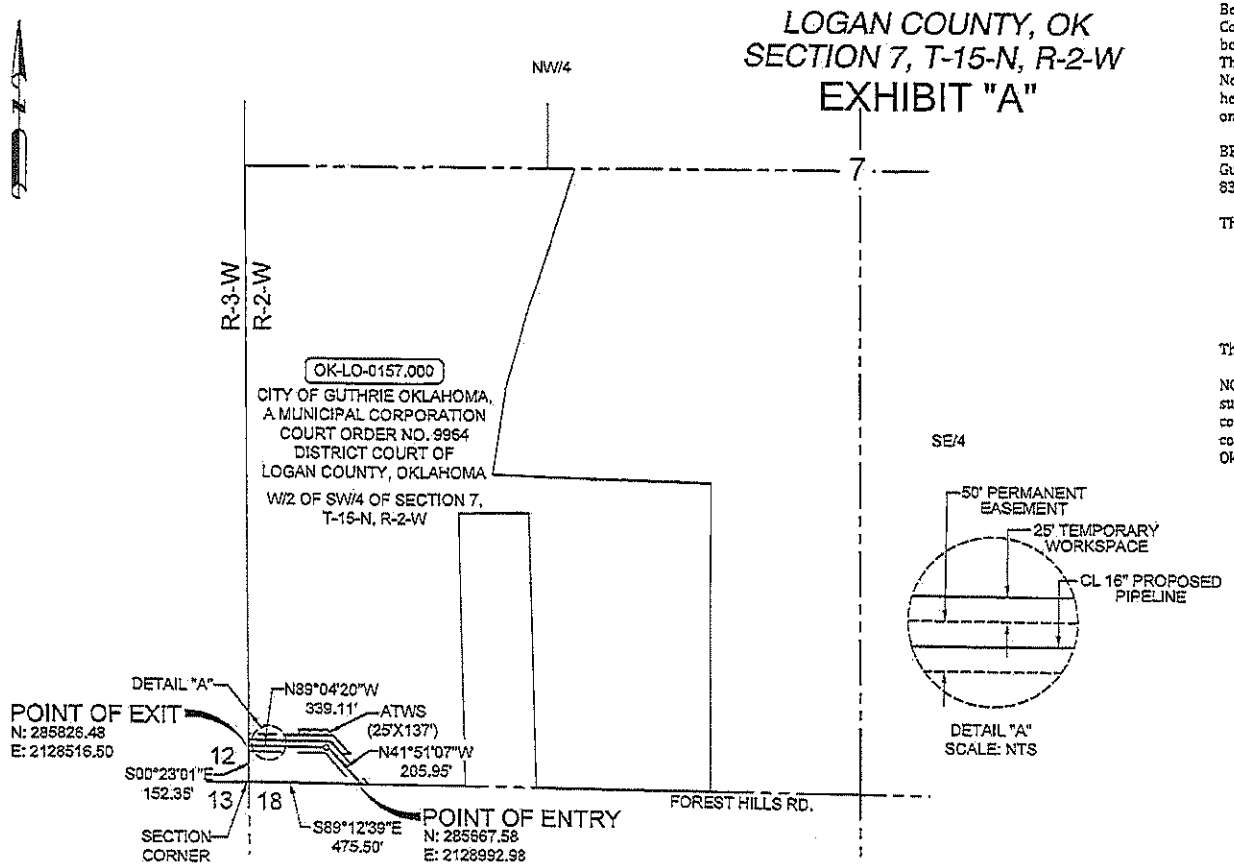
50' PERMANENT PIPELINE EASEMENT

SITUATED IN THE
CITY OF GUTHRIE
PROPERTY

SECTION 18, T-15-N, R-2-W
LOGAN COUNTY, OKLAHOMA

JOB: 171130705	SCALE: 1"=600'	DRAWN BY: JM	REV: B	RSH NO: 12315
PAGE: 1 OF 1	DATE: 2/13/12	CHECKED BY: NC	DWG NO: OK-LO-0152.000	

LOGAN COUNTY, OK
SECTION 7, T-15-N, R-2-W
EXHIBIT "A"



Being the centerline of a proposed fifty (50) foot pipeline easement situated in Logan County, Oklahoma, being out of Section 7, T 15 N, R 2 W of the Indian Meridian and being in the W/2 of the SW/4 of Section 7, as described in a Eminent Domain Suit to The City of Guthrie Oklahoma, a Municipal Corporation as recorded in Court Order No. 9964 of the District Court of Logan County, Oklahoma to which reference is hereby made for any and all purposes and said easement being twenty five (25) feet on each side of a centerline described by metes and bounds as follows, to-wit:

BEGINNING S 89° 12'39" E, 475.50 feet from the southwest corner of said City of Guthrie, Oklahoma tract of land for the Point of Entry (Oklahoma North Zone, NAD 83 coordinates N 285,667.58, E 2,128,992.98);

THENCE two (2) calls with the proposed pipeline as follows:

1. N 41° 51'07" W, 205.95 feet to an angle point;
2. N 89° 04'20" W, 339.11 feet to an intersection with the west boundary line of said City of Guthrie, Oklahoma tract of land for the Point of Exit (Oklahoma North Zone, NAD 83 coordinates N 285,826.48, E 2,128,516.50) from which the southwest corner of the same bears S 00° 23'01" E, 152.35 feet.

This centerline contains 545.06 feet or 33.03 rods.

NOTE: This legal description is the result of a survey made on the ground under my supervision and the subsequent mapping is the result of that survey made in conjunction with record title information as furnished by others and should not be construed to be a boundary survey. The coordinates and bearings are referenced to Oklahoma State Plane Coordinates, North Zone, North America Datum of 1983.

J.M. DENNEY
PROFESSIONAL LAND SURVEYOR
NO. 1434

NO.	DATE	BY	REVISION DESCRIPTION	CHK.	APP.
A	2/21/12	CDW	ISSUED FOR REVIEW	NC	RSH

R-S-H Engineering, Inc.
Monroe, LA - Houston, TX
15425 North Freeway, Suite 230
Houston, Texas, 77090
(832) 631-4239 www.RSH.com

CENTERLINE FOOTAGE: 545.06'

RODS: 33.03

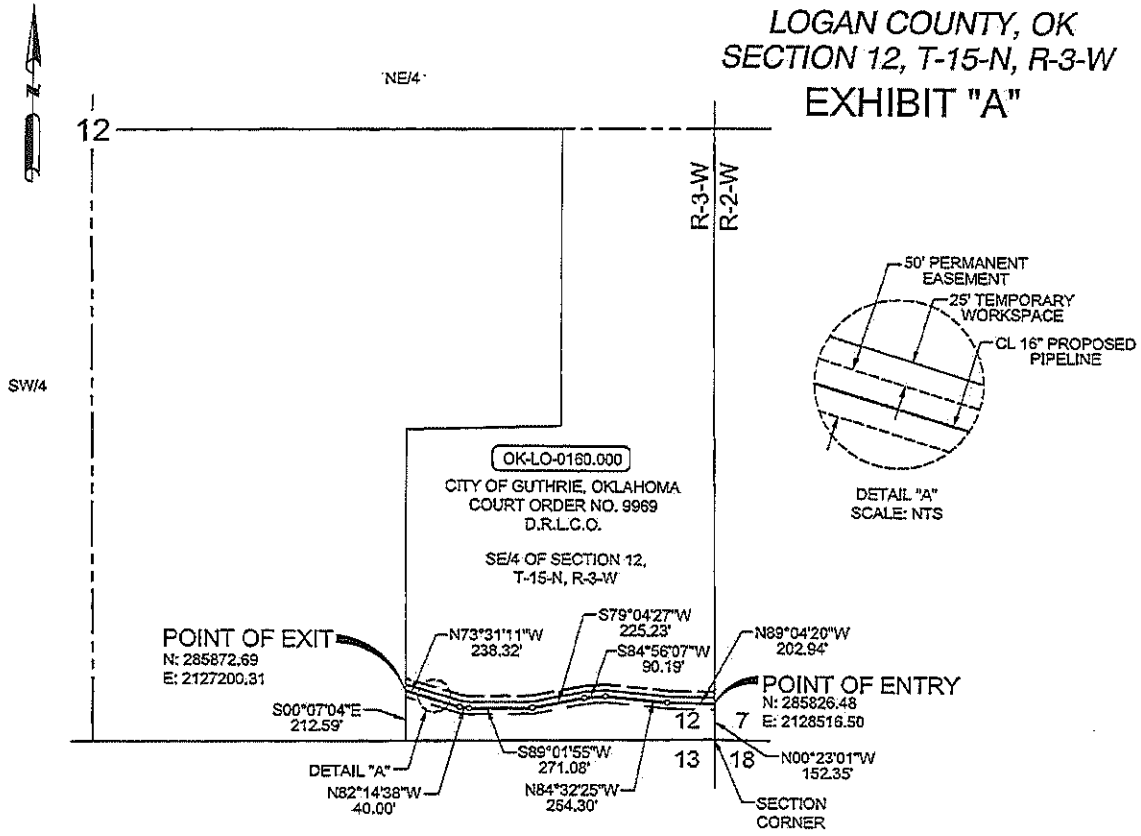
DCP Midstream. **DCP Southern Hills Pipeline, LLC**

50' PERMANENT PIPELINE EASEMENT

SITUATED IN THE
THE CITY OF GUTHRIE OKLAHOMA,
A MUNICIPAL CORPORATION
PROPERTY
SECTION 7, T-15-N, R-2-W
LOGAN COUNTY, OKLAHOMA

JOB: 121130705	SCALE: 1"=600'	DRAWN BY: CDW	REV: A	RSH NO: 13810
PAGE: 1 OF 1	DATE: 2/21/12	CHECKED BY: NC	DWG NO: OK-LO-0157.000	

LOGAN COUNTY, OK
SECTION 12, T-15-N, R-3-W
EXHIBIT "A"



Being the centerline of a proposed fifty (50) foot pipeline easement situated in Logan County, Oklahoma being out of Section 12, T 15 N, R 3 W of the Indian Meridian and being in the SE/4 of Section 12 as described in an Eminent Domain Suit to the City of Guthrie Oklahoma, a Municipal Corporation as recorded in Court Order No. 9969 of the District Court of Logan County, Oklahoma to which reference is hereby made for any and all purposes and said easement being twenty five (25) feet on each side of a centerline being described by metes and bounds as follows, to-wit:

BEGINNING N 00° 23'01" W, 152.35 feet from the southeast corner of said City of Guthrie, Oklahoma tract of land for the Point of Entry (Oklahoma North Zone, NAD 83 coordinates N 285,826.48, E 2,128,516.50);

THENCE seven (7) calls with the proposed pipeline as follows:

1. N 89° 04'20" W, 202.94 feet to an angle point;
2. N 84° 32'25" W, 264.30 feet to an angle point;
3. S 84° 56'07" W, 90.19 feet to an angle point;
4. S 79° 04'27" W, 225.23 feet to an angle point;
5. S 89° 01'55" W, 271.08 feet to an angle point;
6. N 82° 14'38" W, 40.00 feet to an angle point;
7. N 73° 31'11" W, 238.32 feet to an intersection with the west boundary line of said City of Guthrie, Oklahoma tract of land for the Point of Exit (Oklahoma North Zone, NAD 83 coordinates N 285,872.69, E 2,127,200.31) from which the southwest corner of the same bears S 00° 07'04" E, 212.59 feet.

This centerline contains 1,332.06 feet or 80.73 rods.

NOTE: This legal description is the result of a survey made on the ground under my supervision and the subsequent mapping is the result of that survey made in conjunction with record title information as furnished by others and should not be construed to be a boundary survey. The coordinates and bearings are referenced to Oklahoma State Plane Coordinates, North Zone, North American Datum of 1983.

J.M. DENNEY
PROFESSIONAL LAND SURVEYOR
NO. 1434

NO.	DATE	BY	REVISION DESCRIPTION	CHK.	APP.
A	1/18/12	JC	ISSUED FOR REVIEW	NC	RSH

R-S-H Engineering, Inc.
Monroe, LA - Houston, TX
15425 North Freeway, Suite 230
Houston, Texas, 77090
(832) 631-4239 www.RSH.com

CENTERLINE FOOTAGE: 1332.06'

RODS: 80.73

dcp Midstream

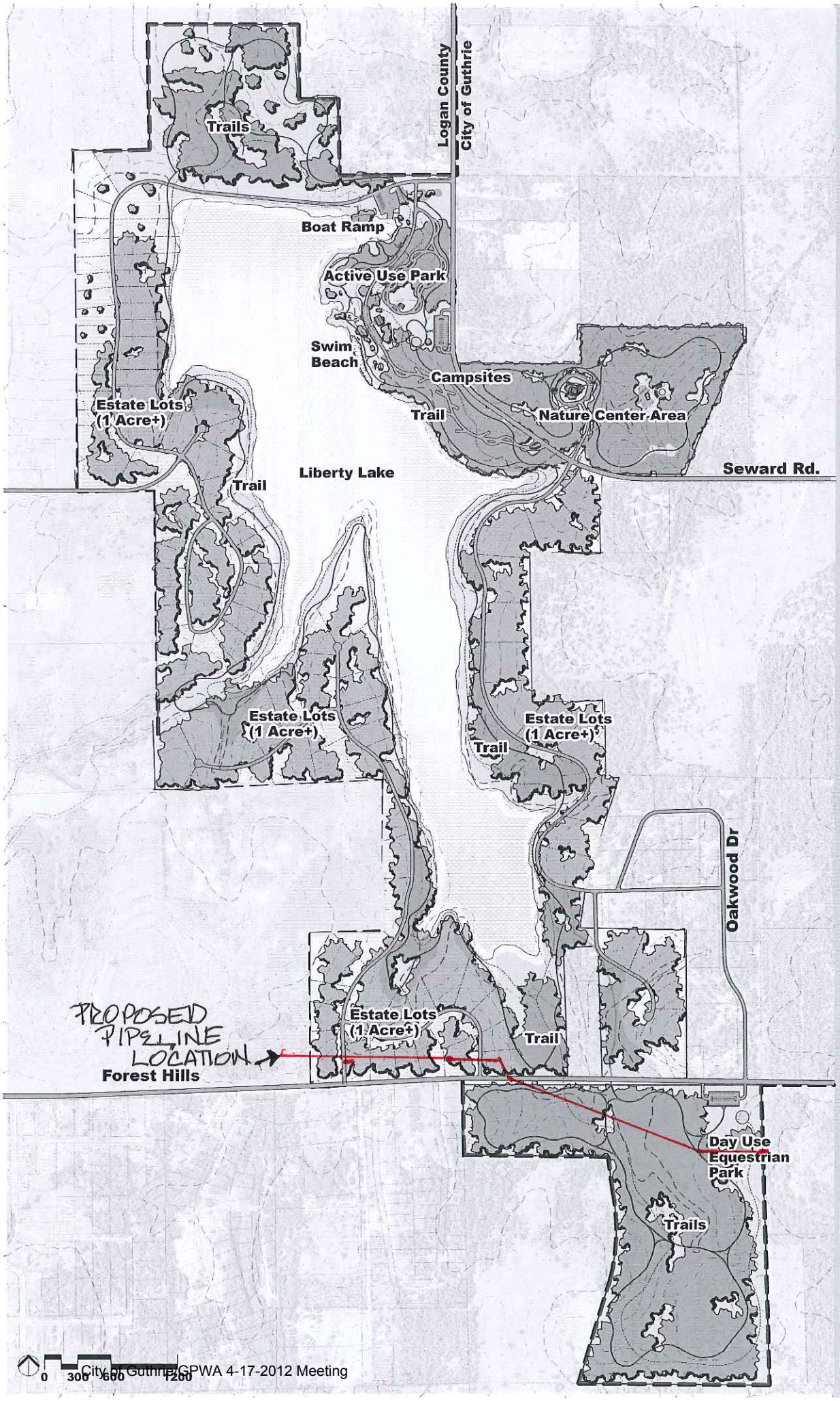
DCP Southern Hills Pipeline, LLC

50' PERMANENT PIPELINE EASEMENT

SITUATED IN THE
CITY OF GUTHRIE, OKLAHOMA
PROPERTY

SECTION 12, T-15-N, R-3-W
LOGAN COUNTY, OKLAHOMA

JOB: 121100705	SCALE: 1"=600'	DRAWN BY: JC	REV: A	RSH NO: 13816
PAGE: 1 OF 1	DATE: 1/18/12	CHECKED BY: NC	DWG NO: OK-LO-0160.000	



LIBERTY LAKE PARK MASTER PLAN

City of Guthrie, Oklahoma

JACOBS

March 23, 2012

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council	April 17, 2012	Matt Mueller
____ GPWA		
____ Other: _____		

Agenda Item
Consider approval of a Temporary Access Road Agreement between the City of Guthrie and DCP Southern Hills Pipeline.

Summary
The City of Guthrie has been approached by DCP Southern Hills Pipeline, LLC to grant temporary right-of-way and easement to construct ,maintain and use a road over land located within the City of Guthrie. This temporary road will provide access during the construction period while DCP Southern Hills Pipeline is constructing the pipeline at the southern end of Liberty Lake.

The location of both roads is fully described in the attached agreement. The western-most road is 90 feet long and is located in Section 12, Township 15 North, Range 3 West. The eastern-most road is 135 long and is located in Section 18, Township 15 North, Range 2 West.

Funding Expected	x Revenue	____ Expenditure	____ N/A		
Budgeted	____ Yes	____ No	____ N/A		
Account Number	_____	**Amt:**			
Legal Review	____ N/A	x Required	Completed Date:	4-11-12	
Mayor's Appt.	____ Yes	x No			

Supporting documents attached:
- Temporary Access Road Agreement
- Two aerial maps - Exhibit "A"

Action Needed	____ Public Hearing	x Motion	____ Emergency Clause

TRACT NO.: OK-LO-0152.000 OK-LO-0157.000 OK-LO-0160.000
AFE #121130T21

TEMPORARY ACCESS ROAD AGREEMENT

STATE OF OKLAHOMA

COUNTY OF LOGAN

WHEREAS, **CITY OF GUTHRIE**, hereinafter referred to as Grantor, (whether one or more) for and in consideration of Ten Dollars ($10.00) and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, does hereby grant, bargain, sell, convey and deliver unto **DCP Southern Hills Pipeline, LP**, a Delaware limited liability company, whose address is 5718 Westheimer Rd., Suite 1900, Houston, Texas 77057, hereinafter referred to as Grantee, its successors and assigns, a right-of-way and easement as shown on Exhibit "A," attached hereto and made a part hereof, to locate and survey a route, construct, maintain and use a road over and through the hereinafter described land located within the following property in Logan County, Oklahoma:

Beginning at the Northwest (NW) corner of the Northwest quarter (NW1/4) of Section 18, Township fifteen (15) North, Range two (2) West, Thence South 1069 feet, thence East 1190 Feet, thence North-Norhtwesterly 25 feet, thence West 12.5 feet, thence North -Northwesterly 603.5 feet, thence West 1084.1 feet to the place of beginning. East half (E1/2) of the Northwest quarter (NW1/4) of Section 18, Township fifteen (15) North, Range two (2) West.

The NE/4; The SE/4 of the SE/4 and the E/2 of the NE/4 of the SE/4 of Section 12, Township 15 North, Range 3 West W.I.M.

Grantor reserves the right to the reasonable use of said road in maintaining and using the surrounding property, however, such use shall not hinder, conflict, or interfere with Grantee's rights hereunder.

Grantee shall pay to Grantor all damages to Grantors growing crops, timber and personal property caused by the construction or maintenance of said road. The consideration received for the easement includes payment for normal damages caused by the initial construction of the road.

Grantee may assign the rights and easements hereby granted, either in whole or in part, subject to the terms of this grant, and such rights and easements shall be covenants running with the land and be binding upon Grantor, their heirs, legal representatives and successors in title thereto.

IN WITNESS WHEREOF, Grantor has executed this instrument this _____ day of _____, 2012.

Grantor

_____

ACKNOWLEDGEMENT

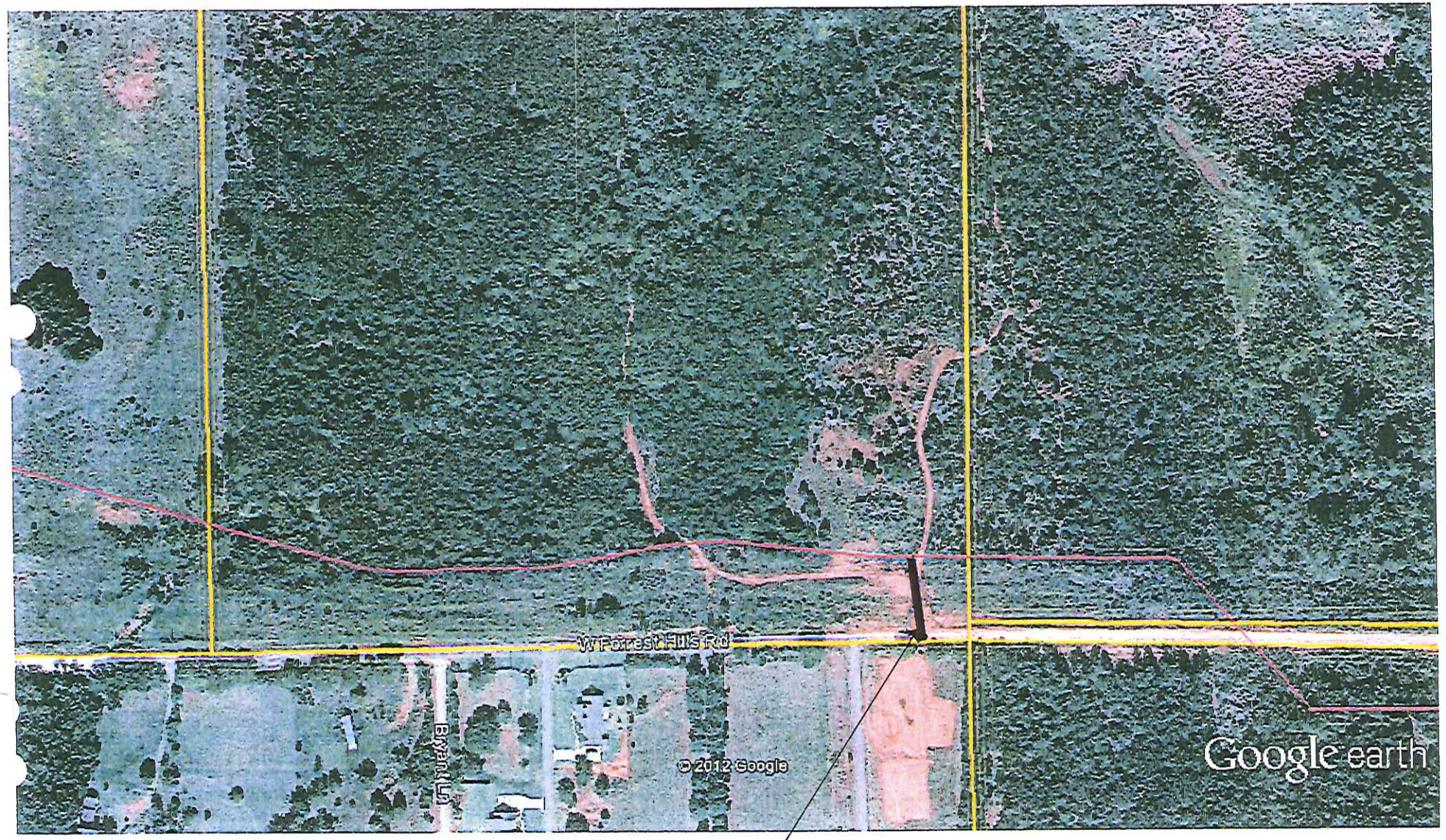
STATE OF OKLAHOMA

COUNTY OF _____

This instrument was acknowledged before me on the ___ day of _____, 2012 by _____.

_____
Notary Public, State of Oklahoma

OK-LO-0160.000



Google earth

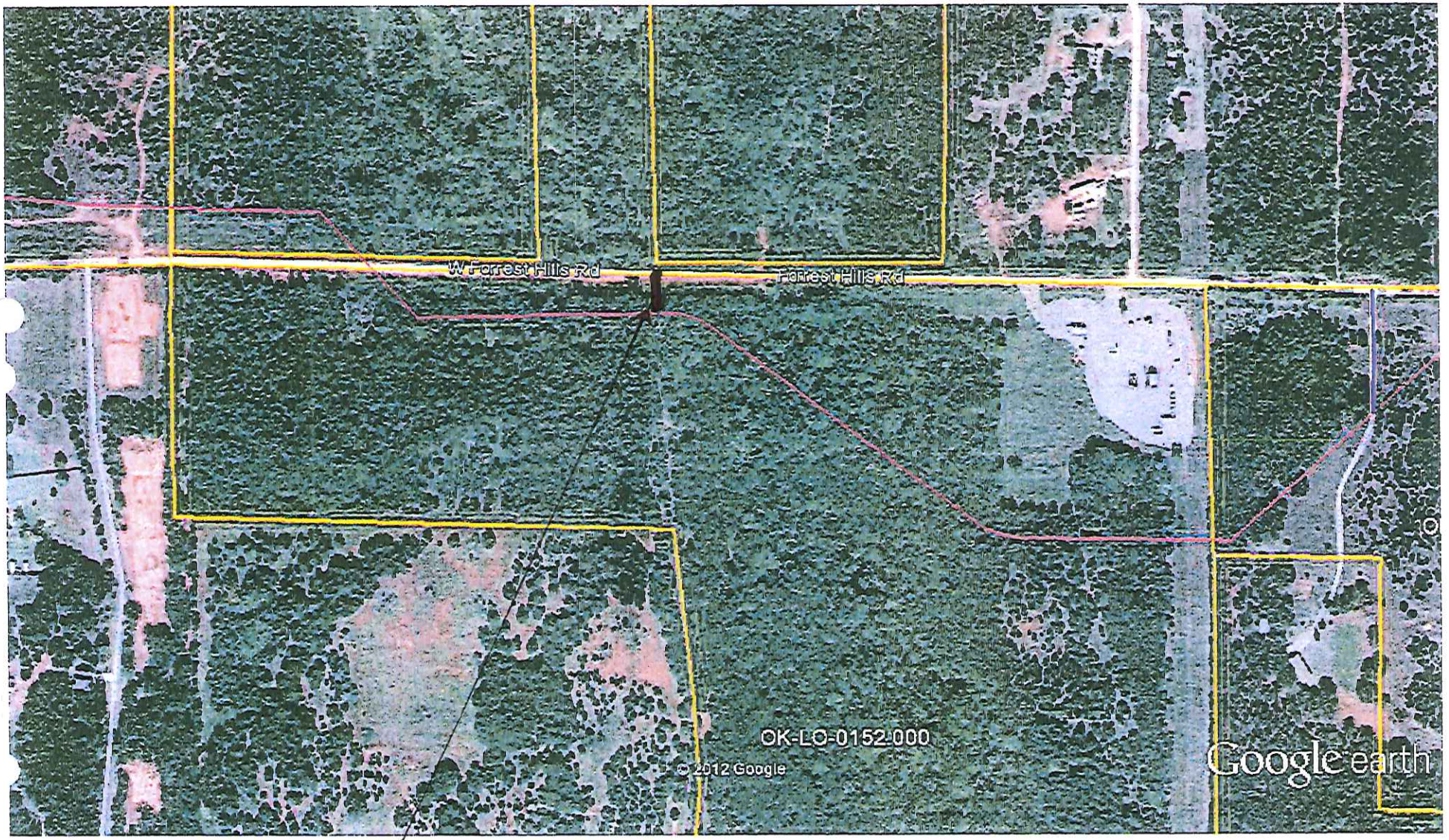
feet 1000
meters 400

135 ft Access Rd

EAST 135' ROAD

City of Guthrie

York



Google earth

feet 2000
meters 700

WEST 90' ROAD

98 ft Access rd

City of Guthrie

Yoek

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	April 17, 2012	Matt Mueller, City Manager
____ GPWA		
____ Other: _____		

Agenda Item

Consider approval of Ordinance # 3226 amending the zoning ordinance of the code of ordinances of the City of Guthrie article 5 Section 10 applying to off-street automobile and vehicle parking and loading adding section 10.11 relating to off-street parking; repealing all ordinances in conflict herewith and providing for severability.

Summary

The current zoning ordinance prohibits parking in the front yard or residential districts, but this amendment would ordinance would cause the prohibition to apply to all parts of the yard in residential areas except the following:

1. To parking on grass, gravel, or crushed material of similar consistency for events presented on an intermittent basis such as sporting events, car shows, music concerts, holiday or social celebrations or other events of a similar temporary nature;
2. To real property under active construction and improvement pursuant to a duly issued building permit;
3. As to vehicles parked completely to the rear of the front wall of the main building on the subject property and concealed from view from all public street rights-of-way by:
   a. A solid, opaque, screening fence or wall at least six feet (6') in height; or
   b. Vegetation consisting of a solid hedge row of evergreen shrubs, providing full screening from the ground to a minimum height of six feet (6')
   c Any combination of the above that effectively conceals the vehicle from view and accomplishes the required screening height.
4. To legally non-conforming off-street parking surfaces;
5. In any case where a variance has been granted by the Board of Adjustments of the City of Guthrie.

Funding Expected	X Revenue	____ Expenditure	____ N/A		
Budgeted	____ Yes	X No	____ N/A		
Account Number	_____	**Amount**	_____		
Legal Review	____ N/A	X Required	Completed Date:	March 2012	
Mayor's Appt.	____ Yes	X No			

Supporting documents attached

- Ordinance No. 3226

ORDINANCE NO. 3226

AN ORDINANCE AMENDING THE ZONING ORDINANCE OF THE CODE OF ORDINANCES OF THE CITY OF GUTHRIE ARTICLE 5 SECTION 10 APPLYING TO OFF-STREET AUTOMOBILE AND VEHICLE PARKING AND LOADING ADDING SECTION 10.11 RELATING TO OFF-STREET PARKING; REPEALING ALL ORDINANCES IN CONFLICT HEREWITH AND PROVIDING FOR SEVERABILITY.

THE CITY OF GUTHRIE HEREBY ORDAINS:

SECTION 1

Whereas, the zoning ordinance of the City of Guthrie, Oklahoma, Code of Ordinances has been considered by the City Council:

Now, therefore, Article 5 of the Zoning Ordinances of the City of Guthrie, Oklahoma, Code of Ordinances is hereby amended by adding Section 10.11 "Off Street Parking" to read as follows:

(A) No operator of any commercial of non-commercial motor vehicle or trailer, no owner or person exercising dominion over any real property shall park or allow parking of any motor vehicle or trailer upon any residentially zoned property in the City of Guthrie except on driveways constructed to standards of the City.

(B) Exceptions. The provisions of paragraph A of this section shall not be applicable in the following instances:

1. To parking on grass, gravel, or crushed material of similar consistency for events presented on an intermittent basis such as sporting events, car shows, music concerts, holiday or social celebrations or other events of a similar temporary nature;

2. To real property under active construction and improvement pursuant to a duly issued building permit;

3. As to vehicles parked completely to the rear of the front wall of the main building on the subject property and concealed from view from all public street rights-of-way by:

    a. A solid, opaque, screening fence or wall at least six feet (6') in height; or

    b. Vegetation consisting of a solid hedge row of evergreen shrubs, providing full screening from the ground to a minimum height of six feet (6')

    c. Any combination of the above that effectively conceals the vehicle from view and accomplishes the required screening height.

4. To legally non-conforming off-street parking surfaces;

5. In any case where a variance has been granted by the Board of Adjustments of the City of Guthrie.

SECTION 2

Any ordinances or parts of ordinances in conflict herewith are hereby repealed. All other provisions of Section 10 not amended by this ordinance shall remain in full force and affect.

Passed and approved, and the emergency clause ruled upon separately this _____day of _____, 2012.

City of Guthrie, Oklahoma

By:_____
Chuck Burtcher, Mayor

Attest: (SEAL)

_____
Wanda Calvert, City Clerk

Approved as to form and legality:

_____
Randel Shadid, City Attorney,

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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council	April 17, 2012	Rene Spineto, Director
___ GPWA		Community Development
x Other: Public Hearing		

Agenda Item
Public Hearing and consider approval of Ordinance No. 3230 to amend Zoning Ordinance #2422 by creating a Special Use provision for "Residential Drug and Alcohol Rehabilitation Treatment Center" in a Commercial Zoning District, by Special Use Permit only.

Summary
On March 8, 2012 the Guthrie Planning Commission heard a request to approve an application for a Residential Drug and Alcohol Rehabilitation Treatment Center at 2423 W. Noble Avenue, (the former Living Waters Church facility). Such request requires a Special Use category as one of the allowable uses in a Commercial Zoning District. Currently, there is no Residential Rehabilitation Center Special Use Category. To proceed with the process, the "Rehabilitation Center" category must be established as an allowed Special Use within a Commercial Zoning District.

A Special Use Category allows that type of use to be permitted only after the request has been reviewed and approved by the Planning Commission, and ultimately by the Guthrie City Council.

Letters were mailed to 11 neighbors in the surrounding neighborhood regarding the request, and a notice was placed in the Guthrie NewsLeader on February 11th. There was one letter of comment received, which requested denial of the application.

The Planning Commission heard the request on March 8 and held a discussion regarding the application. The Planning Commission recommends the City Council deny the request to establish a Special Use Category for a "Residential Drug and Alcohol Rehabilitation Treatment Center" use.

Subsequently, the City Council heard the request at the March 20, 2012 meeting. One citizen spoke in opposition and the representative from Teen Challenge presented information regarding the project. The motion was continued for two weeks until April 3, 2012. At the April 3rd Council meeting the representative from Teen Challenge again spoke, and the matter was continued until the April 17th City Council meeting.

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

Supporting documents attached:

- Planning Report and minutes from Planning Commission Meeting of March 8, 2012
- Ordinance #3230 creating Special Use category

Action Needed _x_ Public Hearing _x_ Motion ____ Emergency Clause

ORDINANCE NO. 3230

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GUTHRIE AMENDING ORDINANCE 2422, GENERAL ZONING ORDINANCE ARTICLE III, SECTION 10.5, CREATING THE SPECIAL USE PROVISION FOR "REHABILITATION CENTER" IN A COMMERCIAL ZONE.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GUTHRIE, OKLAHOMA:

Section 1: Ordinance Number 2422, known as the Guthrie Zoning Ordinance, is hereby amended as follows:

Section 2: The category for a Special Use Provision for a Rehabilitation Center within a Commercial (Commercial) Zoning District is hereby established.

Section 3: All ordinances in conflict herewith are repealed.

Section 4: If any part, article or section or subsection of this ordinance shall be held inviolate or unconstitutional for any reason, such holding shall not be construed to impair or invalidate the remainder of the ordinance, notwithstanding such holding.

The foregoing ordinance was introduced before the City Council of Guthrie, Oklahoma on the _____day of _____, 2012 and was duly adopted and approved by the Mayor and City Council on said date.

_____
Chuck Burtcher, Mayor

ATTEST:

_____
Wanda Calvert, City Clerk

APPROVED AS TO FORM AND LEGALITY:

_____
Randel Shadid, City Attorney

CITY OF GUTHRIE OKLAHOMA

Commissioners – Vern Ogden, Sharyl Padgett, Doug Powell, Michael Smith, Ed Wood

GUTHRIE PLANNING COMMISSION AGENDA
101 N. 2nd Street
CITY OF GUTHRIE
5:30 Thursday, March 8, 2012

1. **Call to Order.**
   All matters listed will be enacted by one motion unless a request is made for discussion by any member of the audience or commission, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.
   A. Minutes from the January 12, 2012 meeting.
2. Public comments.
3. Consideration of application regarding a request to add the use of "Residential Drug and Alcohol Rehabilitation Treatment Center" to the uses which are allowed in a commercial zoning district by special use permit only.
4. Consideration of application regarding a request for a "special use" permit for the purpose of establishing a Residential Drug and alcohol Rehabilitation Treatment Center at 2423 W. Noble Ave.
5. **New Business.**
6. **Report/Comments from Staff.**
7. **Comments from Commission Members.**
8. **Adjournment.**

Agenda posted on the bulletin board in the lobby of City Hall by 5:00 pm on Tuesday, March 6, 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.

CITY OF GUTHRIE
GUTHRIE PLANNING COMMISSION MEETING
Regular Meeting
Thursday, March 8, 2012

MINUTES

A regular Meeting of the Guthrie Planning Commission will convene at *5:30 p.m.* at Guthrie City Hall at 101 North 2nd Street.

Commissioners present:	Doug Powell	Commissioner	
	Sharyl Padgett	Commissioner	
	Michael Smith	Commissioner	
	Vern Ogden	Commissioner	Absent
	Ed Wood	Commissioner	

OTHERS PRESENT: Jim Hanke, Orval and Beth Bross, Randy Whitlow, Wayne Gray.

CALL TO ORDER – This meeting is called to order on Thursday, March 8, 2012 at 5:30 p.m.

1. Consent Agenda
   A. Minutes for January 12, 2012 meeting.
   A motion was made by Comm. Wood, seconded by Comm. Smith to Approve the minutes as written. All voted Aye.

2. Public Comments. None.

3. Consideration and recommendation to City Council regarding a request to add the use of "Residential Drug and Alcohol Rehabilitation Treatment Center" to the approved uses which are allowed in a commercial zoning district, by special use permit only.

   Mr. Gray with Teen Challenge of Oklahoma Inc. spoke regarding the nature of the teen challenge concept and the methods used in their ministry, which offers recovery to young adults who are challenged with alcohol and drug abuse issues. The center will offer treatment through applied Christian principles for a faith based recovery. A motion was made by Comm. Smith, seconded by Comm. Wood to *Deny* the application as submitted. All voted Aye.

4. Consideration and recommendation to City Council regarding a request for a "special use" permit at 2423 W. Noble for the purpose of establishing a Residential Drug and Alcohol Rehabilitation Treatment Center.

   The request to add the use of "Residential Drug and Alcohol Rehabilitation Treatment Center" to the approved uses which are allowed in a commercial zoning district was denied.

5. New Business: None.

6. Reports/Comments from Staff: None.

7. Comments from Commissioners: None.

The meeting adjourned at 5:50 p.m.

PLANNING REPORT

To: Chairman and Members of the Planning Commission

From: Jim Hanke, Chief Inspector of Construction Services

Date: March 8, 2012

Subject: (1) Consideration of and recommendation to the City Council regarding a request to add "Residential Drug and Alcohol Rehabilitation Treatment Center" to the uses which are allowed in a commercial zoning district, by special use permit only.

(2) To consider this application as a request for the issuance of a special use permit to Teen Challenge of Oklahoma to establish and operate a "Residential Drug and Alcohol Rehabilitation Treatment Center" at 2423 West Noble Avenue.

GENERAL INFORMATION:

Applicant:
Living Water Assembly of God, (West Guthrie) and Teen Challenge of Oklahoma Inc.

Owner:
Assembly of God Church

Requested Action: (1) To consider a request to add the use of "Residential Drug and Alcohol Rehabilitation Center" by special use permit, to the approved uses in a commercial zoning district: and to make a recommendation to the City Council for that request.

(2) To consider a request to issue a special use permit for the purpose of establishing a Residential Drug and Alcohol Rehabilitation Treatment Center at 2423 West Noble Avenue.

Description: Teen Challenge of Oklahoma Inc. proposes to use the existing facilities for a 30 bed residential rehabilitation program for adult males who are struggling with life controlling issues such as drug and alcohol addiction. Teen Challenge is a Christian organization that currently has 5 programs across the state. Anyone convicted of a sex crime, violent crime or early release program from prison, will not be accepted into the program. If a special use permit is granted, Teen Challenge of Oklahoma would purchase the facility from the Living Water Assembly of God Church.

Surrounding Land Use and Zoning: Both residential and commercial zoning abut the subject property.

Special Information: N/A

Transportation: N/A

Utilities Available: OGE, ONG, City of Guthrie sewer and water services

History: This location has been used as a church and as a child day care center.

Notification: Notice was printed in the Guthrie News leader on February 11, 2012, and 11 letters were mailed to property owners within 300 feet of the subject property, notifying them of the dates and times of the public meetings which will be held in regard to this application.

Respectfully Submitted,

Jim Hanke

Jim Hanke,
Chief Inspector of Construction Services.

CITY OF GUTHRIE OKLAHOMA

APPLICATION
PLANNING COMMISSION REVIEW

Teen Challenge of Oklahoma, Inc.
Applicant Name

909 S. Meridian Ave. Suite 540
Address

Oklahoma City, OK 73108
City, State, Zip

Home Phone | Cell Phone | 405-600-1920 Business Phone

We, the undersigned, being owners of more than fifty-one percent (51%) of the following described property do hereby agree to comply with all municipal, county and state laws and respectfully make application and petition the Planning Commission and City Council to:

Rezone	____	Review Preliminary Plat	____
Amend Zoning Ordinance 2422	____	Review Final Plat	____
Vacate or Close Public Easement	____	Other	X

Describe type of request (Rezone from C-1 to C-2, etc.):

See attached paper

Legal Description:

see attached paper

(if additional space is needed, please attach separate sheet)

Street Address: 2423 W. Noble, Guthrie, OK

Describe the proposed use of the property:

see attached paper

Required Attachments:

1. A site drawing to scale of the property with all measurements present.
2. Proof of ownership (Title, purchase contract or abstract certificate of ownership)
3. List of all property owners within 300 feet of the exterior boundary of the proposed property affected by the change (Obtained from an abstractor) and typed mailing labels for each entity on the list.

Signature (Teen Challenge of Oklahoma) — Date 1/25/12

Randy Whitlow - 282-6848
SR Pastor Living Water Assembly of God (West Guthrie) — 1/3/2012

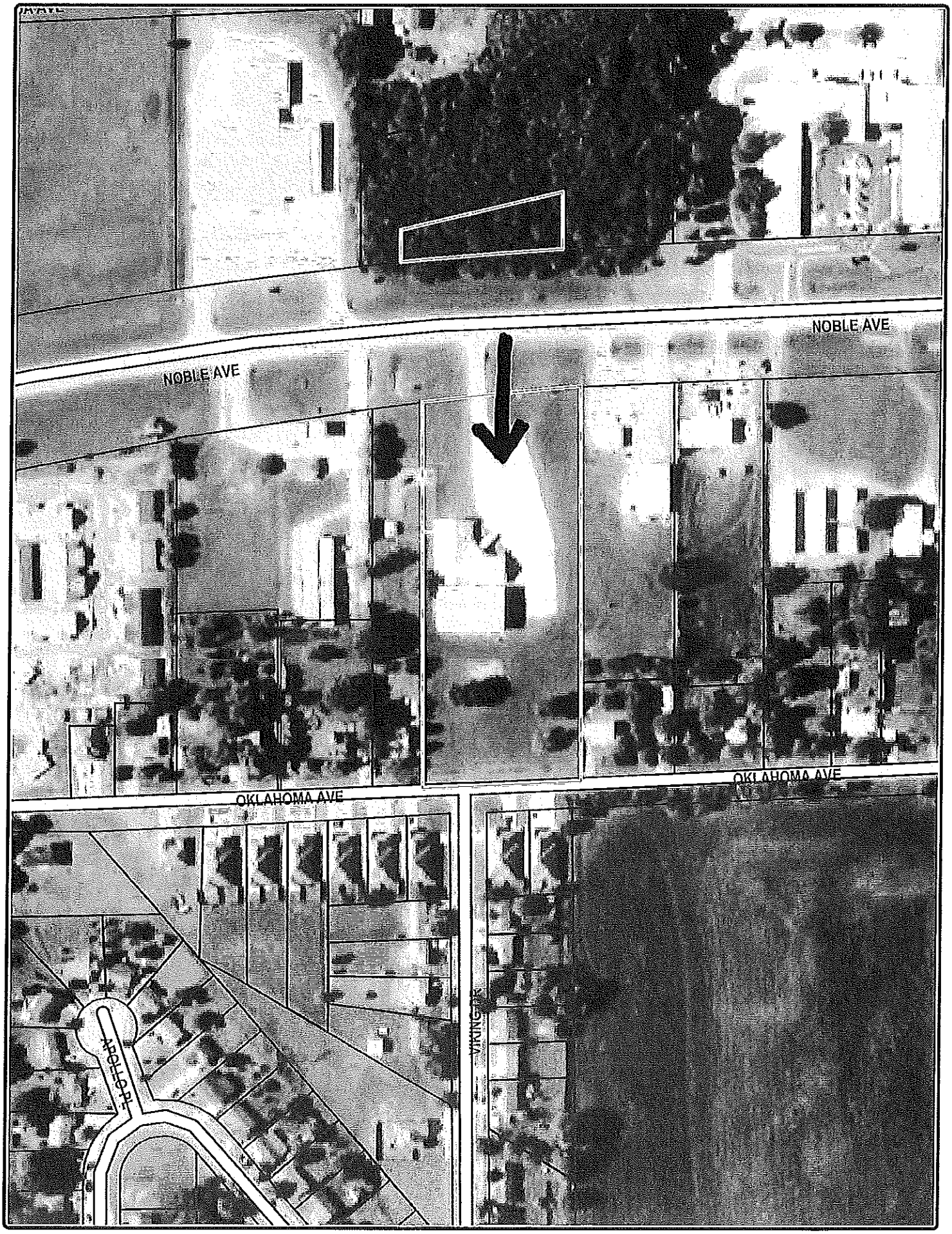
Describe type of request.

Special Use Permit – To use existing Church building for a **residential** adult male program.

Teen Challenge of Oklahoma Inc. request a "special use" permit of the property located 2423 W. Noble. The property and building, currently owned by Living Water Assembly of God Church, in the past has been used as a Church and most recently as a DHS accredited Day Care. If "special use" permit is granted Teen Challenge of Oklahoma would purchase the facility from Living Water Assembly of God and use the facilities for a 30 bed residential program to help adult males who are struggling with life-controlling issues.

Describe the proposed use of the property.

Teen Challenge of Oklahoma, Inc. proposes to use the existing facilities to put a 30 bed residential program for adult males who are struggling with life-controlling issues such as drug and alcohol addiction. Teen Challenge is a Christian organization that currently has 5 programs across the state. Anyone convicted of a sex crime, violent crime or early release from prison will not be accepted into the proposed program.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CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council	April 17, 2012	Rene Spineto, Director
____ GPWA		Community Development
____ Other: _____		

Agenda Item
Consider approval of Resolution No. 2012-04 to temporarily amend the fees for the Guthrie Board of Adjustment for variance applications to Ordinance No. 3226, Off-Street Parking.

Summary
On the Guthrie City Council agenda for April 17, 2012 the Council will hear a motion to adopt Ordinance 3226, Off-Street Parking. That new Ordinance amends Zoning Ordinance 2422. The deliberations of that Ordinance have identified that there potentially could be a number of citizens who may request a variance to that Ordinance through the Board of Adjustment. Should that Ordinance be adopted, City Council members have indicated in workshops that a temporary reduction in Board of Adjustment fee should be enacted.

Resolution 2012-04 provides for a reduced fee of $25.00 for a Board of Adjustment hearing on the matter of Off-Street Parking. The reduced fee will be in effect until June 1, 2013.

Funding Expected	____ Revenue	____ Expenditure	x N/A		
Budgeted	____ Yes	____ No	x N/A		
Account Number	_____	**Amt:**			
Legal Review	____ N/A	x Required	Completed Date:	4-11-12	
Mayor's Appt.	____ Yes	x No			

Supporting documents attached:
- Resolution 2012-04

Action Needed	____ Public Hearing	x Motion	____ Emergency Clause

RESOLUTION NO. 2012-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUTHRIE TEMPORARILY AMENDING FEES, CHARGES AND POLICIES FOR THE GUTHRIE BOARD OF ADJUSTMENT.

WHEREAS, the Guthrie City Council has heretofore adopted Ordinance No. 3129, also known as the Master Fee Ordinance, which is a comprehensive compilation of all rates, charges and fees to be charged for services provided by either or both the City of Guthrie and the Guthrie Public Works Authority; and

WHEREAS, said Ordinance provides that the rates, charges and fees for services may be established, revised and amended as necessary by Resolution; and

WHEREAS, the Guthrie City Council has recently adopted Ordinance 3226 which revises the requirements for Off-Street Parking and amends Ordinance 2422, the Guthrie Zoning Ordinance; and

WHEREAS, Ordinance 3226 may increase the volume of citizen applications for a Guthrie Board of Adjustment hearing to grant a variance to the newly adopted Off-Street Parking regulations; and

WHEREAS, the Guthrie City Council has determined that a variance request to Ordinance 3226 regarding Off-Street Parking should not create an undue financial burden to its citizens, and that the Board of Adjustment fee should be revised and amended temporarily as it relates to off-street parking.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Guthrie, Oklahoma, that:

1. The fee and policies for services provided by the Board of Adjustment for a variance application for matters pertaining to Ordinance 3226 shall be $25.00

2. Said Board of Adjustment application fee for an off-street parking variance to Ordinance 3226 shall be in effect only until June 1, 2013.

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Mayor and City Council of the City of Guthrie, Oklahoma, on the 17th day of April, 2012.

_____
Chuck Burtcher, Mayor

ATTEST: (Seal)

APPROVED AS TO FORM:

_____
Wanda Calvert, City Clerk

_____
Randel Shadid, City Attorney