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 North 2ND Street, Guthrie, Oklahoma
Council Chambers
July 17, 2012, at 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 June 19, 2012.....3
B. Consider approval of Claims.....5

4. Adjourn.

CITY COUNCIL MEETING

1. Call to Order
2. Consent Agenda

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

A. Consider approval of minutes of the Special City Council Workshop Meeting held on June 19, 2012.....23

B. Consider approval of minutes of Special City Council-Finance Committee Meeting held on June 12, 2012.....25

C. Consider approval of minutes of the Regular City Council Meeting held on June 19, 2012.....27

D. Consider approval of Claims.....31

E. Consider approval of Treasurer's Report.....32

F. Consider approval for Library Staff to institute Food for Fines Program for (2) two months.40

G. Consider approval of payment to OML (Oklahoma Municipal League) for Membership Service Fees for the City of Guthrie in the amount of $6,738.48.....42

H. Consider approval of declaring two K-9 Police unit cages as surplus and donating one to the Stroud Police Department and one disposed of as outlined in the City of Guthrie's Purchasing Policy.....47

I. Consider approval of FY 2011 Audit Engagement Letter Addendum with Arledge & Associates, P.C. to provide Single Audit Reports.....48

J. Consider approval of Budget Amendment No. 10 increasing the budget for the General Fund, Grants Fund and Capital Projects Fund.....50

K. Consider approval for Rita Miller to lease Hangar space #17 and build a 16,650 sq/ft, 11 unit T-hangar on the leased property (space #17), in which the lease and hangar construction would begin after the completion of the alternate taxi route West of Hangar Space #17.....53

L. Consider approval of Change Order No. 1 increasing the contract with the Total Investment Co. for Bid No. 2012-5, Guthrie-Edmond Regional Airport Improvement Project AIP #3-4-0036-012-2012 (PAPIs, Taxiway C reconstruction and crack repair and NW Development Area Taxilane), by $18,277.50.....70

M. Consider approval of the Amendment to Agreement Renewal between the City of Guthrie and the City of Edmond for the Guthrie-Edmond Regional Airport.....73

3. Consider approval of Resolution No. 2012-08, Interlocal Cooperative Agreement with the Board of Logan County Commissioners for purpose of maintaining areas of Seward Road and Academy/Bryant.....76

4. Consider approval for the lease-purchase of three (3) pieces of equipment. A Caterpillar Loader, #IT14, with specific attachments and a Caterpillar Backhoe, #420F, both new, 2012. The third piece is a #140H Used 2007 Motor Grader as part of the package deal. Purchased under the Oklahoma State Contract and exemption. Additionally, approval for the trade-in of the old grader and backhoe as a portion of the down payment, $27,000, with $23,000 cash for a total of $50,000. With the trade-in and cash, the total monthly payment for the complete package is $2,687.82 ($32,253.84 annually) for three years with the non-appropriation clause as required by the Oklahoma State Statutes and a buy-back provision.....79

5. Consider approval of Resolution No. 2012-07, establishing the Nine-One-One Emergency Telephone Fee for Calendar Year 2013.....101

6. Public Hearing and Consider approval of a Special Use Permit for the purpose of establishing scrap metal recycling center and automotive salvage business at 206 W. College.....103

7. Consider approval of accepting FY 2011 Audit Reports.....108

8. City Manager's Report.

9. Requests/Comments from Members of the City Council.

10. Consider convening an **Executive Session** pursuant to the Authority of Title 25, O.S. 2001, Sections:
    a. 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).

11. Adjourn.

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

June 19, 2012

The regular meeting of the Guthrie Public Works Authority was posted on Friday, June 15, 2012 before 5:00 p.m. and held June 19, 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 7:03 p.m.

Members Present:	Chuck Burtcher Sheri Mueller JohnWood	Trey Ayers Mary Coffin	Patty Hazlewood Gaylord Z. Thomas
Members Absent:	None		
Staff Present:	Matt Mueller Aaron Ryburn Justin Heid	Randel Shadid Maxine Pruitt Damon Devereaux	Wanda Calvert Rene Spineto Kevin Dixon, Jr.

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

Community Announcements and Recognitions. None.

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

A. Consider approval of the minutes from the Regular Guthrie Public Works Authority Meeting held on June 5, 2012.

B. Consider approval of claims:

GPWA Fund:	Claims	$ 35,949.15
CMOM Fund:	Claims	$115,154.87
Utility Deposit Fund:	Claims	$ 1,345.37
	Total Claims:	$152,449.39

C. Consider approval of the Finance Committee recommendation to adjust a utility account for Eve Cushing at 704 East Warner Avenue.

D. Consider approval of receipt on Permit No. SL000042120097 for the construction of 2,850 L.F. of 6-inch water line and Permit No. SL000042120098 for the construction

of 3,109 L.F. of 8-inch sewer line and a lift station upgrade with 140-gpm pumps and 795 L.G. of 6-inch force-main to serve the Silent Harvest Homes Development in the City of Guthrie, Logan County, Oklahoma and to be noted in the minutes after which will be maintained as a permanent record.

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

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

Chairman Burtcher declared the motion carried unanimously.

Adjourn. There being no further business for the Guthrie Public Works Authority Trustees, Chairman Burtcher declared the meeting adjourned at 7:04 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Chairman

GUTHRIE PUBLIC WORKS AUTHORITY

CLAIMS

July 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 6/13/2012 to 6/14/2012

Invoice #	Vendor	Description	Account	Cost
REFUND BOND	SIMON ROWE 22845	Refund Animal Bond No. 0317	01-00-00-2017	$25.00
		Total		**$25.00**
		Total		**$25.00**
SURVEY	DELBERT CONVERSE 22846	Survey for Santa Fe Parcel	01-01-00-6373	$350.00
		Total		**$350.00**
		Total GENERAL GOVERNMENT		**$350.00**
MAY 2012	RANDEL C. SHADID (20656)	Reimbursement for Postage and Seminars, et	01-02-20-6054	$3.60
		Total CITY MANAGER		**$3.60**
		Total ADMINISTRATION		**$3.60**
060512-WEB	INTRINSIC CORPORATION 2228	GIS 1st Quarter 2012 Web Hosting	01-05-50-6356	$2,250.00
		Total COMMUNITY DEVELOPMENT		**$2,250.00**
		Total PLANNING		**$2,250.00**
22904	ED HUMES LOCKSMITH (21141)	Rekeyed door locks - New Animal Shelter	01-07-72-6112	$141.00
		Total ANIMAL CONTROL		**$141.00**
		Total POLICE		**$141.00**
		Total GENERAL FUND		**$2,769.60**
1138744.	WASTE CONNECTIONS, INC (210		20-00-00-5466	($250.00)
		Total		**($250.00)**
		Total		**($250.00)**
1138744	WASTE CONNECTIONS, INC (210	Monthly Sanitation Service - Residential/Com	20-21-00-6348	$67,690.68
		Total		**$67,690.68**
		Total PUBLIC WORKS GENERAL		**$67,690.68**
MILEAGE REIM	MAXINE PRUITT (1915)	Mileage Reimbursment	20-22-00-6047	$184.71
		Total		**$184.71**
		Total PUBLIC WORKS ADMINISTRATION		**$184.71**
1138744	WASTE CONNECTIONS, INC (210	Monthly Sanitation Service - Covenience Cent	20-26-00-6375	$5,590.49
		Total		**$5,590.49**
		Total CONVENIENCE CENTER		**$5,590.49**
		Total GPWA OPERATING FUND		**$73,215.88**
APPLICATION #	JIM COOLEY CONSTRUCTION, I	Bid No. 2011-18, Construction of GMS Buildin	54-54-02-6525	$38,715.00
REQUEST NO. 2	LAWSON CONSTRUCTION & WE	Bid No. 2011-12 Construction of Two Pre-fabr	54-54-02-6527	$57,000.00
		Total ADMINISTRATION		**$95,715.00**
		Total FACILITIES		**$95,715.00**
2005 DODGE #4	FIRST NATIONAL BANK AND JER	2005 DODGE RAM 4X4, VIN 4789	54-56-07-6565	$10,500.00
		Total POLICE DEPARTMENT		**$10,500.00**
		Total VEHICLES & EQUIPMENT		**$10,500.00**
		Total CAPITAL PROJECTS		**$106,215.00**
MILEAGE REIM	JUSTIN HEID 22847	Mileage Reimbursment	98-98-00-6047	$44.80

City of Guthrie
A/P Claims List
from 6/13/2012 to 6/14/2012

Invoice #	Vendor	Description	Account	Cost
0001980	HURLEY PLUMBING 267	Toilet repair in womens restroom	98-98-00-6112	$60.00
		Total		**$104.80**
		Total AIRPORT FUND		**$104.80**
		Total AIRPORT FUND		**$104.80**
		Total All Funds		**$182,305.28**

City of Guthrie
A/P Claims List
from 6/15/2012 to 6/15/2012

Invoice #	Vendor	Description	Account	Cost
FY 2012 Dues	OKLAHOMA MUNICIPAL JUDGES	FY 2013 Membership Dues for David Hood J	01-03-30-6048	$35.00
		Total FINANCE		**$35.00**
		Total FINANCE		**$35.00**
MILEAGE	DANIEL MORTON 22849	Mileage Reimbursement for EMT Clinical Tra	01-09-92-6048	$287.49
R.Davison Recert	OKLA STATE DEPT OF HEALTH (	EMT Recertification - Davison	01-09-92-6048	$22.50
		Total EMS		**$309.99**
		Total FIRE		**$309.99**
		Total GENERAL FUND		**$344.99**
		Total All Funds		**$344.99**

City of Guthrie
A/P Claims List
from 6/22/2012 to 6/22/2012

Invoice #	Vendor		Description	Account	Cost
REIMB RENTAL	SENIORS ON THE MOVE	22851	Reimbursement on rental - Minerals Wells on	01-00-00-5446	$35.00
			Total		**$35.00**
			Total		**$35.00**
MAY 2012	BANK OF AMERICA	22774	Central Office Supplies	01-01-00-6100	$239.94
MAY 2012	BANK OF AMERICA	22774	Janitor/Chemicals Supplies	01-01-00-6103	$3,770.94
MAY 2012	BANK OF AMERICA	22774	Safety Supplies	01-01-00-6110	$255.54
MAY 2012	BANK OF AMERICA	22774	Building & Grounds	01-01-00-6112	$266.47
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-01-00-6114	$72.63
MAY 2012	BANK OF AMERICA	22774	Telephone	01-01-00-6301	$2,637.45
MAY 2012	BANK OF AMERICA	22774	Printing	01-01-00-6308	$809.00
MAY 2012	BANK OF AMERICA	22774	Computer Operations	01-01-00-6311	$315.50
MAY 2012	BANK OF AMERICA	22774	Council Travel/Training	01-01-00-6314	$0.00
MAY 2012	BANK OF AMERICA	22774	Communications	01-01-00-6318	$400.07
MAY 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-01-00-6334	$66.72
MAY 2012	BANK OF AMERICA	22774	Maintenance Agreement	01-01-00-6347	$0.00
MAY 2012	BANK OF AMERICA	22774	Membership Dues	01-01-00-6350	$893.80
MAY 2012	BANK OF AMERICA	22774	Siren Repairs	01-01-00-6372	$250.00
			Total		**$9,978.06**
			Total GENERAL GOVERNMENT		**$9,978.06**
MAY 2012	BANK OF AMERICA	22774	Professional Development (City Manager)	01-02-20-6048	$47.26
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-02-20-6317	$139.61
MAY 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-02-20-6355	$0.00
			Total CITY MANAGER		**$186.87**
MAY 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-02-24-6334	$107.20
			Total HUMAN RESOURCES		**$107.20**
MAY 2012	BANK OF AMERICA	22774	Professional Development (Building Services)	01-02-25-6048	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Supplies	01-02-25-6110	$0.00
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-02-25-6316	$0.00
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-02-25-6317	$0.00
			Total BUILDING SERVICES		**$0.00**
			Total ADMINISTRATION		**$294.07**
MAY 2012	BANK OF AMERICA	22774	Professional Development (Finance)	01-03-30-6048	$0.00
MAY 2012	BANK OF AMERICA	22774	Office Supplies	01-03-30-6101	$0.00
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-03-30-6317	$94.45
MAY 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-03-30-6334	$0.00
MAY 2012	BANK OF AMERICA	22774	Maintenance Agreements	01-03-30-6347	$0.00
MAY 2012	BANK OF AMERICA	22774	Recording/Dues/Subscriptions	01-03-30-6355	$0.00
			Total FINANCE		**$94.45**
			Total FINANCE		**$94.45**
MAY 2012	BANK OF AMERICA	22774	Computer Software	01-04-45-6125	$0.00
MAY 2012	BANK OF AMERICA	22774	Supplies/Operating Expenditures	01-04-45-6126	$0.00
MAY 2012	BANK OF AMERICA	22774	Festival Support	01-04-45-6317	$0.00
MAY CREDIT 20	BANK OF AMERICA	22774	Festival Support	01-04-45-6317	($89.47)
MAY 2012	BANK OF AMERICA	22774	Professional Services	01-04-45-6373	$0.00
MAY 2012	BANK OF AMERICA	22774	Internet Services	01-04-45-6381	$404.85

City of Guthrie
A/P Claims List
from 6/22/2012 to 6/22/2012

Invoice #	Vendor		Description	Account	Cost
			Total INFORMATION SERVICES		**$315.38**
			Total INFORMATION SERVICES		**$315.38**
MAY 2012	BANK OF AMERICA	22774	Professional Development (Planning)	01-05-50-6048	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-05-50-6110	$0.00
MAY 2012	BANK OF AMERICA	22774	Miscellaneous	01-05-50-6114	$0.00
MAY 2012	BANK OF AMERICA	22774	Computer Supplies	01-05-50-6123	$0.00
MAY 2012	BANK OF AMERICA	22774	Printing	01-05-50-6308	$10.00
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-05-50-6316	$0.00
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-05-50-6317	$28.26
MAY 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-05-50-6334	$0.00
MAY 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-05-50-6355	$0.00
			Total COMMUNITY DEVELOPMENT		**$38.26**
MAY 2012	BANK OF AMERICA	22774	Printing	01-05-51-6308	$0.00
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-05-51-6316	$95.78
MAY 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-05-51-6334	$0.00
			Total CODE COMPLIANCE		**$95.78**
MAY 2012	BANK OF AMERICA	22774	Computer Supplies	01-05-53-6123	$0.00
MAY 2012	BANK OF AMERICA	22774	Printing	01-05-53-6308	$0.00
MAY 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-05-53-6355	$0.00
			Total ECONOMIC DEVELOPMENT		**$0.00**
			Total PLANNING		**$134.04**
MAY 2012	BANK OF AMERICA	22774	Literacy Programming Supplies	01-06-60-6114	$0.00
MAY 2012	BANK OF AMERICA	22774	Library Supplies	01-06-60-6117	$0.00
MAY 2012	BANK OF AMERICA	22774	Library Materials - Print	01-06-60-6130	$88.67
MAY 2012	BANK OF AMERICA	22774	Library Materials - Electronic	01-06-60-6131	$738.52
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-06-60-6317	$224.62
MAY 2012	BANK OF AMERICA	22774	Building Maintenance	01-06-60-6387	$52.00
			Total LIBRARY		**$1,103.81**
			Total LIBRARY		**$1,103.81**
MAY 2012	BANK OF AMERICA	22774	Chemicals	01-07-70-6104	$0.00
MAY 2012	BANK OF AMERICA	22774	Jail Supplies	01-07-70-6106	$135.55
MAY 2012	BANK OF AMERICA	22774	Food/Humans	01-07-70-6107	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-07-70-6110	$680.83
MAY 2012	BANK OF AMERICA	22774	Building & Grounds	01-07-70-6112	$0.00
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-07-70-6114	$535.61
MAY 2012	BANK OF AMERICA	22774	Photo/Video Supplies	01-07-70-6120	$0.00
MAY 2012	BANK OF AMERICA	22774	Crime Prevention Program	01-07-70-6122	$0.00
MAY 2012	BANK OF AMERICA	22774	Printing	01-07-70-6308	$0.00
MAY 2012	BANK OF AMERICA	22774	Computer Maintenance/Operations	01-07-70-6311	$85.75
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-07-70-6316	$3,882.49
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-07-70-6317	$119.53
MAY 2012	BANK OF AMERICA	22774	Communications	01-07-70-6318	$77.58
MAY 2012	BANK OF AMERICA	22774	Special Events	01-07-70-6342	$0.00
MAY 2012	BANK OF AMERICA	22774	Training Program	01-07-70-6343	$3,263.98
MAY 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-07-70-6355	$0.00
MAY 2012	BANK OF AMERICA	22774	Jail Cost	01-07-70-6378	$0.00

City of Guthrie
A/P Claims List
from 6/22/2012 to 6/22/2012

Invoice #	Vendor		Description	Account	Cost
			Total POLICE ADMINISTRATION		**$8,781.32**
MAY 2012	BANK OF AMERICA	22774	Ammunition	01-07-71-6105	$0.00
			Total POLICE OPERATIONS		**$0.00**
MAY 2012	BANK OF AMERICA	22774	Chemicals	01-07-72-6104	$45.00
MAY 2012	BANK OF AMERICA	22774	Shelter Food/Supplies	01-07-72-6108	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-07-72-6110	$21.65
MAY 2012	BANK OF AMERICA	22774	Building & Grounds	01-07-72-6112	$0.00
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-07-72-6114	$205.87
MAY 2012	BANK OF AMERICA	22774	Animal Cages	01-07-72-6132	$0.00
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-07-72-6316	$27.18
			Total ANIMAL CONTROL		**$299.70**
MAY 2012	BANK OF AMERICA	22774	Photo/Video Supplies	01-07-77-6120	$199.00
MAY 2012	BANK OF AMERICA	22774	Drug Enforcement Program	01-07-77-6124	$0.00
MAY 2012	BANK OF AMERICA	22774	Property/Evidence Supplies	01-07-77-6323	$0.00
MAY 2012	BANK OF AMERICA	22774	Special Investigation Operations	01-07-77-6336	$0.00
			Total CRIMINAL INVESTIGATIONS		**$199.00**
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-07-78-6114	$0.00
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-07-78-6116	$924.36
			Total LAKE ENFORCEMENT		**$924.36**
			Total POLICE		**$10,204.38**
MAY 2012	BANK OF AMERICA	22774	Uniforms - FD/Suppression	01-09-90-6016	$1,271.96
MAY 2012	BANK OF AMERICA	22774	Professional Development (FD)	01-09-90-6048	$770.00
MAY 2012	BANK OF AMERICA	22774	Minor Tools	01-09-90-6102	$217.37
MAY 2012	BANK OF AMERICA	22774	Chemicals	01-09-90-6104	$0.00
MAY 2012	BANK OF AMERICA	22774	Food/Humans	01-09-90-6107	$0.00
MAY 2012	BANK OF AMERICA	22774	Building & Grounds	01-09-90-6112	$1,810.05
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-09-90-6114	$147.60
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-09-90-6316	$1,706.97
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-09-90-6317	$59.81
MAY 2012	BANK OF AMERICA	22774	Communications	01-09-90-6318	$0.00
MAY 2012	BANK OF AMERICA	22774	Copy Machine Maintenance	01-09-90-6322	$0.00
MAY 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-09-90-6355	$0.00
			Total SUPPRESSION		**$5,983.76**
MAY 2012	BANK OF AMERICA	22774	Uniforms - FD/EMS	01-09-92-6016	$234.95
MAY 2012	BANK OF AMERICA	22774	Professional Development (EMS)	01-09-92-6048	$979.95
MAY 2012	BANK OF AMERICA	22774	Chemicals/Ambulance Supplies	01-09-92-6104	$1,085.08
MAY 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-09-92-6110	$0.00
MAY 2012	BANK OF AMERICA	22774	Laundry	01-09-92-6310	$9.22
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-09-92-6316	$0.00
MAY 2012	BANK OF AMERICA	22774	Communications	01-09-92-6318	$0.00
MAY 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-09-92-6355	$0.00
MAY 2012	BANK OF AMERICA	22774	Computer Services Agreement	01-09-92-6356	$0.00
MAY 2012	BANK OF AMERICA	22774	Professional Services	01-09-92-6373	$0.00
			Total EMS		**$2,309.20**
MAY 2012	BANK OF AMERICA	22774	Professional Development (Fire - Admin)	01-09-96-6048	$0.00
MAY 2012	BANK OF AMERICA	22774	Arson Investigations Supplies	01-09-96-6101	$287.33

City of Guthrie
A/P Claims List
from 6/22/2012 to 6/22/2012

Invoice #	Vendor		Description	Account	Cost
MAY 2012	BANK OF AMERICA	22774	Minor Tools	01-09-96-6102	$47.39
MAY 2012	BANK OF AMERICA	22774	Food/Humans	01-09-96-6107	$0.00
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-09-96-6114	$20.62
MAY 2012	BANK OF AMERICA	22774	Public Education	01-09-96-6121	$120.99
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-09-96-6316	$0.00
MAY 2012	BANK OF AMERICA	22774	Communications	01-09-96-6318	$0.00
MAY 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-09-96-6355	$0.00
			Total PREVENTION		**$476.33**
			Total FIRE		**$8,769.29**
MAY 2012	BANK OF AMERICA	22774	Professional Development (Street Dept)	01-12-00-6048	$0.00
MAY 2012	BANK OF AMERICA	22774	Minor Tools	01-12-00-6102	$45.34
MAY 2012	BANK OF AMERICA	22774	Chemicals	01-12-00-6104	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Supplies	01-12-00-6110	$0.00
MAY 2012	BANK OF AMERICA	22774	Traffic Supplies	01-12-00-6111	$0.00
MAY 2012	BANK OF AMERICA	22774	Building & Grounds	01-12-00-6112	$213.91
MAY 2012	BANK OF AMERICA	22774	Street/Sidewalks/Bridges	01-12-00-6113	$7,000.37
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-12-00-6114	$0.00
MAY 2012	BANK OF AMERICA	22774	Signs & Materials	01-12-00-6115	$0.00
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-12-00-6316	$3,045.69
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-12-00-6317	$4,081.06
MAY 2012	BANK OF AMERICA	22774	Communications	01-12-00-6318	$0.00
MAY 2012	BANK OF AMERICA	22774	Equipment Rental	01-12-00-6321	$0.00
			Total		**$14,386.37**
			Total STREET		**$14,386.37**
MAY 2012	BANK OF AMERICA	22774	Uniforms - Fleet Maintenance	01-14-00-6016	$168.25
MAY 2012	BANK OF AMERICA	22774	Professional Development (Fleet Maintenanc	01-14-00-6048	$20.00
MAY 2012	BANK OF AMERICA	22774	Minor Tools	01-14-00-6102	$8.48
MAY 2012	BANK OF AMERICA	22774	Chemicals	01-14-00-6104	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Supplies	01-14-00-6110	$0.00
MAY 2012	BANK OF AMERICA	22774	Building & Grounds	01-14-00-6112	$25.96
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-14-00-6114	$213.97
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-14-00-6316	$22.00
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-14-00-6317	$0.00
MAY 2012	BANK OF AMERICA	22774	Computer Maintenance	01-14-00-6324	$0.00
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Services / Charges	01-14-00-6346	$0.00
MAY 2012	BANK OF AMERICA	22774	Required / Mandatory Testing	01-14-00-6357	$0.00
MAY 2012	BANK OF AMERICA	22774	Reference Books	01-14-00-6379	$0.00
			Total		**$458.66**
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenace	01-14-41-6116	$283.28
MAY 2012	BANK OF AMERICA	22774	Fuel and Lube	01-14-41-6118	$118.50
			Total FLEET MAINTENANCE		**$401.78**
			Total FLEET MAINTENANCE		**$860.44**
MAY 2012	BANK OF AMERICA	22774	Minor Tools	01-15-11-6102	$9.28
MAY 2012	BANK OF AMERICA	22774	Chemicals	01-15-11-6104	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Supplies	01-15-11-6110	$185.21
MAY 2012	BANK OF AMERICA	22774	Buildings & Grounds	01-15-11-6112	$550.27
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-15-11-6114	$0.00

City of Guthrie
A/P Claims List
from 6/22/2012 to 6/22/2012

Invoice #	Vendor	Description	Account	Cost
MAY 2012	BANK OF AMERICA 22774	Recreational Supplies	01-15-11-6125	$0.00
MAY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-15-11-6316	$0.00
MAY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-15-11-6317	$1,572.66
		Total PARKS		**$2,317.42**
		Total PARKS & PUBLIC GROUNDS		**$2,317.42**
		Total GENERAL FUND		**$48,492.71**
13-132115-007	GARY GOOD 22850	Overpayment on final bill 330 West Oklahom	20-00-00-5480	$40.78
		Total		**$40.78**
		Total		**$40.78**
MAY 2012	BANK OF AMERICA 22774	Buildings & Grounds (GPWA)	20-21-00-6112	$106.95
MAY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-21-00-6114	$0.00
MAY 2012	BANK OF AMERICA 22774	May 24, 2011 Tornado Fund	20-21-00-6120	$207.04
MAY 2012	BANK OF AMERICA 22774	Printing	20-21-00-6308	$0.00
MAY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-21-00-6317	$67.47
MAY 2012	BANK OF AMERICA 22774	Communications	20-21-00-6318	$391.65
MAY 2012	BANK OF AMERICA 22774	Utilities Collection Fees	20-21-00-6340	$40.24
MAY 2012	BANK OF AMERICA 22774	Maintenance Agreements	20-21-00-6347	$0.00
MAY 2012	BANK OF AMERICA 22774	Professional Services	20-21-00-6373	$0.00
		Total		**$813.35**
		Total PUBLIC WORKS GENERAL		**$813.35**
MAY 2012	BANK OF AMERICA 22774	Professional Development (GPWA Admin)	20-22-00-6048	$0.00
MAY 2012	BANK OF AMERICA 22774	Computer Maintenance	20-22-00-6324	$0.00
		Total		**$0.00**
		Total PUBLIC WORKS ADMINISTRATION		**$0.00**
MAY 2012	BANK OF AMERICA 22774	Professional Development (WTP)	20-23-00-6048	$0.00
MAY 2012	BANK OF AMERICA 22774	Minor Tools	20-23-00-6102	$0.00
MAY 2012	BANK OF AMERICA 22774	Chemicals/Medical	20-23-00-6104	$0.00
MAY 2012	BANK OF AMERICA 22774	Lab Supplies	20-23-00-6109	$1,086.01
MAY 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-23-00-6110	$0.00
MAY 2012	BANK OF AMERICA 22774	Building & Grounds	20-23-00-6112	$0.00
MAY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-23-00-6114	$0.00
MAY 2012	BANK OF AMERICA 22774	Annual State Water Testing	20-23-00-6303	$5,836.82
MAY 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-23-00-6316	$0.00
MAY 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-23-00-6317	$977.20
MAY 2012	BANK OF AMERICA 22774	Computer Maintenance	20-23-00-6324	$0.00
MAY 2012	BANK OF AMERICA 22774	Publishing Fees	20-23-00-6334	$0.00
		Total		**$7,900.03**
		Total WATER PLANT		**$7,900.03**
MAY 2012	BANK OF AMERICA 22774	Minor Tools	20-24-00-6102	$0.00
MAY 2012	BANK OF AMERICA 22774	Chemicals	20-24-00-6104	$0.00
MAY 2012	BANK OF AMERICA 22774	Lab Supplies	20-24-00-6109	$1,673.95
MAY 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-24-00-6110	$195.90
MAY 2012	BANK OF AMERICA 22774	Buildings & Grounds	20-24-00-6112	$49.95
MAY 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-24-00-6114	$6.99
MAY 2012	BANK OF AMERICA 22774	Lift Station Maintenance	20-24-00-6312	$1,558.59

City of Guthrie
A/P Claims List
from 6/22/2012 to 6/22/2012

Invoice #	Vendor		Description	Account	Cost
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	20-24-00-6316	$7.64
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-24-00-6317	$822.36
MAY 2012	BANK OF AMERICA	22774	Required/Mandatory Testing	20-24-00-6357	$0.00
MAY 2012	BANK OF AMERICA	22774	NPDES Discharge	20-24-00-6376	$6,416.62
			Total		**$10,732.00**
			Total WASTE WATER TREATMENT PLANT		**$10,732.00**
MAY 2012	BANK OF AMERICA	22774	Uniforms - Convenience Ctr.	20-26-00-6016	$101.94
MAY 2012	BANK OF AMERICA	22774	Minor Tools	20-26-00-6102	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-26-00-6110	$0.00
MAY 2012	BANK OF AMERICA	22774	Building & Grounds	20-26-00-6112	$16.99
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-26-00-6114	$0.00
MAY 2012	BANK OF AMERICA	22774	Printing	20-26-00-6308	$0.00
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	20-26-00-6316	$536.73
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-26-00-6317	$0.00
			Total		**$655.66**
			Total CONVENIENCE CENTER		**$655.66**
MAY 2012	BANK OF AMERICA	22774	Professional Development (Line Maintenance	20-27-00-6048	$62.00
MAY 2012	BANK OF AMERICA	22774	Minor Tools	20-27-00-6102	$206.50
MAY 2012	BANK OF AMERICA	22774	Chemicals	20-27-00-6104	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-27-00-6110	$311.64
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-27-00-6114	$57.79
MAY 2012	BANK OF AMERICA	22774	Water/Sewer Maintenance	20-27-00-6119	$172.88
MAY 2012	BANK OF AMERICA	22774	Street/Sidewalks	20-27-00-6313	$27.52
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	20-27-00-6316	$289.11
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-27-00-6317	$2,979.92
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Services/Charges	20-27-00-6346	$0.00
			Total		**$4,107.36**
			Total LINE MAINTENANCE		**$4,107.36**
MAY 2012	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-28-00-6110	$0.00
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-28-00-6114	$0.00
MAY 2012	BANK OF AMERICA	22774	Water Meters	20-28-00-6129	$0.00
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	20-28-00-6316	$0.00
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-28-00-6317	$0.00
			Total		**$0.00**
			Total METER DEPARTMENT		**$0.00**
MAY 2012	BANK OF AMERICA	22774	Chemicals	20-29-00-6104	$706.18
MAY 2012	BANK OF AMERICA	22774	Building & Grounds	20-29-00-6112	$3,059.89
MAY 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-29-00-6114	$297.47
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-29-00-6317	$34.64
			Total		**$4,098.18**
			Total MUNICIPAL POOL		**$4,098.18**
			Total GPWA OPERATING FUND		**$28,347.36**
MAY 2012	BANK OF AMERICA	22774	Library: State Aid (ODL)	30-30-06-6541	$3,210.07
			Total LIBRARY		**$3,210.07**

City of Guthrie
A/P Claims List
from 6/22/2012 to 6/22/2012

Invoice #	Vendor		Description	Account	Cost
MAY 2012	BANK OF AMERICA	22774	Police: OSBI Grant	30-30-07-6357	$0.00
			Total POLICE DEPARTMENT		**$0.00**
			Total GRANTS		**$3,210.07**
			Total GRANTS FUND		**$3,210.07**
MAY 2012	BANK OF AMERICA	22774	Park Improvements	45-45-00-6545	$6,726.16
			Total		**$6,726.16**
			Total HOTEL/MOTEL-TOURISM		**$6,726.16**
			Total HOTEL/MOTEL TAX FUND		**$6,726.16**
MAY 2012	BANK OF AMERICA	22774	Admin Copier Lease	54-54-02-6705	$2,142.28
MAY 2012	BANK OF AMERICA	22774	Finance Copier Lease	54-54-02-6705	$0.00
MAY 2012	BANK OF AMERICA	22774	Library Copier Lease	54-54-02-6705	$0.00
MAY 2012	BANK OF AMERICA	22774	Planning Copier Lease	54-54-02-6705	$0.00
MAY 2012	BANK OF AMERICA	22774	Police Copier Lease	54-54-02-6705	$0.00
MAY 2012	BANK OF AMERICA	22774	GPWA Copier Lease	54-54-02-6705	$0.00
MAY 2012	BANK OF AMERICA	22774	Laser Fiche Lease	54-54-02-6705	$0.00
			Total ADMINISTRATION		**$2,142.28**
MAY 2012	BANK OF AMERICA	22774	Lease/Purchase - Computers	54-54-04-6706	$0.00
			Total INFORMATION SERVICES		**$0.00**
MAY 2012	BANK OF AMERICA	22774	Lease/Purchase - Computer Equipment	54-54-27-6706	$0.00
			Total LINE MAINTENANCE		**$0.00**
			Total FACILITIES		**$2,142.28**
			Total CAPITAL PROJECTS		**$2,142.28**
02-021941-002 R	MISCELLANEOUS			71-00-00-5555	$50.00
02-022111-011 R	MISCELLANEOUS			71-00-00-5555	$33.19
06-060675-010 R	MISCELLANEOUS			71-00-00-5555	$11.27
07-071710-011 R	MISCELLANEOUS			71-00-00-5555	$42.40
11-112890-007 R	MISCELLANEOUS			71-00-00-5555	$39.98
99-995100-001 R	MISCELLANEOUS			71-00-00-5555	$39.51
99-999120-001 R	MISCELLANEOUS			71-00-00-5555	$17.94
			Total		**$234.29**
			Total		**$234.29**
			Total UTILITY DEPOSIT FUND		**$234.29**
MAY 2012	BANK OF AMERICA	22774	Professional Development (Airport)	98-98-00-6048	$0.00
MAY 2012	BANK OF AMERICA	22774	Office Supplies	98-98-00-6101	$0.00
MAY 2012	BANK OF AMERICA	22774	Minor Tools	98-98-00-6102	$0.00
MAY 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	98-98-00-6110	$0.00
MAY 2012	BANK OF AMERICA	22774	Building & Grounds	98-98-00-6112	$52.00
MAY 2012	BANK OF AMERICA	22774	Telephone & Internet	98-98-00-6301	$104.79
MAY 2012	BANK OF AMERICA	22774	Printing	98-98-00-6308	$0.00
MAY 2012	BANK OF AMERICA	22774	Vehicle Maintenance	98-98-00-6316	$0.00
MAY 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	98-98-00-6317	$10.14
			Total		**$166.93**

City of Guthrie
A/P Claims List
from 6/22/2012 to 6/22/2012

Invoice #	Vendor	Description	Account	Cost
		Total AIRPORT FUND		$166.93
		Total AIRPORT FUND		$166.93
		Total All Funds		$89,319.80

City of Guthrie
A/P Claims List
from 6/25/2012 to 6/25/2012

Invoice #	Vendor	Description	Account	Cost
PR3587-1	AETNA HEALTHCARE 22795		01-00-00-2031	$2,578.85
PR3594-1	AETNA HEALTHCARE 22795		01-00-00-2031	$2,578.85
PR3587-1	AETNA HEALTHCARE 22795		01-00-00-2032	$15,368.95
PR3588-1	AETNA HEALTHCARE 22795		01-00-00-2032	$159.65
PR3594-1	AETNA HEALTHCARE 22795		01-00-00-2032	$15,528.59
PR3587-1	AETNA HEALTHCARE 22795		01-00-00-2033	$1,026.48
PR3588-1	AETNA HEALTHCARE 22795		01-00-00-2033	$12.22
PR3594-1	AETNA HEALTHCARE 22795		01-00-00-2033	$1,050.92
PR3587-1	AETNA HEALTHCARE 22795		01-00-00-2034	$563.20
PR3594-1	AETNA HEALTHCARE 22795		01-00-00-2034	$563.20
		Total		**$39,430.91**
		Total		**$39,430.91**
		Total GENERAL FUND		**$39,430.91**
PR3587-2	AETNA HEALTHCARE 22795		20-00-00-2031	$129.32
PR3594-2	AETNA HEALTHCARE 22795		20-00-00-2031	$129.32
PR3587-2	AETNA HEALTHCARE 22795		20-00-00-2032	$3,352.65
PR3594-2	AETNA HEALTHCARE 22795		20-00-00-2032	$3,512.30
PR3587-2	AETNA HEALTHCARE 22795		20-00-00-2033	$256.62
PR3594-2	AETNA HEALTHCARE 22795		20-00-00-2033	$268.84
PR3587-2	AETNA HEALTHCARE 22795		20-00-00-2034	$102.40
PR3594-2	AETNA HEALTHCARE 22795		20-00-00-2034	$102.40
		Total		**$7,853.85**
		Total		**$7,853.85**
		Total GPWA OPERATING FUND		**$7,853.85**
PR3594-1	AETNA HEALTHCARE 22795		98-00-00-2031	$213.93
PR3587-1	AETNA HEALTHCARE 22795		98-00-00-2032	$159.65
PR3594-1	AETNA HEALTHCARE 22795		98-00-00-2032	$159.65
PR3587-1	AETNA HEALTHCARE 22795		98-00-00-2033	$12.22
PR3594-1	AETNA HEALTHCARE 22795		98-00-00-2033	$12.22
PR3594-1	AETNA HEALTHCARE 22795		98-00-00-2034	$25.60
		Total		**$583.27**
		Total		**$583.27**
		Total AIRPORT FUND		**$583.27**
		Total All Funds		**$47,868.03**

City of Guthrie
A/P Claims List
from 6/27/2012 to 6/28/2012

Invoice #	Vendor	Description	Account	Cost
JULY 2012	O.M.A.G.(21303)	Building and Property Monthly Insurance	01-01-00-6326	$4,705.35
JULY 2012	O.M.A.G.(21302)	Workers' Compensation	01-01-00-6326	$24,852.37
JULY 2012	O.M.A.G.(425)	Liability Auto and Mobile Equipment Insuranc	01-01-00-6326	$8,001.34
6609	CRAWFORD & ASSOCIATES,P.C.	Professional Services-Accounting & Consultin	01-01-00-6330	$3,565.00
		Total		**$41,124.06**
		Total GENERAL GOVERNMENT		**$41,124.06**
DUES 2012-2012	OMCCA 22853	Membership Dues for 2012-2013 Annette Le	01-03-30-6048	$55.00
		Total FINANCE		**$55.00**
		Total FINANCE		**$55.00**
REIM	REGINALD SMITH JR.	Meal Reimbursement - Mobile Cop Training	01-07-70-6343	$8.87
		Total POLICE ADMINISTRATION		**$8.87**
		Total POLICE		**$8.87**
REIM	MARK LEY 22416	Meal Reimbursement for AEMT Clinicals	01-09-90-6107	$93.40
		Total SUPPRESSION		**$93.40**
REIM	CODY MCNALLY 22732	Fuel Reimbursment for McNally - Tulsa Trans	01-09-92-6316	$50.00
REIM	CHARLES STOWE(564)	Fuel and Toll Reimbursement for Trip A-1 to	01-09-92-6316	$117.48
MAY 2012	INTERMEDIX (22025)	EMS Supplies	01-09-92-6373	$4,398.28
		Total EMS		**$4,565.76**
		Total FIRE		**$4,659.16**
		Total GENERAL FUND		**$45,847.09**
JULY2012	USPS - UNITED STATES POSTAL	Postage	20-21-00-6309	$2,000.00
JUNE 2012	USPS - UNITED STATES POSTAL	Postage	20-21-00-6309	$1,000.00
		Total		**$3,000.00**
		Total PUBLIC WORKS GENERAL		**$3,000.00**
JUNE 2012	BURRELL INC. (21286)	Contract Meter Monthly Reading	20-28-00-6054	$2,795.71
		Total		**$2,795.71**
		Total METER DEPARTMENT		**$2,795.71**
		Total GPWA OPERATING FUND		**$5,795.71**
JULY 2012	FARMERS & MERCHANTS BANK	Loan # 8144600 2009 Dodge Charger (Police	54-56-07-6707	$641.86
JULY2012 PD IN	FARMERS & MERCHANTS BANK	Loan # 8144500 2009 Chevrolet Tahoe (Polic	54-56-07-6707	$2,068.68
		Total POLICE DEPARTMENT		**$2,710.54**
22069	OKLAHOMA STATE BANK (22069	Loan #52860 - 10 Wheel Dump Truck with Att	54-56-12-6708	$2,031.00
		Total STREET DEPARTMENT		**$2,031.00**
		Total VEHICLES & EQUIPMENT		**$4,741.54**
		Total CAPITAL PROJECTS		**$4,741.54**
JULY 2012	O.M.A.G.(21303)	Building and Property Monthly Insurance	98-98-00-6326	$304.07
JULY 2012	O.M.A.G.(21302)	Workers' Compensation	98-98-00-6326	$429.80
JULY 2012	O.M.A.G.(425)	Liability Auto and Mobile Equipment Insuranc	98-98-00-6326	$67.69
		Total		**$801.56**
		Total AIRPORT FUND		**$801.56**

City of Guthrie
A/P Claims List
from 6/27/2012 to 6/28/2012

Invoice #	Vendor	Description	Account	Cost
		Total AIRPORT FUND		**$801.56**
JULY 2012	OKLAHOMA DEPARTMENT OF C	Loan Payment - Spirit Wing	99-99-00-6702	$1,041.67
		Total		**$1,041.67**
		Total GUTHRIE INDUSTRIAL DEVLEOPMENT		**$1,041.67**
		Total GUTHRIE INDUSTRIAL DEVELOPMENT		**$1,041.67**
		Total All Funds		**$58,227.57**

City of Guthrie
A/P Claims List
from 6/29/2012 to 6/29/2012

Invoice #	Vendor	Description	Account	Cost
3970	JOHN M ARLEDGE & ASSOC. (21	Auditing Service for Fiscal Year 2011	01-01-00-6330	$3,400.00
		Total		**$3,400.00**
		Total GENERAL GOVERNMENT		**$3,400.00**
3701	FORMS PLUS (185)	Fire Inspection Forms	01-05-50-6308	$113.68
		Total COMMUNITY DEVELOPMENT		**$113.68**
192	A CUT ABOVE LAWN SERVICE 2	Abatements for 524 E. Clevland and 402 East	01-05-51-6354	$120.00
193	A CUT ABOVE LAWN SERVICE 2	Abatements for 524 E. Clevland and 402 East	01-05-51-6354	$100.00
203	A CUT ABOVE LAWN SERVICE 2	Abatements for 524 E. Cleveland and 402 Ea	01-05-51-6354	$160.00
		Total CODE COMPLIANCE		**$380.00**
		Total PLANNING		**$493.68**
002695 & 99999	SAM'S CLUB DIRECT COMMERCI	Police Department Public Relations Luncheon	01-07-70-6122	$222.10
12-004205-S	O.S.B.I. (820)	ODIS Support/ Maintenance	01-07-70-6311	$1,562.00
		Total POLICE ADMINISTRATION		**$1,784.10**
		Total POLICE		**$1,784.10**
2033941	LAWSON CONSTRUCTION & WE	Added "P" Trap to both Equipment Sheds	01-12-00-6112	$600.00
		Total		**$600.00**
		Total STREET		**$600.00**
430138	GOOCH-SMITH ELECTRIC(1279)	Emergency Repairs	01-15-11-6112	$193.00
0001979	HURLEY PLUMBING 267	Emergency Repairs	01-15-11-6112	$78.95
0001983	HURLEY PLUMBING 267	Emergency Repairs	01-15-11-6112	$55.00
2034	PONDS RX 22643	Pond Service for Highland Park	01-15-11-6112	$194.00
		Total PARKS		**$520.95**
		Total PARKS & PUBLIC GROUNDS		**$520.95**
		Total GENERAL FUND		**$6,798.73**
0001986	HURLEY PLUMBING 267	Plumbing repairs at Waste Connection Buildi	20-21-00-6112	$950.00
MAY 2012	C.A.C. FINANCIAL CORP. (1405)	Utility Collections	20-21-00-6340	$53.23
		Total		**$1,003.23**
		Total PUBLIC WORKS GENERAL		**$1,003.23**
821	MID AMERICA HYDRO TECH (211	Aluminum Chlorhydrate Blend	20-23-00-6104	$17,417.40
825	MID AMERICA HYDRO TECH (211	Filter Aid	20-23-00-6104	$620.74
94303	SOUTHWEST CHEMICAL (20977)	Chemicals for Water Treatment Plant	20-23-00-6104	$675.00
		Total		**$18,713.14**
		Total WATER PLANT		**$18,713.14**
94625	SOUTHWEST CHEMICAL (20977)	Sodium Bisulfite	20-24-00-6104	$873.75
94756	SOUTHWEST CHEMICAL (20977)	Sodium Bisulfite	20-24-00-6104	$1,747.50
3907	S & D ELECTRIC MOTOR SHOP	Replace broken packing gland in transfer pu	20-24-00-6317	$551.95
		Total		**$3,173.20**
		Total WASTE WATER TREATMENT PLANT		**$3,173.20**
000511	GHM ENTERPRISES (1097)	Laundry Service	20-27-00-6346	$21.00
000516	GHM ENTERPRISES (1097)	Laundry Service	20-27-00-6346	$15.60
000521	GHM ENTERPRISES (1097)	Laundry Service	20-27-00-6346	$7.80

City of Guthrie
A/P Claims List
from 6/29/2012 to 6/29/2012

Invoice #	Vendor	Description	Account	Cost
000524	GHM ENTERPRISES (1097)	Laundry Service	20-27-00-6346	$15.60
		Total		**$60.00**
		Total LINE MAINTENANCE		**$60.00**
0001982	HURLEY PLUMBING 267	Emergency Repairs to Swimming Pool	20-29-00-6112	$65.15
1377	OKLA STATE DEPARTMENT OF	Pool Renewal License	20-29-00-6112	$50.00
		Total		**$115.15**
		Total MUNICIPAL POOL		**$115.15**
		Total GPWA OPERATING FUND		**$23,064.72**
2033914	LOGAN COUNTY COMMISSIONE	Agreement with Logan County District 3 Asph	54-55-12-6521	$6,775.57
		Total STREET DEPARTMENT		**$6,775.57**
		Total INFRASTRUCTURE		**$6,775.57**
		Total CAPITAL PROJECTS		**$6,775.57**
2033973	OAOA (21194)	Membership Renewal July 2012 - June 2013	98-98-00-6048	$275.00
		Total		**$275.00**
		Total AIRPORT FUND		**$275.00**
		Total AIRPORT FUND		**$275.00**
		Total All Funds		**$36,914.02**

City of Guthrie
A/P Claims List
from 7/3/2012 to 7/3/2012

Invoice #	Vendor	Description	Account	Cost
PR3587-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	$109.25
PR3594-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	$109.25
PR3587-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	$262.92
PR3588-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	$3.13
PR3594-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	$282.70
Almeda Parker	GLOBE LIFE & ACCIDENT INSUR	Overpayment on Ambulance Bill - Almeda Pa	01-00-00-5435	$66.32
Doris Freeman	OHCA - FINANCE (22111)	Overpayment on Ambulance Invoice - Doris F	01-00-00-5435	$66.32
JUNE 2012	AT&T LONG DISTANCE (21268)	Monthly Billing for Long Distance Telephone	01-01-00-6301	$298.35
Service Fee for J	AFLAC (20180)	Montly URM Service Fee	01-01-00-6346	$33.00
M. Mueller Rene	CITY MANAGMENT ASSOCIATIO	Membership Renewal 2012-2013	01-01-00-6350	$396.00
JUNE 2012	LOGAN COUNTY CLERK(1135)	Civil Defense Contract 2011- 2012	01-01-00-6371	$1,604.31
JUNE 2012	CITY OF EDMOND (21508)	Information Technology Support Agreement	01-04-45-6054	$3,025.95
JUNE 2012	LOGAN COMMUNITY SERVICES,	Community Services Per Contract	01-07-70-6345	$125.00
		Total GENERAL FUND		**$6,382.50**
PR3587-2	AETNA - MIDDLETOWN 22051		20-00-00-2031	$23.60
PR3594-2	AETNA - MIDDLETOWN 22051		20-00-00-2031	$23.60
PR3587-2	AETNA - MIDDLETOWN 22051		20-00-00-2032	$65.73
PR3594-2	AETNA - MIDDLETOWN 22051		20-00-00-2032	$68.86
JULY 2012	C-21, GOODYEAR GREEN - JAN	Lease/Rent for 1923 Ruhl Drive for GPWA	20-21-00-6120	$3,500.00
JUNE 2012	DHH DISPOSAL 22381	Sanitation Service for 21st Street and Johndol	20-21-00-6348	$157.50
287364	RAILROAD MANAGEMENT CO., L	Sewer Pipeline Encroachments from 10-10-2	20-21-00-6382	$10,000.00
MILEAGE JUNE	VALERIE EPPERSON (329)	Mileage	20-22-00-6047	$73.26
		Total GPWA OPERATING FUND		**$13,912.55**
ARVIN12842990	MUSICIAN'S FRIEND (22842)	OAC Local Government Challenge Grant (sou	30-30-05-6574	$6,045.00
		Total GRANTS FUND		**$6,045.00**
1048566	DIGITAL ALLY 22841	Cameras, Video Manager Server Software Ve	54-54-07-6593	$27,890.00
		Total CAPITAL PROJECTS		**$27,890.00**
PR3587-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	$3.13
PR3594-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	$3.13
JUNE 2012	AT&T LONG DISTANCE (21268)	Monthly Billing for Long Distance Telephone	98-98-00-6301	$0.00
		Total AIRPORT FUND		**$6.26**
		Total All Funds		**$54,236.31**

MINUTES

CITY COUNCIL MEETING

Council Workshop

June 19, 2012

The special meeting of the sixty-first City Council of Guthrie, Oklahoma, was posted on Friday, June 15, 2012 before 5:00 p.m. and held June 19, 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	Mary Coffin	Gaylord Z. Thomas
Members Absent:	Trey Ayers	Sheri Mueller	Patty Hazlewood
Staff Present:	Matt Mueller Aaron Ryburn Rene Spineto	Randel Shadid Maxine Pruitt	Wanda Calvert Justin Heid

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

Discussion regarding Community Project Taskforce. At the City Council Retreat Meeting held in January, the City Council expressed the need to establish a Community Project Taskforce to identify needs and desires for community projects. City Manager Mueller inquired from the City Council how they wish to have the Community Project Taskforce structured. City Council suggested members from the City of Guthrie's Boards and Commissions, from the Guthrie Chamber of Commerce and each Councilmember have an appointment.

Councilmember Mueller present at 6:09 p.m.

Vice Mayor Ayers and Councilmember Hazlewood present at 6:16 p.m.

Questions and discussion regarding agenda items.

Community Signage and Installation Project. The proposed item is to consider approval of awarding RFP No. 2012-3, Community Signage and Installation Project, to Sign Productions, Inc. from Cedar Rapids, IA. On December 6, 2011 the City Council approved staff to solicit Request for Proposals (RFP) from vendors to design and price various types and styles of City signs as part of the Guthrie Gateway Beautification Plan that was developed to further Guthrie's goal of enhancing key gateway entries into the City of Guthrie. The RFP solicited proposals for a consistent, unified style of signage establishing a

signature theme for the City. Installation of the signs will be completed in a phased manner as the City budget allows. The City of Guthrie received two proposals: Sign Productions, Inc. from Cedar Rapids, IA and Vital Signs of Edmond, Inc. City staff reviewed both proposals with members of the Jonquil Club, Chamber of Commerce and OSU Extension. City staff recommends awarding the RFP No. 2012-3 to Sign Productions, Inc. from Cedar Rapids, IA. The critical component is that we will install signs in a phased manner and that the City will request the right to make minor adjustments in the design with the appropriate, agreed-upon price adjustment.

Bid No. 2012-02, Demolition Services and Debris Removal. City staff requested the proposed item to consider approval to award Bid No. 2012-02, Demolition Services and Debris Removal, to the low bid of $4,786 to K & M Wrecking, Oklahoma City for the demolition and removal of 402 North Division and authorize staff to execute a contract be continued. This property was declared dilapidated by the City Council in May 2012, but just recently City staff was notified the property has historic value. City staff requested more time to research the recent finding.

Special Use Permit – Refuse Recycling Center. The proposed item is to consider approval for a Special Use Permit to establish a Refuse Recycling Center at 2103 South Division. The Guthrie Planning Commission heard a request by GAM Investments to establish a Refuse Recycling Center at 2103 South Division on May 10, 2012. Notification was sent to 11 property owners within 300 feet of the location and utility companies. Notification was also published in the Guthrie News Leader on April 24, 2012. There were no letters of comment or discussion from the public. The motion passed unanimously in favor of the request with a recommendation to Council for approval.

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 6:52 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

MINUTES

CITY COUNCIL MEETING

Finance Committee

June 12, 2012

The special meeting of the sixty-first City Council of Guthrie, Oklahoma, was posted on Friday, June 8, 2012 before 5:00 p.m. and held on June 12, 2012 in the Guthrie City Hall Third Floor Conference Room.

Finance Committee Chairman Trey Ayers called the meeting to order at 6:05 p.m.

Finance Committee Members Present:	Trey Ayers	Mary Coffin
Finance Committee Members Absent:	Gaylord Z. Thomas	
City Council Present:	None	
City Council Absent:	Chuck Burtcher John Wood	Sheri Mueller Patty Hazlewood
Staff Present: Matt Mueller	Wanda Calvert	

Finance Committee Chairman Ayers declared a quorum with two (2) Committee members in attendance.

Discussion and consideration of action regarding proposal of wholesale water contract to the Town of Coyle. The purpose of this project is to provide water supply to the Town of Coyle, Oklahoma. The proposed project consists of the construction of a 6" diameter water main extending east from the main entrance of Langston University to the Town of Coyle's water system. The proposed main will parallel State Highway 33 and the primary access road or Main Street into the Town of Coyle. The line will terminate or interconnect into the Coyle system near the intersection of Iowa and Main Street. The total main length is approximately 7,100 feet. A master meter station as well as a pressure reducing valve station will be installed in the proposed water main. It is anticipated that the Town of Coyle's existing water storage tank would be utilized in place. The pressure reducing valve would essentially lower the water pressure so that it will not overflow the existing water storage tank. The Town of Coyle should use approximately 40,000 gallons of water on a peak day with a peak instantaneous demand of 225 gallons per minute. The proposed 6" main will meet this demand. The existing Town of Coyle water tower will provide the system diurnal pressure requirements as it does now. Myers Engineering provided a preliminary project cost estimate and Municipal Finance Services provided an estimated annual debt service payment using Oklahoma Water Resources Board Drinking Water State Revolving Fund Loan. Motion by Finance Committee Chairman Ayers, seconded by Finance Committee Member

Coffin, moved approval to authorize the City Manager to propose to the Town of Coyle Trustees a Take or Pay Water Purchase Contract to pay a minimum monthly charge of $3,000 which is based on an average of one million gallons per month plus the infrastructure and capital outlay costs. A roll call vote was taken.

Aye: Ayers, Coffin
Nay: None

Finance Committee Chairman Ayers declared the motion carried unanimously.

Discussion and consideration of action regarding Stabilization Ordinance. City Manager Mueller presented draft ordinances establishing a Stabilization Fund Balance Policy. Discussion was held on the minimum and maximum amounts to be contained in the Stabilization Reserve Fund. It was the consensus of the Finance Committee for City staff to merge the draft ordinances and present back to the Finance Committee for consideration.

Discussion and consideration of action regarding a utility adjustment to a utility account for Eve Cushing at 704 East Warner Avenue. Eve Cushing established utility services at 704 East Warner Avenue on May 25, 2010. She received two utility bills with high water consumption: July 16, 2010 with the water consumption at 185,000 gallons and August 13, 2010 with the water consumption at 98,000 gallons. Ms. Cushing is requesting an adjustment for the water billed from June 16, 2010 to August 13, 2010. Motion by Finance Committee Chairman Ayers, seconded by Finance Committee Member Coffin, moved approval to recommend to City Council to adjust the utility account at 704 East Warner Avenue for the water billed from June 16, 2010 to August 13, 2010 by applying the major water leak rate, to waive the penalties and adjust the sanitary sewer charges. A roll call vote was taken.

Aye: Ayers, Coffin
Nay: None

Finance Committee Chairman Ayers declared the motion carried unanimously.

Adjournment. There being no further business for the Finance Committee, Finance Committee Chairman Ayers declared the meeting adjourned at 7:13 p.m.

Wanda Calvert, City Clerk

Trey Ayers, Finance Committee Chairman

MINUTES

CITY COUNCIL MEETING

June 19, 2012

The regular meeting of the sixty-first City Council of Guthrie, Oklahoma was posted on Friday, June 15, 2012 before 5:00 p.m. and held June 19, 2012 in the Guthrie City Hall Council Chambers.

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

Members Present:	Chuck Burtcher	Trey Ayers	Patty Hazlewood
	Mary Coffin	Sheri Mueller	Gaylord Z. Thomas
	John Wood		
Members Absent:	None		
Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Maxine Pruitt	Rene Spineto
	Justin Heid	Damon Devereaux	Kevin Dixon, Jr.

Mayor Burtcher declared a quorum with all (7) Councilmembers in attendance.

Consent Agenda. Consent Agenda E, Awarding Bid No. 2012-02, Demolition Services and Debris Removal, to the low bid of $4,786 to K & M Wrecking, Oklahoma City for the demolition and removal of 402 North Division, was removed for an additional 45 days per City staff request to research the historic value of the structure. Motion by Vice Mayor Ayers, seconded by Councilmember Wood, moved approval of the Consent Agenda as follows:

A. Consider approval of the minutes from the Special City Council Workshop Meeting held on June 5, 2012.

B. Consider approval of the minutes from the Regular City Council Meeting held on June 5, 2012.

C. Consider approval of Claims:

General Fund:	Claims	$135,306.92
Grants Fund:	Claims	$ 6,354.00
Capital Projects Fund:	Claims	$198,868.47
Airport Fund:	Claims	$ 1,733.96
GIDA Fund:	Claims	$ 1,041.67
	Total Claims:	$343,305.02

D. Consider approval of Treasurer Reports.

F. Consider approval of awarding RFP No. 2012-3, Community Signage and Installation Project, to Sign Production, Inc. from Cedar Rapids, IA.

G. Consider approval of Budget Amendment No. 9 increasing the budget for the General Fund and Capital Projects Fund.

H. Consider approval of accepting the Healthy Communities Incentive Grant in the amount of $5,000 to support the activities of the Community Garden Project.

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

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

Mayor Burtcher declared the motion carried unanimously.

Consider approval of Ordinance No. 3233, amending Ordinance No. 3232 to close a portion of the alley between Warner Street and Noble Avenue, west of 20th Street. The Guthrie Planning Commission heard a request by Dr. Lisa Cook to close a portion of the alley between Warner Street and Noble Avenue, west of 20th Street. Specifically, the alley area between Lots 9-17 on the north side of the alley and Lots 18-26 on the south side of the alley. The two subject parcels are in Block 5 of the Fourth Capital Heights Addition and is commonly known as 2114 West Noble. The applicant's parcels are on either side of the dead-end alley has no City utilities and the area is zoned Commercial. The applicant has plans to expand their business which is currently located at the site and feel that it would benefit from access to Warner Street. The request was heard by the Guthrie Planning Commission at a public hearing on April 12, 2012. Notification was sent to property owners within 300 feet of the location as well as to all utility companies. Notification was also published in the Guthrie News Leader on March 24, 2012. There were no letters of comment or discussion from the public. The motion passed unanimously in favor of the request with a recommendation to Council for approval. City Council approved the request on May 1, 2012 with Ordinance No. 3232. Ordinance No. 3233 is amending Ordinance 3232 to correct the legal description. Motion by Councilmember Thomas, seconded by Councilmember Wood, moved approval of Ordinance No. 3233, amending Ordinance No. 3232 to close a portion of the alley between Warner Street and Noble Avenue, west of 20th Street. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

Public hearing and consider approval of Special Use Permit to establish a Refuse Recycling Center at 2103 South Division. The Guthrie Planning Commission heard a request by GAM Investments to establish a Refuse Recycling Center at 2103 South Division on May 10, 2012. Notification was sent to eleven property owners within 300 feet of the location and utility companies. Notification was also published in the Guthrie News Leader on April 24, 2012. There were no letters of comment or discussion from the public. The motion passed unanimously in favor of the request with a recommendation to Council for approval. A public hearing was held for the purpose of soliciting public comment(s) regarding the issuance of a Special Use Permit to establish a Refuse Recycling Center at 2103 South Division. There was no public comment, but Julie Pedigo, representative from GAM Investments, answered questions from the City Council. Motion by Vice Mayor Ayers, seconded by Councilmember Wood, moved approval to issue a Special Use Permit to GAM Investments to establish a Refuse Recycling Center at 2103 South Division. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

Councilmember Mueller temporarily left the Council Chambers.

Consider approval to award Bid No. 2012-5, Northwest Development, Taxiway Rehabilitation and PAPI Wiring Projects to the low bid of $1,012,926.17 to Total Investments, Guthrie, Oklahoma as part of the AIP No. 3-40-0036-012-2012 Airport Project. On May 15, 2012 the City Council approved City staff to solicit bids for the replacement of wires and controls for the Precision Approach Path Indicators (PAPIs); Taxiway C reconstruction and crack repair due to age and weathering; and to construct a new access taxiway to a new development area northwest of existing storage facilities and adjacent to Taxiway D. Bid notices were published in the Guthrie News Leader and the Journal Record on May 17 and 24, 2012 and posted to the City's website. Four (4) bid proposals were received. The bids were opened on Thursday, June 7, 2012 at 10:00 a.m. with the following results:

Total Investments, Guthrie – Total Bid: $1,012,926.17
CGC, Inc., Edmond – Total Bid: $1,047,218.90
Nash Construction, OKC – Total Bid: $1,151,114.75
Continental Construction Company – Total Bid: $1,158,511.14

These projects are funded with Federal Aviation Administration (FAA) grants and administered through the Oklahoma Aeronautics Commission. Funding is at a ratio of 95% to 5% - the 5% is the amount to be split between the Cities of Guthrie and Edmond. The apparent low bidder is Total Investments from Guthrie, OK for $1,012,926.17. Councilmembers entered their votes and the votes were displayed with the following results:

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

Nay: None

Mayor Burtcher declared the motion carried unanimously.

Councilmember Mueller returned to the Council Chambers.

City Manager's Report. Informed we will be moving into the Animal Shelter very soon and displayed the plaque that will be placed on the building.

Requests/comments from members of the City Council. Councilmember Mueller informed that it is great that a local vendor received the bid for the Airport Projects.

Councilmember Hazlewood invited the City Council and the community to attend the event at the American Legion Hall this Saturday and the events happening at the Guthrie Public Library; and informed the Guthrie High School Band is selling fireworks at Wal-Mart.

Vice Mayor Ayers informed See Spot Run was very successful.

Councilmember Coffin informed the City Council and the community on the events happening in Guthrie.

Councilmember Wood informed he is visiting with constituents in his Ward.

Mayor Burtcher informed he and City staff was filming "Where is the Mayor" early this morning and Park Superintendent Verdell Smith was already working, we have a great group of employees.

Adjourn. There being no further business for the Guthrie City Council, Mayor Burtcher declared the meeting adjourned at 7:28 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

CITY OF GUTHRIE

CLAIMS

July 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

CITY OF GUTHRIE
TREASURER'S REPORT
June 30, 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		$58,990.51	$48,556.98	$0.00	$107,547.49
General	F & M Bank	MM	1022003929	0.25		$565,661.41	$541,985.91	$586,942.28	$520,705.04
						$624,651.92	**$590,542.89**	**$586,942.28**	**$628,252.53**
Cemetery Care	F & M Bank	MM	1022003996	0.25		**$44,058.60**	**$479.12**	**$0.00**	**$44,537.72**
	F & M Bank	MM	1022003937	66.67%	Tourism	$993.62	$721.55	$0.00	$1,715.17
Hotel/Motel Tax		MM	1022003937	33.33%	Parks	$115,655.15	$384.35	$10,311.83	$105,727.67
			Total: Hotel/Motel Tax			**$116,648.77**	**$1,105.90**	**$10,311.83**	**$107,442.84**
Sinking Fund	InterBank	MM	13-925-4	0.00		**$455.05**	**$0.00**	**$0.00**	**$455.05**
GIDA	F & M Bank	MM	1022003953	0.25		**$9,009.81**	**$1.84**	**$1,041.67**	**$7,969.98**
Airport Grant	InterBank	MM	1310219657	0.00		**$133,051.68**	**$0.00**	**$0.00**	**$133,051.68**
Airport Escrow 2010	F & M Bank	MM	1022004577	0.25		**$42,348.00**	**$8.70**	**$0.00**	**$42,356.70**
USDA Rural Devel.	InterBank	MM	23-695-0	0.25		**$40,706.84**	**$1,004.85**	**$0.00**	**$41,711.69**
Capital Projects	F & M Bank	MM	1022003961	0.25		**$305,446.01**	**$103,319.59**	**$235,008.39**	**$173,757.21**
	InterBank	MM	25-045-7	0.25		$2,968.54	$0.47	$0.00	$2,969.01
Grants Fund	F & M Bank	MM	1022004038	0.25		$27,576.85	$4,428.41	$11,011.59	$20,993.67
						$30,545.39	**$4,428.88**	**$11,011.59**	**$23,962.68**
Fed Equitable Sharing	InterBank	MM	25-477-0	0.25		**$1,594.82**	**$0.06**	**$0.00**	**$1,594.88**
	InterBank	MM	13-415-5	0.25		$85,883.79	$19,867.98	$395.61	$105,356.16
	F & M Bank	MM	1022003864	0.50		$75,737.98	$284,974.04	$303,517.24	$57,194.78
GPWA	Bancfirst -Drafts	MM	150182648	0.15		$529,762.24	$49,100.70	$33,720.40	$545,142.54
			Total: GPWA Operating			**$691,384.01**	**$353,942.72**	**$337,633.25**	**$707,693.48**
	InterBank	SN	1310018422	0.25		$711.43	$1.43	$0.00	$712.86
	F & M Bank	MM	1022003880	0.50		$245,046.62	$6,273.27	$3,048.41	$248,271.48
Meter Deposits	InterBank	CD	25375	0.30	11/26/2012	$99,000.00	$0.00	$0.00	$99,000.00
			Total: Meter Deposits			**$344,758.05**	**$6,274.70**	**$3,048.41**	**$347,984.34**
	InterBank	MM	1310251437	0.25		$3,470.83	$0.55	$0.00	$3,471.38
	Bancfirst - WTP	MM	154047848	0.15		$792,780.80	$33,506.90	$0.00	$826,287.70
WTP Fund	F & M Bank	MM	1022003872	0.50		$294,132.59	$23,437.43	$29.05	$317,540.97
						$1,090,384.22	**$56,944.88**	**$29.05**	**$1,147,300.05**
	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		$293,650.45	$22,688.21	$0.00	$316,338.66
CMOM Fund	F & M Bank	MM	1022004917	0.50		$191,070.49	$31.20	$115,154.87	$75,946.82
						$487,720.94	**$22,719.41**	**$115,154.87**	**$395,285.48**
Trusts									
OKC Waterline	Bank of Oklahoma	TR	75-4037-01-8	0.03		**$1,901,652.22**	**$50.40**	**$0.00**	**$1,901,702.62**

FY 2011-2012

CITY OF GUTHRIE STATEMENT OF ESTIMATE - ACTUAL REVENUE

Jun-12 **75.00%**

Revenue Source	Annual Budget	YTD Estimate	Current Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
Sales Tax Revenue	$3,660,000	$2,745,000	$334,864	$2,993,934	$248,934	9.07%	81.80%
Use Tax	$153,000	$114,750	$14,805	$97,842	($16,908)	-14.73%	63.95%
Cigarette Tax Revenue	$50,000	$37,500	$5,368	$43,163	$5,663	15.10%	86.33%
Franchise Taxes	$497,500	$373,125	$25,875	$361,862	($11,263)	-3.02%	72.74%
Licenses & Permits	$89,600	$67,200	$10,948	$53,496	($13,704)	-20.39%	59.70%
Com. Vehicle Tax	$73,500	$55,125	$6,416	$52,086	($3,039)	-5.51%	70.86%
Gas Excise Tax	$20,000	$15,000	$1,824	$17,588	$2,588	17.25%	87.94%
Alcoholic Beverage Tax	$86,500	$64,875	$5,054	$63,614	($1,261)	-1.94%	73.54%
Ambulance Collections	$420,000	$315,000	$51,822	$343,854	$28,854	9.16%	81.87%
EMS Contract	$332,712	$249,534	$27,726	$249,534	$0	0.00%	75.00%
Rents & Royalties	$20,800	$15,600	$1,623	$11,061	($4,539)	-29.09%	53.18%
Cemetery Revenue	$67,080	$50,310	$3,320	$38,544	($11,766)	-23.39%	57.46%
Court Fines/Forfeiture	$306,000	$229,500	$14,174	$135,146	($94,354)	-41.11%	44.17%
Interest	$2,200	$1,650	$222	$2,065	$415	25.14%	93.86%
Library Fines & Fees	$9,000	$6,750	$918	$8,350	$1,600	23.70%	92.77%
Lake Fees/Permits	$27,000	$20,250	$1,103	$4,141	($16,109)	-79.55%	15.34%
Fire Runs	$2,000	$1,500	$150	$4,775	$3,275	218.33%	238.75%
Reimb Rev/Misc. Income	$106,359	$79,769	$14,155	$157,128	$77,359	96.98%	147.73%
Plan/Bd of Adjustments	$3,000	$2,250	$175	$2,475	$225	10.00%	82.50%
Oil/Gas Inspect/Leases	$15,870	$11,903	$0	$3,250	($8,653)	-72.69%	20.48%
Sale of Property	$0	$0	$0	$4,193	$4,193	0.00%	0.00%
Weed Abatement	$2,000	$1,500	$705	$2,591	$1,091	72.75%	129.56%
Fire Subscriptions	$5,000	$3,750	$159	$5,634	$1,884	50.25%	112.68%
Subtotal	**$5,949,121**	**$4,461,841**	**$521,404**	**$4,656,328**	**$194,487**	**4.36%**	**78.27%**
Transfer from GPWA	$1,372,782	$1,029,587	$124,353	$1,112,538	$82,951	8.06%	81.04%
Transfer from Hotel Tax	$38,300	$28,725	$3,192	$28,725	$0	0.00%	75.00%
Transfer from Capital Project	$213,000	$159,750	$17,750	$159,750	$0	0.00%	75.00%
Transfer from Grants Fund	$19,378	$14,534	$347	$4,426	($10,107)	-69.54%	22.84%
Budgeted Fund Balance	$170,315	$127,736	$109,202	$0	($127,736)	0.00%	0.00%
TOTALS	**$7,762,896**	**$5,822,172**	**$776,247**	**$5,961,766**	**$139,594**	**2.40%**	**76.80%**

FY 2011-2012

CITY OF GUTHRIE DEPARTMENT EXPENDITURE SUMMARY

Jun-12 **75.00%**

Department	Annual Budget	YTD Estimate	Current Month Expend	% of Budget	YTD Expend	% of Budget	Encumbered Balance	Remaining Budget
General Government	$991,463	$743,597	$80,600	8.13%	$693,650	69.96%	$0	$297,813
Administration	$466,897	$350,173	$40,866	8.75%	$344,919	73.87%	$0	$121,978
Finance	$167,557	$125,668	$18,307	10.93%	$125,314	74.79%	$0	$42,243
Planning	$317,433	$238,075	$26,882	8.47%	$194,275	61.20%	$0	$123,158
Library	$198,041	$148,531	$20,977	10.59%	$138,090	69.73%	$0	$59,951
Police	$1,513,708	$1,135,281	$167,406	11.06%	$1,146,277	75.73%	$0	$367,431
Fire	$1,519,040	$1,139,280	$176,290	11.61%	$1,140,949	75.11%	$0	$378,091
Street	$496,237	$372,178	$43,077	8.68%	$343,982	69.32%	$0	$152,255
Vehicle Maintenance	$138,982	$104,237	$11,693	8.41%	$95,175	68.48%	$0	$43,807
Parks & Public Grounds	$394,901	$296,176	$53,824	13.63%	$313,020	79.27%	$0	$81,881
Transfer to GPWA Fund	$1,220,000	$915,000	$111,621	9.15%	$997,951	81.80%	$0	$222,049
Transfer to Grants Fund	$12,500	$9,375	$1,042	8.33%	$9,375	75.00%	$0	$3,125
Transfer to Capital Project	$263,053	$197,290	$28,921	10.99%	$197,290	75.00%	$0	$65,763
Transfer to Airport Fund	$63,084	$47,313	($5,257)	-8.33%	$36,799	58.33%	$0	$26,285
TOTALS	**$7,762,896**	**$5,822,172**	**$776,247**	**10.00%**	**$5,777,067**	**74.42%**	**$0**	**$1,985,829**

FY 2011-2012

GUTHRIE PUBLIC WORKS AUTHORITY STATEMENT OF ESTIMATE - ACTUAL REVENUE

Jun-12 **75.00%**

Revenue Source	Annual Budget	YTD Estimate	Current Month Collected	YTD Actual	YTD Variance	Percent Variance	Percent Total Collected
Water	$1,760,000	$1,279,344	$165,895	$1,276,561	($2,783)	-0.22%	72.53%
Sewer	$755,000	$566,250	$61,907	$586,992	$20,742	3.66%	77.75%
Sanitation	$1,158,000	$868,500	$97,495	$876,998	$8,498	0.98%	75.73%
Convenience Center	$40,000	$30,000	$6,437	$36,367	$6,367	21.22%	90.92%
Interest	$1,500	$1,125	$132	$2,089	$964	85.72%	139.29%
Rents & Royalties	$4,400	$3,300	$558	$2,616	($684)	-20.73%	59.45%
Transfer-Other Funds	$1,222,100	$916,575	$111,786	$999,250	$82,675	9.02%	81.77%
Miscellaneous	$7,000	$5,250	$976	$31,243	$25,993	495.11%	446.33%
Late Charges	$40,000	$30,000	$3,810	$35,350	$5,350	17.83%	88.38%
Extension Charges	$2,000	$1,500	$245	$1,985	$485	32.33%	99.25%
FEMA/State/Insurance Reimb	$114,740	$86,055	$0	$0	($86,055)	-100.00%	0.00%
Service Initiation	$13,600	$10,200	$1,925	$12,420	$2,220	21.76%	91.32%
Sale of Station/Park Barn/LC Pr	$21,000	$15,750	$1,750	$19,250	$3,500	22.22%	91.67%
Subtotal	**$5,139,340**	**$3,813,849**	**$452,916**	**$3,881,123**	**$67,274**	**1.76%**	**75.52%**
Budgeted Fund Balance	$460,842	$345,632	$5,450	$177,129	$0	0.00%	0.00%
TOTALS	**$5,600,182**	**$4,159,481**	**$458,366**	**$4,058,252**	**$67,274**	**1.62%**	**72.47%**

FY 2011-2012

GUTHRIE PUBLIC WORKS DEPARTMENT EXPENDITURE SUMMARY

Jun-12 **75.00%**

Department	Annual Budget	YTD Estimate	Current Month Expend	% of Budget	YTD Expend	% of Budget	Encumbered Balance	Remaining Budget
General Government	$340,020	$255,015	$21,400	6.29%	$280,019	82.35%	$0	$60,001
Administration	$281,583	$211,187	$31,869	11.32%	$214,531	76.19%	$0	$67,052
Water Plant	$476,259	$357,194	$44,446	9.33%	$342,649	71.95%	$0	$133,610
Wastewater Plant	$226,669	$170,002	$23,218	10.24%	$169,561	74.81%	$0	$57,108
Convenience Center	$128,189	$96,142	$10,645	8.30%	$69,646	54.33%	$0	$58,543
Line Maintenance	$517,733	$388,300	$40,265	7.78%	$360,384	69.61%	$0	$157,349
Meter Department	$62,750	$47,063	$3,607	5.75%	$38,646	61.59%	$0	$24,104
Sanitation Contract	$818,000	$613,500	$67,848	8.29%	$548,576	67.06%	$0	$269,424
Swimming Pool	$20,500	$15,375	$115	0.56%	$115	0.56%	$0	$20,385
Transfer-General Fund	$1,372,782	$1,029,587	$124,354	9.06%	$1,112,538	81.04%	$0	$260,244
Transfer-GIDA	$154,383	$115,787	$0	0.00%	$154,383	100.00%	$0	$0
Transfer-Capital Project	$686,314	$514,736	$57,193	8.33%	$514,736	75.00%	$0	$171,578
Transfer-WTP Fund	$515,000	$386,250	$33,407	0.00%	$252,469	0.00%	$0	$262,531
TOTALS	**$5,600,182**	**$4,200,137**	**$458,366**	**8.18%**	**$4,058,252**	**72.47%**	**$0**	**$1,541,930**

JULY 06, 2012

CITY OF GUTHRIE SALES TAX

DEAR TREASURER;

FUNDS HAVE BEEN ELECTRONICALLY TRANSFERRED TO YOUR BANK ACCOUNT, EFFECTIVE 07/09/12, FOR YOUR CITY SALES TAX COLLECTIONS RECEIVED BY THE OKLAHOMA TAX COMMISSION DURING THE MONTH OF JUNE.

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	$381,558.39
LESS AMOUNT REFUNDED TO TAXPAYERS	$.00
LESS AMOUNT SUSPENDED	$.00
LESS .010000 RETENTION TO OKLAHOMA TAX COMMISSION	$3,815.58
PLUS INTEREST	$342.43
TOTAL PAYMENT	$378,085.24

Total Sales Tax:	$378,085.24			
Last Month:	$334,863.55	Increase/Decrease:	$43,221.69	12.91%
Last Year:	$322,249.15	Increase/Decrease:	$55,836.09	17.33%

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)*	*$90,175.35*
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)*	*$5,919.29*	*$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
+/-	*($5,409.52)*	*($3,368.45)*	*$26,252.64*	*$44,425.53*	*($33,495.85)*	*$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	$355,183.21	$334,863.55	$378,085.24			$3,372,019.33
+/-	*$24,829.27*	*$50,397.83*	*($8,794.02)*	*$7,383.16*	*$20,797.69*	*$43,766.85*	*$24,575.48*	*$27,189.80*	*$12,445.20*	*$55,836.09*			*$258,427.35*

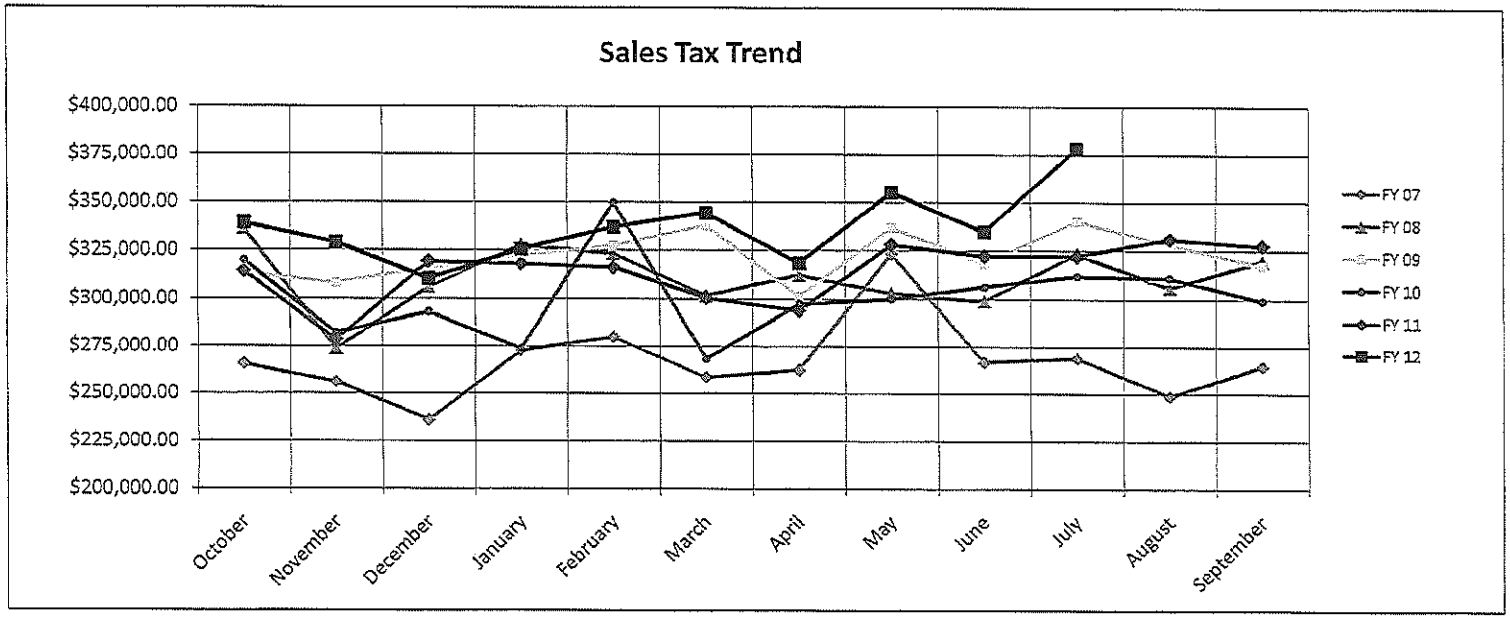
Comparison of FY11 / FY12 Sales Tax

7.90%	18.09%	-2.76%	2.32%	6.58%	14.56%	8.36%	8.29%

YTD Comparison to Projected Budget

2012 Year to Date	$3,372,019.33
2012 Projected YTD	$3,050,000.00
Under/Over	**$322,019.33**

10.56% overall increase/decrease



October 2011 - Sept 2012

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)	$ -	$ -	$ -	$ 393.18	$ 15.05				
Livestock, Except Dairy/Poultry	$ 53.38	$ 56.44	$ 60.62	$ 54.45	$ 51.45	$ 78.92	$ 56.17	$ 59.12				
Agricultural Services	$ 329.64	$ 153.60	$ 127.25	$ 92.21	$ 175.67	$ 195.56	$ 223.52	$ 248.42				
Timber Tracts	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Commercial Fishing	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Oil/Gas Extraction	$ 7.15	$ 24.69	$ 97.30	$ 88.89	$ 22.69	$ 7.78	$ 7.69	$ -				
Mining & Quarrying of Non-metallic minerals, exc fuels	$ -	$ -	$ 19.41	$ -	$ -	$ -	$ -	$ 1.01				
Bldg. Construction-General Contractors	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Construction other than Bldg.	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Construction-Special Trade Contractors	$ 398.38	$ 112.51	$ 567.28	$ 366.00	$ (149.73)	$ 253.31	$ 394.30	$ 378.95				
Food and Kindred Products	$ 541.70	$ 593.69	$ 619.72	$ 451.76	$ 476.27	$ 502.97	$ 659.45	$ 439.08				
Textile Mill Products	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Apparel and other Finished Product Made from Fabrics	$ 81.39	$ 97.16	$ 89.61	$ 112.54	$ (1.97)	$ 1.22	$ 23.34	$ 24.77				
Lumber and Wood Products, except Furniture	$ 184.88	$ 335.37	$ 74.35	$ 372.67	$ (59.65)	$ 47.98	$ 129.19	$ 32.25				
Furniture and Fixtures	$ (12.25)	$ 82.08	$ (52.25)	$ -	$ -	$ -	$ -	$ 62.40				
Paper and Allied Products	$ (1.96)	$ -	$ -	$ -	$ 12.30	$ (6.48)	$ -	$ 8.35				
Printing, Publishing and Allied Industries	$ 586.57	$ 271.22	$ 217.95	$ 282.44	$ 332.45	$ 830.21	$ 444.51	$ 39.78				
Chemicals and Allied Products	$ 6.55	$ 5.87	$ 1.16	$ 4.43	$ -	$ -	$ 7.28	$ 10.19				
Petroleum Remaining & Related Industries	$ -	$ 206.45	$ 126.39	$ (11.99)	$ (11.49)	$ 48.91	$ 901.04	$ (172.06)				
Rubber & Miscellaneous Plastics Products	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Leather & Leather Products	$ 6.12	$ 76.18	$ 188.59	$ 7.73	$ 82.54	$ 4.70	$ 79.10	$ 6.51				
Stone, Clay, Glass & Concrete Products	$ 1,800.72	$ 2,133.81	$ 1,675.32	$ 281.98	$ 181.97	$ 1,260.93	$ 704.66	$ 1,654.50				
Primary Metal Industries	$ (46.16)	$ (122.28)	$ (6.20)	$ 2.82	$ -	$ 23.55	$ (5.99)	$ (19.14)				
Fabricated Metal Products, Except Machinery	$ (58.16)	$ 532.73	$ 263.17	$ 459.42	$ 186.07	$ 1,034.14	$ 493.09	$ (106.84)				
Machinery, Except Electrical	$ 29.89	$ 94.33	$ 5,177.49	$ (1,606.07)	$ 171.65	$ 3,399.15	$ (252.21)	$ 1,341.30				
Electrical & Electronic Machinery, Equip. & Supplies	$ 56.06	$ (29.54)	$ 61.10	$ 29.33	$ 19.79	$ 68.13	$ 183.37	$ 428.23				
Transportation Equipment	$ -	$ -	$ 3.37	$ -	$ -	$ -	$ -	$ -				
Measuring, Analyzing & Controlling Instruments	$ 321.44	$ 277.06	$ 273.05	$ 816.82	$ 266.00	$ 237.50	$ 417.69	$ 310.23				
Miscellaneous Manufacturing Industries	$ (7.79)	$ 4.00	$ 88.31	$ 22.26	$ 33.59	$ 22.16	$ 50.64	$ 155.66				
Railroad Transportation	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Local & Suburban Transit & Interurban Hwy Passenger	$ -	$ 9.75	$ -	$ -	$ -	$ -	$ -	$ 12.31				
Motor Freight Transportation & Warehousing	$ 165.02	$ 58.12	$ (57.34)	$ 115.51	$ 78.70	$ 75.24	$ 286.01	$ 21.54				
Transportation By Air	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Transportation Services	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Communications	$ 15,242.07	$ 12,974.71	$ 17,913.98	$ 13,986.35	$ 14,236.92	$ 14,449.51	$ 15,651.45	$ 14,901.43				
Electric, Gas & Sanitary Services	$ 28,884.53	$ 21,495.79	$ 28,375.79	$ 34,319.24	$ 33,560.85	$ 26,569.73	$ 20,712.07	$ 23,726.56				
Wholesale Trade-Durable Goods	$ 10,288.04	$ 5,925.48	$ 4,181.21	$ 5,487.09	$ 6,775.58	$ 6,729.65	$ 9,133.71	$ 6,374.80				
Wholesale Trade-Nondurable Goods	$ 3,829.94	$ 6,839.72	$ 3,106.56	$ 4,354.78	$ 3,342.04	$ 2,926.28	$ 8,120.70	$ 5,946.68				
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	$ 16,357.84	$ 14,130.94				
General Merchandise Stores	$ 94,727.75	$ 105,292.87	$ 112,749.91	$ 113,056.45	$ 108,761.64	$ 103,836.54	$ 108,705.83	$ 103,884.09				
Food Stores	$ 28,749.60	$ 28,541.15	$ 29,897.31	$ 29,474.84	$ 27,512.68	$ 25,306.02	$ 27,690.46	$ 28,549.96				
Automotive Dealers & Gasoline Service Stations	$ 22,583.69	$ 15,756.23	$ 16,117.17	$ 25,243.13	$ 16,823.70	$ 16,270.33	$ 17,545.55	$ 19,374.02				
Apparel & Accessory Stores	$ 3,164.52	$ 2,638.27	$ 3,080.83	$ 3,145.31	$ 2,794.49	$ 3,676.14	$ 4,122.30	$ 3,033.77				
Furniture, Home Furnishings & Equipment Stores	$ 5,969.06	$ 7,907.62	$ 6,612.97	$ 6,521.06	$ 13,092.50	$ 7,878.86	$ 14,278.46	$ 8,829.05				
Eating & Drinking Places	$ 51,440.93	$ 49,899.29	$ 46,715.57	$ 40,618.27	$ 69,333.97	$ 51,013.47	$ 65,625.22	$ 57,007.19				
Miscellaneous Retail	$ 16,386.85	$ 23,222.65	$ 16,941.56	$ 22,948.59	$ 18,850.85	$ 18,095.25	$ 20,842.97	$ 19,415.50				
Banking	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Credit Agencies other than Banks	$ 12.92	$ 14.07	$ 4.82	$ 21.90	$ 13.49	$ 4.61	$ 8.55	$ 17.64				
Security & Commodity Brokers, Dealers, Exchanges	$ -	$ 6.13	$ -	$ -	$ -	$ 6.41	$ 0.52	$ 79.79				
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	$ 6,919.26	$ 10,389.36				
Personal Services	$ 1,138.62	$ 3,232.91	$ 1,500.09	$ 1,260.88	$ 1,858.56	$ 1,787.73	$ 2,213.11	$ 2,573.63				
Business Services	$ 8,666.50	$ (650.62)	$ 6,797.88	$ 5,774.85	$ 3,459.78	$ 5,539.54	$ 9,912.61	$ 7,105.47				
Automotive Repair Services & Garages	$ 3,909.45	$ 3,746.14	$ 3,068.66	$ 8,801.65	$ 3,080.81	$ 3,339.65	$ 3,693.64	$ 3,782.99				
Miscellaneous Repair Services	$ 13.61	$ 41.95	$ 368.04	$ 144.65	$ (85.66)	$ 113.18	$ 66.74	$ 200.10				
Motion Pictures	$ 607.58	$ 822.31	$ 824.92	$ 782.02	$ 762.62	$ 559.13	$ 716.41	$ 692.87				
Amusement & Recreation Services, Except Motion Pictures	$ 516.75	$ 1,284.05	$ 4.31	$ 1,023.22	$ 55.96	$ 2,146.34	$ 31.93	$ 507.35				
Health Services	$ 912.07	$ 121.69	$ 130.23	$ 125.58	$ 198.88	$ 235.02	$ 54.42	$ 155.86				
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	$ 239.53	$ 915.30				
Engineering, Architectural, Surveying Services	$ -	$ -	$ -	$ -		$ -	$ -	$ 2.31				
Miscellaneous Services	$ 15.94	$ 7.49	$ 9.72	$ (9.72)	$ 0.45	$ 8.10	$ (1.00)	$ (7.10)				
Justice, Public Order & Safety	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Public Finance,Taxation, Monetary Policy	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -				
Administration of Economic Programs	$ 1.22	$ -	$ 2.59	$ 1.34	$ 1.72	$ -	$ 2.70	$ 1.60				
Nonclassifiable Services	$ 1,857.95	$ 1,542.60	$ 199.01	$ 2,449.37	$ 2,297.24	$ 1,942.15	$ 552.18	$ 1,316.41				
	$ 331,930.17	$ 313,227.93	$ 328,315.92	$ 340,084.92	$ 347,533.28	$ 321,392.55	$ 358,403.19	$ 337,859.18	$ -	$ -	$ -	$ -

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting
X City Council
___ GPWA
___ Other: _____

Date of Meeting
July 17, 2010

Contact
Cynthia Selinger, Director of Library Services

Agenda Item
Consider approval for Library Staff to institute Food for Fines Program for (2) two months.

Summary
As part of the library's continuing effort to support the citizens of Logan County, the staff will offer a Food for Fines Program, August 1 through September 30, 2012. For each can of food a customer brings into the library, the library will forgive $1 in fines for that person's account. Food may not be exchanged for lost or damaged library materials fees. The library will accept only canned goods. Collected food will be given to God's Food Bank. This benefits the people who depend on God's Food Bank, as well as our library customers.

Funding Expected ___ Revenue ___ Expenditure X N/A

Budgeted ___ Yes ___ No X N/A

Account Number _____ **Amount** _____

Legal Review X N/A ___ Required Completed Date: _____

Mayor's Appt. ___ Yes X No

Supporting Documents

2012 Food4Fines.pptx

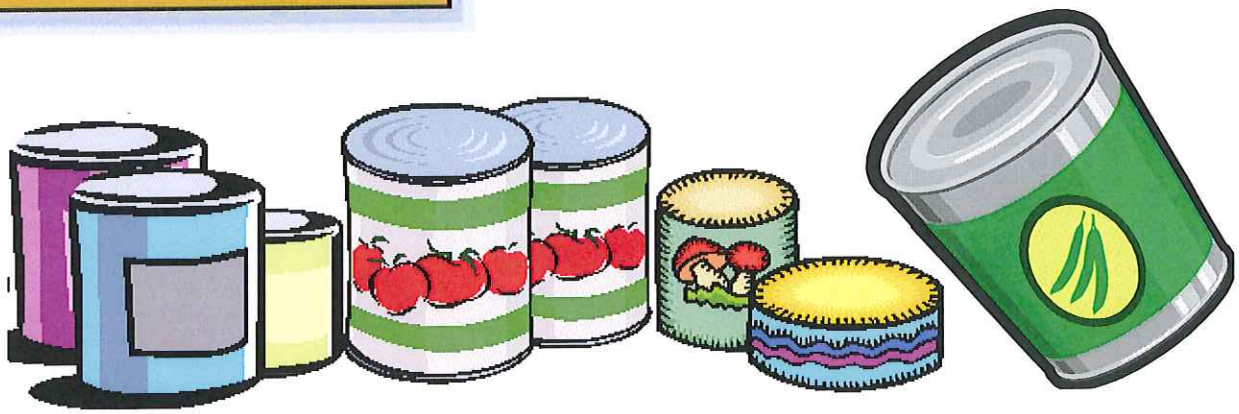
Recommendation
Staff recommends authorizing Library Staff to institute Food for Fines Program from August 1 through September 30, 2012.

Action Needed ___ Public Hearing X Motion ___ Emergency Clause

GUTHRIE PUBLIC LIBRARY

ESTABLISHED 1903

Food for Fines



From **August 1 –September 30**, donate canned goods in exchange for library fines

1 canned food item = $1 off fines

Food cannot be exchanged for lost or damaged library materials

Canned goods only- no perishables, jars, or bags

All donations go to God's Food Bank

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council	July 17, 2012	Matt Mueller
___ GPWA		City Manager
___ Other: _____		

Agenda Item
Consider approval of payment to OML (Oklahoma Municipal League) for Membership Service Fees for the City of Guthrie in the amount of $6,738.48.

Summary
OML Board of Directors Votes to Continue Last Year's Member Service Fee Freeze minus the additional 3.5% Discount that was given last year.

Funding Expected ___ Revenue X Expenditure ___ N/A

Budgeted X Yes X No ___ N/A

Account Number 01-01-00-6350 **Amount** $6,738.48

Legal Review X N/A ___ Required Completed Date: _____

Mayor's Appt. ___ Yes x No

Supporting Documents Attached - Yes

OML Cover Letter
OML Invoice
Membership in OML Letter

Recommendation

Action Needed ___ Public Hearing x Motion ___ Emergency Clause

OKLAHOMA Municipal League
Champions For Effective Local Government

OKLAHOMA MUNICIPAL LEAGUE, INC.

201 N.E. 23rd Street
Oklahoma City OK 73105
405-528-7515 ■ 800-324-6651 ■ 405-528-7560 Fax

June 8, 2012

Matt Mueller
City Manager
City of Guthrie
PO Box 908
Guthrie OK 73044-0908

Re: 2012-2013 OML Service Fees

Dear Mr. Mueller:

Although the economy has begun to recover there are still challenges facing municipalities. Additionally, the OML Board of Directors has put together an OML Service Fee Committee that has been meeting and will continue to meet over the next several months to review the existing dues structure and determine if changes are needed. For these reasons, **the OML Board during the March 7, 2012 board meeting voted to keep the service fees frozen at the 2009-2010 level minus the 3.5% discount that was given the past 2 years.** This will allow the committee to complete its work over the next several months. If any changes are made to the existing schedule they would take place for fiscal year 2013-2014.

Attached, please find an invoice containing a detailed breakdown of your 2012-2013 OML Service Fees. We have also attached a "Benefits of OML Membership" flyer, providing additional information about OML services.

Thank you for your continued membership and choice to remain part of the organization that provides you with a wealth of resources and information to assist you in better performing your job. Since 1913 we have provided services and advocacy to Oklahoma cities and towns. We are proud to currently represent 462 municipalities. **Cities and towns either win or lose together at the State Capitol** since it takes a majority of legislators from all over the state - whether urban or rural, democrat or republican - to carry the day. The number-one ingredient for success at the legislature and state agencies is a united, collective municipal voice.

Please call us if you have any questions or if OML can be of service to you.

Sincerely,

Carolyn Stager

Executive Director

OKLAHOMA Municipal League

Champions For Effective Local Government

2012-2013 Service Fees for Guthrie
INVOICE

OML Board of Directors Votes to Continue Last Years' Member Service Fee Freeze minus the additional 3.5% Discount that was given last year.

Your Service fee for 2012-2013 is $**6,738.48.**

How Does It All Add Up?

Base	$	400.00
Formula	$	5,941.48
Population	$	397.00
Total 2012-13 Service Fee	**$**	**6,738.48**

The following formula was used to figure your 2012-2013 service fees:

2000 Census Population	9,925
2008 Total Sales Tax Receipts	$3,564,886.97
2008 Municipal Sales Tax Rate	3%

Base = $400
Formula = 2008 Total Sales Tax Receipts divided by 2008 Municipal Sales Tax Rate times .005
Population = 2000 Census Population times .04.

(Please note: 2000 Census data and 2008 Tax Receipts & Rates were used in formula due to OML board decision to continue to freeze rates at 2009-2010 level.)

Your total OML Service fee amount for 2012-2013 is $**6,738.48.**

OKLAHOMA Municipal League

Champions For Effective Local Government

Membership in OML

The benefits of membership in an organization that has proudly served cities and towns for 99 years are many but here are a few highlights:

Included with membership, your municipality receives at no additional charge:

1. OML Directory of Cities and Towns
2. OML Handbook for City and Town Officials
3. Annual subscription (published monthly) to Oklahoma Cities and Towns (OC&T) delivered electronically to member municipalities
4. Weekly Executive Director's Update (EDU) providing state, federal and internal updates
5. Legislative Bulletins delivered electronically to all members weekly during legislative session plus OML Annual Legislative Report
6. Municipal Policy Review delivered electronically to all members (10-12 issues per year)
7. OML Salary & Benefits Survey (if member municipality participates in survey)
8. OML Municipal Utility Costs Survey (if member municipality participates in survey)
9. OML Membership cards

Other Services:

1. **OML Inquiry Department** - The Inquiry Service provides direct technical assistance and research services to municipal officials on a variety of issues. Assistance may range from a simple telephone consultation to more extensive research involving considerable time and effort. We answer inquiries from all municipal officials and employees who are calling about matters within their official responsibilities. We provide information over the phone or fax, mail or e-mail, including sample ordinances, articles, or any other relevant written information from our files. We retrieve and answer approximately 35-40 calls & e-mails per day from the Inquiry Hotline.

2. **OML Research Department** - The OML Research Department provides annual publications on budgetary conditions, utility rates, and salaries and benefits for Oklahoma municipalities as well as national information and research web sites. The Research Department also gathers information to publish special reports on municipal issues. Statistical research, specifically on Oklahoma municipalities, validates and clarifies the message presented to federal and state legislators, provides comparative data member cities/town, and helps to "make the case" for municipalities to the public.

3. **OML Legislative Department** - One of the League's primary responsibilities is to represent the viewpoint of its member cities and towns at the state legislature. During each legislative session hundreds of bills are introduced that affect municipal government. These measures are followed on a day-to-day basis, many of them are actively supported or opposed, and developments are reported to our membership during the session. Staff works with both state and federal officials who develop the rules used to implement legislation to assure that policies and programs are compatible with and meet the needs of our cities and towns. The League supports legislation which will materially assist municipalities in their daily operations and opposes bill which would seriously hinder their abilities to govern themselves or that mandate additional costs. Member municipal officials with an email address are automatically enrolled in the Grass Roots Information Program (GRIP), which consists of an e-mail alert system. OML uses the GRIP program to keep our members informed of important developments at the state and federal legislative level. Weekly, during the legislative session, OML publishes the *OML Legislative Bulletin*, sent electronically to OML members.

4. **OML Training & Education Department** - OML conducts many training events throughout the year, as well as an annual conference and exposition, in order to provide specialized educational opportunities for municipal officials. We invite professional trainers and experienced city officials, as well as seasoned OML staff persons to educate our members on a wide variety of topics, from The Open Meeting & Records Acts and Nepotism laws to Planning, Budgeting, Employment and Beautification. While these meetings are open to OML members and non-members alike, OML members can attend any of these events at a reduced price.

5. **OML Legal Department** - Staff legal counsel provide information and assistance to city attorneys, draft legislation and file amicus curiae briefs on behalf of member cities and towns in cases of general interest to Oklahoma cities and towns. Legal staff publishes the *Municipal Policy Review*, a detailed discussion of issues pertinent to Oklahoma municipalities and is sent via email to all OML members, several times each year.

6. **Certification Programs** - OML offers a Certified Municipal Official and Certified Municipal Clerk program to enable municipal officials to obtain professional certification in recognition for the various training events they attend.

7. **25-Year Awards** - A representative of the OML staff or an OML Board member will attend your municipality's council meetings to present 25 Years of Service Awards to your municipal employees. OML provides a certificate and pin to the employee.

8. **Municipal Government Week** - League staff has developed this program to assist in the education of students at the elementary, middle, and high school levels through the use of mock council meetings. Additionally, many cities and towns will hold open houses and awards ceremonies recognizing top municipal employees and elected officials, as well as key volunteers. All activities and events are suggested as a means of replacing an often negative perception regarding local government with a new, educated opinion regarding the bargain in services and programs provided by Oklahoma's cities and towns. The League provides each participating municipality a packet full of sample press releases and council proclamations, logos and suggested events. We have created some promotional items such as flags, lapel pins and buttons available to member cities and towns at our cost. Both video and audio public service announcements are available for placement on local television and radio stations as well. We are available to assist your municipality in planning activities and events for Municipal Government Week.

9. **OML Secretariat Groups** - OML provides secretariat services to many statewide municipal groups. These include:
Oklahoma Association of Municipal Attorneys (OAMA)
Oklahoma Municipal Judges Association (OMJA)
Mayors Council of Oklahoma (MCO)
Municipal Clerks & Treasurer's (MC&T)
Oklahoma Code Enforcement Association (OCEA)
OML provides a staff liaison to advise each group's Board of Directors, hosts Board of Directors meetings at OML, publishes group newsletters at regular intervals, provides record keeping services for membership and individual certification programs, and organizes training events for the groups, including collecting registrations, creating and constructing instructional materials and packets, locating meeting places, and providing guest speakers and instructors.

10. **OML Web Site** - OML has developed a web site for the use of our members and the general public. The web site contains information on a variety of subjects including, upcoming training events, pending legislation and action alerts, inquiry and legal department information, links to Oklahoma municipal web sites, as well as links to many other web sites of interest to municipal officials. Visit us today at www.oml.org.

11. **OML Labor Relations Program** - The League keeps our members apprised of the latest developments in issues critical to cities with employees who are labor union members through the OML Labor Relations Program. OML publishes a Labor Bulletin monthly and holds several "Labor Roundtable" meetings each year for Program members to meet and discuss legislation and court decisions critical to labor cities.

12. **Oklahoma Municipal Utility Providers (OMUP)** – OMUP was begun to assist OML members in coordinating and implementing a unified response to municipal water issues. OMUP acts primarily as a legislative action group. OMUP, in conjunction with OML lobbyists, will review proposed legislation and state agency rule making act as "outside experts" to advise OML as needed. The "DRIP GRIP" email notification program was been created to keep members ahead of the tide of water and environmental issues. OMUP sponsors sessions on water-related issues at OML and other forums and provide written position papers, fact sheets, and newsletters on an as-needed basis.

13. **Citizens' Academy/Leadership Training (CALT)** - The Oklahoma Municipal League (OML) is pleased to announce the launch of the 2012-2013 Citizens' Academy/Leadership Training. This Academy preserves and enhances training and educational opportunities for municipal officials and local citizens that were previously provided by the Oklahoma Community Institute (OCI), with added emphasis on municipal governmental leadership for current and future municipal leaders. Citizens' Academy classes consist of six (6) sessions occurring approximately every 2 months and are hosted by communities around the state. Topics include: Foundation of Community Leadership, Community Assessment & Involvement, Economic Development & Future Trends, Effective Policy Making, & Municipal, County, State & Federal Government. Classes are open to any municipal official, member of the business community or chamber and community volunteers and advocates. Our inaugural class consists of 38 governmental and business professionals.

Your OML staff has a combined total of over 200 years of experience in the areas of legislative, legal, meeting planning, marketing, communications, training, finance, accounting and research. You may ask, "How can I afford to be a member of the Oklahoma Municipal League?" OML asks, "How can you afford NOT to be a member!!!"

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council ____ GPWA ____ Other: _____	January 5, 2010	Damon Devereaux, Police Chief

Agenda Item
Consider approval of (2) two K-9 Police unit cages as surplus and donate (1)one to the Stroud Police Department. The other can be disposed of as outlined in the City of Guthrie's Purchasing Policy.

Summary
The Police Department does not have a K-9 Unit and I do not see us acquiring one in the next couple of years. These cages are vehicle make and model specific and we have no use for them.

Funding Expected ____ Revenue ____ Expenditure X N/A

Budgeted ____ Yes ____ No X N/A

Account Number _____ **Amount** _____

Legal Review X N/A ____ Required Completed Date: _____

Mayor's Appt. ____ Yes X No

Supporting documents attached
None

Recommendation
Staff recommends approval.

Action Needed ____ Public Hearing X Motion ____ Emergency Clause

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council ____ GPWA ____ Other: _____	July 19, 2012	Wanda Calvert City Clerk/Treasurer

Agenda Item
Consider approval of FY 2011 Audit Engagement Letter Addendum with Arledge & Associates, P.C. to provide Single Audit Reports.

Summary
Arledge & Associates has been the City of Guthrie auditors since the FY 2004 audit. The original FY 2011 Audit Engagement Letter quoted fees that did not anticipate the requirement of the Single Audit Act. The City did have expenditures from federal awards that exceeded $500,000 and was required to comply with the Single Audit Act. Arledge and Associates are proposing a fee of $2,000 for preparing the documents for said requirement.

Funding Expected	____ Revenue	X Expenditure	____ N/A
Budgeted	X Yes	____ No	____ N/A
Account Number	01-01-00-6330	**Amount**	$2,000
Legal Review	X N/A	____ Required	Completed Date: _____
Mayor's Appt.	____ Yes	X No	

Supporting documents attached
- FY 2011 Single Audit Engagement Letter Addendum

Recommendation
Staff recommends approval.

Action Needed ____ Public Hearing X Motion ____ Emergency Clause

Arledge
& Associates, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

FISCAL 2011 SINGLE AUDIT ENGAGEMENT LETTER
ADDENDUM

July 2, 2012

City of Guthrie
Guthrie, Oklahoma

Our original engagement letter dated June 20, 2011, quoted fees that were not in anticipation of the requirements of the Single Audit Act. The City is required to comply with the Single Audit Act for fiscal 2011. Our standards under this Act will require significantly more auditing and reporting than originally contemplated.

Our fees to apply the additional standards under the Single Audit Act will be $2,000.

We appreciate the opportunity to be of service to the City and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Respectfully,

Arledge & Associates, P.C.

Arledge & Associates, P.C.

RESPONSE:

This letter correctly sets forth the understanding of the City of Guthrie, Oklahoma.

By: _____

Title: _____

Date: _____

309 N. Bryant Ave. • Edmond, OK 73034 • 405.348.0615 • Fax 405.348.0931 • www.jmacpas.com

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	July 17, 2012	Wanda Calvert
___ GPWA		City Clerk/Treasurer
___ Other: ___		

Agenda Item
Consider approval of Budget Amendment No. 10 increasing the budget for the General Fund, Grants Fund and Capital Projects Fund.

Summary
Budget Amendment No. 10 is increasing the following:

1. General Fund in the amount of $3,684 for donations received from Wal-Mart for the Police Department; FEMA Reimbursement for the City of Piedmont Tornado in May 2011; and a refund from Pioneer Equipment Rental for Parks & Public Grounds.
2. Grants Fund in the amount of $302 for donations received from Friends of the Guthrie Public Library.
3. Capital Projects Fund in the amount of $11,594 to lease/purchase three pieces of equipment for the Street and Line Maintenance Departments.

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: Date: July 17, 2012
1. Transfer of Appropriations
2. Supplemental Appropriations --X--
3. Appropriation Decrease Amendment No. 10
4. Revenue Increase

****

Funds Effected:
General Fund - $3,684
Grants Fund - $302
Capital Projects Fund - $11,594

Comments:
Budget Amendment No. 10 in increase the following:

1. General Fund in the amount of $3,684 for donations received from Wal-Mart for the Police Department; FEMA Reimbursement for the City of Piedmont Tornado in May 2011; and a refund from Pioneer Equipment Rental for Parks & Public Grounds.
2. Grants Fund in the amount of $302 for donations received from Friends of the Guthrie Public Library.
3. Capital Projects Fund in the amount of $11,594 to lease/purchase three pieces of equipment for the Street and Line Maintenance Departments.

****

APPROVAL

Date: _____

Purchasing Agent: _____ City Manager: _____

****

Council Approval Needed? ___Yes_____ Date Posted: _____07-18-2012_____

If yes, date approved: _____07-17-2012__ 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
Unposted Budget Revisions

Number	Fiscal Year	Fiscal Period	Reason
211	2012	10	Budget Amendment No. 10

Line Number	Account Number		Increase	Decrease
1	01-00-00-5419	General Miscellaneous Income	1,328.00	0.00
2	01-07-70-6122	Crime Prevention Program	1,000.00	0.00
3	01-00-00-5416	FEMA Reimbursable	2,356.00	0.00
4	01-09-90-6010	Salaries/Wages	654.00	0.00
5	01-09-90-6112	Building & Grounds	1,702.00	0.00
6	01-15-11-6317	Machine/Equipment Maintenance	328.00	0.00
7	30-00-00-5452	Donations	302.00	0.00
8	30-30-06-6541	Library State Aid	302.00	0.00
9	54-56-12-6718	Lease/Purchase - Equipment	11,594.00	0.00
10	54-56-12-6710	Lease/Purchase – Street Sweeper	0.00	5,623.00
11	54-56-27-6515	Vehicles	0.00	1,500.00
12	01-12-00-6111	Traffic Supplies	0.00	2,236.00
13	01-01-00-6902	Transfer to Capital Projects Fund	2,236.00	0.00
14	20-27-00-6317	Machine/Equipment Maintenance	0.00	2,235.00
15	20-21-00-6902	Transfer to Capital Projects Fund	2,235.00	0.00
		Totals:	24,037.00	11,594.00

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council	July 17, 2012	Justin Heid
____ GPWA		Airport Manager
____ Other: _____		

Agenda Item
Consider approval for Rita Miller to lease Hangar space #17 and build a 16,650 sq/ft, 11 unit T-hangar on the leased property (space #17), in which the lease and hangar construction would begin after the completion of the alternate taxi route West of Hangar space #17.

Summary
Rita Miller wishes to lease Hangar space #17 and build a 16650 sq/ft, 11 unit T-Hangar (#17A-K) on the leased property (space #17). Hangar space is in great demand at the airport and this T-hangar unit will allow for 11 additional aircraft to be based at the airport. The lease will allow for each of the 11 hangar units to be sold and a separate lease formed for each of the 11 units once the lease is transferred.

Due to construction on taxiway Charlie, which will restrict access to the runway from the proposed T-hangar site, it is agreed by the Lessor and the Lessee that the lease will not go into affect until after completion of the alternate taxi rout located West of Hangar #17 The alternate taxi route is anticipated to be completed by August 2012.

Funding Expected	x Revenue	____ Expenditure	____ N/A
Budgeted	____ Yes	____ No	x N/A
Account Number	98-00-00-5463	**Amount**	$2,830.50 Annually
Legal Review	____ N/A	x Required	Completed Date: 7/11/2012
Mayor's Appt.	____ Yes	x No	

Supporting documents attached
- Lease Documentation

Recommendation
Staff recommends approval.

Action Needed ____ Public Hearing x Motion ____ Emergency Clause

PROPERTY LEASE AGREEMENT

THIS LEASE AGREEMENT (the "Lease"), is made and entered into this ___ day of July, 2012, by and between The City of Guthrie, Oklahoma, a municipal corporation, doing business as the Guthrie-Edmond Regional Airport hereinafter the "LESSOR", and Rita Miller and John Miller as tenants, hereinafter the "LESSEE".

WITNESSETH:

1. PREMISES: That the LESSOR in consideration of the payment in advance of the first year's rental listed below and the continuing obligation of LESSEE to timely pay annual rent in advance as herein provided, and in consideration of the other terms, provisions and covenants hereof, LESSOR hereby demises and leases to LESSEE, and LESSEE hereby rents and leases from LESSOR, the real property situated in the City of Guthrie, County of Logan, State of Oklahoma, more particularly described in Exhibit "A" attached hereto as a part hereof, together with all rights, privileges, easements, appurtenances and amenities belonging to or in any way pertaining to the premises and together with the building and other improvements situated or to be situated upon said premises (the said real property, building and improvements being hereinafter referred to as the "Premises").

TO HAVE AND TO HOLD the same for a term commencing on the 1 day of September, 2012 (the "Commencement Date") and ending on the 31 day of August, 2042 subject to termination as provided herein (the "Lease Term").

(a) OPTIONS FOR RENEWAL: The LESSEE is granted the option to renew this lease For an additional five (5) year term at the end of the lease term and a second option to renew for another five (5) year term after the expiration of the first option period if the first option to extend is exercised by Lessee. All terms of this lease shall apply to any renewal period under the exercise of the option or options.

2. RENTALS:

As rental for use of said premises, in addition to the other things to be done by LESSEE, the LESSEE agrees to pay the LESSOR in advance commencing the first day of execution of this lease agreement and in advance on each annual anniversary date the same annual rental amount during each of the remaining years of the lease, the annual rent consisting of the total amount set forth below:

Initial Annual Rental Amount: $2,830.50

The rental amount payable hereunder shall be subject to review and adjustment every five (5) years during the term of the lease as follows: The rental adjustment contemplated hereunder shall be based upon, but shall not exceed, the annual percentage increase in the consumer price index for each of the five (5) year periods immediately preceding the review date. The new annual rental thus calculated shall be the adjusted annual rental for the next five (5) year period. The LESSOR shall recalculate the adjusted annual rental and notify the LESSEE of the new of annual rental.

2. (a) PENALTY: If payments are not received when due a five percent (5%) penalty will be due if the payment is more than fifteen (15) days late. If payments are not received by the first of the subsequent month, an additional penalty of one percent (1%) of the unpaid rental/fee amount will be due. The one percent (1%) charge will be added on the first of each subsequent month until the unpaid rental/fee payment is made.

3. PURPOSE AND USE: The premises shall be used solely for purposes consistent with the operation of the Guthrie-Edmond Regional Airport or its successor(s) and the property leased hereunder shall be used continuously during the term of this agreement, for the storage of aircraft, and for those things directly attendant to LESSEE'S business operation of storage of aircraft and for no other purpose, except such as shall be from time to time permitted by LESSOR. The parties hereto shall comply with all the terms and conditions or prior resolutions of the LESSOR, concerning the operation of Guthrie-Edmond Regional Airport or its successor(s), with the ordinances, rules and regulations of the City of Guthrie, Oklahoma, and the parties hereto shall comply with, and this agreement shall be subject to, all other agreements with the Federal Aviation Administration, being an agreement between the LESSOR, and the United States of America acting through the Federal Aviation Administration relative to the operation and maintenance of the Guthrie-Edmond Regional Airport or its successor(s), which agreements are made a part hereof by reference as though the same appeared herein, together with any agreements with the Oklahoma Aeronautics Commission.

LESSEE shall abide by the rules formulated for the operation and maintenance of hangars at the Guthrie-Edmond Regional Airport or its successor(s), which may be adopted by LESSOR, provided such rules shall be applicable to all other LESSEES located on or doing business at Guthrie-Edmond Regional Airport or its successor(s), and for such other lawful purpose as may be incidental thereto.

LESSEE shall at its own cost and expense obtain any and all licenses and permits necessary for such uses and purposes. LESSEE shall comply with all governmental laws, ordinances, and regulations applicable to the use of the Premises, and shall promptly comply with all governmental laws, ordinances, and regulations applicable to the use of the Premises, and shall promptly comply with all governmental orders and directives for the correction, prevention and abatement of nuisances in or upon or in connection with the Premises, all at LESSEE'S sole expense. LESSEE will not permit the Premises to be used for any purpose that would render the insurance thereon void or the insurance risk more hazardous, or which would increase the cost of insurance coverage with respect to the Premises.

No commercial business activities or enterprises shall be permitted within except for routine maintenance and repairs of LESSEE's aviation-related equipment by third parties.

It is understood and is the intent of the parties to permit LESSEE to engage in commercial aviation enterprises as from time to time necessitated; provided, that should LESSEE by action or by request indicate a continuing commercial activity other than the LESSEE's storage of aircraft, this lease shall be subject to review by the LESSOR, so that such LESSOR can require LESSEE to comply with the same standards as required of other Guthrie-Edmond Regional Airport hangar/lessees.

4. REPAIRS AND MAINTENANCE: LESSEE shall at its own cost and expense keep, maintain and take good care of the Premises and make all necessary repairs thereto and

shall suffer no waste or nuisance thereon. At the end of the Lease Term, or upon other termination of this lease, LESSEE shall deliver the Premises to LESSOR with all improvements thereon in good repair and conditions, reasonable wear and tear alone excepted, subject to Section 12 hereof.

(a) Painting of Buildings: During the original term of this Lease and during each extension, LESSOR shall have the right to require, not more than once every ten (10) years, that the metal exterior of hangar(s) or building(s) located on the premises be reviewed by the Guthrie Municipal Services Department for the purpose of determining whether painting of the exteriors of such buildings or hangars is necessary. If the Guthrie Municipal Services Department determines painting is necessary, it shall furnish a recommendation to this effect to the LESSOR. The LESSOR may require LESSEE to repaint said exteriors according to LESSOR's specifications (to specify color of paint, quality of workmanship and the year and month in which the hangar(s) or buildings(s) are to be painted, if needed.) LESSEE shall complete the painting in accordance with such specifications within one (1) year of receipt of notice from LESSOR. LESSEE agrees to pay all costs and expense involved in the hangar building painting process. Failure of LESSEE to complete the painting required by LESSOR within a one (1) year period shall constitute Lessee's default under this Lease.

5. ALTERATIONS: Construction of improvements upon the demised premises which would become a permanent improvement to the property, not subject to removal, must be approved by LESSOR. LESSEE shall at LESSEE'S sole expense, prepare plans and specifications for such buildings and improvements to be erected. Such building(s) shall comply in all regards to pertinent and applicable state and federal regulations, ordinances, resolutions, rules and regulations of the City of Guthrie, Oklahoma. Such plans and specifications shall be submitted to LESSOR for LESSOR'S written approval or any revisions required by LESSOR. LESSOR shall not unreasonably withhold such approval, and in the event of disapproval, LESSOR shall give to LESSEE an itemized statement of reason therefore within thirty (30) days after the same are submitted to LESSOR.

(a) LESSEE shall not make any permanent alterations, additions, or improvements to the Premises without the prior written consent of LESSOR.

(b) Alterations, improvements and changes permitted. LESSEE shall have the right to make such alterations, improvements, and changes to any building which may from time to time be on the Premises, as LESSEE may deem necessary, or to replace any such building with a new one of at least equal value, provided that prior to making any such structural alterations, improvements, or changes, or to replace any such building, LESSEE shall obtain LESSOR'S written approval of plans and specifications therefore, which approval LESSOR shall not unreasonably withhold, provided that the value of the building shall not be diminished and the structural integrity of the building shall not be adversely affected by any such alterations, improvements or changes, or that any proposed new building is at least equal in value to the one which it is to replace, as the case may be. In the event of disapproval, LESSOR shall give to LESSEE an itemized statement of reasons therefore. If LESSOR does not disapprove the plans and specifications provided for in this section within thirty (30) days after the same have been submitted to LESSOR, such plans and specifications shall be deemed to have been approved by LESSOR. LESSEE will in no event make any alterations, improvements, or other changes of any kind to any building on the premises that will decrease the value of such building, or that will adversely affect the structural integrity of the building.

(c) Private Hangar Construction Specifications. Any new building or structure or

new portion thereof, constructed by LESSEE on the Premises after the effective date hereof, and all alterations, improvements, changes or additions made in or to such Premises after the effective date hereof shall be the property of LESSEE who expressly agrees to comply with the specifications for Private Hangar construction as attached as Exhibit B. The hangar shall become LESSOR'S property on expiration or termination of this lease.

(d) Private Hangar Construction. Construction of a new building, that is not replacement of an existing building, shall commence within six (6) months from the effective date hereof. Said hangar construction shall be completed within 120 days thereafter. This lease cannot be assigned or transferred unless the hangar is complete and Certificate of Occupancy is issued by the City of Guthrie. Failure to comply with this provision is a material event of default.

6. SIGNS: LESSEE shall have the right to install a sign upon the exterior of any building, located upon the Premises, such sign to be approved in writing, in advance, by LESSOR, and subject to any applicable governmental laws, ordinances, regulations, historical guidelines, or other requirements. LESSEE shall remove all such signs upon the termination of this Lease. Such installments and removal shall be made in such manner as to avoid injury or defacement of any building and other improvements.

(a) LESSOR shall provide and install the correct building number on the exterior of the building. LESSEE shall be charged a fee of $40.00 to cover the cost of purchase/installation of the sign. The correct building number shall be affixed to the building in the most visible location. The sign is not to be removed from the building.

7. INSPECTION: LESSOR and LESSOR'S officers, officials, employees, agents and appointed representatives shall have the right to enter and inspect the Premises at any reasonable time during business hours upon twenty four (24) hours notice by telephone or by posting written notice upon the Premises (in emergencies at all times with or without notice) for the purpose of ascertaining the condition of the Premises. LESSEE shall provide such key(s) to the LESSOR as may be necessary to afford emergency access to the Premises and if not LESSOR shall bear no responsibility or liability for damages incurred, if any, in gaining access. LESSOR and the LESSOR'S agents and appointed representatives shall have the right to enter the Premises at any reasonable time prior to the expiration of this Lease Term.

8. UTILITIES: LESSEE shall arrange and pay for all utilities furnished to the Premises including water, gas, fuel, telephone, electricity, garbage, and sewage. LESSEE shall pay for all janitorial and cleaning costs for such services provided to the Premises.

9. ASSIGNMENT AND SUBLETTING: LESSEE shall not assign or transfer this lease, nor any interest herein, without the prior written consent of LESSOR, signed by the Mayor for the City of Guthrie, Oklahoma, and a consent to assign shall not be deemed to be a consent to any subsequent assignment. Any such assignment without such consent shall be void, and shall, at the option of LESSOR terminate this lease. LESSOR shall not, however, unreasonably withhold its approval or consent to assign. Neither this lease nor the leasehold estate of LESSEE hereunder in the demised premises, or any building or improvements thereon, shall be subject to involuntary assignment, transfer or sale, or to assignment, transfer, or sale by operation of law in any manner whatsoever, and such attempted involuntary assignment, transfer or sale shall be void and of no effect and shall, at the option of LESSOR, terminate this lease. LESSEE shall provide a written list of tenants/sub lessees from time to time as such tenant(s) change including name(s), mailing address and telephone number.

LESSEE shall provide a copy of all leases or subleases to the LESSOR at the time of execution of said lease or sublease.

Upon the occurrence of an "event of default" as hereinafter defined, if the Premises are then assigned or sublet, LESSOR, in addition to any other remedies provided by law, may at its option collect directly from assignee or subtenant all rents that become due to LESSEE under such assignment or sublease and apply hereunder, and no such collection shall be construed to constitute a novation or release of LESSEE from the further performance of LESSEE'S obligations hereunder. LESSOR shall have the right to assign the rents under this Lease, or the lease itself.

10. INSURANCE: LESSEE, shall, at its expense, keep in effect during the term or renewal term of this Lease the following insurance in standard form policies with an insurance company or companies authorized to do business in Oklahoma:

(a) Liability Insurance: Upon the execution of this Lease, LESSEE shall procure and maintain continuously in effect during the entire term of this Lease and any renewal thereof with respect to the Premises, insurance against liability for injuries to or death of any person or damage to or loss of property arising out of or death of any person or damage to or loss of property arising out of or in any way relating to the maintenance, use or operation of the premises or any part thereof. All such insurance shall be issued by a company licensed to do business in the state of Oklahoma and shall be at least in the amount of $1,000,000.00 for any one occurrence. The policy shall contain an endorsement stating that both the City of Guthrie, Oklahoma and the City of Edmond, Oklahoma are included as a named insured party.

(b) Property Insurance. Upon the execution of this Lease, LESSEE shall procure, and maintain continuously during the term of this Lease, and any renewal thereof, insurance to the extent of the full insurable value of the building and improvements, other than land and building foundations, all-risk insurance, subject only to the standard exclusions contained in the policy in such amount as will be at least sufficient so that a claim may be made for the full replacement cost of any part thereof damaged or destroyed. The policy shall contain an endorsement stating that the City of Guthrie, Oklahoma is included as a named insured party.

(c) LESSOR'S right to pay premiums on behalf of LESSEE. All of the policies of insurance referred to in this section shall be written in a form satisfactory to LESSOR by insurance companies licensed to do business in the State of Oklahoma. LESSEE shall pay all of the premiums therefore and deliver such policies, or a certificate thereof, to LESSOR, and in the event of a failure of LESSEE either to affect such insurance in the names herein called for or to pay the premiums therefore or to deliver such policies, or certificates thereof, to LESSOR. LESSOR shall be entitled, but shall have no obligation, to affect such insurance and pay the premiums therefore, which premiums shall be repayable to LESSOR with the next installment of rental, and failure to repay the same shall carry with it the same consequences as failure to pay any installment of rental. Each insurer mentioned in this section shall agree, by endorsement on the policy or policies issued by it, or by independent instrument furnished to LESSOR, that it will give to LESSOR thirty (30) days written notice before the policy or policies in question shall be altered or cancelled. LESSOR agrees that it will not unreasonably withhold its approval as to the form or to the insurance companies selected by LESSEE. The City Manager of the City of Guthrie may approve the policy of insurance as set forth in this paragraph for the LESSOR.

11. LIABILITY: LESSOR shall not be liable to LESSEE or LESSEE'S servants, employees, agents, contractors, guests, patrons, invitees, or visitors, or to any other persons

whomsoever, for any injury to persons or damage to property on or about the Premises, caused by the negligence or misconduct of LESSEE, its agents, contractors, guests, servants, or employees, or implied invitation of LESSEE, or caused by the buildings and improvements located on the Premises, or due to any cause whatsoever, and LESSEE agrees to indemnify the LESSOR and hold it harmless from any liability, judgments, causes of action, loss, expense or claims, including attorneys' fees, arising out of any such damage or injury; except injury to persons or damage to property, the sole cause of which is the intentional, willful or wanton misconduct of LESSOR.

12. DAMAGE OR DESTRUCTION OF PREMISES: In the event of damage or destruction to the leased premises, or any part thereof, LESSEE shall, at LESSEE's sole risk and expense, proceed with reasonable diligence to rebuild or repair the premises to substantially the condition which the premises existed prior to such damage. In the event that LESSEE should fail to complete such repairs or rebuilding within a reasonably prudent time, LESSOR may, at LESSOR's sole option, terminate this Lease by delivering written notice of termination to LESSEE, whereupon all rights and obligations thereafter accruing hereunder shall cease. LESSEE shall notify LESSOR as soon as is reasonably possible but, in any event, within forth-five (45) days of casualty, as to the length of time repairs to the premises will require.

All casualty insurance proceeds checks on the facility shall be made payable to LESSOR and LESSEE jointly and are to be used for the purpose of repairing or rebuilding of the facility in the event of loss.

Rent shall not abate during the period of repair or reconstruction of the premises.

13. HOLDING OVER: It is agreed that any holding over of the Premises by LESSEE after the expiration of the Lease Term or any extension or renewal thereof, by lapse of time or otherwise, shall operate and be construed as a tenancy of sufferance at One twelfth (1/12) of the annual rental provided for herein. If any property not belonging to LESSOR remains on the Premises after the expiration or earlier termination of the term of this Lease, LESSEE hereby authorizes LESSOR to dispose of such property in such manner as LESSOR may desire, without liability to LESSEE. In the event that such property is the property of LESSEE, and in the event that such property is owned by someone other than LESSEE, LESSEE agrees to indemnify and hold LESSOR, its officials, officers, employees, agents and contractors harmless from all suits, actions, claims, liability, loss, damages and expenses in connection with or incidental to any removal, exercise of dominion over and/or disposition of such property by LESSOR, its officials, officers, employees, agents or contractors.

14. QUIET ENJOYMENT.LESSOR represents and warrants that it is seized of the demised premises in fee simple and has full right and authority to enter into this Lease and that LESSEE upon paying the rental herein set forth and performing its other covenants and agreements herein set forth, shall peaceably and quietly have, hold and enjoy the Premises for the terms hereof without hindrance or molestation from LESSOR, subject to the terms and provisions of this Lease.

15. EVENTS OF DEFAULT: The following events shall be deemed to be events of default under this Lease:

(a) LESSEE shall fail to pay any installment of the rent hereby reserved when due, or shall fail to pay the taxes described in paragraph 23, or for the insurance described in

paragraph 10, or any reimbursement to LESSOR required herein, and such failure shall continue for a period of fifteen (15) days from the date LESSOR has provided written notice of such failure to pay by certified first class U.S. Mail, postage prepaid whether actually received or not in the event the LESSEE fails or refuses to accept delivery of such certified mail..

(b) A receiver or trustee shall be appointed for all or substantially all of the assets of LESSEE and such appointment shall not be vacated within sixty (60) days thereafter.

(c) Failure of LESSEE to occupy the Premises for the purposes set forth in Section 3 hereof continuously for a period exceeding sixty (60) days without providing written notice of such action to LESSOR within said sixty (60) day period and a statement of how LESSEE intends to use the PREMISES for said aviation hangar purposes for the remainder of the Lease Term.

(d) LESSEE shall fail to comply with any term, provision, or covenant of this Lease (other than the foregoing in this paragraph), and shall not cure such failure within thirty (30) days after written notice thereof from LESSOR.

(e) Failure of LESSEE to pay any rental installment or appropriate portion thereof when due for a period of thirty (30) days or more from the due date shall constitute an event of default and if not paid or cured within said thirty (30) day grace period, shall result in the termination of the Lease and all rights hereunder.

(f) Failure of LESSEE to comply with the provisions of Paragraph 5 (d) Private Hangar Construction.

16. REMEDIES: Upon the occurrence of any of such events of default described in paragraph 15 hereof, LESSOR shall have the option to pursue any one or more of the following remedies without any notice or demand whatsoever:

(a) Terminate this Lease and all rights of LESSEE hereunder, in which event LESSOR may recover from LESSEE the loss or damage which LESSOR may suffer as a result of termination of this Lease, including the expense of repossession, and any repairs undertaken by LESSOR following repossession.

(b) Declare any rental payments from the date of default until the end of this Lease to be immediately due and owing.

(c) Enter upon and take possession of the Premises and expel or remove LESSEE and any other persons or property which may be occupying said Premises or any part thereof, by self-help, if necessary, without being liable for prosecution or any claim for damages therefore, and relet the Premises on such terms as LESSEE agrees to pay to LESSOR on demand for any deficiency that may arise by reason of such reletting.

(d) Without terminating this Lease, terminate LESSEE'S right to possession of the Premises.

(e) Without terminating this Lease or the LESSEE'S rights to possession hereunder, enforce all of its rights and remedies under this Lease, including the right to recover rent and other charges as they become due under the Lease.

(f) LESSOR may perform for the account of LESSEE any term, covenant, or provision of the Lease that LESSEE has failed to perform.

(g) Exercise all other remedies available to LESSOR at law or in equity, including, without limitation, injunctive relief of all varieties.

If LESSOR, at any time is compelled to pay or elects to pay any sum of money or do any acts which would require the payment of any sum of money by reason of the failure of LESSEE to comply with any provision of this Lease, or if LESSOR is compelled to incur any expense, including reasonable attorneys' fees, in instituting, securing or defending any action or proceeding instituted by reason of any default of LESSEE hereunder, the sum or sums so paid by LESSOR with all interest, costs, and damages, shall be deemed to be additional rent hereunder and shall be due from LESSEE to LESSOR on the first day of the month following the incurring of such respective expenses.

Pursuit of any of the foregoing remedies shall not preclude pursuit of any of the other remedies herein provided or any other remedies provided by law or in equity, nor shall pursuit of any remedy herein provided constitute a forfeiture or waiver of any rent due to LESSOR hereunder or of any damages accruing to LESSOR by reason of the violation of any of the terms, provisions and covenants herein contained. No act or thing done by the LESSOR or its agents during the term hereby granted shall be deemed a termination of this Lease or an acceptance of the surrender of the Premises, and no agreement to terminate this Lease or to accept a surrender of said Premises shall be valid unless in writing and signed by LESSOR. No waiver by LESSOR of any violation or breach of any of the terms, provisions, and covenants herein contained shall be deemed to constitute a waiver of any future default. Forbearance by LESSOR to enforce one or more of the remedies herein provided upon an event of default shall not be deemed or construed to constitute a waiver of such default.

16A. ECONOMIC NONDISCRIMINATION: LESSEE shall, to the extent it provides or furnishes services to the public at the Guthrie-Edmond Regional Airport, or its successor(s), provide or furnish such services on a fair, equal and not unjustly discriminatory basis to all users thereof and shall charge fair, reasonable and not unjustly discriminatory prices for each unit or service.

17. DISPOSITION OF IMPROVEMENTS ON TERMINATION OF LEASE:
During the term of this Lease all new buildings, alterations, changes, additions, and/or improvements placed upon the City of Guthrie's real property by LESSEE shall remain the property of the LESSEE subject to LESSORS equitable title. On termination of this Lease for any cause, the City of Guthrie shall become the owner of any buildings, alterations, changes, additions and/or improvements on the demised premises.

18. LESSOR'S LIEN: (a) In addition to any statutory lien for rent in LESSOR'S favor, LESSOR shall have and LESSEE hereby grants to LESSOR a continuing security interest for all rentals and other sums of money becoming due hereunder from LESSEE, upon the building and all fixtures and furniture of LESSEE situated on the Premises, and such property shall not be removed there from without the consent of LESSOR until all arrearage in rent as well as any and all other sums of money then due to LESSOR herein under shall first have been paid and discharged. In the event of a default under this Lease, LESSOR shall have in addition to any other remedies provided herein or by law, all rights and remedies under the Uniform Commercial Code, including without limitation, the right to sell the property described in this paragraph at public or private sale upon five (5) days notice to LESSEE. Any

statutory lien for rent is not hereby waived, the express contractual lien herein granted being in addition and supplementary thereof.

(b) LESSEE may not encumber in any manner its leasehold interest and estate in the demised premises or any improvements placed by LESSEE thereon without the prior written consent of LESSOR, signed by the Mayor of the City of Guthrie.

19. MECHANIC'S LIENS: LESSEE shall have no authority, express and implied, to create or place any lien or encumbrance, of any kind or nature whatsoever, upon, or in any manner to bind the interest of LESSOR in the Premises or to charge the rentals payable hereunder for any claim in favor of any person dealing with LESSEE, including those who may furnish materials or perform labor for any construction or repairs, and each such claim shall affect and each such lien shall attach to, if at all, only the leasehold interest granted to LESSEE by this instrument. LESSEE covenants and agrees that it will pay or cause to be paid all sums legally due and payable by it on account of any labor performed or materials furnished in connection with any work performed on the Premises on which any lien is or can be validly and legally asserted against its leasehold interest in the Premises or the improvements thereon and that it will save and hold LESSOR harmless from any and all loss, cost or expense based on or arising out of asserted claims or liens against the leasehold estate or against the right, title and interest of the LESSOR in the Premises or under the terms of this Lease.

20. NOTICES: Each provision of this instrument or of any applicable governmental laws, ordinances, regulations and other requirements with reference to the sending, mailing, or delivery of any notice or the making of any payment by LESSOR to LESSEE or with reference to the sending, mailing, or delivery of any notice or the making of any payment by LESSEE to LESSOR shall be deemed to be complied with, when and if the following steps are taken:

(a) All rent and other payments required to be made by LESSEE to LESSOR hereunder shall be payable to the City of Guthrie at the address herein below set forth or at such other address as LESSOR may specify from time to time by written notice delivered in accordance herewith. Payments should be mailed to: City of Guthrie, P. O. Box 908, Guthrie, OK 73044.

(b) All payments required to be made by LESSOR to LESSEE hereunder shall be payable to LESSEE at the address herein below set forth, or at such other address within the continental United States as LESSEE may specify from time to time by written notice delivered in accordance herewith.

(c) Any notice or document required or permitted to be delivered hereunder shall be deemed to be delivered whether actually received or not when deposited in the United States Mail, postage prepaid, certified or registered mail, addressed to the parties hereto at the respective addresses set out below, or at such other address as they have theretofore specified by written notice delivered in accordance herewith:

LESSOR:	COPY TO:
The Mayor and City Council	Guthrie City Manager

for the City of Guthrie, Oklahoma
% Airport Manager
P.O. Box 908
Guthrie, OK 73044

P.O. Box 908
Guthrie, Oklahoma 73044

The Mayor and City Council
For the City of Edmond, Oklahoma
P.O. Box 2970
Edmond, OK 73083

LESSEE:

Rita Miller
610 Park Wild Dr.
Council Bluffs, Iowa 51503

John Miller
2916 N. Ashcroft Dr.
Edmond, OK 73034

If and when included within the term "LESSOR", as used in this instrument, there are more than one person, firm or corporation, all shall jointly arrange among themselves for their joint execution of such a notice specifying some individual at some specific address for the receipt of notices and payments to LESSOR; if and when included within the term 'LESSEE", as used in this instrument, there are more than one person, firm or corporation, all shall jointly arrange among themselves for the joint execution of such a notice specifying some individual at some specific address within the continental United States for the receipt of notices and payments to LESSEE. All parties included within the terms "LESSOR" and "LESSEE" respectively, shall be bound by notices given in accordance with the provisions of this paragraph to the same effect as if each had received such notice.

21. NO WASTE, DAMAGE, OR EXTERIOR STORAGE: LESSEE shall not commit any waste upon or do any damage to the Premises. LESSEE shall not use or permit the use of the Premises for any unlawful purpose or in violation of the City of Guthrie zoning or other laws. LESSEE shall not permit any rubbish, refuse, or garbage to accumulate or create a fire hazard in or about the Premises. In connection with its occupancy of the Premises, LESSEE shall not use the demised Premises in violation of any laws, ordinances, regulations, or orders of any duly constituted authorities of the City, County, State, and federal government. No storage of goods or merchandise shall be permitted except within the leased premises. Exterior storage shall be prohibited. LESSOR has the right to charge LESSEE (after giving written notice to LESSEE) for any expense LESSOR may incur to enforce the provisions of this paragraph.

22. ABANDONMENT: LESSEE shall not vacate or abandon the Premises at any time during the lease term unless required to do so by duly authorized legal authority.

23. TAXES: (a) LESSEE agrees to pay, when due, all taxes and assessments levied or assessed as they become due, promptly and before delinquency. LESSEE shall pay any ad valorem taxes on the premises should said premises ever be assessed by the Logan County Assessor or Treasurer.

24. LEASE IS SUBJECT TO ALL AVIATION LAWS: This Lease is subject to all present and future laws, rules and regulations, both state and federal as well as local laws, rules and regulations, airports in general, and especially municipal airports, and if necessary, shall be modified and amended from time to time in order to comply and conform therewith.

25. MISCELLANEOUS: (a) Words of any gender used in this lease shall be held and construed to include any other gender and words in the singular number shall be held to include the plural unless the context otherwise requires.

(b) The terms, provisions, covenants and conditions contained in this Lease shall apply to, inure to the benefit of, and be binding upon, the parties hereto and upon their respective heirs, legal representatives, successors and permitted assigns, except as otherwise herein expressly provided.

(c) The captions inserted in this Lease are for convenience only and in no way define, limit or otherwise described the scope or intent of this Lease, nor in any way affect the interpretation of this Lease.

(d) LESSEE agrees, from time to time, within thirty (30) days after required of LESSOR, to deliver to LESSOR, or LESSEE'S designee, an estoppels certificate stating that this Lease is in full force and effect, the date to which rent has been paid, the unexpired term of this Lease and such other matters pertaining to this Lease as may be reasonably requested by LESSOR.

(e) This Lease may not be altered, changed, or amended except by an instrument in writing signed by both parties hereto.

(f) There shall be no merger of this Lease, nor of the leasehold estate created by it, with the fee estate in the Premises, by reason of the fact that this Lease, or the leasehold estate created by it, may be held, directly or indirectly, by or for the account of any person or entity which shall have an interest in the fee estate of the Premises.

(g) LESSEE accepts this Lease subject and subordinate to any first mortgage, deed of trust or other first lien presently existing or hereafter arising upon the Premises and to any renewals, refinancing and extensions thereof, but LESSEE agrees that any such first mortgagee shall have the right at any time to subordinate such mortgage, deed of trust or other lien to this Lease on such terms and subject to such conditions as such mortgagee may deem appropriate in its discretion. LESSOR is hereby irrevocably vested with full power and authority to hereby subordinate this Lease to any first mortgage, deed of trust or other first lien now existing or hereafter placed upon the Premises and LESSEE agrees upon demand to execute such further instruments subordinating this Lease or attorning to the holder of any such liens as LESSOR may request.

(h) LESSEE shall not mortgage, hypothecate, subordinate, assign, or in any other manner pledge its interest in this Lease as collateral for any indebtedness whether in connection with the Premises or otherwise without the prior written consent of LESSOR.

(i) LESSEE shall execute such attornment agreement to any mortgagee of LESSOR as such mortgagee shall reasonably require within 15 days from such request;

provided, however, that such attornment agreement(s) shall be reasonably satisfactory as to form and content to LESSOR.

(j) The invalidity, or unenforceability in particular circumstances, of any provision of this Lease shall not extend beyond such provision or circumstance and no other provision hereof shall be affected.

(k) The laws of the State of Oklahoma shall govern the interpretations, validity, performance, and enforcement of this Lease. If any provision of this Lease should be held to be invalid or unenforceable, the validity and unenforceability of the remaining provisions of this Lease shall not be affected.

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

"LESSOR"
The City of Guthrie

ATTEST: (Seal)

by: _____

_____
City Clerk

STATE OF OKLAHOMA)
) SS.
COUNTY OF LOGAN)

On this _____ day of _____, 2012, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared Chuck Burtcher, to me known to be the identical person who signed the name of the maker thereof as its Mayor, to the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

_____

_____
Notary Public

APPROVED AS TO FORM AND LEGALITY

_____
City Attorney

"LESSEE"

By:_____

STATE OF OKLAHOMA)
) SS.
COUNTY OF LOGAN)

On this _____ day of _____, 2012, before me, the undersigned, a Notary Public, in and for said County and State, personally appeared Rita Miller and John Miller, to me known to be the identical person who signed the name of the maker thereof as its President, to the within and foregoing instrument, and acknowledged to me that he executed the same as his free and voluntary act and deed, and as the free and voluntary act and deed of said corporation, for the uses and purposes therein set forth.

Given under my hand and seal the day and year first above written.

My Commission Expires:

_____

_____
Notary Public

EXHIBIT "A"

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

16,650 sq. ft. known as Hanger 17 units A through K described as:

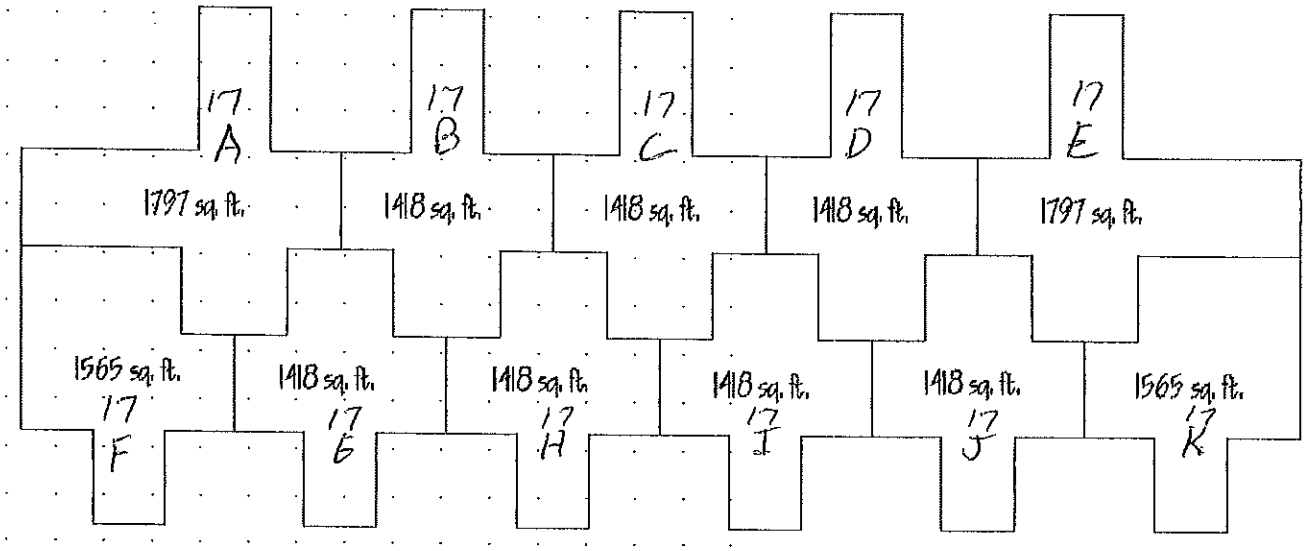
City of Guthrie
Application for Land Lease and/or Construction

Addendum A

Regarding lease square footages, lease rates and construction dates:

We offer the Guthrie Edmond Airport the requested 0.17 per square foot calculated as follows:

Whereas the hangar ramps are of unequal length on each side of the hangar to minimize the impact of the irregular slope and elevation of the north most taxiway we have calculated and added the ramp average to the square footage of each unit. The following square footages include this average.
Two units of 1797 sq. ft. each.
Two units of 1565 sq. ft. each.
Seven units of 1418 sq. ft. for combined total of 16650 sq. ft.



ADDENDUM B

This Addendum to the lease between the City of Guthrie, Oklahoma, Lessor and Rita Miller and John Miller, Lessees to Airport Hanger 17 lease.

Whereas Lessees are building eleven T hangers known as Hanger 17 Units A – K and the Lessees desire to sell or sublease one or all of units 17A – 17K.

It is agreed that upon request for assignment of the lease for each unit when said assignment is approved the Sublessee shall assume the lease obligation and rent obligation for the unit subleased or sold. Upon approval of the assignment of the lease of a unit the rental due from Rita Miller and John Miller shall be proportionally reduced based on the square footages set out in Addendum A to Hanger 17 lease agreement.

Upon approval of an assignment or sale of the lease of a unit the assignee shall assume all of the terms of Hanger Lease 17 between City of Guthrie and Rita and John Miller and shall pay the pro rata part of the lease based on the unit size acquired.

Signed:

City of Guthrie

_____

By Mayor

Lessee

_____

Rita Miller

_____

John Miller

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting
X City Council
___ GPWA
___ Other: _____

Date of Meeting
July 17, 2012

Contact
Justin Heid,
Airport Manager

Agenda Item

Consider approval of Change Order No. 1 increasing the contract with the Total Investment Co. for Bid No. 2012-5, Guthrie-Edmond Regional Airport Improvement Project AIP #3-4-0036-012-2012 (PAPIs, Taxiway C reconstruction and crack repair, and NW Development Area Taxilane), by $18,277.50.

Summary

Change Order No. 1 reflects the addition of a taxilane connection south of Hangar spot #17 to allow for access to the operable taxiways during the construction and rehabilitation of Taxiway Charlie. This connection will be of concrete construction and allow for permanency and future use. The additional costs of the Change Order will be paid for in its entirety by airport funds currently in the airport budget.

Funding Expected ___ Revenue X Expenditure ___ N/A

Budgeted X Yes ___ No X N/A

Account Number Various **Amount** $18,277.50

Legal Review X N/A ___ Required Completed Date: _____

Mayor's Appt. ___ Yes X No

Supporting documents attached

Total Investment Co. Quote

Recommendation

Staff recommends approval.

Action Needed ___ Public Hearing X Motion ___ Emergency Clause

Total Investment Co.

PO BOX 1134
GUTHRIE, OK 73044
PH. 405-282-1198 FAX 405-282-1728

Date: July 6, 2012

Address:
Guthrie/Edmond Regional Airport
City of Guthrie
Guthrie, OK 73044
Ph- 405-282-2312 Email - jheid@cityofguthrie.com

RE: **Quote for Guthrie Airport**

Comments:

	ITEM	QTY	UNIT	UNIT PRICE	TOTAL
	Concrete Paving				
1	Erosion Control	1	LS	$ 500.00	$ 500.00
2	Site Preperation (Incl. Excavation, Backfill, & Compaction)	1	LS	$ 2,550.00	$ 2,550.00
3	6" Rock Stabalization	1	LS	$ 3,412.50	$ 3,412.50
4	Concrete Paving (5" PCC 3500 PSI) (25' x 100')*	278.0	SY	$ 42.50	$ 11,815.00
	*** Concrete WILL NOT be FAA Spec P-501**				
	TOTAL CONCRETE				$ 18,277.50
	Aspahlt Paving				
1	Erosion Control	1	LS	$ 500.00	$ 500.00
2	Site Preperation (Incl. Excavation, Backfill, & Compaction)	1	LS	$ 2,550.00	$ 2,550.00
3	6" Rock Stabalization	1	LS	$ 3,412.50	$ 3,412.50
4	Asphalt Paving (3" Type A - 2" Type B) (25' x 100')**	78.0	TN	$ 115.00	$ 8,970.00
	**** Asphalt WILL NOT be FAA Spec P-401**				
	TOTAL ASPHALT				$ 15,432.50

1. Price does not include Testing, Bonds, Moving exsisting utilities or trenching and back filling for new utilities any
2. Price includes all Labor, Materials, Equipment and Insurance required to complete the work quoted.
3. QUOTE GOOD FOR 30 DAYS

Sincerely,

Wade Inman
Project Manager

Accepted By:

Print Name

Signature

1. Sponsor (Public Agency)	2. Sponsor's Address	3. Change Order or Supplemental Agreement
City of Guthrie, OK	**101 N. Second St.** **Guthrie, OK 73044**	**C 001**
4. Name of Airport	5. Project Number	6. Date Prepared
Guthrie-Edmond Regional	**AIP # 3-40-036-012-2012**	**7/12/2012**

7. Name and Address of Contractor **Total Invesment Co**
PO Box 1134
Guthrie, OK 73044

8. Description of Work Included in Contract

Work to be done for this change order is to construct a permanent taxilane connection (25'x100') that will allow a route for airport traffic to continue operations when construction work is being performed on Taxiway Charlie
All Items of work on this change order will be Non-AIP eligible and as such fully funded by the Sponsor

9. Changes Ordered and Reason Ordered (List Individual Changes as: A, B, C, D, etc.)

All changes are for additional concrete taxilane work

A. Erosion Control
B. Site Preparation (Incl. Excavation, Backfill, & Compaction)
C. 6" Rock Stabilization
D. Concrete Paving (5" PCC 3500 PSI) (25'x100') - Concrete WILL NOT be FAA Spec P-501

10. Contract Changes	Bid Item No.	Original Estimated Quantity	Revised Estimated Quantity	Unit Price	Revised Unit Price	Revised Item Cost	Difference
A.	**C101**	**0**	**1**	**$0.00**	**$500.00**	**$500.00**	**$500.00**
B.	**C102**	**0**	**1**	**$0.00**	**$2,550.00**	**$2,550.00**	**$2,550.00**
C.	**C103**	**0**	**1**	**$0.00**	**$3,412.50**	**$3,412.50**	**$3,412.50**
D.	**C104**	**0**	**278**	**$0.00**	**$42.50**	**$11,815.00**	**$11,815.00**
			TOTAL				**$18,277.50**

11. Original Contract Amount **$1,012,926.04**
Previously Approved Change Orders **$0.00**
This Change Order **$18,277.50**
New Contract Amount **$1,031,203.54**

12. Contract time increased by **N/A** days. New contract time **N/A** days.

THIS AGREEMENT SUBJECT TO ALL ORIGINAL CONTRACT PROVISIONS.

13. ISSUED FOR REASONS INDICATED ABOVE _____ _____
Project Manager Date

14. ACCEPTED BY CONTRACTOR _____ _____ _____
Signature Title Date

15. ACCEPTED BY SPONSOR _____ _____ _____
Signature Title Date

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting
X City Council
____ GPWA
____ Other: _____

Date of Meeting
July 17, 2012

Contact
Justin Heid,
Airport Manager

Agenda Item

Consider approval of the amendment to agreement renewal between the City of Guthrie and the City of Edmond for the Guthrie-Edmond Regional Airport.

Summary

The agreement will amend the agreement between the cities concerning the airport by allowing the following:

1. Hangar owners will be able to hold positions on the GERA Board, but must abstain from hangar related votes.
2. Board members will not be required to be a citizen of the city from which they are appointed.

Funding Expected ____ Revenue ____ Expenditure X N/A

Budgeted ____ Yes ____ No X N/A

Account Number Various **Amount** _____

Legal Review ____ N/A X Required Completed Date: 6/26/2012

Mayor's Appt. ____ Yes X No

Supporting documents attached
Amendment Agreement

Recommendation
Staff recommends approval.

Action Needed ____ Public Hearing X Motion ____ Emergency Clause

AMENDMENT TO AGREEMENT RENEWAL BETWEEN THE CITY OF GUTHRIE, OK AND THE CITY OF EDMOND, OK FOR THE GUTHRIE-EDMOND REGIONAL AIRPORT

Whereas the parties have approved a renewal agreement regarding operations at the Guthrie-Edmond Regional Airport, said renewal agreement being approved on the 16th day of June, 2009;

Whereas the parties desire to make certain amendments to said agreement as incorporated herein;

It is agreed by and between the parties as follows:

Numerical paragraph 8 of the renewal agreement is deleted and is amended as follows: The parties agree to reestablish the Guthrie-Edmond Regional Airport Advisory Board (Board) which shall consist of seven members, three members appointed by the Edmond City Council and four members appointed by the Guthrie City Council. The members will serve three year terms, and do not need to be residents of the cities from which they are appointed and shall serve without compensation. No member of the Board shall have a direct interest in the airport or in any entity located at the airport, or its hangars, except that this section shall not prohibit an airplane owner who houses their plane at the airport or an employee who works for the owner of a business or hangar located at the airport from being on the Board. An owner of a hangar or a lessee of a hangar is allowed to serve on the Board but is specifically prohibited from voting on any hangar related economic or proprietary issue. The Board shall have the power to make recommendations to the respective city councils regarding the planning, operations and development of the airport facility. The total expenditures to be made by the Board for any purpose in any fiscal year shall be determined by budget approved by the city councils of Guthrie and Edmond and without such approval, this agreement will terminate. Each city will be responsible for providing funds for the maintenance, operation and capital improvements of the airport, and will share in the revenue, if any, resulting from the operation of the airport. Any resolutions, rules, regulations or orders of the Board shall become effective only upon the approval of the city councils of Guthrie and Edmond. The Board may not acquire or dispose of airport property, real or personal, enter into contracts, leases or other arrangements without the consent of the city councils of Guthrie and Edmond. The Board shall have no employees, but will be assisted by the airport manager who will be an employee of the City of Guthrie and serve under the direction of the Guthrie City Manager. The City Attorney for the City of Guthrie shall serve as legal counsel for the Board.

Other than the amendment above, the remainder of the renewal agreement as executed on July 16, 2009 shall remain in full force and effect.

Approved by the Mayor and City Council, City of Guthrie on the _____ day of _____, 2012.

_____
Mayor, City of Guthrie

ATTEST:

_____
City Clerk, City of Guthrie

Approved as to form and legality this _____ day of _____ , 2012.

_____
City Attorney, City of Guthrie

Approved by the Mayor and City Council, City of Edmond, this _____ day of _____, 2012.

_____
Mayor, City of Edmond

ATTEST:

_____
City Clerk, City of Edmond

Approved as to form and legality this _____ day of _____, 2012.

_____
City Attorney, City of Edmond

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

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

Agenda Item
Consider approval of Resolution No. 2012-08, Interlocal Cooperative Agreement with the Board of Logan County Commissioners for purpose of maintaining areas of Seward Road and Academy/Bryant.

Summary

This area will experience an increased traffic count since it will be a detour for bridge construction that will be occurring on Broadway. Logan County officials have expressed a willingness to maintain this area due to the detour.

Under the agreement, the county will provide county-owned machinery, equipment and labor for constructing, building and maintaining roadway within the areas and at its discretion shall add dirt, rock, gravel and other road building materials as deemed necessary.

The City will simply allow Logan County District 1 access to areas and contribute aggregate as budgetary constraints allow. Staff feels that this is an excellent opportunity to partner with the county to assist with improving the roads in the area.

Funding Expected ____ Revenue ____ Expenditure x N/A

Budgeted ____ Yes x No ____ N/A

Account Number _____ **Amount** n/a

Legal Review ____ N/A x Required Completed Date: 7/10/2012

Mayor's Appt. ____ Yes x No

Supporting documents attached
- Agreement

Recommendation
Staff Recommends approval.

Action Needed ____ Public Hearing x Motion ____ Emergency Clause

INTERLOCAL COOPERATIVE AGREEMENT AND RESOLUTION BETWEEN THE BOARD OF COUNTY COMMISSIONERS OF LOGAN COUNTY, OKLAHOMA, AND THE CITY OF GUTHRIE, OKLAHOMA, FOR MAINTENANCE OF SEWARD ROAD AND BRYANT/ACADEMY CORRIDOR

RESOLUTION # _____

This INTERLOCAL COOPERATIVE AGREEMENT is made and entered into pursuant to the provisions of the Interlocal Cooperation Act., 74 O.S. Section 1001 et seq., between THE BOARD OF COUNTY COMMISSIONERS OF LOGAN COUNTY, a political subdivision organized and existing under the laws of the State of Oklahoma (LOGAN COUNTY), and the CITY OF GUTHRIE, OKLAHOMA.

WHEREAS, Logan County District 1 wishes to enter into a mutually beneficial agreement with the City of Guthrie for the purpose of maintaining areas of Seward Road and Academy/Bryant within Section 1 T15N R3W, and Section 6, T15N, R2W, and

WHEREAS, District 1 desires to maintain areas of roadway within city limits inclusive of Seward Road just east of Hawk Crest Lane, continuing north, then east on Seward to Bryant/Academy, south on Bryant/Academy and east on Seward to Coltrane, and

WHEREAS, the purpose of this agreement is to accommodate traffic which will be detoured from Broadway during construction of a new county bridge at Camp and Broadway, and

WHEREAS, Logan County and the City of Guthrie mutually agree that such maintenance will efficiently address the needs of citizens of both public agencies, and enable improvements in infrastructure on both the Seward Bryant/Academy corridor and on Broadway,

THEREFORE BE IT RESOLVED that the parties agree as follows:

LOGAN COUNTY (DISTRICT 1) SHALL:

1. Provide county-owned machinery, equipment and labor for constructing, building and maintaining roadway within the areas described above, and at its discretion shall add dirt, rock, gravel and other road building materials as deemed necessary, and shall assume the responsibility for such

2. District 1 Commissioner Mark Sharpton shall serve as Administrator of the Agreement

3. All equipment used by Logan County in carrying out this Agreement will, at the time of action hereunder, be owned by or under the jurisdiction of the county, and all personnel acting for Logan County under this Agreement will, at the time of such action, be an employee or agent of the County.

THE CITY OF GUTHRIE SHALL:

1. Allow Logan County District 1 access to aforementioned areas, contribute aggregate as budgetary constraints allow, and provide water to fill the District 1 water truck as needed exclusively for the detour project

DURATION: This agreement shall extend through June 30, 2013, or until construction of the county bridge at Broadway and Camp is complete, and the need for a detour route is no longer necessary, whichever occurs first. Should the need arise to renew or extend this agreement, the appropriate affirmative actions of the governing bodies of both parties shall be required.

EFFECTIVE: This agreement shall become effective upon the last date that the following events are completed:

a. Approval by Resolution of the Board of County Commissioners of Logan County, Oklahoma, and execution by the Chairman thereof;
b. Approval by Resolution of the City of Guthrie, and execution by the Chairman thereof;
c. Filing of this agreement with the County Clerk of Logan County, Oklahoma, in accordance with 74 O.S. Section 1005.

WAIVER OF CLAIMS: Each party waives all claims against the other party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement.

Execution: This Interlocal Cooperative Agreement is approved by the Board of County Commissioners of Logan County, Oklahoma, by adoption of its Resolution No. _____ this _____ day of _____, 2012.

Execution: This Interlocal Cooperative Agreement is approved by the City of Guthrie, Oklahoma, by adoption of its Resolution No. _____ this _____ day of _____, 2012.

LOGAN COUNTY BOARD OF COMMISSIONERS

_____

_____

_____

CITY OF GUTHRIE

_____

Mayor

ATTEST:_____

Troy Cole, County Clerk

Approved as to form and legality: _____

District Attorney

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	July 17, 2012	Maxine Pruitt, M S
____ GPWA		Director
____ Other: _____		

Agenda Item

Consider approval for the lease-purchase of three (3) pieces of equipment. A Caterpillar Loader, #IT14 with specific attachments and a Caterpillar Backhoe, #420F, both new, 2012. The third piece is a #140H Used 2007 Motor Grader as part of the package deal. Purchased under the Oklahoma State Contract and exemption. Additionally, approval for the trade-in of the old grader and backhoe as a portion of the down payment, $27,000, with $23,000 cash for a total of $50, 000. With the trade-in and cash, the total monthly payment for the complete package is $2,687.82 ($32,253.84 annually) for three years with the non-appropriation clause as required by the Oklahoma State Statutes and a buy-back provision.

Summary

The 2012 Budget provided for the Street Department to replace their Loader. However, the Street Department's 1985 JD Motor Grader has been out of service for approximately 2 months and the quote for repair, including the transportation to the Oklahoma City dealer, is just under $10,000. The value of this old grader is less than $13K. Because of its value, we discussed replacing the grader instead of the loader. Two other pieces of our equipment, the loader and backhoe, are vital to our operations and both are in need of extensive repair because of age. To make the repairs and keep them running is very costly and replacement parts are almost non-existent. We did some investigating on programs available to cities and counties and found Warren Caterpillar, an Oklahoma State Contract Vendor, provides Logan County with an excellent program that keeps them in good equipment. It is a lease-purchase with a buy-back option. However, after three years, the City of Guthrie will have three options. Depending on the value of our equity at the end of the lease, (1) the City can go with a new lease; (2) can keep the same equipment and continue with the same payments; or (3) purchase the equipment with at the current value. With any one of the three options the City will have good equipment year-round.

The proposal includes taking the old grader and the old 2-wheel drive backhoe as trade-in, valued at $27,000, and enough cash, $23,000, to make the total down payment $50,000. This will make us eligible for the government discounts of 31% - 32%. With these discounts and the down payment, our monthly payments will be $2,687.82 monthly or $32,253.84, annually for <u>all 3 pieces of equipment</u>.

Funding Expected	____ Revenue	X Expenditure	____ N/A		
Budgeted	____ Yes	X No	____ N/A		
Account Number	54-56-00-6718	**Amount**	$32,253.84		
Legal Review	____ N/A	X Required	Completed Date:	7/10/12	
Mayor's Appt.	____ Yes	X No			

Supporting documents attached

Specifications for Backhoe

Specifications for Loader

Specifications for Motor Grader

Amortization Schedule

Oklahoma State Contract Information

Recommendation
Staff recommends approval.

Action Needed _____ Public Hearing __X__ Motion _____ Emergency Clause

Quote 133166-01

July 6, 2012

CITY OF GUTHRIE
PO BOX 908
GUTHRIE,
Oklahoma
73044-0908

Attention: Maxine Pruitt

Dear Maxine

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

420F

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Steve Winters
Machine Sales Representative

420F

STANDARD EQUIPMENT

CONSIST NOTE - THIS LISTING IS A GENERAL DESCRIPTION - OF A 420F BACKHOE LOADER EQUIPPED WITH - THE LOWEST CHARGE ITEMS.

BOOMS, STICKS AND LINKAGES - 15'3" Center pivot excavator style - backhoe - Pilot operated joystick hydraulic - controls with pattern changer valve - Pilot operated stabilizer controls - Boom transport lock - Swing transport lock - Street pads stabilizer shoes - Anti-drift hydraulics - (Boom, Stick and E-Stick) - Cat Cushion Swing(tm) system - Bucket level indicator - Lift cylinder brace - Return-to-dig (auto bucket positioner - Self-leveling loader with single lever - control - Transmission neutralizer switch - Single Tilt Loader

POWERTRAIN - Cat C4.4, 74.5KW (93 Net HP) - Direct Injection Turbo Charged Engine, - with ACERT technology. - US EPA Tier 4i Emissions Compliant - Water separator with service indicator - Thermal starting aid system - A dry-type axial seal air cleaner with - integral precleaner, automatic dust - ejection system and filter condition - indicator - Hydraulically boosted multi-plate wet - disk brake with dual pedals and interlock - Differential lock - Drive-line parking brake - High Ambient Cooling Package - Torque converter - Transmission--four speed synchro mesh - with power shuttle and neutral safety - switch - Spin-on fuel, engine oil and transmission - oil filters - Outboard planetary rear axles - Open Circuit Breather - Diesel Particulate Filter

HYDRAULICS - Load sensing, variable flow system - with 43 gpm axial piston pump - 6 micronn hydraulic filter - O-ring face seal hydraulic fittings - Caterpillar XT-3 hose - Hydraulic oil cooler - Pilot control shutoff switch - PPPC,

Flow-sharing hydraulic valves - Hydraulic suction strainer

ELECTRICAL - 12 volt electrical start - 120 ampere alternator - Horn - Backup alarm - Hazard flashers/turn signals - Halogen head lights (4) - Halogen rear flood lights (4) - Stop and tail lights - Audible system fault alarm - Key start/stop system - 880 CCA maintenance free battery - Battery disconnect switch - External/internal power receptacles(12v) - Diagnostic ports for engine and machine - Electronic Control Modules

OPERATOR ENVIRONMENT - Lighted gauge group - Interior rearview mirror - Rear fenders - ROPS canopy - 2-inch retractable seat belt - Tilt steering column - Steering knob - Hand and foot throttle - Automatic Engine Speed Control - One Touch Low Idle - Floor mat - Coat hook - Two lockable storage areas - Drink and lunch box holders - Air suspension seat

COOLING - Long Life Coolant -30C (-20F)

OTHER STANDARD EQUIPMENT - Hydrostatic power steering - Standard Storage Box - Transport tie-downs - Ground line fill fuel tank with 44 - gallon capacity - Rubber impact strips on radiator guards - Bumper - CD-ROM Parts Manual - Backhoe Safety Manual - Operations and Maintenance Manual - Lockable hood - Tire Valve Stem Protection

MACHINE SPECIFICATIONS

Description	Reference No	List Amount
420F BHL ST TIER 4I HRC	340-1678	$80,640.00
FOR USE IN LANE 2 OR LANE 3		
BELT, SEAT, 2" SUSPENSION	206-1747	
PLATE GROUP - BOOM WEAR	270-3204	$199.00
TIRES 4WD BIAS FIRESTONE	282-3854	$1,415.00
BATTERY, HEAVY DUTY	331-5461	$347.00
BUCKET-MP, 1.3 CYD	337-7436	$6,642.00
COUNTERWEIGHT, 1070 LBS	337-9696	$1,695.00
ENGINE, 74.5KW, C4.4 DITA, T4I	340-1712	$5,300.00
STICK, EXTENDABLE, 14FT	340-1729	$4,440.00
RIDE CONTROL	340-1747	$1,370.00
GUARD, STABILIZER	353-1389	$795.00
INSTRUCTIONS, ANSI	353-1390	
LINES, COMBINED AUX, E-STICK	364-3385	$3,220.00
SUPPLEMENT, EMISSIONS, ENGLISH	367-5840	
INSTRUCTIONS, ENGLISH	367-5845	
MANUAL, PARTS, 420F ST HRC	367-5925	$65.00
CAB, DELUXE, AC	373-4212	$10,270.00
HYDRAULICS, MP, 6FCN/8BNK, IT	373-4263	$2,540.00
PT, 4WD, STD SHIFT	374-6824	$8,830.00
COLD WEATHER PACKAGE, 120V HRC	377-0022	$720.00
CUTTING EDGE, TWO PIECE	9R-5321	$319.00
STABILIZER PADS, FLIP-OVER	9R-6007	$321.00
LANE 2 ORDER	0P-9002	
WAINROY XLS COUPLER		

Sell Price	$90,807.00
Ext Warranty	Included
Less Gross Trade Allowance	($15,000.00)
Net Balance Due	**$90,807.00**
State: OKLAHOMA NO-TX STATE (0%)	$0.00
After Tax Balance	**$75,807.00**

Priced on State Contract SW190 with a 32% off list

TRADE-INS

Model	Make	Serial Number	Year	Trade Allowance
426	CATERPILLAR (AA)	7BC2342	1988	$15,000.00

WARRANTY

Extended Warranty: Warren CAT Governmental 3 YR / 5000 HR Premier

F.O.B/TERM

Guthrie Okla

Accepted by _____ on _____

_____
Signature

Quote 132771-01

June 13, 2012

CITY OF GUTHRIE
PO BOX 908
GUTHRIE,
Oklahoma
73044-0908

Attention: BENNY BARKER

Dear Sir,

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

IT14 and Attachments

STOCK NUMBER: C51679 **YEAR:** 2012

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Steve Winters
Machine Sales Representative

IT14

STANDARD EQUIPMENT

ELECTRICAL - 80-ampere alternator - Back-up alarm (NACD) - Two 900 CCA maintenance free batteries - Halogen flood lights (front and rear) - Directional Signals (front and rear) - 24 volt direct electric starting - Ignition key start/stop switch - Switch, battery disconnect - Horn, front warning

OPERATOR ENVIRONMENT - ROPS cab, pressurized and - sound suppressed - Hydraulic control lever lockout - Pilot hydraulic implement controls - Gauges - - Engine coolant temperature - - Hydraulic oil temperature - - Fuel level - - Battery Voltage - - Digital Hour meter - Operator warning system indicators: - - Primary steering malfunction - - Brake charge pressure low - - Engine Oil pressure low - - Park brake applied - - Electrical system voltage low - - Hystat oil filter bypass - Interior light - Door, fixed glass - Seat - - Fabric or Vinyl - - adjustable height, backrest, armrest - - Seat belt, retractable - Heater/defroster - Electric horn, steering wheel mounted - Wiper/washer Front(intermittent) - Wiper/washer Rear - Tinted front glass - Adjustable steering column - Rear window defrost - Rearview mirrors, inside (2) - Cigar lighter - Storage box with Cup holder - Ground level door release - Internal and External Auxiliary - power sockets

POWERTRAIN - Caterpillar 3054CT DIT - - Low Emission Diesel Engine - - Turbocharged - Electric fuel pump -

SOS port, Engine oil - SOS port, Transmission oil - Hydrostatic transmission - Single lever transmission control - Lubed for life driveshaft - Standard differentials - Brakes, service - - enclosed, wet-disc full hydraulic - Brakes, parking - - mechanical on drive-line - Muffler - Radiator, serviceable core - Air cleaner, Radial seal - Glow plug starting aid - Suction Fan

OTHER STANDARD EQUIPMENT - Parallel lift loader linkage with - sealed pins - Fenders, front and rear - Engine enclosure - lockable - Recovery hitch - Vandalism protection - locked service - points - Automatic bucket/fork positioner - Hydraulic oil cooler, tiltable - Counterweight - Pressure test points - Radiator expansion bottle

HYDRAULICS - Automatic Lift kickouts - Hydraulic steering - Hydraulics, 3 Valve, High Flow (NACD) - Hydraulics, 2 Valve, 1 Lever (EAME) - Hydraulic diagnostic connectors - SOS port, hydraulic oil

ANTIFREEZE - Extended life coolant antifreeze - Protected to -36C (-33F)

MACHINE SPECIFICATIONS

Description	Reference No	List Amount
IT14G2 TOOLCARRIER EOC2	398-0916	$134,690.00
IT14G2 TOOLCARRIER HRC	367-5792	
FENDERS, STANDARD	107-4705	
SPEED CONTROL, STANDARD	107-4841	
QUICK COUPLER, STANDARD WIDTH	113-4163	
CONTROL, TRANSMISSION,FNR	150-3716	
LIGHTS, DIRECTIONAL	177-2035	
STEERING, STANDARD	237-9935	
VALVE, DRAIN, STANDARD	239-2228	
SEAT, COMFORT, AIR SUSPENSION	239-5814	
HYDRAULICS, 4 VALVE	241-9261	
ALARM, BACK-UP	242-9456	
CAB, SLIDING GLASS	367-5886	
HEATER AND AIR CONDITIONER	367-5969	
ENCLOSURE, STANDARD	372-0389	
DIFFERENTIAL,LIMITED SLIP,FRNT	383-4229	
DIFFERENTIAL, STANDARD, REAR	383-4230	
LANE 2 ORDER	0P-9002	
ENGINE, TIER 3, ELECTRONIC	386-1234	$2,045.00
TIRES, 17.5-R25 XTLA * L2	385-5822	$1,255.00
INSTRUCTIONS, ANSI	236-5652	
INSTRUCTIONS, ENGLISH	371-8565	$51.00
LIGHTS, FLOOD	115-1558	$53.00
SPEEDOMETER	107-6132	$273.00
HEATER, ENGINE COOLANT, 120V	234-5118	$222.00
INSTALLATION GROUP, RADIO 12V	251-1579	$550.00

WARREN

Quote 132771-01

Description	Reference No	List Amount
SUN VISOR, FRONT	107-4641	$72.00
RORO W/RIMS W/TIRES.	0G-3117	$295.00
CYLOWAX APPLICATOR	0G-3273	$103.00
MIRRORS, OUTSIDE MOUNTED	107-4642	$467.00
GUARD, BOTTOM	120-3352	$453.00
RIDE CONTROL	167-7693	$3,040.00
FORK TINE, 2.5" X 5" X 54"	195-6938	~~$1,942.00~~
SNOW PUSH, IT, INDL DUTY 14'	385-6421	~~$40,872.00~~
CARRIAGE, FORK	6W-8832	$2,461.00
BUCKET-MP, 2.1 CYD (QC)-IT	7Q-8366	$19,389.00

Less 31.5% Discount State Contract SW 190

Sell Price	~~$124,359.00~~ $114,926.00
Ext Warranty	Included
State: OKLAHOMA NO-TX STATE (0%)	$0.00
After Tax Balance	~~$124,359.00~~ $114,926.00

WARRANTY

Extended Warranty: Warren CAT Compact Products Coverage for 4 YR / 4000 HR Powertrain

F.O.B/TERMS

City of Guthrie

PAYMENT TERMS

Lease Terms

CASH WITH ORDER	BALANCE TO LEASE	TERM	PERIOD PAYMENT	RATE	OPTIONAL BUY-OUT	DOCUMENT FEE	AMOUNT
$0.00	~~$124,359.00~~ 114,926.00	36(Monthly)	$	3.2%	$90,000.00	$0.00	~~$124,359.00~~ $114,926.00

The above lease is based on the following:

- If the machine is not purchased at the end, then it must be returned in average condition with normal wear-and-tear
- The customer is responsible for all maintenance and repairs on the machine using genuine Cat parts only
- Tires, undercarriage, and all ground engaging tools (i.e. teeth, cutting edges) must be at 50% remaining, minimum, if the unit is not purchased at the end of the lease

Accepted by _____ on _____

Quote 132951-01

June 25, 2012

CITY OF GUTHRIE
PO BOX 908
GUTHRIE,
Oklahoma
73044-0908

Attention: Maxine Pruitt

Dear Ms Pruitt

We would like to thank you for your interest in our company and our products, and are pleased to quote the following for your consideration.

140H

STOCK NUMBER: U52533 **SERIAL NUMBER:** 0CCA03306 **YEAR:** 2007

We wish to thank you for the opportunity of quoting on your equipment needs. This quotation is valid for 30 days, after which time we reserve the right to re-quote. If there are any questions, please do not hesitate to contact me.

Sincerely,

Steve Winters
Machine Sales Representative

140H

STANDARD EQUIPMENT

CONSIST NOTE - The standard equipment list includes - key components necessary for an - operable machine.

Grade Control Ready (Cab harness, - software, electrical hydraulic valves, - bosses and brackets) - Alarm, back-up - Alternator, 80 ampere, sealed - Batteries, maintenance free, 880 CCA - Breaker panel, ground accessible - Cab harness and electrical hydraulic - valves - Electrical system, 24 volt - Lights, reversing - Lights, stop and tail, LED - Product Link ready - Starter, electric - Accelerator - Arm and wrist rest, adjustable - Articulation, automatic return to center - Ashtray and lighter - Centershift pin indicator - Coat hook - Cupholder - Display, digital speed and gear - Door, driver access (left side) with - wiper - Gauge, machine level - Gauges (analog) inside the cab - (includes fuel, articulation, engine - coolant temp and system voltage) - Heater, cab - Joystick, adjustable armrests - Joystick gear selection - Joystick hydraulic controls, (right/ - left blade lift with float position, - blade sideshift and tip, circle drive, - centershift, front wheel lean and - articulation and steering) - Joystick hydraulic power steering - Lights, night time cab - Messenger operator information system - Meter, hour, digital - Mirror, inside

rearview, wide angle - Power Port, 12V - ROPS cab, sound suppressed 72dB(A) - ISO 6394 70% fan speed. - Seat,cloth-covered, comfort suspension - Seat belt, retractable 3" - Storage area for cooler/lunchbox - Throttle control, electronic - Windows: lamenated glass - -fixed front with intermittent wiper - -right side with dual wipers, (door - optional) - -side and rear (3) - Air cleaner, dual stage dry type radial - seal with service indicator through - messenger and automatic dust ejector - Air-to-air after cooler (ATAAC) - Belt, serpentine, automatic tensioner - Brakes, oil disc, four-wheel, hydraulic - Demand fan, hydraulic - Differential, lock/unlock - Drain, engine oil - Electronic over speed protection - Engine, C7 with ACERT technology, - diesel, with automatic engine derate - and idle control. Meets U.S. EPA - Tier 3 and EU Stage IIIa emission - standards. - Fuel-water separator - Muffler, under hood - Parking brake, multi-disc, sealed - and oil cooled - Priming pump, fuel - Rear axle, modular - Sediment drain, fuel tank - Tandem drive - Transmission, 8 speed forward and 6 - speed reverse, power shift, direct - drive - VHP (Variable Horsepower)

ELECTRICAL - Anti-glare paint - Brake accumulators, dual certified - Bumper, rear, integrated with hitch - CD ROM Parts Book - Clutch, circle drive slip - Cutting edges, 6" x 5/8" (152mm x 16mm) - curved DH-2 steel, 3/4" mounting - bolts (19mm) - Doors, 3 engine compartment, (two left - hand, one right hand,) locking - Drawbar, 6 shoe with replaceable - wear strips - Endbits, 5/8" (16mm) DH-2 steel, - 3/4"(19mm) mounting bolts - Fluid check, ground level - Frame, articulated with safety lock - Fuel tank, 110 gallon (416 L) - Ground level engine shutdown - Ground level fueling - Hammer (emergency exit) - Horn, electric - Hydraulic lines for base functions - Lockout, hydraulic implement (for - roading and servicing) - Moldboard, 12'x24"x7/8" - (3658mm x 610mm x 22mm) - Radiator, cleanout access - Serviceability, LH side - Supplemental steering - SOS ports, engine, hydraulic, - transmission, coolant, fuel - Tandem walkway/guards - Tool box - Tow hitch

A partial allowance for tires on - 10" x 24" multi-piece rims is included - in the base machine price and weight. - Extended Life Coolant to -35C/-30F

MACHINE SPECIFICATIONS

Description	Reference No
CERT EMISSIONS, EPA	280-1098
ROLL ON-ROLL OFF	0P-6690
TIRES, 14.0-24 GY SGG 12PR MP	142-6455
RIPPER-SCARIFIER	175-2559
SHANKS/TEETH FOR SCARIFIER	4K-3330
BLADE, 14' X 27" X 1"	112-4521
HYDRAULICS, BASE and 1 FUNCTION	166-3305
BATTERIES, HEAVY DUTY	177-9548
ENGINE, TRIPLE HP SETTING	197-6437
MIRRORS, DUAL INSIDE	197-2066
SPEEDOMETER/TACHOMETER	177-9741
WIPER/WASHER, REAR, LP	177-8830
FAN, DEFROSTER, FRONT WINDOW	172-6834
CONVERTER, COMMUNICATION	167-8382
AIR CONDITIONER WITH HEATER	167-8067
POWER PORT, 12V ACCESSORY, LP	161-0776
SEAT, CLOTH,CONTOUR AIR	156-7778
RADIO READY, ENTERTAINMENT	145-1300
LIGHTS, WORK	188-9321
LIGHTS, CAB MOUNTED	161-0770
140H MOTOR GRADER	159-4615
140H	

Sell Price	$165,000.00
State: OKLAHOMA NO-TX STATE (0%)	$0.00
After Tax Balance	**$165,000.00**

One year Power train Warranty

F.O.B/TERMS
Guthrie

PAYMENT TERMS

Lease Terms

CASH WITH ORDER	BALANCE TO LEASE	TERM	PERIOD PAYMENT	RATE	OPTIONAL BUY-OUT	DOCUMENT FEE	AMOUNT
$50,000.00	$115,300.00	36(Monthly)	$	3.2%	$120,000.00	$300.00	$165,000.00

The above lease is based on the following:

- If the machine is not purchased at the end, then it must be returned in average condition with normal wear-and-tear
- The customer is responsible for all maintenance and repairs on the machine using genuine Cat parts only
- Tires, undercarriage, and all ground engaging tools (i.e. teeth, cutting edges) must be at 50% remaining, minimum, if the unit is not purchased at the end of the lease

Accepted by _____ on _____

_____
Signature

GUTHRIE PACKAGE @ $50,000 DOWN @ 3.0%

Compound Period ..... : Monthly

Nominal Annual Rate .... : 3.000 %

CASH FLOW DATA

	Event	Date	Amount	Number	Period	End Date
1	Loan	07/03/2012	370,933.00	1		
2	Payment	07/03/2012	27,000.00 TRADES	1		
3	Payment	07/03/2012	23,000.00 CASH	1		
4	Payment	08/03/2012	2,687.82	36	Monthly	07/03/2015
5	Payment	07/03/2015	250,000.00	1		

AMORTIZATION SCHEDULE - Normal Amortization

	Date	Payment	Interest	Principal	Balance
Loan	07/03/2012				370,933.00
1	07/03/2012	27,000.00	0.00	27,000.00	343,933.00
2	07/03/2012	23,000.00	0.00	23,000.00	320,933.00
3	08/03/2012	2,687.82	802.33	1,885.49	319,047.51
4	09/03/2012	2,687.82	797.62	1,890.20	317,157.31
5	10/03/2012	2,687.82	792.89	1,894.93	315,262.38
6	11/03/2012	2,687.82	788.16	1,899.66	313,362.72
7	12/03/2012	2,687.82	783.41	1,904.41	311,458.31
2012 Totals		63,439.10	3,964.41	59,474.69	
8	01/03/2013	2,687.82	778.65	1,909.17	309,549.14
9	02/03/2013	2,687.82	773.87	1,913.95	307,635.19
10	03/03/2013	2,687.82	769.09	1,918.73	305,716.46
11	04/03/2013	2,687.82	764.29	1,923.53	303,792.93
12	05/03/2013	2,687.82	759.48	1,928.34	301,864.59
13	06/03/2013	2,687.82	754.66	1,933.16	299,931.43
14	07/03/2013	2,687.82	749.83	1,937.99	297,993.44
15	08/03/2013	2,687.82	744.98	1,942.84	296,050.60
16	09/03/2013	2,687.82	740.13	1,947.69	294,102.91
17	10/03/2013	2,687.82	735.26	1,952.56	292,150.35
18	11/03/2013	2,687.82	730.38	1,957.44	290,192.91
19	12/03/2013	2,687.82	725.48	1,962.34	288,230.57
2013 Totals		32,253.84	9,026.10	23,227.74	
20	01/03/2014	2,687.82	720.58	1,967.24	286,263.33
21	02/03/2014	2,687.82	715.66	1,972.16	284,291.17
22	03/03/2014	2,687.82	710.73	1,977.09	282,314.08
23	04/03/2014	2,687.82	705.79	1,982.03	280,332.05
24	05/03/2014	2,687.82	700.83	1,986.99	278,345.06
25	06/03/2014	2,687.82	695.86	1,991.96	276,353.10
26	07/03/2014	2,687.82	690.88	1,996.94	274,356.16
27	08/03/2014	2,687.82	685.89	2,001.93	272,354.23
28	09/03/2014	2,687.82	680.89	2,006.93	270,347.30

GUTHRIE PACKAGE @ $50,000 DOWN @ 3.0%

	Date	Payment	Interest	Principal	Balance
29	10/03/2014	2,687.82	675.87	2,011.95	268,335.35
30	11/03/2014	2,687.82	670.84	2,016.98	266,318.37
31	12/03/2014	2,687.82	665.80	2,022.02	264,296.35
2014 Totals		32,253.84	8,319.62	23,934.22	
32	01/03/2015	2,687.82	660.74	2,027.08	262,269.27
33	02/03/2015	2,687.82	655.67	2,032.15	260,237.12
34	03/03/2015	2,687.82	650.59	2,037.23	258,199.89
35	04/03/2015	2,687.82	645.50	2,042.32	256,157.57
36	05/03/2015	2,687.82	640.39	2,047.43	254,110.14
37	06/03/2015	2,687.82	635.28	2,052.54	252,057.60
38	07/03/2015	2,687.82	630.14	2,057.68	249,999.92
39	07/03/2015	250,000.00	0.08	249,999.92	0.00
2015 Totals		268,814.74	4,518.39	264,296.35	
Grand Totals		396,761.52	25,828.52	370,933.00	

CONTACT INFORMATION FOR WARREN POWER

Company Name	Warren Power & Machinery Inc.
Doing Business as (if applicable)	
Contact Person for Solicitation Response	Buzz McDonald
Phone	405-947-6771
Email	Buzz.mcdonald@warrencat.com
Address For Purchase Orders-Number & Street-Post Office Box (some companies have ordering addresses that are are different than the payment address)	4501 W Reno
City, State, Zip	Oklahoma City OK 73127
Contact Person for Contract/Ordering/Price Information/Equipment Additions/Changes/Discontinuations	Buzz McDonald
Phone	405-947-6771
Fax	405-945-3420
Email	Buzz.mcdonald@warrencat.com
Secondary Contact for Contract/Ordering	Charles West
Phone	405-947-6771
Fax	405-945-3420
Email	Chuck.west@warrencat.com
Address For Payment-Number & Street-Post Office Box (some companies have a different Payment/remittance address than the ordering address)	PO Box 842116
City, State, Zip	Dallas TX 75284-2116
Contact Person/Department for payment	Paula Green
Phone	405-947-6771
Fax	405-945-3420
Email	Paula.green@warrencat.com
Counties You can provide products/warranty service/repair parts to	All counties in Oklahoma
	Multiple discount of 2% in addition to the equipment discount based on at least 3 units purchased.
Scan tools for diagnostics is offered	Trade-ins are allowed.
	Electronic Repair Parts and Operator manual are free
	Electronic Service Manual is discounted 50%
	Extended Warranty is offered
	http://www.warrencat.com

State of Oklahoma
Department of Central Services
Central Purchasing

Statewide Contract Addendum

This addendum is added to and is to be considered part of the subject contract.

Contract Issuance Date: 03/15/2011

Statewide Contract #: SW10190

Contract Title: Farm/Agriculture, Landscape, Compact/Mini Construction Equipment, Utility Vehicles, Road/Street Equipment and Parts.

Addendum Date: 05/10/2011

Addendum #: 1

This is an addendum to Statewide Contract 190 to address clarification of the descriptions of some types of equipment needed for this contract.

It is now recognized that the various manufacturers of compact/mini equipment have descriptions of mini or compact equipment that are not recognized as an industry standard. Equipment is categorized within each manufacturer's structure and therefore can cause confusion as to which types of equipment are truly classified as mini or compact.

Within the original solicitation document for SW10190, Under C. Solicitation Specifications C.1.3 is the statement: "Heavy equipment other than the compact/mini type is not requested in this solicitation due to the many possible variations of specifications for options and accessories usually requested at the time of order that cannot be accommodated with a basic discount off pricing structure and where the competitive bid method of purchase is a more cost effective means by which to purchase that type of equipment. Compact type equipment such as compact/mini excavators, skid steers, loaders and backhoes are needed for the contract."

Clarification of C.1.3: Since there is no industry standard to determine the classification of the equipment and there can be a fine line between compact/mini and a next-size larger piece of equipment, the guideline of 100 HP or less has been applied to wheel loaders. Excavators that will be accepted will be equal or less than 8 metric tons. If a Drum Soil Compactor is offered, it will be less than 100 HP. The description of "Heavy" equipment should have not be used because it does imply large, heavy pieces of equipment, even though compact equipment can weigh thousands of pounds.

Clarification of the schedules B through G.

In an attempt to separate the different types of equipment, there was wording on the schedules that caused confusion to those filling them out.

The attachments being addressed in this Addendum are B-C-D-E-F and G. Attachments B-C-D-E and F all had the word "General" added at the end of the examples given. By including the word "General", some miscellaneous types of equipment were offered and are on the contract.

Attachment E asked for compact/mini equipment with the examples given being compact excavators, compact wheel loaders, skid steers, and again, the word "general". By not being specific enough in the description of the examples needed for the contract, some larger pieces of equipment were offered and were placed on contract.

Attachment F asked for trailers. There was an interest expressed by the users that trailers be placed on the contract and again, the word "general" was on the attachment. Although weight limits were imposed, some responses did include heavier, larger trailers than Attachment F asked for.

Central Purchasing · Will Rogers Office Building (2401 N. Lincoln Boulevard), Suite 116 / P.O. Box 528803 · Oklahoma City, OK 73152-8803
Telephone: 405/521-2110 · Fax: 405/521-4475 · www.dcs.ok.gov

Attachment G asked for Street/Road Equipment and gave examples of Refuse Collection, Sanitation, Street Maintenance (Sweepers) (patchers), Sewer (Cleaning equipment). Suppliers responding to this may want to provide descriptive brochures as some of this equipment is new to the contract.

Clarification of attachments: The intent was to not leave any piece of equipment out that could be placed on the contract and was similar in nature to the examples provided, and was not considered too large for a discount-off type of purchase. Also the thinking was that this is a one-stop shop, especially for dealers who carry more than one type of equipment, such as those who sell tractors and mowers and also sell chain saws.

The compact/mini earth moving type of equipment was included with the intention of landscaping in mind. The attachments divided up the different types of equipment and appear to have been mis-interpreted. By having Attachment G, it would appear that the type of equipment to build and maintain roads was needed because of the word "road' being included. The clarification as that street maintenance type of equipment was intended for Attachment G along with the equipment that some cities use for their street and sewer cleaning.

As the contract has expanded, it is apparent that there is a need to break this contract into smaller contracts. By doing this, there will be less confusion as to what is on the contract, titles will be more specific and like equipment can be grouped together.

Vendors are being asked to re-submit the schedules of the equipment offered to clarify that what is offered is within the realm of equipment needed for this contract, specifically the construction equipment. Please submit your new schedules adding or deleting equipment offered.

Central Purchasing · Will Rogers Office Building (2401 N. Lincoln Boulevard), Suite 116 / P.O. Box 528803 · Oklahoma City, OK 73152-8803
Telephone: 405/521-2110 · Fax: 405/521-4475 · www.dcs.ok.gov

State of Oklahoma
Department of Central Services
Central Purchasing Division

Certification for Competitive Bid and/or Contract
(Non-Collusion Certification)

NOTE: *A certification shall be included with any competitive bid and/or contract exceeding $5,000.00 submitted to the State for goods or services.*

Solicitation or Purchase Order #: SW190

Supplier Legal Name: Warren Power & Machinery, Inc.

SECTION I [74 O.S. § 85.22]:

A. For purposes of competitive bid,

1. I am the duly authorized agent of the above named bidder submitting the competitive bid herewith, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and state officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to said bid;
2. I am fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and have been personally and directly involved in the proceedings leading to the submission of such bid; and
3. Neither the bidder nor anyone subject to the bidder's direction or control has been a party:
   a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
   b. to any collusion with any state official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
   c. in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

B. I certify, if awarded the contract, whether competitively bid or not, neither the contractor nor anyone subject to the contractor's direction or control has paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma any money or other thing of value, either directly or indirectly, in procuring this contract herein.

SECTION II [74 O.S. § 85.42]:

For the purpose of a contract for services, the supplier also certifies that no person who has been involved in any manner in the development of this contract while employed by the State of Oklahoma shall be employed by the supplier to fulfill any of the services provided for under said contract.

The undersigned, duly authorized agent for the above named supplier, by signing below acknowledges this certification statement is executed for the purposes of:

☒ the competitive bid attached herewith and contract, if awarded to said supplier;

OR

☐ the contract attached herewith, which was not competitively bid and awarded by the agency pursuant to applicable Oklahoma statutes.

Supplier Authorized Signature	18 May 2011 Certified This Date
Charles West Printed Name	Region Sales Manager Title
(405)947-6771 Phone Number	chuck.west@warrencat.com Email
(405)945-3420 Fax Number	

The next series of sheets attached is categorized according to the type of equipment requested. Please fill in only the sheets for the equipment you are offering. You do not have to return the sheets that don't apply to the equipment you sell. If you have additional information you want to include, such as a new type of equipment or something that is not on the list, send it in with your proposal. If you have different discounts for different sizes of equipment or implements or options, you WILL have to list the items. If you need more space, attach sheets in the same or similar format.

ATTACHMENT E

COMPACT/MINI EQUIPMENT: Examples: compact Excavators, Compact Wheel Loaders, Skidsteers. General

Type of Equipment or Implement (if discount varies per item)	Brand Name	Price Book/Catalog Date of Manufacturer's Current Published Retail Price List	Percentage off discount _____%
Compact Wheel Loader models 904,906,907,908 and 914, including work tool attachments ordered with machine	Caterpillar	3 January 2011	31.5% from published list price.
Mini Hydraulic Excavator models 301, 302, 303, 303.5 304, 305. 305.5, 307, and 308 including work tool attachments ordered with machine	Caterpillar	3 January 2011	29.0% from published list price.
Skid Steer models 216, 226, 232, 236, 242, 246, 252, 256, 262, and 272 including work tool attachments ordered with machine	Caterpillar	3 January 2011	28.0% from published list price.
Multi Terrain Loader models 247, 257, 267, 277, 287, and 297 including work tool attachments ordered with machine	Caterpillar	3 January 2011	28.5% from published list price.
Compact Track Loader models 259, 279, 289, and 299 including work tool attachments ordered with machine	Caterpillar	3 January 2011	28.0% from published list price.
Backhoe Loader models 414, 416, 420, 430 and 450 including work tool attachments ordered with machine	Caterpillar	3 January 2011	32.0% from published list price.
Telehandler models TH55, TH406, TH407, TH514, including worktool attachments ordered with machine	Caterpillar	1January 2011	34.0% from published list price.
Note: All Attachment E listings include statewide delivery and 12 month unlimited hours Premier warranty.			

Attachments/Accessories: **15% from published list price when ordered without machine purchase.**

Options: **same as machine percentage%**

Custom Extended Warranty Protection Plans are available for all attachment E listings covering powertrain or powertrain plus hydraulics or Premier (Full) warranty based on both months and machine hourly usage. Custom Service Agreements are available also to provide all levels of service support including guaranteed repurchase agreements. Please contact the listed Warren Caterpillar personnel for additional information.

ATTACHMENT F

TRAILERS: Single axle up to 14,000 lbs. 2 or 3 axle up to 30,000 lbs. dove tail, drop deck, deck over, utility, goose neck, haul trailer, general.

Type of Equipment or Implement (if discount varies per item)	Brand Name	Price Book/Catalog Date of Manufacturer's Current Published Retail Price List	Percentage off discount ____%
All Belshe Trailers from 6000 lb GVWR to 30,000 lb GVWR. Note: 12% Federal Excise tax will apply to trailers with GVWR above 27,000lb	**Belshe**	**Warren-Belshe Price List dated 15 February 2011**	**12% from published list price**
Dove Tail			
Pin Hitch			
2- 24,000 axles			
2- 30,000 axles			

Attachments/Accessories: **12% from published list price when ordered without machine purchase.**

Options: **same as machine percentage%**

ATTACHMENT G

STREET/ROAD EQUIPMENT: Refuse Collection, Sanitation, Street Maintenance (Sweepers) (patchers) , Sewer (Cleaning equipment) (Suppliers responding to this may want to provide descriptive brochures as some of this equipment is new to this contract

Type of Equipment or Implement (if discount varies per item)	Brand Name	Price Book/Catalog Date of Manufacturer's Current Published Retail Price List	Percentage off discount %
Small Asphalt Paving Vibratory Compactor models CB14, CB14XW, CB22, CB24, CB32, CB34, CB34XW, CC24, CC34, and CB44 including work tools ordered with machine	Caterpillar	3 January 2011	26.5% from published list price
Small Asphalt Pneumatic Roller models PS150 including worktool attachments ordered with machine	Caterpillar	3 January 2011	27.0% from published list price
Note: All Attachment G listings include Statewide delivery and 12 month unlimited hours Premier warranty			

Attachments/Accessories: 15% from published list price when ordered without machine purchase.

Options: same as machine percentage%

Custom Extended Warranty Protection Plans are available for all attachment E listings covering powertrain or powertrain plus hydraulics or Premier (Full) warranty based on both months and machine hourly usage. Custom Service Agreements are available also to provide all levels of service support including guaranteed repurchase agreements. Please contact the listed Warren Caterpillar personnel for additional information.

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting
X City Council
___ GPWA
___ Other: _____

Date of Meeting
July 17, 2012

Contact
Wanda Calvert
City Clerk/Treasurer

Agenda Item
Consider approval of Resolution No. 2012-07, establishing the Nine-One-One Emergency Telephone Fee for Calendar Year 2013.

Summary
The Resolution will enable collection of the locally authorized service fee on landline telephone bills to pay for E9-1-1 service. Local governments must approve a resolution on an annual basis setting the actual fee and through 9-1-1 ACOG notifying the appropriate telephone company by September 1, 2012. ACOG has determined that 3% will be needed to pay for the overall system cost during the calendar year 2013, which has been the same percentage for several years.

Funding Expected X Revenue ___ Expenditure ___ N/A

Budgeted X Yes ___ No ___ N/A

Account Number 54-00-00-5472 **Amount** FY 2012 anticipate collecting $5,500

Legal Review X N/A ___ Required Completed Date: _____

Mayor's Appt. ___ Yes X No

Supporting documents attached
- Resolution No. 2012-07

Recommendation
Staff recommends approval.

Action Needed ___ Public Hearing X Motion ___ Emergency Clause

RESOLUTION NO. 2012-07

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUTHRIE ESTABLISHING THE NINE-ONE-ONE EMERGENCY TELEPHONE FEE RATE FOR CALENDAR YEAR 2013.

WHEREAS, the voters and/or governing body of the City of Guthrie have approved the acquisition and operation of an emergency telephone service, together with the levy or imposition of user fee/tax for such service; and

WHEREAS, said approving authority, service and fee are authorized pursuant to the Nine-One-One Emergency Act, 63 O.S. Supp., 1987, §2811 et seq., as amended.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Guthrie that it does, hereby establish the rate for the Nine-One-One Emergency Telephone Service fee for the calendar year 2013 at three percent (3%) of the recurring charges as designated by the tariff for exchange telephone service or its equivalent within said city in accordance with said Act beginning January 1, 2013.

Adopted and approved by the City Council of the City of Guthrie this 17th day of July, 2012.

_____

Chuck Burtcher, Mayor

ATTEST:

_____

City Clerk

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

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

Agenda Item
Consider approval of a Special Use Permit for the purpose of establishing scrap metal recycling center and automotive salvage business at 206 W. College.

Summary

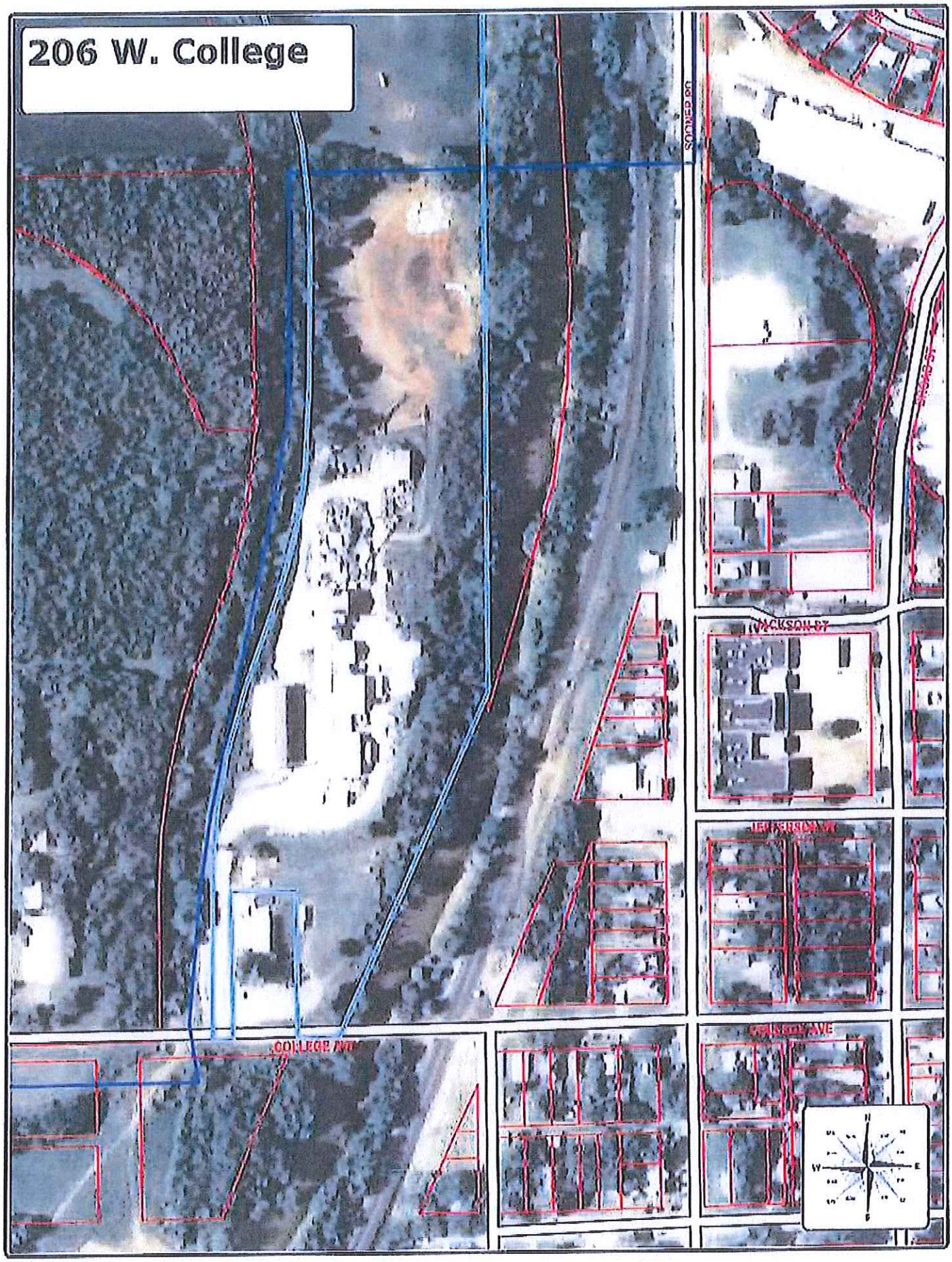
The Guthrie Planning Commission heard a request by Shawn Porter to establish a scrap metal center and automotive salvage business at 206 W. College on June 14, 2012. Notification was sent to 5 property owners within 300 feet of the location and utility companies. Notification was also published in the Guthrie News Leader on May 8, 2012. There were no letters of comment or discussion from the public. The motion passed unanimously in favor of the request, with a recommendation to Council for approval.

· All salvage will be done internally within an existing 36,000 square foot building.
· Car bodies will not be visible from the street. Lot is a long, rectangular lot, oriented north/south, with outside storage located at the far north end, away from the street.
· Lot is 25 acres, with part of the lot in City limits and part of it is not within city limits.
· The property has a FEMA-approved levee to protect it from any flood hazard, and there is a 6 foot high fence.
· There will be no new buildings erected and no appearance change.

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

Supporting documents attached:
- Parcel map
- Planning Commission minutes
- Planning Report

Action Needed x Public Hearing x Motion ____ Emergency Clause


206 W. College
JACKSON ST
COLLEGE AVE

CITY OF GUTHRIE
GUTHRIE PLANNING COMMISSION MEETING
Regular Meeting
Thursday, June 14, 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	Absent
	Sharyl Padgett	Commissioner	
	Michael Smith	Commissioner	
	Vern Ogden	Commissioner	
	Ed Wood	Commissioner	

OTHERS PRESENT: Jim Hanke, Shawn Porter, Dorothy Watson, Faye Ogden, Joe Chappell, Eric Robinson, RaMona Robinson, Raymond & Tisha Roberts.

CALL TO ORDER – This meeting is called to order on Thursday, June 14, 2012 at 5:30 p.m.

1. Consent Agenda
   A. Minutes for May 10, 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 for a special use permit for the purpose of establishing a scrap metal recycling center and auto salvage at 206 W. College.

   Mr. Shawn Porter presented the commissioners with an overview describing the proposed business operation. Mr. Porter explained that the majority of the operation will be conducted inside of the buildings and that nothing will be visible from College street. The front building will be used as an office. A motion was made by Comm. Wood, seconded by Comm. Ogden to *Approve* the application as submitted. All voted Aye.

4. Consideration of application regarding a request for a special use permit for the purpose of placing a manufactured home at 1312 E. Cleveland.

   Mr. Eric Robinson presented information to the commissioners regarding the size and location of the proposed modular home, as well as information describing the design and architectural features. Commissioner Ogden and Wood advised that the home site will also require a two car garage to comply with the city's design standards. The application was tabled until the July 12th meeting at which time Mr. Robinson will present a more thorough site development plan and address the issue of the garage requirement. A motion was made by Comm. Wood, seconded by Comm. Ogden to *Table* the application. All voted Aye.

5. New Business: None.

6. Reports/Comments from Staff: None.

7. Comments from Commissioners: Comm. Wood commented on the city's need to adjust the street sweeper schedule to avoid trash pick-up days.

The meeting adjourned at 6:10 p.m.

PLANNING REPORT

To: Chairman and Members of the Planning Commission

From: Jim Hanke, Chief Inspector of Construction Services

Date: June 14, 2012

Subject: Request for a "special use" permit at 206 West College Avenue.

GENERAL INFORMATION:

Applicant:
Shawn & Brenda Porter

Owner:
Same

Requested Action:
Consideration of and a recommendation to the City Council to issue a "special use" permit for the operation of a scrap metal recycling center/automotive salvage operation.

Description:
The subject property is located in a I-2 (General Industrial) zoning. Zoning Ordinance #2422 allows for the use of a scrap metal recovery, and auto salvage operations, but only by review, and by the issuance of a special use permit.

Surrounding Land Use and Zoning:
R-1 (Single Family Dwellings), and A-1 (General Agriculture).

Special Information:
The subject property is located in a regulated flood zone area, but it is not included in the flood restricted area due to an existing levee that surrounds the property.

Transportation:
N/A

Utilities Available:
OGE, ONG, City Utilities

History:
The subject property was the former site of a seed and grain storage/packaging facility, the new property owner now seeks to establish a metal recycling/auto salvage yard operation.

Notification:
Notice was published in the Guthrie News leader on May 8, 2012, and 5 notification letters mailed to property owners within 300 feet of the subject property.

Respectfully Submitted,

Jim Hanke

Jim Hanke,
Chief Inspector of Construction Services.

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	July 17, 2012	Wanda Calvert
___ GPWA		City Clerk/Treasurer
___ Other: ___		

Agenda Item
Consider approval of accepting FY 2011 Audit Reports.

Summary
The City of Guthrie is in receipt of the FY 2011 Audit Report prepared by Arledge & Associates (firm). The firm submitted reports explaining they audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Guthrie. The audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City's basic financial statements. This information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in the firm's opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole. The firm conducted the audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. At September 30, 2011 the City had no compliance or internal findings.

Funding Expected ___ Revenue ___ Expenditure X N/A

Budgeted ___ Yes ___ No X N/A

Account Number N/A **Amount** N/A

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

Mayor's Appt. ___ Yes X No

Supporting documents
- FY 2011 Audit Report (on City's Website)
- Communication Letter (on City's Website)
- Single Audit Report (on City's Website)

Recommendation
Staff recommends acceptance.

Action Needed ___ Public Hearing X Motion ___ Emergency Clause