CITY OF GUTHRIE OKLAHOMA

61st City Council
Mayor Chuck Burtcher
Ward I – Trey Ayers, John Wood **Ward II** – Mary Coffin, Patty Hazlewood
Ward III – Sheri Mueller, Gaylord Z. Thomas

GUTHRIE PUBLIC WORKS AUTHORITY
City Hall – 101 North 2ND Street, Guthrie, Oklahoma
Council Chambers
August 7, 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 17, 2012 3

B. Consider approval to solicit requests for proposals from interested and qualified firms for a comprehensive water rate and wastewater rate study 5

C. Consider approval of Claims 9

D. Consider approval of Agreement for Recycling Center with the Guthrie Public Works Authority and Outback Resources for the purpose of operating a public recycling center located at 2103 S. Division 26

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 July 17, 2012 29

B. Consider approval of minutes of the Regular City Council Meeting held on July 17, 2012 32

C. Consider approval of Claims 39

D. Consider approval of City-County Civil Defense Agreement between the City of Guthrie and Logan County Board of Commissioners 40

E. Consider approval of Budget Amendment No. 12 increasing the budget for the General Fund, Grants Fund, Hotel/Motel Tax Fund and Capital Projects Fund 47

F. 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 N. Division, and authorize staff to execute a contract 51

G. Consider approval of a Revocable Permit for a fence in the City Right-of-Way located at 704 East Warner 53

H. Consider approval to amend the Guthrie Transportation Authority Declaration of Trust, defining residency requirements for the Trustees 63

3. Consider approval of Resolution No. 2012-09, Interlocal Cooperative Agreement with Board of Logan County Commissioners for the purpose of a one-time grading improvement of City roadway west of Academy Road for access to the gun range 67

4. City Manager's Report.

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

6. Adjourn.

Agenda posted on the bulletin board in the lobby of City Hall before 5:00pm on Friday August 3, 2012. The City of Guthrie encourages participation from all its citizens. If participation at any public meeting is not possible due to a disability, notification to the city clerk at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The city may waive the 48 hours rule if signing is not the necessary accommodation.

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

July 17, 2012

The regular meeting of the Guthrie Public Works Authority was posted on Friday, July 13, 2012 before 5:00 p.m. and held July 17, 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 7:06 p.m.

Members Present:	Chuck Burtcher	Trey Ayers	Patty Hazlewood
	Sheri Mueller	Mary Coffin	Gaylord Z. Thomas
Members Absent:	John Wood		
Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Rene Spineto	Cyndi Selinger
	Justin Heid	Damon Devereaux	Eric Harlow
	Jim Ahlgren	Kevin Dixon, Jr.	

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

Community Announcements and Recognitions. Police Chief Damon Devereaux sworn-in four new officers: David Lesher, Michael Johns, Reginald Smith and Jade Terbush.

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 19, 2012.

B. Consider approval of claims:

GPWA Fund:	Claims	$152,190.07
Utility Deposit Fund:	Claims	$ 234.29
	Total Claims:	$152,424.36

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

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

Chairman Burtcher declared the motion carried unanimously.

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

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

Chairman Burtcher declared the motion carried unanimously at 7:13 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Chairman

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
____ City Council _X_ GPWA ____ Other: _____	August 7, 2012	Kim Biggs, Purchasing Agent

Agenda Item

Consider approval to solicit requests for proposals from interested and qualified firms for a comprehensive water rate and wastewater rate study.

Summary

The comprehensive water rate and wastewater rate study will determine the revenue requirements, costs of service, and fee structure, and to propose alternate rate designs and cash balance targets for the GPWA's water and wastewater funds, including wholesale water sales and wastewater treatment rates. The GPWA wishes to conduct a formal study at this time to be used as a planning tool for the next five to ten years.

Funding Expected ____ Revenue _X_ Expenditure ____ N/A

Budgeted _X_ Yes ____ No ____ N/A

Account Number 01-01-00-6373 **Amount** _____

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

Mayor's Appt. ____ _X_ No

Supporting documents attached

- List of Project Specifications

Recommendation

Staff recommends approval.

Action Needed ____ Public Hearing _X_ Motion ____ Emergency Clause

Specifications for Water/Wastewater Rate Study

6. **Project Specifications:** The City of Guthrie is considered a full service city serving a population of approximately 10,000. GPWA is responsible for managing water supply, treatment and distribution; and wastewater collection, treatment and disposal. Each utility is self-sufficient and operates like a business. GPWA has three water sources: Guthrie Lake, Liberty Lake, and Cottonwood Creek. There are approximately 4,500 water utility accounts (active and inactive); 3,870 residential and 630 commercial. Commercial accounts are primarily retail, office or light industrial. Residential accounts include multi-family apartment buildings, single-family dwellings and mobile home parks. Most accounts are within the corporate limits of the City of Guthrie with a few outside its limits.

   The wastewater treatment plant discharges into the Cimarron River. The facility is covered under the National Pollution Discharge Elimination System (NPDES), which is within the jurisdiction of the Oklahoma State Department of Environmental Quality. There are approximately 3,500 wastewater accounts.

   GPWA utilizes Asyst from United Systems Technology, Inc. for the utility billing system.

   6.1. Objectives: Such studies are intended to achieve fair and equitable water and wastewater rate structures that will assure adequate revenues for operations, debt service, capital improvements and bond covenant requirements.

      6.1.1. To evaluate the current cash balances in the water and wastewater utilities; to recommend cash balance goals and to develop a methodology for computing cash balance goals in the future.

      6.1.2. To compare and recommend alternative rate structures for water and wastewater rates that will distribute costs equitably. Included in this objective is a review of the seasonal excess facilities rate and development of equitable, legally defensible wholesale rates for water sales and wastewater treatment services provide to entities outside the Guthrie municipal limits.

      The consultant selected for this project will receive relevant financial and operating information such as the current budget, the Infrastructure Needs Assessment report, and all other documents necessary for the full evaluation of the GPWA's water and wastewater rates.

   6.2. Scope of Services Contemplated: The Scope of services sought by the GPWA shall include the provision of all required labor, materials and equipment related to the analysis of water and wastewater rates and preparation and presentation of the report.

      6.2.1. Determine current usage and billing characteristics of each customer class using available billing information, system peak demand statistics, characteristics and patterns. Evaluate the current customer rate classifications and recommend changes to bring the utilities current with industry practices and standards.

      6.2.2. Evaluate customer classifications by service. Review and include recommendations on wastewater rates to be charged to customers that do not have water service. Discuss rational for any proposed changes.

      6.2.3. Develop alternative water and wastewater rates, both inside and outside the municipal boundaries, designed to fund estimated operating and capital expenditures for the next five years, including depreciation and rate of return requirements. Rates for users outside the municipal limits may be developed on a utility basis. This aspect should be considered and recommendation for using, or not using, the utility basis for outside customers, reported as part of this study.

6.2.4. Guthrie currently provides water to Langston University, two retail customers, a sixty-unit mobile home park, and approximately 100 homes outside the municipal limits. This study should provide a recommendation for rates for these customers.

6.2.5. Evaluate impact of alternative rates on customers and compare to similar utilities in this region.

6.2.6. Present a recommendation for water and wastewater rate designs based upon the results of the comparison of alternative rate structures and rate impact analysis, including discussion of cash basis and utility basis methodologies.

6.2.7. Provide a recommendation for the implementation of any new rates/and or fees.

6.2.8. Present a recommendation for what portion is raised through rates vs. specific other charges, such as but not limited to, water and wastewater capacity fees.

6.2.9. Review the current practice of basing summer wastewater charges for residential and commercial customers based on winter water usage and make recommendation for more effective cost recovery if applicable. Review and present a recommendation for calculation of seasonal excess facilities charge.

6.2.10. Review the enterprise funds contributions to the General Fund for administrative and other costs budgeted in the General Fund.

6.2.11. Provide tables and/or schedules detailing the differences between a minimum of three alternative rate calculation methodologies for each customer class, explaining the pros and cons of each.

6.2.12. Recommend cash balance goals and a methodology for computing cash balance goals in the future.

6.2.13. Provide an analysis for the impact of the rate changes on each class of customer.

6.2.14. Review adequacy of water/wastewater rates charged for fees, including tap fees, connection charges, disconnection fees, etc.

6.2.15. Make such other observations or recommendations as may be prudent, desirable or necessary to adequately respond to ratemaking concerns of utilities' staff, elected officials and customer classes.

6.2.16. Meet with staff as needed and city council as necessary during the term of the study to discuss data and information needs, findings, and recommendations. It is anticipated that a total of five meetings will be required to work with staff, present preliminary findings to the Citizen Rate and Advisory Council and a workshop style presentation of the final draft report to Guthrie City Council.

6.2.17. Provide five copies of the report for preliminary review and ten copies of the final report for staff review as well as for presentation to city council. The final report must include an executive overview of not more than five pages addressing all significant issues, which are described and documented in greater detail in the body of the report, including a concise professional recommendation of the consultant as to the most prudent course for the GPWA to pursue. Provide copies of the final report in an agreed upon non-proprietary, computer software format. Proposed software format must be identified in proposal. Include CD-ROM with report and include all graphics.

6.2.18. Provide to the GPWA cost-of-service models for use in future rate adjustment calculations, in an agreed upon, non-proprietary, software application format, that can be used to study various scenarios by factoring in such variables as capital improvements, additional personnel, operating costs, and debt service. Proposed software format must be identified in proposal. Consultant will work with GPWA staff to determine model variables. The models should include the ability for the GPWA to enter various budgets by the rate component categories, consumption levels, customer counts by customer class and have the model calculate the rate required by service and customer class to generate the

needed revenues. Upon acceptance of the models by the GPWA, the models and software will become the property of the GPWA.

6.3. Proposal Requirements

6.3.1. Introduction: The respondent should indicate its understanding of the GPWA's water and wastewater system operations and objectives of this study.

6.3.2. Technical Approach: The respondent should detail the technical approach to the project, ratemaking models proposed, such as AWWA, WEF, etc., to be employed, if any. This section should also include identifying the task to be performed, including task objectives, subtasks, formal meetings and task deliverables.

6.3.3. Project Organization:

6.3.3.1. Identify the firm's qualifications to conduct this study.

6.3.3.2. Proposal should specifically describe the firm's consulting group, which will provide the services being requested by GPWA. The respondent must include resumes of all staff members who would participate in the rate study, as well as the manager, partner or principal responsible for same.

6.3.3.3. The respondent must also include a description of at least five recent rate studies of similar complexity conducted with the last three years relevant to this study, and their role on those projects.

6.3.3.4. Provide five municipal client references for water and wastewater rate studies completed within the last three years, including contact person and telephone number.

6.3.3.5. Include a copy of a similar rate study report prepared in the past three years.

6.3.4. Project Schedule: The final report and presentations should be completed no later than June 1, 2013. A detailed project schedule must be submitted by each proposer. The respondent must indicate commitment to GPWA's proposed schedule.

6.3.5. Project Fee Schedule: Respondents are requested to submit a proposal where project compensation is structured on a not-to-exceed fee basis with periodic progress payments to coincide with the submission of deliverables. Compensation (man-hours, billable rates and reimbursables) should be itemized by each task to be accomplished to complete the work. Include a schedule of supplemental hourly rates for work or meetings outside of the initial scope of the study.

6.4. Selection Process: The following procedures will be used to select firms:

6.4.1. A selection committee will review and rate the experience and qualifications for each proposer based on the information provided in the response to this RFP. Categories to be rated are ability to meet project scheduled deadlines, qualifications, existing work load, firm's location, responsiveness to this RFP, any other items you wish to make us aware of, i.e., your preference of projects listed above. It is incumbent upon each proposer to furnish complete and relevant information in order to receive proper consideration. The committee could develop a short list of firms. The number of short listed firms would depend on the number of responses received.

6.4.2. The selection committee **may or may not** interview the short listed firms. The purpose of the interview would be for you to give a verbal presentation of your firm's qualifications.

6.4.3. The selection committee will select a firm or firms for various projects and request approval from the Citizen Rate and Advisory Council to negotiate a contract. If negotiations cannot be agreed upon, the selection committee will negotiate with another firm. The final contract will be presented to the GPWA/City Council for approval.

GUTHRIE PUBLIC WORKS AUTHORITY

CLAIMS

August 7, 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 7/12/2012 to 7/12/2012

Invoice #	Vendor	Description	Account	Cost
JUNE 2012	C.L.E.E.T. (125)	Municipal Court Collection for CLEET Assess	01-00-00-2012	$735.36
JUNE AFIS	O.S.B.I. (820)	Municipal Court Collection - OSBI	01-00-00-2012	$403.44
JUNE FORENSI	O.S.B.I. (820)	Municipal Court Collection - OSBI	01-00-00-2012	$389.50
JUNE 2012	OKLAHOMA UNIFORM BLDG CO	Permit Fee Collection - September 2011 thro	01-00-00-2013	$108.00
		Total		**$1,636.30**
		Total		**$1,636.30**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-01-00-6118	$123.00
JULY 2012	OG&E 405	OG&E Monthly Payment	01-01-00-6305	$14,237.21
JULY 2012	OG&E 405	OG&E Monthly Payment	01-01-00-6306	$10,178.10
JULY 2012	OKLAHOMA NATURAL GAS COM	Monthy Payment	01-01-00-6307	$948.58
		Total		**$25,486.89**
		Total GENERAL GOVERNMENT		**$25,486.89**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-02-25-6118	$85.93
		Total BUILDING SERVICES		**$85.93**
		Total ADMINISTRATION		**$85.93**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-05-50-6118	$45.09
		Total COMMUNITY DEVELOPMENT		**$45.09**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-05-51-6118	$82.73
409 S 1st	A CUT ABOVE LAWN SERVICE 2	Abatement	01-05-51-6354	$180.00
		Total CODE COMPLIANCE		**$262.73**
		Total PLANNING		**$307.82**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-07-70-6118	$4,119.04
		Total POLICE ADMINISTRATION		**$4,119.04**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-07-72-6118	$301.18
		Total ANIMAL CONTROL		**$301.18**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-07-78-6118	$262.55
		Total LAKE ENFORCEMENT		**$262.55**
		Total POLICE		**$4,682.77**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-09-90-6118	$753.02
		Total SUPPRESSION		**$753.02**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-09-92-6118	$2,985.80
JUNE BILLING	INTERMEDIX (22025)	EMS Supplies	01-09-92-6373	$9,982.09
		Total EMS		**$12,967.89**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-09-96-6118	$311.43
		Total PREVENTION		**$311.43**
		Total FIRE		**$14,032.34**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-12-00-6118	$2,610.58
		Total		**$2,610.58**
		Total STREET		**$2,610.58**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-14-00-6118	$68.96

Invoice #	Vendor	Description	Account	Cost
		Total		**$68.96**
		Total FLEET MAINTENANCE		**$68.96**
JULY 2012	RURAL WATER DISTRICT #1(206	Rural Water for 6512 S. Coltrane, Mitchal Par	01-15-11-6112	$182.40
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	01-15-11-6118	$2,493.16
		Total PARKS		**$2,675.56**
		Total PARKS & PUBLIC GROUNDS		**$2,675.56**
		Total GENERAL FUND		**$51,587.15**
JULY 2012	OG&E 405	OG&E Monthly Payment	20-21-00-6305	$13,470.82
JULY 2012	OKLAHOMA NATURAL GAS COM	ONG Monthly Payment	20-21-00-6307	$443.87
		Total		**$13,914.69**
		Total PUBLIC WORKS GENERAL		**$13,914.69**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-23-00-6118	$142.16
		Total		**$142.16**
		Total WATER PLANT		**$142.16**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-24-00-6118	$141.21
		Total		**$141.21**
		Total WASTE WATER TREATMENT PLANT		**$141.21**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-26-00-6118	$2,083.40
		Total		**$2,083.40**
		Total CONVENIENCE CENTER		**$2,083.40**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-27-00-6118	$2,396.75
		Total		**$2,396.75**
		Total LINE MAINTENANCE		**$2,396.75**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	20-28-00-6118	$403.41
		Total		**$403.41**
		Total METER DEPARTMENT		**$403.41**
		Total GPWA OPERATING FUND		**$19,081.62**
PMT NO. 16	JORDAN CONTRACTORS INC. 2	Sanitary Sewer System Improvements (CMO	55-55-00-6547	$94,532.97
2023011	MYERS ENGINEERING CORPOR	Partial Payment Engineering Services CMOM	55-55-00-6547	$4,094.69
2033010	MYERS ENGINEERING CORPOR	Partial Payment Engineering Services CMOM	55-55-00-6547	$10,036.00
		Total		**$108,663.66**
		Total INFRASTRUCTURE		**$108,663.66**
		Total CMOM Fee		**$108,663.66**
01-010160-005 R MISCELLANEOUS			71-00-00-5555	$38.20
01-010180-005 R MISCELLANEOUS			71-00-00-5555	$47.06
01-010942-014 R MISCELLANEOUS			71-00-00-5555	$16.43
02-023830-003 R MISCELLANEOUS			71-00-00-5555	$58.17
04-043410-005 R MISCELLANEOUS			71-00-00-5555	$86.34
05-052310-005 R MISCELLANEOUS			71-00-00-5555	$75.00
06-060130-004 R MISCELLANEOUS			71-00-00-5555	$43.83

City of Guthrie
A/P Claims List
from 7/12/2012 to 7/12/2012

Invoice #	Vendor	Description	Account	Cost
07-070869-004 R	MISCELLANEOUS		71-00-00-5555	$47.34
07-070870-015 R	MISCELLANEOUS		71-00-00-5555	$24.59
07-072493-022 R	MISCELLANEOUS		71-00-00-5555	$17.14
07-074015-004 R	MISCELLANEOUS		71-00-00-5555	$17.95
08-081695-005 R	MISCELLANEOUS		71-00-00-5555	$9.30
08-083450-002 R	MISCELLANEOUS		71-00-00-5555	$19.66
09-091595-013 R	MISCELLANEOUS		71-00-00-5555	$20.96
11-111200-007 R	MISCELLANEOUS		71-00-00-5555	$38.96
12-120755-003 R	MISCELLANEOUS		71-00-00-5555	$112.89
12-121511-007 R	MISCELLANEOUS		71-00-00-5555	$75.00
12-122230-007 R	MISCELLANEOUS		71-00-00-5555	$14.81
12-122660-002 R	MISCELLANEOUS		71-00-00-5555	$10.26
12-122690-005 R	MISCELLANEOUS		71-00-00-5555	$60.44
12-124290-005 R	MISCELLANEOUS		71-00-00-5555	$1.79
13-132430-005 R	MISCELLANEOUS		71-00-00-5555	$82.89
13-134260-003 R	MISCELLANEOUS		71-00-00-5555	$48.02
14-141140-006 R	MISCELLANEOUS		71-00-00-5555	$60.68
15-150002-008 R	MISCELLANEOUS		71-00-00-5555	$28.23
15-151470-009 R	MISCELLANEOUS		71-00-00-5555	$9.74
16-163185-002 R	MISCELLANEOUS		71-00-00-5555	$32.41
99-993381-002 R	MISCELLANEOUS		71-00-00-5555	$41.25
		Total		**$1,139.34**
		Total		**$1,139.34**
		Total UTILITY DEPOSIT FUND		**$1,139.34**
NP34881040	FLEETCOR TECHNOLOGIES (219	Fuel & Lube for all Departments	98-98-00-6118	$453.02
JULY 2012	OG&E 405	OG&E Monthly Payment	98-98-00-6305	$1,294.79
		Total		**$1,747.81**
		Total AIRPORT FUND		**$1,747.81**
		Total AIRPORT FUND		**$1,747.81**
		Total All Funds		**$182,219.58**

City of Guthrie
A/P Claims List
from 7/19/2012 to 7/19/2012

Invoice #	Vendor	Description	Account	Cost
MILEAGE JUNE	AARON RYBURN	Mileage Reimbursement	01-04-45-6047	$70.60
JUNE MONTHLY	CITY OF EDMOND (21508)	Information Technology Support Agreement	01-04-45-6054	$1,106.86
		Total INFORMATION SERVICES		**$1,177.46**
		Total INFORMATION SERVICES		**$1,177.46**
		Total GENERAL FUND		**$1,177.46**
JULY 2012	USPS - UNITED STATES POSTAL	Postage	20-21-00-6309	$1,000.00
JULY.2012	USPS - UNITED STATES POSTAL	Postage	20-21-00-6309	$2,000.00
		Total		**$3,000.00**
		Total PUBLIC WORKS GENERAL		**$3,000.00**
		Total GPWA OPERATING FUND		**$3,000.00**
QTR ENDING JU	GUTHRIE CHAMBER OF COMME	Hotel/Motel Tax - Quarterly - Tourism Portion	45-45-00-6367	$31,450.86
		Total		**$31,450.86**
		Total HOTEL/MOTEL-TOURISM		**$31,450.86**
		Total HOTEL/MOTEL TAX FUND		**$31,450.86**
REQUEST #3	LAWSON CONSTRUCTION & WE	Bid No. 2011-12 Construction of Two Pre-fabr	54-54-02-6527	$17,100.00
		Total ADMINISTRATION		**$17,100.00**
		Total FACILITIES		**$17,100.00**
		Total CAPITAL PROJECTS		**$17,100.00**
04-042330-003 R	MISCELLANEOUS		71-00-00-5555	$75.00
11-110810-003 R	MISCELLANEOUS		71-00-00-5555	$15.14
13-132115-007 R	MISCELLANEOUS		71-00-00-5555	$15.78
14-144200-008 R	MISCELLANEOUS		71-00-00-5555	$38.28
15-152911-003 R	MISCELLANEOUS		71-00-00-5555	$19.65
99-990600-002 R	MISCELLANEOUS		71-00-00-5555	$3.09
99-999220-003 R	MISCELLANEOUS		71-00-00-5555	$35.43
99-999476-001 R	MISCELLANEOUS		71-00-00-5555	$24.62
		Total		**$226.99**
		Total		**$226.99**
		Total UTILITY DEPOSIT FUND		**$226.99**
		Total All Funds		**$52,955.31**

City of Guthrie 7/24/2012 4:39pm
A/P Claims List
from 7/24/2012 to 7/24/2012

Invoice #	Vendor		Description	Account	Cost
June 2012	BANK OF AMERICA	22774	Central Office Supplies	01-01-00-6100	$489.54
June 2012	BANK OF AMERICA	22774	Janitor/Chemicals Supplies	01-01-00-6103	$2,274.92
June 2012	BANK OF AMERICA	22774	Safety Supplies	01-01-00-6110	$0.00
June 2012	BANK OF AMERICA	22774	Building & Grounds	01-01-00-6112	$1,214.58
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-01-00-6114	$1,897.39
June 2012	BANK OF AMERICA	22774	Telephone	01-01-00-6301	$2,594.67
June 2012	BANK OF AMERICA	22774	Printing	01-01-00-6308	$10.00
June 2012	BANK OF AMERICA	22774	Computer Operations	01-01-00-6311	$411.97
June 2012	BANK OF AMERICA	22774	Council Travel/Training	01-01-00-6314	$85.00
June 2012	BANK OF AMERICA	22774	Communications	01-01-00-6318	$401.49
June 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-01-00-6334	$22.20
June 2012	BANK OF AMERICA	22774	Miscellaneous Services/Charges	01-01-00-6346	$0.00
June 2012	BANK OF AMERICA	22774	Maintenance Agreement	01-01-00-6347	$789.45
June 2012	BANK OF AMERICA	22774	Membership Dues	01-01-00-6350	$0.00
June 2012	BANK OF AMERICA	22774	Professional Services	01-01-00-6373	$2,530.60
			Total		**$12,721.81**
			Total GENERAL GOVERNMENT		**$12,721.81**
June 2012	BANK OF AMERICA	22774	Professional Development (City Manager)	01-02-20-6048	$85.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-02-20-6317	$241.75
June 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-02-20-6355	$0.00
			Total CITY MANAGER		**$326.75**
June 2012	BANK OF AMERICA	22774	Professional Development (HR)	01-02-24-6048	$0.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-02-24-6317	$0.00
June 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-02-24-6334	$0.00
			Total HUMAN RESOURCES		**$0.00**
June 2012	BANK OF AMERICA	22774	Uniforms -	01-02-25-6016	$0.00
June 2012	BANK OF AMERICA	22774	Professional Development (Building	01-02-25-6048	$0.00
June 2012	BANK OF AMERICA	22774	Safety Supplies	01-02-25-6110	$0.00
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-02-25-6316	$461.80
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-02-25-6317	$0.00
			Total BUILDING SERVICES		**$461.80**
			Total ADMINISTRATION		**$788.55**
June 2012	BANK OF AMERICA	22774	Professional Development (Finance)	01-03-30-6048	$0.00
June 2012	BANK OF AMERICA	22774	Office Supplies	01-03-30-6101	$0.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-03-30-6317	$129.09
June 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-03-30-6334	$0.00
June 2012	BANK OF AMERICA	22774	Maintenance Agreements	01-03-30-6347	$0.00
June 2012	BANK OF AMERICA	22774	Recording/Dues/Subscriptions	01-03-30-6355	$0.00
			Total FINANCE		**$129.09**
			Total FINANCE		**$129.09**
June 2012	BANK OF AMERICA	22774	Computer Software	01-04-45-6125	$0.00
June 2012	BANK OF AMERICA	22774	Supplies/Operating Expenditures	01-04-45-6126	$260.00
June 2012	BANK OF AMERICA	22774	Festival Support	01-04-45-6317	$0.00
June 2012	BANK OF AMERICA	22774	Professional Services	01-04-45-6373	$0.00
June 2012	BANK OF AMERICA	22774	Internet Services	01-04-45-6381	$404.85
			Total INFORMATION SERVICES		**$664.85**
			Total INFORMATION SERVICES		**$664.85**
June 2012	BANK OF AMERICA	22774	Professional Development (Planning)	01-05-50-6048	$0.00
June 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-05-50-6110	$0.00
June 2012	BANK OF AMERICA	22774	Miscellaneous	01-05-50-6114	$27.01
June 2012	BANK OF AMERICA	22774	Computer Supplies	01-05-50-6123	$0.00
June 2012	BANK OF AMERICA	22774	Printing	01-05-50-6308	$0.00
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-05-50-6316	$0.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-05-50-6317	$22.34
June 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-05-50-6334	$0.00

June 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-05-50-6355	$0.00
			Total COMMUNITY DEVELOPMENT		**$49.35**
June 2012	BANK OF AMERICA	22774	Printing	01-05-51-6308	$0.00
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-05-51-6316	$27.98
June 2012	BANK OF AMERICA	22774	Advertising - Legal Publications	01-05-51-6334	$0.00
			Total CODE COMPLIANCE		**$27.98**
June 2012	BANK OF AMERICA	22774	Computer Supplies	01-05-53-6123	$0.00
June 2012	BANK OF AMERICA	22774	Printing	01-05-53-6308	$0.00
June 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-05-53-6355	$0.00
			Total ECONOMIC DEVELOPMENT		**$0.00**
			Total PLANNING		**$77.33**
June 2012	BANK OF AMERICA	22774	Literacy Programming Supplies	01-06-60-6114	$0.00
June 2012	BANK OF AMERICA	22774	Library Supplies	01-06-60-6117	$1.00
June 2012	BANK OF AMERICA	22774	Library Materials - Print	01-06-60-6130	$0.00
June 2012	BANK OF AMERICA	22774	Library Materials - Electronic	01-06-60-6131	$144.21
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-06-60-6317	$75.90
June 2012	BANK OF AMERICA	22774	Building Maintenance	01-06-60-6387	$52.00
			Total LIBRARY		**$273.11**
			Total LIBRARY		**$273.11**
June 2012	BANK OF AMERICA	22774	Uniforms - PD	01-07-70-6019	$0.00
June 2012	BANK OF AMERICA	22774	Employee Physicals	01-07-70-6030	$70.00
June 2012	BANK OF AMERICA	22774	Chemicals	01-07-70-6104	$0.00
June 2012	BANK OF AMERICA	22774	Jail Supplies	01-07-70-6106	$0.00
June 2012	BANK OF AMERICA	22774	Food/Humans	01-07-70-6107	$5.49
June 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-07-70-6110	$380.94
June 2012	BANK OF AMERICA	22774	Building & Grounds	01-07-70-6112	$0.00
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-07-70-6114	$291.57
June 2012	BANK OF AMERICA	22774	Photo/Video Supplies	01-07-70-6120	$0.00
June 2012	BANK OF AMERICA	22774	Crime Prevention Program	01-07-70-6122	$340.50
June 2012	BANK OF AMERICA	22774	Printing	01-07-70-6308	$0.00
June 2012	BANK OF AMERICA	22774	Computer Maintenance/Operations	01-07-70-6311	$45.75
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-07-70-6316	$1,521.39
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-07-70-6317	$128.62
June 2012	BANK OF AMERICA	22774	Communications	01-07-70-6318	$609.33
June 2012	BANK OF AMERICA	22774	Collections	01-07-70-6340	$433.75
June 2012	BANK OF AMERICA	22774	Special Events	01-07-70-6342	$0.00
June 2012	BANK OF AMERICA	22774	Training Program	01-07-70-6343	$0.00
June 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-07-70-6355	$0.00
June 2012	BANK OF AMERICA	22774	Jail Cost	01-07-70-6378	$0.00
			Total POLICE ADMINISTRATION		**$3,827.34**
June 2012	BANK OF AMERICA	22774	Uniform Allowance - PD	01-07-71-6019	$0.00
June 2012	BANK OF AMERICA	22774	Ammunition	01-07-71-6105	$2,086.96
			Total POLICE OPERATIONS		**$2,086.96**
June 2012	BANK OF AMERICA	22774	Chemicals	01-07-72-6104	$99.80
June 2012	BANK OF AMERICA	22774	Shelter Food/Supplies	01-07-72-6108	$0.00
June 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-07-72-6110	$0.00
June 2012	BANK OF AMERICA	22774	Building & Grounds	01-07-72-6112	$36.38
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-07-72-6114	$175.17
June 2012	BANK OF AMERICA	22774	Animal Cages	01-07-72-6132	$0.00
June 2012	BANK OF AMERICA	22774	Medical/Veterinary	01-07-72-6133	$103.05
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-07-72-6316	$2,738.53
			Total ANIMAL CONTROL		**$3,152.93**
June 2012	BANK OF AMERICA	22774	Photo/Video Supplies	01-07-77-6120	$0.00
June 2012	BANK OF AMERICA	22774	Drug Enforcement Program	01-07-77-6124	$0.00
June 2012	BANK OF AMERICA	22774	Property/Evidence Supplies	01-07-77-6323	$0.00
June 2012	BANK OF AMERICA	22774	Special Investigation Operations	01-07-77-6336	$0.00
			Total CRIMINAL INVESTIGATIONS		**$0.00**
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-07-78-6114	$1.68
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-07-78-6116	$168.27

Invoice #	Vendor		Description	Account	Cost
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance - Lake Enforcement	01-07-78-6316	$63.09
			Total LAKE ENFORCEMENT		**$233.04**
			Total POLICE		**$9,300.27**
June 2012	BANK OF AMERICA	22774	Uniforms - FD/Suppression	01-09-90-6016	$461.72
June 2012	BANK OF AMERICA	22774	Professional Development (FD)	01-09-90-6048	$0.00
June 2012	BANK OF AMERICA	22774	Minor Tools	01-09-90-6102	$651.83
June 2012	BANK OF AMERICA	22774	Chemicals	01-09-90-6104	$0.00
June 2012	BANK OF AMERICA	22774	Food/Humans	01-09-90-6107	$0.00
June 2012	BANK OF AMERICA	22774	Building & Grounds	01-09-90-6112	$250.48
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-09-90-6114	$583.89
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-09-90-6316	$1,168.22
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-09-90-6317	$46.09
June 2012	BANK OF AMERICA	22774	Communications	01-09-90-6318	$79.87
June 2012	BANK OF AMERICA	22774	Copy Machine Maintenance	01-09-90-6322	$0.00
June 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-09-90-6355	$0.00
June 2012	BANK OF AMERICA	22774	Certification Equipment	01-09-90-6362	$112.90
			Total SUPPRESSION		**$3,355.00**
June 2012	BANK OF AMERICA	22774	Uniforms - FD/EMS	01-09-92-6016	$252.29
June 2012	BANK OF AMERICA	22774	Professional Development (EMS)	01-09-92-6048	$7,147.96
June 2012	BANK OF AMERICA	22774	Chemicals/Ambulance Supplies	01-09-92-6104	$3,238.91
June 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	01-09-92-6110	$0.00
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-09-92-6316	$531.14
June 2012	BANK OF AMERICA	22774	Communications	01-09-92-6318	$0.00
June 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-09-92-6355	$22.50
June 2012	BANK OF AMERICA	22774	Computer Services Agreement	01-09-92-6356	$297.96
June 2012	BANK OF AMERICA	22774	Professional Services	01-09-92-6373	$0.00
			Total EMS		**$11,490.76**
June 2012	BANK OF AMERICA	22774	Uniforms - FD/Admin	01-09-96-6016	$50.00
June 2012	BANK OF AMERICA	22774	Professional Development (Fire - Admin)	01-09-96-6048	$0.00
June 2012	BANK OF AMERICA	22774	Arson Investigations Supplies	01-09-96-6101	$0.00
June 2012	BANK OF AMERICA	22774	Minor Tools	01-09-96-6102	$0.00
June 2012	BANK OF AMERICA	22774	Food/Humans	01-09-96-6107	$0.00
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-09-96-6114	$94.70
June 2012	BANK OF AMERICA	22774	Public Education	01-09-96-6121	$0.00
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-09-96-6316	$41.50
June 2012	BANK OF AMERICA	22774	Communications	01-09-96-6318	$0.00
June 2012	BANK OF AMERICA	22774	Dues & Subscriptions	01-09-96-6355	$0.00
			Total PREVENTION		**$186.20**
			Total FIRE		**$15,031.96**
June 2012	BANK OF AMERICA	22774	Uniforms - Street Dept.	01-12-00-6016	$319.29
June 2012	BANK OF AMERICA	22774	Professional Development (Street Dept)	01-12-00-6048	$0.00
June 2012	BANK OF AMERICA	22774	Minor Tools	01-12-00-6102	$113.97
June 2012	BANK OF AMERICA	22774	Chemicals	01-12-00-6104	$0.00
June 2012	BANK OF AMERICA	22774	Safety Supplies	01-12-00-6110	$76.11
June 2012	BANK OF AMERICA	22774	Traffic Supplies	01-12-00-6111	$0.00
June 2012	BANK OF AMERICA	22774	Building & Grounds	01-12-00-6112	$20.95
June 2012	BANK OF AMERICA	22774	Street/Sidewalks/Bridges	01-12-00-6113	$7,234.82
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-12-00-6114	$0.00
June 2012	BANK OF AMERICA	22774	Signs & Materials	01-12-00-6115	$1,968.80
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-12-00-6316	$784.60
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-12-00-6317	$850.16
June 2012	BANK OF AMERICA	22774	Communications	01-12-00-6318	$0.00
June 2012	BANK OF AMERICA	22774	Equipment Rental	01-12-00-6321	$0.00
			Total		**$11,368.70**
			Total STREET		**$11,368.70**
June 2012	BANK OF AMERICA	22774	Uniforms - Fleet Maintenance	01-14-00-6016	$134.60
June 2012	BANK OF AMERICA	22774	Professional Development (Fleet	01-14-00-6048	$184.00
June 2012	BANK OF AMERICA	22774	Minor Tools	01-14-00-6102	$56.65
June 2012	BANK OF AMERICA	22774	Chemicals	01-14-00-6104	$0.00
June 2012	BANK OF AMERICA	22774	Safety Supplies	01-14-00-6110	$0.00
June 2012	BANK OF AMERICA	22774	Building & Grounds	01-14-00-6112	$105.82

Invoice #	Vendor		Description	Account	Cost
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-14-00-6114	$66.24
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-14-00-6316	$0.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-14-00-6317	$355.36
June 2012	BANK OF AMERICA	22774	Computer Maintenance	01-14-00-6324	$0.00
June 2012	BANK OF AMERICA	22774	Miscellaneous Services / Charges	01-14-00-6346	$0.00
June 2012	BANK OF AMERICA	22774	Required / Mandatory Testing	01-14-00-6357	$0.00
June 2012	BANK OF AMERICA	22774	Reference Books	01-14-00-6379	$0.00
			Total		**$902.67**
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance - Fleet	01-14-41-6116	$217.10
June 2012	BANK OF AMERICA	22774	Fuel & Lube - Fleet	01-14-41-6118	$450.00
			Total FLEET MAINTENANCE		**$667.10**
			Total FLEET MAINTENANCE		**$1,569.77**
June 2012	BANK OF AMERICA	22774	Uniforms -	01-15-11-6016	$0.00
June 2012	BANK OF AMERICA	22774	Minor Tools	01-15-11-6102	$0.00
June 2012	BANK OF AMERICA	22774	Chemicals	01-15-11-6104	$1,512.29
June 2012	BANK OF AMERICA	22774	Safety Supplies	01-15-11-6110	$105.78
June 2012	BANK OF AMERICA	22774	Buildings & Grounds	01-15-11-6112	$1,407.41
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	01-15-11-6114	$0.00
June 2012	BANK OF AMERICA	22774	Fuel & Lube	01-15-11-6118	$0.00
June 2012	BANK OF AMERICA	22774	Recreational Supplies	01-15-11-6125	$0.00
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	01-15-11-6316	$0.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	01-15-11-6317	$1,012.51
			Total PARKS		**$4,037.99**
			Total PARKS & PUBLIC GROUNDS		**$4,037.99**
			Total GENERAL FUND		**$110,515.97**
June 2012	BANK OF AMERICA	22774	Buildings & Grounds (GPWA)	20-21-00-6112	$3,707.78
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-21-00-6114	$100.00
June 2012	BANK OF AMERICA	22774	May 24, 2011 Tornado Fund	20-21-00-6120	$4,409.44
June 2012	BANK OF AMERICA	22774	Printing	20-21-00-6308	$0.00
June 2012	BANK OF AMERICA	22774	Postage	20-21-00-6309	$180.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-21-00-6317	$43.61
June 2012	BANK OF AMERICA	22774	Communications	20-21-00-6318	$362.83
June 2012	BANK OF AMERICA	22774	Utilities Collection Fees	20-21-00-6340	$39.84
June 2012	BANK OF AMERICA	22774	Maintenance Agreements	20-21-00-6347	$0.00
June 2012	BANK OF AMERICA	22774	Professional Services	20-21-00-6373	$0.00
			Total		**$8,843.50**
			Total PUBLIC WORKS GENERAL		**$8,843.50**
June 2012	BANK OF AMERICA	22774	Professional Development (GPWA Admin)	20-22-00-6048	$0.00
June 2012	BANK OF AMERICA	22774	Computer Maintenance	20-22-00-6324	$0.00
			Total		**$0.00**
			Total PUBLIC WORKS ADMINISTRATION		**$0.00**
June 2012	BANK OF AMERICA	22774	Uniforms - WTP	20-23-00-6016	$0.00
June 2012	BANK OF AMERICA	22774	Professional Development (WTP)	20-23-00-6048	$506.00
June 2012	BANK OF AMERICA	22774	Minor Tools	20-23-00-6102	$94.86
June 2012	BANK OF AMERICA	22774	Chemicals/Medical	20-23-00-6104	$0.00
June 2012	BANK OF AMERICA	22774	Lab Supplies	20-23-00-6109	$0.00
June 2012	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-23-00-6110	$372.98
June 2012	BANK OF AMERICA	22774	Building & Grounds	20-23-00-6112	$0.00
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-23-00-6114	$0.00
June 2012	BANK OF AMERICA	22774	Fuel & Lube	20-23-00-6118	$1,089.00
June 2012	BANK OF AMERICA	22774	Annual State Water Testing	20-23-00-6303	$432.00
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	20-23-00-6316	$0.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-23-00-6317	$145.62
June 2012	BANK OF AMERICA	22774	Computer Maintenance	20-23-00-6324	$34.97
June 2012	BANK OF AMERICA	22774	Publishing Fees	20-23-00-6334	$0.00
			Total		**$2,675.43**
			Total WATER PLANT		**$2,675.43**
June 2012	BANK OF AMERICA	22774	Uniforms - WWTP	20-24-00-6016	$0.00

City of Guthrie 7/24/2012 4:39pm
A/P Claims List
from 7/24/2012 to 7/24/2012

Invoice #	Vendor		Description	Account	Cost
June 2012	BANK OF AMERICA	22774	Professional Development	20-24-00-6048	$368.00
June 2012	BANK OF AMERICA	22774	Minor Tools	20-24-00-6102	$99.98
June 2012	BANK OF AMERICA	22774	Chemicals	20-24-00-6104	$0.00
June 2012	BANK OF AMERICA	22774	Lab Supplies	20-24-00-6109	$2,187.68
June 2012	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-24-00-6110	$37.72
June 2012	BANK OF AMERICA	22774	Buildings & Grounds	20-24-00-6112	$251.37
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-24-00-6114	$4.58
June 2012	BANK OF AMERICA	22774	Lift Station Maintenance	20-24-00-6312	$1,273.85
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	20-24-00-6316	$38.15
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-24-00-6317	$2,466.71
June 2012	BANK OF AMERICA	22774	Required/Mandatory Testing	20-24-00-6357	$0.00
			Total		**$6,728.04**
			Total WASTE WATER TREATMENT PLANT		**$6,728.04**
June 2012	BANK OF AMERICA	22774	Uniforms - Convenience Ctr.	20-26-00-6016	$0.00
June 2012	BANK OF AMERICA	22774	Minor Tools	20-26-00-6102	$0.00
June 2012	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-26-00-6110	$0.00
June 2012	BANK OF AMERICA	22774	Building & Grounds	20-26-00-6112	$0.00
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-26-00-6114	$0.00
June 2012	BANK OF AMERICA	22774	Printing	20-26-00-6308	$0.00
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	20-26-00-6316	$154.36
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-26-00-6317	$98.10
			Total		**$252.46**
			Total CONVENIENCE CENTER		**$252.46**
June 2012	BANK OF AMERICA	22774	Uniforms - Line Maintenance	20-27-00-6016	$0.00
June 2012	BANK OF AMERICA	22774	Professional Development (Line	20-27-00-6048	$174.00
June 2012	BANK OF AMERICA	22774	Minor Tools	20-27-00-6102	$355.30
June 2012	BANK OF AMERICA	22774	Chemicals	20-27-00-6104	$0.00
June 2012	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-27-00-6110	$224.34
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-27-00-6114	$78.37
June 2012	BANK OF AMERICA	22774	Water/Sewer Maintenance	20-27-00-6119	$6,080.70
June 2012	BANK OF AMERICA	22774	Street/Sidewalks	20-27-00-6313	$357.25
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	20-27-00-6316	$167.43
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-27-00-6317	$1,639.73
June 2012	BANK OF AMERICA	22774	Miscellaneous Services/Charges	20-27-00-6346	$0.00
			Total		**$9,077.12**
			Total LINE MAINTENANCE		**$9,077.12**
June 2012	BANK OF AMERICA	22774	Safety Apparel & Supplies	20-28-00-6110	$8.88
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-28-00-6114	$67.69
June 2012	BANK OF AMERICA	22774	Water Meters	20-28-00-6129	$6,443.00
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	20-28-00-6316	$73.83
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-28-00-6317	$60.45
			Total		**$6,653.85**
			Total METER DEPARTMENT		**$6,653.85**
June 2012	BANK OF AMERICA	22774	Chemicals	20-29-00-6104	$877.33
June 2012	BANK OF AMERICA	22774	Building & Grounds	20-29-00-6112	$311.32
June 2012	BANK OF AMERICA	22774	Miscellaneous Supplies	20-29-00-6114	$0.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	20-29-00-6317	$650.17
			Total		**$1,838.82**
			Total MUNICIPAL POOL		**$1,838.82**
			Total GPWA OPERATING FUND		**$48,335.03**
June 2012	BANK OF AMERICA	22774	Library: State Aid (ODL)	30-30-06-6541	$2,354.59
			Total LIBRARY		**$2,354.59**
June 2012	BANK OF AMERICA	22774	Police: OSBI Grant	30-30-07-6357	$0.00
June 2012	BANK OF AMERICA	22774	Bullet Proof Vest Grant	30-30-07-6597	$0.00
June 2012	BANK OF AMERICA	22774	Police JAG Grant	30-30-07-6598	$2,532.00
			Total POLICE DEPARTMENT		**$2,532.00**
			Total GRANTS		**$4,886.59**

City of Guthrie *7/24/2012 4:39pm*
A/P Claims List
from 7/24/2012 to 7/24/2012

Invoice #	Vendor		Description	Account	Cost
June 2012	BANK OF AMERICA	22774	Park Improvements	45-45-00-6545	$0.00
			Total		**$0.00**
			Total HOTEL/MOTEL-TOURISM		**$0.00**
			Total HOTEL/MOTEL TAX FUND		**$0.00**
June 2012	BANK OF AMERICA	22774	Animal Shelter	54-54-02-6526	$1,313.02
June 2012	BANK OF AMERICA	22774	Admin Copier Lease	54-54-02-6705	$2,142.28
June 2012	BANK OF AMERICA	22774	Finance Copier Lease	54-54-02-6705	$0.00
June 2012	BANK OF AMERICA	22774	Library Copier Lease	54-54-02-6705	$0.00
June 2012	BANK OF AMERICA	22774	Planning Copier Lease	54-54-02-6705	$0.00
June 2012	BANK OF AMERICA	22774	Police Copier Lease	54-54-02-6705	$0.00
June 2012	BANK OF AMERICA	22774	GPWA Copier Lease	54-54-02-6705	$0.00
June 2012	BANK OF AMERICA	22774	Laser Fiche Lease	54-54-02-6705	$0.00
June 2012	BANK OF AMERICA	22774	Fire Copier Lease	54-54-02-6705	$0.00
			Total ADMINISTRATION		**$3,455.30**
June 2012	BANK OF AMERICA	22774	Lease/Purchase - Computers	54-54-04-6706	$0.00
			Total INFORMATION SERVICES		**$0.00**
June 2012	BANK OF AMERICA	22774	E911	54-54-07-6514	$74.96
			Total POLICE DEPARTMENT		**$74.96**
June 2012	BANK OF AMERICA	22774	Lease/Purchase - Computer Equipment	54-54-27-6706	$0.00
			Total LINE MAINTENANCE		**$0.00**
			Total FACILITIES		**$3,530.26**
			Total CAPITAL PROJECTS		**$3,530.26**
June 2012	BANK OF AMERICA	22774	Professional Development (Airport)	98-98-00-6048	$0.00
June 2012	BANK OF AMERICA	22774	Office Supplies	98-98-00-6101	$69.88
June 2012	BANK OF AMERICA	22774	Minor Tools	98-98-00-6102	$0.00
June 2012	BANK OF AMERICA	22774	Safety Supplies/Apparel	98-98-00-6110	$0.00
June 2012	BANK OF AMERICA	22774	Building & Grounds	98-98-00-6112	$595.95
June 2012	BANK OF AMERICA	22774	Telephone & Internet	98-98-00-6301	$155.25
June 2012	BANK OF AMERICA	22774	Printing	98-98-00-6308	$0.00
June 2012	BANK OF AMERICA	22774	Airport Beacon & Runway	98-98-00-6315	$148.03
June 2012	BANK OF AMERICA	22774	Vehicle Maintenance	98-98-00-6316	$0.00
June 2012	BANK OF AMERICA	22774	Machine/Equipment Maintenance	98-98-00-6317	$103.40
June 2012	BANK OF AMERICA	22774	Professional Services	98-98-00-6373	$42.03
			Total		**$1,114.54**
			Total AIRPORT FUND		**$1,114.54**
			Total All Funds		**$101,564.04**

City of Guthrie
A/P Claims List
from 7/26/2012 to 7/26/2012

Invoice #	Vendor	Description	Account	Cost
PR3609-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	$109.25
PR3614-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	$109.25
PR3609-1	AETNA HEALTHCARE 22795		01-00-00-2031	$2,578.85
PR3614-1	AETNA HEALTHCARE 22795		01-00-00-2031	$2,643.03
PR3609-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	$272.31
PR3614-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	$375.15
PR3609-1	AETNA HEALTHCARE 22795		01-00-00-2032	$13,624.53
PR3614-1	AETNA HEALTHCARE 22795		01-00-00-2032	$17,368.36
PR3609-1	AETNA HEALTHCARE 22795		01-00-00-2033	$1,063.14
PR3614-1	AETNA HEALTHCARE 22795		01-00-00-2033	$1,063.14
PR3609-1	AETNA HEALTHCARE 22795		01-00-00-2034	$563.20
PR3614-1	AETNA HEALTHCARE 22795		01-00-00-2034	$563.20
		Total		**$40,333.41**
		Total		**$40,333.41**
AUGUST 2012	O.M.A.G.(21303)	Building and Property Monthly Insurance	01-01-00-6326	$4,705.35
AUGUST 2012	O.M.A.G.(21302)	Workers' Compensation	01-01-00-6326	$24,852.37
AUGUST 2012	O.M.A.G.(425)	Liability Auto and Mobile Equipment Insuranc	01-01-00-6326	$8,001.34
408664ER	AFLAC (20180)	Monthly URM Service Fee	01-01-00-6346	$33.00
		Total		**$37,592.06**
		Total GENERAL GOVERNMENT		**$37,592.06**
2012 CMAO CO	CITY MANAGMENT ASSOCIATIO	2012 Annual Summer Conference Muskogee,	01-02-20-6048	$190.00
		Total CITY MANAGER		**$190.00**
		Total ADMINISTRATION		**$190.00**
2225	K & M WRECKING, LLC (22821)	Bid No. 2012-02, Demolition Services (618 E	01-05-51-6354	$6,293.00
		Total CODE COMPLIANCE		**$6,293.00**
		Total PLANNING		**$6,293.00**
JULY 2012	LOGAN COMMUNITY SERVICES,	Community Services Per Contract	01-07-70-6345	$125.00
		Total POLICE ADMINISTRATION		**$125.00**
04-1300077	OKLA DEPARTMENT OF PUBLIC	Olets Monthly Payments	01-07-79-6304	$350.00
		Total COMMUNICATIONS		**$350.00**
		Total POLICE		**$475.00**
		Total GENERAL FUND		**$84,883.47**
PR3614-2	AETNA - MIDDLETOWN 22051		20-00-00-2031	$23.60
PR3609-2	AETNA HEALTHCARE 22795		20-00-00-2031	$129.32
PR3614-2	AETNA HEALTHCARE 22795		20-00-00-2031	$129.32
PR3614-2	AETNA - MIDDLETOWN 22051		20-00-00-2032	$65.73
PR3609-2	AETNA HEALTHCARE 22795		20-00-00-2032	$3,352.65
PR3614-2	AETNA HEALTHCARE 22795		20-00-00-2032	$3,352.65
PR3609-2	AETNA HEALTHCARE 22795		20-00-00-2033	$256.62
PR3614-2	AETNA HEALTHCARE 22795		20-00-00-2033	$256.62
PR3609-2	AETNA HEALTHCARE 22795		20-00-00-2034	$102.40
PR3614-2	AETNA HEALTHCARE 22795		20-00-00-2034	$102.40
		Total		**$7,771.31**

Invoice #	Vendor	Description	Account	Cost
		Total		**$7,771.31**
JULY 2012	BURRELL INC. (21286)	Contract Meter Monthly Reading	20-28-00-6054	$2,860.71
		Total		**$2,860.71**
		Total METER DEPARTMENT		**$2,860.71**
		Total GPWA OPERATING FUND		**$10,632.02**
AUGUST 2012	FARMERS & MERCHANTS BANK	Loan # 8144600 2009 Dodge Charger (Police	54-56-07-6707	$641.86
		Total POLICE DEPARTMENT		**$641.86**
AUGUST 2012	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		**$2,672.86**
		Total CAPITAL PROJECTS		**$2,672.86**
04-046956-001 R MISCELLANEOUS			71-00-00-5555	$44.15
06-060970-006 R MISCELLANEOUS			71-00-00-5555	$30.81
11-110610-008 R MISCELLANEOUS			71-00-00-5555	$42.78
14-142872-007 R MISCELLANEOUS			71-00-00-5555	$15.69
		Total		**$133.43**
		Total		**$133.43**
		Total UTILITY DEPOSIT FUND		**$133.43**
PR3600-1	AETNA HEALTHCARE 22795		98-00-00-2031	$213.93
PR3609-1	AETNA HEALTHCARE 22795		98-00-00-2031	$213.93
PR3614-1	AETNA HEALTHCARE 22795		98-00-00-2031	$213.93
PR3609-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	$3.13
PR3614-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	$3.13
PR3609-1	AETNA HEALTHCARE 22795		98-00-00-2032	$159.65
PR3614-1	AETNA HEALTHCARE 22795		98-00-00-2032	$159.65
PR3609-1	AETNA HEALTHCARE 22795		98-00-00-2033	$12.22
PR3614-1	AETNA HEALTHCARE 22795		98-00-00-2033	$12.22
PR3600-1	AETNA HEALTHCARE 22795		98-00-00-2034	$25.60
PR3609-1	AETNA HEALTHCARE 22795		98-00-00-2034	$25.60
PR3614-1	AETNA HEALTHCARE 22795		98-00-00-2034	$25.60
		Total		**$1,068.59**
		Total		**$1,068.59**
AUGUST 2012	O.M.A.G.(21303)	Building and Property Monthly Insurance	98-98-00-6326	$304.07
AUGUST 2012	O.M.A.G.(21302)	Workers' Compensation	98-98-00-6326	$429.80
AUGUST 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**
		Total AIRPORT FUND		**$1,870.15**
AUGUST 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**

City of Guthrie
A/P Claims List
from 7/26/2012 to 7/26/2012

Invoice #	Vendor	Description	Account	Cost
		Total GUTHRIE INDUSTRIAL DEVELOPMENT		$1,041.67
		Total All Funds		$101,233.60

City of Guthrie
A/P Claims List
from 7/27/2012 to 7/27/2012

Invoice #	Vendor	Description	Account	Cost
2NDQUARTER	OKLA EMPLOYMENT SECURITY	Quarterly Unemployment Assessment	01-01-00-6040	$1,499.86
000542	GHM ENTERPRISES (1097)	Dust Mop Cleaning	01-01-00-6103	$1.20
00530	GHM ENTERPRISES (1097)	Dust Mop Cleaning	01-01-00-6103	$3.60
5627	AIR TRON MECHANICAL INC (209	Misc Unit Repairs	01-01-00-6112	$190.00
01990	CHIEF KENNY'S FIRE EXTINGUIS	Fire Extinguisher Repairs and Inspections	01-01-00-6112	$95.00
CHAIR	GUTHRIE AUTO TRIM(232)	Repair Office Chair	01-01-00-6112	$90.00
0001990	HURLEY PLUMBING 267	Misc. Plumbing Repairs	01-01-00-6112	$107.90
3717	FORMS PLUS (185)	AP and PR Checks	01-01-00-6308	$411.15
18983	JOHN M ARLEDGE & ASSOC. (21	Auditing Service for Fiscal Year 2011	01-01-00-6330	$2,000.00
6463	ACOG (530)	FY 2013 Dues Assessment	01-01-00-6350	$7,089.00
6056	MESO(126)	Quarterly Safety Training July, August and Se	01-01-00-6373	$625.00
		Total		**$12,112.71**
		Total GENERAL GOVERNMENT		**$12,112.71**
JUNE 2012	RANDEL C. SHADID (20656)	Reimbursement for Postage and Seminars, et	01-02-20-6054	$10.60
		Total CITY MANAGER		**$10.60**
		Total ADMINISTRATION		**$10.60**
248	A CUT ABOVE LAWN SERVICE 2	Abatement on South 2nd Street	01-05-51-6354	$100.00
		Total CODE COMPLIANCE		**$100.00**
		Total PLANNING		**$100.00**
000526	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	$10.80
000529	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	$4.80
000532	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	$6.60
000535	GHM ENTERPRISES (1097)	Monthly Laundry	01-07-70-6310	$5.40
JUNE 2012 GPD	SHINEY BAYS (22581)	Monthly Car Wash Police Department	01-07-70-6316	$302.90
		Total POLICE ADMINISTRATION		**$330.50**
01990	CHIEF KENNY'S FIRE EXTINGUIS	Fire Extinguisher Repairs and Inspections	01-07-72-6110	$50.00
0001989	HURLEY PLUMBING 267	Repairs to the Shelter Plumbing	01-07-72-6112	$217.30
2005 DODGE	GUTHRIE TAG AGENCY(243)	Tag & Title for 2005 Dodge 1500 Quad Cab 4	01-07-72-6316	$26.50
		Total ANIMAL CONTROL		**$293.80**
		Total POLICE		**$624.30**
51399-001	SERTA MATTRESS COMPANY 2	Twin XL Mattresses	01-09-90-6112	$1,512.00
		Total SUPPRESSION		**$1,512.00**
000433	GHM ENTERPRISES (1097)	Monthly Laundry Service	01-09-92-6310	$10.02
000541	GHM ENTERPRISES (1097)	Monthly Laundry Service	01-09-92-6310	$7.20
		Total EMS		**$17.22**
		Total FIRE		**$1,529.22**
JUNE 2012 GPW	SHINEY BAYS (22581)	GPWA Monthly Car Wash	01-14-41-6116	$48.50
		Total FLEET MAINTENANCE		**$48.50**
		Total FLEET MAINTENANCE		**$48.50**
		Total GENERAL FUND		**$14,425.33**
3696	FORMS PLUS (185)	Utility Bills	20-21-00-6308	$773.17
6-2012	C.A.C. FINANCIAL CORP. (1405)	Utility Collections	20-21-00-6340	$31.19
2023076	MYERS ENGINEERING CORPOR	Task Order No. #62 Evaluate the City of Gut	20-21-00-6373	$2,932.50

City of Guthrie
A/P Claims List
from 7/27/2012 to 7/27/2012

Invoice #	Vendor	Description	Account	Cost
		Total		**$3,736.86**
		Total PUBLIC WORKS GENERAL		**$3,736.86**
12000352 RI 057	KRUGER, INC. 22840	Hydrex 3222 (specialty coagulant) - Delivered	20-23-00-6104	$1,100.75
841	MID AMERICA HYDRO TECH (211	Blanket (aluminum chlorhydrate blend)	20-23-00-6104	$17,713.80
		Total		**$18,814.55**
		Total WATER PLANT		**$18,814.55**
000528	GHM ENTERPRISES (1097)	Blanket for laundry service WWTP	20-24-00-6016	$7.80
000531	GHM ENTERPRISES (1097)	Blanket for laundry service WWTP	20-24-00-6016	$5.40
000533	GHM ENTERPRISES (1097)	Blanket for laundry service WWTP	20-24-00-6016	$6.60
000536	GHM ENTERPRISES (1097)	Blanket for laundry service WWTP	20-24-00-6016	$6.00
543942	GOOCH-SMITH ELECTRIC(1279)	Estimate to repair light at #1 lift station	20-24-00-6312	$175.00
REMOVAL	USDA-APHIS-WILDLIFE SERVICE	Estimated cost to remove beaver dams from	20-24-00-6357	$350.00
		Total		**$550.80**
		Total WASTE WATER TREATMENT PLANT		**$550.80**
		Total GPWA OPERATING FUND		**$23,102.21**
ARINV13205033	MUSICIAN'S FRIEND (22842)	OAC Local Government Challenge Grant (sou	30-30-05-6574	$900.00
		Total COMMUNITY DEVELOPMENT		**$900.00**
		Total GRANTS		**$900.00**
		Total GRANTS FUND		**$900.00**
2022990	MYERS ENGINEERING CORPOR	Task Order #63 Replacement of Municipal B	54-54-02-6525	$1,000.00
2023056	MYERS ENGINEERING CORPOR	Task Order #63 Replacement of Municipal B	54-54-02-6525	$2,400.00
		Total ADMINISTRATION		**$3,400.00**
		Total FACILITIES		**$3,400.00**
		Total CAPITAL PROJECTS		**$3,400.00**
01990	CHIEF KENNY'S FIRE EXTINGUIS	Fire Extinguisher Repairs and Inspections	98-98-00-6112	$75.00
		Total		**$75.00**
10071271-8	GARVER ENGINEERING 22519	AIP Administrative Services & PAPI Design S	98-98-94-6373	$3,300.00
10071273-7	GARVER ENGINEERING 22519	Professional Services NW Taxiway Extention	98-98-94-6374	$2,200.00
		Total NPE GRANTS		**$5,500.00**
		Total AIRPORT FUND		**$5,575.00**
		Total AIRPORT FUND		**$5,575.00**
		Total All Funds		**$47,402.54**

City of Guthrie
A/P Claims List
from 7/30/2012 to 7/30/2012

Invoice #	Vendor	Description	Account	Cost
6681	CRAWFORD & ASSOCIATES,P.C.	Professional Services- Accounting & Consulti	01-01-00-6330	$315.00
6731	CRAWFORD & ASSOCIATES,P.C.	Professional Services- Accounting & Consulti	01-01-00-6330	$1,187.89
		Total		**$1,502.89**
		Total GENERAL GOVERNMENT		**$1,502.89**
Meal and Mileag	STACY O'DELL 22854	Training - Mileage and Meal Reimbursement	01-07-70-6343	$172.23
		Total POLICE ADMINISTRATION		**$172.23**
		Total POLICE		**$172.23**
		Total GENERAL FUND		**$1,675.12**
1148629.	WASTE CONNECTIONS, INC (210	Rent	20-00-00-5466	($250.00)
		Total		**($250.00)**
		Total		**($250.00)**
AUGUST 2012	C-21, GOODYEAR GREEN - JAN	Lease/Rent for 1923 Ruhl Drive for GPWA	20-21-00-6120	$3,500.00
437649	GOOCH-SMITH ELECTRIC(1279)	Electric set up and install for Consession Sta	20-21-00-6120	$2,482.00
0001994	HURLEY PLUMBING 267	Plumbing for Consession Stand at the Soccer	20-21-00-6120	$5,000.00
1148629	WASTE CONNECTIONS, INC (210	Monthly Sanitation Service - Commercial/Resi	20-21-00-6348	$69,086.07
		Total		**$80,068.07**
		Total PUBLIC WORKS GENERAL		**$80,068.07**
1148629	WASTE CONNECTIONS, INC (210	Monthly Sanitation Service - Covenience Cent	20-26-00-6375	$3,272.23
		Total		**$3,272.23**
		Total CONVENIENCE CENTER		**$3,272.23**
2033895	LUCKINBILL CONSTRUCTION(20	Winch Trackhoe out of mud	20-27-00-6346	$500.00
		Total		**$500.00**
		Total LINE MAINTENANCE		**$500.00**
		Total GPWA OPERATING FUND		**$83,590.30**
		Total All Funds		**$85,265.42**

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
____ City Council _x_ GPWA ____ Other: _____	August 7, 2012	Matt Mueller, City Manager

Agenda Item
Consider approval of Agreement for Recycling Center with the Guthrie Public Works Authority and Outback Resources for the purpose of operating a public recycling center located at 2103 S. Division.

Summary
Outback Resources agrees to enter into an agreement with Guthrie Public Works Authority to open and operate a public recycling center located at 2103 S. Division, and Outback will operate 6 days a week. During operation of the center, it will be manned by at least one person. Guthrie Public Works Authority has agreed to close the recycling operations at the Guthrie Fire Department and have the container Guthrie Public Works Authority has been paying for or a container similar in size moved to 2103 S. Division, Guthrie, Oklahoma and Guthrie Public Works Authority will be responsible for monthly payment of said container during the term of this contract.

Funding Expected ____ Revenue ____ Expenditure _x_ N/A

Budgeted ____ Yes ____ No _x_ N/A

Account Number 20-21-00-6348 **Amount** N/A

Legal Review ____ N/A _X_ Required Completed Date: 08-01-2012

Mayor's Appt. ____ Yes _x_ No

Supporting documents attached
Agreement for Recycling Center

Recommendation
Staff recommends approval

Action Needed ____ Public Hearing _x_ Motion ____ Emergency Clause

AGREEMENT FOR A RECYCLING CENTER

This agreement entered into this ____ day of _____, 2012 between Guthrie Public Works Authority (GPWA) and Outback Resources, Inc. (OUTBACK).

Whereas GPWA has maintained a recycling container at the Guthrie Fire Dept. in Guthrie, Oklahoma, and the recycling container has not been manned fulltime and cause trash accumulation or debris build up in the area and can become unsightly; and

Whereas OUTBACK seeks to establish a recycling center at 2103 South Division, Guthrie, Oklahoma;

It is agreed between GPWA and OUTBACK that the GPWA will close the recycling operation at the Guthrie Fire Dept. and have the container GPWA has been paying for or a container similar in size moved to 2103 South Division, Guthrie, Oklahoma and GPWA will be responsible for monthly payment of said container during the term of this contract; .

It is further agreed that OUTBACK will operate the recycling center at 2103 South Division, Guthrie, Oklahoma and the facility will be open to the public at least six days a week. During operation of the center it will be manned by at least one person.

OUTBACK shall be responsible for all collection, sorting, transportation of recycled materials and keeping the site clean. OUTBACK shall not allow recyclables to accumulate where they can be seen from the public street and shall keep recyclables in bins so as to prevent trash or debris in the area of the recycling center.

OUTBACK shall be solely responsible for all costs and expenses incurred as a result of the recycling center operation, accept the cost of the container which is paid by GPWA.

OUTBACK shall retain all income from the sale of recyclables.

OUTBACK shall indemnify and hold harmless GPWA from any claims arising out of this contract or the operation of the recycling center.

OUTBACK shall maintain liability insurance in the amount of one million dollars ($1,000,000) and shall have the GPWA shown as an insured party.

Nothing in this agreement shall be deemed to create a partnership or joint venture. OUTBACK is contracting with GPWA to provide recycling services.

This agreement may be terminated by either party upon thirty days written notice. Notice to GPWA shall be given at:

GPWA, c/o Chairman
PO Box 908
Guthrie, Oklahoma 73044-0908.

Notice to OUTBACK Resource, Inc. shall be given at:

_____

_____

Guthrie, OK 73044

Executed this _____ day of _____, 2012.

_____

Guthrie Public Works Authority
by Chairman

_____

Outback Resources, Inc.
by President

MINUTES

CITY COUNCIL MEETING

Council Workshop

July 17, 2012

The special meeting of the sixty-first City Council of Guthrie, Oklahoma, was posted on Friday, July 13, 2012 before 5:00 p.m. and held July 17, 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 Sheri Mueller	Mary Coffin Patty Hazlewood	Gaylord Z. Thomas
Members Absent:	Trey Ayers	John Wood	
Staff Present:	Matt Mueller Aaron Ryburn Cyndi Selinger Jim Fish	Randel Shadid Justin Heid Jim Ahlgren Eric Harlow	Wanda Calvert Rene Spineto Jim Hanke Damon Devereaux

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

Discussion regarding amending Hunting Ordinance. Community Development Director Rene Spineto explained the ordinances the City of Guthrie has regarding hunting and the areas that allow hunting. It was suggested that a survey be conducted with the community and to be published in the Water Bill Newsletters for public input.

Vice Mayor Ayers present at 6:12 p.m.

Discussion regarding updating building codes. Community Development Director Rene Spineto explained the City of Guthrie has adopted the 2006 Building Codes and is requesting approval to adopt the 2009 Building Codes. She explained the differences in the two code books with the main update being in the area of property maintenance.

Questions and discussion regarding agenda items.

Food for Fines Program. The proposed item is to consider approval for Library Staff to institute Food for Fines Program for two months. As part of the library's continuing effort to support the citizens of Logan County, the staff would offer a Food for Fines Program from August 1st through September 30th, 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.

OML Membership Service Fees. The proposed item is to consider approval of payment to Oklahoma Municipal League (OML) for Membership Service Fees for the City of Guthrie in the amount of $6,738.48. The OML Board of Directors voted to continue last year's member service fee freeze minus the additional 3.5% discount that was given last year.

Declaring two K-9 Police Unit Cages as Surplus Property. The proposed item is to consider approval to declare two K-9 Police unit cages as surplus property and donate one to the Stroud Police Department with the other being disposed of as outlined in the City of Guthrie's Purchasing Policy. The Police Department does not have a K-9 Unit and we do not plan to bring this program back in the next couple of years. These cages are vehicle make and model specific and we have no use for them.

Audit Engagement Letter Addendum. The proposed item is to consider approval of FY 2011 Audit Engagement Letter Addendum with Arledge & Associates, P.C. to provide Single Audit Reports. 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.

Budget Amendment No. 10. The proposed item is to consider approval of Budget Amendment No. 10 increasing the budget for the General Fund, Grants Fund and Capital Projects Fund. Budget Amendment No. 10 would 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.

Hanger Space No. 17 at Guthrie-Edmond Regional Airport. The proposed item is to consider approval for Rita Miller to lease Hangar Space No. 17 and build a 16,650 square feet, 11 unit T-Hangar on the leased property, in which the lease and hangar construction would begin after the completion of the alternate taxi route west of Hangar Space No. 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 effect until after completion of the alternate taxi route located west of Hangar No. 17. The alternate taxi route is anticipated to be completed by August 2012.

Change Order No. 1 for Guthrie-Edmond Regional Airport Improvement Project AIP No. 3-4-0036-012-2012. The proposed item is to 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 Northwest Development Area Taxilane), by $18,277.50. Change Order No. 1 reflects the addition of a taxilane connection south of Hangar Space No. 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.

FY 2011 Audit Reports. 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.

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 6:57 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

MINUTES

CITY COUNCIL MEETING

July 17, 2012

The regular meeting of the sixty-first City Council of Guthrie, Oklahoma was posted on Friday, July 13, 2012 before 5:00 p.m. and held July 17, 2012 in the Guthrie City Hall Council Chambers.

Mayor Chuck Burtcher called the meeting to order at 7:14 p.m.

Members Present:	Chuck Burtcher	Trey Ayers	Patty Hazlewood
	Mary Coffin	Sheri Mueller	Gaylord Z. Thomas
Members Absent:	JohnWood		
Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Rene Spineto	Cyndi Selinger
	Justin Heid	Damon Devereaux	Eric Harlow
	Jim Ahlgren	Kevin Dixon, Jr.	

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

Consent Agenda. Consent Agenda L, Bid No. 2012-5 Changer Order No. 1 for Guthrie-Edmond Regional Airport Improvement Project AIP No. 3-4-0036-012-2012 and Consent Agenda M, Amendment to Agreement Renewal between City of Guthrie and City of Edmond for the Guthrie-Edmond Regional Airport, were removed for further discussion. Motion by Vice Mayor Ayers, seconded by Councilmember Thomas, moved approval of the Consent Agenda as follows:

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

B. Consider approval of the minutes from the Special City Council – Finance Committee Meeting held on June 12, 2012.

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

D. Consider approval of Claims:

General Fund:	Claims	$150,066.53
Grants Fund:	Claims	$ 9,255.07
Hotel/Motel Tax Fund:	Claims	$ 6,726.16
Capital Projects Fund:	Claims	$147,764.39

Airport Fund:	Claims	$ 1,937.82
GIDA Fund:	Claims	$ 1,041.67
	Total Claims:	$316,791.64

E. Consider approval of Treasurer Reports.

F. Consider approval for Library Staff to institute Food for Fines Program for two months: August and September 2012.

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

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

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

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

K. Consider approval for Rita Miller to lease Hanger Space No. 17 and build a 16,650 square feet, 11 unit T-Hanger on the leased property, in which the lease and hangar construction would begin after the completion of the alternate taxi route west of Hangar Space No. 17.

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

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

Mayor Burtcher declared the motion carried unanimously.

Councilmember Mueller temporarily left the Council Chambers.

Consent Agenda L. Consider approval of Change Order No. 1 increasing the contract with the Total Investment Company for Bid No. 2012-5, Guthrie-Edmond Regional Airport Improvement Project AIP No. 3-4-0036-012-2012 (PAPIs, Taxiway C Reconstruction and Crack Repair and Northwest Development Area Taxilane) in the amount of $18,277.50. Motion by Vice Mayor Ayers, seconded by Councilmember Thomas, moved approval of Change Order No. 1 increasing the contract with the Total Investment Company for Bid No. 2012-5, Guthrie-Edmond Regional Airport Improvement Project AIP No. 3-4-0036-012-2012 (PAPIs, Taxiway C Reconstruction and Crack Repair

and Northwest Development Area Taxilane) in the amount of $18,277.50. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

Councilmember Mueller returned to the Council Chambers.

Consent Agenda 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. If approved, the language 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 economic or prosperity votes and (2) Board members will not be required to be a citizen of the city from which they are appointed. Motion by Councilmember Mueller, seconded by Councilmember Coffin, moved approval of the Amendment to Agreement Renewal between the City of Guthrie and the City of Edmond for the Guthrie-Edmond Regional Airport with the following change: "and four members appointed by the Guthrie City Council, two of said Guthrie members from within the corporate City limits of the City of Guthrie, Oklahoma and the other two either from the corporate limits of City of Guthrie, Oklahoma or the unincorporated portion of Logan County, Oklahoma." Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

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. 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 No. 1 access to areas and contribute aggregate as budgetary constraints allow. The City will also provide water at no cost to the County for maintenance use in the area. Staff feels that this is an excellent opportunity to partner with the county to assist with improving the roads in the area. Motion by Councilmember Thomas, seconded by Councilmember Coffin, moved 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. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

Consider approval for the lease-purchase of three pieces of equipment: (1) New 2012 Caterpillar Loader, No. IT14 with specific attachments; (2) New 2012 Caterpillar Backhoe, No. 420F; and (3) Used 2007 Motor Grader, No. 140H; as part of the package deal to be purchased under the Oklahoma State Contract with exemption and for the trade-in of the old grader and backhoe as a portion of the down payment in the amount of $27,000 and a cash down payment in the amount of $23,000 for a total down payment in the amount of $50,000 to bring the total monthly payments for the complete package at $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. 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 repairs, including the transportation to the Oklahoma City dealer, is just under $10,000. The value of this old grader is less than $13,000. 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 repairs. 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, who provides Logan County with an excellent program that keeps them in good equipment. It is a lease-purchase with a buy-back option. 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 at the current value. With any one of the three options the City will have reliable equipment needed to perform our services. Motion by Councilmember Coffin, seconded by Vice Mayor Ayers, moved approval of the lease-purchase of three pieces of equipment: (1) New 2012 Caterpillar Loader, No. IT14 with specific attachments; (2) New 2012 Caterpillar Backhoe, No. 420F; and (3) Used 2007 Motor Grader, No. 140H; as part of the package deal to be purchased under the Oklahoma State Contract with exemption and for the trade-in of the old grader and backhoe as a portion of the down payment in the amount of $27,000 and a cash down payment in the amount of $23,000 for a total down payment in the amount of $50,000 to bring the total monthly payments for the complete package at $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. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

Consider approval of Resolution No. 2012-07, establishing the Nine-One-One Emergency Telephone Fee for Calendar Year 2013. The proposed 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. Motion by Councilmember Thomas, seconded by Councilmember Coffin, moved approval of Resolution No. 2012-07, establishing the Nine-One-One Emergency Telephone Fee for Calendar Year 2013. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

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 West College. The Guthrie Planning Commission heard a request by Shawn Porter to establish a scrap metal center and automotive salvage business at 206 West College on June 14, 2012. Notification was sent to five 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 following were discussed: (1) all salvage will be done internally within an existing 36,000 square foot building; (2) car bodies will not be visible from the street. The lot is a long, rectangular lot, oriented north/south, with outside storage located at the far north end, away from the street; (3) the lot is 25 acres, with part of the lot in City limits and part of it is not within City limits; (4) the property has a FEMA-approved levee to protect it from any flood hazard and there is a 6 foot high fence; and (5) there will be no new buildings erected and no appearance change. 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 a Special Use Permit for the purpose of establishing scrap metal recycling center and automotive salvage business at 206 West College. There was no public comment. Motion by Councilmember Mueller, seconded by Councilmember Coffin, moved approval of a Special Use Permit for the purpose of establishing scrap metal recycling center and automotive salvage business at 206 West College. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

Consider approval of accepting FY 2011 Audit Reports. 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.

City Manager's Report. Informed the 1st Triathlon will be held this Saturday and reminded the City Council of the Budget Workshop to be held on August 2, 2012.

Requests/comments from members of the City Council. Councilmember Coffin informed the City Council and the community on the events happening in Guthrie.

Vice Mayor Ayers expressed a "Thank You" to Rachel Mueller for her involvement with the Triathlon.

Councilmember Hazlewood expressed a "Thank You" to the community for supporting the Guthrie High School Band by purchasing fireworks from them and encouraged the community to participate in the events happening in Guthrie.

Councilmember Mueller informed Vince Gill will be participating in the Bluegrass Festival this year.

Mayor Burtcher informed the Bluegrass Festival has been in Guthrie for 16 years; expressed a "Thank You" to Rev. Don Riepe for helping with the filming of "Where is the Mayor" and to the City employees for their great job.

Executive Session. Motion by Vice Mayor Ayers, seconded by Councilmember Thomas, moved approval to convene into Executive Session pursuant to the authority of Title 25, O.S. 2001, Section 307(B)(4) for the purpose of discussing confidential communications between the City Council and its Attorney concerning a pending investigation or claim (Logan County Rural Water District No. 1). Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously at 7:43 p.m. Attending Executive Session were Vice Mayor Ayers, Councilmembers Hazlewood, Coffin, Mueller and Thomas, City Manager Mueller and City Attorney Shadid.

Reconvene: Vice Mayor Ayers reconvened the Guthrie City Council Meeting at 7:58 p.m. and stated no action was taken in Executive Session.

Adjourn. There being no further business for the Guthrie City Council, Vice Mayor Ayers declared the meeting adjourned at 7:59 p.m.

Wanda Calvert, City Clerk

Chuck Burtcher, Mayor

CITY OF GUTHRIE

CLAIMS

August 7, 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 OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	August 7, 2012	Wanda Calvert
____ GPWA		City Clerk/Treasurer
____ Other: _____		

Agenda Item
Consider approval of City-County Civil Defense Agreement between the City of Guthrie and Logan County Board of Commissioners.

Summary
The proposed agreement is entering into a Mutual Aid Agreement with the Logan County Commissioners to provide emergency management aid and assistance in cases of disaster too great to be dealt with unassisted. The proposed agreement is the same as Fiscal Year 2012 with the exception of changing the annual compensation from $6,000 to $10,000.

Funding Expected ____ Revenue X Expenditure ____ N/A

Budgeted X Yes ____ No ____ N/A

Account Number 01-01-00-6371 **Amount** $10,450 (includes telephone service)

Legal Review ____ N/A X Required Completed Date: 06-29-2012

Mayor's Appt. ____ Yes X No

Supporting documents attached
- City-County Civil Defense Agreement

Recommendation
Staff recommends approval.

Action Needed ____ Public Hearing X Motion ____ Emergency Clause

CITY-COUNTY CIVIL DEFENSE AGREEMENT

This Agreement is entered into by and between the City of Guthrie, Oklahoma, a municipal corporation, hereinafter referred to as the "City", and the Board of Commissioners of Logan County, Oklahoma, hereinafter referred to as the "County".

WITNESSETH

WHEREAS, the City and the County desire to enter into a Mutual Aid Agreement pursuant to Title 63, Oklahoma Statutes 1991, Section 683.12, to provide for reciprocal Emergency Management aid and assistance in cases of disaster too great to be dealt with unassisted; and

WHEREAS, the City desires to use the services of the County Emergency Management Office for the purposes of providing Emergency Management assistance to the inhabitants of the City of Guthrie, Oklahoma; and

WHEREAS, the County desires to offer the services of its Emergency Management Office to the inhabitants of the City.

NOW, therefore, in consideration of the payment to be made by the City to the County, and the provision of certain equipment, by the City to the County, the mutual covenants and agreements of the parties hereto, and for other valuable consideration, it is mutually agreed by and between the City and the County as follows:

ARTICLE 1. - DURATION

The County agrees to provide Emergency Management services to the City for a period of one (1) year commencing July 1, 2012 and ending June 30, 2013 however, due to fiscal year constraints upon City government as set forth in the statutes and in the Guthrie City Charter, the City shall have the right to terminate this agreement on September 30, 2012, if it so desires, and in such event, the County shall be relieved of any and all responsibility thereafter, and shall be entitled a pro-rata share for services rendered.

ARTICLE II. - CONSIDERATION

The City, in addition to providing certain equipment to the County, as more fully described in Exhibit "A" attached hereto, agrees to pay the aggregate sum of Ten Thousand Dollars ($10,000.00) divided into four (4) equal quarterly installments to the County in return for the County's agreement to provide quality Emergency Management services to the City.

ARTICLE III. - RESPONSIBILITY OF THE CITY

The sole consideration from the City shall be the equipment and monies referred to herein as more fully described in Exhibit "A", attached hereto, in the performance of the Emergency Management services contemplated herein.

The City, in addition to the aforesaid consideration, agrees to continue to pay for basic monthly telephone service for Emergency Management use for one (1) telephone located at the Logan County Courthouse Annex, 312 East Harrison Street, Guthrie, Oklahoma, so that the Emergency Management telephone number (405) 282-0494, shall remain in effect during the term of this Agreement. In addition, the City agrees to furnish one (1) basic cable television drop for basic cable television service only to the County at the Logan County Courthouse Annex for Emergency Management use provided that Cox Communications continues to supply such basic cable television drop and basic television service to the City at no cost to the City. The City shall maintain insurance coverage on equipment that is described in Exhibit A which is owned by the City to be used for Civil Defense purposes.

The City, in order to discharge its obligation under Title 63, Oklahoma Statutes 1991, Section 683.11 to provide for a local organization for Emergency Management in accordance with the State Emergency Management Plan and program, hereby confers on the County and the Logan County Emergency Management, the authority to carry out the City Emergency Management planning obligations and their responsibilities in accordance with said statute and this Agreement. The City agrees to pay to the County all State and Federal emergency management funds, if any, received by the City which are intended to be used for the Logan County Emergency Management.

The obligation of the City for the services contracted for in the Agreement shall not, under any circumstances, exceed the sum of Ten Thousand Dollars ($10,000.00) plus the cost for basic monthly telephone service for Emergency Management use for the duration of this Agreement.

ARTICLE IV. - RESPONSIBILITY OF COUNTY

County agrees that its Office of the Emergency Management will employ accounting methods which conform to state and federal law and generally accepted accounting principles. County further agrees to make every reasonable effort to assure effective budget oversight and cost control over the Emergency Management budget.

County will submit a claim on a quarterly basis, based on City's fiscal year calendar, to the City for the cost of the services expended by the Emergency Management office during the quarter in which payment is claimed. The quarterly claim shall not exceed one-fourth (1/4) of the City's amount stated in Article II, above.

County will be solely responsible for the management of the Emergency Management Office including, but not limited to, office space, long distance telephone charges, personnel employment, payroll, worker's compensation insurance, FICA, unemployment, and any and all employee expenses.

County agrees that should it become necessary during the term of this Agreement to hire, dismiss, or discipline Emergency Management personnel, the City may authorize its representative to address the Logan County Board of County Commissioners to voice its input. County will be solely responsible for the selection, discipline, or termination of this County employee.

County will be solely responsible for the procurement, operation and maintenance of any and all equipment in the performance of the services contemplated herein other than owned by the City and described in Exhibit "A" attached hereto.

Emergency Management as described herein is a system that provides protection of life and property in the event of an emergency or disaster. It includes programs, capabilities, and organized response to mitigate, plan and prepare for, respond to and recover from the effect of an emergency or disaster.

Emergency Management coordinates and directs the planning, organization, control, and implementation of local emergency management activities. Such activities may include but shall not be limited to the development of a severe storm spotters network, designed to provide advanced/early warning of impending severe weather threats to the community; coordination with community officials and with the Oklahoma Department of Civil Defense Emergency Management as necessary to insure the effective administration of the emergency management program; management, operation and maintenance of the emergency operations center; establishment and maintenance of agency policies and communications procedures for all jurisdictional employees and volunteers; coordination, development, and implementation of the Emergency Operations Plan for this jurisdiction; update of the EOP that pertains to Hazardous Materials Incidents; preparation and distribution of disaster preparedness material to the citizens of this jurisdiction, with the intent of offering an appropriate means of educating the community as to how they may prepare for and protect themselves from the consequences of such potentially dangerous disasters; coordination of the development and implementation of a disaster preparedness and training program for jurisdictional employees and volunteers, specifically for the purpose of educating each, of their responsibilities during emergency and/or disaster operations; coordination of the actions and use of jurisdictional assets during exercises and actual occurrences.

Further, County agrees to abide by the state plan that sets forth the organizations, administration and functions for the Emergency Resources Management Plan, as defined by Title 63, Oklahoma Statutes 191, Section 683.3.

Entered into this _____ day of _____, 2012.

BOARD OF COUNTY COMMISSIONERS
LOGAN COUNTY, OKLAHOMA

Mark Sharpton

Michael Pearson

Monty Picarcy

ATTEST: (Seal)

County Clerk

CITY OF GUTHRIE, OKLAHOMA
A Municipal Corporation

Chuck Burtcher, Mayor

ATTEST: (Seal)

City Clerk

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

City Attorney

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

District Attorney

ACKNOWLEDGMENT

STATE OF OKLAHOMA)
) ss
COUNTY OF LOGAN)

Before me, the undersigned, a Notary Public, in and for said County and State, on this 13 day of July, 2012, personally appeared Mark Sharpton, Michael Pearson and Monty Piearcy Logan County Board of Commissioners, Logan County, Oklahoma, personally known to me to be the identical persons who executed the within and foregoing instrument, and acknowledged to me that they executed the same as their free and voluntary act and deed, and the Board of Commissioners, Logan County, Oklahoma, on behalf of the Office of Civil Defense, Logan County, Oklahoma, for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my official signature and affixed my official seal this 13 day of July, 2012.

COUNTY CLERK OFFICIAL SEAL LOGAN COUNTY, OKLA.

Tracy Cole
~~Notary Public~~ County Clerk

My Commission Expires: _____
Commission Number: _____

STATE OF OKLAHOMA)
) ss
COUNTY OF LOGAN)

Before me, the undersigned, a Notary Public, in and for said County and State, on this _____ day of _____, 2012, personally appeared Chuck Burtcher, personally known to me to be the identical person who executed the within and foregoing instrument, and acknowledged to me that she executed the same as her free and voluntary act and deed, and as the Mayor and on behalf of the City of Guthrie, Oklahoma, for the uses and purposes therein set forth.

IN WITNESS WHEREOF, I have hereunto set my official signature and affixed my official seal this _____ day of _____, 2012.

_____
Notary Public

My Commission Expires: _____
Commission Number: _____

EXHIBIT "A"

Equipment owned by the City of Guthrie to be used for Civil Defense purposes.

2	book shelves
1	metal desk (gray)
1	XTL2500 Dash Mount Mobile Radio with Smartzone, P25, 3 DB Gain Antenna
1	XTS2500 Model II W/25 Portables
1	Single Unit Impres Desk Charger
2	XLT2500 Control Station with Smartzone, P25, Control Station Power Supply, Desk Microphone
1	Antenna Network PD EOC Room
1	Antenna Network

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	August 7, 2012	Wanda Calvert
___ GPWA		City Clerk/Treasurer
___ Other: ___		

Agenda Item
Consider approval of Budget Amendment No. 12 increasing the budget for the General Fund, Grants Fund, Hotel/Motel Tax Fund and Capital Projects Fund.

Summary
Budget Amendment No. 12 is increasing the following:

1. General Fund in the amount of $8 for donation received from Treasures and Books .
2. Grants Fund for Bullet Proof Vest Grant in the amount of $1,650 and for Wind Turbine Grant in the amount of $72,456.
3. Hotel/Motel Tax Fund in the amount of $24,499 for funds received over projections to promote tourism.
4. Capital Projects Fund in the amount of $4,471 to complete Budget Amendment No. 10 for the lease/purchase of three pieces of equipment for the Street and Line Maintenance Departments and in the amount of $5,779 to purchase a Gator from insurance proceeds and $680 Transfer from General Fund.

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: August 7, 2012

1. Transfer of Appropriations
2. Supplemental Appropriations --X--
3. Appropriation Decrease Amendment No. 12
4. Revenue Increase

****

Funds Effected:

General Fund - $8
Grants Fund - $74,106
Hotel/Motel Tax Fund - $24,499
Capital Projects Fund - $10,250

Comments:

Budget Amendment No. 12 increases the following:

1. General Fund in the amount of $8 for donation received from Treasures and Books .
2. Grants Fund for Bullet Proof Vest Grant in the amount of $1,650 and for Wind Turbine Grant in the amount of $72,456.
3. Hotel/Motel Tax Fund in the amount of $24,499 for funds received over projections to promote tourism.
4. Capital Projects Fund in the amount of $4,471 to complete Budget Amendment No. 10 for the lease/purchase of three pieces of equipment for the Street and Line Maintenance Departments and in the amount of $5,779 to purchase a Gator from insurance proceeds and $680 Transfer from General Fund.

****

APPROVAL

Date: _____

Purchasing Agent: _____ City Manager: _____

****

Council Approval Needed? ___Yes_____ Date Posted: _____08-08-2012_____

If yes, date approved: _____08-07-2012__ City Clerk:_____

****

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

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

City of Guthrie
Budget Revisions

Number	Fiscal Year	Fiscal Period	Reason
213	2012	10	Budget Amendment No. 12

Line Number	Account Number		Increase	Decrease
1	01-00-00-5419	Miscellaneous Income	8.00	0.00
2	01-06-60-6114	Literacy Programming Supplies	8.00	0.00
3	01-07-70-6032	Employee Health Insurance	0.00	825.00
4	01-01-00-6930	Transfer to Grants Fund	825.00	0.00
5	30-00-00-5402	Transfer from General Fund	825.00	0.00
6	30-00-00-5504	Bullet Proof Vest Grant	825.00	0.00
7	30-30-07-6597	Bullet Proof Vest Grant	1,650.00	0.00
8	30-00-00-5453	Wind Turbine	72,456.00	0.00
9	30-30-02-6589	ODOC - Wind Turbine Grant	72,456.00	0.00
10	45-00-00-5516	Hotel/Motel Tax – Tourism Portion	24,499.00	0.00
11	45-45-00-6367	Promotion of Tourism	24,499.00	0.00
12	54-00-00-5402	Transfer from GPWA Fund	4,471.00	0.00
13	54-00-00-5423	Insurance Reimbursable	5,099.00	0.00
14	54-56-15-6566	Vehicle - Gator	5,099.00	0.00
15	54-00-00-5403	Transfer from General Fund	680.00	0.00
16	54-56-15-6566	Vehicle - Gator	680.00	0.00
17	01-01-00-6902	Transfer to Capital Projects Fund	680.00	0.00
18	01-15-11-6104	Chemicals	0.00	680.00
		Totals:	214,760.00	1,505.00

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
X City Council	August 7, 2012	Kim Biggs, Purchasing Agent
___ GPWA		
___ Other: ___		

Agenda Item
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 N. Division, and authorize staff to execute a contract.

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

618 E. Perkins (awarded to K&M Wrecking)
623 S. Capital (demolished by property owner)
624 S. Capital (demo permit)
402 N. Division
212 E. Grant (awarded to Midwest Wrecking)
518 S. 1st Street (awarded to K&M Wrecking)
514 S. 1st Street (awarded to K&M Wrecking)
905 W. Mansur (demolished by property owner)
915 W. Washington (awarded to K&M Wrecking)
1223 W. College (pending Council action 8/21/12)

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

This item was scheduled to be heard June 19, 2012; however, the property owner provided historical information about the dilapidated structure and requested additional time to research the possibilities of rehabilitation. Staff granted the property owner 45 days to provide a plan of action with the understanding that the City will move forward with the demolition process if no plan is presented.

K & M Wrecking is the apparent low bidder for the demolition and removal of 402 N. Division for $4,786.

Funding Expected ___ Revenue X Expenditure ___ N/A

Budgeted X Yes ___ No ___ N/A

Account Number 01-05-51-6354 **Amount** $4,786

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

Mayor's Appt. ___ Yes X No

Supporting documents attached
Bid Tab Sheet – Bid No. 2012-02

Recommendation
Staff recommends approval.

Action Needed ___ Public Hearing X Motion ___ Emergency Clause

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

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

To be demolished by property owner.

* Property owner has until June 18, 2012 to remove property. If property is not removed, Council may take action on June 19, 2012 to award bid.
** M & M Wrecking did not submit a required bid bond; therefore, the bid proposal cannot be considered.

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council	August 7, 2012	Rene Spineto, Director
____ GPWA		Community Development
____ Other: _____		

Agenda Item
Consider approval of a Revocable Permit for a fence in the City Right-of-Way located at 704 E. Warner.

Summary
The applicant requests approval of a Revocable Permit to install a fence on the west and south sides of her property located at 704 E. Warner. The property is located on the north-east corner of Warner and Maple Streets. The City has a Right-of-Way 30 feet from the center of the road on Maple and 40 feet from the center of the road on Warner. The proposed would be placed two feet in from the curb.

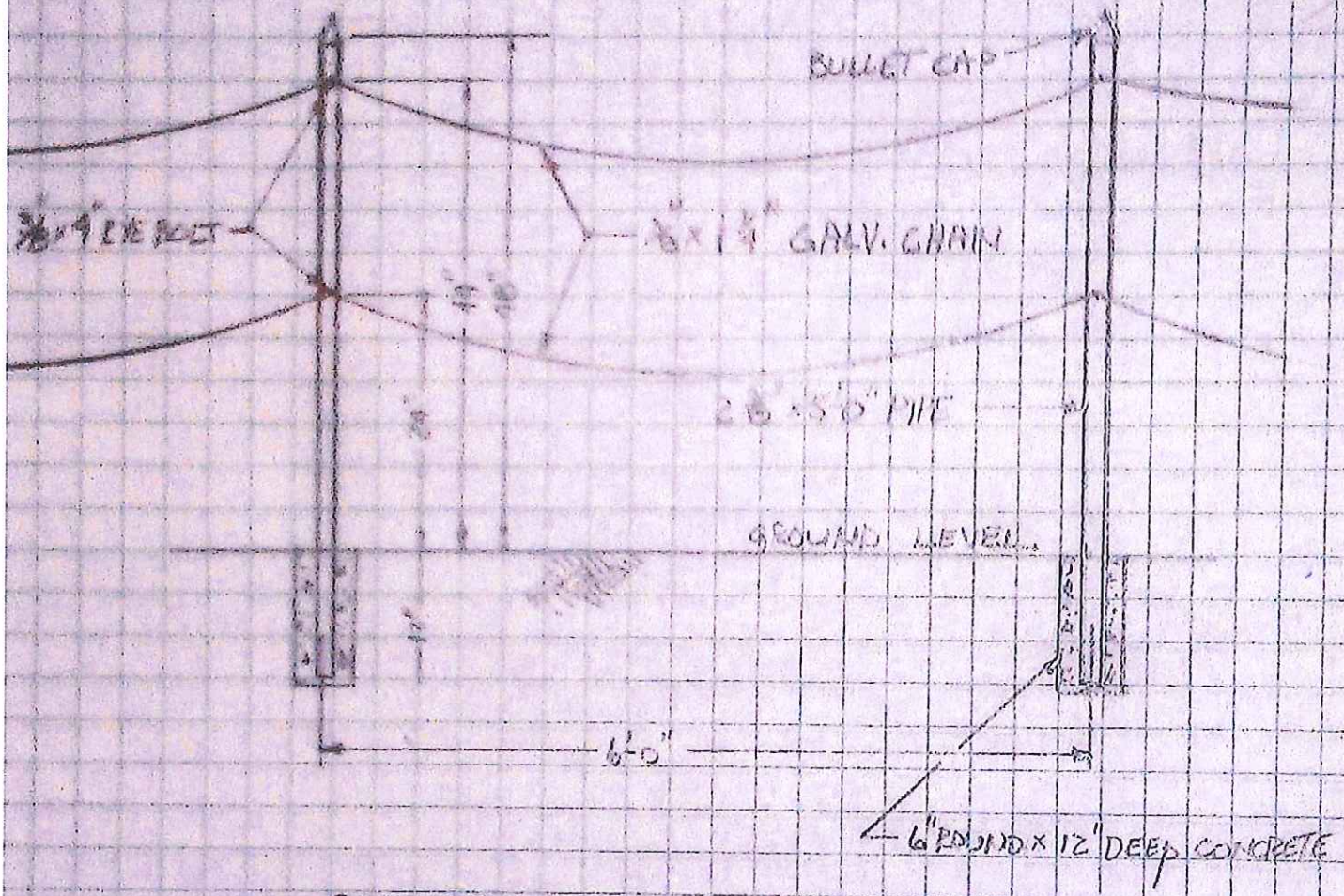
Ms. Cushing proposes to install a fence made of four foot tall black metal posts, spaced six feet apart. The posts would be joined by two rows of 3/8 inch galvanized chain attached to the posts at 44 inches high and a second row at 24 inches high. The chains would be draped like a garland between the posts, each chain sagging four inches between the posts. The posts and chain will be painted black. The chains will be removable if access from the road to the yard is necessary.

The owner has indicated she has experienced people cutting across the yard at a diagonal and on many occasions has had damage to her landscaping. She has had people walk up to her front porch and dining room windows to look inside, and school children have been led across her lawn by teachers and adult aides. Her fence design should provide an adequate visual block to the casual walker and still maintain a pleasant appearance for the historic building trolley tour.

Funding Expected	____ Revenue	____ Expenditure	x N/A
Budgeted	____ Yes	____ No	x N/A
Account Number	_____	**Amount**	
Legal Review	____ N/A	x Required	Completed Date: 8/1/12
Mayor's Appt.	____ Yes	x No	

Supporting documents attached:
- Drawing of fence design
- Revocable Permit
- Site Map
- Correspondence from applicant

Action Needed ____ Public Hearing x Motion ____ Emergency Clause



PROPOSED FENCE AT 704 E. WARNER

REVOCABLE PERMIT AGREEMENT

This Revocable Permit Agreement entered into this ___ day of _____, 2012, by and between the City of Guthrie, Oklahoma, a municipal corporation, hereinafter referred to as "City" and Eve Cushing at 704 E. Warner, Guthrie, OK hereinafter referred to as "Permittee".

W I T N E S S E T H:

WHEREAS, PERMITTEE(S) desire to construct and maintain a fence located at 704 E. Warner extending over city property.

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

1. The City hereby grants PERMITTEE(S) to construct a fence extending over city property at the location of 704 E. Warner, pursuant to the rules and regulations of the City of Guthrie, which property is described as follows:

East Guthrie, Lots 13-16, Block 28, City of Guthrie, Logan County

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

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

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

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

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

6. It is further agreed that this Revocable Permit may be revoked or canceled at the sole discretion of the City at any time after the granting hereof by the giving of five (5) days notice in writing, served by certified or registered mail, to PERMITTEE(S), of the City's intention to so revoke or cancel the permit. For the purposes of notification by mail, the Permittee(s) mailing address shall be 704 E. Warner, Guthrie, Oklahoma, 73044.

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

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

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

10. The issuance of this Revocable Permit is expressly conditioned upon PERMITTEE(S) providing written proof of the written permission of any and all franchise holders and easement holders of record having an interest in the public right-of-way at 704 E. Warner.

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

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

By:

_____
Eve Cushing
Property Owner

The City of Guthrie, a Municipal Corporation

_____
Mayor

ATTEST: (Seal)

_____
City Clerk

APPROVED AS TO FORM:

_____
City Attorney

08-07-2012

GPWA/City of Guthrie

Rene Spineto

From: Eve Cushing <evecushing@att.net>
Sent: Tuesday, July 24, 2012 1:46 AM
To: Rene Spineto
Cc: Jim Hanke
Subject: Eve's fence, request for revocable permit
Attachments: Fence ProposalGuthCityCouncil7-23-12.doc

Categories: Critical

Dear Rene & Jim~

Attached please find my proposal for a fence to be built 2' from the curb in the front/side yard of 704 E. Warner. I've attached a list of several other corner lots that have put up fences. I hope I am afforded the same consideration and approval.

As I had mentioned at our meeting on 16 July, in June I had asked the Finance Committee if I could put up a fence at/near the curb in my front and side yard; they said "go ahead." Digging for the fence was started, then put on hold, pending the final decision of the City Council.

Thank you for your interest and assistance in this matter. Please call if you have questions or concerns.

Sincerely,

Eve Cushing.....cell: 205-6133

DATE: 23 July 2012

FROM: Eve Cushing, 704 E. Warner, Guthrie, OK 73044
Cell: 405-205-6133..... evecushing@att.net

TO: Guthrie City Council

VIA: Rene Spineto, City Planner; 282-1110; rspineto@cityofguthrie.com
Jim Hanke, Chief Building Inspector; 282-1110; jhanke@cityofguthrie.com

SUBJ: FENCE PLACEMENT; REQUEST FOR REVOCABLE PERMIT

ENCL: Drawing of proposed fence

Ladies and Gentlemen:

Thank you for your consideration in the following matter. After meeting with Ms. Spineto and Mr. Hanke on 16 July 2012, I learned that the city has right-of-way 30' from center of road on Maple and 40' from center of road on Warner. Further, that fences cannot be built on right-of-way, but *can* with a revocable permit.

PROPOSAL: Fence in front yard on south and west sides at 704 E. Warner
(NE *corner* of Maple & Warner)

FENCE DESCRIPTION:
4' tall posts, 2 3/8" metal posts with bullet caps....spaced 6' apart.... buried 1' in ground.
Placed 2' from curb (between curb and 3 round brick flower beds which are 3 ½' from curb).
With 2 rows of 3/8" galvanized chain attached to posts at 44"H and 2nd row at 24"H
--Chains draped like a garland between posts, each chain sagging 4" between posts.
--Chains are removable if access from road to yard is necessary.
Posts and chain to be painted black.
All underground lines marked.

JUSTIFICATION:
1----To stop daily **trespassing** through flowerbeds and yard.
--School teachers repeatedly lead long lines of students (elementary, jr/sr high) through my yard.
--People walk right up against front porch and dining room window.
--Teenagers challenge me on my own property when I ask them nicely to stop using my yard as a thoroughfare.

2---To maintain **privacy** and **safety.**

3---Constant trespassing is **costing me money** by **undoing my work** in flowerbeds, landscaping, and grass-seeded areas.

4---To avoid further **vandalism** (3 police reports filed for vandalism since June 2010).

5---To maintain **'show house'** appearance of house & yard for historic buildings trolley tour.

6---List of yards with <u>fence/hedge up against/near the curb</u>:
6-1—SE corner of Warner & Capitol (624?, 824?, 385? N. Capitol)
4'H x 4'D hedge @ entire perimeter of front/side yard at curb.

6---List of yards with <u>fence/hedge up against/near the curb (cont'd)</u>:

6-2—1160 E Oklahoma (NW corner of Oklahoma & Cedar)
7'H hedge 2' from road on east side.

6-3--723 Broad (SW corner Broad & College)
Chicken wire fence 2' from curb on side and 15' from curb in front.

6-4—843 N Broad (SW corner of Broad & E Jefferson)
3' chain link fence at curb

6-5—502 Walnut (NE corner of Walnut & Mansur)
9'H and 6'H stockade fence at curb

6-6—720 E Mansur (west of Walnut)
3'H brown picket fence, 4 ½ ' fence to curb, on front and both sides
Flower bed outside picket fence, 2 ½ ' flower bed to curb
Justification: to have safe place for children to play.

6-7—618 Elm
28"H black wrought iron fence against curb in front

7---List of *<u>corner</u>* <u>lots with fences/hedges</u>:

7-1—SE corner of Warner & Capitol (624?, 824?, 385? N. Capitol)
4'H x 4'D hedge @ entire perimeter of front/side yard.

7-2—1160 E Oklahoma (NW corner of Oklahoma & Cedar)
7'H hedge 2' from road on east side.

7-3—SE corner lot at Warner & 2nd
Chain link fence 9' from curb on south and west sides of front yard.

7-4—NE corner of Warner & Broad
White picket fence on west and south sides of front yard.

7-5—723 Broad (SW corner Broad & College)
Chicken wire fence 2' from curb on side and 15' from curb in front.

7-6—623 Broad (SW corner of Broad & Washington)
Chain link on 2 sides

7-7—843 N Broad (SW corner of Broad & E Jefferson)
3' chain link fence to curb

7-8—SE corner of Ash & Jefferson
Chain link fence, 12' to street, with "beware of dog" sign.

7-9—NE corner of Ash & Jefferson
White picket fence, 8' to street

7-10—879 N Oak (NW corner of Oak & Jefferson)
Chain link all around at property line.

7---List of *corner* lots with fences/hedges (cont'd):

7-11—NE corner of Oak & Washington
Wrought iron fence on 2 sides, w/n boundary

7-12—NE corner of Oak & Mansur (public playground)
Chain link 8' to curb

7-13—SW corner of Elm & Mansur (Trey Ayers' house)
7' stockade fence, north side inside sidewalk

7-14—SW corner of Maple & Mansur
6' stockade fence on east side yard, 25' from curb

7-15—502 Walnut (NE corner of Walnut & Mansur)
9'H and 6'H stockade fence at curb

7-16—723 Logan (corner of Logan & Walnut)
White picket fence on east and north sides

8---List of other houses with front yard fences:

8-1—606 Warner (across from Catholic Church)
Wrought iron fence front yard, inside sidewalk

8-2—Warner & Oak (house west of Lutheran Church)
White picket fence in front yard

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council ____ GPWA ____ Other: _____	August 7, 2012	Rene Spineto, Director Community Development

Agenda Item
Consider approval to amend the Guthrie Transportation Authority Declaration of Trust, defining residency requirements for the Trustees.

Summary
The Declaration of Trust is the governing document for the Guthrie Transportation Authority. The purpose of the Authority is to promote the development of transportation facilities, properties and programs for industry and culture, within and/or outside, but contiguous to the territorial limits of the Beneficiary Municipality.

Currently the Declaration of Trust (under its Section VI) defines it trustees as follows:

> ***(a) "The trustee of the Trust shall be seven (7) in number, each of whom shall be a bona fide resident of the City of Guthrie, Oklahoma..."***

To reflect the scope of boundaries of service of the Authority and to increase the pool of possible members to the Board of the Guthrie Transportation Authority, the Authority requests the Guthrie City Council to amend the definition of trustee member as follows:

> ***(a) "The trustee of the Trust shall be seven (7) in number, each of whom shall be either a bona fide resident of the City of Guthrie, Oklahoma or reside within the boundaries of the Guthrie School District..."***

Funding Expected	____ Revenue	____ Expenditure	x N/A
Budgeted	____ Yes	____ No	x N/A
Account Number	_____	**Amount**	
Legal Review	____ N/A	x Required	Completed Date: 8/1/12
Mayor's Appt.	____ Yes	x No	

Supporting documents attached:
- Guthrie Transportation Authority – Declaration of Trust – Section VI: The Trustees

Action Needed ____ Public Hearing x Motion ____ Emergency Clause

V

TRUST ESTATE

The Trust Estate shall consist of all money, property (real, personal and/or mixed), rights, choses in action, contracts, leases, privileges, franchises, benefits and all other things of value (whether or not above described) presently in or hereafter coming in to the hand, or under the control of the Trustees pursuant to the provisions of this instrument or by virtue of the Trusteeship herein declared.

VI

THE TRUSTEES

(a) The trustees of this Trust shall be seven (7) in number, each of whom shall be a bona fide resident of the City of Guthrie, Oklahoma, and the undersigned, as trustees, and all successors thereof who shall qualify as Trustees as hereinafter provided, each do contract, agree and covenant with and to each other, with and to the State of Oklahoma, with and to the Beneficiary hereunder, as by law now in force and effect, that they will execute the Trust herein declared and created, as Trustees for the Beneficiary hereunder, and that they do and will receive, hold and administer the Trust Estate solely for the use and benefit of said Beneficiary in the manner provided in this instrument, or, in the absence of applicable provision herein, then in the manner now provided by presently-existing law.

(b) The initial Trustees of this Trust shall be the seven (7) persons executing this instrument as trustees; and each shall continue as such Trustee until such time as his successor shall have qualified as a trustee in the manner provided herein.

(c) At all times one Trustee of this Trust shall be the presiding officer or a member of the governing body of the beneficiary, in either event appointed by a majority of the persons constituting the governing body of the beneficiary (which Trustee and the position held by him are hereinafter referred to as the "Official" member and trusteeship). The term of office of the "Official" member shall be coterminous with his current term of office as such officer or member of the governing body of the beneficiary. At their first meeting, the other six (6) initial Trustees shall cast lots to determine their respective initial terms of office so that the initial terms of two Trustees end respectively one (1), two (2) and three (3) years from the date of this Declaration of Trust.

(d) Successors to each of said Trustees (except the Official Trustee) shall have fixed terms of three (3) years, respectively, and shall continue to serve until their respective successors have qualified hereunder.

(e) The official Trustee shall be appointed by majority vote of the governing body of the beneficiary. Each remaining council member shall then appoint a Trustee whose initial term shall be determined per paragraph (c) of Section VI hereof.

(f) In the event of a vacancy in any trusteeship (except that appointment of temporary trustees, governed by paragraph (k) of this Section shall not be deemed a vacancy), the Trustee shall certify the fact of said vacancy to the above-described appointive power; and a successor Trustee shall be appointed for the unexpired term in the same manner as provided in paragraph (e) of this Section.

(g) In the event that the aforesaid appointing and confirming power, as above set forth, shall fail effectively to appoint a successor Trustee or said appointee shall fail to qualify as a trustee within sixty (60) days next following the expiration of the fixed term of an incumbent Trustee or within thirty (30) days next following certification of the fact of existence of a vacancy the power of appointment of a successor Trustee shall be vested in the then remaining incumbent Trustee or Trustees.

(h) The determination of the right of any person to qualify as a Trustee hereunder (except a temporary trustee referred to in paragraph (k) hereof) shall be vested exclusively in the incumbent Trustees, and their determination shall be final.

(i) Each Trustee qualifying under this instrument shall continue as such until his successor shall have qualified as provided in (e) of this Section.

(j) The determination of the fact of vacancy shall be vested exclusively in the remaining Trustee or Trustees and his or their determination of such fact shall be conclusive; and, in the event that such a vacancy shall be determined to exist, the remaining Trustee or Trustees may fill such vacancy pending qualification, as provided in (l) of this Section, of the person entitled so to do.

(k) The Trustees may contract, in connection with the incurring of any funded indebtedness secured by the Trust Estate and/or its revenues, or any part of either or both, that Temporary Trustees, residents of Logan County, Oklahoma, and approved by the District Court of said County or a Judge of said Court, may be appointed to act in place and instead of permanent Trustees in relation to the security for such funded debt, in such number that such Temporary Trustees may constitute a majority of the Trustees, in the event of a default in the payment of principal of or interest on such debt, or any default under any instrument securing such debt or pursuant to which such debt be incurred. Any such contract, if made, shall provide for the method of appointment of each Temporary Trustee and shall also provide that any such appointment shall designate the permanent Trustee to be so temporarily supplanted. Each such Temporary Trustee so appointed shall, after he shall have qualified as provided in (l) of this Section, supplant in all respects the permanent Trustee so designated in relation to the security for such funded debt; and, during the term of any such Temporary Trustee, the permanent Trustee so supplanted shall be wholly without authority, duty, or liability of any kind in relation to the security for such funded debt, under the terms of this instrument. All Temporary Trustee shall cease to have any power or authority upon the termination of all defaults by which their appointments would have been authorized, and, automatically, the permanent Trustees supplanted shall be reinstated.

(l) All Trustees, and all Temporary Trustees appointed hereunder, shall qualify by written acceptance of all of the terms of this instrument, duly acknowledged and filed in the office of the County Clerk of Logan County, Oklahoma, and by subscribing and filing in the office of the Authority such oaths as shall be required by law of public officers of the State of Oklahoma.

(l) Upon each change of personnel of the Trustees hereunder, the Trustees shall cause to be filed in the office of the County Clerk mentioned in (l) above, a certificate as to the entire personnel of the Trustees of this Trust.

(m) The acceptance of the office of Trustee of this Trust shall not constitute the Trustees, hereunder; permanent or temporary, or both, to be in partnership or association, but each shall be an individual and wholly independent Trustee only.

(n) Notwithstanding any provision of this instrument which shall appear to provide otherwise, no Trustee or Trustees shall have any power or authority to bind or obligate any other Trustee, or the Beneficiary of this Trust, in his or its individual capacity.

(o) All persons, firms, associations, trusteeships, corporations, municipalities, governments, and all agents, agencies and instrumentalities thereof, contracting with any Trustee or Trustees, permanent or temporary or both, shall take notice that all expenses and obligations, and all debts, damages, judgments, decrees or liabilities incurred by any Trustee or Trustees, permanent or temporary or both, and any of the foregoing incurred by any agent, servant, or employee of any such Trustee or Trustees, in the execution of the purposes of this Trust, whether arising from contract or tort, shall be solely chargeable to, and payable out of the Trust Estate. In no event shall any Trustee, permanent or Temporary or the Beneficiary of this Trust, be in any manner individually liable for any injury or damage to persons or property, or for breach of contract or obligation, caused by, arising from, incident to or growing out of the execution of this Trust; nor shall they, or any of them, be liable for the acts or omissions of each other or of any agent, servant or employee of the aforesaid Trustees, or of another such Trustee: Provided, however, that the foregoing shall not apply to any willful or grossly negligent breach of trust of any said Trustee.

VII

POWERS AND DUTIES OF TRUSTEES

Subject to, and in full compliance with, all requirements of law applicable to this Trust or to the Trustees thereof:

CITY OF GUTHRIE OKLAHOMA

Agenda Item Cover Letter

Meeting	Date of Meeting	Contact
x City Council ____ GPWA ____ Other: _____	August 7, 2012	Matt Mueller, City Manager

Agenda Item
Consider approval of Resolution No. 2012-09, Interlocal Cooperative Agreement with Board of Logan County Commissioners for the purpose of a one-time grading improvement of City roadway west of Academy Road for access to the gun range.

Summary
Logan County District 1 wishes to enter into a mutually beneficial agreement with the City of Guthrie for the purpose of a one-time grading improvement to 1,986' of city roadway west of Academy Road, this roadway provides access to the gun range used by multiple law enforcement entities within surrounding jurisdictions, including the Logan County Sheriff's Office and the Guthrie Police Department. Logan County and the City of Guthrie mutually agree that such maintenance will efficiently address the needs of both public agencies.

Funding Expected ____ Revenue ____ Expenditure x N/A

Budgeted ____ Yes ____ No x N/A

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

Legal Review ____ N/A X Required Completed Date: 07-31-2012

Mayor's Appt. ____ Yes x No

Supporting documents attached
- Interlocal Cooperative Agreement and Resolution

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 A ONE-TIME GRADING IMPROVEMENT TO GUN RANGE ACCESS ROAD

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 a one-time grading improvement to 1,986' of city roadway west of Academy Road in Section 1, T16N R3W, and

WHEREAS, said roadway provides access to the gun range used by multiple law enforcement entities within surrounding jurisdictions, including the Logan County Sheriff's Office and the Guthrie Police Department, and

WHEREAS, as this time, Logan County has within its possession the equipment to enable a roadway improvement, and the City of Guthrie does not, and

WHEREAS, Logan County and the City of Guthrie mutually agree that such maintenance will efficiently address the needs of both public agencies,

THEREFORE BE IT RESOLVED that the parties agree as follows:

LOGAN COUNTY (DISTRICT 1) SHALL:

1. Provide county-owned machinery, equipment and labor for grading the roadway within the area identified above, with the understanding that this shall be a one-time improvement

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 the aforementioned area

DURATION: This agreement shall be in effect until the county completes a one-time grading improvement to the roadway, at which time the agreement shall cease. 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