



61<sup>st</sup> 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 2<sup>ND</sup> Street, Guthrie, Oklahoma

Council Chambers

September 4, 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 August 21, 2012..... 3
B. Consider approval of Claims ..... 5
C. Consider approval for Guthrie Public Works Authority to contract with Aetna to continue providing medical and life insurance coverage for City employees for fiscal year 2013..... 21
4. Public Hearing and consider approval of Resolution No. 2012-12, adopting FY 2013 Budget for the Guthrie Public Works Authority Fund and Miscellaneous Funds ..... 23
5. Adjourn.

CITY COUNCIL MEETING

- 1. Call to Order
2. Consent Agenda
All matters listed will be enacted by one motion unless a request is made for discussion by any councilmember or member of the audience, in which case, the item(s) will be removed from the Consent Agenda and considered separately following this portion of the agenda.
A. Consider approval of minutes of the City Council Workshop Meeting held on August 21, 2012..... 27
B. Consider approval of minutes of the Regular City Council Meeting held on August 21, 2012..... 30
C. Consider approval of Claims ..... 37
D. Consider approval of an auction for a parcel approximately 0.353 acres described as a part of the Southeast Quarter (SE/4) of Section Thirty-Two (32), Township Sixteen (16) North, Range Two (2) West, of the Indian Meridian, Logan County, Oklahoma.....38
E. Consider approval to appoint Erin Brown to the Guthrie Historic Preservation Commission.40

- F. Consider approval to appoint Melissa Fesler to the Guthrie Transportation Authority, a Public Trust ..... 43
- G. Consider approval for City of Guthrie to contract with Aetna to continue providing medical and life insurance coverage for City employees for fiscal year 2013 .....( see page 21 )
- 3. Public Hearing and consider approval of Resolution No. 2012-11, adopting FY 2013 Budget for the General Fund and Miscellaneous Funds.....45
- 4. Consider approval of Ordinance No. 3242 amending Chapter 14: Offenses, of the Guthrie Code of Ordinances by adding a Section allowing the discharge of firearms for the purpose of hunting waterfowl.....50
- 5. Consider approval to adopt Ordinance No. 3241 to de-annex a portion of land known as "The Strip," from the City limits of the City of Guthrie and declaring an emergency.....53
- 6. City Managers Report.
- 7. Requests/Comments from Members of the City Council.
- 8. Consider approval to convene into Executive Session pursuant to the Authority of Title 25, O.S. 2001, Section 307(B)(1), for the purpose of discussing the employment, hiring, appointment, promotion, demotion, disciplining or resignation of public officer or employee (Interim City Manager).
- 9. Consideration of action regarding the employment, hiring, appointment, promotion, demotion, disciplining or resignation of public officer or employee (Interim City Manager).
- 10. Adjourn.

MINUTES

GUTHRIE PUBLIC WORKS AUTHORITY MEETING

August 21, 2012

The regular meeting of the Guthrie Public Works Authority was posted on Friday, August 17, 2012 before 5:00 p.m. and held August 21, 2012 in the Guthrie City Hall Council Chambers.

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

Pledge of Allegiance was led by Chairman Chuck Burtcher.

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

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

Members Absent: None

Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Rene Spineto	Maxine Pruitt
	Eric Harlow	Jim Ahlgren	Cyndi Selinger
	Cody Mosley		

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

**Community Announcements and Recognitions.** Linzi Thomas, Guthrie High School Cheerleader, informed the Trustees and the community they are selling the GHS Spirit Calendars.

Lucy Swanson presented the Chamber of Commerce/Convention and Visitors Bureau Quarterly Report.

Cyndi Selinger expressed a “Thank You” to the Teen Volunteers (Brandon Horn, Marquavious Jackson, Michelle Kutay, Ashlei McCarty, Kellie McDonald, Marchae Owens, Emily Tomlin, Kim Tomlin, and Morgan Vogel) who helped with the Library Summer Programs and to Dawn Marie Hart for her help on reorganizing the books on the shelves.

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

- A. Consider approval of the minutes from the Regular Guthrie Public Works Authority Meeting held on August 7, 2012.

B. Consider approval of claims:

GPWA Fund:	Claims	\$25,326.59
Utility Deposit Fund:	Claims	<u>\$ 195.23</u>
	Total Claims:	\$25,521.82

C. Consider approval of the request from staff to implement an Employee Wellness Program with Guthrie YMCA.

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

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

Chairman Burtcher declared the motion carried unanimously.

**Consider approval of Resolution No. 2012-10, creating a Stabilization Fund Balance Policy for Guthrie Public Works Authority.** Resolution No. 2012-10 is creating a Stabilization Fund Balance Policy to provide fiscal stability for the Guthrie Public Works Authority and allow management to apply fiscal prudence in managing the budgetary condition of GPWA. The proposed resolution is creating a stabilization fund balance level and the amounts for the stabilization fund balance shall be deposited into a separate bank account and accounted for in the GPWA Fund. The amounts deposited in the Stabilization Account are to be used only for the purposes defined within the resolution. Motion by Trustee Ayers, seconded by Trustee Thomas, moved approval of Resolution No. 2012-10, creating a Stabilization Fund Balance Policy for Guthrie Public Works Authority. Trustees entered their votes and the votes were displayed with the following results:

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

Chairman Burtcher declared the motion carried unanimously.

**Adjourn.** There being no further business for the Guthrie Public Works Authority Trustees, Chairman Burtcher declared the meeting adjourned at 7:14 p.m.

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Wanda Calvert, City Clerk

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Chuck Burtcher, Chairman



GUTHRIE PUBLIC WORKS AUTHORITY

CLAIMS

**September 4, 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.

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Kim Biggs  
Purchasing Agent

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

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Matt Mueller  
General Manager

**City of Guthrie**  
**A/P Claims List**  
*from 8/17/2012 to 8/17/2012*

Invoice #	Vendor	Description	Account	Cost
2441	JIM THORPE ASSOCIATION 228	Advertising for Ferguson Jenkins	01-01-00-6334	\$100.00
		<b>Total</b>		<b>\$100.00</b>
		<b>Total GENERAL GOVERNMENT</b>		<b>\$100.00</b>
IAFC CONFERE	ERIC HARLOW 22753	Meal Reimbursement for IAFC Conference -	01-09-90-6048	\$43.37
		<b>Total SUPPRESSION</b>		<b>\$43.37</b>
		<b>Total FIRE</b>		<b>\$43.37</b>
		<b>Total GENERAL FUND</b>		<b>\$143.37</b>
FEB/JULY 2012	JAYLENE SMITH	Mileage	20-22-00-6047	\$47.73
		<b>Total</b>		<b>\$47.73</b>
		<b>Total PUBLIC WORKS ADMINISTRATION</b>		<b>\$47.73</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$47.73</b>
ARVIN13458439	MUSICIAN'S FRIEND (22842)	OAC Local Government Challenge Grant (sou	30-30-05-6574	\$599.00
		<b>Total COMMUNITY DEVELOPMENT</b>		<b>\$599.00</b>
		<b>Total GRANTS</b>		<b>\$599.00</b>
		<b>Total GRANTS FUND</b>		<b>\$599.00</b>
PAYMENT REQ	JIM COOLEY CONSTRUCTION, I	Bid No. 2011-18, Construction of GMS Buildin	54-54-02-6525	\$97,499.00
		<b>Total ADMINISTRATION</b>		<b>\$97,499.00</b>
		<b>Total FACILITIES</b>		<b>\$97,499.00</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$97,499.00</b>
02-021580-008 R	MISCELLANEOUS		71-00-00-5555	\$7.56
05-052000-004 R	MISCELLANEOUS		71-00-00-5555	\$22.41
12-122500-010 R	MISCELLANEOUS		71-00-00-5555	\$42.77
99-994625-002 R	MISCELLANEOUS		71-00-00-5555	\$9.44
		<b>Total</b>		<b>\$82.18</b>
		<b>Total</b>		<b>\$82.18</b>
		<b>Total UTILITY DEPOSIT FUND</b>		<b>\$82.18</b>
		<b>Total All Funds</b>		<b>\$98,371.28</b>

**City of Guthrie**  
**A/P Claims List**  
 from 8/23/2012 to 8/23/2012

Invoice #	Vendor	Description	Account	Cost
REIM 9/8/2012	NANCY WINN	Reimbursement of Rent, Mineral Wells Pavili	01-00-00-5446	\$70.00
		<b>Total</b>		<b>\$70.00</b>
		<b>Total</b>		<b>\$70.00</b>
6783	CRAWFORD & ASSOCIATES,P.C.	Professional Services- Accounting & Consulti	01-01-00-6330	\$210.00
		<b>Total</b>		<b>\$210.00</b>
		<b>Total GENERAL GOVERNMENT</b>		<b>\$210.00</b>
		<b>Total GENERAL FUND</b>		<b>\$280.00</b>
1159732.	WASTE CONNECTIONS, INC (210		20-00-00-5466	(\$250.00)
		<b>Total</b>		<b>(\$250.00)</b>
		<b>Total</b>		<b>(\$250.00)</b>
1159732	WASTE CONNECTIONS, INC (210	Monthly Sanitation Service - Residential/Com	20-21-00-6348	\$68,542.71
		<b>Total</b>		<b>\$68,542.71</b>
		<b>Total PUBLIC WORKS GENERAL</b>		<b>\$68,542.71</b>
1159732	WASTE CONNECTIONS, INC (210	Monthly Sanitation Service - Covenience Cent	20-26-00-6375	\$5,947.03
		<b>Total</b>		<b>\$5,947.03</b>
		<b>Total CONVENIENCE CENTER</b>		<b>\$5,947.03</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$74,239.74</b>
COMMUNITY G	GOD'S FOOD BANK 22861	Tobacco Settlement Grant	30-30-05-6578	\$5,000.00
		<b>Total COMMUNITY DEVELOPMENT</b>		<b>\$5,000.00</b>
		<b>Total GRANTS</b>		<b>\$5,000.00</b>
		<b>Total GRANTS FUND</b>		<b>\$5,000.00</b>
Pay Req No.5	LAWSON CONSTRUCTION & WE	Bid No. 2011-12 Construction of Two Pre-fabr	54-54-02-6527	\$19,000.00
		<b>Total ADMINISTRATION</b>		<b>\$19,000.00</b>
		<b>Total FACILITIES</b>		<b>\$19,000.00</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$19,000.00</b>
App #17	JORDAN CONTRACTORS INC. 2	Sanitary Sewer System Improvements (CMO	55-55-00-6547	\$93,890.13
28082	MYERS ENGINEERING CORPOR	Resident Inspection Services for S.S. CMOM	55-55-00-6547	\$4,096.00
28082-26	MYERS ENGINEERING CORPOR	Partial Payment Engineering Services CMOM	55-55-00-6547	\$10,215.71
		<b>Total</b>		<b>\$108,201.84</b>
		<b>Total INFRASTRUCTURE</b>		<b>\$108,201.84</b>
		<b>Total CMOM Fee</b>		<b>\$108,201.84</b>
05-051642-004 R	MISCELLANEOUS		71-00-00-5555	\$18.21
06-061943-021 R	MISCELLANEOUS		71-00-00-5555	\$5.23
13-130471-011 R	MISCELLANEOUS		71-00-00-5555	\$16.03
15-150933-011 R	MISCELLANEOUS		71-00-00-5555	\$40.84
		<b>Total</b>		<b>\$80.31</b>
		<b>Total</b>		<b>\$80.31</b>
		<b>Total UTILITY DEPOSIT FUND</b>		<b>\$80.31</b>

**City of Guthrie**  
**A/P Claims List**  
*from 8/23/2012 to 8/23/2012*

Invoice #	Vendor	Description	Account	Cost
11071360-3	GARVER ENGINEERING 22519	#11071360-4 and #11071360-3	98-98-94-6373	\$5,900.00
11071360-4	GARVER ENGINEERING 22519	#11071360-4 and #11071360-3	98-98-94-6373	\$6,235.34
		<b>Total NPE GRANTS</b>		<b>\$12,135.34</b>
		<b>Total AIRPORT FUND</b>		<b>\$12,135.34</b>
		<b>Total AIRPORT FUND</b>		<b>\$12,135.34</b>
		<b>Total All Funds</b>		<b>\$218,937.23</b>

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

Invoice #	Vendor	Description	Account	Cost
July 2012	BANK OF AMERICA 22774	Central Office Supplies	01-01-00-6100	\$425.17
July 2012 - Credi	BANK OF AMERICA 22774	Janitor/Chemicals Supplies - CR 1	01-01-00-6103	(\$880.98)
July 2012	BANK OF AMERICA 22774	Safety Supplies	01-01-00-6110	\$0.00
July 2012	BANK OF AMERICA 22774	Building & Grounds	01-01-00-6112	\$8,978.20
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-01-00-6114	\$14.99
July 2012	BANK OF AMERICA 22774	Telephone	01-01-00-6301	\$2,607.57
July 2012	BANK OF AMERICA 22774	Printing	01-01-00-6308	\$0.00
July 2012	BANK OF AMERICA 22774	Computer Operations	01-01-00-6311	\$478.76
July 2012	BANK OF AMERICA 22774	Council Travel/Training	01-01-00-6314	\$50.00
July 2012	BANK OF AMERICA 22774	Communications	01-01-00-6318	\$402.15
July 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-01-00-6334	\$87.90
July 2012	BANK OF AMERICA 22774	Miscellaneous Services/Charges	01-01-00-6346	\$0.00
July 2012	BANK OF AMERICA 22774	Maintenance Agreement	01-01-00-6347	\$263.15
July 2012	BANK OF AMERICA 22774	Membership Dues	01-01-00-6350	\$0.00
July 2012	BANK OF AMERICA 22774	Professional Services	01-01-00-6373	\$4,446.48
		<b>Total</b>		<b>\$16,873.39</b>
		<b>Total GENERAL GOVERNMENT</b>		<b>\$16,873.39</b>
July 2012	BANK OF AMERICA 22774	Professional Development (City Manager)	01-02-20-6048	\$1,998.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-20-6317	\$0.00
July 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-02-20-6355	\$0.00
		<b>Total CITY MANAGER</b>		<b>\$1,998.00</b>
July 2012	BANK OF AMERICA 22774	Professional Development (HR)	01-02-24-6048	\$85.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-24-6317	\$0.00
July 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-02-24-6334	\$10.00
July 2012	BANK OF AMERICA 22774	Professional Services - HR	01-02-24-6373	\$231.00
		<b>Total HUMAN RESOURCES</b>		<b>\$326.00</b>
July 2012	BANK OF AMERICA 22774	Uniforms -	01-02-25-6016	\$0.00
July 2012	BANK OF AMERICA 22774	Professional Development (Building Services)	01-02-25-6048	\$0.00
July 2012	BANK OF AMERICA 22774	Safety Supplies	01-02-25-6110	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-02-25-6316	\$0.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-02-25-6317	\$249.00
		<b>Total BUILDING SERVICES</b>		<b>\$249.00</b>
		<b>Total ADMINISTRATION</b>		<b>\$2,573.00</b>
July 2012	BANK OF AMERICA 22774	Professional Development (Finance)	01-03-30-6048	\$0.00
July 2012	BANK OF AMERICA 22774	Office Supplies	01-03-30-6101	\$0.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-03-30-6317	\$218.80
July 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-03-30-6334	\$0.00
July 2012	BANK OF AMERICA 22774	Maintenance Agreements	01-03-30-6347	\$0.00
July 2012	BANK OF AMERICA 22774	Recording/Dues/Subscriptions	01-03-30-6355	\$0.00
		<b>Total FINANCE</b>		<b>\$218.80</b>
		<b>Total FINANCE</b>		<b>\$218.80</b>
July 2012	BANK OF AMERICA 22774	Computer Software	01-04-45-6125	\$0.00
July 2012	BANK OF AMERICA 22774	Supplies/Operating Expenditures	01-04-45-6126	\$764.99
July 2012	BANK OF AMERICA 22774	Festival Support	01-04-45-6317	\$264.60
July 2012	BANK OF AMERICA 22774	Professional Services	01-04-45-6373	\$0.00
July 2012	BANK OF AMERICA 22774	Internet Services	01-04-45-6381	\$404.85

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

Invoice #	Vendor	Description	Account	Cost
<b>Total INFORMATION SERVICES</b>				<b>\$1,434.44</b>
<b>Total INFORMATION SERVICES</b>				<b>\$1,434.44</b>
July 2012	BANK OF AMERICA 22774	Professional Development (Planning)	01-05-50-6048	\$0.00
July 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-05-50-6110	\$0.00
July 2012	BANK OF AMERICA 22774	Miscellaneous	01-05-50-6114	\$4.76
July 2012	BANK OF AMERICA 22774	Computer Supplies	01-05-50-6123	\$0.00
July 2012	BANK OF AMERICA 22774	Printing	01-05-50-6308	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-05-50-6316	\$449.23
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-05-50-6317	\$24.42
July 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-50-6334	\$0.00
July 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-50-6355	\$0.00
<b>Total COMMUNITY DEVELOPMENT</b>				<b>\$478.41</b>
July 2012	BANK OF AMERICA 22774	Printing	01-05-51-6308	\$0.00
July 2012 - Credi	BANK OF AMERICA 22774	Vehicle Maintenance - Code Enforcement - CR	01-05-51-6316	(\$6.53)
July 2012	BANK OF AMERICA 22774	Advertising - Legal Publications	01-05-51-6334	\$0.00
<b>Total CODE COMPLIANCE</b>				<b>(\$6.53)</b>
July 2012	BANK OF AMERICA 22774	Computer Supplies	01-05-53-6123	\$0.00
July 2012	BANK OF AMERICA 22774	Printing	01-05-53-6308	\$0.00
July 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-05-53-6355	\$0.00
<b>Total ECONOMIC DEVELOPMENT</b>				<b>\$0.00</b>
<b>Total PLANNING</b>				<b>\$471.88</b>
July 2012	BANK OF AMERICA 22774	Literacy Programming Supplies	01-06-60-6114	\$0.00
July 2012	BANK OF AMERICA 22774	Library Supplies	01-06-60-6117	\$0.00
July 2012	BANK OF AMERICA 22774	Library Materials - Print	01-06-60-6130	\$0.00
July 2012	BANK OF AMERICA 22774	Library Materials - Electronic	01-06-60-6131	\$814.05
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-06-60-6317	\$128.78
July 2012	BANK OF AMERICA 22774	Building Maintenance	01-06-60-6387	\$54.00
<b>Total LIBRARY</b>				<b>\$996.83</b>
<b>Total LIBRARY</b>				<b>\$996.83</b>
July 2012	BANK OF AMERICA 22774	Uniforms - PD	01-07-70-6019	\$0.00
July 2012	BANK OF AMERICA 22774	Employee Physicals	01-07-70-6030	\$0.00
July 2012	BANK OF AMERICA 22774	Chemicals	01-07-70-6104	\$0.00
July 2012	BANK OF AMERICA 22774	Jail Supplies	01-07-70-6106	\$152.68
July 2012	BANK OF AMERICA 22774	Food/Humans	01-07-70-6107	\$0.00
July 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-70-6110	\$31.99
July 2012	BANK OF AMERICA 22774	Building & Grounds	01-07-70-6112	\$0.00
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-70-6114	\$121.46
July 2012	BANK OF AMERICA 22774	Photo/Video Supplies	01-07-70-6120	\$0.00
July 2012	BANK OF AMERICA 22774	Crime Prevention Program	01-07-70-6122	\$0.00
July 2012	BANK OF AMERICA 22774	Printing	01-07-70-6308	\$308.30
July 2012	BANK OF AMERICA 22774	Computer Maintenance/Operations	01-07-70-6311	\$45.75
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-70-6316	\$4,692.38
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-07-70-6317	\$6.97
July 2012	BANK OF AMERICA 22774	Communications	01-07-70-6318	\$77.46
July 2012	BANK OF AMERICA 22774	Collections	01-07-70-6340	\$200.00
July 2012	BANK OF AMERICA 22774	Special Events	01-07-70-6342	\$0.00

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

Invoice #	Vendor	Description	Account	Cost
July 2012	BANK OF AMERICA 22774	Training Program	01-07-70-6343	\$1,319.30
July 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-07-70-6355	\$0.00
July 2012	BANK OF AMERICA 22774	Jail Cost	01-07-70-6378	\$0.00
		<b>Total POLICE ADMINISTRATION</b>		<b>\$6,956.29</b>
July 2012	BANK OF AMERICA 22774	Uniform Allowance - PD	01-07-71-6019	\$0.00
July 2012	BANK OF AMERICA 22774	Ammunition	01-07-71-6105	\$566.21
		<b>Total POLICE OPERATIONS</b>		<b>\$566.21</b>
July 2012	BANK OF AMERICA 22774	Chemicals	01-07-72-6104	\$260.39
July 2012	BANK OF AMERICA 22774	Shelter Food/Supplies	01-07-72-6108	\$46.64
July 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-07-72-6110	\$42.50
July 2012	BANK OF AMERICA 22774	Building & Grounds	01-07-72-6112	\$0.00
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-72-6114	\$96.12
July 2012	BANK OF AMERICA 22774	Animal Cages	01-07-72-6132	\$0.00
July 2012	BANK OF AMERICA 22774	Medical/Veterinary	01-07-72-6133	\$160.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-72-6316	\$347.56
		<b>Total ANIMAL CONTROL</b>		<b>\$953.21</b>
July 2012	BANK OF AMERICA 22774	Photo/Video Supplies	01-07-77-6120	\$0.00
July 2012	BANK OF AMERICA 22774	Drug Enforcement Program	01-07-77-6124	\$0.00
July 2012	BANK OF AMERICA 22774	Property/Evidence Supplies	01-07-77-6323	\$0.00
July 2012	BANK OF AMERICA 22774	Special Investigation Operations	01-07-77-6336	\$0.00
		<b>Total CRIMINAL INVESTIGATIONS</b>		<b>\$0.00</b>
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-07-78-6114	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-07-78-6116	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance - Lake Enforcment	01-07-78-6316	\$130.25
		<b>Total LAKE ENFORCEMENT</b>		<b>\$130.25</b>
		<b>Total POLICE</b>		<b>\$8,605.96</b>
July 2012	BANK OF AMERICA 22774	Uniforms - FD/Suppression	01-09-90-6016	\$0.00
July 2012	BANK OF AMERICA 22774	Professional Development (FD)	01-09-90-6048	\$1,100.00
July 2012	BANK OF AMERICA 22774	Minor Tools	01-09-90-6102	\$0.00
July 2012	BANK OF AMERICA 22774	Chemicals	01-09-90-6104	\$0.00
July 2012	BANK OF AMERICA 22774	Food/Humans	01-09-90-6107	\$72.30
July 2012	BANK OF AMERICA 22774	Building & Grounds	01-09-90-6112	\$852.38
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-09-90-6114	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-09-90-6316	\$6,568.54
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-09-90-6317	\$59.18
July 2012	BANK OF AMERICA 22774	Communications	01-09-90-6318	\$0.00
July 2012	BANK OF AMERICA 22774	Copy Machine Maintenance	01-09-90-6322	\$0.00
July 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-09-90-6355	\$234.00
July 2012	BANK OF AMERICA 22774	Certification Equipment	01-09-90-6362	\$0.00
		<b>Total SUPPRESSION</b>		<b>\$8,886.40</b>
July 2012	BANK OF AMERICA 22774	Uniforms - FD/EMS	01-09-92-6016	\$158.00
July 2012	BANK OF AMERICA 22774	Professional Development (EMS)	01-09-92-6048	\$362.23
July 2012	BANK OF AMERICA 22774	Chemicals/Ambulance Supplies	01-09-92-6104	\$7,970.29
July 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	01-09-92-6110	\$167.94
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-09-92-6316	\$1,686.58
July 2012	BANK OF AMERICA 22774	Communications	01-09-92-6318	\$0.00
July 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-09-92-6355	\$0.00

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

Invoice #	Vendor	Description	Account	Cost
July 2012	BANK OF AMERICA 22774	Computer Services Agreement	01-09-92-6356	\$0.00
July 2012	BANK OF AMERICA 22774	Professional Services	01-09-92-6373	\$0.00
		<b>Total EMS</b>		<b>\$10,345.04</b>
July 2012	BANK OF AMERICA 22774	Uniforms - FD/Admin	01-09-96-6016	\$85.93
July 2012	BANK OF AMERICA 22774	Professional Development (Fire - Admin)	01-09-96-6048	\$0.00
July 2012	BANK OF AMERICA 22774	Arson Investigations Supplies	01-09-96-6101	\$0.00
July 2012	BANK OF AMERICA 22774	Minor Tools	01-09-96-6102	\$0.00
July 2012	BANK OF AMERICA 22774	Food/Humans	01-09-96-6107	\$0.00
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-09-96-6114	\$116.56
July 2012	BANK OF AMERICA 22774	Public Education	01-09-96-6121	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-09-96-6316	\$917.76
July 2012	BANK OF AMERICA 22774	Communications	01-09-96-6318	\$0.00
July 2012	BANK OF AMERICA 22774	Dues & Subscriptions	01-09-96-6355	\$0.00
		<b>Total PREVENTION</b>		<b>\$1,120.25</b>
		<b>Total FIRE</b>		<b>\$20,351.69</b>
July 2012	BANK OF AMERICA 22774	Uniforms - Street Dept.	01-12-00-6016	\$0.00
July 2012	BANK OF AMERICA 22774	Professional Development (Street Dept)	01-12-00-6048	\$0.00
July 2012	BANK OF AMERICA 22774	Minor Tools	01-12-00-6102	\$0.00
July 2012	BANK OF AMERICA 22774	Chemicals	01-12-00-6104	\$0.00
July 2012	BANK OF AMERICA 22774	Safety Supplies	01-12-00-6110	\$45.98
July 2012	BANK OF AMERICA 22774	Traffic Supplies	01-12-00-6111	\$0.00
July 2012	BANK OF AMERICA 22774	Building & Grounds	01-12-00-6112	\$851.08
July 2012	BANK OF AMERICA 22774	Street/Sidewalks/Bridges	01-12-00-6113	\$9,595.56
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-12-00-6114	\$105.67
July 2012	BANK OF AMERICA 22774	Signs & Materials	01-12-00-6115	\$0.00
July 2012	BANK OF AMERICA 22774	Fuel and Lube - Street	01-12-00-6118	\$94.06
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-12-00-6316	\$967.23
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-12-00-6317	\$65.86
July 2012	BANK OF AMERICA 22774	Communications	01-12-00-6318	\$0.00
July 2012	BANK OF AMERICA 22774	Equipment Rental	01-12-00-6321	\$0.00
		<b>Total</b>		<b>\$11,725.44</b>
		<b>Total STREET</b>		<b>\$11,725.44</b>
July 2012	BANK OF AMERICA 22774	Uniforms - Fleet Maintenance	01-14-00-6016	\$168.25
July 2012	BANK OF AMERICA 22774	Professional Development (Fleet Maintenanc	01-14-00-6048	\$0.00
July 2012	BANK OF AMERICA 22774	Minor Tools	01-14-00-6102	\$85.34
July 2012	BANK OF AMERICA 22774	Chemicals	01-14-00-6104	\$0.00
July 2012	BANK OF AMERICA 22774	Safety Supplies	01-14-00-6110	\$0.00
July 2012	BANK OF AMERICA 22774	Building & Grounds	01-14-00-6112	\$0.00
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-14-00-6114	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-14-00-6316	\$10.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-14-00-6317	\$0.00
July 2012	BANK OF AMERICA 22774	Computer Maintenance	01-14-00-6324	\$27.75
July 2012	BANK OF AMERICA 22774	Miscellaneous Services / Charges	01-14-00-6346	\$0.00
July 2012	BANK OF AMERICA 22774	Required / Mandatory Testing	01-14-00-6357	\$400.00
July 2012	BANK OF AMERICA 22774	Reference Books	01-14-00-6379	\$250.00
		<b>Total</b>		<b>\$941.34</b>
July 2012	BANK OF AMERICA 22774	Fleet Vehicle Maintenance	01-14-41-6116	\$181.57

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

Invoice #	Vendor	Description	Account	Cost
<b>Total FLEET MAINTENANCE</b>				<b>\$181.57</b>
<b>Total FLEET MAINTENANCE</b>				<b>\$1,122.91</b>
July 2012	BANK OF AMERICA 22774	Uniforms -	01-15-11-6016	\$0.00
July 2012	BANK OF AMERICA 22774	Minor Tools	01-15-11-6102	\$250.27
July 2012	BANK OF AMERICA 22774	Chemicals	01-15-11-6104	\$0.00
July 2012	BANK OF AMERICA 22774	Safety Supplies	01-15-11-6110	\$55.95
July 2012	BANK OF AMERICA 22774	Buildings & Grounds	01-15-11-6112	\$1,463.10
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	01-15-11-6114	\$107.88
July 2012	BANK OF AMERICA 22774	Fuel & Lube	01-15-11-6118	\$0.00
July 2012	BANK OF AMERICA 22774	Recreational Supplies	01-15-11-6125	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	01-15-11-6316	\$668.90
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	01-15-11-6317	\$1,717.37
<b>Total PARKS</b>				<b>\$4,263.47</b>
<b>Total PARKS &amp; PUBLIC GROUNDS</b>				<b>\$4,263.47</b>
<b>Total GENERAL FUND</b>				<b>\$68,637.81</b>
July 2012	BANK OF AMERICA 22774	Buildings & Grounds (GPWA)	20-21-00-6112	\$416.95
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-21-00-6114	\$400.00
July 2012	BANK OF AMERICA 22774	May 24, 2011 Tornado Fund	20-21-00-6120	\$3,262.31
July 2012	BANK OF AMERICA 22774	Printing	20-21-00-6308	\$0.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-21-00-6317	\$47.18
July 2012	BANK OF AMERICA 22774	Communications	20-21-00-6318	\$423.13
July 2012	BANK OF AMERICA 22774	Utilities Collection Fees	20-21-00-6340	\$38.48
July 2012	BANK OF AMERICA 22774	Maintenance Agreements	20-21-00-6347	\$0.00
July 2012	BANK OF AMERICA 22774	Professional Services	20-21-00-6373	\$0.00
<b>Total</b>				<b>\$4,588.05</b>
<b>Total PUBLIC WORKS GENERAL</b>				<b>\$4,588.05</b>
July 2012	BANK OF AMERICA 22774	Professional Development (GPWA Admin)	20-22-00-6048	\$0.00
July 2012	BANK OF AMERICA 22774	Computer Maintenance	20-22-00-6324	\$0.00
<b>Total</b>				<b>\$0.00</b>
<b>Total PUBLIC WORKS ADMINISTRATION</b>				<b>\$0.00</b>
July 2012	BANK OF AMERICA 22774	Uniforms - WTP	20-23-00-6016	\$0.00
July 2012	BANK OF AMERICA 22774	Professional Development (WTP)	20-23-00-6048	\$0.00
July 2012	BANK OF AMERICA 22774	Minor Tools	20-23-00-6102	\$0.00
July 2012	BANK OF AMERICA 22774	Chemicals/Medical	20-23-00-6104	\$0.00
July 2012	BANK OF AMERICA 22774	Lab Supplies	20-23-00-6109	\$1,350.86
July 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-23-00-6110	\$0.00
July 2012	BANK OF AMERICA 22774	Building & Grounds	20-23-00-6112	\$125.00
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-23-00-6114	\$0.00
July 2012	BANK OF AMERICA 22774	Annual State Water Testing	20-23-00-6303	\$1,848.28
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-23-00-6316	\$0.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-23-00-6317	\$1,622.31
July 2012	BANK OF AMERICA 22774	Computer Maintenance	20-23-00-6324	\$0.00
July 2012	BANK OF AMERICA 22774	Publishing Fees	20-23-00-6334	\$0.00
<b>Total</b>				<b>\$4,946.45</b>
<b>Total WATER PLANT</b>				<b>\$4,946.45</b>

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

Invoice #	Vendor	Description	Account	Cost
July 2012	BANK OF AMERICA 22774	Uniforms - WWTP	20-24-00-6016	\$0.00
July 2012	BANK OF AMERICA 22774	Minor Tools	20-24-00-6102	\$36.25
July 2012	BANK OF AMERICA 22774	Chemicals	20-24-00-6104	\$0.00
July 2012	BANK OF AMERICA 22774	Lab Supplies	20-24-00-6109	\$2,125.43
July 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-24-00-6110	\$38.88
July 2012	BANK OF AMERICA 22774	Buildings & Grounds	20-24-00-6112	\$104.56
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-24-00-6114	\$8.70
July 2012	BANK OF AMERICA 22774	Lift Station Maintenance	20-24-00-6312	\$768.07
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-24-00-6316	\$0.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-24-00-6317	\$188.74
July 2012	BANK OF AMERICA 22774	Required/Mandatory Testing	20-24-00-6357	\$0.00
		<b>Total</b>		<b>\$3,270.63</b>
		<b>Total WASTE WATER TREATMENT PLANT</b>		<b>\$3,270.63</b>
July 2012	BANK OF AMERICA 22774	Uniforms - Convenience Ctr.	20-26-00-6016	\$0.00
July 2012	BANK OF AMERICA 22774	Minor Tools	20-26-00-6102	\$0.00
July 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-26-00-6110	\$0.00
July 2012	BANK OF AMERICA 22774	Building & Grounds	20-26-00-6112	\$217.58
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-26-00-6114	\$0.00
July 2012	BANK OF AMERICA 22774	Fuel and Lube - CC	20-26-00-6118	\$136.39
July 2012	BANK OF AMERICA 22774	Printing	20-26-00-6308	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-26-00-6316	\$14,001.97
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-26-00-6317	\$79.51
		<b>Total</b>		<b>\$14,435.45</b>
		<b>Total CONVENIENCE CENTER</b>		<b>\$14,435.45</b>
July 2012	BANK OF AMERICA 22774	Uniforms - Line Maintenance	20-27-00-6016	\$404.66
July 2012	BANK OF AMERICA 22774	Professional Development (Line Maintenance	20-27-00-6048	\$1,222.00
July 2012	BANK OF AMERICA 22774	Minor Tools	20-27-00-6102	\$454.86
July 2012	BANK OF AMERICA 22774	Chemicals	20-27-00-6104	\$1,227.99
July 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-27-00-6110	\$231.41
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-27-00-6114	\$0.00
July 2012	BANK OF AMERICA 22774	Water/Sewer Maintenance	20-27-00-6119	\$1,680.02
July 2012	BANK OF AMERICA 22774	Street/Sidewalks	20-27-00-6313	\$468.75
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-27-00-6316	\$41.50
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-27-00-6317	\$7,174.79
July 2012	BANK OF AMERICA 22774	Miscellaneous Services/Charges	20-27-00-6346	\$677.75
		<b>Total</b>		<b>\$13,583.73</b>
		<b>Total LINE MAINTENANCE</b>		<b>\$13,583.73</b>
July 2012	BANK OF AMERICA 22774	Safety Apparel & Supplies	20-28-00-6110	\$0.00
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-28-00-6114	\$213.39
July 2012	BANK OF AMERICA 22774	Water Meters	20-28-00-6129	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	20-28-00-6316	\$0.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-28-00-6317	\$20.95
		<b>Total</b>		<b>\$234.34</b>
		<b>Total METER DEPARTMENT</b>		<b>\$234.34</b>
July 2012	BANK OF AMERICA 22774	Chemicals	20-29-00-6104	\$1,542.51
July 2012	BANK OF AMERICA 22774	Building & Grounds	20-29-00-6112	\$27.06

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

Invoice #	Vendor	Description	Account	Cost
July 2012	BANK OF AMERICA 22774	Miscellaneous Supplies	20-29-00-6114	\$0.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	20-29-00-6317	\$0.00
July 2012	BANK OF AMERICA 22774	Administrative Charges	20-29-00-6320	\$5,000.00
		<b>Total</b>		<b>\$6,569.57</b>
		<b>Total MUNICIPAL POOL</b>		<b>\$6,569.57</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$47,628.22</b>
July 2012	BANK OF AMERICA 22774	Library: State Aid (ODL)	30-30-06-6541	\$2,030.22
		<b>Total LIBRARY</b>		<b>\$2,030.22</b>
July 2012	BANK OF AMERICA 22774	Police: OSBI Grant	30-30-07-6357	\$0.00
July 2012	BANK OF AMERICA 22774	Bullet Proof Vest Grant	30-30-07-6597	\$0.00
July 2012	BANK OF AMERICA 22774	Police JAG Grant	30-30-07-6598	\$5,430.60
		<b>Total POLICE DEPARTMENT</b>		<b>\$5,430.60</b>
		<b>Total GRANTS</b>		<b>\$7,460.82</b>
		<b>Total GRANTS FUND</b>		<b>\$7,460.82</b>
July 2012	BANK OF AMERICA 22774	Park Improvements	45-45-00-6545	\$0.00
		<b>Total</b>		<b>\$0.00</b>
		<b>Total HOTEL/MOTEL-TOURISM</b>		<b>\$0.00</b>
		<b>Total HOTEL/MOTEL TAX FUND</b>		<b>\$0.00</b>
July 2012	BANK OF AMERICA 22774	Admin Copier Lease	54-54-02-6705	\$2,142.28
July 2012	BANK OF AMERICA 22774	Finance Copier Lease	54-54-02-6705	\$0.00
July 2012	BANK OF AMERICA 22774	Library Copier Lease	54-54-02-6705	\$0.00
July 2012	BANK OF AMERICA 22774	Planning Copier Lease	54-54-02-6705	\$0.00
July 2012	BANK OF AMERICA 22774	Police Copier Lease	54-54-02-6705	\$0.00
July 2012	BANK OF AMERICA 22774	GPWA Copier Lease	54-54-02-6705	\$0.00
July 2012	BANK OF AMERICA 22774	Laser Fiche Lease	54-54-02-6705	\$0.00
July 2012	BANK OF AMERICA 22774	Fire Copier Lease	54-54-02-6705	\$0.00
		<b>Total ADMINISTRATION</b>		<b>\$2,142.28</b>
July 2012	BANK OF AMERICA 22774	Lease/Purchase - Computers	54-54-04-6706	\$0.00
		<b>Total INFORMATION SERVICES</b>		<b>\$0.00</b>
July 2012	BANK OF AMERICA 22774	Lease/Purchase - Computer Equipment	54-54-27-6706	\$0.00
		<b>Total LINE MAINTENANCE</b>		<b>\$0.00</b>
		<b>Total FACILITIES</b>		<b>\$2,142.28</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$2,142.28</b>
July 2012	BANK OF AMERICA 22774	Professional Development (Airport)	98-98-00-6048	\$0.00
July 2012	BANK OF AMERICA 22774	Office Supplies	98-98-00-6101	\$29.88
July 2012	BANK OF AMERICA 22774	Minor Tools	98-98-00-6102	\$0.00
July 2012	BANK OF AMERICA 22774	Safety Supplies/Apparel	98-98-00-6110	\$0.00
July 2012	BANK OF AMERICA 22774	Building & Grounds	98-98-00-6112	\$65.80
July 2012	BANK OF AMERICA 22774	Telephone & Internet	98-98-00-6301	\$159.55
July 2012	BANK OF AMERICA 22774	Printing	98-98-00-6308	\$0.00
July 2012	BANK OF AMERICA 22774	Vehicle Maintenance	98-98-00-6316	\$0.00
July 2012	BANK OF AMERICA 22774	Machine/Equipment Maintenance	98-98-00-6317	\$44.33

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

Invoice #	Vendor	Description	Account	Cost
		Total		\$299.56
		Total AIRPORT FUND		\$299.56
		Total AIRPORT FUND		\$299.56
		Total All Funds		\$126,168.69

## City of Guthrie

## A/P Claims List

from 8/28/2012 to 8/28/2012

Invoice #	Vendor	Description	Account	Cost
000549	GHM ENTERPRISES (1097)	Dust Mop Cleaning	01-01-00-6103	\$2.40
000555	GHM ENTERPRISES (1097)	Dust Mop Cleaning	01-01-00-6103	\$2.40
5649	AIR TRON MECHANICAL INC (209 Misc Unit Repairs		01-01-00-6112	\$1,175.00
5655	AIR TRON MECHANICAL INC (209 Misc Unit Repairs		01-01-00-6112	\$995.50
307	A CUT ABOVE LAWN SERVICE 2 Abatement		01-05-51-6354	\$40.00
308	A CUT ABOVE LAWN SERVICE 2 Abatement		01-05-51-6354	\$80.00
000554	GHM ENTERPRISES (1097)	Monthly Laundry Service	01-09-92-6310	\$4.20
<b>Total GENERAL FUND</b>				<b>\$2,299.50</b>
2023178	MYERS ENGINEERING CORPOR	Task Order No. #62 Evaluate the City of Gut	20-21-00-6373	\$1,150.00
868	MID AMERICA HYDRO TECH (211 Blanket (aluminum chlorhydrate blend)		20-23-00-6104	\$900.00
875	MID AMERICA HYDRO TECH (211 Blanket (aluminum chlorhydrate blend)		20-23-00-6104	\$17,472.00
95132	SOUTHWEST CHEMICAL (20977) Chemicals for Water Treatment Plant		20-23-00-6104	\$1,350.00
95133	SOUTHWEST CHEMICAL (20977) Chemicals for Water Treatment Plant		20-23-00-6104	\$298.50
95241	SOUTHWEST CHEMICAL (20977) Chlorine Dioxide Generator Service and Calib		20-23-00-6319	\$800.00
95191	SOUTHWEST CHEMICAL (20977) .75		20-24-00-6104	\$873.75
369637	GOOCH-SMITH ELECTRIC(1279) Fuses for all of our lift stations		20-24-00-6312	\$1,001.90
4082	S & D ELECTRIC MOTOR SHOP Back Up Pump for Lift Station #3		20-24-00-6312	\$2,995.00
3970	S & D ELECTRIC MOTOR SHOP Repair 3.4 HP KSB Pump on final Clarifier		20-24-00-6317	\$3,708.00
4013	S & D ELECTRIC MOTOR SHOP Back up motor for grit chamber		20-24-00-6317	\$232.00
4248	D & B PROCESS CONTROLS (13 Reprogram Ladder in Plant Processer		20-24-00-6319	\$1,067.05
000503	GHM ENTERPRISES (1097) Laundry Service		20-27-00-6346	\$6.60
000538	GHM ENTERPRISES (1097) Laundry Service		20-27-00-6346	\$18.00
000546	GHM ENTERPRISES (1097) Laundry Service		20-27-00-6346	\$9.00
000551	GHM ENTERPRISES (1097) Laundry Service		20-27-00-6346	\$12.60
000557	GHM ENTERPRISES (1097) Laundry Service		20-27-00-6346	\$8.40
<b>Total GPWA OPERATING FUND</b>				<b>\$31,902.80</b>
369630	GOOCH-SMITH ELECTRIC(1279) Electrical Work on Two Equipment Sheds (no		54-54-02-6527	\$5,700.00
<b>Total CAPITAL PROJECTS</b>				<b>\$5,700.00</b>
2001 CHEVY AI	GUTHRIE TAG AGENCY(243)	Tag and Title for 2001 Chevrolet Pickup	98-98-00-6316	\$26.50
<b>Total AIRPORT FUND</b>				<b>\$26.50</b>
<b>Total All Funds</b>				<b>\$39,928.80</b>

**City of Guthrie**  
**A/P Claims List**  
 from 8/29/2012 to 8/29/2012

Invoice #	Vendor	Description	Account	Cost
PR3620-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	\$109.25
PR3624-1	AETNA - MIDDLETOWN 22051		01-00-00-2031	\$109.25
PR3620-1	AETNA HEALTHCARE 22795		01-00-00-2031	\$2,604.95
PR3624-1	AETNA HEALTHCARE 22795		01-00-00-2031	\$2,604.95
PR3620-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	\$272.31
PR3624-1	AETNA - MIDDLETOWN 22051		01-00-00-2032	\$260.52
PR3620-1	AETNA HEALTHCARE 22795		01-00-00-2032	\$13,624.53
PR3624-1	AETNA HEALTHCARE 22795		01-00-00-2032	\$16,550.69
PR3620-1	AETNA HEALTHCARE 22795		01-00-00-2033	\$1,063.14
PR3624-1	AETNA HEALTHCARE 22795		01-00-00-2033	\$1,050.92
PR3620-1	AETNA HEALTHCARE 22795		01-00-00-2034	\$563.20
PR3624-1	AETNA HEALTHCARE 22795		01-00-00-2034	\$563.20
		<b>Total</b>		<b>\$39,376.91</b>
		<b>Total</b>		<b>\$39,376.91</b>
AUGUST 2012	220 AT&T LONG DISTANCE (21268)	Monthly Billing for Long Distance Telephone	01-01-00-6301	\$352.83
SEPT 2012	O.M.A.G.(21303)	Building and Property Monthly Insurance	01-01-00-6326	\$4,705.35
SEPT 2012	O.M.A.G.(21302)	Workers' Compensation	01-01-00-6326	\$24,852.37
SEPT 2012	O.M.A.G.(425)	Liability Auto and Mobile Equipment Insuranc	01-01-00-6326	\$8,001.34
453434ER	AFLAC (20180)	Montly URM Service Fee	01-01-00-6346	\$33.00
CONTRACT FO	GODDARD ENTERPRISES (798)	Siren Maintenance Contract for 2011-2012	01-01-00-6372	\$1,800.00
		<b>Total</b>		<b>\$39,744.89</b>
		<b>Total GENERAL GOVERNMENT</b>		<b>\$39,744.89</b>
AUGUST 2012	RANDEL C. SHADID (20656)	Postage, etc.	01-02-20-6054	\$3.60
		<b>Total CITY MANAGER</b>		<b>\$3.60</b>
		<b>Total ADMINISTRATION</b>		<b>\$3.60</b>
142539-1256	AMERICAN PLANNING ASSOC.(1	PAP Membership and Oklahoma Chapter Du	01-05-50-6355	\$255.00
		<b>Total COMMUNITY DEVELOPMENT</b>		<b>\$255.00</b>
SEPTEMBER 20	LOGAN CO. ECON. DEV. COUNCI	Per Agreement - Quarterly Payments - Kay W	01-05-53-6054	\$4,500.00
		<b>Total ECONOMIC DEVELOPMENT</b>		<b>\$4,500.00</b>
		<b>Total PLANNING</b>		<b>\$4,755.00</b>
AUGUST 2012	LOGAN COMMUNITY SERVICES,	Community Services Per Contract	01-07-70-6345	\$125.00
		<b>Total POLICE ADMINISTRATION</b>		<b>\$125.00</b>
		<b>Total POLICE</b>		<b>\$125.00</b>
CELL PHONE R	GREG MACHTOLFF(740)	Cell Phone Reimbursement per Collective Ba	01-09-90-6322	\$316.79
		<b>Total SUPPRESSION</b>		<b>\$316.79</b>
JULY 2012	INTERMEDIX (22025)	EMS Supplies	01-09-92-6373	\$927.81
		<b>Total EMS</b>		<b>\$927.81</b>
		<b>Total FIRE</b>		<b>\$1,244.60</b>
		<b>Total GENERAL FUND</b>		<b>\$85,250.00</b>
PR3620-2	AETNA - MIDDLETOWN 22051		20-00-00-2031	\$23.60
PR3624-2	AETNA - MIDDLETOWN 22051		20-00-00-2031	\$23.60
PR3620-2	AETNA HEALTHCARE 22795		20-00-00-2031	\$129.32
PR3624-2	AETNA HEALTHCARE 22795		20-00-00-2031	\$129.32

## City of Guthrie

## A/P Claims List

from 8/29/2012 to 8/29/2012

Invoice #	Vendor	Description	Account	Cost
PR3620-2	AETNA - MIDDLETOWN 22051		20-00-00-2032	\$65.73
PR3624-2	AETNA - MIDDLETOWN 22051		20-00-00-2032	\$65.73
PR3620-2	AETNA HEALTHCARE 22795		20-00-00-2032	\$3,352.65
PR3624-2	AETNA HEALTHCARE 22795		20-00-00-2032	\$3,352.65
PR3620-2	AETNA HEALTHCARE 22795		20-00-00-2033	\$256.62
PR3624-2	AETNA HEALTHCARE 22795		20-00-00-2033	\$256.62
PR3620-2	AETNA HEALTHCARE 22795		20-00-00-2034	\$102.40
PR3624-2	AETNA HEALTHCARE 22795		20-00-00-2034	\$102.40
		<b>Total</b>		<b>\$7,860.64</b>
		<b>Total</b>		<b>\$7,860.64</b>
AUGUST 2012	USPS - UNITED STATES POSTAL	Postage	20-21-00-6309	\$500.00
AUGUST. 2102	USPS - UNITED STATES POSTAL	Postage	20-21-00-6309	\$1,000.00
		<b>Total</b>		<b>\$1,500.00</b>
		<b>Total PUBLIC WORKS GENERAL</b>		<b>\$1,500.00</b>
AUGUST 2012	BURRELL INC. (21286)	Contract Meter Monthly Reading	20-28-00-6054	\$2,648.96
		<b>Total</b>		<b>\$2,648.96</b>
		<b>Total METER DEPARTMENT</b>		<b>\$2,648.96</b>
		<b>Total GPWA OPERATING FUND</b>		<b>\$12,009.60</b>
PROGRAM AND	CAROL HUMPHREY 22859	Presenter Honorarium and Mileage for LTAIO	30-30-06-6541	\$210.93
		<b>Total LIBRARY</b>		<b>\$210.93</b>
		<b>Total GRANTS</b>		<b>\$210.93</b>
		<b>Total GRANTS FUND</b>		<b>\$210.93</b>
8144600 PAID O	FARMERS & MERCHANTS BANK	Loan # 8144600 2009 Dodge Charger (Police	54-56-07-6707	\$2,506.28
		<b>Total POLICE DEPARTMENT</b>		<b>\$2,506.28</b>
SEPTEMBER 20	OKLAHOMA STATE BANK (22069)	Loan #52860 - 10 Wheel Dump Truck with Att	54-56-12-6708	\$2,031.00
		<b>Total STREET DEPARTMENT</b>		<b>\$2,031.00</b>
		<b>Total VEHICLES &amp; EQUIPMENT</b>		<b>\$4,537.28</b>
		<b>Total CAPITAL PROJECTS</b>		<b>\$4,537.28</b>
01-012180-010 R	MISCELLANEOUS		71-00-00-5555	\$91.16
11-110181-014 R	MISCELLANEOUS		71-00-00-5555	\$75.00
12-120165-003 R	MISCELLANEOUS		71-00-00-5555	\$63.61
12-120471-007 R	MISCELLANEOUS		71-00-00-5555	\$6.31
12-120750-008 R	MISCELLANEOUS		71-00-00-5555	\$12.18
99-225390-002 R	MISCELLANEOUS		71-00-00-5555	\$26.10
		<b>Total</b>		<b>\$274.36</b>
		<b>Total</b>		<b>\$274.36</b>
		<b>Total UTILITY DEPOSIT FUND</b>		<b>\$274.36</b>
PR3620-1	AETNA HEALTHCARE 22795		98-00-00-2031	\$213.93
PR3624-1	AETNA HEALTHCARE 22795		98-00-00-2031	\$213.93
PR3620-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	\$3.13
PR3624-1	AETNA - MIDDLETOWN 22051		98-00-00-2032	\$3.13
PR3620-1	AETNA HEALTHCARE 22795		98-00-00-2032	\$159.65

**City of Guthrie**  
**A/P Claims List**  
 from 8/29/2012 to 8/29/2012

Invoice #	Vendor	Description	Account	Cost
PR3624-1	AETNA HEALTHCARE 22795		98-00-00-2032	\$159.65
PR3620-1	AETNA HEALTHCARE 22795		98-00-00-2033	\$12.22
PR3624-1	AETNA HEALTHCARE 22795		98-00-00-2033	\$12.22
PR3620-1	AETNA HEALTHCARE 22795		98-00-00-2034	\$25.60
PR3624-1	AETNA HEALTHCARE 22795		98-00-00-2034	\$25.60
		<b>Total</b>		<b>\$829.06</b>
		<b>Total</b>		<b>\$829.06</b>
AUGUST 2012	20 AT&T LONG DISTANCE (21268)	Monthly Billing for Long Distance Telephone	98-98-00-6301	\$0.00
SEPT 2012	O.M.A.G.(21303)	Building and Property Monthly Insurance	98-98-00-6326	\$304.07
SEPT 2012	O.M.A.G.(21302)	Workers' Compensation	98-98-00-6326	\$429.80
SEPT 2012	O.M.A.G.(425)	Liability Auto and Mobile Equipment Insuranc	98-98-00-6326	\$67.69
		<b>Total</b>		<b>\$801.56</b>
		<b>Total AIRPORT FUND</b>		<b>\$801.56</b>
		<b>Total AIRPORT FUND</b>		<b>\$1,630.62</b>
SEPT 2012	OKLAHOMA DEPARTMENT OF C	Loan Payment - Spirit Wing	99-99-00-6702	\$1,041.67
		<b>Total</b>		<b>\$1,041.67</b>
		<b>Total GUTHRIE INDUSTRIAL DEVLEOPMENT</b>		<b>\$1,041.67</b>
		<b>Total GUTHRIE INDUSTRIAL DEVELOPMENT</b>		<b>\$1,041.67</b>
		<b>Total All Funds</b>		<b>\$104,954.46</b>



**Agenda Item Cover Letter**

<b>Meeting</b>	<b>Date of Meeting</b>	<b>Contact</b>
<input checked="" type="checkbox"/> City Council	September 4, 2012	Jim Ahlgren
<input checked="" type="checkbox"/> GPWA		
Other: _____		

**Agenda Item**

Consider approval for City of Guthrie to contract with Aetna to continue providing medical and life insurance coverage for City employees for fiscal year 2013.

**Summary**

The City of Guthrie currently contracts with Aetna to provide medical and life insurance for its employees. The current contract expires September 30, 2012. Aetna has increased its medical rates causing the City to go out for quotes. Of the companies that quoted Aetna presented the best value to the City. Aetna life insurance rates remain at the current level.

<b>Funding Expected</b>	<input type="checkbox"/> Revenue	<input checked="" type="checkbox"/> Expenditure	<input checked="" type="checkbox"/> N/A
<b>Budgeted</b>	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
<b>Account Number</b>	All depts. City & GPWA	<b>Amount</b>	_____
<b>Legal Review</b>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Required	Completed Date: _____
<b>Mayor's Appt.</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

**Supporting documents attached**

- Renewal rates

**Recommendation**

Motion to approve that City staff be authorized to contract medical and life insurance coverage with Aetna for the October 1, 2012 - September 30, 2013 plan year.

**Action Needed**     Public Hearing     Motion     Emergency Clause

A

Valued Customer:	CITY OF GUTHRIE
Group Number(s):	US443302
Renewal Date:	10/1/2012

### Current Rates and Premium

	Employee Only	Employee & Spouse	Employee & Child(ren)	Family	Monthly Premium
<b>Medical</b>					
1) CPOS-OK CPOS 25E	\$319.29	\$747.14	\$577.92	\$1,005.77	\$42,651
<b>Total Medical Premium</b>					<b>\$42,651</b>

<b>Total Current Monthly Premium</b>	<b>\$42,651</b>
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### Renewal Rates and Amount Due\*

	Employee Only	Employee & Spouse	Employee & Child(ren)	Family	Monthly Amount Due*	% Change
<b>Medical Renewal Proposal</b>						
1) CPOS Rates	\$344.83	\$806.91	\$624.15	\$1,086.23	<b>\$46,063</b>	<b>8.0%</b>
Oklahoma Enrollment	89	10	3	5	107	
<b>Total Medical Enrollment</b>	<b>89</b>	<b>10</b>	<b>3</b>	<b>5</b>	<b>107</b>	
<b>Total Medical Amount Due*</b>					<b>\$46,063</b>	<b>8.0%</b>

<b>Total Renewal Monthly Amount Due*</b>	<b>\$46,063</b>	<b>8.0%</b>
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\*Amount Due (Medical only) includes Aetna Premium and Producer Service Fee of 5% as outlined in the Billing & Collection agreement.

Producer Service Fee is not a component of Aetna premium but is included in the total amount due. Producer Service Fee will be removed from Total Amount Due if Policyholder and/or Producer do not elect Aetna to service as billing and collection agent. Total Amount Due will reflect executed Billing & Collection Agreement.

Medical Renewal Plan:

Plan 1
OK CPOS 25E

*Confirmation of acceptance of above rates and Underwriting Assumptions & Provisions*  
*Changes in your plan may result in reduced coverage for some services. You and your employees should review your plan documentation carefully to understand which changes apply to your plan.*



**Agenda Item Cover Letter**

<b>Meeting</b> <input type="checkbox"/> City Council <input checked="" type="checkbox"/> GPWA <input type="checkbox"/> Other: _____	<b>Date of Meeting</b> September 4, 2012	<b>Contact</b> Wanda Calvert City Clerk/Treasurer
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**Agenda Item**

Public Hearing and consider approval of Resolution No. 2012-12, adopting FY 2013 Budget for the Guthrie Public Works Authority Fund and Miscellaneous Funds.

**Summary**

Staff has prepared and achieved a balanced budget for the Guthrie Public Works Authority Fund and Miscellaneous Funds for Fiscal Year 2013. The Guthrie Public Works Authority has submitted the budget to its beneficiary pursuant to Title 60 O.S. Section 176. A public hearing is being held on September 4, 2012 for public comments. Resolution No. 2012-12 provides the Chief Executive Officer with the flexibility to control the budget and amend one account to another within the same department or from one department to another within the same fund, without prior approval of the Chairman or Trustees. Also, the proposed resolution provides the Chief Executive Officer with the authority to submit grant applications for grants without prior approval of the Chairman or Trustees.

<b>Funding Expected</b>	<input type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input checked="" type="checkbox"/> N/A
<b>Budgeted</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
<b>Account Number</b>	<u>N/A</u>	<b>Amount</b>	<u>N/A</u>
<b>Legal Review</b>	<input type="checkbox"/> N/A	<input checked="" type="checkbox"/> Required	Completed Date: <u>08-29-2012</u>
<b>Mayor's Appt.</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

**Supporting documents attached**

- Resolution No. 2012-12

**Recommendation**

Staff recommends approval.

**Action Needed**     Public Hearing     Motion     Emergency Clause

**RESOLUTION NO. 2012-12**

**A RESOLUTION OF THE TRUSTEES OF THE GUTHRIE PUBLIC WORKS AUTHORITY ADOPTING THE FISCAL YEAR 2013 BUDGET FOR THE GUTHRIE PUBLIC WORKS AUTHORITY AND MISCELLANEOUS FUNDS; AND ESTABLISHING BUDGET AMENDMENT AUTHORITY.**

---

**WHEREAS**, the Guthrie Public Works Authority is required to submit a budget to its beneficiary pursuant to 60 O.S. Section 176; and

**WHEREAS**, the Chief Executive Officer of the trust has prepared a budget for the fiscal year ending September 30, 2013 (FY 2013) consistent with these statutory requirements; and

**WHEREAS**, the Chief Executive Officer of the Authority, or designee, may have need to transfer any unexpended and unencumbered budget amounts from one purpose to another; and

**WHEREAS**, the budget has been formally presented to the Trustees of the Guthrie Public Works Authority; and

**WHEREAS**, the Trustees desire to provide the Chief Executive Officer with the authority to submit grant applications for grants.

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

**SECTION 1.** The Trustees of the Guthrie Public Works Authority does hereby adopt the FY 2013 Budget on the 4<sup>th</sup> day of September, 2012. Such budget does not constitute legal appropriations, but serves as a financial plan for the Authority. Budget amounts are hereby established as provided for in the attached exhibit entitled Guthrie Public Works Authority Financial Plan.

**SECTION 2.** The Chief Executive Officer of the Authority or his designee may transfer budget amounts from one account to another within the same department or from one department to another within the same fund; provided that no appropriation for debt service or other appropriation required by law may be reduced below the minimums required. The Chief Executive Officer shall submit all supplemental budget amounts or decrease in total budget amounts to the Guthrie Public Works Authority Trustees to be adopted at a meeting of the Trustees.

**SECTION 3.** The Chief Executive Officer of the Authority or his designee is authorized to proceed with implementation of the FY 2013 Financial Plan, and to purchase, when

necessary, the appropriate equipment or projects specified therein, subject to established policies governing expenditures, purchasing or contracts.

**SECTION 4.** The Chief Executive Officer is authorized to submit grant applications for grants.

\*\*\* END \*\*\*

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Chairman and Trustees of the Guthrie Public Works Authority, Oklahoma, on the 4<sup>th</sup> day of September, 2012, after compliance with the notice requirements of the Open Meeting Act (25 OSA, § 301, et. seq.)

\_\_\_\_\_  
Chuck Burtcher, Chairman

ATTEST: (Seal)

\_\_\_\_\_  
Wanda Calvert, City Clerk

Approved as to form and legality on \_\_\_\_\_, 2012.

\_\_\_\_\_  
Randel Shadid, City Attorney

EXHIBIT A							
GUTHRIE PUBLIC WORKS AUTHORITY FINANCIAL PLAN							
	Guthrie	Water		Utility	OKC		
	Public Works	Treatment	CMOM	Deposit	Waterline		
	Authority	Plant	Fund	Fund	Fund	Fund	
<b>REVENUES:</b>							
Charges for Services	\$ 3,930,850	\$ 335,700	\$ 316,500	\$ -	\$ -		
Miscellaneous	\$ 2,000	\$ -	\$ -	\$ -	\$ -		
Interest	\$ 1,500	\$ 3,500	\$ 1,850	\$ 1,950	\$ 650		
Sale of Properties	\$ 21,000	\$ -	\$ -	\$ -	\$ -		
Rents & Royalties	\$ 4,400	\$ -	\$ -	\$ -	\$ -		
OWRB Loan	\$ -	\$ -	\$ -	\$ -	\$ -		
Interfund Transfers	\$ 1,261,775	\$ 650,000	\$ -	\$ -	\$ -		
Budgeted Fund Balance	\$ -	\$ 837,000	\$ -	\$ -	\$ -		
<b>TOTALS:</b>	<b>\$ 5,221,525</b>	<b>\$ 1,826,200</b>	<b>\$ 318,350</b>	<b>\$ 1,950</b>	<b>\$ 650</b>		
<b>EXPENDITURES:</b>							
	Personal	Materials	Services	Fund	Debt	Fund	
	Services	& Supplies	& Charges	Transfers	Service	Transfers	
						Total	
GPWA General Government	\$ -	\$ 11,500	\$ 1,313,066	\$ 2,119,830	\$ -	\$ -	\$ 3,444,396
Administration	\$ 288,324	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 288,324
Water Treatment Plant	\$ 162,793	\$ 322,600	\$ 46,700	\$ -	\$ -	\$ -	\$ 532,093
Wastewater Treatment Plant	\$ 123,965	\$ 26,900	\$ 78,900	\$ -	\$ -	\$ -	\$ 229,765
Convenience Center	\$ 45,137	\$ 8,920	\$ 62,750	\$ -	\$ -	\$ -	\$ 116,807
Line Maintenance	\$ 340,390	\$ 123,500	\$ 63,000	\$ -	\$ -	\$ -	\$ 526,890
Meter Department	\$ 33,750	\$ 24,000	\$ 5,000	\$ -	\$ -	\$ -	\$ 62,750
Municipal Pool	\$ -	\$ 13,000	\$ 7,500	\$ -	\$ -	\$ -	\$ 20,500
<b>TOTALS:</b>	<b>\$ 994,359</b>	<b>\$ 530,420</b>	<b>\$ 1,576,916</b>	<b>\$ 2,119,830</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,221,525</b>
<b>MISCELLANEOUS FUNDS:</b>							
Water Treatment Plant Fund	\$ -	\$ -	\$ 160	\$ -	\$ 1,200,000	\$ -	\$ 1,200,160
CMOM Fund	\$ -	\$ -	\$ 100,100	\$ -	\$ 200,000	\$ -	\$ 300,100
Utility Deposit Fund	\$ -	\$ -	\$ 175	\$ -	\$ -	\$ 1,775	\$ 1,950
OKC Waterline Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

MINUTES

CITY COUNCIL MEETING

Council Workshop

August 21, 2012

The special meeting of the sixty-first City Council of Guthrie, Oklahoma, was posted on Friday, August 17, 2012 before 5:00 p.m. and held August 21, 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	Gaylord Z. Thomas
	Mary Coffin	John Wood	Patty Hazlewood

Members Absent: Trey Ayers

Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Rene Spineto	Maxine Pruitt
	Jim Ahlgren	Cody Mosley	Cyndi Selinger

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

**Questions and discussion regarding agenda items.**

**Employee Wellness Program.** The proposed item is to consider approval of an Employee Wellness Program. In an effort to reduce claims as employee medical costs continue to rise; staff has worked with the YMCA to develop a wellness program. The program would provide discounts for monthly membership and initiation fees at the YMCA for employees and or families with matching funds from the City. The City would pay 30% of the annual monthly membership for eligible City employees. In turn, the YMCA would give a 15% discount and waive 50% of the enrollment fees.

**Stabilization Fund Balance Policy.** The proposed item is to consider approval of Resolution No. 2010-10 to provide fiscal stability for the Guthrie Public Works Authority and allow management to apply fiscal prudence in managing the budgetary condition of GPWA. Also, there is a proposed item to consider approval of Ordinance No. 3239 to provide fiscal stability for the City of Guthrie and allow management to apply fiscal prudence in managing the budgetary condition of the City. The proposed resolution and ordinance is creating a stabilization fund balance level. The amounts for the stabilization fund balance shall be deposited into a separate bank account and accounted for in their appropriate funds. The amounts deposited in the Stabilization Account are to be used only for the purposes defined within the resolution and ordinance.

**American Dream Starts @ Your Library Grant.** The proposed item is to consider approval of a grant from Dollar General and the American Library Association. It is available to public libraries nation-wide to add or expand literacy services for Adult English language learners. Grant funds may be used for expanding literacy materials within the Library collection, acquiring electronic literacy and language-learning resources, funding outreach and off-site collaboration efforts, and enabling staff and volunteer training. Selected libraries will be announced by October 12<sup>th</sup> and the awards are in the amounts from \$5,000 to \$15,000.

**Award Bid No. 2012-02, Demolition Services and Debris Removal.** The proposed item is to consider approval to award Bid No. 2012-02, Demolition Services and Debris Removal, to the low bid of \$5,524 to K & M Wrecking, Oklahoma City, for the demolition and removal of 1223 West College and authorize staff to execute a contract. 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)	518 S. 1 <sup>st</sup> Street (awarded to K&M Wrecking)
623 S. Capital (demolished by property owner)	514 S. 1 <sup>st</sup> Street (awarded to K&M Wrecking)
624 S. Capital (demo permit)	905 W. Mansur (demolished by property owner)
402 N. Division (awarded to K&M Wrecking)	915 W. Washington (awarded to K&M Wrecking)
212 E. Grant (awarded to Midwest Wrecking)	<b>1223 W. College</b>

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.

**Appointments to the Guthrie Housing Authority Board of Commissioners.** The proposed item is to consider approval of re-appointing Jim Reazer and Lewis C. Robinson III to the Guthrie Housing Authority Board of Commissioners to serve a two year term. At the July 19, 2012 Guthrie Housing Authority regular meeting, the Board of Commissioners voted unanimously to recommend the re-appointment of Jim Reazer and Lewis C. Robinson III to serve an additional two year term expiring August 2014. The positions were advertised in the City of Guthrie News Letter and on the City's website.

**Special Municipal Judge.** The proposed item is to consider approval of appointing Sidney Brown as the City of Guthrie Special Municipal Judge. The Guthrie City Charter Article 2, Section 2-15 states that at such times as a vacancy occurs, the City Council shall appoint by affirmative vote of at least four (4) Council Members a City Judge and/or an alternate City Judge; in the same manner the City Council may at their discretion appoint additional City Judges as necessary, but one of the City Judges so appointed shall be designated as the presiding City Judge. On November 2, 2010 the City Council approved Brian Pierson to be the City of Guthrie Municipal Alternate Judge. But there is a case that needs to be heard in Municipal Court that Municipal Judge David Hood and Alternate Municipal Judge Brian Pierson are unable to hear due to a conflict of interest. The appointment of Sidney Brown as a Special Municipal Judge would allow the case to be heard in Municipal Court.

**Adoption of International Codes.** The proposed items are to consider approval of Ordinance Numbers 3233A, 3234, 3235, 3236, 3237, 3238 and 3240 which will allow the

new editions in the International Building Code that are published every three (3) years. The City of Guthrie has reviewed the 2009 Edition with other communities and upon the mandate from the State of Oklahoma Uniform Building Code Commission is prepared to adopt the 2009 Edition of the International Codes. Discussion was held with the City Council at a workshop in July regarding the updating of these codes. In addition to updating existing Codes, a new code is being proposed as part of the adoption process. Ordinance No. 3240 would approve the Property Maintenance Code. As discussed with the Council, this Code is very similar to our existing ordinance dealing with minimum maintenance requirements. Staff is recommending the adoption of this code in order to allow for consistency with what other communities are doing and what the Oklahoma Code Enforcement Association is training.

**Request for future items of discussion.** Deannexation of the 50' strip and Waterfowl Hunting Ordinance.

**Adjournment.** There being no further business for the Guthrie City Council, Mayor Burtcher declared the meeting adjourned at 6:25 p.m.

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Wanda Calvert, City Clerk

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Chuck Burtcher, Mayor

MINUTES

CITY COUNCIL MEETING

August 21, 2012

The regular meeting of the sixty-first City Council of Guthrie, Oklahoma was posted on Friday, August 17, 2012 before 5:00 p.m. and held August 21, 2012 in the Guthrie City Hall Council Chambers.

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

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

Members Absent: None

Staff Present:	Matt Mueller	Randel Shadid	Wanda Calvert
	Aaron Ryburn	Rene Spineto	Eric Harlow
	Jim Ahlgren	Maxine Pruitt	Cyndi Selinger
	Cody Mosley		

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

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

- A. Consider approval of the minutes from the Special City Council-Street Committee Meeting held on July 31, 2012.
- B. Consider approval of the minutes from the Special City Council Workshop Meeting held on August 2, 2012.
- C. Consider approval of the minutes from the Special City Council Workshop Meeting held on August 7, 2012.
- D. Consider approval of the minutes from the Regular City Council Meeting held on August 7, 2012.
- E. Consider approval of the minutes from the Special City Council Meeting held on August 10, 2012.
- F. Consider approval of the Treasurer Reports.
- G. Consider approval of the claims:

General Fund:	Claims	\$45,244.06
Capital Projects Fund:	Claims	\$38,000.00
Airport Fund:	Claims	<u>\$ 1,163.54</u>

Total Claims: \$84,407.60

- H. Consider approval for Library staff to submit an application to Dollar General and the American Library Association for the “American Dream Starts @ Your Library” Grant.
- I. Consider approval to award Bid No. 2012-02, Demolition Services and Debris Removal, to the low bid of \$5,524 to K & M Wrecking, Oklahoma City, for the demolition and removal of 1223 West College Avenue and authorize staff to execute a contract.
- J. Consider approval of reappointing Jim Reazer and Lewis C. Robinson III to the Guthrie Housing Authority Board of Commissioners to serve a two year term.
- K. Consider approval of appointing Sidney Brown as the City of Guthrie Special Municipal Judge.
- L. Consider approval of request from staff to implement an Employee Wellness Program with Guthrie YMCA.

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

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

Mayor Burtcher declared the motion carried unanimously.

**Consider approval of Ordinance No. 3233A adopting the 2009 Edition of the International Residential Building Code.** New editions of the International Building Code are published every three (3) years. During the 24 to 36 months which follow, communities review the content of the new codes, discover errors and report them to the International Code Council who then publishes errata or changes. The City of Guthrie has reviewed the 2009 Edition with other communities and upon the mandate from the State of Oklahoma Uniform Building Code Commission is prepared to adopt the 2009 Edition of the International Residential Building Code. Motion by Councilmember Thomas, seconded by Councilmember Mueller, moved approval of Ordinance No. 3233A adopting the 2009 Edition of the International Residential Building Code. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

**Consider approval of Ordinance No. 3234 adopting the 2009 Edition of the International Building Code.** Ordinance No. 3234 will allow the City to update its regulations ensuring uniform compliance for building activities related to commercial and multi-family building construction. The International Building Code is compiled by the International Code Council, a National Industry Council, which oversees the standards and regulations for the design and construction industries. Motion by Councilmember Wood, seconded by Councilmember Coffin, moved approval of Ordinance No. 3234 adopting the 2009 Edition of the International Building Code. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

**Consider approval of Ordinance No. 3235 adopting the 2009 Edition of the International Mechanical Code.** Ordinance No. 3235 will allow the City to update its regulations ensuring uniform compliance for building activities related to mechanical construction (heating, ventilation and air conditioning). The International Mechanical Code is compiled by the International Code Council, a National Industry Council, which oversees the standards and regulations for the design and construction industries. Motion by Councilmember Wood, seconded by Councilmember Mueller, moved approval of Ordinance No. 3235 adopting the 2009 Edition of the International Mechanical Code. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

**Consider approval of Ordinance No. 3236 adopting the 2009 Edition of the International Fuel Gas Code.** Ordinance No. 3236 will allow the City to update its regulations ensuring uniform compliance for building activities related to gas piping and plumbing for gas-fed appliances. The International Fuel Gas Code is compiled by the International Code Council, a National Industry Council, which oversees the standards and regulations for the design and construction industries. Motion by Councilmember Wood, seconded by Councilmember Mueller, moved approval of Ordinance No. 3236 adopting the 2009 Edition of the International Fuel Gas Code.

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

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

Mayor Burtcher declared the motion carried unanimously.

**Consider approval of Ordinance No. 3237 adopting the 2009 Edition of the International Plumbing Code.** Ordinance No. 3237 will allow the City to update its regulations ensuring uniform compliance for Construction activities related to plumbing. The International Plumbing Code is compiled by the International Code Council, a National Industry Council, which oversees the standards and regulations for the design and construction industries. Motion by Councilmember Wood, seconded by Councilmember Thomas, moved approval of Ordinance No. 3237 adopting the 2009 Edition of the International Plumbing Code. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

**Consider approval of Ordinance No. 3238 adopting the National Electrical Code.** Ordinance No. 3238 will allow the City to update its regulations ensuring uniform compliance for building activities related to the design, installation and construction of electrical systems. The National Electric Code is compiled by National Fire Protection Association, a National Organization, which oversees the standards and regulations for the design and construction industries. Motion by Councilmember Wood, seconded by Councilmember Mueller, moved approval of Ordinance No. 3238 adopting the National Electrical Code. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

**Consider approval of Ordinance No. 3240 adopting the 2009 Edition of the International Property Maintenance Code.** At a recent City Council Workshop, staff presented information regarding updating all International Building Codes currently used by the City of Guthrie, as well as possible adoption of a new code, the International Property Maintenance Code (IPM). The IPM has become the national standard for cities wanting to establish specifications for existing buildings. More cities are adopting the IPM as a standardized method for use and maintenance of building elements, site conditions, swimming pools, plumbing, mechanical, electrical and fire

protection systems in existing residential and nonresidential structures. Motion by Councilmember Wood, seconded by Councilmember Mueller, moved approval of Ordinance No. 3240 adopting the 2009 Edition of the International Property Maintenance Code. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

**Consider approval of Ordinance No. 3239, creating a Stabilization Fund Balance Policy for the General Fund.** Ordinance No. 3239 is creating a Stabilization Fund Balance Policy to provide fiscal stability for the City of Guthrie and allow City Management to apply fiscal prudence in managing the budgetary condition of the City. The ordinance is creating a stabilization fund balance level and the amounts for the stabilization fund balance shall be deposited into a separate bank account and accounted for in the General Fund. The amounts deposited in the Stabilization Account are to be used only for the purposes defined within the proposed ordinance. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

**Consider approval of a Revocable Permit for a fence in the City's right-of-way located at 704 East Warner.** This item was originally heard in the City Council Meeting on August 7, 2012. The subject was tabled so the applicant could supply a detailed site plan of the subject property. The applicant requests approval of a Revocable Permit to install a fence on the west and south sides of the property located at 704 East 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 fence would be placed two feet in from the curb. The home owner proposes to install a fence made of 4 foot tall black metal posts, spaced 6 feet apart. The posts would be joined by 2 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 4 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 they have experienced people cutting across the yard at a diagonal and on many occasions has had damage to their landscaping. There were several individuals that spoke on the Revocable Permit: one person in favor and two individuals opposing. Motion by Vice Mayor Ayers, seconded by Councilmember Coffin, moved approval of issuing a Revocable Permit for a fence in the City's right-of-way located at 704 East

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

Aye: None

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

Mayor Burtcher declared the motion failed unanimously.

**City Manager's Report.** None.

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

Councilmember Wood wished the Guthrie Softball Team good luck.

Councilmember Mueller introduced Sidney Brown.

Councilmember Hazlewood expressed a "Thank You" to the Guthrie Police Department for finding the band instrument; wished the citizens a safe Labor Day; and will miss City Manager Mueller, he has been a great asset to the City.

Vice Mayor Ayers informed we are losing a great leader and wished him well.

Mayor Burtcher informed City Manager Mueller has done a great job for this community and welcomed Cody Mosley to the City.

**Executive Session.** Motion by Vice Mayor Ayers, seconded by Councilmember Wood, moved approval to convene into Executive Session pursuant to the Authority of Title 25, O.S. 2001 Section:

- A. 307 (B)(2) for the discussion negotiations concerning employees and representatives of the Fraternal Order of Police (FOP), Lodge No. 105
- B. 307 (B)(2) for the discussion negotiations concerning employees and representatives of the International Association of Firefighters (IAFF), Lodge No. 2145.

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

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

Nay: None

Mayor Burtcher declared the motion carried unanimously at 7:54 p.m. Attending Executive Session were Mayor Burtcher, Vice Mayor Ayers, Councilmembers Coffin, Mueller,

Thomas, Wood and Hazlewood, City Manager Mueller, City Attorney Shadid and Human Resources Director Jin Ahlgren.

**Reconvene.** Mayor Burtcher reconvened the City Council Meeting at 8:16 p.m. and stated no action was taken in Executive Session.

**Consideration of action on Collective Bargaining Agreement for FY 2013 with employees and representatives of the Fraternal Order of Police (FOP), Lodge No. 105.** Motion by Councilmember Thomas, seconded by Councilmember Hazlewood, moved approval of the Collective Bargaining Agreement for FY 2013 with employees and representatives of the Fraternal Order of Police (FOP), Lodge No. 105. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

**Consideration of action regarding Collective Bargaining Agreement for FY 2013 with employees and representatives of the International Association of Firefighters (IAFF), Lodge No. 2145.** Motion by Councilmember Thomas, seconded by Councilmember Wood, moved approval of the Collective Bargaining Agreement for FY 2013 with employees and representatives of the International Association of Firefighters (IAFF), Lodge No. 2145. Councilmembers entered their votes and the votes were displayed with the following results:

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

Mayor Burtcher declared the motion carried unanimously.

**Adjourn.** There being no further business for the Guthrie City Council, Mayor Burtcher declared the meeting adjourned at 8:18 p.m.

---

Wanda Calvert, City Clerk

---

Chuck Burtcher, Mayor



CITY OF GUTHRIE

CLAIMS

**September 4, 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



Agenda Item Cover Letter

Meeting
x City Council
GPWA
Other:

Date of Meeting
September 4, 2012

Contact
Rene Spineto, Director
Community Development

Agenda Item

Consider approval for auction on parcel approximately 0.353 acres described as a part of the Southeast Quarter (SE/4) of Section Thirty-Two (32), Township Sixteen (16) North, Range Two (2) West, of the Indian Meridian, Logan County, Oklahoma.

Summary

As identified in the Strategic Plan, the City Council has identified as one of its Performance Targets the disposal of excess city property. The property identified as eligible for disposal is described as:

Part of the Southeast Quarter (SE/4) of Section Thirty-Two (32), Township Sixteen (16) North, Range Two (2) West, of the Indian Meridian, Logan County, Oklahoma. More particularly described as follows:

Beginning at an iron rod set at the Northeast corner of Lot 11, Valley Park addition; thence North 89°58'55" West a distance of 40.67 feet, more or less, to a set iron rod; thence North 17°31'00" West a distance of 189.90 feet, more or less, to a point; thence North 57°48"00" East a distance of 114.04 feet, more or less to a point; thence South 00°18'51" East 241.88 feet, more or less, to the point of beginning. Said tract contains 0.353 acres, more or less.

This property has never been improved and is located at the end of Santa Fe Street, just North of Foster Road. The City will establish a minimum bid set at \$3,000.00

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

Supporting documents attached:

- Survey of property

Action Needed Public Hearing x Motion Emergency Clause

**SURVEYOR'S CERTIFICATE**

I, Delbert W. Converse, a Licensed Professional Surveyor No. 1262 in the State of Oklahoma, do hereby certify to April Devereaux that I have made a survey under my direct supervision of the following described property to the best of my knowledge and belief and further certify that it is a true and correct Plat of Survey that meets the minimum standards for the practice of land surveying.

Delbert W. Converse, P.L.S., 1262  
 4/8/12  
 Date of Certification

**LEGAL DESCRIPTION**

PART OF THE SOUTHWEST QUARTER (SE/4) OF SECTION THIRTY-TWO (32), TOWNSHIP SIXTEEN (16) NORTH, RANGE TWO (2) WEST, OF THE INDIAN MERIDIAN, LOGAN COUNTY, OKLAHOMA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:  
 BEGINNING AT AN IRON ROD SET AT THE NORTHEAST CORNER OF LOT 11, VALLEY PARK ADDITION;  
 THENCE N 89°58'55" W A DISTANCE OF 40.67 FEET, MORE OR LESS, TO A SET IRON ROD;  
 THENCE N 17°31'00" W A DISTANCE OF 189.90 FEET, MORE OR LESS, TO A POINT;  
 THENCE S 00°18'51" E A DISTANCE OF 114.04 FEET, MORE OR LESS, TO A POINT;  
 THENCE S 00°18'51" E 241.88 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.  
 SAID TRACT CONTAINS 0.353 ACRES, MORE OR LESS.

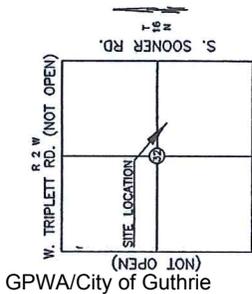
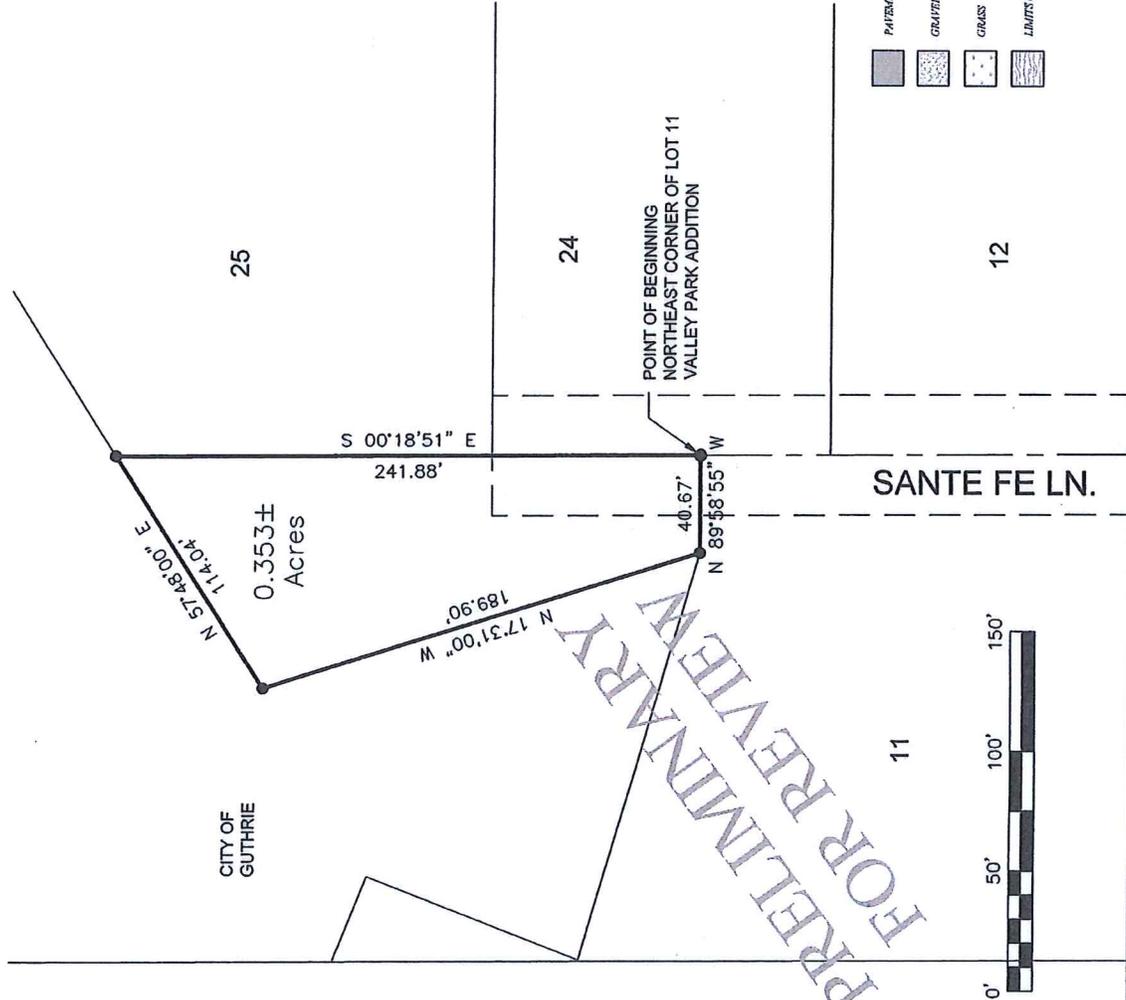
Mission Statement: To provide prompt technical solutions for your surveying and engineering services.

IF THE SEAL IS NOT IN RED INK AND THE SIGNATURE IS NOT IN BLUE INK THEN THIS COPY IS IN VIOLATION OF COPYRIGHT LAWS.

**GENERAL SURVEY NOTES:**

- The subject property contains an area of 0.304 Acres, more or less.
- No monuments were set other than the monuments shown set.
- All locations shown hereon are those obtainable by surface evidences only unless otherwise shown.
- This survey was prepared for the exclusive use of the above mentioned client(s) and does not extend to any unnamed person(s) without express recertification by surveyor naming said person(s)

A PART OF SOUTHEAST QUARTER (SE/4) OF SECTION THIRTY-TWO (32), TOWNSHIP SIXTEEN (16) NORTH RANGE TWO (2) WEST, OF THE INDIAN MERIDIAN LOGAN COUNTY, OKLAHOMA



Scale: 1 inch = 50 feet

- DENOTES SET IRON ROD / MAG NAIL
- DENOTES FOUND IRON ROD / MAG NAIL
- RECORDED BEARINGS / DISTANCES
- MEASURED BEARINGS / DISTANCES

This Plat of Survey Meets The Oklahoma Minimum Standards For The Practice Of Land Surveying As Adopted By The Oklahoma State Board Of Registration For Professional Engineers And Land Surveyors.

**UTILITY STATEMENT**  
 The utilities shown hereon have been located in the field by above ground inspection only. The underground utilities shown hereon are those shown on utility records and existing drawings. The surveyor makes no guarantee that the underground utilities shown hereon are correct. The surveyor is not responsible for the location of underground utilities shown hereon as in the exact location indicated although he does certify that they are located as shown hereon to the extent that they are available. The surveyor has not physically located the underground utilities.

**COPYRIGHT NOTICE**  
 This drawing is an instrument of service and shall remain the property of Converse Surveying & Engineering Inc. No part of this drawing may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written approval of Converse Surveying & Engineering Inc.

Copyright © 2012 Converse Surveying & Engineering Inc. Substitution or distribution of this drawing to meet official requirements of any other jurisdiction is prohibited. The surveyor's liability is limited to the extent of the professional services rendered by the surveyor. The surveyor shall not be held liable for any damages or injury to persons or property resulting from the use of this drawing without the prior written approval of Converse Surveying & Engineering Inc.

This is an abridgment or violation of the rights of Converse Surveying & Engineering Inc. shall be prosecuted to the full extent of the law.

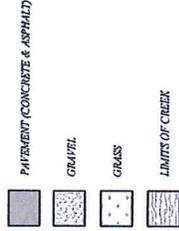
A PART OF THE SOUTHEAST QUARTER (SE/4) OF SECTION 32 TOWNSHIP 16 NORTH RANGE 2 WEST, LOGAN COUNTY, OKLAHOMA

Converse Surveying and Engineering Inc

2312 Silverfield Lane - Edmond, Oklahoma 73025  
 Phone- (405) 826-1355 Fax- (405) 462-3387

Certificate of Authorization No. 2977, Expires June 30, 2012

CLIENT - April Devereaux		REVISIONS	
NO.	DATE	NO.	DESCRIPTION
DRAWN BY	JDE		
CHECKED BY	DWC		
DATE	JUNE 5, 2012		
SURVEY NUMBER	S-05212012.C		



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Mayor - 4-30

Rene

Cindy Kenyon

From: support@civicplus.com  
Sent: Monday, April 30, 2012 11:33 AM  
To: Cindy Kenyon; cburtcher@cox.net  
Subject: Online Form Submittal: Application for Volunteer Boards and Commissions

If you are having problems viewing this HTML email, click to view a [Text version](#).

### Application for Volunteer Boards and Commissions

Name: Erin Brown  
 Daytime Phone Number: 405-413-1550  
 Evening Phone/Cell Phone: same  
 Address: 519 E. Washington Ave  
 Occupation: Museum curator  
 Education Level: B.A. History - Museum Studies  
 How long have you lived in Guthrie?  Less than 2 years  5 to 10 years  
 2 to 5 years  More than 10 years  
 Which board or commission interests you? *Historic Commission*  
 Why are you interested in serving on this board or commission? Ed Wood prompted me to get involved. I have written nominations for the National Register that included the Mineral Wells Pavilion. I have studied the preservation movement and it's affect on local economies.  
 What civic activities have you been involved in during the past 3 years? This is my second year serving as the state representative for the Oklahoma Registrars Association. I serve on the Oklahoma Museums Association.  
 What skills and/or experience will you contribute? My education and professional training as well as my history of volunteerism. Can provide my resume upon request.  
 Please list at least 3 non-relatives who have known you at least 3 years for references.  
 Reference 1: Kris Newman - 9512 NW 13th Place - 73126 (405) 200-8313. Have known for 26 years.  
 Reference 2: Nathan Turner - Director of the Oklahoma Territorial Museum - work number 282-1889  
 Reference 3: Heidi Vaughn - Director of Laboratory of History Museum at the University of Central Oklahoma. 405-974-5789 Known 4 years  
 Reference 4:  
 Reference 5:

**I understand this is a volunteer position appointed by the Mayor and confirmed by Council. I recognize that a limited number of positions are available at a given time and that application in itself does not guarantee appointment. I understand all volunteer boards meet on a regular basis and will follow rules set forth in the appropriate governing Ordinance or Resolution. In the event I cannot effectively serve my term, I will tender my resignation in writing to the Mayor.**

Please enter your name and current date to indicate you agree with the above statement:  
Erin Brown 4/30/2012

**Thank you for filling out the volunteer application for boards and commissions. Your application will be given to the Mayor and to the Department Head at the City of Guthrie that oversees the particular board or commission you are interested in. We will contact you shortly to discuss your application.**

**In the meantime if you have any questions, you may contact Cindy Kenyon-Lechan with the City Manager's/Mayor's Office at 405-282-0496. We appreciate your interest in the City of Guthrie and your willingness to serve!**

The following form was submitted via your website: Application for Volunteer Boards and Commissions

Name:: Erin Brown

Daytime Phone Number:: 405-413-1550

Evening Phone/Cell Phone:: same

Address:: 519 E. Washington Ave

Occupation:: Museum curator

Education Level:: B.A. History - Museum Studies

How long have you lived in Guthrie?

: Less than 2 years

Which board or commission interests you?: Townsite commision

Why are you interested in serving on this board or commission?: Ed Wood prompted me to get involved. I have written nominations for the National Register that included the Mineral Wells Pavilion. I have studied the preservation movement and it's affect on local economies.

What civic activities have you been involved in during the past 3 years?: This is my second year serving as the state representative for the Oklahoma Registrars Association. I serve on the Oklahoma Museums Association.

What skills and/or experience will you contribute?: My education and professional training as well as my history of volunteerism. Can provide my resume upon request.

Reference 1:: Kris Newman - 9512 NW 13th Place - 73126  
(405) 200-8313. Have known for 26 years.

Reference 2:: Nathan Turner - Director of the Oklahoma Territorial Museum - work number 282-1889

Reference 3:: Heidi Vaughn - Director of Laboratory of History Museum at the University of Central Oklahoma. 405-974-5789 Known 4 years

Reference 4::

Reference 5::

Please enter your name and current date to indicate you agree with the above statement:: Erin Brown 4/30/2012

Additional Information:



City of Guthrie  
Application for Boards and Commissions



Please print legibly.

Name Melissa Fester Day Phone 282-6000  
Address 11201 Brockhaus Rd. Evening Phone 659-5718  
Occupation Transportation Director Education High School / Some College  
How long have you lived in Guthrie? 22 Years \_\_\_\_\_ Months

Please answer the following questions and attach a resume, if desired.

1. Which board or commission interests you? Transportation
2. Why are you interested in serving on this board/commission? To help restore & resolve transportation issues in our community.
3. In what civic activities have you been involved during the past 3 years? Logan County Historical Society, Oklahoma Transit Assn. Staff the Bus, Community Day
4. What skills and/or experience will you contribute? Transportation Director for about 13 years.
5. List 3 non-relatives who have known you at least 3 years for references.

Name	Address	Phone Number
<u>Jim Overton</u>		
<u>Chris Hirzel</u>		<u>282-3170</u>
<u>Julie Casner</u>	<u>311 Airport Rd. Guthrie</u>	<u>471-7225</u>

I understand this is a volunteer position appointed by the Mayor and confirmed by Council. I recognize that a limited number of positions are available at a given time and that application in itself does not guarantee appointment. I understand all volunteer boards meet on a regular basis and will follow rules set forth in the appropriate governing ordinance or resolution. In the event I cannot effectively serve my term, I will tender my resignation in writing to the Mayor.

Melissa Fester  
Signature

7/31/12  
Date



**Agenda Item Cover Letter**

<b>Meeting</b>	<b>Date of Meeting</b>	<b>Contact</b>
<input checked="" type="checkbox"/> City Council	September 4, 2012	Wanda Calvert
<input type="checkbox"/> GPWA		City Clerk/Treasurer
<input type="checkbox"/> Other: _____		

**Agenda Item**

Public Hearing and consider approval of Resolution No. 2012-11, adopting FY 2013 Budget for the General Fund and Miscellaneous Funds.

**Summary**

Staff has prepared and achieved a balanced budget for the General Fund and Miscellaneous Funds for Fiscal Year 2013. The proposed budget has been presented and discussed with the Mayor and City Council. A public hearing is being held on September 4, 2012 for public comments. Staff has completed the budget process in accordance with Title 11 O.S. §17-201, et seq. Resolution No. 2012-11 provides the City Manager with the flexibility to control the Budget and amend one account to another within the same department or from one department to another within the same fund, without prior approval of the Council or Trustees, all as provided in Title 11 O.S. §17-215. Also, the proposed resolution provides the City Manager with the authority to submit grant applications for grants without prior approval of the Council.

<b>Funding Expected</b>	<input type="checkbox"/> Revenue	<input type="checkbox"/> Expenditure	<input checked="" type="checkbox"/> N/A
<b>Budgeted</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
<b>Account Number</b>	<u>N/A</u>	<b>Amount</b>	<u>N/A</u>
<b>Legal Review</b>	<input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Required	Completed Date: <u>Same as last year</u>
<b>Mayor's Appt.</b>	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	

**Supporting documents attached**

- Resolution No. 2012-11

**Recommendation**

Staff recommends approval.

**Action Needed**       Public Hearing       Motion       Emergency Clause

**RESOLUTION NO. 2012-11**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GUTHRIE  
ADOPTING THE FISCAL YEAR 2013 BUDGET FOR THE GENERAL FUND  
AND MISCELLANEOUS FUNDS; AND AUTHORIZING THE CITY MANAGER  
TO MAKE TRANSFERS WITHIN SAID FUNDS.**

---

**WHEREAS**, the Council of the City of Guthrie, Oklahoma, has conducted a public hearing on the FY 2013 Annual Budget on September 4, 2012 and have completed the budget process in accordance with Title 11 O.S. §17-201, et seq.; and

**WHEREAS**, the City Council has reviewed and evaluated departmental proposals of the City staff, and they have solicited and incorporated public input into the Annual Budget; and

**WHEREAS**, the City Council has determined that the Annual Budget meets the needs of the citizens of the City of Guthrie for Fiscal Year 2013; and

**WHEREAS**, the attached Exhibit "A", entitled "Budget Summary", represents the appropriations contained in the Annual Budget and the same must be approved by resolution; and

**WHEREAS**, the City Council desires to provide the City Manager with flexibility to control the Budget and amend certain accounts therein as the need arises, without prior approval of the Council, all as provided in Title 11 O.S. Supplement 1996, §17-215; and

**WHEREAS**, the City Council desires to provide the City Manager with the authority to submit grant applications for grants.

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

1. The appropriations of the Annual Budget contained in the attached Exhibit "A" are hereby adopted and incorporated herein by reference.
2. The interfund transfers included with the Budget are hereby approved.
3. The City Manager is authorized to proceed with implementation of the FY 2013 Annual Budget and to purchase, when necessary, the appropriate equipment or projects specified therein, subject to established policies governing expenditures, purchasing or contracts.
4. The City Manager is authorized to transfer any unexpended and unencumbered

appropriation or any portion thereof from one account to another within the same department or from one department to another within the same fund; provided that no appropriation for debt service or other appropriation required by law or ordinance may be reduced below the minimums required. The City Manager shall submit for Council action all other budget amendments, including interfund transfers of appropriations and supplemental appropriations to any fund.

5. The City Manager is authorized to submit grant applications for grants.

\*\*\* END \*\*\*

The undersigned hereby certify that the foregoing Resolution was duly adopted and approved by the Mayor and City Council of the City of Guthrie, Oklahoma, on the 4<sup>th</sup> day of September, 2012, after compliance with the notice requirements of the Open Meeting Act (25 OSA, § 301, et. seq.)

\_\_\_\_\_  
Chuck Burtcher, Mayor

ATTEST: (Seal)

\_\_\_\_\_  
Wanda Calvert, City Clerk

Approved as to form and legality on \_\_\_\_\_, 2012.

\_\_\_\_\_  
Randel Shadid, City Attorney

EXHIBIT A							
BUDGET SUMMARY							
	General	Fire/EMS	Grants	Hotel/Motel	Capital	Cemetery	
	Fund	Fund	Fund	Tax Fund	Projects Fund	Care Fund	
<b>REVENUES:</b>							
Budgeted Fund Balance	\$ 112,667	\$ -	\$ -	\$ 68,700	\$ 70,600	\$ -	
Interfund Transfer	\$ 1,495,000	\$ 874,656	\$ 750	\$ -	\$ 420,114	\$ -	
Interest Income	\$ 2,200	\$ -	\$ -	\$ 200	\$ 200	\$ 100	
Miscellaneous Income	\$ 160,670	\$ -	\$ -	\$ -	\$ -	\$ -	
Fees & Permits	\$ 77,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Taxes	\$ 4,506,802	\$ -	\$ -	\$ 113,300	\$ -	\$ -	
Cemetery Lot/Interment/Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,800	
Intergovernmental	\$ 231,500	\$ 440,000	\$ 468,750	\$ -	\$ -	\$ -	
Enhanced 911 Revenue	\$ -	\$ -	\$ -	\$ -	\$ 5,500	\$ -	
Charges for Services	\$ 103,180	\$ 427,000	\$ -	\$ -	\$ 221,000	\$ -	
Municipal Court Fines	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>TOTALS:</b>	<b>\$ 6,889,019</b>	<b>\$ 1,741,656</b>	<b>\$ 469,500</b>	<b>\$ 182,200</b>	<b>\$ 717,414</b>	<b>\$ 8,900</b>	
	USDA Rural	Airport					
	Development	Fund	GIDA				
<b>REVENUES:</b>							
Budgeted Fund Balance	\$ -	\$ 50,071	\$ -				
Interfund Transfer	\$ -	\$ 45,100	\$ -				
Interest Income	\$ 64	\$ -	\$ 10				
Partnership/Edmond	\$ -	\$ 99,100	\$ -				
Repay Loan	\$ 10,075	\$ -	\$ -				
Intergovernmental	\$ -	\$ 860,304					
Charges for Services	\$ -	\$ 26,000	\$ -				
Lease Rental	\$ -	\$ -	\$ 14,900				
<b>TOTALS:</b>	<b>\$ 10,139</b>	<b>\$ 1,080,575</b>	<b>\$ 14,910</b>				
<b>EXPENDITURES:</b>							
	Personal	Materials	Services	Fund	Debt	Fund	
	Services	& Supplies	& Charges	Transfers	Service	Transfers	Total
General Government	\$ 10,800	\$ 62,500	\$ 765,537	\$ 2,390,790	\$ -	\$ -	\$ 3,229,627
City Manager	\$ 175,500	\$ -	\$ 1,550	\$ -	\$ -	\$ -	\$ 177,050
Human Resources	\$ 122,825	\$ 2,000	\$ 4,500	\$ -	\$ -	\$ -	\$ 129,325
Building Services	\$ 81,509	\$ 900	\$ 900	\$ -	\$ -	\$ -	\$ 83,309
Finance	\$ 165,690	\$ -	\$ 8,002	\$ -	\$ -	\$ -	\$ 173,692
Community Development	\$ 180,356	\$ 3,270	\$ 12,775	\$ -	\$ -	\$ -	\$ 196,401
Code Compliance	\$ 39,232	\$ 1,350	\$ 31,425	\$ -	\$ -	\$ -	\$ 72,007
Economic Development	\$ 61,735	\$ 1,000	\$ 4,000	\$ -	\$ -	\$ -	\$ 66,735
Library Administration	\$ 161,403	\$ 23,072	\$ 3,652	\$ -	\$ -	\$ -	\$ 188,127
Police Administration	\$ 189,103	\$ 66,150	\$ 73,800	\$ -	\$ -	\$ -	\$ 329,053
Police Operations	\$ 813,006	\$ 8,500	\$ -	\$ -	\$ -	\$ -	\$ 821,506
Police-Animal Control	\$ 81,134	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ 87,634
Police-Criminal Investigations	\$ 67,614	\$ 1,700	\$ 1,250	\$ -	\$ -	\$ -	\$ 70,564
Police-School Resource Officer	\$ 51,851	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 52,351
Police-Communications	\$ 153,592	\$ -	\$ 4,200	\$ -	\$ -	\$ -	\$ 157,792
Street	\$ 280,461	\$ 194,000	\$ 38,500	\$ -	\$ -	\$ -	\$ 512,961
Fleet Maintenance	\$ 132,885	\$ 4,675	\$ 5,350	\$ -	\$ -	\$ -	\$ 142,910
Parks & Public Grounds	\$ 310,625	\$ 64,550	\$ 22,800	\$ -	\$ -	\$ -	\$ 397,975
<b>TOTALS:</b>	<b>\$ 3,079,321</b>	<b>\$ 440,667</b>	<b>\$ 978,241</b>	<b>\$ 2,390,790</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,889,019</b>
Fire-Suppression	\$ 661,010	\$ 25,700	\$ 30,198	\$ -	\$ -	\$ -	\$ 716,908
Fire-EMS	\$ 674,018	\$ 82,000	\$ 76,700	\$ 100,000	\$ -	\$ -	\$ 932,718
Fire-Administration	\$ 80,730	\$ 9,450	\$ 1,850	\$ -	\$ -	\$ -	\$ 92,030
	\$ 1,415,758	\$ 117,150	\$ 108,748	\$ 100,000	\$ -	\$ -	\$ 1,741,656

<b>EXPENDITURES:</b>	<b>Personal</b>	<b>Materials</b>	<b>Services</b>	<b>Capital</b>	<b>Debt</b>	<b>Fund</b>	
	<b>Services</b>	<b>&amp; Supplies</b>	<b>&amp; Charges</b>	<b>Outlay</b>	<b>Service</b>	<b>Transfers</b>	<b>Total</b>
<b>MISCELLANEOUS FUNDS:</b>							
Grant Fund	\$ -	\$ 5,000	\$ 446,500		\$ -	\$ 18,000	\$ 469,500
Hotel/Motel Tax Fund	\$ -	\$ -	\$ 75,000	\$ 68,700	\$ -	\$ -	\$ 143,700
Capital Projects Fund	\$ -	\$ -	\$ -	\$ 201,838	\$ 298,576	\$ 217,000	\$ 717,414
Cemetery Care Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
USDA Rural Development Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Airport Fund	\$ 81,342	\$ 29,050	\$ 166,278	\$ 803,905	\$ -	\$ -	\$ 1,080,575
Industrial Development Authority	\$ -	\$ -	\$ -	\$ -	\$ 12,500	\$ -	\$ 12,500



## ORDINANCE NO. 3242

AN ORDINANCE RELATED TO DISCHARGING FIREARMS, AMENDING CHAPTER 14, ARTICLE 3, SECTION 14-46, GUTHRIE CITY CODE OF ORDINANCES BY ALLOWING THE USE OF SHOTGUNS IN AN A-2 AGRICULTURAL ZONE WITH SPECIFIC RESTRICTIONS. THIS ORDINANCE PROVIDES FOR THE ISSUANCE OF PERMITS, THE COLLECTION OF FEES, AND PENALTIES FOR THE VIOLATION THEREOF; PROVIDING A SAVINGS CLAUSE, AND PROVIDING FOR CODIFICATION.

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

**SECTION 1.** Chapter 14, Article 3, Section 14-46 of the Guthrie City Code is hereby amended to add item (C) as follows:

Section 14-46.                    Discharging Firearms

- (C)            Section 14-46(A) shall not apply to the use of shotguns in an A-2 (Urban Agricultural) Zone for the purpose of hunting waterfowl. Such use will be permitted as follows:
1. On parcels of land five (5) acres in size or greater that are privately owned with the permission of the property owner; and,
  2. Any shooting must occur at least 200 feet from any building and from any land not owned by that landowner; and,
  3. Meet all other requirements under Oklahoma Law for the discharge of a shotgun; and,
  4. Are authorized by a permit issued by the Guthrie Chief of Police or designate, indicating the type and manner of use, renewable annually.

**SECTION 2.**                    Fees

Fees shall be as set out in the fee schedule at the end of this Code of Ordinances.

**SECTION 3.**                    Saving Clause.

Nothing in this Ordinance hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired or existing, under any act or ordinance hereby repealed as cited in Section 1 of this Ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

**SECTION 4.           Codification.**

Section 1 of this Ordinance is hereby codified as Chapter 14, Article 3, 14-46(C) of the Guthrie City Code.

**ADOPTED AND APPROVED** this \_\_\_\_\_ day of September, 2012.

\_\_\_\_\_  
Mayor

ATTEST:   (Seal)

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney



**Agenda Item Cover Letter**

**Meeting**

City Council  
 GPWA  
 Other: \_\_\_\_\_

**Date of Meeting**

September 4, 2012

**Contact**

Rene Spineto, Director  
 Community Development

**Agenda Item**

Consider approval to adopt Ordinance No. 3241, to de-annex a portion of land known as "The Strip," from the City limits of the City of Guthrie and declaring an emergency.

**Summary**

Beginning with the December 3, 1968 meeting of the Guthrie City Council a series of Ordinances were passed to annex a strip of land surrounding the east, west and south sides of the City of Guthrie. The strip is currently approximately 50 to 66 feet wide and begins at the southern tip of Santa Fe Lake, goes east approximately two miles east down University Avenue to Post Road, then follows Post Road three and one-half miles to Waterloo Road, and then follows Waterloo Road (and other parallel roads) approximately fourteen miles to Meridian and then follows Meridian north approximately seven miles, and then turns east on College for approximately seven miles to the western most boundary of the main body of the City of Guthrie.

At various subsequent Council meetings since 1968 the exact location and width of the strip were adjusted.

**Funding Expected**     Revenue                       Expenditure                       N/A

**Budgeted**                       Yes                       No                       N/A

**Account Number**                      \_\_\_\_\_                      **Amount**

**Legal Review**                       N/A                       Required                      Completed Date:                      8/29/12

**Mayor's Appt.**                       Yes                       No

**Supporting documents attached:**

- Guthrie Map
- Ordinance

**Action Needed**                       Public Hearing                       Motion                       Emergency Clause

**ORDINANCE NO. 3241**

**AN ORDINANCE DELETING, EXCLUDING, AND DEANNEXING THE TERRITORIES IN THIS ORDINANCE DESCRIBED FROM THE CITY LIMITS OF THE CITY OF GUTHRIE, OKLAHOMA; DIMINISHING AND REDUCING THE CITY LIMITS OF SAID CITY OF GUTHRIE TO THE EXTENT CAUSED BY THE DELETING AND DEANNEXING OF SUCH TERRITORIES FROM THE CITY LIMITS OF THE CITY OF GUTHRIE, OKLAHOMA, AND DECLARING AN EMERGENCY.**

**WHEREAS, the territories hereinafter in this Ordinance described are a part of the city limits of the City of Guthrie, Oklahoma; and,**

**WHEREAS, a protective strip of land encompassing the east, south, and west sides of the City of Guthrie was created and modified at various times over the past five decades; and,**

**WHEREAS, the protective strip is of varying widths, ranging from fifty feet to one hundred feet in width; and,**

**WHEREAS, in the judgment and discretion of the City Council of the City of Guthrie, Oklahoma it will benefit the City to delete, exclude and de-annex the territories hereinafter described from the city limits of the City of Guthrie, Oklahoma.**

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF GUTHRIE, OKLAHOMA:**

**SECTION ONE**

The following described real properties are situated west of the Indian Meridian in Logan County, State of Oklahoma, to wit:

A strip of land being not less than 50 feet in width nor more than 100 feet in width, beginning at the southeast side of Santa Fe Lake in the north half of Section 14, Township 16 North, Range Two West;

THENCE, East along and conforming to the North line of Section 13, Township 16 North, Range Two West;

THENCE, South along and conforming to the East line of S13, T16N, R2W;

THENCE, South along and conforming to the East line of S24, T16N, R2W;

THENCE, South along and conforming to the East line of S25, T16N, R2W;  
THENCE, South along and conforming to the East line of S36, T16N, R2W;  
THENCE, South along and conforming to the East line of S1, T15N, R2W;  
THENCE, South along and conforming to the East line of S12, T15N, R2W;  
THENCE, South along and conforming to the East line of S13, T15N, R2W;  
THENCE, South along and conforming to the East line of S24, T15N, R2W;  
THENCE, South along and conforming to the East line of S25, T15N, R2W;  
THENCE, South along and conforming to the East line of S36, T15N, R2W;  
THENCE, West along and conforming to the South line of S36, T15N, R2W;  
THENCE, West along and conforming to the South line of S35, T15N, R2W;  
THENCE, West along and conforming to the South line of S34, T15N, R2W;  
THENCE, West along and conforming to the South line of S32, T15N, R2W;  
THENCE, West along and conforming to the South line of S31, T15N, R2W;  
THENCE, West along and conforming to the South line of S36, T15N, R3W;  
THENCE, West along and conforming to the South line of S35, T15N, R3W;  
THENCE, West along and conforming to the East half of the South line of S35, T15N, R3W;  
THENCE, North along the West half of the east half of S34, T15N, R3W;  
THENCE, North along the West half of the east half of S27, T15N, R3W;  
THENCE, North along the West half of the east half of S22, T15N, R3W;  
THENCE, North along the West quarter of the east half of S34, T15N, R3W; thence West along the North quarter of the Southwest quarter of S34, T15N, R3W, thence South along the West quarter of the west half of S34, T15N, R3W;  
THENCE, South along the East half of the East half of S21, T15N, R3W, thence West along the North half of the South half of S21, T15N, R3W;  
THENCE, West along the North half of the South half of S20, T15N, R3W;

THENCE, West along the South quarter of the Northeast quarter of S19, T15N, R3W, thence North along the West quarter of the North half of S19, T15N, R3W;

THENCE, North along the West quarter of the South half of S18, T15N, R3W, thence East along the South quarter of the North half of S18, T15N, R3W;

THENCE, East along the West quarter of the North half of S17, T15N, R3W, thence north along the West quarter of the North half of S17, T15N, R3W;

THENCE, West along the West quarter of the South half of S8, T15N, R3W;

THENCE, West along and conforming to the South line of S7, T15N, R3W;

THENCE, West along and conforming to the South line of S12, T15N, R4W;

THENCE, West along and conforming to the South line of S11, T15N, R4W;

THENCE, North along and conforming to the West line of S11, T15N, R4W;

THENCE, North along and conforming to the West line of S2, T15N, R4W;

THENCE, North along and conforming to the West line of S35, T16N, R4W;

THENCE, North along and conforming to the West line of S26, T16N, R4W;

THENCE, North along and conforming to the West line of S23, T16N, R4W;

THENCE, North along and conforming to the West line of S14, T16N, R4W;

THENCE, North along and conforming to the West line of S11, T16N, R4W;

THENCE, East along and conforming to the North line of S11, T16N, R4W;

THENCE, East along and conforming to the North line of S12, T16N, R4W;

THENCE, East along and conforming to the North line of S7, T16N, R3W;

THENCE, East along and conforming to the North line of S8, T16N, R3W;

THENCE, East along and conforming to the North line of S9, T16N, R3W;

THENCE, East along and conforming to the North line of S10, T16N, R3W;

THENCE, East along and conforming to the North line of S11, T16N, R3W;

THENCE, East along the North line of the West half of S12, T16N, R3W.

**SECTION TWO**

If any part of this Ordinance shall be declared unconstitutional or void for any cause, such part shall not affect the remaining parts or provisions of this Ordinance.

**SECTION THREE**

EMERGENCY: FOR THE PRESERVATION OF THE PUBLIC PEACE, HEALTH, AND SAFETY, AN EMERGENCY IS HEREBY DECLARED TO EXIST BY REASON WHEREOF THIS ORDINANCE SHALL BE IN FULL FORCE AND EFFECT FROM AND AFTER ITS PASSAGE, APPROVAL, AND PUBLICATION AS PROVIDED BY LAW.

**ADOPTED AND APPROVED** this \_\_\_\_\_ day of September, 2012.

\_\_\_\_\_  
Mayor

ATTEST: (Seal)

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

