(This item is placed on the agenda so the Clinton City Council, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet the approval of all members, that item will be heard in regular order.)

# PUBLIC NOTICE OF A SPECIAL MEETING
# OF THE CITY COUNCIL
# WEDNESDAY, JANUARY 26, 2022 AT 4:00 PM
# CLINTON CITY HALL

## AGENDA

Source listing: 01/26/22 Special Meetings
Original source: https://agendas.clintonok.gov/archive/2022/012622/launch.html
Original authority agenda: https://agendas.clintonok.gov/archive/2022/012622/RA012622.htm
Original authority agenda: https://agendas.clintonok.gov/archive/2022/012622/RMAGENDA012622.htm

1. CALL TO ORDER

2. CONSIDER APPROVAL OF CONSENT AGENDA

    A. Minutes of the January 18, 2022 Regular Meeting ;

3. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING

    A. Resolution 931 – Authorizing the Submittal of a Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) Mini Planning Grant Application with the Commitment of a $5,900.00 Cash Match for Related Engineering Services .

4. NEW BUSINESS (If any, pursuant to Section 311.9 of the Oklahoma Open Meeting Act.)

5. COUNCIL COMMENTS

6. CITY MANAGER'S COMMENTS

7. AUDIENCE PARTICIPATION (According to Audience Participation Decorum Guidelines at Clinton City Council Public Meetings effective: 2/14/2017)

8. ADJOURN

Filed this 24TH Day of January 24, 2022. Posted on the bulletin board in the lobby of the Clinton City Hall on January 24, 2021 at 2:30 p.m.

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Not recorded

# MINUTES OF THE CLINTON CITY COUNCIL REGULAR MEETING
# JANUARY 18, 2022

Minutes of the meeting of the Mayor and Council of the Clinton City Council, City of Clinton, Oklahoma, Custer County, held in the City Council Room, City Hall on Tuesday, January 18, 2022, at 5:30 p.m. A notice of this meeting with amended agenda was posted on the bulletin board in the lobby of Clinton City Hall on January 13, 2022, at 3:30 p.m.

Mayor David Berrong called the meeting to order at 5:35 p.m. with the following present:

**MAYOR**: David Berrong
**COUNCILMEN***:* Patch McComas, Ernie Dowdell, Arthur Lloyd, Ernesto Villanueva
**MANAGER:** Robert Johnston
**CITY TREASURER**: Debra Blanchard
**CITY ATTORNEY**: Ryan Meacham
**CITY CLERK:** Amy Jones
**NEWS MEDIA**: Kelcie Hartley-Wolfe
**OTHERS:** Gene McCullough, Brett Russell, Paul Rinkel, Rick Robart, Don Miller, Tyler Wolfe, Lana Johnston, Doris Scarlett and others.

Rick Robart, Pastor, First United Methodist Church opened the meeting with prayer and Don Miller, Post Commander. American Legion Post 41 led the Pledge of Allegiance.

## AGENDA ITEM NO. 2: CONSENT AGENDA

A. Minutes of the January 4, 2022 Regular Meeting

Motion was made by Councilman McComas and seconded by Councilman Dowdell that the Consent Agenda Items be approved.

Mayor put the motion to a roll call vote:

Aye: Dowdell, Lloyd, McComas, Villanueva, Berrong
Nay: None

Mayor declared the motion carried.

## AGENDA ITEM NO. 3 DISCUSSION, CONSIDERATION AND POSSIBLE ACTION ITEMS:

**A. Interlocal Agreement with Custer County Sheriff's Office and the City of Clinton Regarding Two Surplus Crown Victoria Police Vehicles in Exchange for Trustee Labor.**

City Manager Johnston stated that the proposed interlocal agreement with Custer County would exchange two (2) surplus Crown Victoria police vehicles in exchange for trustee labor; these cars would be assigned to the Sheriff's office. He stated that we utilize Trustees in different areas of the City and the police cars had already been taken out of use by the Clinton Police Department. This agreement will benefit both the County and the City of Clinton during its one year duration.

The motion was made by Councilman Dowdell and seconded by Councilman Lloyd to approve the interlocal agreement with Custer County Sheriff's office regarding two surplus Crown Victoria police vehicles in exchange for trustee labor.

Mayor put the motion to a roll call vote:

Aye: Dowdell, Lloyd, McComas, Villanueva, Berrong
Nay: None

Mayor declared the motion carried.

**B. Quit Claim Deed of Lots 11-14, Block 26, Original Townsite from the City of Clinton to the Clinton Industrial Authority.**

City Manager Johnston presented the Quit Claim Deed of Lots 11-14, Block 26, Original Townsite from the City of Clinton to the Clinton Industrial Authority also known as the "Old Fire Station". He reported that there has been some interest in the purchase of the old fire station property and transferring ownership to the Industrial Authority is the first step in a multi-step process to dispose of it while it retains its usefulness.

The motion was made by Councilman Dowdell and seconded by Councilman Lloyd to approve the Quit Claim Deed of Lots 11-14 Block 26, Original townsite from the City of Clinton Industrial Authority.

Mayor put the motion to a roll call vote:

Aye: Dowdell, Lloyd, McComas, Villanueva, Berrong
Nay: None

Mayor declared the motion carried.

## AGENDA ITEM NO. 5 COUNCIL COMMENTS

None

## AGENDA ITEM NO. 6 CITY MANAGER'S COMMENTS

City Manager Johnston reported to the Council that the Library Roof Contract was signed with a work commencement provision of no later than March 1, 2022. The Clinton Regional Airport repairs from the October tornado are moving forward and the plan is to start with hangars two and three. The damaged Jet A truck is also being assessed and

we are waiting on the information from the insurance company as well. The City is watching the COVID-OMICRON variant situation carefully and communicating with our employees regarding the prevailing CDC guidelines.

**AGENDA ITEM NO,. 7 AUDIENCE PARTICIPATION (According to Audience Participation Decorum Guidelines at Clinton City Council Public Meetings effective: 2/14/2017)**

None

**AGENDA ITEM NO. 8: ADJOURNMENT**

Moved by Councilman Dowdell and seconded by Councilman Villanueva to adjourn the meeting.

Mayor put the motion to a roll call vote:

Aye: Dowdell, Jones, McComas, Villanueva, Berrong
Nay: None

Mayor declared the meeting adjourned at 5:43 P.M.

_____
Date Approved

_____
David D. Berrong, Mayor

**RESOLUTION NO. 931**

**AUTHORIZING THE SUBMITTAL OF A SOUTHWEST OKLAHOMA REGIONAL TRANSPORTATION PLANNING ORGANIZATION (SORTPO) MINI PLANNING GRANT APPLICATION WITH THE COMMITMENT OF A $5,900.00 CASH MATCH FOR RELATED ENGINEERING SERVICES.**

**WHEREAS,** the SORTPO has recently advertised the availability of mini planning grants due by February 1, 2022, of up to $25,000.00, for transportation related planning projects, including active living projects such as those included in the McLain Rogers Park Master Plan; and

**WHEREAS**, the City of Clinton has obtained a written proposal from BKL Engineers/Architects, a firm with considerable experience in ODOT and other grant funded projects, to provide the engineering report which must be included with the grant application; and

**WHEREAS**, obtaining this grant would be a valuable component in the City's ongoing efforts to identify and complete frequent, incremental improvements to its parks and other infrastructure components funded by other grants, public and private funding as they are available; and

**WHEREAS**, this grant application requires a Resolution by the City Council specifically committing the required 20 percent cash match.

**NOW, THEREFORE, BE IT RESOLVED** by the Clinton City Council to approve this Resolution hereby:

1. Authorizing the submittal of the above-referenced grant application;
2. Authorizing the execution of the "Letter of Agreement" with BKL Engineers/Architects for improvements at McLain Rogers Park; and
3. Commit $5,900.00 of the $29,500.00 in professional fees for BKL's professional services with the balance to come from the grant award.

**APPROVED** by the Clinton City Council this 26th day of January 2022.

_____
David D. Berrong, Mayor

**ATTEST:**

_____
Amy E. Jones, City Clerk

SOUTHWEST OKLAHOMA
REGIONAL TRANSPORTATION
PLANNING ORGANIZATION

# SORTPO TRANSPORTATION MINI PLANNING GRANT APPLICATION

**Federal Fiscal Year 2022**
**Deadline February 1, 2022**

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**Date** January 27, 2022 **Funding Amount Request** $25,000.00

**Municipality** CLINTON **County** CUSTER
**Point of Contact Name** ROBERT B. JOHNSTON
**Title** CITY MANAGER
**Address** 415 GARY BOULEVARD
**Phone (office)** 580 323 0261 **Cell** 580 335 1551
**Email** robert.johnston@clintonok.gov

**Information and Documents to be submitted**

a. Description of proposed project including Engineer's or Planning Consultant's Scope of Work and Cost Estimate.
b. Beginning/Completion Dates and Milestone Dates
c. Engineering/Planning contact information: name, address, phone number and email address.
d. Does the contract include transportation planning studies/transportation planning activities? X Yes_____ No
e. Funding commitment letter/council resolution. Grantee will be responsible for a 20% cash match for their project.
f. Copy of the signed contract with Engineering firm/individual or provide documentation that the Engineer/firm is on Oklahoma Department of Transportation (ODOT), or Office of Management Enterprises (OMES) approved contractor's list.

NOTE: The maximum SPR funds that can be applied for in this application is $25,000.

Process:

1. Submit application and supporting documents electronically to Julie@swoda.org no later than February 1, 2022, 5:00 pm CST.
2. Within 30 workdays of application closing date the applications will be reviewed by staff and forwarded to the SORTPO Transportation Technical Committee and SORTPO Transportation Policy Board for consideration at their March 2022 meeting.
3. Applicants will be notified in writing within 5 days of the SORTPO Transportation Policy Board's action.
4. The applicant will be required to enter into an agreement for funding and performance with SWODA. The agreement will be provided to the applicants awarded the grant. Work on the project cannot begin until two original signed agreements have been signed by applicant and SWODA. One original signed agreement will be provided to the applicant.
5. Applicants awarded grants must submit a Monthly Report summarizing progress, changes to milestone or completion dates.
6. Submit copy of final report/project/files within 30 days of completion of project. Items to submit include but is not limited to electronic files such as maps, tables, and illustrations.
7. Submit paid project invoices for reimbursement to SWODA by the last day of the month. The invoice will be reviewed and submitted in a monthly claim to ODOT. The claims are submitted to ODOT on the 10th of each month and takes approximately 60-90 days for reimbursement. Within 10 days of receipt of the 80% reimbursement from ODOT; SWODA will issue a check to the municipality.

**BKL, Incorporated**
1623 East 6th Street
Tulsa, Oklahoma 74120
918-835-9588
www.bklinc.com

Mr. Robert B. Johnston
415 Gary Freeway,
PO Box 1177
Clinton, OK 73601

RE: Letter of Agreement
Civil Services for ADA Assessment and Conceptual Construction Plans for McLain Rogers Park

Dear Mr. Johnston:

We appreciate your consideration for engineering services for the above referenced project. This is a Letter of Agreement and Notice to Proceed to provide the Civil Services for the assessment and conceptual construction plans for ADA Access and Improvements at McLain Rogers Park.

**PROJECT DESCRIPTION**
This project will include a topographic survey of the site and an overall evaluation and assessment of the existing conditions at McLain Rogers Park in Clinton, OK. Following the assessment and evaluation a technical memorandum will be created that will detail available options for construction and where improvements can be completed to improve the ADA Accessibility for the overall site. The evaluation will be completed using the ADA Guidelines and PROWAG Standards. Once the study is completed and the City has selected the construction activities, BKL will produce conceptual construction plans and estimates for these improvements.

**SCOPE OF SERVICES**
BKL will provide the Civil Services for the ADA assessment and present a Technical Memorandum for the City Evaluation and upon selection of the construction activities, conceptual construction plans will be provided.

ADA assessment and feasibility study scope:
BKL will provide the assessment and feasibility services for project defined above. BKL will provide a technical memorandum, conceptual plans, details, and estimates for the potential construction of the project. The project will be designed to meet current city and state criteria. BKL shall provide final report and estimates for the Project. Included in the report and estimates plans will be the details listed below:

- ADA Accessible routes
- Alternative Solutions for ADA Access
- Topographic Land Survey Data Sheet
- Conceptual Site Layout and Construction Plans
- Detailed Construction Cost Estimates and Options

BKL, Incorporated
1623 East 6th Street
Tulsa, Oklahoma 74120
918-835-9588
www.bklinc.com

Project Site Visits:
The scope of this project will include a total of Three (3) site visits from BKL personnel. One site visit will occur during the assessment and feasibility phase of the project, and one will be at the conclusion of the assessment phase. The third site visit will occur during the development of the conceptual construction plans. Any additional site visits will be considered additional expenses at a rate of $2,000 per site visit.

Additional Services:
Other services that are not associated with the Scope of Services shall be considered as additional services. Additional services would include Owner directed work that is clearly outside of the base contract. Additional services may include the following, but not limited to:

- Report or Plan Revisions: Report or Plan revisions (minor alterations) are expected and therefore are included as part of our services in the base contract. Although, if report or plan adjustments exceed normal revisions or if a complete redesign is required then additional services shall be negotiated to meet an adjusted scope of services.
- Traffic study, counts or warrants
- Utility coordination, relocation design, or utility construction drawings related to Project
- Environmental study and clearance
- Right of way or easement acquisitions
- ROW/Easement survey staking
- Permit fees for City, County or State
- Construction material testing
- Sealed Construction Plans
- Geotechnical Investigations
- Bidding Assistance
- Construction Specifications
- Resident Project Representation for the Project
- USACE 404 Permit Process
- Construction Administration Services not mentioned above, including but not limited to:
    - Attending progress meetings
    - Construction Site Visits
    - Project administration
    - Field inspections
    - Project Closeout Document

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**FEES**

For the project described above the total lump sum fee for the assessment and conceptual construction plan design efforts of **$ 29,500**. Should additional items be identified that warrant additional engineering design and require additional fees, we will contact you prior to initiating this work. Unless otherwise instructed, invoices will be submitted to the address listed above.

**DELIVERABLES**

The project is expected to be done in two stages of completion: 75% Draft Memorandum and Conceptual Plans and a Final Memorandum and set of Conceptual Plans. Items to be delivered at each completion stage of the project include:

- One electronic PDF (Sealed Report for Final).

**PERFORMANCE SCHEDULE**

We anticipate starting the engineering design within 1 day of written Notice to Proceed (NTP). A Topographic Survey will be completed within 45 Days of NTP, the Draft Memorandum and Conceptual Plans are expected within 90 days of NTP and Final Memorandum and Conceptual Plans submittal expected within 45 days after receiving any comments from the Draft submittal.

Thank you for the opportunity to provide our services. If you have any questions, or if we can be of further service, please do not hesitate to contact us.

Sincerely
BKL, Incorporated

Ryan Mahaffey, P.E.

(This item is placed on the agenda so the Clinton City Council, by unanimous consent, can designate those routine items they wish to be approved by one motion. If an item does not meet the approval of all members, that item will be heard in regular order.)

# PUBLIC NOTICE OF A SPECIAL MEETING
# OF THE RECREATIONAL AUTHORITY
# WEDNESDAY, JANUARY 26, 2022 AT 4:00 PM
# CLINTON CITY HALL

## AGENDA

Source listing: 01/26/22 Special Meetings
Original source: https://agendas.clintonok.gov/archive/2022/012622/launch.html
Original authority agenda: https://agendas.clintonok.gov/archive/2022/012622/RA012622.htm
Original authority agenda: https://agendas.clintonok.gov/archive/2022/012622/RMAGENDA012622.htm

1. CALL TO ORDER

2. CONSIDER APPROVAL OF CONSENT AGENDA

    A. Minutes from January 4, 2022 Regular Meeting

3. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING:

    A. Proposal Submitted by West Texas Turf, LLC for Management of the Riverside Golf Course

4. NEW BUSINESS (If any, pursuant to Section 311.9 of the Oklahoma Open Meeting Act.)

5. COUNCIL COMMENTS

6. CITY MANAGER'S COMMENTS

7. AUDIENCE PARTICIPATION (According to Audience Participation Decorum Guidelines at Clinton City Council Public Meetings effective: 2/14/2017)

8. ADJOURN

Filed this 24TH Day of January 24, 2022. Posted on the bulletin board in the lobby of the Clinton City Hall on January 24, 2021 at 2:30 p.m.

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Not recorded

# MINUTES OF RECREATIONAL AUTHORITY MEETING
# JANUARY 4, 2022

Minutes of the regular meeting of the Chairman and Trustees of the Clinton Recreational Authority City of Clinton, Oklahoma, Custer County, held in the City Council Room, City Hall on Tuesday, January 4, 2022, at 5:30 p.m. A notice of this meeting with agenda was posted on the bulletin board in the lobby of Clinton City Hall on December 30, 2021 at 5:00 p.m.

Chairman David Berrong called the meeting to order at 5:31 p.m. with the following present;

**CHAIRMAN**: David Berrong
**TRUSTEES**: Patch McComas, Ernie Dowdell, Arthur Lloyd, Ernesto Villanueva
**MANAGER:** Robert Johnston
**CITY TREASURER**: Debra Blanchard
**CITY ATTORNEY**: Ryan Meacham
**CITY CLERK:** Amy Jones
**NEWS MEDIA**: Mike Smith, Kelcie Hartley-Wolfe
**OTHERS:** Gene McCullough, Brett Russell, Donnie Phipps, Samantha Aispuro, Paul Rinkel, Max McKinsey, Billy Goodwin, Don Miller, Dakota Denison, Tyler Wolfe, Tracy Yoder, Doris Scarlett and others.

Dakota Denison, First Baptist Church opened the meeting with prayer and Don Miller, Post Commander. American Legion Post 41 led the Pledge of Allegiance.

## AGENDA ITEM NO. 2: CONSENT AGENDA

A. Minutes of Regular Meeting of December 7, 2021
B. Consider Claims

Motion was made by Trustee Dowdell and seconded by Trustee Lloyd that Consent Agenda Items be approved.

Chairman put the motion to a roll call vote:

Aye: Dowdell, Lloyd, McComas, Villanueva, Berrong
Nay: None

Chairman declared the motion carried.

## AGENDA ITEM NO. 4:
None

## AGENDA ITEM NO. 5: TRUSTEE REPORT
None

## AGENDA ITEM NO. 6: CITY MANAGER'S REPORT

None

## AGENDA ITEM NO. 7: ADJOURNMENT

Moved by Trustee McComas and seconded by Trustee Dowdell to adjourn the meeting.

Chairman put the motion to a roll call vote:

Aye: Dowdell, Lloyd, McComas, Villanueva, Berrong
Nay: None
Chairman declared the meeting adjourned at 5:33 pm.

_____
Date Approved

_____
David D. Berrong, Chairman