

PUBLIC NOTICE OF MEETING
REGULAR MEETING OF CLINTON CITY COUNCIL
TUESDAY, AUGUST 18, 2020
CLINTON CITY HALL

5:30 P.M.

AGENDA

- 1. Call to Order**
- 2. Opening Prayer/Pledge**
- 3. Consent Agenda**
 - A. Consider minutes from August 4, 2020**
 - B. Consider minutes from Special meeting on August 5, 2020**
 - C. Consider minutes from Special meeting on August 7, 2020**
 - D. Consider minutes from Special meeting on August 13, 2020**
- 4. Action Items:**
 - A. Consider and take action on Financial Consultant Letter of Understanding/Engagement with RS Meacham.**
 - B. Consider and take action on Acme Park Drainage Improvement Project**
 - C. Consider and take action on Acme Recreation Facility repairs due to flooding**
 - D. Consider and take action on Letter of Agreement with Action Associates, Inc. for 20-21 Fiscal Year.**

**Clinton City Council meeting
Clinton City Hall
Council Chambers
Tuesday, August 18, 2020
5:30 p.m.**

- 5. Council Report**
 - A. Introduction of new City Manager**
- 6 City Manager's Report**
- 7. Audience Participation**
- 8. Adjournment**

Filed this _____ day of _____, 2020.

**Posted on the bulletin board in the lobby of the Clinton City Hall on
_____, 2020, _____ A.M./P.M.**

for City Clerk

**MINUTES OF THE CLINTON CITY COUNCIL
AUGUST 4, 2020**

Minutes of the regular meeting of the Mayor and Councilmen of the Clinton City Council, City of Clinton, Oklahoma, Custer County, held in the City Council Room, City Hall on Tuesday, August 4, 2020 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 Friday, July 31, 2020.

Mayor David Berrong called the meeting to order with the following present:

MAYOR: David Berrong

COUNCILMEN: Patch McComas, Ernie Dowdell, Bobby Stewart, Chris Jones

ACTING CITY MANAGER: Gene McCullough

CITY TREASURER: Debra Blanchard

CITY ATTORNEY: Ryan Meacham

DEPUTY TREASURER: Shona Stermer

NEWS MEDIA: Rod Serfoss and Mike Smith

OTHERS: Paul Rinkel, Donnie Phipps, Gary Kluckner, Pat Peters, Rhonda Williams

Pat Peters opened the meeting with prayer and Trustee Bobby Stewart led the Pledge of Allegiance.

AGENDA ITEM NO. 3: CONSENT AGENDA

- A. Consider Approval of Minutes of July 21, 2020
- B. Consider Approval of Minutes of Special Meeting on July 22, 2020
- C. Consider Approval of Minutes of Special Meeting on July 31, 2020

Motion was made by Councilman Dowdell and second by Councilman Stewart that Consent Agenda Item No. 3 (a-c) be approved.

Mayor put the motion to a roll call vote:

Aye: Dowdell, Stewart, McComas, Jones, Berrong

Nay: None

Mayor declared the motion carried.

AGENDA ITEM NO. 4: ACTION ITEMS

4A. CONSIDER AND TAKE ACTION ON RESOLUTION NO. 911 FOR DISTRIBUTION OF ESCROW FUNDS BY OMAG

City Treasurer explained that the City has an escrow balance relating to our OMAG Workers' Compensation Plan. The escrow can be applied to a payment for any coverage plan that the City has with OMAG or the City can leave it on deposit at OMAG where it will continue to earn interest. The City's escrow balance is \$4,974.00

Motion was made by Councilman Jones and seconded by Councilman Dowdell to approve the City's escrow balance with OMAG be applied to a payment for our Workers' Compensation Plan.

Mayor put the motion to a roll call vote:

Aye: Jones, Dowdell, McComas, Stewart, Berrong

Nay: None

Mayor declared the motion carried.

4B. CONSIDER AND TAKE ACTION ON BUDGET AMENDMENT AND PURCHASE OF HANDGUNS FOR POLICE DEPARTMENT.

Chief of Police, Paul Rinkel, explained that the lifespan of handguns are 10 years. The Police Department's handguns are 20 years old. Rinkel stated that he would like to take their confiscated guns and purchase all new handguns and new holsters. Currently, the Police Department has some 40 caliber and also 45 caliber handguns. He stated the total price would be \$13,500; \$428.50 per handgun and \$200 per holsters. Also, Rinkel stated that the handguns all need to be the same caliber and his plans is to purchase all 9 mm handguns.

Motion was made by Councilman McComas and seconded by Councilman Stewart to approve the budget amendment and purchase of handguns for the Police Department.

Mayor put the motion to a roll call vote:

Aye: McComas, Stewart, Jones, Dowdell, Berrong

Nay: None

Mayor declared the motion carried.

4C. CONSIDER AND TAKE ACTION OR RELOCATION OF UTILITIES ON THE I40B WASHITA RIVER BRIDGE CONSTRUCTION PROJECT

City Treasurer, Debra Blanchard, stated that an invoice from the Oklahoma Department of Transportation and a copy of the right-of-way encroachment agreement, which was approved in May of 2019, was discovered in the administration offices.

The invoice was for the City's obligation of the relocation of utilities on the I40B Washita River Bridge Construction Project. Per the agreement, the City's financial obligation shall be no less than 20 percent of the total costs. The invoice is \$ 80,340.35.

City Treasurer stated that she did not have knowledge of the invoice and it was never presented to the Finance Department for payment. Blanchard also stated the invoice was never presented to City Council for approval. Also Blanchard stated that this is not the way the City of Clinton handles business.

Motion was made by Councilman Jones and seconded by Councilman Dowdell to approve the payment of \$80,340.35, to the Oklahoma Department of Transportation, for the City's obligation of the relocation of utilities on the I40B Washita River Bridge Construction Project.

Mayor put the motion to a roll call vote:

Aye: Jones, Dowdell, McComas, Stewart, Berrong

Nay: None

Mayor declared the motion carried.

4D. CONSIDER AND TAKE ACTION ON CHANGE ORDER #1 FOR THE REFURBISHMENT OF CLARIFIER AT WWTP PROJECT

Acting City Manager, Gene McCullough, stated that in December 2019, the City received a change order for \$ 2,378.00. McCullough stated that although this change order has already been completed and paid for, executed by the previous city manager and the amount was well within the city manager's spending authority, we recommend a City Council approval for any changes to a contact entered into by the City Council.

Motion was made by Councilman Jones and seconded by Councilman Dowdell that change order #1 for the refurbishment of the clarifier at WWTP Project be approved.

Mayor put the motion to a roll call vote:

Aye: Jones, Dowell, Stewart, McComas, Berrong

Nay: None

Mayor declared the motion carried.

AGENDA ITEM NO 5: TRUSTEE REPORT

None

AGENDA ITEM NO. 6: MANAGER'S REPORT

Acting City Manager, Gene McCullough, stated that he would like to thank the public for having patience with the staff during the time the City Hall has been closed due to Covid-19.

McCullough stated he appreciates staff and all their work they have put in during this time. Acting City Manager stated a very special thanks to Debra Blanchard and Rhonda Williams for all the hard work they have put in to help him during this time also.

7. AUDIENCE PARTICIPATION

None

AGENDA ITEM NO. 8: ADJOURNMENT

Motion made by Councilman McComas and second by Councilman Dowdell to adjourn the meeting.

Mayor put the motion to a roll call vote:

Aye: McComas, Dowdell, Jones, Stewart, Berrong

Nay: None

Mayor declared the meeting adjourned at 6:10 p.m.

**MINUTES OF THE SPECIAL MEETING OF THE CLINTON CITY COUNCIL
AUGUST 5, 2020**

Minutes of the special meeting of the Mayor and Councilmen of the Clinton City Council, City of Clinton, Oklahoma, Custer County, held at the Frisco Center on Wednesday, August 5, 2020 at 8:30 a.m. A notice of this meeting with agenda was posted on the bulletin board in the lobby of Clinton City Hall on Monday, July 31, 2020 at 4:30 p.m.

Mayor David Berrong called the meeting to order with the following present:

MAYOR: David Berrong

COUNCIL: Patch McComas, Ernie Dowdell, Bobby Stewart, Chris Jones

ACTING CITY MANAGER: Absent

DEPUTY TREASURER: Shona Stermer

AGENDA ITEM NO. 2:

2. CONSIDER, DISCUSS AND TAKE ACTION ON ADJOURNING TO AN EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING APPLICANTS FOR THE POSITION OF CITY MANAGER; PURSUANT TO 25 OKLA STAT S 307 (B)(1) DISCUSSING THE EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINING OR RESIGNATION OF THE CITY MANAGER.

Motion was made by Councilman Stewart and seconded by Councilman Jones to enter into executive session pursuant to **25 Okla Stat s 307 (B)(1)** and invite Candidates into the executive session.

Mayor put the motion to a roll call vote:

Aye: Stewart, Jones, Dowdell, McComas, Berrong

Nay: None

Mayor declared the meeting in executive session at 8:30 a.m.

RECONVENE

Motion was made by Councilman Dowdell and seconded by Councilman McComas to enter back into special session.

Mayor put the motion to a roll call vote:

Aye: Dowdell, McComas, Stewart, Jones, Berrong

Nay: None

Mayor declared the special meeting in regular session at 1:36 p.m.

No action was made.

AGENDA ITEM NO. 3: ADJOURNMENT

Motion made by Councilman McComas and seconded by Councilman Dowdell to adjourn the meeting.

Mayor put the motion to a roll call vote:

Aye: Dowdell, McComas, Stewart, Jones, Berrong

Nay: None

Mayor declared the special meeting adjourned at 1:37 p.m.

**MINUTES OF THE SPECIAL MEETING OF THE CLINTON CITY COUNCIL
AUGUST 7, 2020**

Minutes of the special meeting of the Mayor and Councilmen of the Clinton City Council, City of Clinton, Oklahoma, Custer County, held at the Frisco Center on Friday, August 7, 2020 at 8:30 a.m. A notice of this meeting with agenda was posted on the bulletin board in the lobby of Clinton City Hall on Monday, July 31, 2020 at 4:30 p.m.

Mayor David Berrong called the meeting to order with the following present:

MAYOR: David Berrong

COUNCIL: Patch McComas, Ernie Dowdell, Bobby Stewart, Chris Jones

ABSET: Gene McCullough

DEPUTY TREASURER: Shona Stermer

AGENDA ITEM NO. 2:

2. CONSIDER, DISCUSS AND TAKE ACTION ON ADJOURNING TO AN EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING APPLICANTS FOR THE POSITION OF CITY MANAGER; PURSUANT TO 25 OKLA STAT S 307 (B)(1) DISCUSSING THE EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINING OR RESIGNATION OF THE CITY MANAGER.

Motion was made by Councilman Dowdell and seconded by Councilman Jones to enter into executive session pursuant to **25 Okla Stat s 307 (B)(1)** and invite Candidates into the executive session.

Mayor put the motion to a roll call vote:

Aye: Dowdell, Jones, Stewart, McComas, Berrong

Nay: None

Mayor declared the meeting in executive session at 8:30 a.m.

RECONVENE

Motion was made by Councilman Stewart and seconded by Councilman McComas to enter back into special session.

Mayor put the motion to a roll call vote:

Aye: Stewart, McComas, Dowdell, Jones, Berrong

Nay: None

Mayor declared the special meeting in regular session at 9:13 a.m.

No action was made.

AGENDA ITEM NO. 3: ADJOURNMENT

Motion made by Councilman McComas and seconded by Councilman Dowdell to adjourn the meeting.

Mayor put the motion to a roll call vote:

Aye: Dowdell, McComas, Stewart, Jones, Berrong

Nay: None

Mayor declared the special meeting adjourned at 9:14 a.m.

**MINUTES OF THE SPECIAL MEETING OF THE CLINTON CITY COUNCIL
AUGUST 13, 2020**

Minutes of the special meeting of the Mayor and Councilmen of the Clinton City Council, City of Clinton, Oklahoma, Custer County, held in Room 226 of the City Hall on Thursday, August 13, 2020 at 10:30 a.m. A notice of this meeting with agenda was posted on the bulletin board in the lobby of Clinton City Hall on Monday, August 10, 2020 at 11:05 a.m.

Mayor David Berrong called the meeting to order with the following present:

MAYOR: David Berrong

COUNCIL: Patch McComas, Ernie Dowdell, Bobby Stewart, Chris Jones

ABSET: Gene McCullough

DEPUTY TREASURER: Shona Stermer

AGENDA ITEM NO. 2:

CONSIDER, DISCUSS AND TAKE ACTION ON ADJOURNING TO AN EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING APPLICANTS FOR THE POSITION OF CITY MANAGER; PURSUANT TO 25 OKLA STAT S 307 (B)(1) DISCUSSING THE EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINING OR RESIGNATION OF THE CITY MANAGER.

Motion was made by Councilman Stewart and seconded by Councilman Jones to enter into executive session pursuant to **25 Okla Stat s 307 (B)(1)** and invite the City Attorney into the executive session.

Mayor put the motion to a roll call vote:

Aye: Stewart, Jones, McComas, Dowdell, Berrong

Nay: None

Mayor declared the meeting in executive session at 10:32 a.m.

AGENDA ITEM NO. 3

RECONVENE

Motion was made by Councilman Jones and seconded by Councilman Stewart to reconvene to open session and to recess the meeting for 45 minutes, to be reconvened in the same place, Room 226 of the Clinton City Hall.

Mayor put the motion to a roll call vote:

Aye: Jones, Stewart, McComas, Dowdell, Berrong

Nay: None

Mayor reconvened the special meeting in regular session at 11:15 a.m.

RECONVENE

Motion was made by Councilman McComas and seconded by Councilman Stewart to reconvene.

Mayor put the motion to a roll call vote:

Aye: McComas, Stewart, Jones, Dowdell, Berrong

Nay: None

Mayor declared the special meeting in regular session at 11:39 a.m.

AGENDA ITEM NO. 4

CONSIDER, DISCUSS AND TAKE ACTION ON THE DISCUSSION FROM THE EXECUTIVE SESSION REGARDING POSITION OF CITY MANAGER.

Motion was made by Councilman Stewart and seconded by Councilman Dowdell to hire Robert B. Johnston for the position of City Manager.

Mayor put the motion to a roll call vote:

Aye: Stewart, Dowdell, Jones, McComas, Berrong

Nay: None

Mayor declared the motion carried.

AGENDA ITEM NO. 5: ADJOURNMENT

Motion made by Councilman McComas and seconded by Councilman Jones to adjourn the meeting.

Mayor put the motion to a roll call vote:

Aye: McComas, Jones, Dowdell, Stewart, Berrong

Nay: None

Mayor declared the special meeting adjourned at 11:40 a.m.



Agenda Commentary

Item Title/ Subject: Financial Consultant Letter of Understanding/Engagement

Staff Source: Debra Blanchard, City Treasurer

History/Background Information: The City retains a CPA as financial consultants for the end of fiscal year procedures, to prepare the financial statements, required GASB reports, sections of the Management and Discussion Analysis and required supplemental information.

Item/Subject Summary: The RS Meacham firm has been our financial consultants for many years. At the end of the fiscal year, the financials reports and records we maintain throughout the year and all related information is provided to the firm. The firm assists us with end of year adjusting entries for accrual, modified accrual and cash basis financial statements and then prepares the Financial Statements, GASB Reports, and all supplemental information into the Formal Fiscal Year End Financial Report of the City. The independent external auditors then come in to complete audit of the financial statements.

Price/Cost: \$28,500

Recommendation: Continuation of the services provided by RS Meacham CPAs. This letter of engagement is continuous for successive annual periods unless notice is given by either party 30 days prior to the beginning of the next fiscal year. Future periods can be reaffirmed by Council at the start of each fiscal year.



CPAs+ADVISORS

801 Frisco, Clinton, OK 73601

580-323-1766 | 580-323-1768 fax

Members of American
Institute of Certified
Public Accountants

Members of Oklahoma
Society of Certified
Public Accountants

August 3, 2020

City of Clinton, OK
P.O. Box 1177
Clinton, Oklahoma 73601

We are pleased to confirm our understanding of the services we are to provide for the City of Clinton, OK for the year ended June 30, 2020. We hope to better meet your expectations of service from our firm by clearly identifying the particular services to be provided and their frequency.

None of the services can be relied on to detect irregularities, including fraud or defalcations that may exist. However, we will inform you of any such matters that come to our attention. Also, should we note any significant control weaknesses, we will submit suggestions for those areas which might be improved or strengthened.

We have identified the following procedures to be performed in preparation for the 2019-2020 audit:

- preparation of working trial balances,
- preparation of work papers, including but not limited to cash, investments, accounts receivable, accounts payable, fixed assets, interfund transfers, and grant management,
- preparation of adjusting entries to the general and subsidiary ledgers,
- adjustments to the working trial balance for accrual, modified accrual and cash basis financial statements,
- draft versions of the required GASB 34 statements, including the sections of Management Discussion and Analysis, Financial Statements, Required Supplemental Information, and, if deemed necessary, Statistics,
- assist external auditors during the financial statement audit.

Upon completion of the items discussed above, an independent auditor will have to be engaged to perform the actual audit of the financial statements.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferable from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintain effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation: fair presentation of the financial statements in conformity with U.S. generally accepted accounting principles: and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of preparation of audit workpapers, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations, contracts, agreements, and grants.

You are responsible for the preparation of the supplementary information in conformity with US generally accepted accounting principles. Your responsibilities include acknowledging that (1) you are responsible for the presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Fee for Services

Our fees for the services as outlined are expected not exceed \$28,500.

This engagement will commence on July 1, 2020 and will continue until June 30, 2021. This engagement may continue for successive annual periods (July 1 thru June 30) unless notice is given by either party 30 days prior to the beginning of fiscal year. In addition, the City shall have the right to terminate the agreement upon 30 days written notice.

Additional services and subsequent projects not included in the scope of services listed above will be provided standard hourly rates ranging from \$50 to \$200 per hour. We will review any extra services you may require and submit to you a fee estimate before we incur any additional costs. Our invoices for these fees will be rendered each month and are payable on presentation.

The City agrees that RSMeacham CPAs & Advisors, its partners, and employees shall not be liable to the City for any actions, losses, damages, claims, liabilities, costs, or expenses in any way arising out of or relating to this engagement for an aggregate amount in excess of the fees paid by the City to RSMeacham CPAs & Advisors for the services performed pursuant to this engagement.

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

Sincerely,

rsmeacham
CPA & ADVISORS

Clinton, OK

This letter correctly sets forth the understanding of the City of Clinton.

By: _____

Title: _____

Date: _____



Agenda Commentary

Subject: Acme Brick park drainage

Staff Source: Toby Anders Code Enforcement Officer/Building Inspector

History/Background Information: Additional information requested for the July 21, 2020 City Council Meeting

Recommendation:

Material Supply, Inc. (Gary Warnick)

Total from bid	\$40,865.00
Remove Alt #3 as presented at the 7/21/20 meeting	\$9,625.00
Total cost of the project	\$31,240.00

Belter Construction	\$33,250.00
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Lonehickory Cattle LLC.	\$45,000.00
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As previously stated that FEMA will reimburse the City of Clinton \$8,908.49 due to this being a mitigation project.

MATERIAL SUPPLY, INC.
P.O. BOX 624
CLINTON, OKLAHOMA 73601
580-323-0072

June 18, 2020

City of Clinton
c/o Toby Anders
P.O. Box 1177
Clinton, OK 73601

Re: Acme Park Drainage

Toby,

As per our conversation we are providing a proposal for drainage problems currently being experienced at Acme Brick Park. The proposal has a base price and alternates that can be accepted in addition to the base price proposal.

The base price includes:

1. Removal and disposal of a 70' x 8' x 4" portion of asphalt walking trail including drainage pipe, replacement of the trail will be 4" concrete with a low water crossing.
2. Lower and grade earth mound on North side of trail. Dispose of excess material.
3. Clean out and grade current drainage ditch south of buildings.
4. Removal and disposal of existing concrete flume at the pond overflow pipe.
5. Adjust grade at the pond overflow pipe and pour 6' x 10' x 4" concrete flume.

The total base price is \$ 8,590.00

Alternate #1 includes:

1. Removal and disposal of 20' x 55' asphalt pad west of brick building.
2. Grade to new elevation.
3. Form and pour new 4" concrete pad including raising finished level at east door and slope apron into existing brick building.

Alternate #1 price is \$ 8,800.00

Alternate #2 includes:

1. Removal and disposal of 24' x 60' asphalt pad west of brick building.
2. Grade area to allow some water to drain west of current buildings.
3. Form and pour new 4" concrete pad 24' x 60'.

Alternate #2 price is \$ 9,950.00

Alternate #3 includes:

1. Form and pour concrete waterway 16' x 125' x 4".

Alternate #3 price is \$ 9,625.00

Alternate #4 includes:

1. Form and pour a 50' stemwall 1' high and 6" thick along south side of existing building.
2. Form and pour apron sloping into existing building at doorway also includes a 4' apron outside of existing doors.
3. Provide and grade sufficient fill dirt to allow for positive drainage away from building.

Alternate #4 price is \$ 3,900.00

All prices include material and labor. Exclusions to this proposal are any door modifications required to meet new finish elevations. The drawing accompanying this proposal is not to scale and is being provided as an aid to better understand the scope of work in the base and alternate proposals. We appreciate the opportunity to submit this proposal and if there are any questions please contact our office.

Cordially



Gary Warnick

Lonehickory Cattle L.L.C.
 5433 SE 235th Rd
 Talihina, OK 74571 US
 9187212291
 lonehickorycattle@yahoo.com

Estimate

ADDRESS
City of Clinton- City of Clinton

SHIP TO
City of Clinton- 1 City of Clinton

ESTIMATE #	DATE
1060	05/25/2020

ACTIVITY	QTY	RATE	AMOUNT
City of Clinton Install a Drainage Ditch At Acme Park	1	37,500.00	37,500.00
City of Clinton Replace Walking Trail and install Sod	1	7,500.00	7,500.00

TOTAL **\$45,000.00**

Accepted By

Accepted Date

Toby Anders

From: wes collins <lonehickorycattle@yahoo.com>
Sent: Wednesday, May 27, 2020 8:10 AM
To: Toby Anders
Subject: Re: Acme Ditch

Toby

I plan to make a flat bottom ditch with sloped sides the angle or slope will depend on the depth and amount of room we have.
when the ditch is built we will sod the bottom and sides. pour the Concrete walking path back down and thru the new ditch.
My price doesnt include any Rip Rap I think there maybe some needed between the walking track and pond to keep erosion to a minimal.
I can add it if need to but I will install it if the city will get it delivered to the site.
anymore questions just let me know

Thanks Wes

On Tuesday, May 26, 2020, 09:22:16 AM CDT, Toby Anders <toby.anders@clintonok.gov> wrote:

Can you please provide some description of the work you are proposing? FEMA and the City Council will have questions.

Toby Anders
City of Clinton
Building Inspector/Code Enforcement
CFM/EM
Office 5803231678
Cell 58021415557
inspector@clintonok.gov

On May 25, 2020, at 4:01 PM, wes collins <lonehickorycattle@yahoo.com> wrote:

Toby

Here is an estimate for Acme Drainage Ditch

Thanks Wes
<Acme Park.pdf>

**Belter Construction Corporation
Bid Only**

MIKE BELTER
580 774-8072

Remit To:
PO Box 367
Arcadia, OK 73007

Date: 8/4/2020

City of Clinton
Acme Brick drainage around south ends of building

This bid includes removing existing pipe in walking trail and installing a low water crossing and replacing with asphalt. Installing asphalt along south side of building and sloping to south, hauling in rock and placing along SE side of building. Widening drainage from walking trail to pond and removing concrete inlet to overflow and installing rip-rap drainage to pipe, also included is lowering the asphalt on 1" or 2" along east side to help disperse of water off of building.

	Hours	Rate	Total
price as bid			<u>\$33,250.00</u>
Total			<u>\$33,250.00</u>



Agenda Commentary

Subject: Acme Brick Park Building repairs

Staff Source: Toby Anders Code Enforcement Officer/Building Inspector

History/Background Information: In May of 2019 the City of Clinton experienced a heavy rain event; due to the surface water running in to the building it damaged the interior of the building. This included walls, carpet, flooring and doors. A claim was filed with the City's insurance company, which has been paid out for a total of \$28,293.63.

Recommendation:

Excel Subcontractors \$19,020.00 price includes 2 custom doors

Buddy's remodeling \$15,450.00 + price of 2 custom doors for racket ball courts



Excel Subcontractors

MAILING: Route 2, Box 239 • Clinton, Oklahoma 73601
331-9486
Insulation • Suspended Ceiling • Siding

Proposal submitted to <i>City of Clinton</i>		Phone	Date <i>8-13-2020</i>
Street		Job Name <i>2 - South offices</i>	
City, State and ZIP code		Job location <i>A One Brick Park</i>	
Architect	Date of Plans		Job Phone

We hereby submit specifications and estimates for:

<i>Remove damaged shutrack + disposal</i>	<i>725⁰⁰</i>
<i>Replace 5/8 shutrack Tape, Bed, Texture</i>	<i>1575⁰⁰</i>
<i>Prime - Paint 2 - offices + Closet</i>	<i>1500⁰⁰</i>
<i>Remove Carpet Tib + Scrap Shrub, disposal</i>	<i>1134⁰⁰</i>
<i>Replace base Cove</i>	
	<i>4934⁰⁰</i>
<i>10% Insurance + Overhead</i>	<i>1493⁰⁰</i>
	<i>5427⁰⁰</i>

We propose hereby to furnish material and labor—complete in accordance with above specifications, for the sum of:

Five Thousand four hundred Twenty Seven ⁰⁰/₁₀₀ dollars (\$5,427⁰⁰).
Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature *B. Butch*
Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____
Signature _____

Date of acceptance: _____

Proposal



Excel Subcontractors

MAILING: Route 2, Box 239 • Clinton, Oklahoma 73601
331-9486
Insulation • Suspended Ceiling • Siding

Proposal submitted to City of Clinton	Phone	Date 8-13-2020
Street	Job Name Racket Ball Court	
City, State and ZIP code	Job location Aene Brick Park	
Architect	Date of Plans	Job Phone

We hereby submit specifications and estimates for:

Remove floorings + Base Cove Replace floorings
 Base Cove 1/2" mill Click flooring in Two
 Racket Ball Court 9698⁰⁰

Build 2 Custom Doors + jam Remove +
 Replace 2160⁰⁰
11,859⁰⁰

10% Insurance overhead 1185⁰⁰
13,043⁰⁰

We propose hereby to furnish material and labor—complete in accordance with above specifications, for the sum of:

Thirteen Thousand four hundred Three and 10/100 dollars (\$**13,043⁰⁰**)
 Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

Butch

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of acceptance: _____

Proposal



Excel Subcontractors

MAILING: Route 2, Box 239 • Clinton, Oklahoma 73601
331-9486
Insulation • Suspended Ceiling • Siding

Proposal submitted to <i>City of Clinton</i>		Phone	Date <i>8-13-2020</i>
Street		Job Name <i>Alene Birk Park</i>	
City, State and ZIP code		Job location <i>South Storage</i>	
Architect	Date of Plans		Job Phone

We hereby submit specifications and estimates for:

*Remove 36" x 21' of sheetrock Replace with
Hardie backer + Tape Joints*

55000

We propose hereby to furnish material and labor—complete in accordance with above specifications, for the sum of:

five hundred fifty + 00/100 dollars (\$ *55000*).
Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature

Butch

Note: This proposal may be withdrawn by us if not accepted within _____ days.

Acceptance of Proposal—The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of acceptance: _____

BUDDY'S REMODELING
PO BOX 71
BUTLER, OK73625
PHONE: 580-309-7417
EMAIL: buddyfrankielarue@yahoo.com

Bid Proposal
ESTIMATE ONLY

To: CITY OF CLINTON
From: BUDDY'S REMODELING

RE: REPAIRS ON ACME BRICK PARK
600 S 28TH ST
CLINTON, OK

Date: 11-21-2019

ESTIMATE BID ONLY

SITE 1&2

DEMO 2 OFFICES 17X15 & 14X12
REMOVE MOLDY DRYWALL / CARPET, AND FLOOR MOLDING

REPLACE DRY WALL 17X15X4 TAPE, MUD, TEXTURE & PAINT

REPLACE CARPET

REPLACE 4" FLOOR MOLDING

\$4,500.00

SITE 3

DEMO RECQUETBALL COURT 40L X 20W

REMOVE LAMINATE FLOORING

REMOVE FLOOR MOLDING

REPLACE LAMINATE FLOORING

REPLACE 4" RUBBER MOLDING

\$4,800.00

SITE 4

DEMO 120' FLOOR MOLDING

REPLACE 120' MOLDING

\$750.00

SITE 5
DEMO 40'X20' LAMINATE FLOORING AND FLOOR MOLDING

REPLACE LAMINATE FLOORING
REPLACE 4' MOLDING 120' \$4,800.00

SITE 6
DEMO DRYWALL 21' L X 4' W
I RECOMMEND USING CONCRETE BOARD

REPLACE DRYWALL, TO PERVET FUTURE PROBLEMS DEALING WITH FLOOD WATERS \$600.00

TOTAL BID \$15,450.00
ESTIMATE ONLY

THANK YOU
BUDDY LARUE

004806578301

POLICY NO. FL
6/18/2018 - 6/18/2019

POLICY TERM
\$250,000.00

AMT OF BLDG COV AT TIME OF LOSS
\$150,000.00

AMT OF CONTS COV AT TIME OF LOSS

DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY
NATIONAL FLOOD INSURANCE PROGRAM

PROOF OF LOSS

(See reverse side for Privacy Act Statement and
Paperwork Burden Disclosure Notice)

BRITAIN AND ASSOC.

AGENT

PO BOX 1355, CLINTON, OK 73601
AGENCY AT

TO THE NATIONAL FLOOD INSURANCE PROGRAM:

At time of loss, by above indicated policy of insurance, you insured the interest of
CITY OF CLINTON; 600 S 28TH ST ; Clinton, OK 73601

against loss by flood to the property described according to the terms and conditions of said policy and of all forms, endorsements, transfers and assignments attached thereto.

TIME AND ORIGIN A Flood-with NFIP loss occurred on _____ day of _____, _____ at _____ o'clock AM.

on the 07 day of May, 2019. The cause of loss was
GCF due to heavy rains over extended time frame

OCCUPANCY The premises described, or containing the property described, was used for _____ purpose whatever: _____ ws, and for no other
State Government Owned

INTEREST No other person or persons had any interest therein or encumbered the property.
CITY OF CLINTON

\$28,293.63

1. FULL AMOUNT OF INSURANCE applicable to the property for which claim is presented is	\$400,000.00
2. ACTUAL CASH VALUE of building structures	\$1,543,703.05
3. ADD ACTUAL CASH VALUE OF CONTENTS of personal property insured	\$150,000.00
4. ACTUAL CASH VALUE OF ALL PROPERTY	\$1,693,703.05
5. FULL COST OF REPAIR OR REPLACEMENT (Building and Contents).....	\$7,752.43
6. LESS APPLICABLE DEPRECIATION	\$0.00
7. ACTUAL CASH VALUE LOSS is	\$7,752.43
8. LESS DEDUCTIBLES	\$1,250.00
9. NET AMOUNT CLAIMED under above numbered policy is	\$6,502.43

The said loss did not originate by any act, design or procurement on the part of your insured, nothing has been done by or with the privity or consent of your insured to violate the conditions of the policy, or render it void; no articles are mentioned herein or in annexed schedules but such as were destroyed or damaged at the time of said loss, no property saved has in any manner been concealed, and no attempt to deceive the said insurer as to the extent of said loss, has in any manner been made. Any other information that may be required will be furnished and considered a part of this proof.

I understand that this insurance (policy) is issued Pursuant to the National Flood Insurance Act of 1968, or Any Act Amendatory thereof, and Applicable Federal Regulations in Title 44 of the Code of Federal Regulations, Subchapter B, and that knowingly and willfully making any false answers or misrepresentations of fact may be punishable by fine, imprisonment, or both under applicable United States Codes.

Subrogation - To the extent of the payment made or advanced under this policy; the insured hereby assigns, transfers and sets over the insurer all rights, claims or interest that he has against any person, firm or corporation liable for the loss or damage to the property for which payment is made or advanced. He also hereby authorizes the insurer to sue any such third party in his name.

The insured hereby warrants that no release has been given or will be given or settlement or compromise made or agreed upon with any third party who may be liable in damages to the insured with respect to the claim being made herein.

The furnishing of this blank or the preparation of proofs by a representative of the above insurer is not a waiver of any of its rights.

I declare under penalty of perjury that the information contained in the foregoing is true and correct to the best of my knowledge and belief.

Executed this _____ day of _____, 20 _____

Name _____

004806578301
 POLICY NO. FL
 6/22/2018 - 6/22/2019
 POLICY TERM
 \$250,000.00
 AMT OF BLDG COV AT TIME OF LOSS
 \$150,000.00
 AMT OF CONTS COV AT TIME OF LOSS

DEPARTMENT OF HOMELAND SECURITY
 FEDERAL EMERGENCY MANAGEMENT AGENCY
 NATIONAL FLOOD INSURANCE PROGRAM

PROOF OF LOSS

(See reverse side for Privacy Act Statement and
 Paperwork Burden Disclosure Notice)

BRITAIN AND ASSOC.
 AGENT
 PO BOX 1355, CLINTON, OK 73601
 AGENCY AT

TO THE NATIONAL FLOOD INSURANCE PROGRAM:

At time of loss, by above indicated policy of insurance, you insured the interest of
 CITY OF CLINTON; 600 S 28th St; Clinton, OK 73601

against loss by flood to the property described according to the terms and conditions of said policy and of all forms, endorsements, transfers and assignments attached thereto.

TIME AND ORIGIN A Flood-with NFIP loss occurred about the hour of Eight o'clock AM.,
 on the 26 day of May, 2019. The cause of the said loss was:
GCF due to heavy rains over extended time frame that inundated

OCCUPANCY The premises described, or containing the property described, was occupied at the time of the loss as follows, and for no other purpose whatever:
State Government Owned

INTEREST No other person or persons had any interest therein or encumbrance thereon except:
CITY OF CLINTON

1. FULL AMOUNT OF INSURANCE applicable to the property for which claim is presented is	\$400,000.00
2. ACTUAL CASH VALUE of building structures	\$1,543,703.05
3. ADD ACTUAL CASH VALUE OF CONTENTS of personal property insured	\$150,000.00
4. ACTUAL CASH VALUE OF ALL PROPERTY	\$1,693,703.05
5. FULL COST OF REPAIR OR REPLACEMENT (Building and Contents).....	\$25,946.58
6. LESS APPLICABLE DEPRECIATION	\$2,905.38
7. ACTUAL CASH VALUE LOSS is	\$23,041.20
8. LESS DEDUCTIBLES	\$1,250.00
9. NET AMOUNT CLAIMED under above numbered policy is	\$21,791.20

The said loss did not originate by any act, design or procurement on the part of your insured, nothing has been done by or with the privity or consent of your insured to violate the conditions of the policy, or render it void; no articles are mentioned herein or in annexed schedules but such as were destroyed or damaged at the time of said loss, no property saved has in any manner been concealed, and no attempt to deceive the said insurer as to the extent of said loss, has in any manner been made. Any other information that may be required will be furnished and considered a part of this proof.

I understand that this insurance (policy) is issued Pursuant to the National Flood Insurance Act of 1968, or Any Act Amendatory thereof, and Applicable Federal Regulations in Title 44 of the Code of Federal Regulations, Subchapter B, and that knowingly and willfully making any false answers or misrepresentations of fact may be punishable by fine, imprisonment, or both under applicable United States Codes.

Subrogation - To the extent of the payment made or advanced under this policy; the insured hereby assigns, transfers and sets over the insurer all rights, claims or interest that he has against any person, firm or corporation liable for the loss or damage to the property for which payment is made or advanced. He also hereby authorizes the insurer to sue any such third party in his name.

The insured hereby warrants that no release has been given or will be given or settlement or compromise made or agreed upon with any third party who may be liable in damages to the insured with respect to the claim being made herein.

The furnishing of this blank or the preparation of proofs by a representative of the above insurer is not a waiver of any of its rights.

I declare under penalty of perjury that the information contained in the foregoing is true and correct to the best of my knowledge and belief.

Executed this _____ day of _____, 20 _____

Name _____



Agenda Commentary

Item Title/ Subject: Letter of Agreement with Action Associates, Inc.

Staff Source: Debra Blanchard, City Treasurer

History/Background Information: The City has had a letter of agreement with Action Associates, Inc. since FY 2004-2005, and at the current funding level for the last 8 years.

Item/Subject Summary: Letter of Agreement between Action Associates and City of Clinton. AA will accept referrals from the Clinton Police Department whenever an individual or individuals need shelter or assistance in the form of a safe haven. In exchange, the City of Clinton will contribute an annual amount towards the operations of the facility and service.

Price/Cost: \$20,000

Recommendation: I would recommend the approval of this agreement for the FY 20-21 as has been done in the past several years. This was approved in the Governing Board part of the General Fund annual budget for FY 20-21.

David Berrong, Mayor
Chris Jones, Ward 1
Ernie Dowdell, Ward 2
Patch McComas, Ward 3
Bobby Stewart, Ward 4

Office of the City Manager

Gene McCullough, Interim City Manager
City of Clinton, Oklahoma

August 10, 2020

Haley Andrews
Action Associates, Inc.
P.O. Box 1534
Clinton, Oklahoma 73601

Dear Ms. Andrews,

Please review and, if acceptable, sign this letter of agreement between Action Associates and the City of Clinton.

Action Associates, Inc. will accept referrals from the Police Department of the City of Clinton, whenever, in the opinion of a representative of the City's Police Department an individual or individuals need shelter or assistance, said representative shall refer such persons to Action Associates, Inc., and Action Associates Inc., shall provide a safe haven for such referrals.

Action Associates, Inc., shall provide semi-annual reports to the City of Clinton, covering the number of referrals received as a result of city action.

In return for accepting referrals from the City of Clinton, the city will contribute not less than \$20,000.00 per budget year, or an amount as appropriated by the City Council. Action Associates, Inc. will present their annual request to the city in writing, by March 1, of each year, in order that said request may be reviewed by the city staff and City Council during the annual budget process.

If the general conditions outlined above are acceptable, please sign and return to the office of the City Manager for presentation to the Clinton City Council.

Respectfully,

Gene McCullough
Acting City Manager

Approved by City of Clinton Council on _____

For Action Associates

Date

For City of Clinton, Mayor

Date

The City of Clinton is an Equal Opportunity Provider

P. O. Box 1177 Clinton, Oklahoma 73601 415 Gary Boulevard
Phone 580/323-0261 Fax 580/323-0346 TDD 800-722-0353

David Berrong, Mayor
Chris Jones, Ward 1
Ernie Dowdell, Ward 2
Patch McComas, Ward 3
Bobby Stewart, Ward 4

Office of the City Manager

Gene McCullough, Interim City Manager
City of Clinton, Oklahoma

August 10, 2020

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If the general conditions outlined above are acceptable, please sign and return to the office of the City Manager.

For Action Associates

Date: _____

For City of Clinton

Date: _____

Respectfully,

Gene McCullough
Acting City Manager