

All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its City/Trust Manager, staff, attorney or to the recommending board, commission, or committee.

**PUBLIC NOTICE OF A REGULAR MEETING OF  
THE CLINTON RECREATION AUTHORITY  
TUESDAY, NOVEMBER 21, 2023, 5:30 P.M.  
CLINTON CITY HALL**

**AGENDA**

1. CALL TO ORDER, OPENING PRAYER/PLEDGE OF ALLEGIANCE

Temple Diehl, Pastor, First United Methodist Church, Prayer  
Don Miller, Post Commander, American Legion Post 41

2. CONSIDER APPROVAL OF CONSENT AGENDA

(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.)

A. Minutes from November 7, 2023, Regular Meeting

3. DISCUSSION, CONSIDERATION, AND POSSIBLE ACTION REGARDING:

A. Ratification of Golf Professional Agreement

B. Ratification of Golf Course Superintendent Agreement.

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

5. COUNCIL COMMENTS

6. 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 17th day of November 2023, Posted on the bulletin board in the lobby of the Clinton City Hall November 17, 2023, at 3:00 p.m.

  
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AMY E. JONES, CITY CLERK

**MINUTES OF RECREATIONAL AUTHORITY MEETING  
NOVEMBER 7, 2023**

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, November 7, 2023, 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 November 3, 2023, at 3:00 p.m.

Chairman David Berrong called the meeting to order at 5:30 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, Nydia Campbell

**OTHERS:** Luis De la Torre, Stormie Hill, Shauna Hacker, Joshua McGuire, Bobby Stewart, Julie Caldwell, Cheryl McCullers, Sherry Morgan, Roland Mowers, Don Miller, Jeff Hunter, Shannon Greear, Shane Harrelson, Brett Russell, and others.

Dan Day, Custer County Sheriff 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 October 6, 2023
- B. Consider Claims
- C. Acknowledge Financial Reports from the month ending September 30, 2023.

Motion was made by Trustee Dowdell and seconded by Trustee Villanueva to approve the Consent Agenda items.

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. 3 Discussion, Consideration, And Possible Action Regarding:**

None

**AGENDA ITEM NO. 4 NEW BUSINESS (If any pursuant to Section 311.9 of the Oklahoma Open Meeting Act.)**

None

**AGENDA ITEM NO. 5: TRUSTEE REPORT**

None

**AGENDA ITEM NO. 6: MANAGER'S REPORT**

None

**AGENDA ITEM NO. 7: ADJOURNMENT**

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

Vice-Chairman put the motion to a roll call vote:

Aye: Dowdell, Lloyd, McComas, Villanueva, Berrong

Nay: None

Vice-Chairman declared the meeting adjourned at 5:33 p.m.

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Date Approved

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David D. Berrong, Chairman

## GOLF PROFESSIONAL SERVICES AGREEMENT

This Agreement ("Agreement") is entered into this \_\_\_\_\_ day of November 2023, by and between the Clinton Recreational Authority ("Authority"), a Title 60 public trust with the sole beneficiary being the City of Clinton, Oklahoma and Jimmy's Golf Shop, LLC ("Manager") for the management and operation of the clubhouse at Riverside Golf Course ("Riverside").

### **WITNESSETH:**

**WHEREAS:** Authority is the owner of an eighteen-hole golf course known as Riverside which includes other forms of amenities, including a clubhouse, driving range, food and beverage operations and all other improvements and business operations.

**WHEREAS:** Authority intends to enhance the day-to-day operations of Riverside by contracting for professional day to day management by a Golf Professional, to work in conjunction with a Golf Course Superintendent, for the complete operations of Riverside, including, without limitation, administration of all receipts, disbursement, operations and management of the golf course, clubhouse, related facilities and equipment, personnel management, marketing and sales and membership development.

**WHEREAS:** Authority desires that Manager provide the day-to-day management and other operation services of the clubhouse which are necessary for the successful operations of Riverside in a professional manner with budgets and operations in recognition of Authority's financial means while providing a professional, recreational opportunity for the citizens of the City of Clinton.

**WHEREAS:** it has agreed to provide such services on the terms and conditions set forth below and will be referred to during the term of this Agreement as the "Golf Professional".

### I. BASIC TERMS

1. Duration of the Agreement: The initial term of this Agreement will be for twelve (12) months from the date of execution of this Agreement. Thirty (30) days prior to the expiration of the initial term, either party may elect, in writing, to extend the Agreement for an additional twelve (12) month term. The Agreement will only be extended by mutual agreement.
2. Management Fee: The annual base management fee will be Forty-eight Thousand Dollars (\$48,000.00) per year payable in equal monthly installments after the first Recreational Authority meeting each month after services have been performed.

3. Incentive Fee: In addition to the base management fee, Manager will be entitled to five percent (5%) of the revenues generated from green fees and cart rentals associated with Tournaments procured by Manager. However, Manager will not be entitled to any entry fee paid in connection with any Tournaments. This incentive fee does not include any fees collected from golfers not affiliated with the Tournaments in the event the Golf Course Facility is open for play for other persons than those signed up for a Tournament. Except as provided above, Manager will not be entitled to any percentage of golf cart rentals paid by non-Tournament golfers.

Manager will be entitled to 100% of the proceeds from merchandise sales, golf club repairs, driving range fees and from food & beverages sold in/from the clubhouse, including from the beverage cart. and golf lessons. The Authority will be entitled to 100% of the proceeds from memberships, greens fees, golf cart rentals and cart trail fees. .

4. Concessions: Manager will be solely responsible for procuring, stocking, marketing, and selling golf course apparel, equipment, food and beverages sold through the golf clubhouse. Manager will be required to maintain, at all times, appropriate quality control and food and other safety standards mandated by state and federal laws and regulations.

5. Permits/licenses: In the event that Manager elects to sell alcoholic beverages, he will be responsible for securing and maintaining the necessary licenses from the Alcohol Beverage Laws Enforcement (ABLE) Commission all applicable regulations of the Oklahoma ABLE Commission

6. Sales Taxes: Manager will be responsible for the collection and remitting of all sales tax due on any item sold by him under this Agreement. He acknowledges and agrees that as a sole proprietor, he is not entitled to use the Authority's or the City's sale tax exempt status in the performance of this Agreement.

7. Revenue: The financial viability of Riverside is based upon a "pay to play" revenue stream whereby all users pay: membership, greens fees, trail fees and other fees to support the facility. As a result, allowing play for free will be limited to written arrangements approved in advance by the Authority, which shall include municipal employees and staff.

Within two (2) banking days of collection, the Manager shall remit these funds to the Authority. All revenue due to the Authority shall be remitted intact by the Manager and shall not be used for petty cash expenditures or other reimbursable expenses.

8. Consultations: Manager recognizes that the Authority's General (City) Manager is the Authority's contract administrator for the Agreement. Meetings and

less formal consultations, as needed, will occur with the Manager and Authority's General Manager to discuss any matter related to the Agreement, as well as matters not specifically included in the Agreement. No later than May 15, 2024, Manager and Authority's General Manager will meet to discuss the financial positions of both parties at that time in order to consider any modifications to this Agreement.

For at least some of such consultations, the Golf Course Superintendent will also participate in the conversation. Furthermore, Manager will participate in Golf Advisory Board meetings to review club house operations and other matters related to this Agreement.

## **II. POWERS AND DUTIES OF MANAGER**

Manager agrees to operate the Riverside clubhouse in good, workmanlike and professional manner by:

- a. Devoting sufficient time to the provision of day-to-day management and oversight of the clubhouse operations of Riverside. The clubhouse shall be open at least 30 minutes before sunrise each day and shall remain open until at least 30 minutes after sunset each day.
- b. Employing, compensating and supervising competent staff and deploying such staff and other resources to ensure the proper care of the buildings and Riverside. All employees will be deemed employees of Manager and not Authority or City of Clinton.
- c. Preparing and maintaining accurately all books, accounts, and records of the operations of Riverside and all transactions related to Riverside utilizing a point-of-sale system of its choosing. This is to include, but not be limited to, the collection of greens fees, cart rental fees, annual memberships, cart trail memberships. Manager agrees to provide representatives of Authority with access to all books, accounts, and records upon demand during normal business hours and will provide Authority with monthly financial statements. Manager also agrees to the transfer of the point-of-sale system to the Authority upon termination of this Agreement.
- d. Overseeing the planning and implementation of all marketing programs including membership sales, tournament events, promoting the overall Riverside facility and placing appropriate media/advertising.
- e. Ensuring adequate supplies and equipment in order to operate the Riverside clubhouse.

- f. Maintaining the clubhouse and all Riverside facilities under Manager's control in conditions consistent with appropriate quality levels of similar municipal golf courses.
- g. Coordinating with representatives of the Authority to result in Riverside to be in compliance with all federal, state and municipal laws and regulations.
- h. Overseeing all other matters reasonably necessary for the efficient performance of the operations in connection with Riverside.
- i. Carrying a minimum of one million dollars in liability insurance with the Authority listed as an insured party to cover any acts of negligence by Manager resulting in damage to the Riverside's assets and operations or resulting in damage to any other persons or entities.

**a. POWERS AND DUTIES OF AUTHORITY**

Authority will have the following duties and responsibilities during the term of this Agreement:

- a. Authority shall be responsible for billing of annual memberships.
- b. Subject to budgetary appropriations, Authority shall be responsible for all expenditures for capital improvements, repairs and maintenance.
- c. Maintaining insurance on the Riverside Facility and the payment of appropriate premiums for such insurance.
- d. Paying any costs and expenses for utilities. Including water, electricity, internet and satellite television.
- e. Paying fees due to Manager under this Agreement

**b. TERMINATION**

The initial term of this Agreement is set forth above. However, the Agreement may be terminated sooner under the following circumstances:

- a. At any time by mutual agreement.
- b. Upon written notice by one party to the other of a default in the duties by the other party when the default is not cured within fifteen (15) days after receipt of notice of default.
- c. In the event of gross negligence by Manager in the performance of its

obligations under this Agreement.

- d. Upon the death of the Manager or his physical or mental inability to perform his obligations under this Agreement.

**c. INDEPENDENT CONTRACTOR**

The parties mutually acknowledge and agree that Manager is deemed an Independent Contractor and is not an employee of the Authority or the City of Clinton. As such, except as may be expressly provided herein, Manager has no right or authority to assume or create any obligation or responsibility on behalf of the Authority or the City of Clinton or to bind or attempt to bind the Authority or the City of Clinton in any manner without express permission given in writing.

**d. INDEMNITY**

Manager agrees to indemnify and hold harmless the Authority for any liability, loss, damage, costs, and expenses (including attorney fees) caused by his gross negligence, misconduct or material breach of this Agreement causing harm to any portion of the Riverside facility, any patron of Riverside, any other person or any property of an employee, patron or other person.

**e. MISCELLANEOUS**

1. Each party warrants and represents that he/it has the full authority to enter into this Agreement and to perform hereunder. Each party agrees to cooperate with the other and its officers, agents, servants, attorneys, or employees in connection with the performance of this Agreement.
2. This Agreement may not be assigned by Manager to any third party without the express, prior written permission of the Authority.
3. If determined by any court of competent jurisdiction that any part of this Agreement is void, voidable, illegal, or unenforceable, that part or portion will be severable from and will not affect the remainder of the Agreement.
4. This Agreement will be subject to the laws of the State of Oklahoma. Any disputes arising out of this Agreement must be brought in the District Court of Custer County.
5. The terms of this Agreement may only be changed, modified, waived or released by mutual written consent.

6. Any notice, document or other item to be given, delivered, furnished or received by be addressed as follows:

Jimmy's Golf Shop, LLC  
125 N Terrace Drive  
Weatherford, OK 7309  
580-330-9657  
Email: jimmydlaughlinjr@yahoo.com

Clinton Recreational Authority c/o General Manager  
P.O. Box 1177  
415 Gary Blvd.  
Clinton, Oklahoma 72601-1177  
(580) 323-0261  
Email: city.manager@clintonok.gov

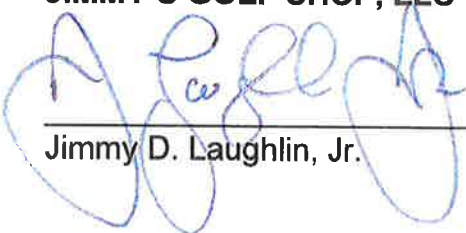
7. This Agreement may be executed in multiple counterparts, each of which when so executed, will be deemed an original and such counterparts together will constitute one and the same Agreement.
8. It is understood and acknowledged by all Parties to this agreement, that this is a management agreement, not a lease, and Manager has no additional rights to the use of the Golf Course Pro Shop and facilities other than as described herein.

Dated this 14 day of November 2023

**CLINTON RECREATIONAL AUTHORITY**

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David D. Berrong, Chairman

**JIMMY'S GOLF SHOP, LLC**

  
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Jimmy D. Laughlin, Jr.