

1. Agenda

Documents:

[2021-07-13 MUNICIPAL AUTHORITY - PUBLIC AGENDA-1638.PDF](#)

2. Meeting Materials

Documents:

[2021-07-13 MUNICIPAL AUTHORITY - FULL AGENDA-1638.PDF](#)

AGENDA

Regular Meeting of the
Nichols Hills Municipal Authority
Tuesday, July 13, 2021 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

If special assistance is needed for this meeting by any person wishing to attend, please contact the City Clerk's office no later than 48 hours prior to the meeting, and such assistance will be provided.

Official action may be taken by the Municipal Authority only on items that appear on this Agenda. The Municipal Authority may dispose of the business set out on this Agenda by adopting, approving, denying, continuing, or taking other action as to each item, as determined by the Municipal Authority.

1. Call to Order
2. Roll Call
3. Minutes
 - a. June 8, 2021 Minutes
4. Total Warrants and Claims \$127,720.40
 - a. Discussion, consideration, and possible approval of the following:
Claims List for 2020-2021

a. Nichols Hills Municipal Authority	\$98,849.08
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- b. Discussion, consideration, and possible approval of the following:
Claims List for 2021-2022

a. Nichols Hills Municipal Authority	\$28,871.32
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5. Discussion, Consideration, and Possible Action to accept the Nichols Hills Municipal Authority financial statements: June 2021
 - a. June 2021 Financial Statements
6. Items for Separate Vote - General
Items listed in this section of this Agenda are usually discussed, considered, and voted on individually by the Municipal Authority.

- a. Engineering Services Agreement with Smith Roberts Baldischwiler LLC. for Fiscal Year 2021-2022.
- b. Legal Services Contract with Williams, Box, Forshee & Bullard, P.C.
- c. Custodial services with Aspen Building Services for Fiscal Year 2021-2022.
- d. A resolution renewing, adopting, and approving an annual agreement with Tyler Technologies, Inc. for the Fiscal Year beginning July 1, 2021 and ending June 30, 2022.
- e. A resolution authorizing the purchase of items from state contracts for the Fiscal Year 2021-2022.
- f. Discussion, consideration, and possible approval or disapproval of employee supplemental compensation from available funds in the Fiscal Year 2020-2021 General Fund and NHMA budgets, and budget adjustment #1 for Fiscal Year 2021-2022.

7. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 3:37 P.M. on the 9th day of July, 2021 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 4:00 P.M. on the 9th day of July, 2021; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 P.M. on the 9th day of July, 2021; and transmitted by email at 5:00 P.M. on the 9th day of July, 2021 to those persons who have requested to be included on such notices pursuant to the Open Meeting Act and to those who have requested such notice.



City Clerk
City of Nichols Hills, Oklahoma

AGENDA

Regular Meeting of the
Nichols Hills Municipal Authority
Tuesday, July 13, 2021 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

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5. Discussion, Consideration, and Possible Action to accept the Nichols Hills Municipal Authority financial statements: June 2021
 - a. June 2021 Financial Statements
6. Items for Separate Vote - General
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- a. Engineering Services Agreement with Smith Roberts Baldischwiler LLC. for Fiscal Year 2021-2022.
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- e. A resolution authorizing the purchase of items from state contracts for the Fiscal Year 2021-2022.
- f. Discussion, consideration, and possible approval or disapproval of employee supplemental compensation from available funds in the Fiscal Year 2020-2021 General Fund and NHMA budgets, and budget adjustment #1 for Fiscal Year 2021-2022.

7. Adjournment

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City Clerk
City of Nichols Hills, Oklahoma

MINUTES

Regular Meeting of the
Nichols Hills Municipal Authority
Tuesday, June 8, 2021 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 3:29 PM on the 4th day of June, 2021.

1. Call to Order
2. Roll Call

Attendee Name	Title	Status	Arrived
Sody Clements		Present	
Steven J. Goetzinger		Present	
E. Peter Hoffman		Present	

3. Minutes
 - a. May 11, 2021

MOTION: Goetzinger moved to approve the May 11, 2021 minutes as presented. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

4. Total Warrants and Claims \$85,405.66
 - a. Discussion, consideration, and possible approval of the following:

a. Nichols Hills Municipal Authority	\$85,405.66
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MOTION: Clements moved to approve the total warrants and claims as presented. Goetzinger seconded the motion.

Attachment: June 8 2021 NHMA Minutes 1 (5281 : June 8, 2021 NHMA Minutes)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

5. Discussion, Consideration, and Possible Action to accept the Nichols Hills Municipal Authority financial statements: May 2021

a. May 2021 Financial Statements

MOTION: Goetzinger moved to accept the May 2021 financial statements as presented. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

6. Items for Separate Vote - General

Items listed in this section of this Agenda are usually discussed, considered, and voted on individually by the Municipal Authority.

- a. PUBLIC HEARING: Resolution approving and adopting budgets for Fiscal Year 2021-2022 for General Fund, Nichols Hills Municipal Authority, Street & Alley Fund, General Fund Capital Improvements, Nichols Hills Municipal Authority Capital Improvements, 911 Funds, Designated Account Funds, Sinking Fund, Police Impound Fund, Water Impact Fee Fund, Sewer Impact Fee Fund, Drainage Fee Fund, Health Insurance Fund and GO Bond Funds.

Following discussion among City Council members and staff, Mayor Hoffman opened the public hearing.

Seeing no others expressing a desire to be heard, the public hearing was closed.

MOTION: Clements moved to approve agenda item 6a as presented. Goetzinger seconded the motion.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sody Clements
SECONDER: Steven J. Goetzinger
AYES: Clements, Goetzinger, Hoffman

b. Frontier Logging contract for FY 2021 - 2022

MOTION: Goetzinger moved to approve agenda item 6b as presented. Clements seconded the motion.

RESULT: APPROVED [UNANIMOUS]
MOVER: Steven J. Goetzinger
SECONDER: Sody Clements
AYES: Clements, Goetzinger, Hoffman

c. Accounting & Financial Consulting Contract with Crawford and Associates, PC.

MOTION: Clements moved to approve agenda item 6c as presented. Goetzinger seconded the motion.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sody Clements
SECONDER: Steven J. Goetzinger
AYES: Clements, Goetzinger, Hoffman

7. Adjournment

MOTION: There being no further business, Goetzinger moved to adjourn the meeting. Clements seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman

Chairman
Nichols Hills Municipal Authority
Nichols Hills, Oklahoma

General Manager
Nichols Hills Municipal Authority
Nichols Hills, Oklahoma

Secretary
Nichols Hills Municipal Authority
Nichols Hills, Oklahoma

FUND: General Fund

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	MISC VENDOR	MATRIX MECHA	00-72050	Building Permits	MATRIXMECHANICAL:
	OKLAHOMA UNIFORM BUILDING CO	00-32600	Uniform Building Cod	PERMIT FEES JUNE 2021	500.00
	UNITED STATES TREASURY	00-31000	Warrants Outstanding	UNITED STATES TREASURY	312.00
				TOTAL:	187.96
					999.96
Administration	VERIZON WIRELESS	02-84700	Telephone	MONTHLY CHARGES	200.73
		02-84700	Telephone	MONTHLY CHARGES	200.73
	GRANICUS	02-84400	Software Agreements	AGENDA SOFTWARE	385.87
		02-84400	Software Agreements	AGENDA SOFTWARE	385.87
	VISA	02-83000	Material & Supplies	COOKIES - BIRTHDAY	23.84
	AT&T 831-001-0000 521	02-84700	Telephone	MONTHLY CHARGES	85.56
	OFFICE DEPOT 35315277	02-83000	Material & Supplies	INK CARTRIDGE	105.99
				TOTAL:	1,388.59
City Attorney	WILLIAMS BOX FORSHEE & BULLA	04-87100	Legal Services	LEGAL SERVICES	17,791.41
				TOTAL:	17,791.41
Municipal Court	AT&T 831-001-0000 521	05-84700	Telephone	MONTHLY CHARGES	85.56
				TOTAL:	85.56
Police Department	BATTERIES PLUS #093	06-83000	Material & Supplies	FLASHLIGHT BATTERIES	53.85
	VERIZON WIRELESS	06-84700	Telephone	MONTHLY CHARGES	384.96
		06-84700	Telephone	MONTHLY CHARGES	405.08
	SHEPHERD AUTOMOTIVE LLC	06-84100	Vehicle Maintenance	VEHICLE MAINTENANCE	456.56
		06-84100	Vehicle Maintenance	VEHICLE MAINTENANCE	68.41
		06-84100	Vehicle Maintenance	VEHICLE MAINTENANCE	68.41
	VISA	06-83000	Material & Supplies	SUPPLIES	67.49
		06-83000	Material & Supplies	SUPPLIES	8.99
		06-84100	Vehicle Maintenance	CAR WASHES	19.99
		06-83000	Material & Supplies	CLIPBOARD	25.89
	TRANSUNION RISK AND ALTERNAT	06-83000	Material & Supplies	ACCESS TO DATABASE	100.00
	PETROLEUM TRADERS CORPORATIO	06-84900	Fuel	UNLEADED FUEL	2,737.44
	CINTAS CORP. #064	06-81100	Uniform Allowance	PUBLIC WORKS UNIFORMS	66.65
	ASPEN BUILDING SERVICES OF O	06-85000	Janitorial Services	CLEANING SERVICES	1,262.50
	AT&T 287288038708	06-84700	Telephone	FIRST NET POLICE	469.04
	ANIMAL WELFARE DIVISION	06-85300	Animal Control	MAY BOARDING	30.00
	VIGILANT SOLUTIONS LLC	06-84000	Equipment Maintenanc	ESA RENEWALS	95.00
	AT&T 405 843-5672 126 1	06-84700	Telephone	MONTHLY CHARGES	614.67
	AT&T 831-001-0000 521	06-84700	Telephone	MONTHLY CHARGES	342.26
	DPS	06-83000	Material & Supplies	OLETS FEES	350.00
		06-83000	Material & Supplies	OLETS FEES	210.00
	SAINTS OCCUPATIONAL HEALTH	06-81200	Medical Exams	DRUG SCREEN	48.00
	ONG	06-84800	Utilities	MONTHLY CHARGES	39.97
				TOTAL:	7,925.16
Fire Department	WAL-MART #9502	07-83000	Material & Supplies	EOC CADET LUNCH	62.91
		07-83000	Material & Supplies	EOC CADET LUNCH	52.85
		07-83000	Material & Supplies	LUNCH SUPPLIES	23.20
		07-83000	Material & Supplies	STATION SUPPLIES	36.89
		07-83000	Material & Supplies	STATION SUPPLIES	119.90
		07-83000	Material & Supplies	STATION SUPPLIES	154.72
	WESTLAKE HARDWARE	07-83000	Material & Supplies	STATION TOOLS	11.18
	EMSA	07-85200	EMSA Subsidy	JUNE SUBSIDY 2021 PAYMENT	2,506.68
	TODD MAYS	07-84300	Training & Membershi	TC:SWIFTWATER RESCUE TECH	102.28

Attachment: Claims List 06 30 21 (5251 : 5a Total Warrants & Claims)

FUND: General Fund

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
	OSFA	07-84300	Training & Membershi	CONVENTION REGISTRATION	120.00
	CONRAD FIRE EQUIPMENT	07-84100	Vehicle Maintenance	ANNUAL PUMP TESTING	245.00
		07-84100	Vehicle Maintenance	ANNUAL PUMP TESTING	290.00
	VERIZON WIRELESS	07-84700	Telephone	MONTHLY CHARGES	194.07
		07-84700	Telephone	MONTHLY CHARGES	214.07
	STOLZ TELECOM LLC	07-84000	Equipment Maintenanc	PUBLIC ADDRESS AMP	1,035.99
	CASCO INDUSTRIES INC	07-81100	Uniform Allowance	FIRE FIGHTING GLOVES	88.00
	VISA	07-84300	Training & Membershi	TC:SWIFTWATER RESCUE TECH	384.00
	PETROLEUM TRADERS CORPORATIO	07-84900	Fuel	UNLEADED FUEL	337.95
		07-84900	Fuel	DIESEL FUEL	363.96
	ACROSS THE STREET PRODUCTION	07-84300	Training & Membershi	BLUE CARD T-T-T	9,000.00
		07-84300	Training & Membershi	BLUE CARD RENEWAL	1,000.00
	AT&T 287288038669	07-84700	Telephone	FIRST NET FIRE	179.70
	CFS INSPECTIONS	07-84100	Vehicle Maintenance	ANNUAL LADDER TESTING	850.00
	AT&T 405 843-5672 126 1	07-84700	Telephone	MONTHLY CHARGES	204.89
	COLTON SANDERSON	07-84300	Training & Membershi	TC:SWIFTWATER RESCUE TECH	53.53
	AT&T 831-001-0000 521	07-84700	Telephone	MONTHLY CHARGES	171.13
	SAINTS OCCUPATIONAL HEALTH	07-81200	Medical Exams	DRUG SCREEN	48.00
	ONG	07-84800	Utilities	MONTHLY CHARGES	39.98
	OKLAHOMA STATE UNIVERSITY -	07-84300	Training & Membershi	CLASS REGISTRATION	60.00
		07-84300	Training & Membershi	CLASS REGISTRATION	60.00
			TOTAL:		18,010.88
City Engineer	SMITH ROBERTS BALDISCHWILER	08-86075	Engineering Fees	GENERAL ENGINEERING	12,454.35
	LEE ENGINEERING	08-86075	Engineering Fees	DRAKESTONE SPEED STUDY	5,400.00
			TOTAL:		17,854.35
Street Department	TECH-LOCK	09-84100	Vehicle Maintenance	KEYS	326.00
	TRAVIS VOICE & DATA	09-84700	Telephone	MONTHLY CHARGES	23.55
	URBAN CONTRACTORS, LLC	09-83000	Material & Supplies	VIDEO INSPECTION	1,800.00
	VERIZON WIRELESS	09-84700	Telephone	MONTHLY CHARGES	82.70
		09-84700	Telephone	MONTHLY CHARGES	82.70
	NORTHERN SAFETY & INDUSTRIAL	09-83500	Safety Supplies	SAFETY SUPPLIES	78.36
	US FLEET TRACKING	09-84100	Vehicle Maintenance	PUBLIC WORK GPS	89.85
	VERMEER GREAT PLAINS, INC.	09-84000	Equipment Maintenanc	HIGH PRESSURE WAND	393.89
	PETROLEUM TRADERS CORPORATIO	09-84900	Fuel	UNLEADED FUEL	185.01
		09-84900	Fuel	DIESEL FUEL	198.80
	CINTAS CORP. #064	09-81100	Uniform Allowance	PUBLIC WORKS UNIFORMS	335.36
	CRAFCO INC	09-83000	Material & Supplies	COLD PATCH	380.00
		09-83000	Material & Supplies	COLD PATCH	707.88
	RITZ SAFETY LLC	09-83500	Safety Supplies	SAFETY EQUIPMENT	140.97
	HASKELL LEMON CONSTRUCTION	09-83000	Material & Supplies	ASPHALT	56.18
		09-83000	Material & Supplies	HOT PATCH	200.00
	ICM INC	09-84000	Equipment Maintenanc	JACK HAMMER REPAIR	587.35
	SAINTS OCCUPATIONAL HEALTH	09-81200	Medical Exams	DRUG SCREENS	180.00
	OG&E	09-85500	Street Lighting	MONTHLY CHARGES	6,535.99
		09-85500	Street Lighting	MONTHLY CHARGES	26.82
		09-85500	Street Lighting	MONTHLY CHARGES	27.42
		09-85500	Street Lighting	MONTHLY CHARGES	26.93
		09-85500	Street Lighting	MONTHLY CHARGES	26.35
		09-85500	Street Lighting	MONTHLY CHARGES	26.46
		09-85500	Street Lighting	MONTHLY CHARGES	42.35
		09-85500	Street Lighting	MONTHLY CHARGES	30.31
	ONG	09-84800	Utilities	MONTHLY CHARGES	23.00

Attachment: Claims List 06 30 21 (5251 : 5a Total Warrants & Claims)

FUND: General Fund

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
				TOTAL:	12,614.23
Sanitation	CITY OF MIDWEST CITY	10-85800	Landfill Disposal	HAZARDOUS WASTE	729.00
	US FLEET TRACKING	10-84100	Vehicle Maintenance	PUBLIC WORK GPS	119.80
	HARD HAT SAFETY AND GLOVE LL	10-83500	Safety Supplies	GATORADE	420.00
	PREMIER TRUCK GROUP	10-84100	Vehicle Maintenance	AC REPAIR	477.75
		10-84100	Vehicle Maintenance	AC REPAIR	404.41
	PETROLEUM TRADERS CORPORATIO	10-84900	Fuel	DIESEL FUEL	1,554.87
	CINTAS CORP. #064	10-81100	Uniform Allowance	PUBLIC WORKS UNIFORMS	943.59
	RITZ SAFETY LLC	10-83500	Safety Supplies	SAFETY EQUIPMENT	422.65
	REPUBLIC SERVICES	10-85800	Landfill Disposal	COMMERCIAL GARBAGEJUNE21	64.07
		10-85825	Commercial Garbage D	COMMERCIAL GARBAGEJUNE21	8,382.73
	INTERSTATE BATTERY SUPPLY	10-84100	Vehicle Maintenance	BATTERIES	352.85
	SOUTHEAST LANDFILL - 4061	10-85800	Landfill Disposal	JUNE 2021	4,355.22
	SAINTS OCCUPATIONAL HEALTH	10-81200	Medical Exams	DRUG SCREENS	144.00
	ONG	10-84800	Utilities	MONTHLY CHARGES	23.00
				TOTAL:	18,393.94
Parks Department	CINTAS CORP. #064	11-81100	Uniform Allowance	PUBLIC WORKS UNIFORMS	246.22
	RITZ SAFETY LLC	11-83500	Safety Supplies	SAFETY EQUIPMENT	46.99
	IRRIGATION STATION	11-85700	Parks Maintenance	SUPPLIES FOR PARKS	50.16
		11-85700	Parks Maintenance	SUPPLIES FOR PARKS	102.09
		11-85700	Parks Maintenance	IRRIGATION LINES	105.71
	NORTHWEST LAWN MAINTENANCE I	11-85900	Park Maintenance Con	PARKS MAINTENANCE JUNE	10,602.50
				TOTAL:	11,153.67
Public Works Admin	TRAVIS VOICE & DATA	12-84700	Telephone	MONTHLY CHARGES	62.78
	VERIZON WIRELESS	12-84700	Telephone	MONTHLY CHARGES	122.71
		12-84700	Telephone	MONTHLY CHARGES	119.37
	VISA	12-84100	Vehicle Maintenance	CAR WASH	17.00
	PETROLEUM TRADERS CORPORATIO	12-84900	Fuel	UNLEADED FUEL	1,043.13
	ASPEN BUILDING SERVICES OF O	12-85000	Janitorial Services	CLEANING SERVICES	745.00
	CCM OVERHEAD DOOR	12-84200	Building Maintenance	OVERHEAD DOOR	260.00
	AT&T 831-001-0000 521	12-84700	Telephone	MONTHLY CHARGES	42.78
	ONG	12-84800	Utilities	MONTHLY CHARGES	23.00
			TOTAL:	2,435.77	
General Government	OKLAHOMA DEPARTMENT OF LABOR	13-84200	Building Maintenance	ELEVATOR INSPECTION	25.00
	RITE WAY SHREDDING	13-87000	Misc. Expenses	SHREDDING JUNE 2021	49.00
	VISA	13-83000	Material & Supplies	COPY PAPER	578.80
	VISA	13-83000	Material & Supplies	AMAZON	206.51
		13-83000	Material & Supplies	AMAZON	170.00
	TERMINIX PROCESSING CENTER	13-84200	Building Maintenance	PEST CONTROL	89.00
		13-84200	Building Maintenance	PEST CONTROL	35.00
		13-84200	Building Maintenance	PEST CONTROL	215.00
	ASPEN BUILDING SERVICES OF O	13-85000	Janitorial Services	CLEANING SERVICES	1,362.50
	VISA	13-83000	Material & Supplies	FLOWERS FOR CLEMENTS	10.84
	OCD SPECIALISTS LLC	13-84200	Building Maintenance	ATP TESTING	300.00
		13-84200	Building Maintenance	DISINFECTANT	1,360.00
	AT&T 831-001-0000 521	13-84700	Telephone	MONTHLY CHARGES	42.78
	QUADIENT FINANCE USA INC	13-86900	Postage	POSTAGE	503.00
	CRAWFORD & ASSOCIATES PC	13-86400	Auditing Fees	CONSULTING - FINANCIAL	170.00
		13-86400	Auditing Fees	SANITATION STUDY	580.00
	EUREKA WATER CO	13-83000	Material & Supplies	TANK RENTAL	17.50

Attachment: Claims List 06 30 21 (5251 : 5a Total Warrants & Claims)

FUND: General Fund

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		13-83000	Material & Supplies	5 GAL WATER	79.60
		13-83000	Material & Supplies	5 GAL WATER	115.00
	FRIDAY	13-86300	Publications	NOTICES AND PUBLICATIONS	41.10
		13-86300	Publications	NOTICES AND PUBLICATIONS	41.10
		13-86300	Publications	NOTICES AND PUBLICATIONS	1,219.20
	INSTANT SIGNS INC	13-86300	Publications	OCE BOARDS (2)	109.00
	JOURNAL RECORD PUBLISHING CO	13-86300	Publications	NOTICES AND PUBLICATIONS	51.12
		13-86300	Publications	NOTICES AND PUBLICATIONS	51.12
	MUNICIPAL CODE CORP	13-87000	Misc. Expenses	ADMIN SUPPORT FEE	250.00
	OFFICE DEPOT 35315277	13-83000	Material & Supplies	MISC OFFICE SUPPLIES	52.53
		13-83000	Material & Supplies	PAPER	62.49
	OG&E	13-84800	Utilities	MONTHLY CHARGES	2,188.31
	ONG	13-84800	Utilities	MONTHLY CHARGES	39.97
			TOTAL:		10,015.47
Code Department	TRAVIS VOICE & DATA	14-84700	Telephone	MONTHLY CHARGES	47.09
	VERIZON WIRELESS	14-84700	Telephone	MONTHLY CHARGES	40.01
		14-84700	Telephone	MONTHLY CHARGES	121.37
		14-84700	Telephone	MONTHLY CHARGES	121.37
	US FLEET TRACKING	14-84100	Vehicle Maintenance	PUBLIC WORK GPS	89.85
	PETROLEUM TRADERS CORPORATIO	14-84900	Fuel	UNLEADED FUEL	130.63
	CINTAS CORP. #064	14-81100	Uniform Rental	PUBLIC WORKS UNIFORMS	41.40
	AT&T MOBILITY 287305710578	14-84700	Telephone	MONTHLY CHARGES	89.76
	RITZ SAFETY LLC	14-84300	Training & Membershi	SAFETY EQUIPMENT	186.95
	HIBDON TIRES PLUS	14-84100	Vehicle Maintenance	OIL CHANGE	61.35
	OFFICE DEPOT 35315277	14-83200	Office Supplies	OFFICE SUPPLIES	68.50
	ONG	14-84800	Utilities	MONTHLY CHARGES	23.00
			TOTAL:		1,021.28
Risk Manager	WAL-MART #9502	15-84300	Training & Membershi	SAFETY MEETING	16.64
	VERIZON WIRELESS	15-84700	Telephone	MONTHLY CHARGES	41.35
	VISA	15-84300	Training & Membershi	THE DONUT PALACE	25.62
		15-84300	Training & Membershi	OSC CONFERENCE	469.00
	PETROLEUM TRADERS CORPORATIO	15-84900	Fuel	UNLEADED FUEL	94.09
	GREAT PLAINS ADA CENTER	15-84300	Training & Membershi	ACTCP MEMBERSHIP	25.00
	AT&T 831-001-0000 521	15-84700	Telephone	MONTHLY CHARGES	42.78
	RITZ SAFETY LLC	15-83000	Material & Supplies	SAFETY EQUIPMENT	25.01
			TOTAL:		739.49
Information Systems Mg	VERIZON WIRELESS	16-84700	Telephone	MONTHLY CHARGES	244.45
		16-84700	Telephone	MONTHLY CHARGES	254.46
	TELVUE	16-84000	Equipment Maintenanc	UTILITY PROGRAM	895.50
	VISA	16-84000	Equipment Maintenanc	TRIP LITE POWER STRI	84.98
		16-84000	Equipment Maintenanc	UPS BATTERIES	68.38
		16-84000	Equipment Maintenanc	MP3 PLAYER - COX	35.99
		16-84000	Equipment Maintenanc	TV SIGNAL CONVERTER	295.00
		16-84000	Equipment Maintenanc	VIDEO CARD DISPATCH	156.73
		16-84000	Equipment Maintenanc	DOMAIN REGISTRATION	134.97
		16-84000	Equipment Maintenanc	DISPLAY DISPATCH	315.00
		16-83000	Material Supplies	BATHROOM PRODUCTS	23.82
		16-83000	Material Supplies	OFFICE SUPPLIES	62.74
		16-83000	Material Supplies	MISC SUPPLIES	4.49
		16-84000	Equipment Maintenanc	PRINTER TONER	84.89
		16-84000	Equipment Maintenanc	PRINTER TONER	308.67

Attachment: Claims List 06 30 21 (5251 : 5a Total Warrants & Claims)

FUND: General Fund

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		16-84000	Equipment Maintenanc	TEMP SENSOR PROGRAM	249.95
		16-83000	Material Supplies	AIR FILTER	162.30
		16-84000	Equipment Maintenanc	PAID INVOICE IN ERROR	50.17-
	VISA	16-84000	Equipment Maintenanc	ANNUAL SOFTWARE LICENSE	139.95
	AT&T 831-001-0000 521	16-84700	Telephone	MONTHLY CHARGES	42.78
	SOFTWARE HOUSE INTERNATIONAL	16-84000	Equipment Maintenanc	WIRELESS NETWORK	724.30
		16-84000	Equipment Maintenanc	ODIS SERVER UPDATE	3,545.01
		16-84000	Equipment Maintenanc	FORTIGATE & FORTIMAI	2,858.82
				TOTAL:	10,643.01

FUND: Designated Fds-Fire

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
Fire Department	VISA	07-83000	Material & Supplies	FLOWERS FOR T FORD	160.44
				TOTAL:	160.44

FUND: Designated Funds-PW

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
INVALID DEPARTMENT	VISA	12-83000	Material & Supplies	RETIREMENT CAKE	43.43
			TOTAL:		43.43

FUND: Municipal Authority

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	MISC VENDOR	BEELER, JEFF 00-34150	Utility Refunds	02-00077-01	2,450.00
		SERADGE, ALI 00-34150	Utility Refunds	01-00158-05	67.41
		GASBARRA, KA 00-34150	Utility Refunds	01-00447-07	50.96
		HOWELL, KATE 00-34150	Utility Refunds	02-00415-07	154.99
		TURNER II, J 00-34150	Utility Refunds	02-00517-00	246.24
		MILSTEN, HAI 00-34150	Utility Refunds	02-00773-05	198.42
		JENKINS-SMIT 00-34150	Utility Refunds	02-00794-11	132.44
		HILLIS, MADI 00-34150	Utility Refunds	02-00857-05	218.51
				TOTAL:	3,518.97
Municipal Authority	TRAVIS VOICE & DATA	12-84700	Telephone	MONTHLY CHARGES	23.55
		12-87700	OKC Sewer Charges	SEWER CHARGES	536.00
	CITY OF THE VILLAGE	12-84500	Well Maintenance	WELL MAINTENANCE SUPPLIES	122.99
		12-84500	Well Maintenance	WELL MAINTENANCE SUPPLIES	83.19
	WESTLAKE HARDWARE	12-84100	Vehicle Maintenance	TIRES	175.62
		12-84100	Vehicle Maintenance	TIRES	16.84
		12-84100	Vehicle Maintenance	OIL CHANGE	88.35
		12-84950	Printing & Processin	UTILITY LATE NOTICES	86.25
	TPSI	12-84950	Printing & Processin	UTILITY INVOICES JUNE 202	1,074.26
		12-83000	Materials & Supplies	COLIFORM	100.00
	ACCURATE ENVIRONMENT	12-84700	Telephone	MONTHLY CHARGES	673.81
		12-84700	Telephone	MONTHLY CHARGES	708.50
	BOBCAT OF OKLAHOMA	12-84000	Equipment Maintenanc	FIX TRACKHOE	6,473.87
		12-83000	Materials & Supplies	SOD	80.19
	CANADIAN VALLEY TURF FARM	12-84100	Vehicle Maintenance	PUBLIC WORK GPS	239.60
		12-84500	Well Maintenance	CHLORINE	780.25
	US FLEET TRACKING	12-84900	Fuel	UNLEADED FUEL	3,119.93
		12-84900	Fuel	DIESEL FUEL	818.04
	BRENNTAG SOUTHWEST	12-81100	Uniform Rental	PUBLIC WORKS UNIFORMS	573.64
		12-87700	OKC Sewer Charges	OKC SEWER CHARGES	59,588.82
	PETROLEUM TRADERS CORPORATIO	12-83000	Materials & Supplies	DRILL	99.00
		12-84300	Training & Membershi	COLBERT DEQ	65.00
		12-83200	Office Supplies	POUCHES	24.99
		12-84300	Training & Membershi	COSWA	214.20
		12-84500	Well Maintenance	ORDER WAS CANCELLED	231.10-
		12-83500	Safety Supplies	SAFETY EQUIPMENT	296.93
		12-83500	Safety Supplies	WELDING HELMET	2,140.24
		12-86400	Auditing Fees	CONSULTING - FINANCIAL	170.00
		12-83000	Materials & Supplies	HOSE	10.00
		12-83000	Materials & Supplies	RUBBER HOSE	21.85
	FRONTIER EQUIPMENT	12-83000	Materials & Supplies	PUMP	40.59
		12-84500	Well Maintenance	AIR COMP	277.30
		12-84500	Well Maintenance	SHOP FAN	219.00
		12-84500	Well Maintenance	WELL SUPPLIES	54.90
	HOME DEPOT	12-83300	Minor Tools	MISC TOOLS	224.84
		12-84500	Well Maintenance	WELL SUPPLIES	150.76
		12-83000	Materials & Supplies	FAUCET	67.74
		12-81200	Medical Exams	DRUG SCREENS	90.00
	SAINTS OCCUPATIONAL HEALTH	12-84800	Utilities	MONTHLY CHARGES	535.27
		12-84800	Utilities	MONTHLY CHARGES	185.36
		12-84800	Utilities	MONTHLY CHARGES	1,004.75
		12-84800	Utilities	MONTHLY CHARGES	9,603.04
		12-84800	Utilities	MONTHLY CHARGES	1,447.19
		12-83000	Materials & Supplies	WATER PART	125.00
	OG&E				
	OK CONTRACTORS SUPPLY				

Attachment: Claims List 06 30 21 (5251 : 5a Total Warrants & Claims)

FUND: Municipal Authority

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
		12-83000	Materials & Supplies	WATER METER PARTS	1,109.00
		12-83000	Materials & Supplies	PARTS	1,277.00
	ONG	12-84800	Utilities	MONTHLY CHARGES	95.29
		12-84800	Utilities	MONTHLY CHARGES	95.29
		12-84800	Utilities	MONTHLY CHARGES	105.13
		12-84800	Utilities	MONTHLY CHARGES	38.46
		12-84800	Utilities	MONTHLY CHARGES	23.00
	SMITH FARM & GARDEN	12-84500	Well Maintenance	LEAF BLOWER	386.39
				TOTAL:	95,330.11

FUND: General Obligation B

4.a.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
2016 GO Bonds	FRANKFURT-SHORT-BRUZA ASSOCI	86-99200	Town Hall	CITY HALL & FIRE DEPT REN	3,648.00
				TOTAL:	3,648.00
2019 GO Bond	SMITH ROBERTS BALDISCHWILER	89-98550	Water Projects	Water tank paiting	1,569.57
		89-98550	Water Projects	WC-1903	985.50
	TRAVIS VOICE & DATA	89-99450	Communications & Dat	PHONE EQUIPMENT	2,610.00
	DIGI SECURITY SYSTEMS, LLC	89-99450	Communications & Dat	GATE ACCESS CONTROL	6,361.01
	SOFTWARE HOUSE INTERNATIONAL	89-99450	Communications & Dat	UPS FOR WELL SITES	292.26
		89-99450	Communications & Dat	2019 MS OFFICE	2,860.30
				TOTAL:	14,678.64
2020 GO Bond	SMITH ROBERTS BALDISCHWILER	90-98550	Water Projects	WC-2001 Greystone Tower	555.00
		90-99800	Other Expenses Paid	MISC 2020 BOND ISSUE	894.24
		90-97550	Paving (Streets)	PC 2002 N Penn	3,932.25
		90-97550	Paving (Streets)	PC 2002 Drury Ln	2,005.20
	BURGESS ENGINEERING & TESTIN	90-97550	Paving (Streets)	PC2002 TESTING	444.00
	RUDY CONSTRUCTION CO.	90-97550	Paving (Streets)	PC-2002 NPenn & Drury	134,534.27
				TOTAL:	142,364.96
2021 GO Bond	SMITH ROBERTS BALDISCHWILER	91-98550	Water Projects	WC-2101 Water Treatment	5,682.15
	URBAN CONTRACTORS, LLC	91-98750	Sanitary Sewer Syste	CLEAN OUT SEWER LINE	42,000.00
				TOTAL:	47,682.15

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===== FUND TOTALS =====
01  General Fund                131,072.77
03  Designated Fds-Fire & Gen    160.44
05  Designated Funds-PW         43.43
06  Municipal Authority         98,849.08
80  General Obligation Bonds    208,373.75
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GRAND TOTAL:                   438,499.47
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TOTAL PAGES: 10

SELECTION CRITERIA

4.a.a

SELECTION OPTIONS

VENDOR SET: 01-City of Nichols Hills
VENDOR: Exclude: 01-1012, 01-1090, 01-1095, 01-1130, 01-1398, 01-1433, 01-1845, 01-1958, 01-1968, 01-2006
CLASSIFICATION: All
BANK CODE: Exclude: PY
ITEM DATE: 6/01/2021 THRU 6/30/2021
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: YES
REPORT TITLE: C L A I M S L I S T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

FUND: General Fund

4.b.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
Administration	TRAVIS VOICE & DATA	02-84700	Telephone	PHONE MAINTENANCE	1,390.10
	TYLER TECHNOLOGIES INC	02-84400	Software Agreements	ANNUAL MAINTENANCE	14,806.63
	OMAG	02-80600	Worker's Comp	WORKERS COMP	2,352.32
				TOTAL:	18,549.05
Municipal Court	TRAVIS VOICE & DATA	05-84700	Telephone	PHONE MAINTENANCE	38.00
	TYLER TECHNOLOGIES INC	05-84400	Software Agreement	ANNUAL MAINTENANCE	9,208.15
	OMAG	05-80600	Worker's Comp	WORKERS COMP	585.93
				TOTAL:	9,832.08
Police Department	TRAVIS VOICE & DATA	06-84700	Telephone	PHONE MAINTENANCE	426.80
	OMAG	06-80600	Worker's Comp	WORKERS COMP	14,691.21
				TOTAL:	15,118.01
Fire Department	TRAVIS VOICE & DATA	07-84700	Telephone	PHONE MAINTENANCE	269.40
	OMAG	07-80600	Worker's Comp	WORKERS COMP	9,159.39
				TOTAL:	9,428.79
Street Department	OMAG	09-80600	Worker's Comp	WORKERS COMP	1,762.08
				TOTAL:	1,762.08
Sanitation	OMAG	10-80600	Worker's Comp	WORKERS COMP	5,876.49
				TOTAL:	5,876.49
Parks Department	OMAG	11-80600	Worker's Comp	WORKERS COMP	1,176.16
				TOTAL:	1,176.16
Public Works Admin	TRAVIS VOICE & DATA	12-84700	Telephone	PHONE MAINTENANCE	1,421.70
	OMAG	12-80600	Worker's Comp	WORKERS COMP	624.70
				TOTAL:	2,046.40
General Government	TRAVIS VOICE & DATA	13-84000	Equipment Maintenanc	TELECONFERENCING LICENSE	798.00
	ABM AUTOMATION	13-84000	Equipment Maintenanc	RENEWAL OF DOCUWARE	7,056.00
	ACOG	13-86600	ACOG Dues	FY-22 DUES	3,006.00
	SCHINDLER ELEVATOR CORPORATI	13-84200	Building Maintenance	CONTRACT PRICE 21-22	1,483.32
	OMAG	13-86100	Liability Insurance/	CITY MANAGER BOND	612.50
		13-86100	Liability Insurance/	LOSS OF SALES TAX POLICY	14,000.00
		13-86100	Liability Insurance/	COPELAND BOND	612.50
		13-86100	Liability Insurance/	GENERAL LIABILITY & AUTO	15,954.75
		13-86100	Liability Insurance/	PROPERTY INSURANCE	15,345.75
		13-86100	Liability Insurance/	ASST FINANCE DIRECTOR BON	612.50
		13-86100	Liability Insurance/	BLANKET POSITION BOND	458.40
		13-86100	Liability Insurance/	CITY TREASURER BOND	927.50
		13-86100	Liability Insurance/	UMBRELLA LIABILITY	5,766.00
				TOTAL:	66,633.22
Code Department	TYLER TECHNOLOGIES INC	14-84400	Software Agreement	ANNUAL MAINTENANCE	2,878.91
	OMAG	14-80600	Worker's Comp	WORKERS COMP	1,370.03
				TOTAL:	4,248.94
Risk Manager	TRAVIS VOICE & DATA	15-84700	Telephone	PHONE MAINTENANCE	38.00
	OMAG	15-80600	Worker's Comp	WORKERS COMP	585.93
				TOTAL:	623.93

Attachment: Claims List 07 01 21 (5252 : 5b Total Warrants & Claims)

FUND: General Fund

4.b.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
Information Systems Mg	TRAVIS VOICE & DATA	16-84700	Telephone	PHONE MAINTENANCE	66.00
	INTELEK TECH	16-84000	Equipment Maintenanc	KERIO EMAIL SERVER LIC	1,905.00
	KNOWBE4HUMANERROR	16-84300	Training & Membershi	CYBER TRAINING	4,217.40
	OMAG	16-80600	Worker's Comp	WORKERS COMP	1,176.16
	PROJECT A INC	16-84600	Lease/Rental	WEBSITE HOSTING	600.00
	SOFTWARE HOUSE INTERNATIONAL	16-84000	Equipment Maintenanc	VMWARE MAINTENANCE	926.82
				TOTAL:	8,891.38

FUND: Municipal Authority

4.b.a

DEPARTMENT	VENDOR NAME	GL ACCOUNT	ACCOUNT DESCRIPTION	DESCRIPTION	AMOUNT
NON-DEPARTMENTAL	PERDUE BRANDON FIELDER COLLI	00-30090	Payable - Collection	PERDUE BRANDON FIELDER COL	22.89
				TOTAL:	22.89
Municipal Authority	TYLER TECHNOLOGIES INC	12-84400	Software Agreements	ANNUAL MAINTENANCE	11,876.08
	MICRO COMM INC	12-84650	Lease Agreements	ANNUAL MAINT CONTRACT	13,250.00
	OMAG	12-80600	Workers Comp	WORKERS COMP	3,722.35
				TOTAL:	28,848.43

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===== FUND TOTALS =====
01  General Fund              144,186.53
06  Municipal Authority        28,871.32
-----
      GRAND TOTAL:            173,057.85
-----
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TOTAL PAGES: 3

SELECTION CRITERIA

4.b.a

SELECTION OPTIONS

VENDOR SET: 01-City of Nichols Hills
VENDOR: Exclude: 01-1012, 01-1090, 01-1095, 01-1130, 01-1398, 01-1433, 01-1845, 01-1958, 01-1968, 01-2006
CLASSIFICATION: All
BANK CODE: Exclude: PY
ITEM DATE: 7/01/2021 THRU 7/13/2021
ITEM AMOUNT: 99,999,999.00CR THRU 99,999,999.00
GL POST DATE: 0/00/0000 THRU 99/99/9999
CHECK DATE: 0/00/0000 THRU 99/99/9999

PAYROLL SELECTION

PAYROLL EXPENSES: NO
EXPENSE TYPE: N/A
CHECK DATE: 0/00/0000 THRU 99/99/9999

PRINT OPTIONS

PRINT DATE: None
SEQUENCE: By Department
DESCRIPTION: Distribution
GL ACCTS: YES
REPORT TITLE: C L A I M S L I S T
SIGNATURE LINES: 0

PACKET OPTIONS

INCLUDE REFUNDS: YES
INCLUDE OPEN ITEM:NO

06 -Municipal Authority

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE	
ASSETS			
=====			
06-00-10099	Claim on Cash	1,179,300.00	
06-00-11000	T-Bills and CD's	700,000.00	
06-00-11100	Interest Receivable	192.58	
06-00-12150	Utility Receivable	449,506.86	
06-00-13900	Unbilled Receivable	190,912.00	
06-00-14800	Allowance for Doubtful Account	(24,912.93)	
06-00-14850	Bad Debt Receivable	26,846.79	
06-00-15000	Deferred outflow of resources	103,572.00	
06-00-15500	Deferred Outflow - OPEB	7,102.00	
06-00-20000	Fixed Assets	42,640,988.03	
06-00-20100	Accumulated Depreciation	(25,502,896.89)	
06-00-21000	Land	207,742.00	
06-00-21500	Construction in Progress	<u>1,465,574.06</u>	
		<u>21,443,926.50</u>	
TOTAL ASSETS			21,443,926.50
=====			
LIABILITIES			
=====			
06-00-30050	Net pension asset	(125,476.00)	
06-00-30090	Payable - Collection AgencyFee	6,734.16	
06-00-30099	A/P Due to Pooled Cash	112,130.97	
06-00-31800	Comp Absent Payable	3,738.02	
06-00-31890	Compensated Absences - Long Te	33,641.00	
06-00-34000	City of NH - Garbage	85,515.81	
06-00-34100	Unearned Rev (Unapplied Credit	12,236.51	
06-00-34150	Utility Refunds	64.45	
06-00-34500	Due to Tyler Tech (Cr Cd Fees)	1,237.25	
06-00-34900	Notes Payable - Current Portio	806.00	
06-00-35000	NOTES PAYABLE	17,006.00	
06-00-38000	Deferred inflow of resources	18,241.00	
06-00-38500	Deferred Inflow - OPEB	17,303.00	
06-00-40100	OPEB Liability	<u>75,172.00</u>	
TOTAL LIABILITIES		<u>258,350.17</u>	
=====			
EQUITY			
=====			
06-00-50400	Net Investment-Capital Assets	18,793,595.00	
06-00-52090	Unrestricted Fund Balance	<u>2,226,681.93</u>	
TOTAL BEGINNING EQUITY		21,020,276.93	
TOTAL REVENUE		4,296,170.49	
TOTAL EXPENDITURES		<u>4,130,871.09</u>	
TOTAL REVENUE OVER/(UNDER) EXPENSES		165,299.40	
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>21,185,576.33</u>	
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.			21,443,926.50
=====			

13 -Municipal Authority - CIP

ACCOUNT #	ACCOUNT DESCRIPTION	BALANCE
ASSETS		
=====		
13-00-10099	Claim on Cash	266,222.16
13-00-11000	T-Bills and CD's	1,250,000.00
13-00-11100	Interest Receivable	<u>49.99</u>
		<u>1,516,272.15</u>
TOTAL ASSETS		1,516,272.15
		=====
LIABILITIES		
=====		
EQUITY		
=====		
13-00-50400	Net Investment - Capital Asset	0.11
13-00-57100	Fund Bal-Capital Improvements	<u>1,564,059.68</u>
	TOTAL BEGINNING EQUITY	1,564,059.79
TOTAL REVENUE		10,545.01
TOTAL EXPENDITURES		<u>58,332.65</u>
TOTAL REVENUE OVER/(UNDER) EXPENSES		(47,787.64)
TOTAL EQUITY & REV. OVER/(UNDER) EXP.		<u>1,516,272.15</u>
TOTAL LIABILITIES, EQUITY & REV.OVER/(UNDER) EXP.		1,516,272.15
		=====

CITY OF NICHOLS HILLS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2021

06 -Municipal Authority
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
<u>REVENUE SUMMARY</u>						
Municipal Auth Revenue	<u>4,007,643</u>	<u>368,478.49</u>	<u>4,296,170.49</u>	<u>0.00</u>	<u>(288,527.04)</u>	<u>7.20-</u>
TOTAL REVENUES	4,007,643	368,478.49	4,296,170.49	0.00	(288,527.04)	7.20-
<u>EXPENDITURE SUMMARY</u>						
Municipal Authority	<u>4,007,643</u>	<u>351,532.16</u>	<u>4,130,871.09</u>	<u>37,755.65</u>	<u>(160,983.29)</u>	<u>4.02-</u>
TOTAL EXPENDITURES	4,007,643	351,532.16	4,130,871.09	37,755.65	(160,983.29)	4.02-
REVENUE OVER/(UNDER) EXPENDITURES	0	16,946.33	165,299.40	(37,755.65)	(127,543.75)	0.00

06 -Municipal Authority

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
<u>Municipal Auth Revenue</u> =====						
<u>Water</u>						
06-00-75300 Water Revenue	<u>2,716,937</u>	<u>240,092.64</u>	<u>2,892,367.45</u>	<u>0.00</u>	(<u>175,430.45</u>)	<u>6.46-</u>
TOTAL Water	2,716,937	240,092.64	2,892,367.45	0.00	(175,430.45)	6.46-
<u>Wastewater</u>						
06-00-75700 Sewer Revenue	324,520	29,576.53	352,279.39	0.00	(27,759.39)	8.55-
06-00-75800 OKC Sewer Charges Revenue	<u>868,606</u>	<u>87,409.73</u>	<u>1,002,239.76</u>	<u>0.00</u>	(<u>133,633.76</u>)	<u>15.38-</u>
TOTAL Wastewater	1,193,126	116,986.26	1,354,519.15	0.00	(161,393.15)	13.53-
<u>Water Taps</u>						
06-00-75900 Water Tap Revenue	<u>27,578</u>	<u>5,765.00</u>	<u>25,193.74</u>	<u>0.00</u>	<u>2,384.26</u>	<u>8.65</u>
TOTAL Water Taps	27,578	5,765.00	25,193.74	0.00	2,384.26	8.65
<u>Fines & Forfeits</u>						
06-00-76000 MXU Installation	<u>320</u>	<u>0.00</u>	<u>165.00</u>	<u>0.00</u>	<u>155.00</u>	<u>48.44</u>
TOTAL Fines & Forfeits	320	0.00	165.00	0.00	155.00	48.44
<u>Penalties</u>						
06-00-77750 Penalty Charges	<u>17,632</u>	<u>1,082.49</u>	<u>5,082.45</u>	<u>0.00</u>	<u>12,549.55</u>	<u>71.17</u>
TOTAL Penalties	17,632	1,082.49	5,082.45	0.00	12,549.55	71.17
<u>Investment Earnings</u>						
06-00-78200 Interest Income	<u>22,064</u>	<u>332.98</u>	<u>3,296.11</u>	<u>0.00</u>	<u>18,767.89</u>	<u>85.06</u>
TOTAL Investment Earnings	22,064	332.98	3,296.11	0.00	18,767.89	85.06
<u>Miscellaneous Revenue</u>						
06-00-79100 Misc Income	<u>5,691</u>	<u>4,219.12</u>	<u>15,546.59</u>	<u>0.00</u>	(<u>9,855.59</u>)	<u>173.18-</u>
TOTAL Miscellaneous Revenue	5,691	4,219.12	15,546.59	0.00	(9,855.59)	173.18-
<u>Fund Balance Carryover</u>						
06-00-79800 Carryover	<u>24,295</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>24,295.45</u>	<u>100.00</u>
TOTAL Fund Balance Carryover	<u>24,295</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>24,295.45</u>	<u>100.00</u>
TOTAL Municipal Auth Revenue	4,007,643	368,478.49	4,296,170.49	0.00	(288,527.04)	7.20-
TOTAL REVENUE	4,007,643	368,478.49	4,296,170.49	0.00	(288,527.04)	7.20-

06 -Municipal Authority

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
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Mun Auth Engineering
=====

Other Services

Municipal Authority
=====

Personnel Services

06-12-80100 Salary	510,263	40,186.00	514,166.95	0.00 (	3,904.21)	0.77-
06-12-80200 Overtime	4,000	283.26	7,806.63	0.00 (	3,806.63)	95.17-
06-12-80300 FICA/Medicare	39,035	3,127.64	40,433.22	0.00 (	1,398.13)	3.58-
06-12-80400 Dental Insurance	4,750	344.48	4,263.61	0.00	486.39	10.24
06-12-80500 Health Insurance	86,920	16,409.39	102,438.92	0.00 (	15,518.92)	17.85-
06-12-80600 Workers Comp	14,465	0.00	11,354.91	3,722.35 (	612.26)	4.23-
06-12-80700 Unemployment	1,800	0.00	1,849.57	0.00 (	49.57)	2.75-
06-12-80800 OMRP Pension	41,381	3,242.94	41,781.95	0.00 (	401.33)	0.97-
06-12-80900 Stand by Pay	5,800	350.00	5,783.33	0.00	16.67	0.29
06-12-81100 Uniform Rental	6,200	573.64	6,549.46	0.00 (	349.46)	5.64-
06-12-81200 Medical Exams	500	90.00	138.00	0.00	362.00	72.40
TOTAL Personnel Services	715,113	64,607.35	736,566.55	3,722.35 (	25,175.45)	3.52-

Material and Supplies

06-12-83000 Materials & Supplies	32,000	2,930.37	34,662.39	6,007.85 (	8,670.24)	27.09-
06-12-83200 Office Supplies	1,500	24.99	1,847.10	0.00 (	347.10)	23.14-
06-12-83300 Minor Tools	2,000	224.84	1,076.68	0.00	923.32	46.17
06-12-83400 Lab Chemicals	4,100	0.00	765.04	711.55	2,623.41	63.99
06-12-83500 Safety Supplies	2,600	2,437.17	5,126.62	0.00 (	2,526.62)	97.18-
06-12-83700 Misc Supplies	500	0.00	224.95	0.00	275.05	55.01
TOTAL Material and Supplies	42,700	5,617.37	43,702.78	6,719.40 (	7,722.18)	18.08-

Other Services

06-12-84000 Equipment Maintenance	5,000	6,473.87	12,197.52	0.00 (	7,197.52)	143.95-
06-12-84100 Vehicle Maintenance	10,000	520.41	10,188.31	0.00 (	188.31)	1.88-
06-12-84300 Training & Membership	10,000	279.20	4,435.08	0.00	5,564.92	55.65
06-12-84400 Software Agreements	17,150	0.00	11,302.12	11,876.08 (	6,028.20)	35.15-
06-12-84500 Well Maintenance	55,000	1,843.68	34,818.27	2,187.82	17,993.91	32.72
06-12-84550 Water Quality Testing	15,000	0.00	16,107.00	0.00 (	1,107.00)	7.38-
06-12-84600 Equipment Rental	1,000	0.00	1,828.08	0.00 (	828.08)	82.81-
06-12-84650 Lease Agreements	41,080	0.00	39,460.46	13,250.00 (	11,630.46)	28.31-
06-12-84700 Telephone	12,000	1,405.86	9,560.62	0.00	2,439.38	20.33
06-12-84800 Utilities	160,000	13,132.78	171,204.69	0.00 (	11,204.69)	7.00-
06-12-84900 Fuel	21,000	3,937.97	23,736.51	0.00 (	2,736.51)	13.03-
06-12-84950 Printing & Processing - Uti	13,000	1,160.51	14,883.49	0.00 (	1,883.49)	14.49-
06-12-85350 Emergency Repairs	5,000	0.00	0.00	0.00	5,000.00	100.00
06-12-86400 Auditing Fees	27,500	170.00	18,993.74	0.00	8,506.26	30.93
06-12-87700 OKC Sewer Charges	550,000	60,124.82	674,785.79	0.00 (	124,785.79)	22.69-

CITY OF NICHOLS HILLS
REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JUNE 30TH, 2021

06 -Municipal Authority

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
06-12-87800 Leasehold Transfer	<u>2,307,100</u>	<u>192,258.34</u>	<u>2,307,100.08</u>	<u>0.00</u>	(<u>0.08</u>)	<u>0.00</u>
TOTAL Other Services	3,249,830	281,307.44	3,350,601.76	27,313.90	(128,085.66)	3.94-
<u>Transfers Out</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL Municipal Authority	4,007,643	351,532.16	4,130,871.09	37,755.65	(160,983.29)	4.02-
General Government =====						
<u>Personnel Services</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
<u>Transfers Out</u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>	<u> </u>
TOTAL EXPENDITURES	4,007,643	351,532.16	4,130,871.09	37,755.65	(160,983.29)	4.02-
REVENUE OVER/(UNDER) EXPENDITURES	0	16,946.33	165,299.40	(37,755.65)	(127,543.75)	0.00

13 -Municipal Authority - CIP
FINANCIAL SUMMARY

% OF YEAR COMPLETED: 100.00

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
<u>REVENUE SUMMARY</u>						
NHMA CIP - Revenues	<u>1,569,699</u>	<u>33.99</u>	<u>10,545.01</u>	<u>0.00</u>	<u>1,559,153.99</u>	<u>99.33</u>
TOTAL REVENUES	1,569,699	33.99	10,545.01	0.00	1,559,153.99	99.33
<u>EXPENDITURE SUMMARY</u>						
General Government	1,559,718	0.00	58,332.65	0.00	1,501,385.35	96.26
Information Systems	<u>9,981</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>9,981.00</u>	<u>100.00</u>
TOTAL EXPENDITURES	1,569,699	0.00	58,332.65	0.00	1,511,366.35	96.28
REVENUE OVER/(UNDER) EXPENDITURES	0	33.99 (	47,787.64)	0.00	47,787.64	0.00

13 -Municipal Authority - CIP

% OF YEAR COMPLETED: 100.00

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
NHMA CIP - Revenues =====						
<u>Intergovernmental</u>						
13-00-73850 Insurance Proceeds - etal	0	0.00	8,858.65	0.00	(8,858.65)	0.00
TOTAL Intergovernmental	0	0.00	8,858.65	0.00	(8,858.65)	0.00
<u>Investment Earnings</u>						
13-00-78500 Interest	0	33.99	1,686.36	0.00	(1,686.36)	0.00
TOTAL Investment Earnings	0	33.99	1,686.36	0.00	(1,686.36)	0.00
<u>Fund Balance Carryover</u>						
13-00-79800 Carryover	1,569,699	0.00	0.00	0.00	1,569,699.00	100.00
TOTAL Fund Balance Carryover	1,569,699	0.00	0.00	0.00	1,569,699.00	100.00
<u>Transfers</u>						
TOTAL NHMA CIP - Revenues	1,569,699	33.99	10,545.01	0.00	1,559,153.99	99.33
TOTAL REVENUE	1,569,699	33.99	10,545.01	0.00	1,559,153.99	99.33

13 -Municipal Authority - CIP

% OF YEAR COMPLETED: 100.00

DEPARTMENTAL EXPENDITURES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% BUDGET REMAINING
General Government =====						
<u>Capital Projects</u>						
13-12-88000 Capital Outlay	167,091	0.00	46,327.04	0.00	120,763.96	72.27
13-12-88100 Vehicles	95,388	0.00	0.00	0.00	95,388.00	100.00
13-12-88400 Capital Imp - Software	37,320	0.00	0.00	0.00	37,320.00	100.00
13-12-88500 Capital Imp - Equipment	85,745	0.00	12,005.61	0.00	73,739.39	86.00
13-12-88600 Capital Imp - Radios/Commun	4,518	0.00	0.00	0.00	4,518.00	100.00
13-12-89200 Capital Imp-Water Wells	1,069,656	0.00	0.00	0.00	1,069,656.00	100.00
13-12-89300 Capital Imp-Paint Water Tow	<u>100,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>100,000.00</u>	<u>100.00</u>
TOTAL Capital Projects	1,559,718	0.00	58,332.65	0.00	1,501,385.35	96.26
TOTAL General Government						
	1,559,718	0.00	58,332.65	0.00	1,501,385.35	96.26
Information Systems =====						
<u>Capital Projects</u>						
13-16-88300 Capital Outlay - Computers	<u>9,981</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>9,981.00</u>	<u>100.00</u>
TOTAL Capital Projects	9,981	0.00	0.00	0.00	9,981.00	100.00
TOTAL Information Systems						
	9,981	0.00	0.00	0.00	9,981.00	100.00
TOTAL EXPENDITURES						
	1,569,699	0.00	58,332.65	0.00	1,511,366.35	96.28
REVENUE OVER/(UNDER) EXPENDITURES	0	33.99 (	47,787.64)	0.00	47,787.64	0.00

ENGINEERING SERVICES AGREEMENT

THIS AGREEMENT is made and entered this _____ day of July, 2021, by and between the City of Nichols Hills, Oklahoma, a municipal corporation, having offices at 6407 Avondale Drive, Nichols Hills, Oklahoma, 73116, hereinafter called the "City", and Smith Roberts Baldischwiler, LLC., doing business at 100 N.E. 5th Street, Oklahoma City, Oklahoma, 73104, hereinafter called the "Engineer":

WITNESSETH:

WHEREAS, the City does not have an Engineering Department; and

WHEREAS, the City continually and periodically stands in the need of Engineering Advice and Engineering Services;

NOW, THEREFORE, the City hereby retains and employs the Engineer as its professional consultant and servant in the performance of those professional services associated with research, development, design and construction, alteration, and/or repair of real property and improvements thereon for a period of time extending from July 1, 2021 to June 30, 2022, for the consideration hereinafter named and agreed as follows:

1.0 ***The Engineer's Services:***

- 1.1 The Engineer agrees to meet with the City wherever and whenever requested by the City. The Engineer further agrees to answer questions from City staff by telephone including performing engineering calculations necessary to answer such questions, make visits to the project site and represent the City with State and Federal Agencies.
- 1.2 The Engineer agrees to furnish qualified technical and professional personnel whenever and as requested by the City, including but not limited to engineers, planners, draftsmen, inspectors and surveyors.
- 1.3 The Engineer agrees to review plans and plats prepared by other engineering firms covering subdivision and City utilities which may become a part of the City system and to make recommendations, to the City in accordance with City Regulations and Ordinances, relative to approval, change or rejection of such submissions.
- 1.4 The Engineer agrees to provide incidental services including but not limited to studies, investigations, surveys, evaluations, consultations, planning, programming, conceptual designs, design development, plans and specifications, cost estimates, observations, shop drawing reviews, sample recommendations, assemble operating and maintenance manuals, GIS, IT services, document archiving and other related services.
- 1.5 For major or minor projects intended to be let to contract by advertising and receiving of bids, the Engineer agrees to make whatever preliminary investigations may be necessary, when and as authorized by the City, and to prepare preliminary estimates and reports in sufficient detail for the City to make decisions relative to the extent of

the work to be done, methods of financing, etc. Included shall be necessary conferences, preparation of detail plans, specifications, working drawings; the drafting of forms of proposals and contracts; advice and assistance in advertising, receiving bids, and awarding of construction contracts; and general observation, coordination and inspection services during construction. The Engineer agrees to furnish as many sets of plans and specifications to the City as needed.

2.0 **Payment:** The City agrees to pay the Engineer for such services as follows:

2.1 Compensation for those services included under Paragraphs 1.1 will be on a monthly retainer in the amount of **\$2,500.00**.

2.2 Compensation for those services included under Paragraphs 1.2, 1.3 and 1.4 will be on an hourly bases according to the following:

The Engineer shall be compensated for Direct Non-Salary Expenses and Professional Services. The Engineer may request and the City shall reimburse the Engineer for Direct Non-Salary Expenses at actual invoice cost. The City agrees to pay the Engineer, as compensation for such engineering services as listed herein, an amount equal to the actual payroll cost based on time card records for employees working on the project times a multiplier of 3.1 to cover overhead, indirect costs and profit.

2.3 Payment for those services covered in Paragraph 1.5 expressly authorized in writing by the City, shall be made in accordance with the Oklahoma Department of Environmental Quality recommended fee schedule contained in '**Attachment 1**'. **The parties may agree in writing to a different payment amount in connection with specific projects, which written agreement shall be in the form of supplements or amendments to this Agreement.**

2.4 All the above listed methods of compensating the Engineer (Paragraphs 2.1 and 2.2) presume payment, monthly, upon completion of services performed. In the event some means of delayed or deferred compensation is required by the City, it shall be agreed upon and set forth in writing in the Letter of Authorization. The Engineer shall perform no work and the City shall not be obligated to pay for any services not specifically directed in writing by the Letter of Authorization from the City. Such Letter of Authorization shall contain the terms and conditions of the engagement to include, where appropriate:

A. Basic Services of Engineer

- (1) Study and Report Phase
- (2) Preliminary Design Phase - Documents and Opinion of Costs
- (3) Final Design Phase - Services Contract Documents and Opinion of Costs
- (4) Bidding or Negotiating Phase
- (5) Construction Phase
- (6) Operational Phase

- B. Additional Services of Engineer
 - (1) As may be required, in writing, by the City.
- C. The City's responsibilities are to include commencement and completion dates on the terms and conditions of the engagement referenced above and other appropriate deadlines.

The Engineer agrees that the City shall be the sole judge of its budget and fiscal limitation and the exercise of such judgment by the City and its resultant effect on payment to the Engineer for services, or for any project, shall not be deemed a breach of this Agreement.

- D. It is understood and agreed that professional services performed by the Engineer in connection with General Obligation Bond Issue Projects of the City are covered by a separate Contract for Engineering Services between the City and the Engineer and that the Engineer shall be compensated for such services under the provisions of such Contract for Engineering Services and not under this Agreement.

- 3.0 **Engineer to Defend, Indemnify and Save Harmless.** The Engineer shall defend, indemnify and save harmless the City and the Municipal Authority from any and all claims and causes of action against said City and the Municipal Authority for damages or injury to any person or property arising out of or in connection with the negligent performance or negligent acts of the Engineer or agents or employees of same under the terms of this contract.

Before this contract shall become effective, the Engineer shall furnish the City with certificates showing complete and adequate workmen's compensation coverage, comprehensive public liability and property damage coverage and professional liability coverage for the protection of the City and the Municipal Authority from any liability or expense arising out of or as the result of the work, services or activities of the Engineer or his employees. Said insurance shall not be canceled except upon ten (10) days written notice to the City. The amount of such coverage shall not be less than the following:

- A. Worker's Compensation Insurance in accordance with statutory requirements and Employer's Liability Insurance with limits of not less than \$500,000.00.
- B. Comprehensive General Liability Insurance with combined single limit of not less than \$1,000,000.00 for each occurrence and not less than \$1,000,000.00 in the aggregate.
- C. Comprehensive Automobile Liability Insurance with a combined single limit of not less than \$1,000,000.00 per for each accident.
- D. Professional Liability (Errors and Omissions) Insurance with a minimum limit of not less than \$1,000,000.00.

- 4.0 **Ownership of Documents:** All documents, including original drawings, estimates, specifications, field notes, electronic data, word processing, and drawings shall become and remain the property of the City. The City's reuse of such documents on another or different project or projects without written verification or adaptation by the Engineer for the specific

purpose intended will be at the City's sole risk, and without liability or legal exposure to the Engineer.

5.0 ***Successors and Assignments:*** The City and the Engineer each binds itself, its partners, successors, executors, administrators and assignees to the other party to this Agreement and to the partners, successors, executors, administrators and assignees of such other party in respect to all convenience of this Agreement. The Engineer may make no assignment for any purpose without advance written permission by the City.

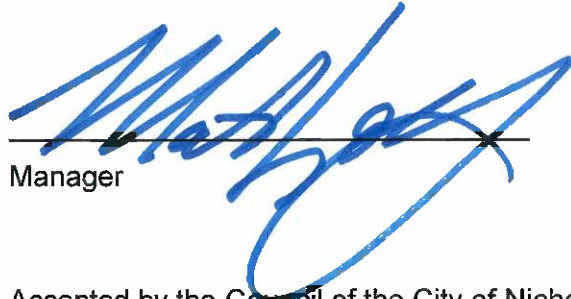
5.1 **Termination of Contract:** Either party may terminate this Agreement with five (5) days written notice. Nothing in this Engineering Services Agreement shall operate to release the Engineer from liability for negligence or for failure to properly perform duties and responsibilities required by this Agreement or in any Letter of Authorization issued by the City pursuant thereto.

SMITH ROBERTS BALDISCHWILER, LLC.



 Managing Partner

ATTEST:



 Manager

Accepted by the Council of the City of Nichols Hills, Oklahoma and the Chairman and Trustees of the Nichols Hills Municipal Authority on this _____ day of _____, 20____.

CITY OF NICHOLS HILLS, OKLAHOMA
A Municipal Corporation

NICHOLS HILLS MUNICIPAL AUTHORITY

 Mayor

 Chairman

ATTEST:

 City Clerk/Secretary

APPROVED as to form this _____ day of _____, 20____.

 City Attorney

Revised: 01/01/04

ATTACHMENT 1 - Agreement for Engineering Services **Page 1****RECOMMENDED ALLOWABLE FEES FOR PROFESSIONAL ENGINEERING SERVICES**
(AS A PERCENTAGE OF TOTAL ACTUAL CONSTRUCTION COST)**I. GENERAL**

The engineering fees indicated below are the recommended allowable for funding agency financed projects in Oklahoma. These fees will be based upon the total actual construction cost only. Each system Owner is encouraged to negotiate the professional engineering fee in order to obtain the most equitable fee structure for each given project.

II. ENGINEERING FEES

The following table is the recommended allowable engineering fee for Funding Agency-financed projects. This fee includes preliminary engineering services in accordance with Funding Agency guides (Section B.1) and design and contract administration services (Section B.2) for the total engineering fee.

<u>Net Construction Cost of Entire Project</u>	<u>Percent Fee</u>
\$ 60,000	13.2
70,000	12.6
80,000	12.3
90,000	12.0
100,000	11.9
200,000	10.5
300,000	9.7
400,000	8.9
500,000	8.5
600,000	8.2
700,000	8.0
800,000	7.8
900,000	7.7
1,000,000	7.5
2,000,000	6.7
3,000,000	6.4
4,000,000	6.3
5,000,000	6.2
10,000,000	6.0

Oklahoma State Statute requires that a licensed engineer must design any facility that affects public health or safety. The Funding Agency requires that the licensed engineering firm make necessary inspections during the construction phase of the facility to see that it is constructed according to the approved plans and specifications. These fees are established for professional services.

ATTACHMENT 1 - Agreement For Engineering Services

page 2

III. RESIDENT INSPECTION FEE

<u>Net Construction Cost</u>	<u>Percent Fee</u>
100,000 or less	5.0 (or negotiated lump sum)
200,000	4.2
300,000	3.8
400,000	3.5
500,000	3.2
600,000	3.0
700,000	2.8
800,000	2.65
900,000	2.5
1,000,000	2.4
2,000,000	2.3
3,000,000	2.2
4,000,000	2.1
5,000,000	2.0
10,000,000	1.9

The fee for full-time resident inspection to be paid under this contract will be a percent of the cost of construction, as determined above unless one of the following is checked:

- () 1. The fee for part-time resident inspection to be paid under the contract will be percent (_____ %) of the total cost of construction. The percentage used for this method of inspection will be less than that shown above.
- () 2. The fee for (full-time) (part-time) resident inspection to be paid under this contract will be a lump sum to be dispersed during construction on a periodic basis on percentage ratios identical to those approved by the Engineer as a basis upon which to make partial payments to the contractor(s). Precisely, the fee will be \$ _____.
- () 3. The fee for (full-time) (part-time) resident inspection to be paid under this contract will be at the rate of \$ _____ per day which includes all travel and incidental expenses.

It is anticipated that on some jobs, such as where a storage tank is constructed, there may be little resident inspection needed. On projects involving pipeline installation, full-time resident inspection will be required.

The cost and type of resident inspection needed must be discussed by the applicant and consulting engineer and the fee established prior to the start of construction.

The engineer is not relieved of providing general engineering inspections by a qualified engineer when he is providing the full-time resident inspection.

(Revised 2/1/2000)

CONTRACT FOR CITY ATTORNEY AND LAW DEPARTMENT SERVICES AND RATIFICATION OF APPOINTMENT OF CITY ATTORNEY AND CITY PROSECUTOR

This Contract for City Attorney and Law Department Services and Ratification of Appointment of City Attorney and City Prosecutor (“Agreement”) effective July 1, 2021 is entered into by and between John Michael Williams and Williams, Box, Forshee & Bullard, P.C., both having an address of 522 Colcord Drive, Oklahoma City, Oklahoma 73102 (collectively “Attorneys”); and, the City of Nichols Hills, Oklahoma, a municipal corporation (“City”), and the Nichols Hills Municipal Authority, a public trust (“Authority”), both having an address of 6407 Avondale Drive, Nichols Hills, Oklahoma 73116 (collectively, “Nichols Hills”)

WITNESSETH:

WHEREAS, Article III, Section of 23 of the City Charter of City states “There shall be a city attorney, who shall be an officer of the city appointed by the council for an indefinite term, and who shall be head of the department of law. He shall have such powers, duties and functions as may be prescribed by the charter, by applicable law or by ordinance.”

WHEREAS, John Michael Williams has heretofore been appointed as the City Attorney of City, and as such is Head of the Law Department of City and is authorized to represent and provide legal services to the Nichols Hills, and in furtherance thereof, is authorized to and shall engage necessary assistants, support personnel, lawyers and law firms, including a City Prosecutor, and is Counsel to Nichols Hills and its related entities (collectively “City Attorney and Law Department Services”), which is approved and ratified by this Agreement.

WHEREAS, among other things, this Agreement provides for the terms of engagement and compensation for City Attorney and Law Department Services.

NOW, THEREFORE, the City, the Authority, John Michael Williams and Attorneys agree to all contained herein, including the foregoing:

I. CITY ATTORNEY AND LAW DEPARTMENT SERVICES

John Michael Williams and Williams, Box, Forshee & Bullard, P.C., of which John Michael Williams is a member, are engaged and shall provide City Attorney and Law Department Services to Nichols Hills and its related entities, the City Manager of City, the Mayor and Council of City and any member thereof, the General Manager of the Authority, the Authority and any trustee thereof pursuant to this Agreement. To the extent provided for by other agreements between any of the parties hereto, legal services associated with issuance of general obligation bonds and other governmental debt obligations shall be in accordance with the terms of such other agreements.

II. FEES AND EXPENSES

Fees for City Attorney and Law Department Services. Nichols Hills shall compensate Attorneys, including John Michael Williams for City Attorney and Law Department Services provided pursuant to this Agreement at maximum hourly rates not to exceed \$295.00 per hour for

lawyers and \$110.00 per hour for legal assistants and law clerks, with billing statements to be paid by Nichols Hills on a monthly basis and to be rendered by Attorneys in accordance with then current billing policies of Attorneys.

Expenses. In addition to the foregoing, Attorneys will be paid by Nichols Hill for reasonable expenses incurred by Attorneys in performing City Attorney and Law Department Services, including the costs of the City Prosecutor, outside lawyers and law firms, communication costs, binding and reproduction costs, long distance telephone, computer legal research and database research fees, courier and shipping costs, out of metropolitan area travel, lodging and meal costs, postage, filing fees, court costs, service of process, the cost of exhibits, expert witnesses, consultants, real estate and other title services, court reporting fees, publication and other fees, and other similar items; provided however, any single item of expense in excess of \$5,000 shall be approved by the City Manager of City, the City or the Authority.

III. CITY PROSECUTOR

R. Pope Van Cleef, Jr. has heretofore served, and continues to serve, as City Prosecutor of City pursuant to appointment and as authorized by John Michael Williams as City Attorney, which is ratified hereby.

IV. GENERAL PROVISIONS

1. Attorneys are independent contractors and not employees of Nichols Hills.

2. This Agreement may be terminated upon sixty (60) days' written notice by either Nichols Hills, John Michael Williams or Attorneys, provided that Attorneys shall be compensated for professional services and expenses provided by Attorneys to the date of termination.

IN WITNESS WHEREOF, the parties hereto agree to all contained herein and have hereunto set their hands to this Agreement the _____ day of _____ 2021.

CITY OF NICHOLS HILLS, OKLAHOMA,
a municipal corporation

Mayor

ATTEST:

City Clerk

NICHOLS HILLS MUNICIPAL AUTHORITY,
a public trust

Chairman

ATTEST:

Secretary

JOHN MICHAEL WILLIAMS, City Attorney

WILLIAMS, BOX, FORSHEE & BULLARD, P.C.

By

John Michael Williams
Its President

At a regular meeting of the City Council of the City of Nichols Hills, Oklahoma held on the ____ day of _____ 2021, the foregoing Agreement was approved by the City.

City Clerk

(SEAL)

At a regular meeting of the Nichols Hills Municipal Authority held on the ____ day of _____ 2021, the foregoing Agreement was approved by the Authority.

Secretary

(SEAL)

Agreement for Cleaning Services: City of Nichols Hills Courthouse & Public Works

For the total price of **\$3,370.00**, per month, the City of Nichols Hills, Oklahoma ("City") and Aspen Building Services ("Aspen") hereby agree that Aspen will perform the work described in this agreement.

This cleaning service will be provided Monday through Friday of each week, excluding state and Federal Holidays, beginning **July 1st, 2021**, and continuing until either party desires to terminate this agreement or the end of this contractual year (**June 30th, 2022**), whichever occurs first.

The costs for the work performed under this agreement include all labor, equipment and supplies, but exclude toilet tissue, paper towels, can liners and hand soap. Aspen may pass on its supply costs for these excluded items to the City of Nichols Hills, Oklahoma in its monthly invoices billed to the City of Nichols Hills, Oklahoma.

The monthly costs for Aspen's services under this agreement are broken down, as follows, per facility:

- *Courthouse: \$2,625.00/Month*
- *Public Works: \$745.00/Month*

Description of Work:

I. NIGHTLY CLEANING

A. Entry Areas, Common Areas, Offices and Break Rooms

1. When cleaning staff enter building, they are to lock doors behind them.
2. Empty all trash receptacles, replacing liners as needed.
3. Clean and polish all drinking fountains.
4. Dust desks and accessories being careful not to move items/papers.
5. Dust tops of all furniture including file cabinets, chairs, tables, computer monitors, etc.
6. Damp wipe and dry polish all glass furniture tops.
7. Clean and polish all entrance glass as well as all interior partition glass.
8. Wipe and disinfect counter tops and cabinet fronts.
9. Sweep, mop and disinfect all hard surface floors.

10. Vacuum all carpeted areas thoroughly.
11. Clean and disinfect sinks and faucets.
12. Clean counters, cabinet fronts and sinks in break rooms.
13. "Police" all outside entry areas and empty exterior trash receptacles.
14. Sweep stairwells, if applicable.
15. Dust and/or wipe down office equipment (i.e. copiers, fax machines).
16. Housekeeping staff are to turn off lights and secure building when leaving.

B. Restrooms

1. Restock and polish paper towel, toilet tissue and hand soap dispensers.
2. Clean and dry polish mirrors.
3. Empty trash receptacles and wipe if needed.
4. Clean and disinfect both sides of toilet seats.
5. Clean and disinfect toilets and urinals both inside bowls and outside fixtures.
6. Clean and polish bright work on fixtures.
7. Clean and disinfect all sink basins.
8. Clean and disinfect vanity tops.
9. Clean and polish faucet fixtures.
10. Clean and disinfect stall partitions and doors.
11. Dust tops of partitions.
12. Wet mop floors with a germicidal disinfectant.

II. WEEKLY CLEANING

Entry Areas, Common Areas, Offices and Break Rooms

1. Dust all vertical surfaces of desks, file cabinets, chairs, tables, pictures and other office furniture.
2. Spot-clean woodwork, doors and door jambs to remove finger prints and smudges.
3. Clean light-switch cover plates.
4. Clean seats of chairs.

III. MONTHLY CLEANING

Entry Areas, Common Areas, Offices and Break Rooms

1. Accomplish all high horizontal dusting not reached in the aforementioned cleaning specifications.
2. Dust return air and air supply vents.

IV. QUARTERLY CLEANING

Entry Areas, Common Areas, Offices and Break Rooms

1. Locker Rooms to be machine-scrubbed at Public Works.
2. Spot-clean carpet in common areas, as needed (separate charge).

V. SEMI-ANNUAL CLEANING

Entry Areas, Common Areas, Offices and Break Rooms

1. Vacuum all furniture.
2. VCT floor maintenance to be performed at Public Works

VI. ADDITIONAL INFORMATION

1. Insurance certificates will be provided before service commences.
2. Prior to performing any services exceeding \$250.00, not included within this scope of work (SOW), Aspen shall obtain approval from the City Manager.

This agreement is subject to annual approval by the Council of the City of Nichols Hills, Oklahoma.

In Witness hereof,

ASPEN BUILDING SERVICES

By: 

Its: President

(Title)

Date: 7-1-21

APPROVED and ACCEPTED by the Council of the City of Nichols Hills, Oklahoma, and signed by the Mayor this _____ day of _____, 2021

CITY OF NICHOLS HILLS, OKLAHOMA

Mayor

ATTEST: (Seal)

City Clerk

Reviewed as to Form and Legality:

City Attorney

RESOLUTION

(No.1420)

A RESOLUTION RENEWING, ADOPTING AND APPROVING AN ANNUAL AGREEMENT WITH TYLER TECHNOLOGIES, INC. FOR THE FISCAL YEAR BEGINNING JULY 1, 2021 AND ENDING JUNE 30, 2022.

WHEREAS, on July 8, 2014, the Council of the City of Nichols Hills, Oklahoma awarded and approved an Agreement for a license to use software products and for related professional and maintenance services to Tyler Technologies, Inc., and such contract was executed by the City of Nichols Hills and Tyler Technologies, Inc. on July 23, 2014;

WHEREAS, the Council of the City of Nichols Hills last renewed such agreement for the 2020-2021 fiscal year at its regular meeting of July 14, 2021.

WHEREAS, the Council of the City of Nichols Hills deems it in the best interests of the City to renew such agreement for the fiscal year beginning July 1, 2021 and ending June 30, 2022 for the products and services and at the prices shown on the Invoice attached hereto and marked as Exhibit A.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Nichols Hills, Oklahoma that the Agreement between the City of Nichols Hills, Oklahoma and Tyler Technologies, Inc., is hereby renewed, adopted and approved for the fiscal year beginning July 1, 2021 and ending June 30, 2022, with the products and services to be obtained and the prices therefore shown on the Invoice attached hereto and marked as Exhibit A.

ADOPTED by the Council and SIGNED by the Mayor of the City of Nichols Hills, Oklahoma, this 13th day of July, 2021.

Mayor

(SEAL)
ATTEST:

City Clerk

Approved as to form:

City Attorney



Remittance:
Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

6.d.b

Invoice No	Date	Page
025-335523	06/01/2021	1 of 2

Questions:

Tyler Technologies- Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com



Bill To: Nichols Hills, City of
6407 Avondale Drive
NICHOLS HILLS, OK 73116-6481

Ship To: Nichols Hills, City of
6407 Avondale Drive
NICHOLS HILLS, OK 73116-6481

Cust No.-Bill To-Ship To	Ord No	PO Number	Currency	Terms	Due Date
44034 - MAIN - MAIN	145562		USD	NET30	07/01/2021

Date	Description	Units	Rate	Extended Price
Contract No.: Nichols Hills, City of				
	Annual fee to support and host Web Site	1	900.00	900.00
	Maintenance Start: 01/Jul/2021, End: 30/Jun/2022			
	INCODE Court Online Component - Annual Fee	1	900.00	900.00
	Maintenance Start: 01/Jul/2021, End: 30/Jun/2022			
	INCODE Utility Billing Online Component - Annual Fee	1	960.00	960.00
	Maintenance Start: 01/Jul/2021, End: 30/Jun/2022			
	INCODE Business License Online Component - Annual Fee	1	900.00	900.00
	Maintenance Start: 01/Jul/2021, End: 30/Jun/2022			
	INCODE Call Center Online Component - Annual Fee	1	900.00	900.00
	Maintenance Start: 01/Jul/2021, End: 30/Jun/2022			
Maintenance Start: 01/Jul/2021, End: 30/Jun/2022				
	Incode CIS/CRM Annual Fees	1		\$11,532.00
	Incode Customer Relationship Suite - Maintenance			
	INCODE Building Projects Online Component - Annual Fee			
	Building Projects - Maintenance			
	AMR/AMI Interface - Maintenance			
	Central Cash Collection - Maintenance			
	Business License - Maintenance			
	Call Center - Maintenance			
	Utility CIS System - Maintenance			
	Incode Court Annual Fees	1		\$6,092.00
	Court Case Management			
	Incode Document Management Annual Fees	1		\$0.00
	Tyler Output Processor Server - Maintenance			
	Incode Financials Annual Fees	1		\$10,684.00
	Incode Financial Suite - Maintenance			
	Payroll/Personnel - Maintenance			
	Purchase Orders - Maintenance			
	Core Financials - Maintenance			
	Fixed Assets - Maintenance			
	Positive Pay - Maintenance			
	Forms Overlay - Maintenance			
	Secure Signatures - Maintenance			
	Misc. Accounts Receivable - Maintenance			
	Technical Services Annual Fees	1		\$844.27
	Basic Network Support Service			

Attachment: 7g Tyler Tech (5215 : 7 Tyler Technology - 2021-2022)



Remittance:
Tyler Technologies, Inc
(FEIN 75-2303920)
P.O. Box 203556
Dallas, TX 75320-3556

Invoice

6.d.b

Invoice No	Date	Page
025-335523	06/01/2021	2 of 2

Questions:

Tyler Technologies- Local Government
Phone: 1-800-772-2260 Press 2, then 2
Email: ar@tylertech.com

Bill To: Nichols Hills, City of
6407 Avondale Drive
NICHOLS HILLS, OK 73116-6481

Ship To: Nichols Hills, City of
6407 Avondale Drive
NICHOLS HILLS, OK 73116-6481

Cust No.-BillTo-ShipTo	Ord No	PO Number	Currency	Terms	Due Date
44034 - MAIN - MAIN	145562		USD	NET30	07/01/2021

Date	Description	Units	Rate	Extended Price
	Third Party System Software	1		\$1,521.00
	System Software - Maintenance			
	Tyler Content Manager Annual Fees	1		\$2,031.00
	Incode Content/Document Management Suite - Maintenance			
	Tyler University	1		\$1,500.00
	Tyler U			

Attachment: 7g Tyler Tech (5215 : 7 Tyler Technology - 2021-2022)

ATTENTION

Order your checks and forms from
Tyler Business Forms at 877-749-2090 or
tylerbusinessforms.com to guarantee
100% compliance with your software.

Subtotal	38,769.77
Sales Tax	0.00
Invoice Total	38,769.77

RESOLUTION

(No.1421)

A RESOLUTION OF THE COUNCIL OF THE CITY OF NICHOLS HILLS, OKLAHOMA, AND THE TRUSTEES OF THE NICHOLS HILLS MUNICIPAL AUTHORITY, AUTHORIZING, FOR THE 2021-2022 FISCAL YEAR, THE PURCHASE OF ITEMS FROM STATE CONTRACTS AWARDED BY THE STATE PURCHASING DIRECTOR OF THE CENTRAL PURCHASING DIVISION OF THE OFFICE OF MANAGEMENT AND ENTERPRISE SERVICES OF THE STATE OF OKLAHOMA.

WHEREAS, the City of Nichols Hills, Oklahoma and the Nichols Hills Municipal Authority have continuing need to purchase items that are available through a state contract; and

WHEREAS, pursuant to Section 85.12(C) of Title 74 of the Oklahoma Statutes, the City of Nichols Hills, Oklahoma and the Nichols Hills Municipal Authority have the authority to purchase under statewide contracts awarded by the State Purchasing Director of the Central Purchasing Division of the Office of Management and Enterprise Services of the State of Oklahoma whenever advantageous for the City or the Authority.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Nichols Hills, Oklahoma, and the Trustees of the Nichols Hills Municipal Authority, that they do hereby authorize, for the 2021-2022 fiscal year, the purchase of items from statewide contracts awarded by the State Purchasing Director of the Central Purchasing Division of the Office of Management and Enterprise Services of the State of Oklahoma when advantageous.

PASSED by the Council of the City of Nichols Hills, Oklahoma, on the 13th day of July, 2021.

APPROVED by the Mayor of the City of Nichols Hills, Oklahoma, on the 13th day of July, 2021.

ATTEST:

Mayor

City Clerk

Reviewed as to Form and Legality:

City Attorney

ADOPTED AND APPROVED by the Chairman and Trustees of the Nichols Hills Municipal Authority on the 13th day of July, 2021.

ATTEST:

Chairman

Clerk

Reviewed for form and legality.

City Attorney

BUDGET AMENDMENT FORM

Fund: General Fund
Amendment #: 2021-2022 # 1
Fiscal Year: 2021-2022

Account #	Account Name	Estimated Revenue		Appropriations	
		Increase	Decrease	Increase	Decrease
01-00-79800	Carryover	208,639.57			
01-02-80100	Salary			9,916.90	
01-02-80300	FICA/Medicare			758.64	
01-02-80800	OMRF Pension			793.35	
01-05-80100	Salary			2,561.49	
01-05-80300	FICA/Medicare			195.95	
01-05-80800	OMRF Pension			204.92	
01-06-80100	Salary			65,253.52	
01-06-80300	FICA/Medicare			4,991.89	
01-06-81050	Police Pension			6,873.02	
01-06-80800	OMRF Pension			989.02	
01-07-80100	Salary			56,017.99	
01-07-80300	FICA/Medicare			812.26	
01-07-81000	Fire Pension			7,842.52	
01-09-80100	Salary			2,494.32	
01-09-80300	FICA/Medicare			190.82	
01-09-80800	OMRF Pension			199.55	
01-10-80100	Salary			14,079.94	
01-10-80300	FICA/Medicare			1,077.12	
01-10-80800	OMRF Pension			1,126.40	
01-11-80100	Salary			1,720.73	
01-11-80300	FICA/Medicare			131.64	
01-11-80800	OMRF Pension			137.66	
01-12-80100	Salary			6,034.94	
01-12-80300	FICA/Medicare			461.67	
01-12-80800	OMRF Pension			482.79	
01-14-80100	Salary			7,726.45	
01-14-80300	FICA/Medicare			591.07	
01-14-80800	OMRF Pension			618.12	
01-15-80100	Salary			4,757.38	
01-15-80300	FICA/Medicare			363.94	
01-15-80800	OMRF Pension			380.59	
01-16-80100	Salary			7,654.98	
01-16-80300	FICA/Medicare			585.61	
01-16-80800	OMRF Pension			612.40	
TOTALS		208,639.57	-	208,639.57	-

EXPLANATION:

Employee supplemental pay from available funds in FY 2020-2021 for General Fund.

July 13, 2021

Date

Mayor

July 13, 2021

Date

City Clerk/Finance Director

Fiscal Year: 2021-2022

City Clerk/Finance Director