

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, May 14, 2024 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 3:44 PM on
the 10th day of May, 2024.

1. Call to Order and Pledge of Allegiance
2. Roll Call

Attendees Present	Arrived
Mayor Sody Clements	5:30
Vice-Mayor E. Peter Hoffman	5:30
Councilman Steven J. Goetzinger	Absent

- a. Oath of Office for newly elected Councilman Sody Clements, to be administered by Honorable Judge Kevin Krah.

Honorable Judge Kevin Krah administered the Oath of Office to Mayor Sody Clements, Council Member for Ward I in Nichols Hills.

- b. Nomination and election of Mayor of City of Nichols Hills.

MOTION: Sody Clements moved to nominate E. Peter Hoffman as Mayor for the City of Nichols Hills. E. Peter Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	Sody Clements, E. Peter Hoffman

- c. Nomination and election of Vice-Mayor of City of Nichols Hills.

MOTION: Sody Clements moved to nominate Steven J. Goetzinger as Vice-Mayor for the City of Nichols Hills. E. Peter

Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	None

3. Minutes

- a. April 9, 2024 Minutes
- b. April 20, 2024 Minutes
- c. May 6, 2024 Minutes

MOTION: Sody Clements moved to approve the April 9, 2024, April 20, 2024 and May 6, 2024 minutes as presented. E. Peter Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	Sody Clements, E. Peter Hoffman

4. Departmental Reports

- a. Police Department
- b. Municipal Court
- c. Fire Department
- d. Public Works
- e. Risk Manager
- f. New Resident List
- g. City Treasurer
- h. Finance Director
- i. Information System Manager

j. Engineer

k. ACOG Report

Mayor Hoffman reported that he, City Manager Shane Pate, and Assistant City Manager Michael Taylor will be meeting with ACOG team to follow-up on the status of potential grants for the City.

MOTION: Sody Clements moved to approve the April 2024 departmental reports as presented. E. Peter Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	Sody Clements, E. Peter Hoffman

5. Total Warrants & Claims

- a. Consideration of approval, disapproval, and/or postponement of the following: Claims List for 2023-2024

Warrants & Claims

MOTION: Sody Clements moved to approve the total warrants and claims as presented. E. Peter Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	Sody Clements, E. Peter Hoffman

6. Consent Docket - Construction

- a. Pay Estimate No. 2 for Project No. PC-2301 with Rudy Construction Co. for Paving Improvements to the 1600 & 1700 Blocks of Randel Road in the amount of \$175,490.78.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2023 GO Bonds and other

funds.

- b. Change Order No. 1 for the Arsenic Removal Water Treatment Plan project with Landmark Construction Group, LLC in the amount of \$20,673.00.

BACKGROUND: The change order increases the contract to \$3,518,673.00. The original contract was \$3,498,000.00.

MOTION: Sody Clements moved to approve item 6a - 6b Consent Docket Construction as presented. E. Peter Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	Sody Clements, E. Peter Hoffman

7. Consent Docket - General

- a. A resolution authorizing the disposal and destruction of certain original records and papers of records prior to the retention period for such records established in the Revised Records Retention Manual, 2015; and directing the City Manager to take all actions necessary to provide for the disposal and destruction of such records.
- b. Request from the Public Works Department to purchase a 2025 Freightliner M2-112 CNG truck from Oklahoma State Contract SW-035T, not to exceed \$164,000.00, to be paid from the General CIP fund.
- c. Request from the Public Works Department to purchase a Petersen Grapple Body from Oklahoma State Contract SW-197 not to exceed \$131,187.00, to be paid from the General CIP fund.
- d. Request from Fire Chief Kevin Boydston to purchase Fire Training Room and Station decor for an amount not to exceed \$3,000.00, as approved in the FY 2023-2024 CIP budget.
- e. Regarding the election of Board of Trustee members of the Oklahoma Municipal Assurance Group (OMAG). City Manager

Shane Pate recommends voting for Tammy Kretchmar and Craig Stephenson.

MOTION: Sody Clements moved to approve item 7a - 7e Consent Docket General as presented. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

8. Citizens Desiring to Be Heard

No one expressed a desire to be heard.

9. Items for Separate Vote - Ordinances, Resolutions, and Other Matters

- a. Parks Management Agreement between the City of Nichols Hills, Oklahoma and Nichols Hills Parks, Inc.

MOTION: Sody Clements moved to approve agenda item 9a as presented. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

- b. Request to seek bids for SC-2401 2024 GO Bond Issue City-Wide Sanitary Sewer Improvements Project and receive and approve plans for the same.

MOTION: Sody Clements moved to approve agenda item 9b as presented. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

- c. Designation of delegate and alternate delegates to the following Association of Central Oklahoma Governments (ACOG) boards

and committees: ACOG Board of Directors; 9-1-1 ACOG Board of Directors; the Intermodal Transportation Policy Committee; and the Garber-Wellington Association Policy Committee.

City Manager Shane Pate thanked Mayor Hoffman for his hard work with ACOG.

MOTION: Sody Clements moved to name Mayor Hoffman as delegate and Councilman Clements as alternate delegate to the ACOG boards and committees. E. Peter Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	Sody Clements, E. Peter Hoffman

- d. PUBLIC HEARING: An Ordinance amending the Nichols Hills City Code regarding the appointment of At-Large members to the Board of Park Commissioners, the Public Arts Commission, and the Board of Adjustment; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

City Manager Shane Pate presented the proposed ordinance to the City Council.

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: Sody Clements moved to approve agenda item 9d as presented. E. Peter Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	Sody Clements, E. Peter Hoffman

i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.

MOTION: Sody Clements moved to approve agenda item 9d (i) - Emergency clause of the foregoing ordinance. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: None

- e. PUBLIC HEARING: An Ordinance amending the Nichols Hills City Code to change the definition of "Lot Coverage" to "Building Lot Coverage;" repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

City Manager Shane Pate presented the proposed ordinance to the City Council.

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: Sody Clements moved to approve agenda item 9e as presented. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.

MOTION: Sody Clements moved to approve agenda item 9e (i) - Emergency clause of the foregoing ordinance. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

- f. PUBLIC HEARING: An Ordinance amending Section 50-106 of the Nichols Hills City Code regarding the TC Town Center Overlay District and Building Commission review of certain activities in that district; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

City Manager Shane Pate presented the proposed ordinance to the City Council.

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: Sody Clements moved to approve agenda item 9f as presented. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

- i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.

MOTION: Sody Clements moved to approve agenda item 9f (i) - Emergency clause of the foregoing ordinance. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

- g. PUBLIC HEARING: An Ordinance amending the Nichols Hills City Code regarding combined lots and side yard setbacks in the R-1-75 Single-Family District and the R-1-60 Single-Family Residential District; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

City Manager Shane Pate presented the proposed ordinance to the City Council.

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: Sody Clements moved to approve agenda item 9g as presented. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

- i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.

MOTION: Sody Clements moved to approve agenda item 9g (i) - Emergency clause of the foregoing ordinance. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

- h. PUBLIC HEARING: Discussion, consideration, and possible approval or disapproval of a deed combining real property generally located at 1804 Coventry Lane in Nichols Hills, Oklahoma.

City Manager Shane Pate presented the proposed ordinance to the City Council.

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: Sody Clements moved to approve agenda item 9h as presented. E. Peter Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	Sody Clements, E. Peter Hoffman

- i. PUBLIC HEARING: An Ordinance amending Section 34-122 of the Nichols Hills City Code regarding donations to parks; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

City Manager Shane Pate presented the proposed ordinance to the City Council.

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: Sody Clements moved to approve agenda item 9i as presented. E. Peter Hoffman seconded the motion.

RESULT:	(UNANIMOUS)
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
AYES:	Sody Clements, E. Peter Hoffman

- i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.

MOTION: Sody Clements moved to approve agenda item 9i (i) - Emergency clause of the foregoing ordinance. E. Peter Hoffman

seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

- j. A resolution declaring the necessity for acquiring certain real property at 1842 Westminster Place, Nichols Hills, and directing the acquisition thereof.

City Manager Shane Pate reviewed the proposed resolution with the City Council.

MOTION: Sody Clements moved to approve agenda item 9j as presented. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

MOTION: Sody Clements moved to approve agenda item 9j(i) - Emergency clause of the foregoing resolution. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

- k. A Resolution appointing a Nichols Hills Centennial Committee to plan events for the United States 250th year in 2026 and the Nichols Hills Centennial in 2029.

MOTION: Sody Clements moved to appoint Nick Berry, Rich Johnson, Hal McKnight, Tyson Carroll, Robert Herritt, and Victoria Tran to the Centennial Committee. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)

MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

I. Adopt the City of Nichols Hills Coyote Management Plan.

MOTION: Sody Clements moved to approve agenda item 9I as presented. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman

10. Adjournment

MOTION: There being no further business, Sody Clements moved to adjourn the meeting. E. Peter Hoffman seconded the motion.

RESULT: (UNANIMOUS)
MOVER: Sody Clements
SECONDER: E. Peter Hoffman
AYES: Sody Clements, E. Peter Hoffman



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma