

AGENDA

Regular Meeting of the
Nichols Hills City Council
Tuesday, June 11, 2024 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 City Council only on items that appear on this Agenda. The City Council may dispose of the business set out on this Agenda by accepting, approving, adopting, rejecting, amending, or postponing action as to each item, as determined by the City Council.

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Minutes
 - a. April 12, 2024 Minutes
 - b. May 14, 2024 Minutes

4. Departmental Reports

Consideration of acceptance, rejection, and/or postponement of the following:

- 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

5. Total Warrants & Claims

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

i. Fund	Dollar Amount
General Fund	\$155,453.23
Designated Funds - Police	222.00
Nichols Hills Municipal Authority	91,617.49
General Fund - CIP	9,287.46
Parks Fund	24,235.80
General Obligation Bond Funds	893,390.49
Total Warrants & Claims	1,174,206.47

6. Consent Docket - Construction

Items on Consent Dockets are usually approved as a group upon a motion by one of the City Council members. However, members of the City Council may request discussion or separate action on any item on the Consent Dockets.

Consideration of approval, acceptance, rejection, amendment, and/or postponement of the following:

- a. Pay Estimate No. 4 for Fire Training Tower Project with Landmark Construction Group, LLC in the amount of \$127,530.13.

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

- b. Pay Estimate No. 2 for Project No. WC-2101 with Landmark Construction Group LLC for Arsenic Removal Treatment Plant in the amount of \$43,766.01.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2021 GO Bonds and other funds.

- c. Pay Estimate No. 3 for Project No. PC-2301 with Rudy Construction Co. for Paving Improvements to the 1600 & 1700 Blocks of Randel Road in the amount of \$195,897.71.

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

- d. Pay Estimate No. 1 for Project No. PC-2302 with Rudy Construction Co. for Paving Improvements to the 1100 Block of Bedford Drive, 7000 Block of Waverly Avenue, and 6800 Block of Trenton Road in the amount of \$106,132.39.

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

- e. Amendment No. 1 for the Grand Boulevard Channel Repair project with Cimarron Construction Company in the amount of (\$32,672.00).

BACKGROUND: The amendment decreases the contract to \$265,478.00. The original contract was \$298,150.00.

- f. Pay Estimate No. 1 (FINAL) for Project No. FC-2302 with Cimarron Construction Company in the amount of \$265,478.00 and place maintenance bonds into effect.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2021 GO Bonds and other funds.

- g. Invoice No. 8436A with Howard-Fairbairn Site Design, Inc for Redbud Park & West Grand Boulevard Trail Expansion Project, in the amount of \$23,500.00, to be paid from Park Designated Fund and other funds.
- h. Invoice No. 20067 with Frankfurt-Short-Bruza Associates, PC for Fire Training Tower in the amount of \$2,490.00, to be paid from the 2022 GO Bond Fund and other funds.
- i. Pay Estimate No. 5 for Fire Training Tower Project with Landmark Construction Group, LLC in the amount of \$38,641.83.

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

7. Consent Docket - General

Items on Consent Dockets are usually approved as a group upon a motion by one of the City Council members. However, members of the City Council may request discussion or separate action on any item on the Consent Dockets.

Consideration of approval, acceptance, rejection, amendment, and/or postponement of the following:

- 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. A resolution renewing, adopting, and approving an annual agreement with Tyler Technologies, Inc. for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025.
- c. State Auditor's Certificate and Order to County Clerk and County Treasurer regarding the City Treasurer, approval of all necessary documents in furtherance of the foregoing, and further authorizing Mayor to sign and certify all necessary documents in furtherance of

the foregoing.

- d. Finley & Cook, PLLC, Audit Engagement letter and Compilation Engagement letter for the fiscal year end June 30, 2024.
- e. Accounting & Financial Consulting Contract with Crawford and Associates, PC.
- f. Automatic Aid Agreement between The City of the Village and the City of Nichols Hills for Fiscal Year 2024-2025.
- g. Minor Repairs and Maintenance on Streets Agreement with Oklahoma County for Fiscal Year 2024-2025.
- h. Renewal of Solid Waste Disposal Agreement with Republic Services for Fiscal Year 2024-2025.
- i. Renewal of Solid Waste Collection Agreement with Republic Services for Fiscal Year 2024-2025.
- j. Renewal of Section 125 Cafeteria Plan and Section 105 HRA Plan Fiscal Year 2024-2025.
- k. Landscape Maintenance Contract with Northwest Lawn for Fiscal Year 2024-2025.
- l. Custodial Services Agreement with Aspen Building Services for Fiscal Year 2024-2025.
- m. Fire Equipment Agreement with Board of County Commissioners of Oklahoma County for Fiscal Year 2024-2025.

8. Citizens Desiring to Be Heard

The purpose of this time is to allow members of the public to speak to the City Council on any matter that is not otherwise set for consideration on this Agenda.

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

Consideration of approval, acceptance, rejection, amendment, and/or postponement of the following:

- a. Request from Christ the King Catholic School Parent - Teacher

Organization to hold the 2024 "CK RUN," to be held on October 5, 2024.

- b. PUBLIC HEARING: An affidavit combining two lots generally located at 1812 Huntington Avenue and 1814 Huntington Avenue in Nichols Hills, Oklahoma.
- c. PUBLIC HEARING: A General Warranty Deed combining lots generally located at 1208 Sherwood Lane in Nichols Hills, Oklahoma.
- d. PUBLIC HEARING: An Ordinance adopting and enacting the Nichols Hills City Code 2024; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.
 - i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.
- e. A Resolution directing the City Clerk, upon publication of the "Nichols Hills City Code 2024," to notify the public of the Code; and further directing the City Clerk, after receipt of the publication of the Code, to file certified copies of this resolution and of the code with certain designated governmental entities.
- f. Budget adjustments for fiscal year 2023-2024 for General Fund, Sinking Fund, Park Fund, and Health Insurance Fund.
- g. PUBLIC HEARING: Resolution approving and adopting budgets for Fiscal Year 2024-2025 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 Park Fund.
- h. Employee Benefit plans for the 2024-2025 fiscal year, concerning health, dental, vision, and life insurance, the Keystone flex plan, HRA, and American Fidelity Worksite Benefits, as proposed and to be serviced by Montgomery Integra Insurance; and authorizing the

City Manager to sign all documents necessary to execute the agreements.

- i. Purchase of insurance policies for property, liability, business interruption, Umbrella, bonds for City Manager, City Clerk/Finance Director, City Treasurer, Assistant City Clerk/Finance Director, and public employee faithful performance blanket position bond for FY 2024-2025.
- j. A resolution awarding contract to the lowest responsible bidder for SC-2401 2024 GO Bond Issue City-Wide Sanitary Sewer Improvement Project, and authorizing execution of the contract, bonds, and related instruments; or alternatively reject all bids.
- k. Request to seek bids for PC-2401 2024 GO Bond Issue 6600, 6700 & 6800 Blocks of East Grand Boulevard Project and receive and approve plans for the same.
- l. An ordinance amending Chapter 3 of the Nichols Hills City Code regarding the City Fee Schedule; repealing all conflicting ordinance or parts of ordinances; providing for severability; and setting an effective date.
 - i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.
- m. Adoption of the Nichols Hills Public Arts Commission Public Art Policies and Guidelines.
- n. An Ordinance amending Chapter 34 of the Nichols Hills City Code related to Works of Art in the City's parks; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.
 - i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.
- o. 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.
- p. Approve Ann Taylor 4th of July Parade Event on July 4, 2024;

authorizing and directing City Manager to make necessary plans.

10. Board Appointments

- a. Planning Commission Appointment - Ward One.
- b. Planning Commission Appointment - Ward Two.
- c. Planning Commission Appointment - Ward Three.
- d. Board of Adjustment Appointment - Ward One.
- e. Board of Adjustment Appointment - At-Large Appointment.
- f. Environment, Health and Sustainability Commission - Ward One.
- g. Environment, Health and Sustainability Commission - Ward Two.
- h. Environment, Health and Sustainability Commission - Ward Three.
- i. Board of Park Commissioners Appointment - Ward Two.
- j. Board of Park Commissioners Appointment - At-Large Appointment.
- k. Board of Park Commissioners Appointment - Ward Three.
- l. Board of Park Commissioners Appointment - Ward Three.
- m. Public Arts Commission Appointment - At Large Appointment.

11. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 3:30 PM on the 7th day of June, 2024 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 4:00 PM on the 7th day of June, 2024; posted to the [City of Nichols Hills website](#) at 5:00 PM on the 7th of June, 2024; and transmitted by email at 5:00 PM on the 7th day of June, 2024 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.

Certification Agenda Addendum
Addendum filed in the Office of the City Clerk at 2:40 PM on the 10th day

of June, 2024 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 3:00 PM on the 10th day of June, 2024; posted to the City of Nichols Hills website at 5:00 PM on the 10th day of June, 2024; and transmitted by email at 5:00 PM on the 10th day of June, 2024 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