

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, July 9, 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 2:27 PM on
the 5th day of July, 2024.

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

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

3. Minutes

a. June 11, 2024 Minutes

MOTION: Steven J. Goetzinger moved to approve the June 11, 2024 minutes as presented. Sody Clements seconded the motion.

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

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 the City continues to work with ACOG on various grants to benefit our community.

Councilman Clements thanked everyone who helped with the Ann Taylor 4th of July Parade.

MOTION: Sody Clements moved to approve the June 2024 departmental reports as presented. Steven J. Goetzinger seconded the motion.

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

5. Total Warrants & Claims \$1,135,271.17

- a. Warrants & Claims
- b. Consideration of approval, disapproval, and/or postponement of the following: Claims List for 2024-2025

Fund	Dollar Amount
General Fund	\$183,606.78
Nichols Hills Municipal Authority	31,915.19
Health Insurance Fund	384.00

Total Warrants & Claims	\$215,905.97
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MOTION: Steven J. Goetzinger moved to approve the total warrants and claims as presented. Sody Clements seconded the motion.

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

6. Consent Docket - Construction

- a. Pay Estimate No. 4 for Project No. PC-2301 with Rudy Construction Co. for Paving Improvements to the 1600 & 1700 Blocks of Randel Road in the amount of \$140,868.39.

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

- b. Pay Estimate No. 2 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 \$159,267.11.

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

- c. Pay Estimate No. 3 for Project No. WC-2101 with Landmark Construction Group LLC for Arsenic Removal Treatment Plant in the amount of \$115,172.68.

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

MOTION: Sody Clements moved to approve item 6a - 6c Consent Docket Construction as presented. Steven J. Goetzinger seconded the motion.

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

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. A resolution authorizing the purchase of items from state contracts for the Fiscal Year 2024-2025.
- c. Engineering Services Agreement with Smith Roberts Baldischwiler LLC. for Fiscal Year 2024-2025.
- d. Legal Services Contract with Williams, Box, Forshee & Bullard, P.C.
- e. A resolution renewing, adopting, and approving the EMSA Interlocal Cooperation Agreement for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025.
- f. A resolution declaring certain supplies, materials, and equipment owned by the City to be surplus ("Surplus Property"); directing the City Manager to sell such Surplus Property at public auction; and directing the City Manager to dispose of any such Surplus Property which does not receive a successful bid.
- g. Workers' Compensation Plan renewal for July 1, 2024 to June 30, 2025. Risk Manager Lindy Hough recommends approval of the renewal.
- h. A resolution of the City of Nichols Hills, Oklahoma authorizing the City Finance Director/City Clerk to request Oklahoma Municipal Assurance Group (OMAG) to apply the City of Nichols Hills' escrow

account funds to its Workers' Compensation policy premium.

- i. Request from the Public Works Department to purchase a 2025 Freightliner M2-106 truck from Oklahoma State Contract SW-035T, not to exceed \$120,290.88, to be paid from the 2024 GO Bond funds.
- j. Request from the Public Works Department to purchase a Leach 2R-III 25 Cubic Yard Packer Body from Oklahoma State Contract SW-197, not to exceed \$122,095.00, to be paid from the 2024 GO Bond funds.
- k. Request from Information Systems Manager Scott Johnston to purchase seven replacement laptops for City staff. The total will not exceed \$9,000.00, as approved in the 2024-2025 CIP budget.
- l. Oklahoma County Criminal Justice Authority Jail Services Agreement.
- m. Request from Fire Chief Kevin Boydston to purchase three sets of Personal Protective Firefighting gear for an amount not to exceed \$9,888.00, as approved in the FY 2024-2025 CIP budget.
- n. Request from the Public Works Department to purchase two 2024 Silverado 1500 pickup trucks and equipment from Oklahoma State Contract SW-035T, not to exceed \$111,914.00, to be paid from the 2024 GO Bond funds.

MOTION: Steven J. Goetzinger moved to approve item 7a - 7n Consent Docket General as presented. Sody Clements seconded the motion.

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

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. Request from Ann Hargis to close the 1800 Block of Devonshire Street for a Special Event. The street will be closed September 22, 2024 from 4:00pm - 6:00pm or September 29, 2024 from 4:00pm - 6:00pm.

MOTION: Sody Clements moved to approve agenda item 9a as presented. Steven J. Goetzinger seconded the motion.

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

- b. Release of Easement by the City; Partial Release of Easement by the City; and Waterline Easement Agreement between the City and East Wilshire Blvd Development, LLC related to the City's existing water lines and new waterline on lands generally located at Broadway Extension and Wilshire Avenue and known as "The Half."

Mr. Tim Johnson with Johnson & Associates, Inc. presented to the City Council members the application for the release of easement by the City, the partial release of easement by the City, and the Waterline Easement Agreement between the City and East Wilshire Blvd Development, LLC related to the City's existing waterlines and new waterline on lands generally located at Broadway Extension and Wilshire Avenue and know as "The Half."

MOTION: Steven J. Goetzinger moved to approve agenda item 9b as presented. Sody Clements seconded the motion.

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

- c. Approve the purchase of the real property at 1842 Westminster Place in the amount of \$510,000, along with ordinary and

customary closing cost and expenses, and authorizing the Mayor, the City Manager, or his designee to execute all documents necessary to complete the transaction, including but not limited to the Purchase and Sale Agreement and Lease.

MOTION: Sody Clements moved to approve agenda item 9c as presented. Steven J. Goetzinger seconded the motion.

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

- d. Employee supplemental compensation from available funds in the Fiscal Year 2023-2024 General Fund and NHMA budgets, and budget adjustment #1 for Fiscal Year 2024-2025.

MOTION: Steven J. Goetzinger moved to approve the supplemental compensation in the amount of \$300,000.00 from available funds in the Fiscal Year 2023-2024 General Fund and NHMA budgets, and budget adjustment #1 for Fiscal Year 2024-2025. Sody Clements seconded the motion.

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

- e. An Ordinance amending Section 2-147 of the Nichols Hills City Code regarding competitive bidding for City purchases; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

MOTION: Sody Clements moved to approve agenda item 9e as presented. Steven J. Goetzinger seconded the motion.

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

Goetzinger

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

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

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

- f. An Ordinance amending Section 2-145 of the Nichols Hills City Code regarding the City's Petty Cash Account Balance; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

MOTION: Sody Clements moved to approve agenda item 9f as presented. Steven J. Goetzinger seconded the motion.

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

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

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

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

- g. Resolution approving the June 28, 2018 Weighted Voting

Amendment to agreement creating the 9-1-1 Association of Central Oklahoma Governments.

MOTION: Sody Clements moved to approve agenda item 9g as presented. Steven J. Goetzinger seconded the motion.

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

- h. A resolution providing for assignment of 9-1-1 fees to the 9-1-1 Association of Central Oklahoma Governments.

MOTION: Steven J. Goetzinger moved to approve agenda item 9h as presented. Sody Clements seconded the motion.

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

- i. A resolution awarding contract to the lowest responsible bidder for PC-2401 2024 GO Bond Issue 6600, 6700 and 6800 Blocks of East Grand Boulevard Project, and authorizing execution of the contract, bonds, and related instruments; or alternatively reject all bids.

MOTION: Sody Clements moved to award the contract for PC-2401 2024 GO Bond Issue 6600, 6700 and 6800 Blocks of East Grand Boulevard Project to CGC, LLC for \$1,292,142.00. Steven J. Goetzinger seconded the motion.

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

- j. Approve Hazardous Household Waste & Recycling Event on September 28, 2024; authorizing and directing City Manager to

make necessary plans.

MOTION: Steven J. Goetzinger moved to approve agenda item 9j as presented. Sody Clements seconded the motion.

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

k. Budget adjustment for fiscal year 2023-2024 for the General Fund.

MOTION: Sody Clements moved to approve agenda item 9k as presented. Steven J. Goetzinger seconded the motion.

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

10. Board Appointments

a. Planning Commission Appointment - Ward One.

MOTION: Steven J. Goetzinger moved to approve the recommendation and appointment of John McCaleb as a member of the Planning Commission. Sody Clements seconded the motion.

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

b. Board of Adjustment Appointment - Ward One.

MOTION: E. Peter Hoffman moved to approve the appointment of Ed Clements as a member of the Board of Adjustment. Steven J. Goetzinger seconded the motion.

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

c. Environment, Health and Sustainability Commission - Ward One.

MOTION: Steven J. Goetzinger moved to approve the appointment of Allison Petersen as a member of the Environment, Health & Sustainability Commission. Sody Clements seconded the motion.

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

d. Environment, Health and Sustainability Commission - Ward Two.

RESULT: TAKE NO ACTION

e. Public Arts Commission Appointment - At Large Appointment.

RESULT: TAKE NO ACTION

11. Adjournment

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

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



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma