

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, March 11, 2025 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 3:42 PM on
the 7th day of March, 2025.

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. February 11, 2025 Minutes

MOTION: Sody Clements moved to approve the February 11, 2025 minutes 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

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

MOTION: Steven J. Goetzinger moved to approve the February 2025 departmental reports 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

5. Total Warrants & Claims

- a. Warrants & Claims

MOTION: Sody Clements moved to approve the total warrants and claims 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

6. Consent Docket - Construction

- a. Pay Estimate No. 1 for Project No. WW-2201 with Davis Water Well, LLC for Water Well #13 in the amount of \$112,309.95.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2022 GO Bonds and other funds.

- b. Pay Estimate No. 2 for Project No. PC-2402 with SAC Services, Inc. for 2024 GO Bond Issue Paving Improvements to the 1200 Block of Larchmont Lane in the amount of \$142,388.79.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2024 GO Bonds and other funds.

- c. Amendment No. 1 for Project No. PC-2401 with CGC, LLC for the Paving Improvements to the 6600, 6700 & 6800 Blocks of East Grand Boulevard in the amount of (\$37,656.61).

BACKGROUND: The amendment decreases the contract to \$1,254,485.39. The original contract was \$1,292,142.00.

- d. Pay Estimate No. 6 (FINAL) for Project No. PC-2401 with CGC, LLC. for Paving Improvements to the 6600, 6700 & 6800 Blocks of East Grand Boulevard in the amount of \$113,471.37, and place maintenance bonds into effect.

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

- e. Invoice No. 8521A with Howard-Fairbairn Site Design, Inc for Redbud Park & West Grand Boulevard Trail Expansion Project, in the amount of \$7,500.00, to be paid from Park Designated Fund and other funds.

- f. Invoice No. 8524A with Howard-Fairbairn Site Design, Inc for Westminster Park Project, in the amount of \$26,600.00, to be paid from the General-CIP Fund and other funds.

MOTION: Steven J. Goetzinger moved to approve item 6a - 6f Consent Docket Construction 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

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. Acceptance of transfer from Oklahoma County and related agreement concerning radio system and equipment for Nichols Hills to participate in the Oklahoma City Trunked Radio System Project.
- c. Radio system license agreement with Oklahoma City.
- d. Request from Public Works Director Randy Lawrence to purchase 1,500 water meters under Oklahoma State Contract, not to exceed \$540,787.50. To be paid out of 2025 GO Bond Funds and other funds.

MOTION: Sody Clements moved to approve item 7a - 7d Consent Docket General 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

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 Caroline Patton and Rena Distasio to create a Canine Cleanup Awareness Crew, a volunteer team to clean dog waste in the parks.

Mrs. Caroline Patton, Chairman of the Environment, Health and Sustainability Commission, along with Mrs. Rena Distasio presented their proposal to create a Canine Cleanup Awareness Crew. They stated that this would be a volunteer group that would pick up the dog waste and also help educate offenders of the health hazards to people, children, pets and our water supply. They presented a proposed budget for supplies to start their group which would be in service for one year. At that time, the Environment, Health and Sustainability Commission would evaluate their findings and determine whether to continue the volunteer group.

MOTION: Steven J. Goetzinger moved to approve agenda item 9a 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

- b. Request to seek bids for FC-2404 Nichols Hills Solar Panel Procurement and receive and approve plans for the same.

MOTION: Sody Clements moved to approve the plans and to go out for bid. Steven J. Goetzinger seconded the motion.

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

- c. Request to seek bids for Westminster Park and receive and approve plans for the same.

Mr. Scott Howard and Mr. Nick Fairless, Howard-Fairbairn Site Design, Inc., presented the proposed plans for the Westminster Park to the City Council.

MOTION: Steven J. Goetzinger moved to approve the plans and go out for bid. Sody Clements seconded the motion.

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

- d. An Ordinance amending Chapter 46 of the Nichols Hills City Code regarding violation of utility regulations and tampering with water meters; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

MOTION: Sody Clements moved to approve agenda item 9d 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 9d (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

- e. An Ordinance amending Section 8-58 of the Nichols Hills City Code to adopt the 2023 National Electrical Code; 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 the Nichols Hills City Code establishing a fine for failure to comply with ordinance making it unlawful to permit dogs to defecate on public property or on certain private property; 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

10. 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