

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, April 8, 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 4:17 PM on
the 4th day of April, 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

- a. A proclamation declaring the week of April 13, 2025 through April 19, 2025 as National Telecommunicator Week in the City of Nichols Hills.

Mayor Hoffman presented a proclamation declaring the week of April 13, 2025 through April 19, 2025 as National Telecommunicator Week in the City of Nichols Hills.

MOTION: Steven J. Goetzinger moved to accept the proclamation.
Sody Clements seconded the motion.

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

- b. Recognition of E. Peter Hoffman, Jr.

City Manager Shane Pate presented Mayor E. Peter Hoffman Jr.

with a personalized gavel set in recognition of his eighteen years of service to the City of Nichols Hills.

Vice-Mayor Steven J. Goetzinger thanked Mayor E. Peter Hoffman Jr. for his eighteen years of dedicated service to the City of Nichols Hills.

3. Minutes

a. March 11, 2025 Minutes

MOTION: Sody Clements moved to approve the March 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

Councilman Sody Clements reminded everyone to lock their doors.

MOTION: Steven J. Goetzing moved to approve the March 2025 departmental reports as presented. Sody Clements seconded the motion.

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

5. Total Warrants & Claims

a. Warrants & Claims

MOTION: Sody Clements moved to approve the total warrants and claims as presented. Steven J. Goetzing seconded the motion.

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

6. Consent Docket - Construction

- a. Pay Estimate No. 3 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 \$124,034.80.

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

- b. Pay Estimate No. 2 for Project No. WW-2201 with Davis Water

Well, LLC for Water Well #13 in the amount of \$650,750.00.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2022 GO Bonds, 2023 GO Bonds, and other funds.

- c. Change Order No. 1 for FC-2402 City Hall Roof Replacement project with Central Weatherproofing in the amount of \$6,700.00.

BACKGROUND: The change order increases the contract to \$199,750.00. The original contract was \$193,000.00.

- d. Pay Application No. 1 for Project No. FC-2402 with Central Weatherproofing for City Hall Roof Replacement in the amount of \$170,629.50.

BACKGROUND: City Architect has verified quantities and recommends approval, to be paid from the General Fund and other funds.

- e. Invoice No. 8516A with Howard-Fairbairn Site Design, Inc for Westminster Park Project, in the amount of \$38,000.00, to be paid from the General-CIP Fund and other funds.

MOTION: Steven J. Goetzinger moved to approve item 6a - 6e 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. Regarding the election of Board of Trustee members of the Oklahoma Municipal Assurance Group (OMAG). City Manager Shane Pate recommends voting for Daniel McClure and Micheal Shannon.
- c. Request from Fire Chief Kevin Boydston to purchase a stair climber workout machine for an amount not to exceed \$3,600.00, as approved in the FY 2024-2025 CIP budget.
- d. A Resolution of the City Council of the City of Nichols Hills, Oklahoma, authorizing the adoption of the Oklahoma County Hazard Mitigation Plan - 2024 Update.
- e. A resolution of the City Council of the City of Nichols Hills, Oklahoma, adopting and approving the 2022 amended and restated EMS Interlocal Cooperation Agreement for the Fiscal Year beginning July 1, 2025, and ending June 30, 2026.

MOTION: Sody Clements moved to approve item 7a - 7e 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

Mr. Colin Fitzsimons, newly elected councilman for Ward 2, thanked Mayor Hoffman for his years of service and working with him to better understand the workings of Nichols Hills. Mr. Fitzsimons thanked the community for having such a good turnout and thanked Mr. Ford Austin for running a good campaign.

Mr. John Kennedy presented to the City of Nichols Hills and Mayor Hoffman a portrait of past mayors. Mayor Hoffman gave the portrait to the City to be displayed in the Council Chambers.

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

- a. PUBLIC HEARING: An application for approval of the Planned Unit Development of 1203 Sherwood Lane (PUD-10) involving the following described property: Lots Twenty-three (23) through Twenty-seven (27) in Block Twenty-eight (28) and Block F in BUSINESS SECTION OF NICHOLS HILLS and vacated street abutting abstracted property adjudicated in Court Case #CJ-2004-2234 in Oklahoma County, Oklahoma, as shown by the recorded plat thereof.

Mr. Tim Johnson of Johnson & Associates, Inc. introduced the design and development team to the City Council. Johnson & Associates, Inc., Bruce Bockus with Bockus Payne, and Nick Fairless with Howard-Fairbairn Site Design Inc. make up the design and architectural team.

Mr. Mark Zitzow, Johnson & Associates, Inc., presented the application 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: 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. PUBLIC HEARING: An Ordinance amending Section 50-26 of the Nichols Hills City Code and the Official Zoning District Map to rezone and redistrict the property located in Nichols Hills, Oklahoma at 1203 Sherwood Lane from the U-4 Church District to the R-1-60 Single-Family Residential District and adopting and approving the Planned Unit Development for the 1203 Sherwood Lane; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

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 9b 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 9b (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

- c. PUBLIC HEARING: Discussion, consideration and possible approval of the preliminary plat for the Sanctuary, a tract of land containing 3.9039 acres, more or less, being a part of the Southeast Quarter (SE/4) of Section Five (5), Township Twelve (12) North, Range Three (3) West of the Indian Meridian, Nichols Hills, Oklahoma County, Oklahoma, being all of Lots 23 through 27 Block 28 and Block F and a portion of the platted street The Strand in BUSINESS SECTION OF NICHOLS HILLS.

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 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. PUBLIC HEARING: An application to rezone property generally located at 6501 Avondale Drive Lot One (1), Block Twenty-Eight (28) in Nichols Hills, Oklahoma (scriveners error in notice referenced 6502 Avondale Drive) from the C-1 Office Zoning District to the C-2 Retail Business Zoning District.

City Manager Shane Pate reviewed the application with 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: Steven J. Goetzinger moved to approve agenda item 9d as presented. Sody Clements seconded the motion.

- e. PUBLIC HEARING: An Ordinance amending Section 50-26 of the Nichols Hills City Code and official zoning map to rezone and redistrict the property located in Nichols Hills, Oklahoma at 6501 Avondale Drive Lot One (1), Block Twenty-Eight (28), Nichols Hills, Oklahoma (scriveners error in notice referenced 6502 Avondale Drive) from the C-1 Office Zoning District to the C-2 Retail Business Zoning District; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

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. 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 8-480 of the Nichols Hills City Code regarding construction and demolition site screening; 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. An Ordinance amending Section 50-741 of the Nichols Hills City Code regarding the extension of Certificates of Approval; repealing

all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

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

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

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

- h. A resolution awarding contract to the lowest responsible bidder for FC-2404 Nichols Hills Solar Panel Procurement, and authorizing execution of the contract, bonds, and related instruments; or alternatively reject all bids.

MOTION: Sody Clements moved to award the contract for FC-2404 Nichols Hills Solar Panel Procurement to Eightytwenty of Oklahoma LLC for \$793,214.00, approving Resolution 1580. 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. A resolution awarding contract to the lowest responsible bidder for Westminster Park Project, and authorizing execution of the contract, bonds, and related instruments; or alternatively reject all bids.

MOTION: Steven J. Goetzinger moved to approve Resolution 1581. Sody Clements seconded the motion.

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

- j. Discussion, consideration, and possible action regarding an ordinance creating the Westminster Place 1800 Block Residential District and regulations applicable to the Westminster Place 1800 Block Residential District.

City Manager Shane Pate and Mrs. Carla Sharpe, attorney for the City, discussed with the City Council the Westminster Place 1800 Block Residential District and the possible regulations that would encourage development in the area. City staff will continue to work on possible regulations to bring back to a future meeting.

- k. Approve the "Party in the Park" - Earth & Arbor Day Event on May 3, 2025; authorizing and directing City Manager to make necessary plans.

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

I. Public Arts Commission Board Appointment - Ward Two.

MOTION: Steven J. Goetzinger moved to approve the appointment of Leigh Ann Albers as a member of the Public Arts Commission Board. 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 Manager



City of Nichols Hills, Oklahoma

City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma