

AGENDA

Regular Meeting of the
Nichols Hills City Council
Tuesday, June 10, 2025 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. May 13, 2025 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 2024-2025

Fund	Dollar Amount
General Fund	\$169,570.96
Nichols Hills Municipal Authority	107,377.96
General Fund - CIP	47,964.00
Municipal Authority - CIP	3,053.49
General Obligation Bond Funds	<u>326,953.78</u>
Total Warrants & Claims	\$654,920.19

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. Amendment No. 1 for the 1200 Block of Larchmont Lane Paving Improvement Project with SAC Services Inc. in the amount of (\$112,084.68).

BACKGROUND: The amendment decreases the contract to \$617,764.32. The original contract was \$729,849.00.

- b. Pay Estimate No. 5 (FINAL) 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 \$37,149.55, and place maintenance bonds into effect.

BACKGROUND: City Engineer has verified quantities and

recommends approval, to be paid from 2024 GO Bonds and other funds.

- c. Pay Estimate No. 2 for Project No. PC-2403 with CGC, LLC. for 2024 GO Bond Issue Paving Improvements to the 1400 and 1500 Blocks of Camden Way in the amount of \$163,093.07.

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

- d. Pay Application No. 1 for Redbud Park Grand Boulevard Trail Project with Greenshade Trees, LLC in the amount of \$30,613.63.

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

- e. Change Order No. 2 for FC-2402 City Hall Roof Replacement project with Central Weatherproofing in the amount of \$1,020.00.

BACKGROUND: The change order increases the contract to \$200,770.00. The original contract was \$193,000.00.

- f. Pay Application No. 2 for Project No. FC-2402 with Central Weatherproofing for City Hall Roof Replacement in the amount of \$18,202.00.

BACKGROUND: City Architect has verified quantities and recommends approval, to be paid from the General Fund 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, 2025 and ending June 30, 2026.
- 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. Request from Public Works Director Randy Lawrence to install five dual-port charging stations with two switchable chargers per station and one switchable wall-mount charging station, not to exceed \$62,500.00. To be paid out of the General-CIP Fund.
- e. Request from Information Systems Manager Scott Johnston to purchase a new hosted phone system. The total will not exceed \$56,539.27, to be paid from the 2023 GO Bonds and other funds.
- f. Finley & Cook, PLLC, Audit Engagement letter and Compilation Engagement letter for the fiscal year end June 30, 2025.
- g. Accounting & Financial Consulting Contract with Crawford and Associates, PC.
- h. Automatic Aid Agreement between The City of the Village and the City of Nichols Hills for Fiscal Year 2025-2026.
- i. Minor Repairs and Maintenance on Streets Agreement with Oklahoma County for Fiscal Year 2025-2026.
- j. Landscape Maintenance Contract with Northwest Lawn for Fiscal Year 2025-2026.
- k. Renewal of Section 125 Cafeteria Plan and Section 105 HRA Plan

Fiscal Year 2025-2026.

- l. Renewal of Solid Waste Collection Agreement with Republic Services for Fiscal Year 2025-2026.
- m. Renewal of Solid Waste Disposal Agreement with Republic Services for Fiscal Year 2025-2026.
- n. Workers' Compensation Plan renewal for July 1, 2025 to June 30, 2026. Risk Manager Lindy Hough recommends approval of the renewal.
- o. 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.
- p. Estoppel Certificate with the Oklahoma Zoological Trust.
- q. Request from Public Works Director Randy Lawrence to purchase a 2025 Ford F-150 Crew 4x4 pickup with service equipment from Oklahoma State Contract SW035. The purchase price after trade-in vehicles not to exceed \$32,729.00, to be paid out of the 2024 GO Bond Funds, the 2025 GO Bond funds, and other funds.

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 September 27, 2025.
- b. Sculpture donation from Henry Hood, for display in public parks.
- c. Accept donation to Evangeline Park from Nancy Ellis. This donation

is valued at \$78,571.43.

- d. PUBLIC HEARING: Resolution approving and adopting budgets for Fiscal Year 2025-2026 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.
- e. Employee Benefit plans for the 2025-2026 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.
- f. 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 2025-2026.
- g. Approve Ann Taylor 4th of July Parade Event on July 4, 2025; authorizing and directing City Manager to take necessary actions.
- h. Request to seek bids for PC-2404 1600 and 1700 Blocks of Elmhurst Avenue Paving Project and receive and approve plans for the same.
- i. Request for Qualifications and Proposals for the Nichols Hills Centennial Celebration Drone Show.

10. Board Appointments

- a. Environment, Health and Sustainability Commission - Ward Three.
- b. Board of Park Commissioners Appointment - Ward One.
- c. Board of Park Commissioners Appointment - At-Large Appointment.

11. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 4:07 PM on the 6th day of June, 2025 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 4:20 PM on the 6th day of June, 2025; posted to the [City of Nichols Hills website](#) at 5:00 PM on the 6th of June, 2025; and transmitted by email at 5:00 PM on the 6th day of June, 2025 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