

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, July 11, 2023 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 5:32 PM on the 7th day of July, 2023.

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

Attendee Name	Title	Status	Arrived
Sody Clements		Present	
Steven J. Goetzinger		Present	
E. Peter Hoffman		Present	

3. Minutes
 - a. June 7, 2023 City Council Minutes
 - b. June 13, 2023 City Council Minutes

MOTION: Hoffman moved to approve the June 7, 2023 and June 13, 2023 minutes as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	E. Peter Hoffman
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

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

Mayor Clements thanked everyone who helped with the best ever Ann Taylor 4th of July Parade.

Vice Mayor Hoffman reported that ACOG and the City are continuing to work on possible grants to transition our current fleet to an electric fleet. City staff will be touring the Canoo plant for possible EV units for the Public Works Department.

MOTION: Goetzinger moved to approve the June 2023 departmental reports as presented. Hoffman seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	E. Peter Hoffman
AYES:	Clements, Goetzinger, Hoffman

5. Total Warrants & Claims \$845,442.68

- a. Consideration of acceptance, rejection, and/or postponement of the following: Claims List for 2022-2023

a. General Fund	\$263,504.70
b. Nichols Hills Municipal Authority	102,012.37
c. General Fund - CIP	13,071.25
d. Municipal Authority - CIP	153,801.20
e. Parks Fund	1,840.00
f. General Obligation Bond Funds	53,932.41

- b. Consideration of acceptance, rejection, and/or postponement of the following: Claims List for 2023-2024

a. General Fund	\$214,439.73
b. Nichols Hills Municipal Authority	28,953.53
c. General Fund – CIP	13,887.49

MOTION: Hoffman moved to approve the total warrants and claims as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	E. Peter Hoffman
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

6. Consent Docket - Construction

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

- a. Change Order No. 3 for Project No. FC-2101 Public Works Improvements Phase III with W.L. McNatt and Company in the amount of \$2,298.00.

BACKGROUND: The change order increases the contract amount to \$1,529,803.00. The original contract was \$1,444,444.00.

- b. Pay Estimate No. 10 with W.L. McNatt and Company for FC-2101 Public Works Improvements Phase III in the amount of \$153,801.20.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from NHMA CIP and other funds.

- c. Pay Estimate No. 2 for Project No. PC-2003 with Traffic & Lighting Systems, LLC for 63rd Street Crosswalk in the amount of \$112,114.05.

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

- d. Invoice No. 18844 with Frankfurt-Short-Bruza Associates, PC for Fire and City Hall Improvements in the amount of \$3,900.00, to be paid from the General Fund and other funds.

MOTION: Goetzinger moved to approve item 6a - 6d Consent Docket Construction as presented. Hoffman seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	E. Peter Hoffman
AYES:	Clements, Goetzinger, Hoffman

7. Consent Docket - General

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, 2023 and ending June 30, 2024.
- c. 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.
- d. Request from Public Works Director Randy Lawrence to purchase a 2023 Freightliner 114HD CNG Sanitation Truck from Oklahoma State Contract SW-035, and a Leach 2R-III 25 cubic Packer Body from Oklahoma State Contract SW-197, both to be paid by General Fund-CIP fund, not to exceed \$320,000.00 in total.
- e. Request from Information Systems Manager Neil Gray to purchase and install a security camera at the pump house building at Public Works. The total will not exceed \$2,300.00, priced on State Contract, as approved in the 2022-2023 CIP budget.
- f. A resolution authorizing the purchase of items from state contracts for the Fiscal Year 2023-2024.

MOTION: Hoffman moved to approve item 7a - 7f Consent Docket General as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	E. Peter Hoffman
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

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.

No one expressed a desire to be heard.

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

- a. Request from Christ the King Catholic School Parent - Teacher Organization to hold the 2023 "CK RUN," to be held on September 30, 2023.

Ms. Lezlie Stacy presented the request of the parent-teacher organization of Christ the King Catholic School to host their eighth annual "CK Run" to be held on September 30, 2023.

MOTION: Goetzinger moved to approve agenda item 9a as presented. Hoffman seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	E. Peter Hoffman
AYES:	Clements, Goetzinger, Hoffman

- b. A resolution awarding contract to the lowest responsible bidder for Fire training tower project, and authorizing execution of the contract, bonds, and related instruments.

MOTION: Hoffman moved to award the contract for FSB2020-218-01 2023 Fire Training Tower Project to Landmark Construction Group, LLC for \$959,000.00. Goetzinger seconded the motion.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: E. Peter Hoffman
SECONDER: Steven J. Goetzinger
AYES: Clements, Goetzinger, Hoffman

- c. Consider and approve a Resolution authorizing and directing the Mayor to call a Special Election to be held on October 10, 2023 for approval of the voters of a General Obligation Bond Issue and Authorization; and determining and setting forth the bond issue propositions and projects to be submitted to the voters at that election, providing for election procedures and declaring an emergency.

MOTION: Goetzinger moved to approve the resolution, version 11.1, calling for the election on October 10, 2023. Hoffman seconded the motion.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Steven J. Goetzinger
SECONDER: E. Peter Hoffman
AYES: Clements, Goetzinger, Hoffman

- i. Consider and approve emergency clause for foregoing Resolution.

MOTION: Hoffman moved to approve agenda item 9c(i) – Emergency clause of the foregoing resolution. Goetzinger seconded the motion.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: E. Peter Hoffman
SECONDER: Steven J. Goetzinger
AYES: Clements, Goetzinger, Hoffman

- d. Consider and approve a Special Election Proclamation and Notice to be executed by the Mayor to call a Special Election for approval by the voters of a General Obligation Bond Issue and Authorization, setting forth the facts as required by Oklahoma Statutes, and providing for election procedures.

MOTION: Goetzinger moved to approve the Special Election

Proclamation notice, version 3.1. Hoffman seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	E. Peter Hoffman
AYES:	Clements, Goetzinger, Hoffman

e. Budget adjustments for fiscal year 2022-2023 for General Fund.

MOTION: Hoffman moved to approve agenda item 9e as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	E. Peter Hoffman
SECONDER:	Steven J. Goetzinger
AYES:	Clements, Goetzinger, Hoffman

f. Employee supplemental compensation from available funds in the Fiscal Year 2022-2023 General Fund and NHMA budgets, and budget adjustment #1 for Fiscal Year 2023-2024.

MOTION: Goetzinger moved to approve the supplemental compensation in the amount of \$247,867.04. Hoffman seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	E. Peter Hoffman
AYES:	Clements, Goetzinger, Hoffman

g. Resolution approving the June 28, 2018 Weighted Voting Amendment to agreement creating the 9-1-1 Association of Central Oklahoma Governments.

MOTION: Hoffman moved to approve agenda item 9g as presented. Goetzinger seconded the motion.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: E. Peter Hoffman
SECONDER: Steven J. Goetzinger
AYES: Clements, Goetzinger, Hoffman

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

MOTION: Goetzinger moved to approve agenda item 9h as presented. Hoffman seconded the motion.

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Steven J. Goetzinger
SECONDER: E. Peter Hoffman
AYES: Clements, Goetzinger, Hoffman

10. Adjournment

MOTION: There being no further business, Goetzinger moved to adjourn the meeting. Hoffman seconded the motion.



Vice-Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma