

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, April 12, 2022 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 4:13 PM on the 8th day of April, 2022.

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. March 8, 2022 City Council Minutes

MOTION: Clements moved to approve the March 8, 2022 minutes as presented. Goetzinger seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
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 Hoffman reported that ACOG continues to work on ideas to help Nichols Hills.

MOTION: Goetzinger moved to approve the March 2022 departmental reports as presented. Clements seconded the motion.

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

5. Total Warrants & Claims \$1,077,332.61

- a. Consideration of acceptance, rejection, and/or postponement of the following: Claims List for 2021-2022

a. General Fund	\$138,770.33
b. Street & Alley Fund	4,198.13
c. Designated Funds – Fire & General	(70.00)
d. Designated Funds – Police	112.00
e. Nichols Hills Municipal Authority	111,481.75
f. General Fund – CIP	38,389.22
g. 911 Fund	1,033.58
h. General Obligation Bond Funds	783,417.60

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
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 for the Fire Station Addition and Renovation project with Jenco Construction in the amount of \$78,276.27.

BACKGROUND: This change order increases the contract to \$3,148,876.27. The original contract was \$3,070,600.00.

- b. Pay Estimate No. 7 with Jenco Construction for the Fire Station Addition and Renovation project in the amount of \$352,165.00.

BACKGROUND: City Architect has verified quantities and recommends approval, to be paid from 2020 GO Bonds and other funds.

- c. Invoice No. 17311 with Frankfurt-Short-Bruza Associates, PC for Fire and City Hall Improvements in the amount of \$5,700.00, to be paid from 2020 GO Bonds and other funds.

- d. Pay Estimate No. 5 for Project No. PC-2101 with CGC, LLC. for 1500 Block Buttram and the 7100 & 7300 Blocks of Nichols Road Paving Improvements in the amount of \$161,199.03.

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

- e. Pay Estimate No. 4 for Project No. PC-2102 with Rudy Construction Co. for 1400, 1500 & 1600 Blocks of Bedford Drive and the 1200 Block of Glenwood Avenue Paving Improvements in the amount of \$140,011.76.

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

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	Sody Clements
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. An agreement between The City of Oklahoma City and the City of Nichols Hills for provision of animal shelter services.
- c. Regarding election of Board of Trustee members of the Oklahoma Municipal Assurance Group (OMAG). City Manager Shane Pate recommends the nomination of Vickie Patterson and Justin Battles.
- d. Request from Fire Chief Kevin Boydston to purchase a Sutphen Engine HS-7098 and apperatus not to exceed \$594,470.00, to be paid from 2022 GO Bond and other funds.
- e. Request from Information Systems Manager Neil Gray to purchase a backup automated meter reading base station. The total will not exceed \$65,000.00, to be paid from 2022 GO Bond and other funds.
- f. Request from Information Systems Manager Neil Gray to accept proposal from Digi Security Systems for Fire Department Access Controls. The total will not exceed \$32,599.25, priced on State Contract SW1048D, to be paid from 2020 GO bonds and other funds.
- g. Finley & Cook, PLLC, Audit Engagement letter and Compilation Engagement letter for the fiscal year end June 30, 2022.

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
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

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

- a. A proposal from Ackerman McQueen to develop and design the Sustainability Report. The total will not exceed \$62,500.00.

Ms. Nancy Herzel, Chairman of the Environment, Health, and Sustainability Commission spoke on the processes of the upcoming survey to be mailed out to the residents of Nichols Hills. Once the survey and committee members have prepared the Sustainability Plan, Ackerman McQueen will develop and design the Sustainability Report.

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

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

- b. PUBLIC HEARING: A deed combining two lots generally located at 1101 Cumberland Court and 1103 Cumberland Court in Nichols Hills, Oklahoma.

Mr. Tony Say, developer of Cumberland Court, presented the application to the City Council members.

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

RESULT:	APPROVED [2 TO 1]
MOVER:	Steven J. Goetzinger
SECONDER:	E. Peter Hoffman
AYES:	Goetzinger, Hoffman
NAYS:	Clements

- c. Request from Nichols Hills Garden & Outdoor Living Tour 2022 to be held on Saturday, June 4, 2022 and to install 20 banners between May 20, 2022 and June 3, 2022.

Mr. Jeff Oakley, Chairman of the Garden & Outdoor Living Tour, presented the Banner Application to the City Council. The event will be held on June 4, 2022.

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

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

- d. An ordinance amending the City Fee Schedule as to solid waste collection and disposal charges; repealing all conflicting ordinance or parts of ordinances; providing for severability; and declaring an emergency.

MOTION: Goetzinger moved to approve agenda item 9d as

presented. Clements seconded the motion.

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

i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

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

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

e. An ordinance amending the City Fee Schedule as to collection and disposal charges for Christmas Trees; repealing all conflicting ordinance or parts of ordinances; providing for severability; and declaring an emergency.

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

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

i. Consideration of adoption, approval, acceptance, rejection, and/or amendment of the emergency section of the foregoing ordinance.

f. A resolution awarding contract to the lowest responsible bidder for FC-2101 Public Works Improvements, Phase III, and authorizing execution of the contract, bonds, and related instruments.

MOTION: Clements moved to award the contract for FC-2101 Public Works Improvements, Phase III, to W.L. McNatt for \$1,444,444.00. Goetzinger seconded the motion.

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

- g. Request to seek bids for SC-2101 City-Wide Sanitary Sewer Rehabilitation project and receive and approve plans for the same.

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

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

- h. Designation of delegate and alternate delegates to the following Association of Central Oklahoma Governments (ACOG) boards and committees: ACOG Board of Directors; 9-1-1 ACOG Board of Directors; the Intermodal Transportation Policy Committee; and the Garber-Wellington Association Policy Committee.

City Manager Shane Pate thanked Mayor Hoffman for the excellent job he has done with ACOG for the City.

MOTION: Clements moved to approve the reappointment of E. Peter Hoffman Jr. as a delegate and alternate delegate to the Association of Central Oklahoma Governments (ACOG) boards and committees: ACOG Board of Directors; 9-1-1 ACOG Board of Directors; the Intermodal Transportation Policy Committee; and the Garber-Wellington Association Policy Committee. Goetzinger seconded the motion.

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

10. Adjournment

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

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



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma