

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, February 11, 2020 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 2:49 PM on the 7th day of February, 2020.

1. Call to Order and Pledge of Allegiance
Eli Webb, member of Boy Scout Troop 193, lead the City Council, staff, and attendees in the Pledge of Allegiance.
2. Roll Call

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

A proclamation determining and proclaiming the City of Nichols Hills' Fourth of July Parade and Celebration be called "The Ann Taylor Fourth of July Parade and Celebration."

A proclamation declaring the week of March 22, 2020 through March 28, 2020 as Arbor Week in the City of Nichols Hills.

Mayor Goetzinger presented two proclamations. The first proclamation was to declare the City of Nichols Hills' Fourth of July Parade and Celebration be called, "The Ann Taylor Fourth of July Parade and Celebration," after longtime resident Ann Taylor. The second proclamation was to set the week of March 22, 2020 through March 28, 2020 as Arbor Week in the City of Nichols Hills.

MOTION: Clements moved to adopt the proclamations as presented. Hoffman seconded the motion.

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

3. Minutes

a. January 14, 2020 City Council Minutes

MOTION: Hoffman moved to approve the January 14, 2020 minutes as presented. Clements seconded the motion.

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

4. Departmental Reports

Discussion, consideration, and possible approval or acceptance of the following:

- a. Police Department Report
- b. Municipal Court - Municipal Judge - Annual Report
- c. Fire Department
- d. Public Works Report
- e. Risk Manager Report
- f. New Resident List
- g. Treasurer's Report
- h. Finance Director's Report
- i. Information System Manager's Report
- j. Engineer's Report
- k. ACOG Report
- l. Acceptance of the 2019 City of Nichols Hills Annual Report

Municipal Judge Kevin Krahle gave his annual report to the City

Council members. Judge Krah! praised City Manager Shane Pate, Court Clerk Nikki Brown, Prosecuting Attorney Pope Van Cleef, Police Chief Cox and the Police Officers and staff on their excellent performance of their duties.

MOTION: Clements moved to accept Judge Krah!'s report with appreciation. Hoffman seconded the motion.

Councilman Hoffman reported that ACOG continues to discuss 911 fees being taken away from ACOG and the concern of the effect on local communities. Also, there have been discussions on central government redirecting funds that ACOG distributes for small projects.

City Manager Shane Pate presented to City Council the Nichols Hills Annual Report for 2019 calendar year. Mr. Pate thanked staff and commissioners who helped in gathering information for the report. City Council thanked staff for their hard work.

MOTION: Clements moved to approve the January 2020 departmental reports as presented. Hoffman seconded the motion.

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

5. Total Warrants & Claims \$706,380.64
- a. Discussion, consideration, and possible approval of the following:
Claims List for 2019-2020

a. General Fund	\$106,437.25
b. Designated Funds – Fire & General	367.29
c. Nichols Hills Municipal Authority	70,969.32
d. General Fund Capital Improvement	5,557.38
e. General Obligation Bond Funds	523,049.40

MOTION: Hoffman moved to approve the total warrants and

claims as presented. Clements seconded the motion.

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

6. Consent Docket - Construction

Discussion, consideration, and possible approval or action with respect to the following:

- a. Change Order No. 1 for Project No. FC-1701, PC-1803, PC-1804, PC-1901 & PC-1902 with Rudy Construction Co. for Public Works Facility Phase III, 1700 Block of Windsor Place, Sidewalk along Stratford between Grand Boulevard and Wilshire Boulevard, 1100 Block of Hempstead Place, Trenton Road between Fenwick and Tedford in the amount of \$110,061.40.

BACKGROUND: The change order increases the contract amount to \$1,520,349.65. The original contract amount was \$1,410,288.25.

- b. Pay Estimate No. 3 for Project No. FC-1701, PC-1803, PC-1804, PC-1901 & PC1902 with Rudy Construction Co. for Public Works Facility Phase III, 1700 Block of Windsor Place, Sidewalk along Stratford between Grand Boulevard and Wilshire Boulevard, 1100 Block of Hempstead Place, and Trenton Road between Fenwick and Tedford in the amount of \$80,311.58.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2018 GO Bonds and other funds.

- c. Pay Estimate No. 7 for Project No. PC-1704, PC-1705 & PC-1802 with CGC, LLC., for 6700 and 6800 Blocks of West Grand Boulevard, 6500 Block of West Grand Boulevard, and 1200 Block of Sherwood Lane, in the amount of \$259,098.85.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2017 GO Bonds and other funds.

- d. Pay Estimate No. 3 for Project No. WW-1703 with Layne Christensen Co., for Water Well #10 in the amount of \$33,838.35.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2017 GO Bonds and other funds.

- e. A request from Randy Lawrence, Public Works Director, to purchase a Premier Truck Chassis from State contract SW-035T not to exceed \$71,157.00, to be paid from 2020 GO Bond funds and other funds.
- f. A request from Randy Lawrence, Public Works Director, to purchase a Dump Truck Bed from State contract SW-106 not to exceed \$19,076.40, to be paid from 2020 GO Bond funds and other funds.

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

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

- g. Contract with Frankfurt-Short-Bruza Associates, P.C. (FSB) as the architect for City Hall and Fire Department Renovations and Additions and Fire Department Training Tower, to be paid from GO bond funds, and other funds.

BACKGROUND: This agreement will engage FSB as the architect of record, with the architect firm, Gould Evans, serving as the design architect.

MOTION: Hoffman moved to approve item 6g Consent Docket Construction as presented. Clements seconded the motion.

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

7. Consent Docket - General

Discussion, consideration, and possible approval or action with respect to 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. Authorizing Oklahoma City Memorial Marathon to install approximately 60 banners within the city limits of the City of Nichols Hills between April 15, 2020 and April 28, 2020.

Jordan Ward, Operations Director, and Tim Zajac, Course Director, for the Oklahoma City Memorial Marathon, made a presentation with respect to the banner application for their upcoming event in April 2020. Ms. Ward stated this is their 20th anniversary and explained the course changes.

- c. Discussion, consideration, and possible approval or disapproval of 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.

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	E. Peter Hoffman
SECONDER:	Sody Clements
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

Items listed in this section of this Agenda are usually discussed, considered, and voted on individually by the City Council.

Discussion, consideration, and possible approval or action with respect to the following:

- a. Presentation by Frank Crawford, President of Crawford & Associates, P.C., regarding the June 30, 2019 Performer.

Frank Crawford, CPA with Crawford & Associates, P.C., presented the June 30, 2019 Performer to City Council.

- b. An ordinance amending Chapter 46 of the Nichols Hills City Code by creating a drainage fee; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

Mr. Bryan Mitchell, Engineer for the City, reviewed the drainage fee with City Council.

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

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

- i. Consider, discuss, and approve or disapprove the emergency section of the foregoing ordinance.

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

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

- c. PUBLIC HEARING: An ordinance closing to public use a portion of the alley in Block 1, Amended Plat of Blocks A-B-C-D-E-1-2-3&26, Nichols Hills; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

Following discussion among City Council members and staff,

Mayor Goetzinger opened the public hearing.

Seeing no others expressing a desire to be heard, the public hearing was closed.

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

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

i. Consider, discuss, and approve or disapprove the emergency section of the foregoing ordinance.

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

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

- d. TO BE READ INTO THE MINUTES: The City of Nichols Hills has received from Oklahoma Department of Environmental Quality, Permit No. WW000055190979 for construction and replacement of raw Water Well Number 17 to serve the City of Nichols Hills Replacement Raw Water Well Number 17 Project, Oklahoma County, Oklahoma.

Mayor Goetzinger read the Oklahoma Department of Environmental Quality, Permit No. WW000055190979 into the minutes.

- e. Request to seek bids for Project No. PC-2001 Paving Improvements for 1800 Block of Devonshire Boulevard and 1700 Block of Kingsbury Lane and receive and approve plans for the same.

MOTION: Clements moved to approve agenda item 9e as

presented. Hoffman seconded the motion.

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

10. Adjournment

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	E. Peter Hoffman
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