

AGENDA

Regular Meeting of the
Nichols Hills City Council
Tuesday, June 9, 2020 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 adopting, approving, denying, continuing, or taking other 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 12, 2020 City Council Minutes
4. Departmental Reports

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

- a. Police Department Report
- b. Municipal Court
- c. Fire Department
- d. Public Works
- e. Risk Manager
- f. New Resident List
- g. City Treasurer's Report
- h. Finance Director's Report
- i. Information System Manager's Report
- j. Engineers Report
- k. ACOG Report

5. Total Warrants & Claims \$1,024,678.68
a. Discussion, consideration and possible approval of the following:

a. General Fund	121,582.91
b. Designated Funds	85.00
c. Nichols Hills Municipal Authority	74,062.87
d. General Fund Capital Improvement	28,952.26
e. General Obligation Bond Funds	799,995.64

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.

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

- a. Amendment No. 1 for Project No. WC-1802 with Downey Contracting for Water Well #17 Waterline Relocation, in the amount of \$143.00.

BACKGROUND: The amendment increases the contract amount to \$55,900.00. The original contract amount was \$55,757.00.

- b. Amendment No. 2 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 \$(39,077.37).

BACKGROUND: The amendment decreases the contract amount to \$1,409,665.91. The original contract amount was \$1,353,000.00.

- c. Pay Estimate No. 1 for Project No. FC-1901 with Grounds Guys of Edmond, for Irrigation Improvements in the amount of \$52,639.98.

BACKGROUND: City Landscape Architect has verified quantities and recommends approval, to be paid from 2016 GO Bonds and other funds.

- d. Pay Estimate No. 3 (Final) for Project No. WC-1802 with Downey Contracting, for Water Well #17 Waterline Relocation in the amount of \$13,516.94, and place maintenance bonds into effect.

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

- e. Pay Estimate No. 10 (Final) for Project No. PC-1704, PC-1705, and PC-1802 with CGC, LLC, for 6700 & 6800 Blocks of West Grand Boulevard, 6500 Block of West Grand Boulevard, and 1200 Block of Sherwood Lane in the amount of \$95,948.08, and place maintenance bonds into effect.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2019 GO Bonds, 2020 GO Bonds, and other funds.

- f. Pay Estimate No. 7 for Project No. FC-1701, PC-1803, PC-1804, PC-1901, and 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 \$448,151.15.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2016 GO Bonds, 2017 GO Bonds, 2018 GO Bonds, 2019 GO Bonds, and other funds.

- g. Pay Estimate No. 7 for Project No. WW-1703 with Layne Christensen Co., for Water Well #10 in the amount of \$5,651.55.

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

- h. Pay Estimate No. 3 for Project No. WW-1804 with Layne Christensen Co. for Water Well #17 in the amount of \$21,422.50.

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

- i. Invoice No. 15063 with Frankfurt-Short-Bruza Associates, PC for Fire and City Hall Improvements in the amount of \$95,410.00, to be paid from 2020 GO Bonds 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.

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. 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.
- c. Easement to Oklahoma Gas and Electric Company for electric utilities at City Hall property, located at 6407 Avondale Drive, Nichols Hills, Oklahoma.
- d. 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.
- e. Request from Information Systems Manager Neil Gray to purchase new computer equipment for data centers located at City Hall and Public Works from State Contract #SW1020D not to exceed \$200,000.00, to be paid from 2020 GO Bonds and other funds.

Contracts and Agreements

- f. Landscape Maintenance Contract with Northwest Lawn for Fiscal Year 2020-2021.
- g. Automatic Aid Agreement between The City of the Village and the City of Nichols Hills for Fiscal Year 2020-2021.

- h. A resolution renewing, adopting, and approving the EMSA Interlocal Cooperation Agreement for the Fiscal Year beginning July 1, 2020 and ending June 30, 2021.
- i. Renewal of Section 125 Cafeteria Plan and Section 105 HRA Plan Fiscal Year 2020-2021.
- j. Code Red Service Agreement with Onsolve (Code Red) for Fiscal Year 2020-2021.
- k. Renewal of Solid Waste Collection Agreement with Republic Services for Fiscal Year 2020-2021.
- l. Renewal of Solid Waste Disposal Agreement with Republic Services for Fiscal Year 2020-2021.
- m. Household Hazardous Waste Agreement with the Midwest City Municipal Authority for Fiscal Year 2020-2021.
- n. Minor Repairs and Maintenance on Streets Agreement with Oklahoma County for Fiscal Year 2020-2021

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

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. Request from Christ the King Catholic School Parent - Teacher Organization to hold the 2020 "CK RUN," to be held on September 26, 2020.
- b. An Emergency Ordinance of the City Council of the City of Nichols Hills, Oklahoma, imposing regulations associated with the COVID-19 Coronavirus disease.
 - i. Consider, discuss, and approve or disapprove the emergency section of the foregoing ordinance.

- c. PUBLIC HEARING: Resolution approving and adopting budgets for Fiscal Year 2020-2021 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, Internal Service Fund, and General Obligation Funds.
- d. Budget adjustments for fiscal year 2019-2020 for General Fund and Sinking Fund.
- e. Request to seek bids for Project No. SC-2001 2020GO Bond City-Wide Sanitary Sewer Improvements and receive and approve plans for the same.
- f. Workers' Compensation Plan renewal for July 1, 2020 to June 30, 2021. Risk Manager Lindy Hough recommends approval of the renewal.
- g. 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 2020- 2021.
- h. Employee Benefit plans for the 2020-2021 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 authorize the City Manager to sign all documents necessary to execute the agreements.

BACKGROUND: For the 2020-2021 fiscal year, the City will transition from a fully-insured plan using a commercial carrier to a self-funded plan with Assured Benefits Administrators serving as a Third Party Administrator (TPA). Dental insurance will continue to be provided by Delta Dental. Vision insurance will continue to be provided by VSP.

BOARD APPOINTMENT - PLANNING COMMISSION

- i. Planning Commission Appointment - Ward One
- j. Planning Commission Appointment - Ward Two
- k. Planning Commission Appointment - Ward Three

BOARD APPOINTMENT - BOARD OF ADJUSTMENT

- l. Board of Adjustment Appointment - At-Large Member
- m. Board of Adjustment Appointment - Ward Two
- n. Board of Adjustment Appointment - Ward Three

BOARD APPOINTMENT - ENVIRONMENT, HEALTH & SUSTAINABILITY COMMISSION

- o. Environment, Health & Sustainability Commission Appointment - Ward One
- p. Environment, Health & Sustainability Commission Appointment - Ward Two

BOARD APPOINTMENT - BOARD OF PARK COMMISSIONERS

- q. Board of Park Commissioners Appointment - At Large Appointment
- r. Board of Park Commissioners Appointment - Ward One
- s. Board of Park Commissioners Appointment - Ward Two

10. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 4:18 P.M. on the 5th day of June, 2020 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 4:30 P.M. on the 5th day of June, 2020; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 P.M. on the 5th day of June, 2020; and transmitted by email at 5:00 P.M. on the 5th day of June, 2020 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.

11. Certification Agenda Addendum

Addendum filed in the Office of the City Clerk at 9:44 AM on the 8th day of June, 2020 and posted in prominent view on the window at City Hall, 6407 Avondale Drive, at 10:00 AM on the 8th day of June, 2020; posted to the City of Nichols Hills website at <http://www.nicholshills.net> at 5:00 PM on the 8th day of June, 2020; and transmitted by email at 5:00 PM on the 8th day of June, 2020 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