

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, May 14, 2019 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original agenda filed in the Office of the City Clerk at 2:00 PM on the 10th day of May, 2019.

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	

- a. Oath of Office for newly elected Councilman E. Peter Hoffman, Jr., to be administered by Honorable Judge Kevin Krah.

Honorable Judge Kevin Krah administered the Oath of Office and Loyalty Oath to E. Peter Hoffman, Jr., Council Member for Ward II in Nichols Hills.

- b. Nomination and election of Mayor of City of Nichols Hills.

MOTION: Clements moved to nominate Steven J. Goetzinger as Mayor for the City of Nichols Hills. Hoffman seconded the motion.

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

- c. Nomination and election of Vice-Mayor of City of Nichols Hills.

MOTION: Hoffman moved to nominate Sody Clements as Vice-Mayor for the City of Nichols Hills. Goetzinger seconded the motion.

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

3. Minutes

- a. April 9, 2019
- b. April 26, 2019
- c. May 6, 2019
- d. May 7, 2019

MOTION: Hoffman moved to approve the April 9, 2019, April 26, 2019, May 6, 2019, and May 7, 2019 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. Court Report
- c. Fire Department Monthly Report
- 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

Councilman Hoffman reported on ACOG's work and the money being used to improve pedestrian walkways, trails, intersections, and bike paths.

MOTION: Clements moved to approve the April, 2019 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 \$440,651.01
 - a. Discussion, consideration, and possible approval of the following:

a. General Fund	115,330.56
b. Designated Funds	250.66
c. Nichols Hills Municipal Authority	76,283.92
d. General Fund Capital Improvement	28,842.39
e. General Obligation Bond Funds	219,943.48

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 of the following:

- a. Pay Estimate No. 4 for Project No. WW-1702 with Layne Christensen Co., for Water Well #23 in the amount of \$69,052.13.

BACKGROUND

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

- b. Pay Estimate No. 1 for Project No. WC-1803 with Southwest Water Works, LLC., for Bedford Water Line Improvements in the amount of \$125,950.05.

BACKGROUND

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

- c. Amendment No. 1 and Change Order No. 1 for Project No. WC-1803 with Southwest Water Works, LLC for Waterline Improvements to the 1500, 1600, and 1700 Blocks of Bedford Drive, in the amount of \$9,930 and \$36,228 respectively.

BACKGROUND

The amendment/change order increases the contract amount to \$375,996. The original contract amount was \$329,838.

- d. Request to seek bids for paving improvement projects FC-1701 Public Works Facility (Phase 3), PC-1803 for the 1700 Block of Windsor Place, PC-1804 for the sidewalk along Stratford between Grand and Wilshire, PC-1901 for the 1100 Block of Hemstead Place, and PC-1902 for Trenton Road between Fenwick and Tedford, and receive and approve plans for the same.

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

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

7. Consent Docket - General

Discussion, consideration, and possible approval of the following:

- a. Discussion, consideration, and possible approval or disapproval of 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. Discussion, consideration, and possible approval or disapproval concerning using OpenEdge merchant services to process credit card transactions for payment of court fines, permits, and utility bills, and authorizing the City Manager to sign all documents necessary to effectuate the use of such services.
- c. Discussion, consideration, and possible approval or disapproval of a resolution renewing and adopting a Health Reimbursement Arrangement Plan allowing the City of Nichols Hills' employees to receive reimbursement of medical benefits.
- d. Discussion, consideration, and possible approval or disapproval of a resolution renewing and adopting a Section 125 Premium Only Plan, Section 125 Health FSA Plan, and Section 129 Dependent Care Plan, allowing for pre-taxed insurance, medical benefits, and dependent care expenses.
- e. Discussion, consideration, and possible approval or disapproval of a resolution renewing and adopting the Grace Period for the City of Nichols Hills, Oklahoma's Section 125 Health Flexible Spending Account as permitted by IRS Notice 2005-42.
- f. Discussion, consideration, and possible approval or disapproval of budget adjustment #5 for Fiscal Year 2018-2019.
- g. 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 items 7a - 7g 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.

Anne Henderson spoke to the City Council members expressing a desire to instigate having an Historical Society within Nichols Hills to preserve the older homes.

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 of the following:

- a. Discussion, consideration, and possible action regarding appointment of voting delegates and alternates for the following Association of Central Oklahoma Governments and 9-1-1 Association of Central Oklahoma Governments Boards and Committees: (a) ACOG Board of Directors; (b) 9-1-1 ACOG Board of Directors; (c) Intermodal Transportation Policy Committee; and (d) Garber-Wellington Association Policy Committee.

MOTION: Clements moved to appoint E. Peter Hoffman Jr., as the voting delegate to the ACOG board. Goetzinger seconded the motion.

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

- b. Discussion, consideration, and possible approval or disapproval of a Revocable Right-of-Way Use Permit to Oklahoma City Golf and Country Club for the purpose of installing and maintaining directional bore irrigation lines in the public right-of-way under Northwest 63rd Street.

Mark Zitzow with Johnson and Associates presented the application on behalf of the Oklahoma City Golf and Country Club.

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

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

- c. Discussion, consideration, and possible or disapproval of purchase of the following described real property from Garrett and Company, LLC, for \$12,000: Lots, 25, 26, 27, and 28 in Block 3, Boulevard Heights Addition to the City of Oklahoma City, Section 33, Township 13 North, Range 3 West.

BACKGROUND

The lots proposed for purchase are adjacent to the City's Water Well #23 and provide the City access to such well, as well as a staging area for maintenance of the well.

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

- d. Discussion, consideration, and possible instruction to staff regarding development requirements and restrictions for lots containing buildings that are fifty or more years old.
- e. Discussion, consideration, and possible instruction to staff regarding restrictions for properties located in the Single-Family Residential One Story Overlay District, and possible properties to be included therein.
- f. Discussion, consideration, and possible instruction to staff regarding the possible creation of a design review committee and related design review requirements, criteria, and guidelines.

City Council members discussed items 9d - 9f. Council members instructed staff to schedule a special meeting to further discuss historical buildings, the one story overlay district, and the possible creation of a design review committee.

- g. Discussion, consideration, and possible approval of terms of compromise and settlement with Atlas Paving Company as to contractual and other terms, obligations and claims relating to Project No. PC-1702 for Grand Boulevard improvements, and authorizing the City Manager, City Attorney and/or City Engineer to implement same.

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

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

10. Adjournment

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

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



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma