

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, July 9, 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 3:30 PM on
the 5th day of July, 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	

Mayor Goetzinger thanked the Public Works, Police, Fire Departments and Nichols Hills Band for their efforts in making the 4th of July Parade a great event.

Vice-Mayor Clements also thanked everyone for their work in making Nichols Hills look beautiful for the 4th of July events.

Councilman Hoffman thanked the Fire Department for their life saving efforts that recently saved a resident's life.

3. Minutes

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

- a. May 29, 2019
- b. June 11, 2019

MOTION: Clements moved to approve the May 29, 2019 and June 11, 2019 minutes as presented. Hoffman seconded the motion.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Sody Clements
SECONDER:	E. Peter Hoffman
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 that ACOG has several grants that are potentially available. City Engineer Karl Baldischwiler and his staff are working with ACOG for any possible grants.

MOTION: Hoffman moved to approve the June 2019 departmental reports as presented. Clements seconded the motion.

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

5. Total Warrants & Claims

\$667,061.54

- a. Discussion, consideration, and possible approval of the following:
Claims List for 2018-2019

a. General Fund	107,691.16
b. Designated Funds	206.97
c. Nichols Hills Municipal Authority	75,991.53
d. General Fund Capital Improvement	18,266.18
e. General Obligation Bond Funds	321,152.41

- b. Discussion, consideration, and possible approval of the following:
Claims List for 2019-2020

a. General Fund	134,898.07
b. Nichols Hills Municipal Authority	14,155.43

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

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

6. Consent Docket - Construction

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

- a. Change Order No. 1 for Project No. WW-1702 with Layne Christensen Company for Water Well #23 in the amount of \$1,080.

BACKGROUND: The change order increases the contract amount to \$663,275. The original contract amount was \$641,173.

- b. Pay Estimate No. 6 for Project No. WW-1702 with Layne Christensen Co., for Water Well #23 in the amount of \$43,262.70.

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

- c. Pay Estimate No. 3 for Project No. WC-1803 with Southwest Water Works, LLC., for Bedford Water Line improvements in the amount of \$62,985.

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

- d. Pay Estimate No. 2 for Project No. SC-1801 with Urban Contractors, Inc. for city-wide sanitary sewer rehabilitation in the amount of \$122,833.86.

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

- e. Pay Estimate No. 1 for Project No. C-1704, PC-1705, and PC-1802 with CGC, LLC. for 6700 & 6800 Blocks of West Grand Blvd, 6500 Block of West Grand Blvd., and 1200 Block of Sherwood Ln. in the amount of \$55,853.35.

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

MOTION: Hoffman moved to approve item 6a - 6e 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 disapproval of the following:

- a. An amended and restated 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.

- b. 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.
- c. Recommendation from Court Clerk to write off uncollectible receivables, in the amount of \$2,054.75.

Contracts and Agreements

- d. Custodial services with Aspen Building Services for Fiscal Year 2019-2020.
- e. Household Hazardous Waste Agreement with the Midwest City Municipal Authority for Fiscal Year 2019-2020.
- f. Amended and restated Landscape Maintenance Contract with Northwest Lawn for Fiscal Year 2019-2020.
- g. Minor Repairs and Maintenance on Streets Agreement with Oklahoma County for Fiscal Year 2019-2020
- h. Legal Services Contract with Williams, Box, Forshee & Bullard, P.C.
- i. Automatic Aid Agreement between The City of the Village and the City of Nichols Hills for Fiscal Year 2019-2020.
- j. A resolution renewing, adopting, and approving the EMSA Interlocal Cooperation Agreement for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.
- k. A resolution renewing, adopting, and approving an annual agreement with Tyler Technologies, Inc. for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020.
- l. Interlocal agreement with Oklahoma County for jail services for Fiscal Year ending June 30, 2020.
- m. Renewal of Section 125 Cafeteria Plan and Section 105 HRA Plan Fiscal Year 2019-2020.
- n. Code Red Service Agreement with Onsolve (Code Red) for Fiscal Year 2019-2020.
- o. Renewal of Solid Waste Collection Agreement with Republic Services for Fiscal Year 2019-2020.

- p. Renewal of Solid Waste Disposal Agreement with Republic Services for Fiscal Year 2019-2020.
- q. Engineering Services Agreement with Smith Roberts Baldischwiler LLC. for Fiscal Year 2019-2020.
- r. An agreement between The City of Oklahoma City and the City of Nichols Hills, Oklahoma for provision of animal shelter services.
- s. Accounting & Financial Consulting Contract with Crawford and Associates.
- t. Arledge & Associates, PC, Audit Engagement letter and Compilation Engagement letter for the fiscal year end June 30, 2019.

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

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

Jane Austin spoke to City Council requesting a 4-way stop at Trenton and Belford.

City Council directed staff to research and give their recommendations back to City Council.

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 disapproval of the following:

- a. The City Manager's appointment of Amanda Copeland to serve as City Clerk.

BACKGROUND: Pursuant to Section 24 of the Nichols Hills City Charter and Section 2-90 of the City Code, the City Manager is authorized to appoint a City Clerk with the approval of the City Council.

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

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

- b. Tree planting requirements for new construction in the residential zoning districts.

Carla Sharpe, legal counsel, gave a presentation on the landscaping ordinances of Oklahoma City and Edmond as requested by Council. Ms. Sharpe gave an overview of each city's landscaping requirements and the enforcement of those requirements.

Council instructed staff to work on a proposed landscape plan ordinance and bring back to the next City Council meeting.

- c. A private road easement agreement between the City of Nichols Hills, Oklahoma and Garrett and Company, L.L.C., concerning the west 30 feet of vacated Shartel Avenue generally located between 85th Street and 86th Street in Oklahoma City.

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

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

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

- e. An ordinance amending Section 8-378 and Section 50-129 of the Nichols Hills City Code regarding demolition of dwellings to require a bond or surety to ensure compliance with the existing legal requirements; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

City Council members and staff discussed the proposed amended ordinance regarding demolition of dwellings to require a bond or surety to ensure compliance with the existing legal requirements.

MOTION: Clements moved to approve agenda item 9e as modified, establishing the bond or surety to be in an amount equal to two percent (2%) of the then-current market value of the subject land as established by the Oklahoma County Assessor. Hoffman seconded the motion.

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

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

MOTION: Hoffman moved to approve agenda item 9e(1) - Emergency clause of the foregoing ordinance. Clements seconded the motion.

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

- f. A resolution authorizing the purchase of items from state contracts for the Fiscal Year 2019-2020.

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

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

- g. An ordinance amending the Nichols Hills City Fee Schedule; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

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

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

MOTION: Clements moved to approve agenda item 9g(1) - Emergency clause of the foregoing ordinance. Hoffman seconded the motion.

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

- h. Employee supplemental compensation from available funds in the Fiscal Year 2018-2019 General Fund and NHMA budgets, and budget adjustment #1 for Fiscal Year 2019-2020.

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

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

- i. Employee Dental Insurance plan for the 2019-2020 fiscal year as provided by Delta Dental.

MOTION: Clements moved to approve agenda item 9i 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.

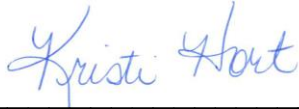
RESULT:	APPROVED [UNANIMOUS]
MOVER:	E. Peter Hoffman
SECONDER:	Sody Clements
AYES:	Clements, Goetzinger, Hoffman



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma