

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, November 12, 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 3:13 PM on the 8th day of November, 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	

Vice Mayor Clements paid tribute to former Mayor Ann Taylor with her passing on November 7, 2019. Mrs. Taylor served on the Nichols Hills City Council and as Mayor. Mrs. Taylor and John Kilpatrick started what later became Nichols Hills Parks Inc. and the adoption of the parks. Mrs. Taylor and Konrad Kessee co-authored more than one book on the History of Nichols Hills. Also, she chaired the 75th Anniversary Event and raised \$50,000 for the Centennial Clock on the island at Avondale and Sherwood. The City of Nichols Hills feels her influence everyday and we thank her for all she did.

3. Minutes
 - a. October 8, 2019 City Council Minutes

MOTION: Clements moved to approve the October 8, 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 Monthly 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

Councilman Hoffman reported on the ACOG meeting. He stated that they are still working on the shared arrangement of the funds for each product among the communities.

MOTION: Hoffman moved to approve the October 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 \$493,304.93

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

a. General Fund	\$143,351.24
b. Designated Funds – Police	711.07
c. Nichols Hills Municipal Authority	88,693.74
d. General Fund Capital Improvement	20,456.17
e. Nichols Hills Municipal Authority Capital Improvement	22,213.74
f. General Obligation Bond Funds	217,878.97

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 action with respect to the following:

- a. Amendment No. 2 for Project No. WC-1803 with Southwest Water Works, LLC for Bedford Waterline in the amount of \$56,796.35.

BACKGROUND: The amendment increases the contract amount to \$432,792.35. The original contract amount was \$329,838.00.

- b. Pay Estimate No. 5 (Final) for Project No. WC-1803 with Southwest Water Works, LLC., for Bedford Water Line in the amount of \$69,297.32.

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

- c. Pay Estimate No. 4 for Project No. PC-1704, PC-1705 & PC-1802 with CGC, LLC., for 6700 & 6800 Blocks of West Grand Boulevard, 6500 Block of West Grand Boulevard, & 1200 Block of Sherwood Lane, in the amount of \$79,617.91.

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

MOTION: Hoffman moved to approve item 6a - 6c 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. Updated Schedule of Regular Meetings and Application Deadlines for Public Hearings before the Nichols Hills City Council 2020.
- b. Recommendation from City Clerk to write off uncollectible utility receivables of accounts in the amount of \$308.03.
- 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.
- d. Request from the Fire Chief to purchase one set of Personal Protective Firefighting Gear, as approved in the FY 2019-2020 CIP budget, to be paid from CIP fund and other funds.

- e. 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.

MOTION: Clements moved to approve item 7a - 7e 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.

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. Demolition application for 1812 Coventry Lane in Nichols Hills.

Mr. Thomas Kirby, property owner, presented the building application for 1812 Coventry Lane. City Council and staff discussed the application.

MOTION: Clements moved to deny the application as presented. Hoffman seconded the motion.

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

- b. Demolition application for 1827 Drakestone Avenue in Nichols Hills.

Mr. Jimmy Motiei with Majestic Construction, LLC, presented the updated building application for 1827 Drakestone Avenue to the City Council. City Council and staff discussed the application.

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

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

- c. Request to seek bids for WW-1804 to redrill Water Well #17, receive, and approve plans for the same.
- d. Request to seek bids for WW-1802 for Water Well #17 waterline relocation, receive, and approve plans for the same.
- e. Consider and approve authorization of acceptance of easement related to Water Well # 17, and authorizing the Mayor to execute all documents necessary to effectuate such acceptance.

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

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

- f. An ordinance amending the Employee Retirement System, Defined Benefit Plan for City of Nichols Hills, Oklahoma and Nichols Hills Municipal Authority (also known as the Nichols Hills Public Works Authority); providing retirement benefits for eligible employees of City of Nichols Hills, Oklahoma & Nichols Hills Municipal Authority; pertaining to contributions by employees; providing for repealer and severability; and declaring an emergency.

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

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

- g. Receive bids for sale of \$7,800,000 General Obligation Bonds, Series 2020, and award sale of bonds to the bidder bidding the lowest interest cost.

Mr. Zach Robinson with BOK Financial Securities, presented the summary of bond bids to the City Council. Mr. Robinson recommended the sale of the \$7,800,000 General Obligation Bonds, Series 2020 be awarded to the lowest bidder, Baker Group.

MOTION: Clements moved to award the sale of the bonds to the Baker Group in accordance with the proposed minutes as presented. Hoffman seconded the motion.

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

- h. An ordinance providing for the issuance of General Obligation Bonds in the sum of Seven Million Eight Hundred Thousand Dollars (\$7,800,000) by the City of Nichols Hills, Oklahoma, authorized at an election duly called and held for such purpose; prescribing form of bonds; providing for a combined bond issue designated "General Obligation Bonds, Series 2020"; prescribing redemption provisions; designating bonds for purposes of certain provisions of the Internal Revenue Code; providing for registration thereof; appointing a paying-agent registrar for the issue and matters related thereto; approving the Official Statement pertaining to the bonds; providing for the levy of an annual tax for payment of principal and interest on the bonds; authorizing the approval of a continuing disclosure agreement and other contracts and instruments necessary to consummate sale of the bonds and disbursement of proceeds of the bonds; fixing other details of the bond sale and issuance; and declaring an emergency.

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

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

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

- i. A Resolution authorizing the City to join in an action to be filed in the District Court of Oklahoma County for the purpose of vacating streets and public ways in Boulevard Heights Addition to the City of Oklahoma City, Oklahoma located east of Classen Blvd. in Oklahoma City, authorizing City officials to execute documents and to take other actions in furtherance of the vacation, and related matters.

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

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

- j. Lump sum distribution of pension benefits from Oklahoma Municipal Retirement Fund for retiring employee Harold Liddell.

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

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

- k. Discussion, consideration, and possible action regarding Christmas Bonuses for City Employees.

MOTION: Hoffman moved to approve agenda item 9k, \$200.00 Christmas Bonuses for City Employees, 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