

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, January 9, 2018 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

Original Agenda Filed in the Office of the City Clerk at 10:15 AM on the 5th day of January, 2018.

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	

3. Minutes
 - a. October 2, 2017 Minutes - Special Joint meeting with Planning Commission
 - b. December 12, 2017 Minutes - Special Joint meeting with Planning Commission
 - c. October 25, 2017 City Council Minutes
 - d. December 12 2017 City Council Minutes
 - e. December 19, 2017 City Council Minutes

MOTION: Hoffman moved to approve the minutes included in agenda item 3a - 3e, as presented. Goetzinger seconded the motion.

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

4. Departmental Reports for December 2017

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

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

Mayor Clements shared a letter she recently received from a Nichols Hills resident, expressing praise for the Police Department.

Vice-Mayor Hoffman thanked the Fire Department for the response time to his father-in-law earlier in the day.

Councilmember Goetzinger thanked the Public Works departments work over the weekend on water main breaks.

Peter Hoffman shared that Mr. John Sharpe is the new CEO of ACOG. He reported that ACOG grant applications will require more stringent cost estimates for the proposed projects.

MOTION: Goetzinger moved to accept the December 2017

departmental reports as presented. Hoffman seconded the motion.

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

5. Total Warrants & Claims \$635,483.18
 a. Discussion, consideration and possible approval of the following:

a. General Fund	169,068.33
b. Designated Funds	492.49
c. Nichols Hills Municipal Authority	78,351.23
d. General Fund Capital Improvement	3,707.22
e. General Obligation Bond Funds	383,863.91

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

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

6. Consent Docket - Construction

Discussion, consideration and possible approval of the following:

- a. Amendment No. 2 and Change Order No. 3 for Project No. FC-1501 with SAC Services, Inc., for Grand Boulevard Park Improvements from Bedford Drive to Brentwood Avenue in the amount of <\$103,496.10> and \$10,092.00 respectively.

BACKGROUND

This amendment/change order reduces the final contract amount

to \$2,211,538.97. The original contract amount was \$2,313,432.50.

- b. Pay Estimate No. 13 (Final) for Project No. FC-1501 with SAC Services, Inc., for Grand Boulevard Park Improvements from Bedford Drive to Brentwood Avenue in the amount of \$123,156.85, and place Maintenance Bonds into effect.

BACKGROUND

City Engineer has verified quantities and recommends approval, to be paid from 2015-2016 GO Bonds and other funds.

- c. Amendment No. 1 and Change Order No. 1 for Project No. SC-1701 with Jordan Contractors, Inc. for Sanitary Sewer Improvements - City Wide in the amount of <\$20,204.30> and \$30,100.00 respectively.

BACKGROUND

This amendment/change order increases the contract amount to \$229,943.82. The original contract amount was \$219,048.12.

- d. Pay Estimate No. 1 for Project No. SC-1701 with Jordan Contractor, for Sanitary Sewer Rehabilitation - City Wide in the amount of \$97,372.47.

BACKGROUND

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

- e. Pay Estimate No. 3 for Project No. PC-1701 with SAC Services, Inc., for Paving Improvements to 1600 Block of Queenstown Road in the amount of \$122,152.18.

BACKGROUND

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

MOTION: Goetzinger moved to approve item 6a - 6e Consent

Docket Construction as presented. Hoffman seconded the motion.

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

7. Consent Docket - General

Discussion, consideration and possible approval of the following:

- a. Recommendation from Court Clerk to write off uncollectible receivables of individuals who are deceased, in the amount of \$4,298.75.

MOTION: Hoffman moved to approve item 7a, authorizing the Court Clerk to write off uncollectible receivables of individuals who are deceased. Goetzinger seconded the motion.

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

8. Citizens Desiring to be heard

No one expressed a desire to be heard.

9. Items for Separate Vote - General

Discussion, consideration and possible approval of the following:

- a. Review, approve, ratify and accept contract and bonds, which may include construction, maintenance and performance bonds, relating to Project PC-1702 for the 2017 GO Bond Issues for paving improvements to Center Grand Boulevard Phase II, Nichols Hills, Oklahoma.

MOTION: Goetzinger moved to ratify and approve the contracts and bonds with Atlas Paving Company for Project PC-1702 for paving improvements to Center Grand Boulevard Phase II, Nichols Hills, Oklahoma. Hoffman seconded the motion.

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

- b. Discussion regarding second floor rear and side yard setback regulations for main buildings in the residential zoning districts.

City Council and staff discussed the second-floor rear and side yard setback regulations. Concerns were discussed; however no formal action was taken.

10. Items for Separate Vote - Ordinances, Resolutions and Related Matters

Discussion, consideration and possible approval of the following:

- a. A resolution calling a general election to be held on April 3, 2018 for the purpose of electing a council member from Ward One of the City of Nichols Hills, Oklahoma; setting forth the qualifications for such office, the term of the office to be filled, the filing periods of candidates for such office, and the manner of holding said elections; providing for election procedures; directing the City Clerk to cause this resolution to be published in a newspaper of general circulation in the City; directing the City Clerk to notify the Oklahoma County Election Board of the date of the election and the content hereof by delivering a copy of this resolution to the secretary of said board; directing the City Clerk to furnish said board a current map of the City, a copy of the city charter, as it applies to the conduct of elections, and any other information required by law or necessary for conducting said election; authorizing the closing of a precinct, partially contained within the City, in which no persons reside; and containing related provisions.

MOTION: Hoffman moved to approve the resolution in agenda item 10a calling a general election to be held on April 3, 2018 for

the purpose of electing a council member from Ward one of the City of Nichols Hills, Oklahoma. Goetzinger seconded the motion.

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

- b. 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: Goetzinger moved to approve the resolution in agenda item 10b as presented. Hoffman seconded the motion.

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

- c. 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.

MOTION: Hoffman moved to approve the resolution in agenda item 10c as presented. Goetzinger seconded the motion.

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

11. Adjournment

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
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