

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, April 10, 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 11:35 AM on the 6th day of April, 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. March 13, 2018 Minutes
 - b. March 26, 2018 Minutes

MOTION: Hoffman moved to approve the minutes for March 13, 2018 and March 26, 2018 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 March 2018

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

MOTION: Goetzing moved to accept the March 2018 departmental reports as presented. Hoffman seconded the motion.

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

5. Total Warrants & Claims \$534,010.05

a. Discussion, consideration and possible approval of the following:

a. General Fund	203,143.49
b. Street and Alley	2,135.00
c. Nichols Hills Municipal Authority	76,081.61
d. General Fund Capital Improvement	60,339.91
e. General Obligation Bond Funds	192,310.04

MOTION: Hoffman moved to approve the total warrants and claims as presented. Goetzing 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. Change Order No. 1, in the amount of \$3,464.75 for Project No. PC-1701 for the paving improvements to 1600 Block of Queenstown Road. This increases the original contract amount to \$669,104.05 to be paid out of the 2017 GO Bonds and other funds.

BACKGROUND

This change order increases the contract amount to \$669,104.05. The original contract amount was \$665,639.30.

- b. Pay Estimate No. 6 for Project No. PC-1701 with SAC Services, Inc., for Paving Improvements to 1600 Block of Queenstown Road in the amount of \$32,483.81.

BACKGROUND

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

- c. Pay Estimate No. 1 for Project No. PC-1702 with Atlas Paving Co., for Grand Boulevard Paving Improvements, Phase II in the amount of \$29,896.50.

BACKGROUND

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

- d. Water well clean and repair Water Wells # 21 and # 24, in the amount of \$69,422.00.

BACKGROUND

Public Works Director, Randell Lawrence, recommends approval, to be paid from 2014 and 2017 GO Bond Funds and other funds.

MOTION: Goetzinger moved to approve items 6a - 6d, 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:

NONE

8. Citizens Desiring to be heard

NONE

9. Items for Separate Vote - General

Discussion, consideration and possible approval of the following:

- a. Request from Christ the King Catholic School Parent - Teacher Organization to hold the 2018 "CK RUN", to be held on September 15, 2018.

Lauren Conley KEEVEE presented the request of the parent-teacher organization of Christ the King Catholic School to host their third annual "CK Run". The school's parent-teacher organization presented a donation to the City in February, 2018 from the 2017 CK Run. She stated that this is a celebration to

build both Christ the King and Nichols Hills community and a time to come together.

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

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

- b. Presentation regarding proposed development at 6403 Grand Boulevard.

Kelly Work, Attorney for Blue Ribbon NHEB, LLC, owners of the property at 6403 Grand Boulevard, presented to the City Council the new proposed building plans to replace the existing office building. Mr. Work stated that the new owners are following the guidelines of the original PUD that was approved in 2015, changing the building height four feet shorter and to provide office space only. Mr. Wade Scaramucci, principal architect for the project, presented an overview of the office building, the placement of the building on the lot, the parking area and landscaping design plan. Mr. Tim Johnson of Johnson and Associates addressed the neighbor's concerns of the traffic. Mr. Work thanked the City Council for the time allowed to present their plan and stated that their next step will be to finalize the detail plans and to submit a request for a building application.

- c. Discussion, consideration and possible approval or disapproval of a Billing and Collection Agreement between United HealthCare Services, Inc. and its subsidiaries, Insurica, the City of Nichols Hills, and Nichols Hills Municipal Authority regarding health insurance for City employees, with an effective date of July 1, 2018.

MOTION: Goetzinger moved to approve the Billing and Collection Agreement between United Health Care Services, Inc. and its subsidiaries, Insurica, the City of Nichols Hills, and Nichols Hills Municipal Authority regarding health insurance for City employees, with an effective date of July 1, 2018. Hoffman seconded the

motion.

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

- d. Recommendation from Court Clerk to write off uncollectible receivables of individuals who are deceased, in the amount of \$865.

MOTION: Hoffman moved to approve writing off uncollectible receivables of individuals who are deceased, in the amount of \$865. Goetzinger seconded the motion.

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

- e. Accept the Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ended June 30, 2017. This is the 21st consecutive year for the City of Nichols Hills to receive this award.

MOTION: Goetzinger moved to accept the 2016-2017 CAFR award. Hoffman seconded the motion.

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

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

Discussion, consideration and possible approval of the following:

- a. Discussion, consideration and possible approval or disapproval of a resolution awarding contract to Grooms Irrigation, as the lowest responsible bidder for FC-1702 City Wide Irrigation Improvements, and authorizing execution of the contract, bonds and related instruments.

Hoffman moved to approve agenda item 10a, a resolution awarding the contract to Grooms Irrigation, as the lowest responsible bidder for FC-1702 City Wide Irrigation Improvements, and authorizing execution of the contract, bonds and related instruments. 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 an ordinance amending the City Fee Schedule regarding fees for electrical services related to electrical permits and inspections; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

MOTION: Goetzinger moved to approve agenda item 10b, an ordinance amending the City Fee Schedule regarding fees for electrical services related to electrical permits and inspections. Hoffman seconded the motion.

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

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

MOTION: Hoffman moved to approve agenda item 10b(i) - Emergency clause of the foregoing ordinance. Goetzinger seconded the motion.

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

- c. Discussion, consideration and possible approval or disapproval of an ordinance amending Chapter 2, Article IV of the Nichols Hills City Code by adding a division regarding the City Engineer; providing rules and restrictions with respect to construction on public lands and rights-of-way; providing for fees for related city permits, services, supervision, and inspections; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

MOTION: Goetzinger moved to approve agenda item 10c, an ordinance amending Chapter 2, Article IV of the Nichols Hills City Code by adding a division regarding the City Engineer; providing rules and restrictions with respect to construction on public lands and rights-of-way; providing for fees for related city permits, services, supervision, and inspections. Hoffman seconded the motion.

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

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

MOTION: Hoffman moved to approve agenda item 10c(i) - Emergency clause of the foregoing ordinance. Goetzinger seconded the motion.

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

- d. 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: Goetzinger moved to approve agenda item 10d, 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. Hoffman seconded the motion.

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

- e. Receive bids for sale of \$3,000,000 General Obligation Bonds, Series 2018, and award sale of bonds to the bidder bidding the lowest interest cost.

MOTION: Each bidder was required to submit with its bid a sum in cash or its equivalent equal to two percent of its bid. After due consideration of all bids received for said bonds, a motion was made on this date and at this time by Councilmember Hoffman, that said bonds be awarded, sold, and delivered to Country Club Bank, upon fulfillment of the terms set out in said bid and contract for the purchase thereof. Said motion was seconded by Councilmember Goetzinger and thereafter adopted.

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

- f. Discussion, Consideration and Possible Action regarding an ordinance providing for the issuance of General Obligation Bonds in the sum of Three Million Dollars (\$3,000,000) 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 2018"; 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: Following discussion among City Council, City Attorney and staff, Hoffman moved to approve agenda item 10f, an ordinance providing for the issuance of General Obligation Bonds in the sum of Three Million Dollars (\$3,000,000) 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 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 bond sale and issuance. Goetzinger seconded the motion.

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

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

MOTION: Hoffman moved to approve agenda item 10f(i) - Emergency clause of the foregoing ordinance. 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