

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, July 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 4:05 PM
on the 6th day of July, 2018.**

1. Call to Order and Pledge of Allegiance
2. Roll Call

Attendee Name	Title	Status	Arrived
Sody Clements		Present	
Steven J. Goetzinger		Absent	
E. Peter Hoffman		Present	

PRESENTATION: Recognition of Firefighter Crownover

Fire Chief Boydston and Deputy Fire Chief Reyes presented Firefighter Nathaneal Crownover his badge for completing his probationary time, completing many hours of training, testing, obtaining an advance EMT license and taking additional courses not required for firefighters. Firefighter Crownover's wife, Constance, pinned his badge on. Firefighter Crownover thanked his fellow firemen, his family and his wife for their support.

3. Minutes
 - a. June 12, 2018 Minutes

MOTION: Clements moved to approve the June 12, 2018 minutes as presented. Hoffman seconded the motion.

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

4. Departmental Reports for June 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: Clements moved to accept the June 2018 departmental reports as presented. Hoffman seconded the motion.

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

5. Total Warrants & Claims

\$456,186.35

Claims List for 2017-2018 \$ 307,132.85

- a. Discussion, consideration and possible approval of the following:
Claims List for 2017-2018

a. General Fund	126,055.28
b. Designated Funds	125.00
c. Nichols Hills Municipal Authority	90,841.04
d. General Fund Capital Improvement	12,259.32
e. General Obligation Bond Funds	77,852.21

MOTION: Clements moved to approve the total warrants and claims for FY 2017-2018 as presented. Hoffman seconded the motion.

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

Claims List for 2018-2019 \$ 149,053.50

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

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

MOTION: Clements moved to approve the total warrants and claims for FY 2018-2019 as presented. Hoffman seconded the motion.

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

6. Consent Docket - Construction

Discussion, consideration and possible approval of the following:

- a. Pay Estimate No. 3 for Project No. PC-1702 with Atlas Paving Co., for Grand Boulevard Paving Improvements, Phase II in the amount of \$39,781.25.

BACKGROUND

City Engineer has verified quantities and recommends approval, to be paid from 2012 GO Bonds and other funds.

- b. Pay Estimate No. 1 for Project No. FC-1702 with Grooms Irrigation Co, for City-Wide Irrigation Improvements in the amount of \$38,522.50.

BACKGROUND

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

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

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

7. Consent Docket - General

Discussion, consideration and possible approval of the following:

Annual Contracts and Agreements

- a. Accounting & Financial Consulting Contract with Crawford and Associates.
- b. Arledge & Associates, PC, audit engagement letter and Compilation Engagement letter for the fiscal year end June 30, 2019.
- c. Engineering Services Agreement with Smith Roberts Baldischwiler LLC. for Fiscal Year 2018-2019.
- d. Custodial services with Aspen Building Services for Fiscal Year 2018-2019.
- e. Household Hazard Waste Agreement with the Midwest City Municipal Authority for Fiscal Year 2018-2019.
- f. Landscape Maintenance Contract with Northwest Lawn for Fiscal Year 2018-2019.
- g. Minor repairs and maintenance on streets agreement with Oklahoma County for Fiscal Year 2018-2019
- h. Fire Equipment Agreement with Board of County Commissioners of Oklahoma County for Fiscal Year 2018-2019.
- i. Automatic Aid Agreement between The City of the Village and the City of Nichols Hills for Fiscal Year 2018-2019..
- j. Discussion, consideration and possible approval or disapproval of a resolution renewing, adopting and approving the EMS Interlocal Cooperation Agreement for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019.
- k. Discussion, consideration and possible approval or disapproval of a resolution renewing, adopting and approving an annual agreement with Tyler Technologies, Inc. for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019.
- l. Renewal of solid waste collection agreement with Republic Services for Fiscal Year 2018-2019.
- m. Renewal of solid waste disposal agreement with Republic Services for Fiscal Year 2018-2019.

MOTION: Clements moved to approve item 7a - 7m, annual contracts and agreements as presented. Hoffman seconded the motion.

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

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. Concerning request to hold the 2019 Redbud Classic on April 6th and 7th; along with request to install banners along Pennsylvania, Grand Boulevard and Avondale Drive within the City of Nichols Hills, between March 21, 2019 and April 8, 2019.

Patty Anthony, Race Director, and Sandra Payne, President of the Board for the Redbud Classic, reviewed the 2018 Redbud Classic events to the City Council. Ms. Payne reported that this was the 36th year for the Redbud Classic and thanked the staff of Nichols Hills for their help with the events. There were over 3800 runners and they were able to make a donation to the Nichols Hills Parks Inc of \$3500.00 and a donation to the Whiz Kids of Oklahoma for \$17,000.00.

MOTION: Clements moved to approve the request to hold the 2019 Redbud Classic on April 6th and 7th; along with request to install banners along Pennsylvania, Grand Boulevard and Avondale Drive within the City of Nichols Hills, between March 21, 2019 and April 8, 2019. Hoffman seconded the motion.

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

- b. Workers Compensation Plan Renewal for July 1, 2018 to June 30, 2019. Risk Manager Lindy Hough recommends approval of the renewal and apply the escrow credit of \$45,341.62 to be applied to next year's premium.

MOTION: Clements moved to approve item 9b, the Workers Compensation Plan Renewal for July 1, 2018 to June 30, 2019, and to apply the escrow credit to the premium for the upcoming fiscal year. Hoffman seconded the motion.

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

- c. Request from the Fire Department to purchase nine Self Contained Breathing Apparatus (SCBA) cylinders, not to exceed \$10,100, as approved in the FY 2018-2019 CIP budget.

MOTION: Clements moved to approve item 9c, to purchase nine Self Contained Breathing Apparatus (SCBA) cylinders, not to exceed \$10,100, as approved in the FY 2018-2019 CIP budget. Hoffman seconded the motion.

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

- d. Request from the Information Systems Manager to purchase network switches and a network analyzer, not to exceed \$12,600, as approved in the FY 2018-2019 CIP budget.

MOTION: Clements moved to approve item 9d, purchase of network switches and a network analyzer, not to exceed \$12,600, as approved in the FY 2018-2019 CIP budget. Hoffman seconded the motion.

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

- e. Discussion, consideration, and possible approval or disapproval of employee supplemental compensation from available funds in the Fiscal Year 2017-2018 General Fund and NHMA budgets, and budget adjustment #1 for Fiscal Year 2018-2019.

MOTION: Clements moved to approve the employee supplemental compensation from available funds in the Fiscal Year 2017-0218 General Fund and NHMA budgets, and budget adjustment #1 for Fiscal Year 2018-2019. Hoffman seconded the motion.

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

BOARD APPOINTMENTS - ENVIRONMENT, HEALTH &
SUSTAINABILITY COMMISSION

- f. Environment, Health & Sustainability - Ward Three

No action taken.

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 Layne Christensen Company, as the lowest responsible bidder for WW-1702 Water Well #23, and authorizing execution of the contract, bonds and related instruments.

MOTION: Clements moved to approve a resolution awarding contract to Layne Christensen Company, as the lowest responsible bidder for WW-1702 Water Well #23, and authorizing execution of the contract, bonds and related instruments. Hoffman seconded the motion.

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

- b. A resolution of the Council of the City of Nichols Hills, Oklahoma, and the Trustees of the Nichols Hills Municipal Authority, authorizing, for the 2018-2019 Fiscal Year, the purchase of items from state contracts awarded by the State Purchasing Director of the Central Purchasing Division of the Office of Management and Enterprise Services of the State of Oklahoma.

MOTION: Clements moved to approve a resolution of the Council of the City of Nichols Hills, Oklahoma and the Trustees of the Nichols Hills Municipal Authority, authorizing, for the 2018-2019 Fiscal Year, the purchase of items from state contracts awarded by the State Purchasing Director of the Central Purchasing

Division of the Office of Management and Enterprise Services of the State of Oklahoma. Hoffman seconded the motion.

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

- c. Discussion, consideration and possible approval or disapproval of an ordinance amending Chapter 38, Streets, Sidewalks and Other Public Places, of the Nichols Hills City Code regarding the closing of public ways and easements and amending the City Fee Schedule to add a fee for applications to close a public way or easement; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

MOTION: Clements moved to approve an ordinance amending Chapter 38, Streets, Sidewalks and Other Public Places, of the Nichols Hills City Code regarding the closing of public ways and easements and amending the City Fee Schedule to add a fee for applications to close a public way or easement; repealing all conflicting ordinances or parts of ordinances; providing for severability. Hoffman seconded the motion.

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

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

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

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

- d. Discussion, consideration and possible approval or disapproval of an ordinance amending Article 14 of the Nichols Hills City Code regarding the residency requirement for qualification of municipal judges and the procedure for judicial appointments; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

MOTION: Clements moved to approve an ordinance amending Article 14 of the Nichols Hills City Code regarding the residency requirement for qualification of municipal judges and the procedure for judicial appointments; repealing all conflicting ordinances or parts of ordinances; providing for severability. Hoffman seconded the motion.

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

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

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

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

- e. Discussion, consideration, and possible approval or disapproval of a resolution of the Council of the City of Nichols Hills, Oklahoma revoking the June 11, 2002 Revocable Permit Agreement between the City of Nichols Hills, Oklahoma and Christian K. Keesee.

MOTION: Clements moved to approve Agenda item 10e, a resolution of the Council of the City of Nichols Hills, Oklahoma revoking the June 11, 2002 Revocable Permit Agreement between the City of Nichols Hills, Oklahoma and Christian K. Keesee. Hoffman seconded the motion.

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

- f. Discussion, consideration, and possible approval or disapproval of an Exclusive Revocable Right-of-Way Use Permit to Grandmark Renaissance LLC, all other current owners of property and units in the Grandmark Condominiums, for the purpose of installing, using and maintaining parking areas, landscaping and related improvements.

MOTION: Clements moved to approve Agenda item 10f, an Exclusive Revocable Right-of-Way Use Permit to Grandmark Renaissance LLC, all other current owners of property and units in the Grandmark Condominiums, for the purpose of installing, using and maintaining parking areas, landscaping and related improvements. Hoffman seconded the motion.

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

- g. Discussion, consideration and possible approval or disapproval of an ordinance repealing and replacing Article 4 of the Nichols Hills City Code regarding alcoholic beverages; repealing all conflicting ordinances or parts of ordinances; providing for severability; and establishing an effective date.

MOTION: Clements moved to approve Agenda item 10g, an ordinance repealing and replacing Article 4 of the Nichols Hills City Code regarding alcoholic beverages; repealing all conflicting ordinances or parts of ordinances; providing for severability; and establishing an effective date. Hoffman seconded the motion.

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

- h. Discussion, consideration and possible approval or disapproval of an ordinance amending Chapter 3 of the Nichols Hills City Code regarding the City Fee Schedule; providing for severability; and declaring an emergency

MOTION: Clements moved to approve an ordinance amending Chapter 3 of the Nichols Hills City Code regarding the City Fee Schedule; providing for severability. Hoffman seconded the motion.

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

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

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

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

- i. Discussion, consideration and possible approval or disapproval of a Resolution of the City Council of the City of Nichols Hills declaring that building located at 1620 Norwood Place in the City of Nichols Hills, Oklahoma is dilapidated and detrimental to the health, safety, benefit and welfare of the general public and constitutes a fire hazard by virtue of such; directing that the building located at 1620 Norwood Place be torn down, razed and removed by the owner of said building within dates specified; establishing the dates for the commencement and completion of such work by the City if work is not completed by the owner by the date specified; directing that the building located at 1620 Norwood Place be boarded and secured pending demolition; directing the City Clerk to pursue recovery of costs for such work if done by the City; and further directing the filing of a notice in the Oklahoma County Clerk's office.

Following discussion among City Council members and staff, Mayor Hoffman opened the Public Hearing.

Diana Beeler spoke to the City Council about her concerns for the property at 1620 Norwood Place and the length of time that the house has been under renovation. Ms. Beeler stated she strongly agrees with the demolition of the house.

No others expressed a desire to be heard, the Public Hearing was closed.

MOTION: Clements moved to approve a Resolution of the City Council of the City of Nichols Hills declaring that building located at 1620 Norwood Place in the City of Nichols Hills, Oklahoma is dilapidated and detrimental to the health, safety, benefit and welfare of the general public and constitutes a fire hazard by virtue of such; directing that the building located at 1620 Norwood Place be torn down, razed and removed by the owner of said building within dates specified; establishing the date of August 24, 2018 for the commencement and August 31, 2018 for the completion of such work by the City if work is not completed by the owner by the August 31, 2018; directing that the building located at 1620 Norwood Place be boarded and secured pending demolition; directing the City Clerk to pursue recovery of costs for such work if done by the City; and further directing the filing of a notice in the Oklahoma County Clerk's office. Hoffman seconded the motion.

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

- j. Discussion, consideration and possible approval or disapproval of a resolution providing for assignment of 9-1-1 fees to the 9-1-1 Association of Central Oklahoma Governments.

MOTION: Clements moved to approve a resolution providing for assignment of 9-1-1 fees to the 9-1-1 Association of Central Oklahoma Governments. Hoffman seconded the motion.

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

11. 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, Hoffman
ABSENT:	Goetzinger



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma