

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, January 10, 2017 at 5:30 PM
Public Works, 1009 NW 75th
Nichols Hills, OK 73116

**Original Agenda Filed in the Office of the Municipal Clerk at
3:00 PM on the 6th day of January, 2017.**

1. Call to Order and Pledge of Allegiance

2. Roll Call

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

3. Minutes

a. December 5, 2016 City Council/Planning Commission

b. December 13, 2016

MOTION: Hoffman moved to approve the December 5, 2016 and December 13, 2016 minutes as presented. Goetzinger seconded the motion.

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

4. Departmental Reports for December 2016

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

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

MOTION: Hoffman moved to approve the December 2016 departmental reports as presented. Goetzinger seconded the motion.

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

5. Total Warrants & Claims \$790,930.68

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

a. General Fund	118,253.11
b. Street & Alley	0.00
c. Designated Funds	191.83
d. Nichols Hills Municipal Authority	96,016.61
e. General Fund Capital Improvement	5,519.90
f. Nichols Hills Municipal Authority - CIP	0.00
g. Architect, Engineer & Design Fund	18,860.73

h. General Obligation Bond Funds	552,088.50

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: Goetzinger, Hoffman
ABSENT: Clements

6. Consent Docket - Construction

Discussion, consideration and possible approval of the following:

- a. Change Order No. 1, in the amount of \$6,300 for Project No. DC-1501 for drainage improvements to Dorset Drive between North Grand Boulevard and Wilshire Boulevard. This increases the original contract amount to \$224,541. To be paid out of the 2014-2015 GO Bonds and other funds.
- b. Change order request in the amount of \$2,293.80 for Project IS-2016-2 Avigilon Access Control System to add security access control to outer Fire Department.
- c. Pay Estimate No. 4 for Project No. WW-1501 with Layne Christensen Co., for Water Well #12 project in the amount of \$35,372.30. City Engineer has verified quantities and recommends approval, to be paid from the 2014 GO Bonds and other funds.
- d. Pay Estimate No. 2 for Project No. FC-1501 with SAC Services, Inc., for Grand Boulevard Park Improvements from Bedford Drive to Brentwood Avenue in the amount of \$181,718.38. City Engineer has verified quantities and recommends approval, to be paid from the 2015 GO Bonds and other funds.

- e. Pay Estimate No. 1 for Project No. DC-1501, drainage improvements to Dorset Drive between North Grand Boulevard and Wilshire Boulevard in the amount of \$61,036.36, to Urban Contractors, LLC. City Engineer has verified quantities and recommends approval to be paid out of 2015 & 2016 GO Bonds and other funds.
- f. Pay Estimate No. 1 (Final) for Project No. WC-1602 with Southwest Water Works, LLC, for the emergency water line repairs along N.E. 63rd Street & Western Avenue in the amount of \$55,829, to be paid from the 2014 GO Bonds and other funds, and place maintenance bonds into effect.
- g. Pay Estimate No. 9 with Jenco Construction, for Project No. CH-1601, Town Hall Renovation in the amount of \$191,129.36, to be paid from the 2016 GO Bonds and other funds.

MOTION: Hoffman moved to approve agenda item 6-Consent Docket Construction as presented. Goetzinger seconded the motion.

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

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 \$7,217.50.

MOTION: Hoffman moved to approve writing off uncollectible receivables of individuals who are deceased, in the amount of \$7,217.50. Goetzinger seconded the motion.

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

8. Citizens Desiring to be heard

Mr. Jim Weinland of 6614 N. Pennsylvania voiced his concern on various paving projects and requested a status update on City financial reportings.

9. Items for Separate Vote - General

Discussion, consideration and possible approval of the following:

- a. Discussion, consideration, and possible approval or disapproval of a request to seek bids for the purchase and installation of radio transceivers (MXUs) water meters, and related equipment necessary to improve the City's ability to collect and transmit data from City water meters.

MOTION: Hoffman moved to approve the request to seek bids for the purchase and installation of radio transceivers (MXUs) water meters and related equipment necessary. Goetzinger seconded the motion.

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

- b. Fire department request to purchase 1 pak-tracker handheld receiver, not to exceed \$1,500 and 1 (SCBA) self-contained breathing apparatus (RIT) pak, rapid intervention team equipment or 2 (SCBA's) self-contained breathing apparatus Air-paks, not to exceed \$10,500. To be paid from the FY 2016-2017 CIP budget.

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

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

- c. Request to purchase new dispatch radio equipment from State Contract #SW1053H for an amount not to exceed \$60,000, declare old hand held radios and consoles as surplus and approval to trade in items against the purchase of new dispatch radio equipment, as submitted by Information Systems Manager, Neil Gray, to be paid from the 2015 GO Bonds and other funds.

Assistant City Manager Shane Pate advised the Council there will be no trade in items at this time.

MOTION: Hoffman moved to approve agenda item 9c with the exception of no trade in items at this time. Goetzinger seconded the motion.

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

- d. Discussion, consideration and possible action to accept the following donation from Nichols Hills Crime Prevention, Inc.: An active shooter kit for each of the 16 Nichols Hills Police officers, which kit includes a level IV Bullet Resistant Vest, Kevlar Helmet, and a bag to store these items for protection. This donation is valued at \$10,240.

MOTION: Hoffman moved to accept the donation from Nichols Hills Crime Prevention, INC. valued at \$10,240. Goetzinger seconded the motion.

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

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

Discussion, consideration and possible approval of the following:

- a. **PUBLIC HEARING:** Discussion, consideration, and possible approval or disapproval of an ordinance amending Section 50-26 of the Nichols Hills City Code and the Official Zoning District Map to expand the “ABC-O” Alcoholic Beverage Overlay zoning district to include additional property in what is commonly known as the “Nichols Hills Plaza”; repealing all ordinances or parts of ordinances in conflict; providing for severability; and declaring an emergency.

Following discussion among City Council and staff, Mayor Goetzinger opened the public hearing. Mr. Jim Weinland said he is in favor of the proposed zoning district. Seeing no others present expressed a desire to speak, the public hearing was closed.

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

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

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

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

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

- b. PUBLIC HEARING: Discussion, consideration and possible approval or disapproval of deeds combining vacant real property into two lots generally located between Western Ave. and Grand Blvd. on the north side of N.W. 63rd Street.

Mr. Tim Johnson of Johnson & Associates advised the Council the intent is to have two deeds, a single tax identification number for the tract in each deed, and take multiple lots and combine them into two tracts. Mayor Goetzinger opened the public hearing. Seeing that no one present expressed a desire to speak, the public hearing was closed.

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

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

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

No action was taken on this item.

- c. Discussion, consideration, possible determination as to the impact, and possible approval of a proposal to construct a building on vacant real property generally located between Western Avenue and Grand Boulevard on the north side of N.W. 63rd Street, which is located in the "TC" Town Center Overlay District.

Mr. Tim Johnson presented Council an illustration of the proposed

building. Steve Harris of Washington Prime stated his company will do the site work and the tenant will construct the building. Following discussion with staff, the public hearing was opened. Having no one present express a desire to speak, the public hearing was closed.

MOTION: Hoffman moved to approve agenda item 10c with the determination that the impact of the proposed use is minor and secondly to approve the proposed use, with the further requirement that the building approved is the building represented by the schematic drawings. Goetzinger seconded the motion.

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

- d. Discussion, consideration, and possible approval or disapproval of a resolution for assignment of 9-1-1 fees to 9-1-1 ACOG.

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

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

- e. A resolution calling a general election to be held on April 4, 2017 for the purpose of electing a council member from Ward Three 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 agenda item 10e as presented. Goetzinger seconded the motion.

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

- f. 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 agenda item 10f, 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. Goetzinger seconded the motion.

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

11. Adjournment

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

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



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma