

AGENDA

Regular Meeting of the
Nichols Hills City Council
Tuesday, July 11, 2017 at 5:30 PM
Town Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

HEARING IMPAIRED: Upon the receipt of a written request 48 hours prior to all public meetings, a certified signer will be provided for the hearing impaired.

1. Call to Order and Pledge of Allegiance
2. Roll Call
3. Minutes
 - a. June 13, 2017
4. Departmental Reports for June 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. City Treasurer's Report
- h. Finance Director's Report
- i. Information System Manager's Report
- j. Engineers Report
- k. ACOG Report

5. Total Warrants & Claims \$1,146,500.56

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

a. General Fund	366,128.81
b. Street & Alley	6,782.73
c. Designated Funds	0.00
d. Nichols Hills Municipal Authority	114,226.11
e. General Fund Capital Improvement	1,328.97
f. Nichols Hills Municipal Authority - CIP	0.00
g. Architect, Engineer & Design Fund	10,202.00
h. General Obligation Bond Funds	647,831.94

6. Consent Docket - Construction

Discussion, consideration and possible approval of the following:

- a. Amendment No. 1/Change Order No. 2, with Urban Contractors, LLC, in the amount of \$<1,510.96> and \$7,450.00, respectfully for Project No. DC-1501, drainage improvements to Dorset Drive between North Grand Boulevard and Wilshire Boulevard. This brings the original contract amount to \$230,480.04.

BACKGROUND

City Engineer has verified quantities and recommends approval, to be paid from the 2014-2015 GO Bonds and other funds.

- b. Pay Estimate No. 15 with Jenco Construction, for Project No. CH-1601, Town Hall renovation in the amount of \$124,288.12.

BACKGROUND

City Engineer recommends approval of Application for Payment #15, to be paid from the 2016 GO Bonds and other funds.

- c. Pay Estimate No. 8 for Project No. FC-1501 with SAC Services, Inc., for Grand Boulevard Park Improvements from Bedford Drive to Brentwood Avenue in the amount of \$197,483.90.

BACKGROUND

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

- d. Pay Estimate No. 2 for Project No. PC-1603, paving and drainage improvements to Pennsylvania Avenue, Wilshire Boulevard and Town Center Parking in the amount of \$153,832.03, to MTZ Construction.

BACKGROUND

City Engineer has verified quantities and recommends approval, to be paid from the 2012-2013 GO Bonds and other funds.

- e. Pay Estimate No. 1 (Final) for Project No. DC-1501 with Urban Contractors, LLC, for drainage improvements to Dorset Drive between North Grand Boulevard in the amount of \$42,627.33, to be paid from the 2014-2015 GO Bonds and other funds, and place maintenance bonds into effect.

BACKGROUND

A final inspection has been held and construction appears to be complete and in accordance with the plans and specifications. City Engineer recommends approval for the final claim to be paid.

- f. Request for Water Well #19 for maintenance and rehabilitation, in the amount of \$41,885.00 to Frontier Logging, to be paid from the 2014 GO Bonds and other funds.

7. Consent Docket - General

Discussion, consideration and possible approval of the following:

- a. Annual Contracts and Agreements
 - i. Automatic Aid Agreement between The City of the Village and the City of Nichols Hills.
 - ii. Accounting & Financial Consulting Contract with Crawford and Associates.
 - iii. Continuing Hazardous Waste agreement with the City of Midwest City.
 - iv. Arledge & Associates, PC, audit engagement letter and Compilation Engagement letter for the fiscal year end June 30, 2017.
 - v. Interlocal agreement with Oklahoma County for minor repairs and maintenance for city streets.
 - vi. Landscape Maintenance Contract with Northwest Lawn.
 - vii. Custodial services with Aspen Building Services for Fiscal Year 2017-2018.
 - viii. Legal Services Contract with Williams, Box, Forshee & Bullard, P.C..
 - ix. Insurance Benefits - Insurica
 - x. Fire Equipment Agreement with Board of County Commissioners of Oklahoma County.
 - xi. Frontier Logging
 - xii. 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, 2017 and ending June 30, 2018.
 - xiii. 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, 2017 and ending June 30, 2018.
 - xiv. Solid Waste with Republic Services for Fiscal Year 2017-2018.
 - xv. Engineering Services Agreement with Smith, Roberts, Baldischwiler

8. Citizens Desiring to be heard

9. Items for Separate Vote - General

Discussion, consideration and possible approval of the following:

- a. Renewal of general liability, automobile, property, inland marine, law enforcement, employment practices, public entity management liability, commercial crime, excess errors and omissions liability, umbrella liability and terrorism insurance policies with Travelers Insurance for the 2017-2018 policy term, and authorizing. Risk Manager Lindy Hough recommends approval.
- b. Application by Cumberland Drive, LLC for approval of a final plat for Cumberland Court regarding property along Cumberland Drive (renamed "Cumberland Court" in the final plat) in between Avondale Drive and North Western Avenue in Nichols Hills, Oklahoma and acceptance of dedications.
- c. Concerning request to hold the 2018 Redbud Classic on April 7th and 8th; along with request to install banners along Pennsylvania, Grand Boulevard and Avondale Drive within the City of Nichols Hills, between March 22, 2018 and April 9, 2018.
- d. Discussion, consideration and possible action regarding tort claim submitted by Kelly A. Hensley.
- e. Discussion, consideration and possible action regarding tort claim submitted by Cary and Treca Baetz.
- f. Discussion, consideration, and possible action regarding providing mandatory residential house side recycling services.
- g. Request to purchase a new Zetron Max radio console for Police Dispatch from Stolz Telecom under State Contract for an amount not to exceed \$25,000.00, as submitted by Information Systems Manager, Neil Gray, to be paid from the 2017-2018 Capital Improvement Budget.
- h. Request to purchase two new Apple iPads from Verizon Wireless for the Fire Department for an amount not to exceed \$2,000.00, as submitted by Information Systems Manager, Neil Gray, to be paid from the 2017-2018 Capital Improvements Budget.

- i. Request permission to move forward in preparation of purchasing Phase 2 of the Hearing Loop which includes installation of amplifier equipment, final testing and certification for an amount not to exceed \$3,950.00, as submitted by Risk Manager, Lindy Hough, to be paid from the 2017-2018 General Capital Improvement Budget.
- j. Discussion, consideration, and possible approval or disapproval of employee supplemental compensation from available funds in the Fiscal Year 2016-2017 General Fund and NHMA budgets, and budget adjustment #1 for Fiscal Year 2017-2018.
- k. Workers Compensation Plan Renewal for July 1, 2017 to June 30, 2018. Risk Manager Lindy Hough recommends approval of the renewal and the interest credit of \$2,262.00 to be applied to next year's premium.
- l. Discussion, consideration, and possible approval or disapproval of a Merchant Processing Application and Agreement between the City and Capital Bankcard, with Authorization to the City Manager to complete and execute the Merchant Processing Application and Agreement.
- m. Discussion, consideration, and possible approval or disapproval of Amendment to Renewal Contract for Collection of Commercial Solid Waste between the City of Nichols Hills and Republic Services/Allied Waste.

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 an ordinance amending the Nichols Hills City Code regarding the fee for impoundment of vehicles for various violations; providing for severability; and declaring an emergency.
 - i. Discuss, consider and approve or disapprove the emergency section of the foregoing ordinance.

- b. Discussion, consideration and possible approval or disapproval of an ordinance amending the Nichols Hills City Code regarding an increase in court costs and changes to the amount and schedule of fines reflecting the increase in court costs and increase in state-mandated penalty assessment; providing for severability; and providing an effective date.
- c. Discussion, consideration and possible approval or disapproval of an ordinance amending Chapter 38 of the Nichols Hills City Code by adding regulations regarding lights required on bicycles in the City; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.
 - i. Discuss, consider and approve or disapprove the emergency section of the foregoing ordinance.
- d. A resolution of the Council of the City of Nichols Hills, Oklahoma, and the Trustees of the Nichols Hills Municipal Authority, authorizing, for the 2017-2018 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.
- e. Resolution of the City of Nichols Hills City Council establishing the Nine-One-One Emergency telephone rate for calendar year 2018.
- f. Discussion, consideration and possible approval or disapproval of a resolution declaring an emergency to exist in connection with the City's water distribution system, ratifying and approving the City Manager's June 22nd, 2017 Declaration of an Emergency ("City Manager's Declaration"); ratifying and approving purchases made and contracts entered into pursuant to the City Manager's Declaration; and authorizing and directing the City Manager to make additional purchases related to the emergency.
- g. 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.

- h. 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.

11. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 3:00 PM on the 7th day of July, 2017 and posted in prominent view on the window at City Hall, also known as Town Hall, 6407 Avondale Drive, at 4:00 PM on the 7th day of July, 2017.

Addendum filed in the Office of the City Clerk at 4:50 PM on the 10th day of July, 2017 and posted in prominent view on the window at City Hall, also known as Town Hall, 6407 Avondale Drive, at 5:00 PM on the 10th day of June, 2017.



City Clerk
City of Nichols Hills, Oklahoma