

AGENDA

Regular Meeting of the
Nichols Hills City Council
Tuesday, January 12, 2016 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
 - a. Oath of Office for newly appointed Police Chief for the City of Nichols Hills to be administered by Honorable Judge Charles Lutz.
3. Minutes
4. Departmental Reports for December 2015

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

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

5. Total Warrants & Claims \$927,264.47
 - a. Discussion, consideration and possible approval of the following:

a. General Fund	418,537.18
b. Street & Alley	0.00
c. Designated Funds	516.65
d. Nichols Hills Municipal Authority	65,539.01
e. General Fund Capital Improvement	1,557.99
f. Architect, Engineer & Design Fund	36,024.93

g. Nichols Hills Municipal Authority - Capital Improvement	0.00
h. General Obligation Bond Funds	405,088.71

6. Consent Docket - Construction

Discussion, consideration and possible approval of the following:

- a. Amendment No. 2 (Final) in the amount of \$<11,121.25> for Project No. PC-1401 for the Paving Drainage Improvements on Wilshire Boulevard from Dorset to Nichols Road. This decreases the original contract amount to \$1,638,497.47 to be paid out of the 2010-2011 GO Bonds and other funds.
- b. Change Order No. 3, in the amount of \$14,829.18 for Project No. FC-1302 for the Public Works Facility Expansion. This increases the original contract amount to \$1,047,383.09 to be paid out of the 2014 GO Bonds and other funds.
- c. Change Order No. 1, in the amount of \$13,200 for Project No. PC-1201 for the Paving and Drainage Improvements to Pennsylvania Ave from NW 63rd St to Grand Boulevard. This increases the original contract amount to \$1,874,980.90 To Be Paid Out Of The 2014 GO Bonds and other funds.
- d. Pay Estimate No. 4 For Project No. WW-1401, Water Wells #2, #5, & #8 in the amount of \$109,323.14, to Layne Christensen Co. City Engineer has verified quantities and recommends approval to be paid out of 2013 GO Bonds and other funds.
- e. Pay Estimate No. 5 for Project No. PC-1201, Paving Improvements on Pennsylvania Ave from NW 63rd St to Grand Boulevard in the amount of \$82,048.97, to Nash Construction Co. To be paid out of 2012 GO Bonds and other funds.
- f. Pay Estimate No. 9 for Project No. PC-1401, Paving and Drainage Improvements for Wilshire Boulevard from Dorset to Nichols Road Project in the amount of \$3,148.91, to Rudy Construction Co. Inc. City Engineer has verified quantities and recommends approval to be paid out of 2010-2011 GO Bonds and other funds.
- g. Pay Estimate No. 10 (Final) and final acceptance for Project No. PC-1401, Paving and Drainage Improvements for Wilshire Boulevard from Dorset to Nichols Road Project in the amount of \$71,616.44, to Rudy Construction Co. Inc., and placing maintenance bond into effect. City Engineer has verified quantities and recommends approval to be paid out of 2010-2011 GO Bonds and other funds.
- h. Pay Estimate No. 9 for Project No. FC-1302, Public Works Facility Expansion Project in the amount of \$88,825.95, to Pillar Contracting, Inc. City Engineer has verified quantities and recommends approval to be paid out of 2014 GO Bonds and other funds.
- i. Review, approve, ratify and accept contract and bonds, which may include construction, maintenance and performance bonds, relating to Project FC-1401 for the 2014 GO Bond Issue for the Public Works Fueling Station.

7. Consent Docket - General

Discussion, consideration and possible approval of the following:

8. Citizens Desiring to be heard

9. Items for Separate Vote - General

Discussion, consideration and possible approval of the following:

- a. Concerning request from Christ the King Catholic School Parent - Teacher Organization to hold the 2016 "CK RUN", consisting of a 5K, a 1 mile for school-age children and a "dash" for pre-school children.
- b. Authorizing Oklahoma City Memorial Marathon to install approximately 60 banners within the city limits of The City of Nichols Hills between April 15, 2016 and April 30, 2016.
- c. To accept art donation from Wiley Hugo.
- d. To accept donation of a Nichols Hills Style Light Pole from Vicki English.
- e. Accept the Comprehensive Annual Financial Report and Accompanying Independent Auditor's report for the fiscal year ended June 30, 2015. Frank Crawford to address council.
- f. Regarding the Environmental, Health and Sustainability Commission recommendation regarding rain and freeze sensors.
- g. Award bid for Project TC-1601 - Radar Speed Smart Signs to the lowest responsible bidder as recommended by Public Works Director Randy Lawrence, to be paid from the 2015 GO Bond Fund and other funds.
- h. Award bid for Project TC-1602 - Traffic Signs, Sign Frames and Post to the lowest responsible bidder as recommended by Public Works Director Randy Lawrence, to be paid from the 2015 GO Bond Fund and other funds.
- i. Discussion, consideration, and possible approval or disapproval of an agreement with Tyler Technologies, Incorporated to provided hosted (online) applications for Utility Billing, Building Permits, Business Licenses and Municipal Court, and related software and services.
- j. Discussion, consideration and possible approval or disapproval of a Merchant Application and Agreement between the City and Electronic Transaction Systems (ETS) Corporation, as modified by Addendum No. 1 to the same.
- k. Budget adjustment for 2016 GO Bond Funds
- l. TO BE READ INTO THE MINUTES: The City of Nichols Hills has received from Oklahoma Department of Environmental Quality, Permit No. WW000055150842 for construction of replacement wells 12 and 23, drilled and completed to depths of approximately 700-feet, each including an estimated 200-gpm submersible pump at 475-feet TDH, well house, and a 60-kW emergency generator with automatic transfer switch; approximately 140 L.F. of six (6) inch connecting water lines; and appurtenances to serve the City of Nichols Hills Groundwater Source Replacement Raw Water Wells 12 and 23 Project, Oklahoma County, Oklahoma.
- m. Planning Commission Appointment for Ward Two.

- n. Discussion, consideration and possible approval or disapproval of entering into a lease agreement with OKC-NHP, LLC for office space located at 1117 Northwest 63rd Street in Nichols Hills, Oklahoma.
- o. Discussion, consideration and possible action to develop an ordinance regulating food trucks.

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 5, 2016 for the purpose of electing a council member from Ward Two of the City of Nichols Hills, Oklahoma; setting forth the qualifications for such office, the term of the office to be filled, the filing period 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 election and 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 person reside; and containing related provisions.
- b. Discussion, consideration, and possible approval or disapproval of a resolution of the Council of the City of Nichols Hills, Oklahoma expressing support of the preservation of tax exempt financing and directing that such resolution be submitted to the Municipal Electric Systems of Oklahoma.
- c. PUBLIC HEARING: Discussion, consideration and possible approval or disapproval of an ordinance closing to public use a portion of Cumberland Drive located adjacent to the west line of North Western Avenue; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.
 - 1) Consider, discuss and approve or disapprove the emergency section of the foregoing ordinance.
- d. Discussion, consideration and possible approval or disapproval of an ordinance amending the Nichols Hills City Code regarding revocable permits for private structures encroaching on public lands, improvements or public rights-of-way; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.
 - 1) Consider, discuss and approve or disapprove the emergency section of the foregoing ordinance.
- e. Discussion, consideration and possible approval or disapproval of an ordinance amending the Nichols Hills City Code regarding the City Attorney and Assistant City Attorneys; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.
 - 1) Consider, discuss and approve or disapprove the emergency section of the foregoing ordinance.

- f. Discussion, consideration and possible approval or disapproval of a resolution of the Council of the City of Nichols Hills, Oklahoma appointing S. Shane Pate and Michael D. O'Neal as Assistant City Attorneys.
- g. Discussion, consideration and possible approval or disapproval of an ordinance amending the Nichols Hills City Code regarding convenience fees for payments made to the City of Nichols Hills, Oklahoma, or the Nichols Hills Municipal Authority through online transactions; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.
 - 1) Consider, discuss and approve or disapprove the emergency section of the foregoing ordinance.
- 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.
- i. 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.
- j. PUBLIC HEARING: Discussion, consideration and possible approval or disapproval of an ordinance amending the Nichols Hills City Code regarding notice requirements for zoning changes; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.
 - 1) Consider, discuss and approve or disapprove the emergency section of the foregoing ordinance.

11. Adjournment

I certify that the forgoing was filed in the Office of the City Clerk at 4:30 PM on the 8th day of January, 2016 and posted in prominent view on the bulletin board at City Hall, also known as Town Hall, 6407 Avondale Drive, at 4:45 PM on the 8th day of January, 2016.

Addendum filed in the Office of the City Clerk at 4:40 PM on the 11th day of January, 2016 and posted in prominent view on the bulletin board at City Hall, also known as Town Hall, 6407 Avondale Drive, at 4:45 PM on the 11th day of January, 2016.



City Clerk
City of Nichols Hills, Oklahoma