

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, August 9, 2016 at 5:30 PM
Public Works, 1009 NW 75th
Nichols Hills/OKC, OK 73116

**Original Agenda Filed in the Office of the Municipal Clerk at 1
PM on the 5th day of August, 2016.**

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

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

3. Minutes
 - a. July 12, 2016 Minutes 1:30 PM
 - b. July 12, 2016 Minutes 5:30 PM

Clements moved to approve the July 12, 2016 1:30 PM and July 12, 2016 5:30 PM meeting minutes as presented. Hoffman seconded the motion.

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

4. Departmental Reports for July 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 Management Report
- j. Engineers Report

Hoffman moved to accept the July 2016 departmental reports as presented. Clements seconded the motion.

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

5. Total Warrants & Claims \$908,395.08

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

a. General Fund	177,485.99
b. Nichols Hills Municipal Authority	114,888.26
c. General Fund Capital Improvement	6,547.42
d. Architect, Engineer & Design Fund	50,318.45
e. General Obligation Bond Funds	559,154.96

Clements moved to approve the total warrants and claims as presented. Hoffman seconded the motion.

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

6. Consent Docket - Construction

Discussion, consideration and possible approval of the following:

- a. Change Order No. 4, with Nash Construction in the amount of \$51,085 for Project No. PC-1201 Paving and Drainage Improvements to Pennsylvania Ave from NW 63rd St to Grand Boulevard. This increases the original contract amount to \$1,986,065.90, to be paid from the 2014 GO Bonds and other funds.
- b. Amendment No. 1 (Final), the amount of (\$23,884) for Project No. WW-1401 for Water Well #2, #5 & #8. This decreases the original contract amount to \$1,377,039.50 To Be Paid Out Of The 2011 GO Bonds and other funds.
- c. Pay Estimate No. 8 (Final) for Project No. WW-1401 with Layne Christensen Co., for Water Wells #2, #5 & #8 project in the amount of \$89,938.65. City Engineer has verified quantities and recommends approval, to be paid from the 2014 GO Bonds and other funds, and place maintenance bonds into effect.
- d. Pay Estimate No. 3 for Project No. PC-1501 with SAC Services, Inc., for the Paving Improvements to Dorchester Drive in the amount of \$207,743.20, to be paid from the 2015 GO Bonds and other funds.
- e. Pay Estimate No. 10 with Nash Construction, Co., for Project No. PC-1201, Paving Improvements on Pennsylvania Ave from NW 63rd to Grand Boulevard in the amount of \$48,530.75, to be paid from the 2016 GO Bonds and other funds.
- f. Pay Estimate No. 4 with Jenco Construction, for Project No. CH-1601, Town Hall Renovation in the amount of \$101,935, to be paid from the 2016 GO Bonds and other funds.

Hoffman moved to approve Item 6a-f Consent Docket Construction as presented. Clements seconded the motion.

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

7. Consent Docket - General

Discussion, consideration and possible approval of the following:

a. Landscape Maintenance Contract with Northwest Lawn

Clements moved to approve Item 7 - Consent Docket General as presented. Hoffman seconded the motion.

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

8. Citizens Desiring to be heard

Except as noted in the Public Hearing(s) below, 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 for the Theta Flaming Festival to install between 20 and 30 banners along Grand Boulevard and Pennsylvania from 63rd to the northern city limits within the City of Nichols Hills, between October 19, 2016 and November 2, 2016.

Ms. Julie Leclercq and Ms. Caroline Mildren with Kappa Alpha Theta Alumni spoke to Council members concerning their annual Flaming Festival, and their request to install a minimum of 20 banners, and a maximum of 30 banners.

Hoffman made a motion to approve the banner application request submitted by Kappa Alpha Theta Alumni, limiting the banners to 20. Clements seconded the motion.

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

- b. Purchase fire equipment, estimated total cost of \$2,000 as approved in the FY 2016-2017 CIP budget.

Clements made a motion to approve Capital Improvement Budget request submitted by the Fire department. Hoffman seconded the motion.

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

- c. Concerning a Budget Adjustment #1 - Street & Alley Fund for fiscal year 2016-2017.

Hoffman made a motion to approve Budget Adjustment #1 for Fiscal Year 2016-2017 for the Street and Alley Fund. Clements seconded the motion.

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

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 Chapter 50, Section 50-295 of the Nichols Hills City Code regarding procedures for appeals from the Board of Adjustment to district court; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

PUBLIC HEARING: Following discussion among City Council Members and applicant, Mayor Goetzinger opened the public hearing. No one expressed a desire to be heard, the public hearing was closed.

Clements moved to approve agenda item 10a, an ordinance amending Chapter 50, Section 50-295 of the Nichols Hills City Code regarding procedures for appeals from the Board of Adjustment to district court. Hoffman seconded the motion.

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

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

Hoffman moved to approve Item 10a(i) - Emergency clause of the foregoing ordinance. Clements seconded the motion.

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

- b. Discussion, consideration, and possible approval or disapproval of an ordinance amending the Nichols Hills City Code regarding penalties and fines for mobile food vendors operating without a permit; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

Following discussion among City Council Members and staff, Clements moved to approve agenda item 10b, an ordinance

amending the Nichols Hills City Code regarding penalties and fines for mobile food vendors operating without a permit. Hoffman seconded the motion.

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

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

Hoffman moved to approve Item 10b(i) - Emergency clause of the foregoing Ordinance. Clements seconded the motion.

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

- c. 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.

Clements moved to approve Agenda item 10c, 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. Hoffman seconded the motion.

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

- d. Resolution casting a vote for a new trustee of the Oklahoma Municipal Retirement Fund (OkMRF) to fill the expiring term for District 6. City Manager recommends Kristi Hort, City Clerk/Finance Director with the City of Nichols Hills.

Hoffman moved to approve Agenda item 10d, a resolution casting a vote for a new trustee of the Oklahoma Municipal Retirement Fund (OkMRF) for District 6. Clements seconded the motion.

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

11. Adjournment

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:	Goetzinger, Clements, Hoffman


Chairman
City of Nichols Hills, Oklahoma


General Manager
City of Nichols Hills, Oklahoma


Secretary
City of Nichols Hills, Oklahoma