

## MINUTES

Regular Meeting of the  
Nichols Hills City Council  
Tuesday, March 10, 2015 at 5:30 PM  
Town Hall, 6407 Avondale Drive  
Nichols Hills, OK 73116

Original Agenda Filed in the Office of the Municipal Clerk at 4:30 PM on the 6th day of March, 2015.

1. Call to Order and Pledge of Allegiance

2. Roll Call

| Attendee Name        | Title         | Status  | Arrived |
|----------------------|---------------|---------|---------|
| Steven J. Goetzinger | Councilmember | Present |         |
| Sody Clements        | Mayor         | Present |         |
| E. Peter Hoffman     | Vice-Mayor    | Present |         |

3. Minutes

a. February 10, 2015 City Council Minutes

Hoffman moved to approve the February 10, 2015 minutes as presented.  
Goetzinger seconded the motion.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | E. Peter Hoffman, Vice-Mayor        |
| <b>SECONDER:</b> | Steven J. Goetzinger, Councilmember |
| <b>AYES:</b>     | Goetzinger, Clements, Hoffman       |

4. Departmental Reports for February 2015

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

- a. Police Department Report
- b. Court Report
- c. Fire Department
- d. Public Works Monthly Operational Reports
- e. Risk Manager February Monthly Report
- f. New Resident List
- g. City Treasurer's Report
- h. Finance Director's Report

- i. Information System Management Report
- j. Engineers Report

Goetzinger moved to accept the February 2015 departmental reports as presented.  
Hoffman seconded the motion.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | Steven J. Goetzinger, Councilmember |
| <b>SECONDER:</b> | E. Peter Hoffman, Vice-Mayor        |
| <b>AYES:</b>     | Goetzinger, Clements, Hoffman       |

5. Total Warrants & Claims \$ 375,076.06

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

|                                                            |              |
|------------------------------------------------------------|--------------|
| a. General Fund                                            | \$103,294.39 |
| b. Street & Alley                                          | 40.15        |
| c. Designated Funds                                        | 101.05       |
| d. Nichols Hills Municipal Authority                       | 59,436.95    |
| e. General Fund Capital Improvement                        | 4,293.38     |
| f. 9-1-1 Fund                                              | 0.00         |
| g. Nichols Hills Municipal Authority - Capital Improvement | 2,384.91     |
| h. General Obligation Bond Funds                           | 205,525.23   |

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

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | E. Peter Hoffman, Vice-Mayor        |
| <b>SECONDER:</b> | Steven J. Goetzinger, Councilmember |
| <b>AYES:</b>     | Goetzinger, Clements, Hoffman       |

6. Consent Docket - Construction

Discussion, consideration and possible approval of the following:

- a. Pay Estimate No. 7 For Project No. SC-1302, City-Wide Sanitary Sewer Rehabilitation Paving Improvements in the amount of \$82,880.09, to Urban Contractors, LLC. City Engineer has verified quantities and recommends approval. To be paid out of 2011 GO Bonds and other funds.
- b. Pay Estimate No. 8 for Project No. PC-1401, Paving and Drainage Improvements on Wilshire Boulevard from Dorset to Nichols Road in the amount of \$70,813.42, To Rudy Construction Company. City Engineer has verified quantities and recommends approval. To be paid from 2011 GO Bonds and other funds.

- c. Review, approve, ratify and accept contract and bonds, which may include construction, maintenance and performance bonds, relating to Project FC-1302 for the 2014 GO Bond Issue Public Works Facility Expansion.

Goetzinger moved to approve Item 6 - Consent Docket Construction as presented.

Hoffman seconded the motion.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | Steven J. Goetzinger, Councilmember |
| <b>SECONDER:</b> | E. Peter Hoffman, Vice-Mayor        |
| <b>AYES:</b>     | Goetzinger, Clements, Hoffman       |

#### 7. Consent Docket - General

Discussion, consideration and possible approval of the following:

- a. Concerning the request for the Mercy Health Foundation to install approximately 20 banners along Pennsylvania Avenue and Grand Boulevard within the City of Nichols Hills, between November 25, 2015 and December 7, 2015.

Hoffman moved to approve item 7a - Mercy Health Foundation banner application.

Goetzinger seconded the motion.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | E. Peter Hoffman, Vice-Mayor        |
| <b>SECONDER:</b> | Steven J. Goetzinger, Councilmember |
| <b>AYES:</b>     | Goetzinger, Clements, Hoffman       |

#### 8. Citizens Desiring to be heard

No one present expressed a desire to be heard.

#### 9. Items for Separate Vote - General

Discussion, consideration and possible approval of the following:

- a. Award Project WC-1301 for 2011-2012 GO Bond City Wide Waterline Replacement to the lowest responsible bidder as recommended by City Engineer Karl Baldischwiler.

Goetzinger moved to award Project WC-1301 to Southwest Water Works, LLC as recommended. Hoffman seconded the motion.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Steven J. Goetzinger, Councilmember  
**SECONDER:** E. Peter Hoffman, Vice-Mayor  
**AYES:** Goetzinger, Clements, Hoffman

- b. Award Project WC-1401 for 2011 GO Bond 6" Water line to serve Water Well #26 to the lowest responsible bidder as recommended by City Engineer Karl Baldischwiler.

Hoffman moved to award Project WC-1401 to Cimarron Construction Co as recommended. Goetzinger seconded the motion.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** E. Peter Hoffman, Vice-Mayor  
**SECONDER:** Steven J. Goetzinger, Councilmember  
**AYES:** Goetzinger, Clements, Hoffman

- c. City Council to authorize City Attorney and staff to develop an Architecture, Engineering and Design Fund.

Goetzinger moved to approve agenda item 9c, authorizing City Attorney and staff to develop an Architecture, Engineering and Design Fund. Hoffman seconded the motion.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Steven J. Goetzinger, Councilmember  
**SECONDER:** E. Peter Hoffman, Vice-Mayor  
**AYES:** Goetzinger, Clements, Hoffman

- d. To authorize staff to develop a process and to solicit RFI (request for interest) for architect to work on Town Hall.

Hoffman moved to approve agenda item 9d, authorizing staff to develop a process and to solicit RFI for architect to work on Town Hall. Goetzinger seconded the motion.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** E. Peter Hoffman, Vice-Mayor  
**SECONDER:** Steven J. Goetzinger, Councilmember  
**AYES:** Goetzinger, Clements, Hoffman

- e. Authorize City Attorney and staff to develop an ordinance for use of banner poles.

Goetzinger moved to approve agenda item 9e, authorizing City Attorney and staff to develop an ordinance for use of banner poles. Hoffman seconded the motion.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Steven J. Goetzinger, Councilmember  
**SECONDER:** E. Peter Hoffman, Vice-Mayor  
**AYES:** Goetzinger, Clements, Hoffman

## 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 adopting a Records Retention Manual, 2015, of the City of Nichols Hills, Oklahoma (the "Retention Manual") pursuant to 11 O.S. § 22-131; and declaring that original records and papers of records described in the retention manual may be disposed of prior to the retention period established in the retention manual upon certification by the City Manager and subsequent resolution by the City Council of Nichols Hills, Oklahoma.

Hoffman moved to approve agenda item 10a, a resolution adopting Records Retention Manual, 2015 for the City of Nichols Hills. Goetzinger seconded the motion.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | E. Peter Hoffman, Vice-Mayor        |
| <b>SECONDER:</b> | Steven J. Goetzinger, Councilmember |
| <b>AYES:</b>     | Goetzinger, Clements, Hoffman       |

- b. A resolution adopting an amended list of approved depository institutions for the City's investment transactions.

Goetzinger moved to approve agenda item 10b, a resolution adopting an amended list of approved depository institutions for the City of Nichols Hills. Hoffman seconded the motion.

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| <b>RESULT:</b>   | <b>APPROVED [UNANIMOUS]</b>         |
| <b>MOVER:</b>    | Steven J. Goetzinger, Councilmember |
| <b>SECONDER:</b> | E. Peter Hoffman, Vice-Mayor        |
| <b>AYES:</b>     | Goetzinger, Clements, Hoffman       |

- c. Discussion, Consideration and Possible Action regarding a resolution authorizing the sale of \$4,200,000 of General Obligation Bonds, Series 2015 of the City of Nichols Hills, Oklahoma; fixing the amount of bonds to mature each year; fixing the manner, time and place the bonds are to be sold; authorizing the City Clerk to give notice of said sale as required by law and to publish notice of sale; approving and authorizing official statements; authorizing a bond counsel contract and a financial services contract and waiving selection pursuant to a competitive process; authorizing executions and actions necessary for issuance and delivery of the bonds; providing for other aspects of the bonds; and declaring an emergency.

Hoffman moved to approve agenda item 10c, a resolution authorizing the sale of \$4,200,000 of General Obligation Bonds, Series 2015 of the City of Nichols Hills. Goetzinger seconded the motion.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** E. Peter Hoffman, Vice-Mayor  
**SECONDER:** Steven J. Goetzinger, Councilmember  
**AYES:** Goetzinger, Clements, Hoffman

- 1) Consider, discuss and approve or disapprove the emergency section of the foregoing resolution.

Goetzinger moved to approve Item 10c(1) - Emergency clause of the resolution authorizing the sale of \$4,200,000 of General Obligation Bonds, Series 2015 of the City of Nichols Hills. Hoffman seconded the motion.

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Steven J. Goetzinger, Councilmember  
**SECONDER:** E. Peter Hoffman, Vice-Mayor  
**AYES:** Goetzinger, Clements, Hoffman

## 11. Adjournment

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

**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** E. Peter Hoffman, Vice-Mayor  
**SECONDER:** Steven J. Goetzinger, Councilmember  
**AYES:** Goetzinger, Clements, Hoffman



\_\_\_\_\_  
Mayor  
City of Nichols Hills, Oklahoma



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City Manager  
City of Nichols Hills, Oklahoma



\_\_\_\_\_  
City Clerk  
City of Nichols Hills, Oklahoma