

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, August 8, 2023 at 5:30 PM
City Hall, 6407 Avondale Drive
Nichols Hills, OK 73116

**Original agenda filed in the Office of the City Clerk at 4:25 PM on
the 4th day of August, 2023.**

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. July 11, 2023 City Council Minutes - Special Meeting 10:00 AM
 - b. July 11, 2023 City Council Minutes - Special Meeting 11:00 AM
 - c. July 11, 2023 City Council Minutes - Regular Meeting

MOTION: Goetzinger moved to approve the July 11, 2023 Special Meeting 10:00 AM, July 11, 2023 Special Meeting 11:00 AM and the July 11, 2023 minutes as presented. Hoffman seconded the motion.

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

4. Departmental Reports

Consideration of acceptance, rejection, and/or postponement of the following:

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

Vice Mayor Hoffman reported that City Manager Shane Pate, Assistant City Manager Michael Taylor, and Vice Mayor Hoffman will be meeting with ACOG next week on continuing with grant possibilities for a trail connecting the Sherwood area to NW 63rd. The City is actively working on possible grants for additional EV vehicles.

MOTION: Goetzinger moved to approve the July 2023 departmental reports as presented. Hoffman seconded the motion.

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

5. Total Warrants & Claims \$699,870.52

- a. Consideration of acceptance, rejection, and/or postponement of the following: Claims List for 2023-2024

a. General Fund	\$203,176.94
b. Nichols Hills Municipal Authority	107,237.85

c. General Fund - CIP	77,752.94
d. Municipal Authority - CIP	12,036.50
e. Parks Fund	6,975.00
f. General Obligation Bond Funds	292,691.29

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

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

6. Consent Docket - Construction

Consideration of approval, acceptance, rejection, amendment, and/or postponement of the following:

- a. Pay Estimate No. 3 for Project No. PC-2003 with Traffic & Lighting Systems, LLC for 63rd Street Crosswalk in the amount of \$22,494.68.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from the General Fund and other funds.

- b. Pay Estimate No. 11 with W.L. McNatt and Company for FC-2101 Public Works Improvements Phase III in the amount of \$12,036.50.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from NHMA-CIP and other funds.

- c. Amendment No. 1 and Change Order No. 1 for Project No. PC-2105 with Rudy Construction Co., for Paving Improvements to the 7600 Block of Dorset Drive in the amount for Amendment No. 1 \$20,880.00 and Change Order No. 1 \$39,600.00.

BACKGROUND: The change order and amendment increases the contract amount to \$749,680.00. The original contract amount was \$689,200.00.

- d. Pay Estimate No. 1 for Project No. PC-2105 with Rudy Construction Co. for Paving Improvements to the 7600 Block of Dorset Drive in the amount of \$151,663.41.

BACKGROUND: City Engineer has verified quantities and recommends approval, to be paid from 2022 GO Bond funds and other funds.

- e. Invoice No. 8330A with Howard-Fairbairn Site Design, Inc for Love Family Park Landscape Architectural services, in the amount of \$6,975.00, to be paid from Park Designated Fund and other funds.

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

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

7. Consent Docket - General

Consideration of approval, acceptance, rejection, amendment, and/or postponement of the following:

- a. 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.
- b. Recommendation from Court Clerk to write off uncollectible receivables of individuals who are deceased, in the amount of \$262.50.
- c. An agreement between The City of Oklahoma City and the City of Nichols Hills for provision of animal shelter services.

- d. 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.
- e. Request from Fire Chief Kevin Boydston to purchase equipment for an amount not to exceed \$22,960.00, as approved in the 2023-2024 General CIP budget.
- f. Request from Information Systems Manager Neil Gray to purchase five (5) replacement desktop computers, and two (2) laptops. The total will not exceed \$10,000.00, to be paid from 2023-2024 CIP Fund and other funds.
- g. Request from Information Systems Manager Neil Gray to purchase three mobile computers for the Police patrol vehicles. The total will not exceed \$4,500.00, as approved in the 2023-2024 CIP budget.
- h. Request from Information Systems Manager Neil Gray to purchase a replacement postage machine for the Admin department. The total will not exceed \$2,000.00, as approved in the 2023-2024 CIP budget.

MOTION: Goetzinger moved to approve item 7a - 7h Consent Docket General as presented. Hoffman seconded the motion.

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

8. Citizens desiring to be heard

The purpose of this time is to allow members of the public to speak to the City Council on any matter that is not otherwise set for consideration on this Agenda.

No one expressed a desire to be heard.

9. Items for Separate Vote - Ordinances, Resolutions, and Other Matters

- a. PUBLIC HEARING: The issuance of a special permit to Crown Castle USA, Inc., representing Verizon, for the purpose of replacing and/or adding new antennas and other equipment on existing monopole tower located in the 6706 North Pennsylvania Avenue, Nichols Hills, Oklahoma.

MOTION: Goetzinger moved to continue agenda item 9a to the next regularly scheduled City Council meeting. Hoffman seconded the motion.

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

- b. An ordinance amending Chapter 3 of the Nichols Hills City Code regarding the City Fee Schedule; repealing all conflicting ordinance or parts of ordinances; providing for severability; and setting an effective date.

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

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

- i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.

MOTION: Goetzinger moved to approve agenda item 9b(i) - Emergency clause of the foregoing ordinance. Hoffman seconded the motion.

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

- c. PUBLIC HEARING: An Ordinance amending Article V of Chapter 50 of the Nichols Hills City Code and related defined terms regarding the Building Commission review process; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency

Mrs. Carla Sharpe, attorney for the City, presented the proposed ordinance to the City Council members.

Following discussion among City Council members and staff, Vice Mayor Hoffman opened the public hearing.

Seeing no others expressing a desire to be heard, the public hearing was closed.

MOTION: Goetzinger moved to approve the ordinance modified with the addition of the following language to appear in Section 50-341(d) at the end of the paragraph following the word project, with the specific language to be, “without first obtaining a Certificate of Approval from the Building Commission.” Hoffman seconded the motion.

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

- i. Consideration of approval or disapproval of the emergency section of the foregoing ordinance.

MOTION: Goetzinger moved to approve agenda item 9c(i) -

Emergency clause of the foregoing ordinance. Hoffman seconded the motion.

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

- d. An Ordinance amending Section 36-26 of the Nichols Hills City Code regarding ordinary garbage receptacles; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency.

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

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

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

MOTION: Goetzinger moved to approve agenda item 9d(i) - Emergency clause of the foregoing ordinance. Hoffman seconded the motion.

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

- e. A resolution amending the City's Investment Policy regarding requests for proposals for depository banking services and broker/dealers.

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

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

10. Adjournment

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

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Steven J. Goetzinger
SECONDER:	E. Peter Hoffman
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