

MINUTES

Regular Meeting of the
Nichols Hills City Council
Tuesday, October 10, 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 3:19 PM on
the 6th day of October, 2023.**

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

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

- a. A Proclamation recognizing the Nichols Hills Methodist Church for 75 years in the community.

MOTION: Hoffman moved to ratify the proclamation. Goetzinger seconded the motion.

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

3. Minutes
 - a. September 12, 2023 City Council Minutes
 - b. September 25, 2023 City Council Minutes

MOTION: Goetzinger moved to approve the September 12, 2023 and September 25, 2023 minutes as presented. Hoffman seconded the motion.

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

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

Mayor Clements thanked Risk Manager Lindy Hough for organizing the active shooter and the emergency response team training for staff and the community.

Vice-Mayor Hoffman reported that the City has submitted the grant for the trail between Sherwood Lane and NW 63rd Street. Also, the City is submitting a \$700,000 grant for repaving Western Avenue from West Wilshire Boulevard to NW 63rd Street which would be a joint project with Oklahoma City.

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

motion.

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

5. Total Warrants & Claims \$940,819.16

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

a. General Fund	\$235,593.60
b. Designated Funds – Fire & General	100.18
c. Nichols Hills Municipal Authority	181,517.42
d. General Fund - CIP	15,260.00
e. Municipal Authority - CIP	5,395.00
f. Designated Funds – Parks	3,600.00
g. General Obligation Bond Funds	499,352.96

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:	Clements, Goetzinger, Hoffman

6. Consent Docket - Construction

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

a. Pay Estimate No. 2 for Project No. PC-2201 with SAC Services, Inc. for Paving Improvements to the 1700 & 1800 Blocks of Huntington Avenue in the amount of \$279,223.83.

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

- b. Pay Estimate No. 3 for Project No. PC-2105 with Rudy Construction Co. for Paving Improvements to the 7600 Block of Dorset Drive in the amount of \$188,080.21.

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

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

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

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. 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.
- c. Recommendation from Court Clerk to write off uncollectible receivables of individuals who are deceased, in the amount of \$902.50.
- d. Schedule of Regular Meetings for the Nichols Hills City Council 2024.
- e. Request from Fire Chief Kevin Boydston to purchase active shooter response bags for an amount not to exceed \$3,500.00, to be paid from the General Fund CIP fund.

- f. Request from Fire Chief Kevin Boydston to purchase firefighting nozzles and adaptors for an amount not to exceed \$9,500.00, as approved in the FY 2023-2024 CIP budget.
- g. Request from Assistant City Manager Amanda Copeland to purchase two software modules for the City's website; CivicPlus Optimize and CivicClerk. The first year fee for both modules is \$17,515.00 to be paid from 2022 GO Bond Technology funds.

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

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

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. Accept donation of twelve (12) Scott Sight Pro camera conversion kits from Nichols Hills Crime and Fire Prevention, Inc. for the Nichols Hills Fire Department. This donation is valued at \$18,976.48.

Mr. Phil Pippin, with Nichols Hills Crime and Fire Prevention, Inc., thanked the Fire and Police Department for all their work for the community. Mr. Pippin stated that all funds raised by the community goes entirely back to the Fire and Police Departments for the purchase of equipment. Mayor Clements thanked the Nichols Hills Crime and Fire Prevention, Inc. for their generous contribution.

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

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

b. Adopt and approve Nichols Hills 2023 Sustainability Plan.

Mrs. Nancy Herzel, Co-Chairman of the Sustainability Committee, presented the Nichols Hills Sustainability Plan to the City Council. Mrs. Herzel thanked Co-Chair John Kennedy for his work on the plan. Mrs. Herzel also thanked City Manager Shane Pate, City Council members, sub-committee members, commission members, and staff for their contributions in forming the plan.

Mr. John Kennedy, Co-Chairman of the Sustainability Committee, stated that Mrs. Herzel and Mr. Pate are his favorite leaders because they mobilize group resources, bringing people together working to create the plan. Mr. Kennedy thanked the committee, citizens of Nichols Hills for completing the survey, and staff for their input.

Vice-Mayor Hoffman thanked everyone for their hard work on the Sustainability Plan.

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

Councilman Goetzinger thanked Mrs. Herzel and Mr. Kennedy for their service.

Mayor Clements presented awards to Mrs. Herzel and Mr. Kennedy for exemplary commitment to the environment, health, and sustainability of Nichols Hills.

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

- c. Statement of Work between the City of Nichols Hills, Oklahoma and Cox Oklahoma Telecom, LLC, regarding “smart park” solution services for city parks, including network equipment, video cameras, sensors, computing software and related internet and network services.

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

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

- d. An ordinance amending Section 44-109 of the Nichols Hills City Code regarding the operation of low-speed electrical vehicles and golf carts on City streets; repealing all conflicting ordinance or parts of ordinances; providing for severability; and declaring an emergency.

City Manager Shane Pate and Mrs. Carla Sharpe, attorney for the City, presented the proposed ordinance to the City Council.

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

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

- i. Consideration of approval or disapproval of 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:	Clements, Goetzinger, Hoffman

- e. An Ordinance amending Chapter 34 of the Nichols Hills City Code creating a Public Arts Commission related to works of art in the City's parks; repealing all conflicting ordinances or parts of ordinances; providing for severability; and declaring an emergency

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

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

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

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

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

- f. A resolution awarding contract to the lowest responsible bidder for WW-2201 2022 G.O. Bond project Water Well #13, and authorizing execution of the contract, bonds, and related instruments.

MOTION: Hoffman moved to reject all bids and not approve the resolution. Goetzinger seconded the motion.

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

- g. Discussion regarding requiring columns and landscape screening for fences and walls.

City Council members and staff discussed the appearance of long uninterrupted fences that can be the length of the yard that do not have columns or landscape screening. Vice-Mayor Hoffman suggests that requiring columns or landscape screening be added to the landscape ordinance for new builds or modification of current fences. City Council members will review further.

- h. A resolution of the City Council of the City of Nichols Hills, Oklahoma regarding Transportation Improvement Funding and Programming Surface Transportation Block Grant - Urbanized Area (STBG-UZA) Project.

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

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

10. Adjournment

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

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



Mayor
City of Nichols Hills, Oklahoma



City Manager
City of Nichols Hills, Oklahoma



City Clerk
City of Nichols Hills, Oklahoma