Together, Investing in Municipal Excellence

TRANSPORTATION PROJECT ADVISORY COMMITTEE MEETING AGENDA

FEBRUARY 22, 2024

723 S Lewis Street
Room 1122B
Stillwater, OK 74074
4:00 PM

1. Call Meeting to Order
2. General Orders

   The Transportation Project Advisory Committee will hear a staff presentation, discuss, and take action including a vote or series of votes on each item listed as presented or as amended or revised by the Transportation Project Advisory Committee unless the agenda entry specifically states that no action will be taken. The requested action is indicated in each agenda entry but may be amended or revised prior to action by the Transportation Project Advisory Committee.

a.	Approval of January 25, 2024 meeting minutes	2024-966	
b.	Transportation Sales Tax Fund financial report (No action will be taken on this item)	2024-967	Christy Cluck
c.	Discussion and possible action on current and future transportation projects, including the following: i. Review of FY26 draft Pavement Management Program	2024-968	Candy Staring

3. Public Comment on Items Listed on Agenda

   Stillwater City Code, Section 2-53(a) & (b), provides that taxpayers or residents of the city, or their authorized legal representatives, may address the Council at a regularly scheduled meeting on **any item of business listed on the meeting agenda** provided they have submitted a written request prior to the meeting either online at Request to speak form or via the form found in the lobby outside Council chambers prior to meetings.

4. Reports from Committee Members & Staff
   Announcements and remarks of general interest may be made by Committee members & staff.

5. Questions and Inquiries

6. Adjourn

On February 21, 2024, at 10:15 a.m., a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

The City of Stillwater encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, please notify the City Manager's Office at least 48 hours prior to the meeting by calling 405.742.8209.

Stillwater OKLAHOMA
stillwaterok.gov

Together, Investing in Municipal Excellence

TRANSPORTATION PROJECT ADVISORY COMMITTEE MEETING MINUTES
JANUARY 25, 2024

723 S Lewis Street
Room 1122B
Stillwater, OK 74074
4:00 PM

Members Present: Roger Gose, Steve Whitworth, Tammy Brown

Members Absent: Gary Clark, Brad Rickelman

Others Present: Assistant City Attorney Ashlyn Garis, Deputy City Manager Brady Moore, Engineering Director Candy Staring, Travis Small, Engineering, Bill Millis, Engineering, City Manager Kimberly Meek, City Councilor Tim Hardin, Patti Osmus, CMO

1. Call Meeting to Order
2. General Orders

   The Transportation Project Advisory Committee will hear a staff presentation, discuss, and take action including a vote or series of votes on each item listed as presented or as amended or revised by the Transportation Project Advisory Committee unless the agenda entry specifically states that no action will be taken. The requested action is indicated in each agenda entry but may be amended or revised prior to action by the Transportation Project Advisory Committee.

a.	Approval of December 21, 2023 meeting minutes **Gose motioned to approve and Brown seconded.** **Gose – yea, Whitworth – yea, Brown – yea. Motion carried 3-0.**	
b.	Transportation Sales Tax Fund financial report (No action will be taken on this item) **Cluck presented the financial report. There were no questions.**	Christy Cluck
c.	Discussion on current and future transportation projects (No action will be taken on this item) • **7th Avenue – Notice to Proceed has been issued to Rudy Construction** • **Harned & Park – Will advertise for bid next month** • **Airport Road – Construction will begin on Airport Rd from Perkins to the railroad in May**	Candy Staring Travis Small Bill Millis

	• **Monticello – This could be a 6 month project, so OSU football schedule will be a factor** • **Knoblock, 4th Avenue to University – Working to get consultant under contract for design work** • **25-40 full-depth repair project will get underway in the summer** • **Duck Street study is complete, so stall will start reviewing it.** • **Wall repairs at 6th Avenue & Perkins are underway** • **Consultant teams will be hired to manage sales tax funds & projects. This will enable projects to move more quickly.** **Whitworth requested a monthly listing of current projects.**	

3. Public Comment on Items Listed on Agenda

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   None

4. Reports from Committee Members & Staff – **None**
5. Questions & Inquiries – **None**
6. Adjourn

   Gose motioned to adjourn and Brown seconded.
   Gose – yea, Whitworth – yea, Brown – yea. Motion carried 3-0.

City of Stillwater - Transportation Sales Tax Fund
For the period ending January 31, 2024

Project No.		FY23 Actual	FY24 Actual	FY24 Budget	FY24 Remaining
	Sources of Funds				
	Sales Tax	$ 9,979,678.41	$ 4,373,399.35	$ 9,375,000.00	$ 5,001,600.65
	Interest	373,418.82	-	-	-
	Rent	20,531.75	3,000.00	-	(3,000.00)
	Misc Revenue (house removal)	10,500.00	-	-	-
	Total Sources of Funds	10,384,128.98	4,376,399.35	9,375,000.00	4,998,600.65
Project No.	Uses of Funds				
18TR01	FY18 Pavement Management	-	-	655,681.00	655,681.00
19TR01	FY19 Pavement Management	-	-	1,288,325.00	1,288,325.00
19TR04	3rd Street Bridge	892,424.13	1,060,242.57	1,601,817.00	541,574.43
19TR05	Husband Street Bridge	1,320,358.93	630,384.49	1,037,114.00	406,729.51
	FY20 Pavement Management:				
20TR01	Crack Sealing	-	-	200,000.00	200,000.00
20TR03	Deferred Maintenance	48,884.51	-	-	-
20TR05	Mill & Overlay	175.00	437.50	51,932.00	51,494.50
20TR06	Pavement Reconstruction	78,073.42	9,913.48	1,821,462.00	1,811,548.52
20TR07	Diamond Grind	-	-	739,711.00	739,711.00
N/A	Street Markings	-	-	350,000.00	350,000.00
21DS05	Duncan to Duck (CDBG)	104,326.56	118,711.44	118,712.00	0.56
	FY21 Pavement Management:				
21TR05	Crack Sealing	90.00	-	300,000.00	300,000.00
21TR06	Diamond Grind	-	-	205,000.00	205,000.00
21TR07	MicroSurface	-	-	390,000.00	390,000.00
21TR09	Deferred Maintenance	293,813.51	-	563,000.00	563,000.00
21TR13	Surface Treatment	-	-	83,500.00	83,500.00
21TR14	Full Reconstruction	-	-	231,000.00	231,000.00
21TR15	Engineering/Testing	2,715.50	-	106,202.00	106,202.00
21TR16	PM Contingency	-	-	385,674.00	385,674.00
22TR07	Deferred Maintenance	-	-	118,244.00	118,244.00
22TR08	Drop Inlet	-	-	30,000.00	30,000.00
22TR10	500 S Orchard RCB Repair	-	-	34,615.00	34,615.00
22TR12	Boomer Lake W Shoreline Revetment	-	-	256,875.00	256,875.00
22TR13	University Circle Sidewalk	-	-	59,764.00	59,764.00
22TR14	Miller to Duck Sidewalk	-	-	88,958.00	88,958.00
22TR15	Lowry to Armory Sidewalk	-	-	61,222.00	61,222.00
22TR16	500 W University	225.00	-	32,338.00	32,338.00
22TR17	6th Street Land Acquisition	197,795.90	-	9,515.00	9,515.00
23TR02	Pavement Assessment	104,876.00	17,229.00	41,299.00	24,070.00
23TR03	Block 34 Area Improvements	140,093.55	12,251.92	4,536,811.00	4,524,559.08
23TR06	Maple & West Street Replacement	31,402.50	4,123.75	61,598.00	57,474.25
23TR07	Transportation Program Manager	9,615.32	68,286.28	305,385.00	237,098.72
24TR01	3rd/Hester Paving	-	-	28,193.00	28,193.00
24TR02	Monroe/Scott Sidewalk	-	3,432.00	4,750.00	1,318.00
24TR03	6th/Perkins Stonework	-	-	31,750.00	31,750.00
24TR04	4th Ave Improvements	-	11,866.12	20,000.00	8,133.88
24TR05	Wright Drive ROW	-	-	17,700.00	17,700.00
STPW22	Perkins: McElroy - Lakeview	-	-	170,610.00	170,610.00
STPW27	Airport: Lakeview - Washington	19,842.32	85,782.50	1,119,780.00	1,033,997.50
	Total Uses of Funds	3,244,712.15	2,022,661.05	17,158,537.00	15,135,875.95
	Net Income	7,139,416.83	2,353,738.30	$ (7,783,537.00)	$ (10,137,275.30)
	Beginning Cash Balance	13,760,006.21	20,562,230.89		
	Change in Interest Receivable	(40,941.06)	-		
	Change in Accounts Receivable	(231.75)	-		
	Change in Due from General Fund	(795,944.66)	1,585,222.71		
	Change in Accounts Payable	466,874.38	(539,504.66)		
	Change in Due to (from) Self Insurance Fund	33,050.94	-		
	Ending Cash Balance	$ 20,562,230.89	23,961,687.24		
	Plus: Uncollected Sales Tax Revenues		5,001,600.65		
	Less: Unspent Budget Appropriations		(15,135,875.95)		
	Balance Available to Appropriate		$ 13,827,411.94		