



Together, Investing in Municipal Excellence

TRANSPORTATION PROJECT ADVISORY COMMITTEE MEETING AGENDA

JUNE 27, 2024

723 S Lewis Street
Room 1112B
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 May 23, 2024 meeting summary.	
b.	Transportation Sales Tax Fund financial report. (No action will be taken on this item)	Christy Cluck
c.	Discussion and possible action to make recommendations to the City Council regarding the proposed sequence or timing of commencement, continuance, and/or completion of transportation projects for which revenues from the 2022 Transportation Sales Tax are to be used, including an update on the status of current projects and timelines.	Candy Staring, Bill Millis, Travis Small
d.	Discussion, consideration, and possible action to direct staff to research and provide a report on utilization of 2022 Transportation Sales Tax to fund the purchase of street maintenance materials (asphalt, striping, crack sealing, etc.) by the Public Works Department and to report on the department's capability to provide staff and labor to perform transportation asset maintenance.	

3. Public Comment on Items not Scheduled for Public Hearings

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 and Staff.

Announcements and remarks of general interest may be made by Committee Members, City Manager or City Attorney. Items of City business that may require discussion or action including a vote or series of votes are listed below.

a.	Next scheduled meeting is Thursday, July 25, 2024.
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5. Questions and Inquiries

6. Adjourn

On _____ at _____, 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 405.742.8243.

- Meetings are televised on AT&T U-verse channel 99 and Suddenlink channel 14.
- Find meeting agendas and minutes online at [Agendas and Minutes](#)
- Official minutes are archived in the City Clerk's office.

**TRANSPORTATION PROJECT ADVISORY COMMITTEE
MEETING SUMMARY
MAY 23, 2024**

Members Present: Brad Rickelman, Gary Clark, Tammy Brown and Roger Gose

Others Present: Assistant City Attorney Ashlyn Garis, Deputy City Manager Brady Moore, Assistant City Manager Christy Cluck, Director of Engineering Candy Staring, Deputy Director of Engineering Bill Millis, Transportation & Drainage Manager Travis Small, City Councilor Tim Hardin, Administrative Manager Cindy Gibson as Recording Secretary and Mr. David Thomas, Citizen.

1. Call Meeting to Order

Meeting called to order at 4:00pm with the following roll call:

Roll Call:	Whitworth	Rickelman	Clark	Brown	Gose
	Absent	Yes	Yes	Yes	Yes

2. General Orders

a. Approval of March 28, 2024 meeting minutes.

Mr. Clark mentions that there are several references in the minutes to board that should be changed to committee.

Mr. Clark moved, Mr. Gose seconded to approve the March 28, 2024 minutes as amended.

Roll Call:	Whitworth	Rickelman	Clark	Brown	Gose
	Absent	Yes	Yes	Yes	Yes

Motion passes 4-0

b. Transportation Sales Tax Fund financial report.
(No action will be taken on this item)

Christy Cluck

Assistant City Manager Cluck states that the sales tax was amended recently and is set to exceed expectation of revenue projection; have officially completed closeout of FY18 and FY19 Pavement Management which returned about \$2 million to the budget.

Cluck further discusses that there is \$2.7m appropriated to the Airport/Parked/Harned roadway project; appropriated an \$193k for purchase of land at 6th and Western as recommended by this committee; and finally, an appropriation of \$87.5k for the 12th Avenue Health Corridor study. Cluck states that these are the most recent appropriations since the committee's last meeting.

Cluck explains that there is a section added to this report to start capturing some of the projects in the queue for consideration under "Future Projects/Funding Needs".

Candy Staring, Engineering Director adds that the funding needs for the Monticello project is going to be more than available so there will be realignment of appropriations; this is due to market changes and inflation since the design.

Discussion is held regarding this being a starting point for funding projects and will be a "work in progress" to reflect changes as priorities and needs shift.

Mr. Clark responds that this is a good starting point and information to have.

Mr. Gose asks about the Airport-Lakeview reference; Staring responds that this is the Airport Road realignment project.

No action taken by the committee on this item.

- c. Discussion and possible action to make recommendations to the City Council regarding the proposed sequence or timing of commencement, continuance, and/or completion of transportation projects for which revenues from the 2022 Transportation Sales Tax are to be used.

Candy Staring,
Bill Millis, Travis
Small

Staring asks Travis Small, Transportation & Drainage Manager, to speak on the road classification map and Sangre Road Bridge Inspection Report.

Small explains the Sangre Road Inspection Report:

- This is a fracture critical bridge and inspected every year
- Latest inspection didn't find anything significant as compared to previous inspections
- 3 items are referred to as PX items. CX being critical (red) needing to be fixed now while PX items (yellow) need to start looking at addressing
- One is to bring the guard rail up to national standards
- Second is one of the end sections has been impacted and partially destroyed
- Third one is growth/foliage that is growing up thru the truss
- There were other minor items mentioned and referenced in the report such as structural members that have holes which are of no concern as the holes were drilled in to stop cracking

Mr. Gose asks about the guard rail issues; Small responds that it is the approach guard rail not meeting standard height as a state standard but isn't a critical item.

Small discuss fracture critical bridges and potential issues.

Mr. Rickelman inquires about it being a bridge that is or will be planned to be replaced and/or be a 2-lane road; Small responds that there doesn't seem to be any plans for that but will continue to monitor.

Small discusses the functional classification map - there are three (3) different maps; the Stillwater Transportation Enhancement Plan (STEP), IMS Report Map and Ok. Dept. of Transportation (ODOT) which the Federal Highway Administration adopted through ODOT. Small comments that the three maps don't align; staff is taking a look to see if this is what City needs; and step one will be to take a look at the STEP plan and modify it as necessary.

Small comments that there is a final draft of the RFP for the FY25 program; going to be meeting about the solicitation process soon before it goes out; anticipate that in the next few weeks that the solicitation will be out for RFPs and start to make selection of firms; and hope to have that underway in the next few months.

Small comments on the following project updates:

- Airport Road – is under construction; water line work to begin next week with possible shut down of Airport Road to get the line installed
- 3rd & Perkins Road – needed to negotiate extra request for a citizen with the contractor; Notice to Proceed has been issued to get that work done; and working on final pay items
- 7th Avenue – waterline is complete and operational; meeting with the contractor early next week to discuss phasing
- Airport t-hanger project will not be using Transportation Sales Tax funding; need a new driveway to access the City's portion of the hanger area

Bill Millis, Deputy Director of Engineering, comments on the following projects:

- Western Road turn lane from 26th to 32nd Avenues: two (2) new single family subdivisions being developed in this area; the Traffic Impact Analysis (TIA) states that both roads need a turn lane; have 95% design plans for construction; need to finalize the Development Agreement and hope to start construction soon; TIA called for improvement at 26th and Western; a traffic signal wasn't warranted but maybe a round-about or a turn lane and maybe more or different alternatives; the report shows the east lane on 26th was impacted more than the west bound lane; and west bound there is a hill to impact traffic

Staring comments on the following projects:

- Hargis Road project: waiting on the land swap for the parks; found land some on 12th Avenue and that proposal went to state; state acknowledged it looked good and requested appraisal; project on hold waiting for final approval from State & National Parks Service for the land swap. Further group discussion is held regarding additional park options throughout City.

- RFP for FY25 – there are many options for bidding and timelines to get projects done; some of the projects in the program can be bid and done in smaller tasks and times

Small comments about currently putting the joint crack/sealing bid packet together and should be out soon; full depth repairs are further in the future probably fall; drawing up plans for the specific locations; putting final touches on plans for McElroy-Manning-Jardot which have been reviewed and returned for changes; Monticello project is experiencing issues with AT&T utility relocation and how long AT&T has had the plans; and believe that Optimum has moved.

Staring comments that the plans were distributed to these utility companies quite some time ago; all of these utilities advised they were clear; it was discovered that they weren't clear when AT&T reached out about staying in the present location.

Small comments that where AT&T wanted to relocate was where the waterline was going to go and staff advised them that they would have to re-think where they were going to relocate.

Mr. Clark talks about moving forward and if they are still there then the City should move forward.

Staring continues commenting on the obstacles experienced when utility companies are not moved, they are protected under state law and options that the City is researching on in order to protect the City's right-of-way and projects.

Continued discussion held regarding issues with right-of-way (ROW), construction in these right-of-ways, and funding necessary to provide staff to manage these utilities in the ROW.

Mr. Gose comments on the FY25 projects; the Perkins/Richmond to Turnpike was one of the first sales tax funded projects and it has lasted pretty well; ODOT is preparing to pave Perkins from Airport to Richmond then Richmond from Perkins to Washington then Washington from Richmond to Burris; and would like to see City approach ODOT and offer a pro-rata share from the FY25 RFP. Small states that he believes it is a micro-seal project.

Mrs. Brown asks about improvements at 51 and Range Road due to the accidents. Millis states that staff worked with ODOT to lower the speed limit beginning further west of city limit, added flashing light and street lights.

No action taken by the committee on this item.

3. Reports from Committee Members and Staff

- a. Next scheduled meeting is June 27th, 2024.

4. Questions and Inquiries

Mr. Rickelman asked if there is anyone else that wishes to speak.

Councilor Hardin introduces Mr. David Thomas who wishes to speak about sidewalks in the City.

Mr. David Thomas, 2602 S. Pioneer Trail expresses the following:

- Knows City is limited by money
- When ODOT comes in on 6th Avenue, it will be pushing traffic onto 9th and University
- Need six (6) foot sidewalk from Western to Block 34
- University to Monroe needs six (6) foot sidewalk
- OSU is up higher than anyone believes
- How do we move traffic
- How do we get sidewalks
- Need to have them before 6th Avenue construction begins
- One entrance on 32nd and one entrance on 26th – two (2) entrances on Western that are about 150 feet apart
- Need to improve Western – needs to be looked at from 19th to 26th
- Could we live with a 3 lane
- Needs more cooperation between County and City
- Family farm on 19th Avenue begins with 1 mile of asphalt then 1 mile dirt then 1 mile asphalt then 1 mile dirt and it repeats every one-mile section
- Knows electric lines are being relocated for 6th Avenue
- Has a sidewalk that will be built that goes to no where and has paid for sidewalk that hasn't been built yet

Mr. Clark asks about right-of-way for sidewalks; Staring responds that yes, sidewalks are in the right-of-way.

Mr. Gose asks if there was a contract for sidewalk on University that was never fulfilled and does the City have the County's plan for road development.

Ashlyn Garis, Asst. City Attorney advises that the committee, staff and attendees should stay on the agenda topic. Staring responds that there is a move to create more specific agenda items for discussion to help everyone stay on task.

Mr. Rickelman asks if there are any further comments or questions; none respond.

5. Adjourn

Mr. Clark moved, Mrs. Brown seconded to adjourn at 5:01 pm.

Roll Call:	Whitworth	Rickelman	Clark	Brown	Gose
	Absent	Yes	Yes	Yes	Yes