



Together, Investing in Municipal Excellence

TRANSPORTATION PROJECT ADVISORY COMMITTEE MEETING

AMENDED

AGENDA

OCTOBER 24, 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.	Election of Chair.	
b.	Election of Vice-Chair.	
c.	Review and approval of the Transportation Project Advisory Committee's 2025 meeting schedule.	
d.	Approval of September 26, 2024 regular meeting summary.	
e.	Approval of the October 14, 2024 special meeting summary.	
f.	Transportation Sales Tax Fund financial report. (No action will be taken on this item)	Christy Cluck
g.	Discussion and possible action to make recommendations to the City Council regarding the proposed sequence or timing of commencement, continuance, and/or completion of	Candy Staring, Bill Millis, Travis Small

	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.	
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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.

4. Reports from Committee Members or 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 regular meeting is November 21, 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.

SCHEDULE OF REGULAR MEETINGS FOR THE CALENDAR YEAR OF 2025

Transportation Project Advisory Committee

DATE	TIME	MEETING LOCATION
January 28, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
February 25, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
March 25, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
April 22, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
May 27, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
June 24, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
July 22, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
August 26, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
September 23, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
October 28, 2025	4:00 p.m.	Conf Rm 1112-B, Municipal Building
November 18, 2025▲	4:00 p.m.	Conf Rm 1112-B, Municipal Building
December 16, 2025▲	4:00 p.m.	Conf Rm 1112-B, Municipal Building

▲Date changed due to holiday.

Submitted By:	Casi Jackson
Title:	Administrative Assistant - Engineering
Address:	723 South Lewis, Stillwater, OK 74074
Phone Number:	405-533-8491
Fax Number:	405-742-8324

Received and filed in the Stillwater City Clerk's Office on the ____day of _____, 20__.
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**SCHEDULE OF REGULAR MEETINGS
FOR THE CALENDAR YEAR OF 2025**
AMENDED
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Received and filed in the Stillwater City Clerk's Office on the ____ day of ____ 20__.

**TRANSPORTATION PROJECT ADVISORY
COMMITTEE MEETING MINUTES
THURSDAY, SEPTEMBER 26, 2024**

Members Present: Steve Whitworth, Tammy Brown, Brad Rickelman and Roger Gose

Others Present: Assistant City Attorney Ashlyn Garis, Deputy City Manager Brady Moore, Assistant City Manager Christy Cluck, Deputy Director of Engineering Bill Millis, Transportation & Drainage Manager Travis Small, City Councilor Tim Hardin, Engineering Administrative Assistant Casi Jackson, Administrative Manager Cindy Gibson as Recording Secretary.

1. Call Meeting to Order.

Chair Whitworth called the meeting to order at 4:00 PM and asked for roll call.

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

2. General Orders:

a. Approval of August 22, 2024 meeting summary.

Chair Whitworth asks if there were any changes and/or edits; none respond.

Mr. Gose moved and Mrs. Brown seconded to approve the meeting summary as presented.

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

Motion passes 5-0.

b. Transportation Sales Tax Fund financial report.

Mrs. Christy Cluck, Assistant City Manager presents the following on the financial report:

- Not much change since last month.
- In column "Fiscal Year 24" in Sources of Funds section: Since we met last month, we have now finalized our sales tax number for FY 24; ended with a little over \$10 million in sales tax revenue. This fund earned about \$834,000 in interest.
- In "Future Projects and Funding Needs" section, we have added a line for FY 25 Pavement Management Plan, and it is estimated at \$10 million.

Mr. Whitworth asked if the original FY 24 budget was \$10 million for sales tax. Christy replied that the budget was amended mid-year, but it started at approximately \$9.3 million and was amended to about \$9.8 million. Mr. Whitworth commented that it was great that we exceeded the budget.

Mr. Whitworth asked if the interest is allocated just once per year, and Christy confirmed that it is.

Mr. Gose asked if we have not closed out Husband or 3rd Street bridges. Candy reported that we have not. Mr. Gose asked if we could still have \$800,000. Candy said it looks like we're going to be okay on 3rd and not have to go into the funds left over on the Husband project.

Mr. Whitworth asked for clarification on Candy's thinking we're going to be okay on 3rd and whether that means that most of the \$464,000 that's remaining may be spent, and Candy confirmed yes, because there are a few things still left to be paid.

Mr. Gose asked if all the right-of-way on 6th Street has been acquired. Candy replied that, except for the simple things like homes and Western, none of the right-of-way on 6th Street has been acquired. Candy stated we have \$3.5m holding for that, and down in the FY 24 plan, is the ODOT estimate that they gave us for the full right-of-way all along the way, but our Legal department and ODOT Legal department are hashing this out. We've never signed an agreement with ODOT on 6th Avenue, and there are some things they're trying to work out about City's rights, and until we settle that, we have to hold that in case we do need it.

Mr. Gose asked if that project can be held up trying to figure that out and stated that people are being told it's going to go into (FY) 2027. Candy replied that they can go ahead and buy all the right-of-way they want and, being ODOT, can move forward with utility relocation plans and design buying right-of-way for their highway, and then we can reconcile it at the end or not; we can keep an accounting of what we owe them or don't owe them.

No action is necessary.

- 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.

Mr. Travis Small, Transportation & Drainage Manager referred to attachment and commented on the following project updates:

- Complete: The only change is that the 7th Avenue project has been moved to this section.
- In Construction:
 - 19TR04 – 3rd Ave and Perkins Rd
 - Still working on closeout; should be able to complete without needing any additional funds.
 - 20TR06-B – Airport Rd from Railroad Crossing to Perkins/Park Dr from Harned to Airport/Harned Ave from Park to Perkins
 - Newly constructed, north two lanes now have traffic on them, and construction is beginning on the south side of Airport. Harned is under construction now; started demoing out the eastbound lane. Park southbound lane is 100% complete; haven't

started work on the northbound lane yet. Expecting completion around the first of the year.

- 23TR03 – Block 34 (9th to 8th/Duncan to Husband)
 - All the roadways are open except for Duncan between 8th and 9th. Vertical construction is ongoing on the stage, and we are doing work on plumbing and electrical and the water feature.
- On the Advertise for Bid list:
 - 20TR07 & 21TR06 – McElroy Rd from Main to Jardot/Manning St from McElroy to Sunrise/Hall of Fame Ave from Washington to Knoblock
 - Planning to have this advertised for bid at the end of November; got the package together; and have a couple of minor changes to the plans that we want the designer to make.
 - 20TR06-C – Monticello from University to Admiral
 - Has advertised for bid; opens next Wednesday, October 4, 2024.
 - Mr. Gose asked how many contractors are looking at this bid package. Travis responds that there were two in the pre-bid, which was non-mandatory, and we had about four or five other plan holders.
 - 21TR09 – Full Depth Repairs (40+ locations)
 - Patching locations throughout the city; and anticipating having a bid package advertised by the end of November.
 - 20TR01/21TR05 – Joint & Crack Sealing (various locations)
 - Anticipating by the end of October having that package advertised for bid.
- In Design:
 - 25TR04 (21TR14) – Knoblock St from 4th to University/4th Ave from Hester to Duck/4th Ave from Orchard to Walnut/4th Ave from Garfield to Lincoln/Lincoln St from 6th to 4th
 - Slated to be on Council on October 7; got the contract to the design consulting firm and are waiting for them to return their signatures. Travis stated that he is working on the Council report now.
 - Mr. Gose asked how long the design consultants have to design, and Travis stated they have approximately nine to ten months.
 - 23TR06 – Maple Avenue & West Street
 - Had a meeting with consultant yesterday, September 25, 2024, and they have expressed that they are working on that but did not have a projection on when they would have the 60% plans to us, but it should be forthcoming in the next few months.
 - Mr. Whitworth asked for clarification about the exact location of this project. Travis replied that it is Maple west of Duck to Knoblock and West from Maple going up to Elm.
 - 22TR07 – Deferred Maintenance (13+ locations)
 - Have met with consultant for discussions. The project consists of several different locations across the city, to include storm sewer sidewalks, bridge repair, etc.
 - Mr. Gose went back to the Maple Avenue and West Street project and asked if, since it is in such bad shape, can it be moved up to go ahead and bid as a project? In the design phase, where it currently is, will it sit on a shelf for a while or can we go ahead and get it bid without waiting on the convention center? Candy confirmed that we are not waiting on the convention center. Travis added that we don't

necessarily have the money allotted for it at the moment, but as money is freed up, we can adjust our priorities and make sure that it gets squared away.

- TBD – 400 S. Villa Dr.
 - The survey ongoing, and consultant will move forward with design as soon as they receive that survey.
- TBD – Drury St., approx. 1800 feet north of 6th Ave.
 - As the road turns into gravel and dirt going out to the Ag facility, there is a drainage structure under the road that's beginning to collapse. While not in imminent danger of failure, it certainly needs to be replaced. We have the survey in-house so the design engineer can begin work on that.
 - Going back to the 400 S. Villa Dr. project, Mr. Whitworth asked for clarification on where this project is located. Travis stated that it is a little to the east of Drury; it is the next road to the east after the stoplight on Drury. You turn left or go north on Villa.
- 22TR10 – Orchard St. & 5th Ave
 - Survey is complete and consultant is beginning design.
- TBD – Knoblock St., approx. 160 feet south of 6th Ave.
 - Have the final plans. The intent is to take the three projects above this one and bid them as a single package or multiple packages once design is complete.
- TBD – 7th Ave. in Pecan Hill Addition
 - Done a little more research, and there is a sanitary sewer that runs right with all the problems we see on that sidewalk; and are doing research to see whether the video shows that we have any problems. Had viewed the video previously, and it does not show that there are any issues with the sewer line itself, but there has to be something going on there. Travis suggested that possibly the back fill for that sanitary sewer has began to act as a french drain where water is funneling through there and eroding the back fill and causing everything above it to settle. Need to do a little potholing and see what is happening underground.
 - Mr. Gose asked about moving the sidewalk off the sewer so you wouldn't have to over-excavate to compact it. Travis replied that as you come off 7th in that area, you're going downhill; if you move the sidewalk back, you might have a bit of a vertical gap where the sidewalk is lower than the street. Some of the driveways of the homes in that area go up initially over the sidewalk and then go back down; this also leads Travis to believe that there has to be something going on with that sanitary sewer line.
- 24TR06 – 12th Ave. Health Corridor Study
 - Have sent our comments back to the consultant, and they will be working on getting their final draft put together.
- 25TR03 – Airport & Perkins Traffic Impact Analysis (TIA)
 - Consultant has gathered all the traffic counts and anticipate having this report back on October 25.
 - Mr. Whitworth asked if that is going back to ODOT. Travis replied that yes, we want them to put the report together so that they can satisfy any question that ODOT might have.
 - Mr. Gose said he thinks the Tonkawa Tribe are also asking for some help there. Assistant City Manager Brady Moore stated that at the Chamber, with their new placer technology, was able to get some really accurate traffic counts because

it's all based on cell phone data. Candy suggested we send that information to our consultant so we can get the benefit of that. Brady agreed and said we should send those counts to them and see if they match. Travis stated that we can certainly do that, and Brady said he would take care of that. Travis mentioned that INCOG has used a program called Street Lights that gathers the cell phone data and provides counts at intersections and on arterials.

- 24TRXX – Rails-to-Trails
 - This section has been added per Brady's request last month; and added in the projected City share for the design fee.
 - Mr. Gose asked what has to be designed, and Brady replied that it's everything: the bed, access points, etc.; and have already started the survey, and waiting on ODOT to give us the notice to proceed.
- FY25 Projects
 - 25TR01 – Sidewalks/Various Surface Treatments/Patching/Mill & Overlay/Full Reconstruction (all various locations)
 - We are projected to have this to Council at the second meeting, believe it is the 21st, to have the Task Order #1 put together. Travis has been working with the consultant to put together what Task Order #1 is. They have identified projects, and we have a meeting scheduled to determine which ones should go first so that we're not affecting OSU.
- Planning/Miscellaneous
 - Travis added this section of miscellaneous items that we do on a regular basis.
 - Sidewalk/Trail Connectivity
 - We are identifying sidewalk and trail connectivity, and that includes requests from citizens. Trying to look at the overall city, identify those gaps, and prioritize them so we can put together a plan to fill in those gaps.
 - Functional Classification Maps
 - Have taken the 2007 STEP Map, the ODOT Functional Classification Map, and the IMS Functional Classification Map, and trying to compile them. The intent is to go to ODOT to change their Functional Classification Map to match what the City thinks it should be.
 - Mr. Gose asked if any of these would also be included in the update to the Comp Plan, and Travis replied that it could.
 - Miscellaneous Traffic Requests from Citizens
 - On a regular basis, we get requests for things like "No Parking" signs, striping, changes in signing, etc. This section doesn't necessarily have a dollar amount, but it does show things that are ongoing and take time from our staff.
 - Brady asked Travis to share about an email he received about an area near the airport. Travis explained that Kellie Reed, Airport Director, was concerned with the speeds on Airport Industrial Road, there's a crosswalk right there where everybody is parking on the eastern side and trying to get to the airport; understand her concerns because he rides his bicycle through there and feels uncomfortable with the speeds; there is also the construction on top of the roadway. Travis started looking into the situation to evaluate whether we should lower the speed limit and whether we should add some additional signage. He spoke with Bill Millis and some staff in Public Works and decided to reduce the speed from 35 mph to 25 mph and install pedestrian crossing signs that are solar powered with LED

flashing lights at the current pedestrian crossing sign and move the current signs out to create a stair step of warning.

- Mr. Gose asked how much of the road is being marked as 25 mph. Travis replied that it will begin at the OSU Flight Center and will go through the National Guard facility at the north end.
- Candy added that there are some lights out there that are not working, and they are going to look into getting those replaced. She also shared that they have asked the Police Department to increase patrols in that area to help get cars to slow down.
- Mrs. Brown inquired whether it would be advantageous to add rumble strips, and Travis indicated that that was something being considered and wanted to know if Public Works had the ability to install rumble strips; learned that they don't have that equipment but could basically install rumble strips made of layers of paint stripe; however, rumble strips made this way don't jar drivers enough to get their attention. Therefore, decided to not go that route.
- Mr. Gose asked if we have money to do these miscellaneous projects. Candy stated that the sidewalks are in the FY25 annual program, which has \$200,000 allocated, and it would cover these miscellaneous projects. Candy explained that Public Works and the Airport both have annual budgets that provides some of these funds. Travis suggested that in the future we investigate whether the \$200,000 is sufficient; and also suggested applying for a TAP grant to cover the costs of some of these larger projects, specifically a crosswalk on Washington at the entrance to Boomer Lake and pedestrian crossings at the traffic signal on Perkins and Richmond at Tower Park subdivision.
- Mr. Whitworth expressed appreciation for Travis's report being so easy to follow.
- Mr. Whitworth asked about Hargis Road. Candy clarified that this is the Airport Industrial Road that we had an ODOT grant for, and we have a land and water conservation fund restriction on that land that we want to go through, and we are still working on that. Mr. Whitworth asked if this project would not be on this report since we have a grant for it, and Candy replied that this project—and others—exist but are not currently being actively pursued.

Brady reported that he met with Operations Director Mark White and discussed how the electric loops of the traffic signal at Airport Road and Washington Road are not functioning properly. They discussed the cost of replacing the signals and/or installing cameras. There is a new four-head camera light available, and the cost has come down, so we will save money on it. Brady authorized the budget this morning.

There was brief discussion about giving pedestrians at crosswalks a green light to cross in advance of traffic signals instead of both pedestrians and traffic receiving green lights at the same time.

Candy asked about the Committee making a recommendation regarding the Monticello project, which has bidding opening on Wednesday and will be presented to Council before the next Committee meeting. Brady suggested a special meeting.

No action is necessary.

3. Public Comment on Items not Scheduled for Public Comment

No comments at this time.

4. Reports from Committee Members and Staff

- a. Next Meeting is scheduled for Thursday, October 24, 2024.
- b. Mrs. Brown expressed appreciation for the new coating of asphalt on University between Knoblock and West. Brady said he would find out who had completed this.

5. Questions and Inquiries

Discussion is held regarding bids for Monticello project. Staff recommended taking a poll after the meeting to make arrangement for a potential special meeting as Mr. Moore suggested.

6. Adjourn

Chair Whitworth asks if there were any further comments or questions; none respond. Chair Whitworth asks for a motion to adjourn.

Mr. Gose motioned; Mrs. Brown seconded to adjourn.

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

Adjourned at 4:53 PM.

**TRANSPORTATION PROJECT ADVISORY
COMMITTEE Special Meeting MINUTES
MONDAY, OCTOBER 14, 2024**

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

Others Present: Assistant City Attorney Ashlyn Garis, Deputy City Manager Brady Moore, Assistant City Manager Christy Cluck, Deputy Director of Engineering Bill Millis, Transportation & Drainage Manager Travis Small, City Councilor Tim Hardin, Engineering Administrative Assistant Casi Jackson, Administrative Manager Cindy Gibson as Recording Secretary.

1. Call Meeting to Order.

Vice Chair Tammy Brown called the meeting to order at 1:00 PM and asked for roll call.

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

Mr. Clark arrived at the meeting at 1:05 PM.

2. Discussion and possible action regarding a recommendation to the City Council regarding the proposed sequence or timing of commencement, continuance, and/or completion of the Monticello Pavement Management project (#20TR06-C).

Travis Small, Manager of Transportation and Drainage, presented attachment “Bid Tabulation – Monticello Drive Reconstruction & Utility Improvements (20TR06-C, 25WL02, & 25SL01).”

- Three bids:
 - Ellsworth Construction: \$3,058,797.19 – Apparent low bidder
 - Rudy Construction: \$3,102,291.00
 - Lopp Construction: \$4,109,245.56
- Total estimates include base bid of roadway work, water work, and sewer work. We have sufficient funds to award the roadway. Funding from water and sewer funds will cover the water and sewer work.
- Staff’s recommendation to City Council will be to recommend award contract to Ellsworth.

Mrs. Brown asked if the portion of the Ellsworth bid that would be coming out of the transportation sales tax fund would be \$1,850,839.62; Travis confirmed that it would.

Mr. Gose asked if Ellsworth is the contractor on current project on Airport Road, and Travis confirmed that it is. Mr. Gose inquired about the quality of work that Ellsworth is performing, and Travis stated that there has been some discussion. However, the aspects on Airport Road that have been concerning

have been due mostly to the subcontractor doing the water work, and there will be a different subcontractor on this Monticello project. Travis stated that this alleviated a lot of the concerns, but there are still other concerns, and they will voice these concerns with Ellsworth. Travis added that their consultant and the City checked into Ellsworth, and they find no sufficient reason to go with the next lowest bidder.

Mr. Rickelman asked what the standard procedure is if the contractor's work comes in higher than originally estimated. Travis answered that we typically hold the contractor to their bid. There would be extenuating circumstances if there were differing site conditions found once we get out to the project, and the City would entertain discussions with the contractor to determine what is most equitable. Travis stated that the contractor would also hold the City to their estimate if the work ended up coming in below the estimate.

Mrs. Brown inquired about the estimated time frame to complete the project. Travis stated that for this particular project, the City has given them 300 calendar days to reach substantial completion—which means the project can be opened up for use and there would then be an additional 30 days to get to final completion.

Mrs. Brown further asked if there are weather allowances, and Travis stated that there are weather days accommodated for in the project based upon certain calculations, such as how much rain fall per day. As an example, he pointed out that during the hot summer months, there are weather accommodations because they cannot have their workers working outside all the time.

Mr. Rickelman moved that the Transportation Project Advisory Committee recommends the acceptance of the Ellsworth Construction bid.

Assistant City Attorney stated that the City is going to modify the motion to recommend commencement of the Monticello project.

Deputy City Manager Brady Moore explained that they looked at the original ordinance to see if this Committee is a recommending body, and they found that this Committee was set up by that ordinance when the transportation sales tax passed as basically a project review and overseeing function for where the transportation sales tax dollars are allocated for projects.

Brady stated that the question that came up was does the Committee need to have a special meeting to award every bid.

City Attorney Kimberly Carnley arrived, and Brady summarized for her the conversation around why the motion is being modified. Kimberly stated that after reviewing the project and hearing what the bids were, if the Committee wants to make a recommendation in support of the project commencing as scheduled, that is appropriate.

Mr. Gose stated that he did not understand "commencement."

Mrs. Brown stated that the Committee is okay with staff recommending that Ellsworth be awarded the contract.

Kimberly stated that she provided guidance to her office and staff that what we don't want to do is get this Committee making recommendations on actual bids because that is something only the governing body can do.

Mr. Rickelman stated that he thought the Committee was brought in to discuss a recommendation to the City Council from the Committee; however, what he was hearing from the City Attorney was that the Committee is not making a recommendation to City Council, but rather stating that the Committee agrees with a recommendation that may be made. Kimberly clarified that the Committee can make a recommendation to City Council of support from TPAC to proceed with the pavement management project 20TR06-C as presented by staff.

Mr. Rickelman expressed confusion about why this special meeting was called since the Committee did not really do anything except agree with staff recommendation, which could have been done at previous regularly scheduled meeting. Kimberly explained that at the last meeting, the Committee did not have the numbers yet, and the Committee would support the project as long as the bid tab looked good; therefore, the purpose of this special meeting was to review the bid tab and then make a recommendation on whether or not the Committee wanted the project to proceed.

Mr. Clark stated that what the Committee is saying is given this particular low bid that is being recommended by staff, the Committee advises the City Council proceed. Kimberly stated that the Committee can make a recommendation just like that, and it can be stated just how Mr. Clark stated it.

Mr. Rickelman moved to accept modified motion; Mr. Clark seconded.

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

Motion passes 4-0.

Mr. Gose asked if the bids received had come in above the Engineer's estimate and available funds, would it be this Committee's charge to say to staff to move forward if the funds are available. Kimberly replied that that would be under the Committee's purview and that Council wants to hear the Committee's recommendation.

Mrs. Brown asked when this recommendation would go before Council, and Travis replied that it would be Monday, October 21.

3. Adjourn

Vice Chair Brown asks if there were any further comments or questions; none respond. Vice Chari Brown asks for a motion to adjourn.

Mr. Gose motioned; Mr. Clark seconded to adjourn.

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

Adjourned at 1:18 PM.

City of Stillwater - Transportation Sales Tax Fund

For the period ending September 30, 2024

	FY24	FY25			
	Actual	Actual	Budget	Encumbrances	Unencumbered Balance
SOURCES OF FUNDS					
Sales Tax	\$ 10,038,770.33	\$ 2,392,577.22	\$ 10,000,000.00	\$ -	\$ 7,607,422.78
Interest	834,680.32	-	-	-	-
Rent	4,000.00	600.00	-	-	(600.00)
Misc Revenue (house removal)	-	10,350.00	-	-	(10,350.00)
TOTAL SOURCES OF FUNDS	10,877,450.65	2,403,527.22	10,000,000.00	-	7,596,472.78
USES OF FUNDS					
Street Marking Materials	18,034.88	-	-	-	-
Aspen Heights Sewer Development	79,960.00	-	-	-	-
3rd Street Bridge	1,051,596.69	-	467,419.00	307,072.72	160,346.28
Husband Street Bridge	598,690.76	-	406,730.00	12,941.32	393,788.68
FY20 Pavement Management	1,715,247.16	347,209.55	3,879,381.00	2,213,425.45	1,318,746.00
Duncan to Duck (CDBG)	118,711.44	-	-	-	-
FY21 Pavement Management	-	-	2,264,376.00	52,998.25	2,211,377.75
Deferred Maintenance Management	-	2,553.75	682,016.00	45,882.63	633,579.62
6th Street Land Acquisition	192,413.52	-	10,102.00	-	10,102.00
Pavement Assessment	17,829.00	-	23,470.00	23,470.00	-
Block 34 Area Improvements	2,465,531.87	666,313.67	2,239,133.00	1,557,822.23	14,997.10
Maple & West Street Replacement	8,548.75	-	53,050.00	53,048.75	1.25
Transportation Program Manager	173,300.26	6,258.10	132,085.00	125,826.32	0.58
3rd/Hester Paving	25,630.00	-	-	-	-
Monroe/Scott Sidewalk	3,432.00	-	-	-	-
6th/Perkins Stonework	24,634.00	-	-	-	-
4th Ave Improvements	15,795.29	-	-	-	-
Wright Drive ROW	17,686.00	-	-	-	-
12th Ave Health Corridor Study	48,395.00	-	39,105.00	39,105.00	-
Rails to Trails Grant Ph 1	-	-	300,000.00	-	300,000.00
Paint Machine	35,000.00	-	-	-	-
Airport & Perkins Traffic Analysis	-	-	29,000.00	29,000.00	-
Perkins: McElroy - Lakeview	-	-	170,610.00	64,976.00	105,634.00
Airport: Lakeview - Washington	85,782.50	-	1,033,998.00	82,128.40	951,869.60
TOTAL USES OF FUNDS	6,696,219.12	1,022,335.07	11,730,475.00	4,607,697.07	6,100,442.86
RESOURCES OVER (UNDER) USES	\$ 4,181,231.53	\$ 1,381,192.15	\$ (1,730,475.00)	\$ (4,607,697.07)	\$ 1,496,029.92
Beginning Cash Balance	20,562,230.89	26,725,912.25			
Change in Interest Receivable	40,298.26	-			
Change in Accounts Receivable	200.00	-			
Change in Due from General Fund	(18,223.62)				
Change in Accounts Payable	1,960,175.19	(2,414,061.28)			
Change in Due to (from) Self Insurance Fund	-	-			
Ending Cash Balance	<u>\$ 26,725,912.25</u>	<u>25,693,043.12</u>			
Plus: Uncollected Sales Tax Revenues		7,607,422.78			
Less: Unspent Budget Appropriations		(10,708,139.93)			
Balance Available to Appropriate		<u>\$ 22,592,325.97</u>			
Future Projects/Funding Needs:					
Monticello (FY20 PM)		\$ 2,600,000.00			
Diamond Grinding (FY20 & FY21 PM)		1,100,000.00			
Crack Sealing (FY20 & FY21 PM)		300,000.00			
Patching/Deferred Maintenance (FY21 PM)		1,400,000.00			
6th Street Land Acquisition		3,500,000.00			
Knoblock/4th Ave. (FY21 PM)		2,000,000.00			
FY25 Pavement Management Plan		10,000,000.00			
TOTAL		<u>\$ 20,900,000.00</u>			

*** INTERIM REPORT IS UNAUDITED AND PROVIDED FOR MANAGEMENT PURPOSES ONLY ***

STATUS OF VARIOUS TRANSPORTATION PROJECTS					
Status	Project #	Location	Description of Work	Estimated Cost	Update
Complete	19TR05	Husband St. & Franklin Ln.	Bridge & roadway improvements	\$2,373,400.00	Construction complete (\$1,273,400 for bridge project and \$1,100,000 for drilled piers project)
	21DS05	12th Ave. & Duncan St.	Drainage improvements	\$435,000.00	Construction complete
	24TR02	Monroe/Scott Sidewalk	Repairs to sidewalk	\$4,750.00	Construction complete
	24TR03	6th Ave. & Perkins Rd.	Repairs to decorative walls at intersection	\$31,750.00	Construction complete
	24TR04	4th Ave. & Lincoln pavement repairs	Repairs to pavement	\$20,000.00	Construction complete
	20TR06-A	7th Ave. from Main to Lewis	Full depth reconstruction	\$1,200,000.00	Construction complete
In Construction	19TR04	3rd Ave. & Perkins Rd.	Bridge & roadway improvements	\$3,200,000.00	Working on final punch list items. Hoping to be complete ASAP.
	20TR06-B	Airport Rd. from Railroad Crossing to Perkins Park Dr. from Harned to Airport Harned Ave. from Park to Perkins	Full depth reconstruction	\$3,100,000.00	Traffic has been shifted to the newly constructed north lanes on Airport Road, and the south lanes are now under construction. It is anticipated all paving on Airport will be completed by Nov. 22nd. Paving operations are underway on the east bound lane of Harned Avenue. The waterline tie-in on Harned is complete, and the Park waterline tie-in is tentaively scheduled for Nov. 1st.
	25TR08/20TR06-C	Monticello from University to Admiral	Full depth reconstruction (with utility work)	\$2,300,000.00	<u>Project was awarded for constr. at 10/21/24 CC meeting. Pre-work set for Nov. 2024.</u>
	23TR03	Block 34 (9th to 8th/Duncan to Husband)	Infrastructure improvements and community facility	\$4,500,000.00	All streets around the project are open to traffic (except Duncan between 9th & 8th). Vertical construction is currently underway for the stage. Anticipated to begin roof for stage and vertiacl walls for pavilion on Nov. 1st. Work on the water feature is on-going.
Advertise for Bid (Fall 2024)	20TR07 & 21TR06	McElroy Rd. from Main to Jardot Manning St. from McElroy to Sunrise HOF Ave. from Washington to Knoblock	Patching, diamond grinding, joint & crack sealing Patching, joint & crack sealing	\$1,900,000.00	Staff & consultant are preparing bid package for advertisement by end of November.
	21TR09	Full Depth Repairs (40+ locations)	Full depth pavement patching/panel replacement	\$1,900,000.00	Staff & consultant are preparing bid package for advertisement by end of November.
	20TR01/21TR05	Joint & Crack Sealing (various locations)	Pavement joint & crack sealing (various locations)	\$800,000.00	Staff & consultant are preparing bid package for advertisement by end of November.
In Design	25TR04 (21TR14) & 25WL04	Knoblock St. from 4th to University 4th Ave. from Hester to Duck 4th Ave. from Orchard to Walnut 4th Ave. from Garfield to Lincoln Lincoln St. from 6th to 4th	Full depth reconstruction w/ waterline Partial or Full depth reconstruction w/ waterline Full depth reconstruction Patching and/or partial/full depth reconstruction Full depth reconstruction	\$6,500,000.00	Project approved by CC on October 7th. Consultant given NTP on October 8th, 2024.
	23TR06	Maple Avenue & West Street	Full depth reconstruction	\$2,200,000.00	Awaiting 60% plans from consultant.
	22TR07	Deferred Maintenance (l3+ locations)	Misc. (i.e., storm sewer, sidewalks, bridges, etc.)	TBD	Awaiting final plans from consultant. (Includes University Circle sidewalk)
	25TR02	400 S. Villa Dr. Drury St., approx. 1800 feet north of 6th Ave. (SH51)	Repairs to existing drainage structure and roadway Repairs to existing drainage structure and roadway	TBD \$400,000.00 +	Survey rec'd, currently in design. Survey rec'd, currently in design.
	22TR10	Orchard St. & 5th Ave.	Repairs to existing drainage structure	TBD	Survey rec'd, currently in design.
	25TR02	Knoblock St., approx. 160 feet south of 6th Ave.	Repairs to existing drainage inlet	\$35,000.00	Final plans received. Intend to package with other projects for bidding to get best "bang for the buck".
	TBD	7th Ave. in Pecan Hill Addition	Repairs to sidewalks	TBD	Working on design. Intend to package with other projects for bidding to get best "bang for the buck".
	24TR06	12th Ave. Health Corridor Study	Traffic study on 12th Ave. between Western & Duck	\$87,500.00	Preliminary study complete and consultant is working on final report.
	25TR03	Airport & Perkins Traffic Impact Analysis (TIA)	Traffic study at Airport & Perkins	\$29,000.00	All traffic counts have been acquired and the preliminary report is due by October 24th.
	24TRXX	Rails-to-Trails	Trail design from McElroy to Lakeview (& to Husband)	\$76,984.00 (20% Match)	Consultant contract with ODOT in place, scheduling project design kick-off meeting.
FY25 Projects	25TR01	Sidewalks (various locations) Various Surface Treatments (various locations) Patching (various locations) Mill & Overlay (various locations) Full Reconstruction (various locations)	Sidewalks (various locations) Various Surface Treatments (various locations) Pavement patching/panel replacement Mill & Overlay (various locations) Full Reconstruction (various locations)	\$200,000.00 \$1,300,000.00 \$400,000.00 \$1,400,000.00 \$3,300,000.00	Consultant agreement and Task Order #1 are planned for possible approval by City Council by end of November.
Planning/ Miscellaneous	N/A	Citywide	Sidewalk/trail connectivity (& requests from citizens)	N/A	Staff is working to identify and prioritize sidewalk and trail gaps throughout the City.
	N/A	Citywide	Functional Classification Maps	N/A	Comparing 2007 STEP/ODOT/IMS Functional Classification Maps and compiling revisions
	N/A	Citywide	Miscellaneous traffic requests from citizens	N/A	Addressing requests for: striping, signing, signals, speed bumps, etc.