



Together, Investing in Municipal Excellence

**TRANSPORTATION PROJECT ADVISORY COMMITTEE
SPECIAL MEETING AGENDA
FEBRUARY 13, 2025**

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 January 23, 2025, regular meeting summary.

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

Christy Cluck, Jared
Thulin

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:

Candy Staring, Bill
Millis

- Consideration and possible action to make a recommendation to City Council for the Wright Dr./Airport Rd./Airport Industrial Access Road Roundabout Project to be funded by revenues of the 2022 Transportation Sales Tax.

d. Discussion, consideration, and possible action regarding sidewalks, including sidewalk maintenance and improvements

Candy Staring, Bill
Millis

currently included and budgeted for in the FY25 Annual Program and other sidewalk projects that may be funded from the Transportation Sales Tax Fund.

- e. Discussion, consideration, and possible direction to staff on Candy Staring, Bill
proposed projects to be funded from the revenues generated by Millis
the 2022 Transportation Sales Tax.

3. Public Comment

Stillwater City Code, Section 2-53(a) & (b), provides that taxpayers or residents of the city, or their authorized legal representatives, may address the Committee at a regularly scheduled meeting on **any item of business listed on the meeting agenda**.

4. Reports from Committee Members or Staff

a.	Next regular meeting is March 27, 2025.
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5. 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.

- Find meeting agendas and minutes online at [Agendas and Minutes](#).
- Official minutes are archived in the City Clerk's office.

Together, Investing in Municipal Excellence

**TRANSPORTATION PROJECT ADVISORY
COMMITTEE MEETING MINUTES
THURSDAY, JANUARY 23, 2025**

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

Others present: City Manager Brady Moore, Assistant City Attorney Ashlyn Garis, Accounting Manager Jared Thulin, Public Works Director Mark White, Deputy Director of Engineering Bill Millis, Project Manager Ethan Mattox, City Councilor Tim Hardin, The Stillwegian founder Chris Peters, Administrative Assistant Casi Jackson as Recording Secretary

1. Call Meeting to Order

Chair Brad Rickelman called the meeting to order at 4:00 pm and asked for roll call.

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

Quorum established.

2a. Review and approval of December 19, 2024, regular meeting summary.

Mr. Clark moved to approve meeting summary; Mrs. Brown seconded.

Roll Call:	Rickelman	Clark	Brown	Gose
	Yes	Yes	Yes	Yes

Motion passed 4-0.

2b. Transportation Sales Tax Fund financial report – Jared Thulin

- Accounting Manager Jared Thulin reported that sales tax is at 52% of the budget at the end of December, and that is on track for the year.
- December collections totaled \$969,711, and the major payments made were \$254,006.78 for Airport/Park/Harned project (20TR06-B) and \$218,330 for Block 34 (23TR03).
- There was a budget revision to move \$200,000 from FY 20 Pavement Management Program and \$300,000 from FY 21 Pavement Management Program to FY 25 Pavement Management Program for crack sealing.
- Mr. Gose asked if the City is any closer to resolving the bridges. Deputy Director of Engineering Bill Millis replied that it is not closed out yet, and he did not have the precise status to report.
No action is necessary.

2c. 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 25TR06 Full Depth Repair construction contract award and discussion and possible action to make a recommendation to City Council for improvements to the traffic signal system.

- Referring to project status spreadsheet, Bill Millis reported that two projects were awarded in January: 25TR05 Diamond Grinding and Joint Crack Sealing (25TR07). City is working to get contracts compiled and executed.
- City Manager Brady Moore brought up the timing of 25TR05 as it relates to a Boys from Oklahoma concert in April, which will affect road closures.
- Bill reported that bids opened in January for the full depth repairs project (25TR06), and at the City Council meeting on Monday, January 28, they will be requesting authorization to award to the low bidder, Rudy Construction, whose bid was under budget and engineer estimate.
- There was discussion about a discrepancy between the estimated \$1.9 million cost for the project and the possible award to Rudy Construction for only \$750,000. Bill stated that he would figure out the discrepancy.
- Mr. Clark moved to recommend to City Council to accept Rudy Construction bid for up to \$750,000; Mr. Rickelman seconded.

Roll Call:	Rickelman	Clark	Brown	Gose
	Yes	Yes	Yes	Yes

Motion passed 4-0.

- Mr. Clark expressed concern about transportation projects losing momentum since Travis Small has left the department. Brady Moore responded that the position has already been posted. Bill Millis added that City is putting more responsibility on the consultants so that projects are less staff intensive, and that should help with the process.
- Public Works Director Mark White discussed the need for cellular connectivity for 67 intersections due to aging infrastructure. He mentioned ongoing efforts to find cost-effective solutions and the potential for financing through the Transportation Sales Tax Fund.
- There was discussion on the compatibility of new systems with the existing controllers and the need for training staff to use new software.
- Mark outlined the next steps, including compatibility, identifying specifications, and putting the project out to bid. He clarified that, at this point, he is not requesting to make a recommendation to City Council, but rather just providing information to the Committee.
- The Committee expressed support for Mark investigating further.
No action is necessary.

2d. Discussion, consideration, and possible action regarding sidewalks, including sidewalk maintenance and improvements currently included and budgeted for in the TR25 plan and other sidewalk projects that may be funded from the Transportation Sales Tax.

- Referring to Sidewalk Request Spreadsheet, Bill Millis discussed the Sidewalk Connect program, with nearly 70 requests categorized by scope and status.
- There was discussion on the need for a comprehensive sidewalk prioritization and execution program, including projects near schools and main streets.

- Mark White provided an update on recent sidewalk work completed by his crews, including North Duncan, North Husband, and East Third.
No action is necessary.

2e. Discussion, consideration, and possible direction to staff on proposed projects to be funded from the revenues generated by the 2022 Transportation Sales Tax.

- There was no discussion.
No action is necessary.

3. Public Comment on Items not Scheduled for Public Hearings

- Councilor Tim Hardin commented on traffic signal systems, citing a few interesting control systems at LML in Tulsa.
- Chris Peters, founder of online publication The Stillwegian, introduced himself and mentioned his focus on public meeting reporting.
No action is necessary.

4. Reports from Committee Members and Staff

- Next scheduled meeting is February 27, 2025.
No action is necessary.

5. Questions and Inquiries

- No questions or inquiries at this time.
No action is necessary.

6. Adjourn

Chairman Rickelman asked if there were any further comments or questions; none responded. Mr. Gose moved to adjourn; Mrs. Brown seconded.

Roll Call:	Rickelman	Clark	Brown	Gose
	Yes	Yes	Yes	Yes

- Motion passed 4-0.
- Meeting adjourned at 4:51 pm.

City of Stillwater - Transportation Sales Tax Fund

For the period ending January 31, 2025

	FY24	FY25			
	Actual	Actual	Budget	Encumbrances	Unencumbered Balance
SOURCES OF FUNDS					
Sales Tax	\$ 10,038,770.33	\$ 6,003,385.45	\$ 10,000,000.00	\$ -	\$ 3,996,614.55
Interest	834,680.32	-	-	-	-
Rent	4,000.00	1,200.00	-	-	(1,200.00)
Misc Revenue (house removal)	-	10,350.00	-	-	(10,350.00)
TOTAL SOURCES OF FUNDS	10,877,450.65	6,014,935.45	10,000,000.00	-	3,985,064.55
USES OF FUNDS					
Street Marking Materials	18,034.88	-	-	-	-
Concrete/Sand/Asphalt	-	8,462.41	200,000.00	34,393.19	157,144.40
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	2,019,783.49	3,019,670.00	796,939.52	202,946.99
Duncan to Duck (CDBG)	118,711.44	-	-	-	-
FY21 Pavement Management	-	-	979,164.00	24,988.50	954,175.50
Deferred Maintenance Management	-	18,808.75	682,016.00	12,105.69	651,101.56
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	1,621,437.88	2,239,133.00	602,780.52	14,914.60
Maple & West Street Replacement	8,548.75	2,453.75	53,050.00	50,595.00	1.25
Transportation Program Manager	173,300.26	56,568.82	132,085.00	75,515.60	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	9,940.00	39,105.00	29,165.00	-
Rails to Trails Grant Ph II	-	-	300,000.00	-	300,000.00
Paint Machine	35,000.00	-	-	-	-
FY25 Pavement Management	-	-	1,894,420.00	294,420.00	1,600,000.00
Airport & Perkins Traffic Analysis	-	7,154.21	29,000.00	21,845.79	-
Knoblock, 4th Avenue, and Lincoln	-	53,345.00	664,510.00	611,165.00	-
McElroy, Man and Hall of Fame	-	-	2,119,900.00	2,075,890.02	44,009.98
Monticello	-	-	2,201,930.00	2,201,930.00	-
Perkins: McElroy - Lakeview	-	56,057.82	170,610.00	4,976.00	109,576.18
Airport: Lakeview - Washington	85,782.50	-	1,033,998.00	82,128.40	951,869.60
TOTAL USES OF FUNDS	6,696,219.12	3,854,012.13	16,666,312.00	7,262,322.27	5,549,977.60
RESOURCES OVER (UNDER) USES	\$ 4,181,231.53	\$ 2,160,923.32	\$ (6,666,312.00)	\$ (7,262,322.27)	\$ (1,564,913.05)
Beginning Cash Balance	20,562,230.89	26,725,912.25			
Change in Interest Receivable	40,298.26	-			
Change in Accounts Receivable	200.00	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>26,472,974.29</u>			
Plus: Uncollected Sales Tax Revenues		3,996,614.55			
Less: Unspent Budget Appropriations		(12,812,299.87)			
Balance Available to Appropriate		<u>\$ 17,657,288.97</u>			
Future Projects/Funding Needs:					
Diamond Grinding (FY20 & FY21 PM)		1,100,000.00			
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		9,000,000.00			
TOTAL		<u>\$ 17,000,000.00</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	Sent Final Change Order #s to contractor, awaiting response. Working on final punch list items. 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	Airport Road and Park are 100% open to traffic. Contractor plans to be completed by late February 2025. Working with Contractor to include additional sidewalk along Airport Road using remaining project contingency.
	25TR08 / 20TR06C	Monticello from University to Admiral	Full depth reconstruction (with utility work)	\$2,300,000.00	Water and Sewer work is underway expected to be completed by September 2025; contract final completion 12/11/2025.
	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 pavilion while roof construction is on-going for the stage. Work on the water feature and rain gardens is also underway. Expected project completion Summer 2025
Pre Construction	25TR05 (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 Patching, diamond grinding, joint & crack sealing	\$2,119,900.00	Conducted pre-work meeting on 2/5/2025. Anticipated NTP for 4/15/2025; contract final completion October 2025.
	25TR06 (21TR09)	Full Depth Repairs (40+ locations)	Full depth pavement patching/panel replacement	\$800,000.00	Contract has been executed; pre-construction meeting to be scheduled.
	25TR07 (20TR01/21TR05)	Joint & Crack Sealing (various locations)	Pavement joint & crack sealing (various locations)	\$800,000.00	Contract has been executed; pre-construction meeting to be scheduled.
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	Currently in design; Preliminary plans expected from Engineer by 2/18/2025.
	23TR06	Maple Avenue & West Street	Full depth reconstruction	\$2,200,000.00	Awaiting 60% plans from consultant.
	22TR07	Deferred Maintenance (13+ locations)	Misc. (i.e. storm sewer, sidewalks, bridges, etc.)	TBD	Review completed for 100% submittal, comments to be returned to Engineer no later than 2/21/2025.
	25TR02	400 S. Villa Dr.	Repairs to existing drainage structure and roadway	TBD	Preliminary plans submitted and currently under review by staff.
		Drury St., approx. 1800 feet north of 6th Ave. (SH51)	Repairs to existing drainage structure and roadway	\$400,000.00	Preliminary plans submitted and currently under review by staff.
	22TR10	Orchard St. & 5th Ave.	Repairs to existing drainage structure	TBD	Preliminary plans submitted and currently under review by staff.
	25TR02	Knoblock St., approx. 160 feet south of 6th Ave.	Repairs to existing drainage Inlet	\$35,000.00	Final plans received. Potential development to the site is the works, plan to coordinate repairs.
	TBD	7th Ave. in Pecan Hill Addition	Repairs to sidewalks	TBD	Working on design. Video of sanitary sewer inconclusive. Potholing to be scheduled.
	24TR06	12th Ave. Health Corridor Study	Traffic study on 12th Ave. between Western & Duck	\$87,500.00	Final report has been submitted and is under review.
	25TR03	Airport & Perkins Traffic Impact Analysis (TIA)	Traffic study at Airport & Perkins	\$29,000.00	The preliminary report delivered 12/11/24 and currently under review.
	25TR01 25TR09/10	Task Order 1 (under FY25 PMP, 25TR09/10)	Mill & Overlay/Full Reconstruction/Surface Treatments	\$2,400,000.00 *	NTP given and currently in design.
	24TR08260	Rails-to-Trails (Phase II)	Trail design from 6th Ave. to McElroy	\$300,000.00	Consultant interview conducted on 2/10/2025; ODOT to notify selected firm.
FY25 Projects	25TR01 (Task Orders 2 & 3)	Sidewalks (various locations)	Sidewalks (various locations)	\$200,000.00	Consultant beginning development of Task Orders 2 & 3 for future City Council action.
		Various Surface Treatments (various locations)	Various Surface Treatments (various locations)	\$1,300,000.00	
		Patching (various locations)	Pavement patching/panel replacement	\$400,000.00	
		Mill & Overlay (various locations)	Mill & Overlay (various locations)	\$300,000.00 *	
		Full Reconstruction (various locations)	Full Reconstruction (various locations)	\$2,400,000.00 *	
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.

SWO TERMINAL 31,375 SF

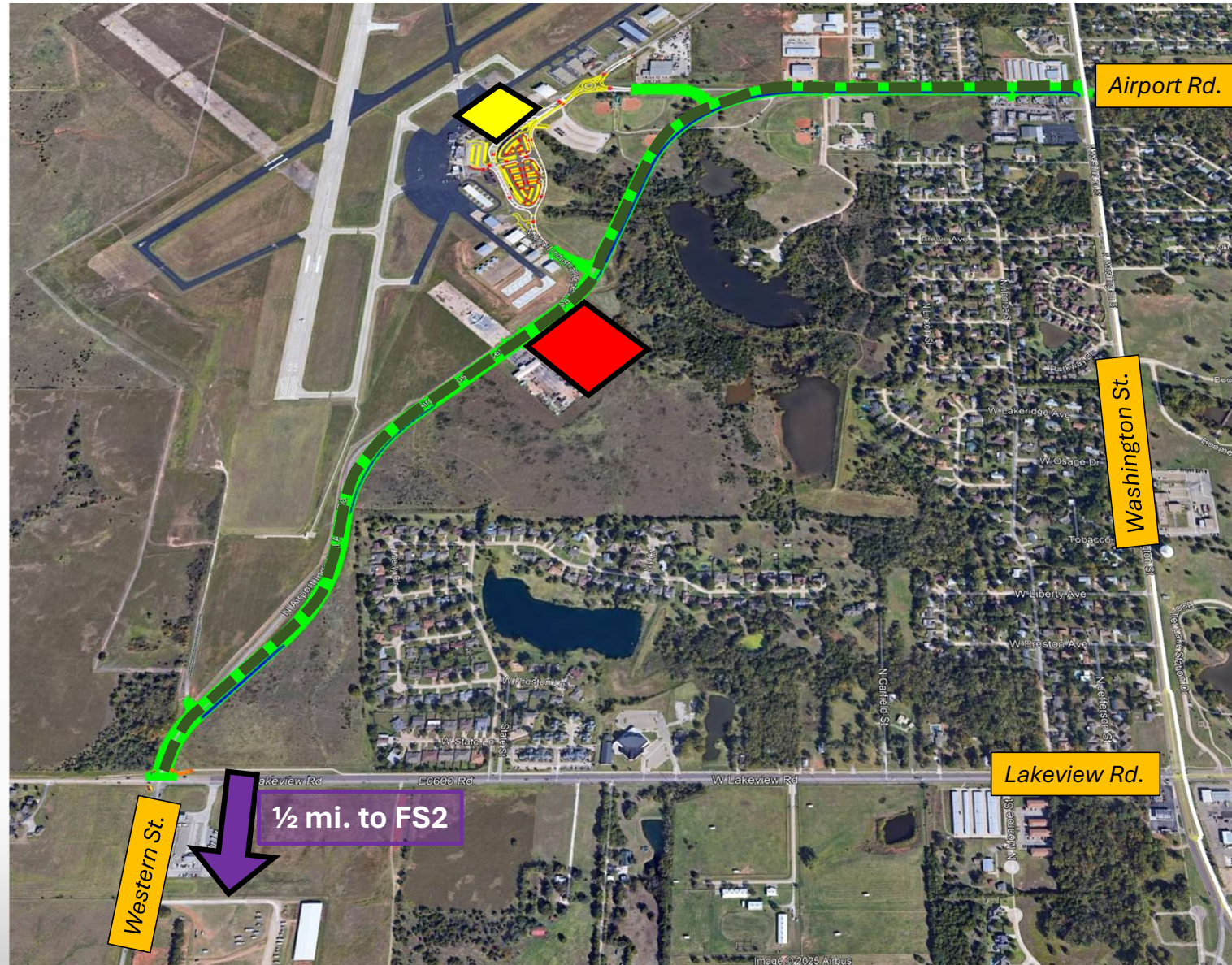


 **NEW TERMINAL BLDG**

 **NEW SITE FOR
ANIMAL WELFARE**

 **NEW FIRE STATION**

 **HARGIS RD
NEW ALIGNMENT**
(proposed, not final)



Work Package 1 + City FF&E Purchases

Terminal, 4-Lane, Parking, FF&E: \$22M

Work Packages 2-3-4

Public Utilities: \$660K

Roadway, Drainage, Beacon: \$3.3M

(includes roundabout at \$585,452)

City Materials/Work, ONG: \$650K

Future Work Package

North Parking Lot, Lighting: \$900K

Future Work Package

South Parking Lot, Lighting: \$1.4M

Design & Const. Admin Fees

Total Project: \$1.5M+

TOTAL: \$30M



2018 to 2022

Location	Accident Type					Grand Total
	DOCUMENTED INCIDENT	INJURY FIXED OBJECT MV ACC	INJURY OTHER MV ACC	NON-INJURY FIXED OBJECT MV ACC	NON-INJURY OVERTURNED IN ROAD	
1600 W WRIGHT DR	1					1
1616 W AIRPORT RD	2					2
1818 W WRIGHT DR	2					2
1818 W WRIGHT DR	2					2
2020 W AIRPORT RD	9					9
3100 N AIRPORT INDUSTRIAL A RD	2					2
3720 N AIRPORT LN	2					2
N HARGIS RD / W LAKEVIEW RD		1				1
W AIRPORT RD / N AIRPORT INDUSTRIAL A RD			2			2
W AIRPORT RD / W WRIGHT DR				1	1	2
Grand Total	20	1	2	1	1	25

2022 to 2023

Case Number	Code : Description	Reported Date/Time	Address
R2227595	76 : ACCIDENT NON INJURY	11/23/22 11:50	3304 N AIRPORT INDUSTRIAL ACCESS
R2227192	76 : ACCIDENT NON INJURY	10/27/22 13:30	N WASHINGTON ST / W AIRPORT RD,
R2227422	76 : ACCIDENT NON INJURY	11/10/22 17:36	N WASHINGTON ST / W AIRPORT RD,
R2227764	82 : ACCIDENT WITH INJURY	12/06/22 08:30	N WASHINGTON ST / W AIRPORT RD,
R2300981	76 : ACCIDENT NON INJURY	03/09/23 05:25	N WASHIN
R2300980	76 : ACCIDENT NON INJURY	03/09/23 05:25	N WASHIN
R2301481	76 : ACCIDENT NON INJURY	04/10/23 18:11	N WASHIN
R2302100	82 : ACCIDENT WITH INJURY	05/14/23 06:50	N WASHIN
R2303826	76 : ACCIDENT NON INJURY	08/29/23 17:44	N WASHIN
R2304873	76 : ACCIDENT NON INJURY	10/24/23 12:20	N WASHIN
R2227303	76 : ACCIDENT NON INJURY	11/02/22 19:18	W AIRPOR
R2228041	82 : ACCIDENT WITH INJURY	12/29/22 03:52	500 W AIR
R2300123	76 : ACCIDENT NON INJURY	01/11/23 13:55	W AIRPORT RD / N WASHINGTON ST,
R2300542	82 : ACCIDENT WITH INJURY	02/09/23 13:00	W AIRPORT RD / N WASHINGTON ST,
R2301103	76 : ACCIDENT NON INJURY	03/17/23 12:41	W AIRPORT RD / N WASHINGTON ST,
R2301448	76 : ACCIDENT NON INJURY	04/08/23 04:23	3200 W AIRPORT RD, STILLWATER, OK
R2301817	76 : ACCIDENT NON INJURY	04/28/23 17:13	W AIRPORT RD / N KNOBLOCK ST,
R2304098	76 : ACCIDENT NON INJURY	09/13/23 11:23	W AIRPORT RD / N WASHINGTON ST,
Total Records: 18			



Royce Stephens

To  Candy Staring



Mon 2:24 PM

Candy,

In addition to the original stats we have the following since February of 2024:

1 Injury Accident

3 Non-injury Accidents

CMAR Breakout - Roundabout

ROUNABOUT BREAKOUT	Bid Results
DIRECT PROJECT SUPPORT	\$7,125
SITE GENERAL REQUIREMENTS	\$11,032
BID PACKAGE #32.0 - PAVING AND WALKS - Roundabout Breakout (Lopp Construction LLC)	\$526,206
SUBTOTAL	\$544,363
PROFESSIONAL LIABILITY INSURANCE	\$544
SUBCONTRACTOR GENERAL LIABILITY INSURANCE	\$910
BUILDERS RISK INSURANCE	\$781
SUBTOTAL	\$546,598
CM P&P BONDS	\$1,834
CONTINGENCY @ 2%	\$10,969
CM FEE @ 4.75% (NO FEE ON CONTINGENCY)	\$26,051
BASE BID TOTAL	\$585,452