



Together, Investing in Municipal Excellence

**TRANSPORTATION PROJECT ADVISORY COMMITTEE MEETING AGENDA**  
JUNE 26, 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 April 24 2025, regular meeting summary.
- b. Transportation Sales Tax Fund financial report Christy Cluck, Jared Thulin  
(No action will be taken on this item)
- c. Discussion and possible action to make recommendations to Bill Millis, Brady Moore  
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.

i.	Discussion, consideration, and possible action regarding the Pavement Management Plan for FY2026.
ii.	Discussion, consideration, and possible action regarding the 10th and Main roundabout.
iii.	Discussion, consideration, and possible action regarding the Main Street signalized intersections (7th, 8th, and 9th).

- d. Discussion, consideration, and possible action regarding Bill Millis  
sidewalks, including sidewalk maintenance and improvements currently included and budgeted for in the Pavement

Management Program, and other sidewalk projects that may be funded from the Transportation Sales Tax Fund.

i.	Discussion, consideration, and possible action regarding a project addressing various sidewalk improvements throughout the City.
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e. Discussion, consideration, and possible direction to staff on Bill Millis proposed projects to be funded from the revenues generated by 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 July 24, 2025.

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.

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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.

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**TRANSPORTATION PROJECT ADVISORY COMMITTEE  
REGULAR MEETING MINUTES  
THURSDAY, APRIL 24, 2025**

Members present: Steve Whitworth, Tammy Brown, and Roger Gose

Others present: City Manager Brady Moore, Assistant City Attorney Ashlyn Garis, Assistant City Manager/Director of Finance Christy Cluck, Accounting Manager Jared Thulin, City Councilor Tim Hardin, Deputy Director of Engineering Bill Millis, Administrative Services Manager Cindy Gibson as Recording Secretary

**1. Call Meeting to Order**

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

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

Quorum established.

**2a. Review and approval of March 27, 2025, regular meeting summary.**

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

Roll Call:	Whitworth	Brown	Gose
	Yes	Yes	Yes

Motion passed 3-0.

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

- Accounting Manager Jared Thulin reported that sales tax collection for March was \$777,851, which is on track at 76% of the budget.
- Payments totaled \$426,134 and included \$250,009.29 for Airport/Park/Harned; \$91,006.51 for Monticello; \$60,006.21 for Block 34.
- Two budget amendments total \$215,000 and included \$150,000 for the transportation program manager and \$65,000 for McElroy/Manning/Hall of Fame (25TR05).  
No action was taken.

**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.**

- Referring to the attached report “Status of Various Transportation Projects,” Deputy Director of Engineering Bill Millis provided updates on the following projects:
  - Monticello (25TR08/20TR06-C) – Water work to be completed in September 2025; sewer work completed; all water lines have been installed.
  - Airport/Park/Harned (20TR06-B) – Still listed as “In Construction” because they are working the punch list.
  - Block 34 (23TR03) – Contractor is starting this week on Duncan.
  - Full Depth Repairs (25TR06) – Work order four issued April 22.
  - Diamond Grinding (25TR05) – Work underway with patching on McElroy
  - Joint and Crack Sealing (25TR07) – Scheduled to happen during the summer, but Scodeller had an opening in their schedule, so they started work at the end of March.
  - Windsor Drive Crosswalk Improvements (25TR11) – Has been bid and was awarded to MK Excavating; pre-work meeting and notice to proceed to be scheduled.
  - Fourth Avenue (25TR04) – Engineering has reviewed the 30% submittal, and engineers are now working on 60% set.
  - Airport and Perkins Traffic Impact Analysis (25TR03) – Staff has returned review comments.
  - Downtown-Campus Pedestrian Connection – Staff working to determine a route that will provide the greatest benefit to citizens.
  - Downtown Intersection Modifications – Has been added to bottom of report, but no work has been done yet.
- Bill provided updates on the airport traffic roundabout. It has been designed and bid as part of the Construction Management at Risk package.  
No action was taken.

**2d. Discussion, consideration, and possible action regarding sidewalks, including sidewalk maintenance and improvements currently included and budgeted for in the FY25 Annual Program, other sidewalk projects that may be funded from the Transportation Sales Tax Fund.**

- Referring to the Sidewalk Request Spreadsheet, Bill highlighted prioritization and Public Works involvement on small repairs. He explained that once a repair is completed, it gets moved to the bottom of the spreadsheet, and he pointed out several on the report that have already been closed.
- Engineering is negotiating a two-phase sidewalk project with a consultant for approximately two hundred thousand dollars to be spent as soon as possible and up to a million dollars’ worth of improvements in the next fiscal year.
- City Manager Brady Moore discussed the assignment of a dedicated sidewalk crew from Public Works and the potential for more focused work on sidewalk projects.
- Bill requested the committee make any recommendations on prioritizing the requests in the 2 and 3 categories. There was discussion on the importance of prioritizing based on proximity to schools, shopping areas, and safety concerns.
- Referring to the Downtown – Campus Pedestrian Corridor attachments, Bill explained that, because the committee preferred the Duck Street alignment over Husband Street, the attachment reflects this choice.
- Bill and Brady explained that Third Avenue is preferable over Fourth Avenue because it could provide future connections between pedestrian corridor and the Rails-to-Trails project.

- Mr. Whitworth asked when the City is hoping to get something from the committee before going to City Council, and Brady estimated possibly May.
- There was discussion about how wide to make the trail.  
No action was taken.

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

- Reiterating his desire to see \$1 million spent on sidewalks in the coming fiscal year, Mr. Gose brought up the topic of design and landscape architecture and suggested taking features from different areas in the City, like stamped concrete, and bringing them all together in the pedestrian corridor to create a theme that is easy to follow.
- There was discussion about cost and safety of pavers and whether the Transportation Sales Tax fund should be used on premium items like these that look nice but are not as functional.  
No action was taken.

**3. Public Comment on Items not Scheduled for Public Hearings**

- There were no comments.  
No action was taken.

**4. Reports from Committee Members and Staff**

- Next scheduled meeting is May 22, 2025.
- Brady mentioned that Bill will not be available at the next scheduled meeting, and Engineering Director Candy Staring will be in her last week on staff, so the meeting may be cancelled.
- Mrs. Brown asked if the project reports could still be distributed electronically to committee members even if there is not a meeting, and Brady and Bill agreed that could be done.  
No action was taken.

**5. Adjourn**

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

Roll Call:	Whitworth	Brown	Gose
	Yes	Yes	N/A

Motion passed 3-0.

- Meeting adjourned at 5:04 pm.

**City of Stillwater - Transportation Sales Tax Fund**

For the period ending May 31, 2025

	FY24	FY25			Unencumbered Balance
	Actual	Actual	Budget	Encumbrances	
<b>SOURCES OF FUNDS</b>					
Sales Tax	\$ 10,038,770.33	\$ 9,382,842.00	\$ 10,000,000.00	\$ -	\$ 617,158.00
Interest	834,680.32	-	-	-	-
Rent	4,000.00	2,400.00	-	-	(2,400.00)
Misc Revenue (house removal)	-	10,350.00	-	-	(10,350.00)
<b>TOTAL SOURCES OF FUNDS</b>	<b>10,877,450.65</b>	<b>9,395,592.00</b>	<b>10,000,000.00</b>	<b>-</b>	<b>604,408.00</b>
<b>USES OF FUNDS</b>					
Street Marking Materials	18,034.88	-	-	-	-
Concrete/Sand/Asphalt	-	53,123.91	200,000.00	42,030.19	104,845.90
Aspen Heights Sewer Development	79,960.00	-	-	-	-
3rd Street Bridge	1,051,596.69	228,593.97	228,594.00	-	0.03
Husband Street Bridge	598,690.76	497.60	498.00	-	0.40
FY20 Pavement Management	1,715,247.16	2,389,765.93	3,019,670.00	483,461.70	146,442.37
Duncan to Duck (CDBG)	118,711.44	-	-	-	-
FY21 Pavement Management	-	-	979,164.00	24,988.50	954,175.50
Deferred Maintenance Management	-	22,906.25	682,016.00	8,008.19	651,101.56
6th Street Land Acquisition	192,413.52	-	10,102.00	-	10,102.00
Pavement Assessment	17,829.00	1,400.00	23,470.00	22,070.00	-
Block 34 Area Improvements	2,465,531.87	1,742,301.60	2,239,133.00	496,626.80	204.60
Maple & West Street Replacement	8,548.75	2,453.75	53,050.00	50,595.00	1.25
Transportation Program Manager	173,300.26	78,442.76	282,085.00	203,641.66	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	-	-	-	-
Terminal Roundabout	-	3,450.40	585,452.00	582,001.60	-
FY25 Pavement Management	-	65,459.25	1,894,420.00	1,803,960.75	25,000.00
Airport & Perkins Traffic Analysis	-	22,729.12	29,000.00	6,270.88	-
Knoblock, 4th Avenue, and Lincoln	-	131,160.00	664,510.00	533,350.00	-
McElroy, Man and Hall of Fame	-	6,188.28	2,184,900.00	2,178,711.72	-
Monticello	-	114,082.45	2,201,930.00	2,087,847.55	-
Windsor Sidewalk & Crosswalk	-	-	58,270.00	58,270.00	-
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
<b>TOTAL USES OF FUNDS</b>	<b>6,696,219.12</b>	<b>4,928,553.09</b>	<b>16,879,977.00</b>	<b>8,698,103.94</b>	<b>3,253,319.97</b>
<b>RESOURCES OVER (UNDER) USES</b>	<b>\$ 4,181,231.53</b>	<b>\$ 4,467,038.91</b>	<b>\$ (6,879,977.00)</b>	<b>\$ (8,698,103.94)</b>	<b>\$ (2,648,911.97)</b>
Beginning Cash Balance	20,562,230.89	26,725,912.25			
Change in Interest Receivable	40,298.26	-			
Change in Accounts Receivable	200.00	(400.00)			
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 Fun	-	-			
Ending Cash Balance	<u>\$ 26,725,912.25</u>	<u>28,778,489.88</u>			
Plus: Uncollected Sales Tax Revenues		617,158.00			
Less: Unspent Budget Appropriations		(11,951,423.91)			
Balance Available to Appropriate		<u>\$ 17,444,223.97</u>			
<b>Future Projects/Funding Needs:</b>					
Deferred Maintenance (FY21 PM)		1,400,000.00			
6th Street Land Acquisition		3,500,000.00			
Knoblock/4th Ave. (FY21 PM)		4,300,000.00			
FY25 Pavement Management Plan		9,000,000.00			
Signal Systems		850,000.00			
Maple & West Construction		2,100,000.00			
Misc. Roadway Drainage Improvements		750,000.00			
Downtown-Campus Pedestrian Corridor		800,000.00			
FY26 Payment Management Plan		9,000,000.00			
<b>TOTAL</b>		<u>\$ 31,700,000.00</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)
	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	<b>Project Completed on 5/28/2025. Final Construction cost \$2,894,512.17</b>
	19TR04	3rd Ave. & Perkins Rd.	Bridge & roadway improvements	\$3,200,000.00	<b>Project Completed.</b>
	25TR08 / 20TR06C	Monticello from University to Admiral	Full depth reconstruction (with utility work)	\$2,300,000.00	<b>The northbound lane has been paved between Orchard and Sunset; contract final completion 12/11/2025.</b>
	23TR03	Block 34 (9th to 8th/Duncan to Husband)	Infrastructure improvements and community facility	\$4,500,000.00	<b>Work continues on the park site. Duncan St. between 8th Ave. and 9th Ave. has been paved, and landscaping and site amenities are being installed.</b> Expected project completion Summer, 2025.
	25TR06 (21TR09)	Full Depth Repairs (40+ locations)	Full depth pavement patching/panel replacement	\$800,000.00	Project kicked off 3/18/2024; <b>Work Order 7 at intersection of McElroy and Washington completed 5/19.</b>
	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	<b>Patching continues on McElroy and Diamond Grinding on HOF began 6/24; contract final completion October 2025.</b>
	25TR07 (20TR01/21TR05)	Joint & Crack Sealing (various locations)	Pavement joint & crack sealing (various locations)	\$800,000.00	Project kicked off 3/31/2025. First location has been completed, schedule for future work orders being determined.
	23AP05	SWO Terminal Roundabout	Construction of a new roundabout located at the intersection of Wright Drive and Airport Road.	\$585,452.00	Under construction, bid as part of terminal work package.
	<b>25TR11</b>	<b>Windsor Drive Crosswalk Improvements</b>	<b>Infrastructure improvements to walks and ramps</b>	<b>\$58,270.00</b>	<b>Sidewalk at the intersection of Windsor and 3rd place complete; contract final completion 7/17/2025.</b>
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	\$4,300,000.00	<b>60% submittal received from Engineer 6/18, in review by Staff.</b>
	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	Final Plans returned 4/18/2025, <b>preparing bid docs.</b>
	25TR02	400 S. Villa Dr.	Repairs to existing drainage structure and roadway	TBD	Comments returned to Engineer, final plans in design.
		Drury St., approx. 1800 feet north of 6th Ave. (SH51)	Repairs to existing drainage structure and roadway	\$400,000.00	<b>Staff has provided final comments, Engineer working to address.</b>
	22TR10	Orchard St. & 5th Ave.	Repairs to existing drainage structure	TBD	Comments returned to Engineer, final plans in design.
	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	<b>Consultant finalizing report and estimating cost of recommended improvements.</b>
	25TR03	Airport & Perkins Traffic Impact Analysis (TIA)	Traffic study at Airport & Perkins	\$29,000.00	Staff has returned review comments.
	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	Half has been selected as the Design Engineer. Scoping meeting held 4/7/2025. <b>Engineer scope/fee comments from staff have been sent to Engineer to be addressed.</b>
	N/A	Downtown-Campus Pedestrian Connection	New sidewalk	\$800,000.00	Staff working to determine a route that will provide the greatest benefit to citizens.
	25TR01	Sidewalks (various locations)	Sidewalks (various locations)	\$200,000.00	
		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 control requests	N/A	Addressing requests for: striping, signing, signals, speed bumps, etc.
	N/A	Downtown	Downtown Intersection Modifications	N/A	<b>Engineer preparing proposal for recommended improvements.</b>

SIDEWALK MONTHLY REPORTING

MAY:	LOCATION	LENGTH/WIDTH	YARDS
	208 S. Orchard	40 feet long/4 feet wide	3.5
	8th & Husband	40 feet long/7.5 feet wide	4.5
	212 E. 3rd Street	18 feet long/4 feet wide	1.5
	7th & Monroe	259 feet long/4 feet wide	18.03
	S. Murphy Street	16 feet long/6 feet wide	2
Totals:		373 feet long	29.53

JUNE: