

MINUTES
CITY TRANSIT TRUST SPECIAL MEETING
MARCH 22, 2011 - 6:00 P.M.
WAYNE GILLEY CITY HALL COUNCIL CHAMBER

The meeting was called to order at 6:00 p.m. by Chairman Fred Fitch. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

ROLL CALL

PRESENT: Bill Shoemate, Michael Tennis, Rosemary Bellino-Hall, Jay Burk, Rex Givens, Richard Zarle, Stanley Haywood, Doug Wells.

ABSENT: None.

ALSO PRESENT: Larry Mitchell, City Manager; Frank Jensen, City Attorney; Traci Hushbeck, City Clerk, COL Ray Lacey, Fort Sill Liaison.

CONSIDER APPROVAL OF MINUTES OF CITY TRANSIT TRUST MEETING OF JANUARY 25, 2011.

MOVED by Wells, SECOND by Burk to approve the minutes of City Transit Trust meeting of January 25, 2011. AYE: Tennis, Bellino-Hall, Burk, Givens, Zarle, Haywood, Wells, Shoemate. NAY: None. MOTION CARRIED.

BUSINESS ITEMS:

1. Consider approving Resolution Number 2011-__ authorizing the filing of a grant for federal capital assistance under Sections 5316 and 5317, Federal Transit Administration for Federal Fiscal Year 2010-11 discretionary funding, approving the application and authorizing the Chairman and Secretary to execute the same. Exhibits: Resolution Number 2011-_____.

Steve Sherrer, Lawton Area Transit Manager, stated with the approval of the trust, LATS intends on applying for \$366,525 in JARC (Jobs Access and Reverse Commute Program) and New Freedom funding. This money would be used to supplement the purchase of two vehicles to replace two of the vehicles in the aging fleet. The additional money would come from other FTA sources that they already have. The local share requirement is included in the current operating budget. A portion of this will also be included in the 2011-2012 budget. If this money is not approved in the upcoming budget, then the number of buses would be reduced. There is enough local match already to purchase one vehicle with this grant fund.

MOVED by Wells, SECOND by Shoemate to approve **Resolution Number 2011-02**. AYE: Bellino-Hall, Burk, Givens, Zarle, Haywood, Wells, Shoemate, Tennis. NAY: None. MOTION CARRIED.

2. Consider approving the specifications for the purchase of an automated bus wash system and authorize the Invitation for Bid for the same. Exhibits: Specifications are on file in the City Clerk's Office.

Sherrer stated they intend to purchase an automated bus wash system. This is stimulus money so it is 100% FTA funding. Currently the employees use scrub brushes and it is very labor intensive. They are asking the trust to approve the specs and allow them to go out to bid for that system.

Mitchell questioned if staff had an estimate for the car wash.

Sherrer state the line item in the grant is for \$100,000 but they are hoping to come in under that amount so they can use the remainder of the funds for vehicle replacement.

MOVED by Wells, SECOND by Haywood to approve the specifications for the purchase of an automated bus wash system and authorize the Invitation for Bid for the same. AYE: Burk, Givens, Zarle, Haywood, Wells, Shoemate, Tennis, Bellino-Hall. NAY: None. MOTION CARRIED.

3. Consider awarding ITB 2011-1 to S-Construction in the amount of \$14,731 for the installation of route signage. Exhibits: Bid tabulation in City Clerk's office.

Sherrer stated in a previous meeting the trust approved the solicitation of bids for installing new route signage and break away poles throughout the city. They received two bids and the most responsive bid and best value was from S-Construction.

MOVED by Shoemate, SECOND by Wells to award ITB 2011-1 to S-Construction in the amount of \$14,731 for the installation of route signage. AYE: Givens, Zarle, Haywood, Wells, Shoemate, Tennis, Bellino-Hall, Burk. NAY: None. MOTION CARRIED.

There being no further business, the meeting adjourned at 6:06 p.m. upon motion, second and roll call vote.

FRED L. FITCH, CHAIRMAN

ATTEST:

TRACI L. HUSHBECK, SECRETARY