

MINUTES  
CITY TRANSIT TRUST SPECIAL MEETING  
MARCH 22, 2016 - 6:00 P.M.  
NEW CITY HALL, COUNCIL CHAMBERS/AUDITORIUM

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

ROLL CALL

PRESENT: Bob Morford, Keith Jackson, Dwight Tanner, Jr., Cherry Phillips, V. Gay McGahee, Doug Wells.

ABSENT: Rosemary Bellino-Hall, Jay Burk

ALSO PRESENT: Jerry Ihler, City Manager; Frank V. Jensen, City Attorney; Traci Hushbeck, City Clerk, COL Glen A. Waters, Fort Sill Liaison.

CONSIDER APPROVAL OF MINUTES OF CITY TRANSIT TRUST MEETING OF FEBRUARY 9, 2016.

MOVED by Wells SECOND by McGahee to approve the minutes of City Transit Trust meeting of February 9, 2016. AYE: Morford, Jackson, Tanner, Phillips, McGahee, Wells. NAY: None. MOTION CARRIED.

NEW BUSINESS ITEMS:

1. Consider creating a committee to study possible locations for a new transit transfer center. Exhibits: None.

Richard Rogalski, Community Services Director, stated at the request of the City Transit Trust, the Lawton Metropolitan Planning Organization has a consultant working on a route study looking at all our routes across the entire city. They have come to the point where he has a lot of different concepts and they have come to a point where it is important to figure out where the future transfer center is going to be located. They would like to have a working group where they can discuss some locations.

Wells, Phillips, Tanner and McGahee volunteered to serve on the committee.

MOVED by Wells SECOND by Phillips to appoint Wells, Phillips, McGahee and Tanner to a committee to study possible locations for a new transit transfer center. AYE: Morford, Jackson, Tanner, Phillips, McGahee, Wells. NAY: None. MOTION CARRIED.

2. Consider approving a resolution approving the Certifications and Assurances required under Master Agreement (FTA MA 21) between the City Transit Trust and the Federal Transit Administration (FTA) for Federal Fiscal Year 2016 and authorizing the Chairman and Secretary to execute of the same. Exhibits: Resolution 16-\_\_, Certifications and Assurances (on file in the City Clerk's Office) and Master Agreement 21 (on file in the City Clerk's Office).

Rogalski stated these are annual certification and assurance documents that are approved every year. They have to be approved prior to receiving any grants.

Wells questioned if the Planning Division was the overall supervisor of LATS.

Rogalski stated Debra Jones is the trust employee who works part time for the trust and she is sort of assigned to planning. Planning is sort of a second phase, they do all the studies and work with Ryan and Debra.

Wells questioned if they need to look at the prices we are charging for wrapping buses. He stated on the last report it showed advertising for \$1,000. He stated it looks like Pippin Brothers is the only commercial customer we have with a bus wrap. He understands it costs a little over \$6,000 to wrap a bus and the person doing the advertising pays that cost and then it is \$1,000 a month for the first year. They are paying \$16,000 to \$17,000 to advertise. He questioned if that is the reason we are not getting more commercial customers. Someone needs to look at those rates and maybe we could do better if we had ten customers at \$500 it would be better than one customer at \$1,000.

Rogalski stated in the past it has become a liability issue with those buses in that if someone got a bus wrap then the bus would break down. They haven't done a good job in keeping those buses wrapped and they did bring to the trust a couple meetings ago to implement an incentive program providing for a free month and they have not had much time to see if this will work. It is important for them to get as much revenue as possible because it offsets the City's cost.

Wells stated in the budget they saw a couple months ago it showed they were budgeting about \$50,000 in advertising fees and by the numbers they got the other day, they may get about \$12,000 for the year.

Rogalski stated they have told staff that these numbers need to be met.

MOVED by Wells SECOND by Phillips to approve **Resolution 16-01** approving the Certifications and Assurances required under Master Agreement (FTA MA 21) between the City Transit Trust and the Federal Transit Administration (FTA) for Federal Fiscal Year 2016 and authorizing the Chairman and Secretary to execute of the same. AYE: Morford, Jackson, Tanner, Phillips, McGahee, Wells. NAY: None. ABSTAIN: Burk. MOTION CARRIED.

There being no further business, the meeting adjourned at 6:08 p.m. upon motion, second and roll call vote.

KEITH JACKSON, ACTING CHAIRMAN

ATTEST:

TRACI L. HUSHBECK, SECRETARY