

MINUTES
CITY TRANSIT TRUST SPECIAL MEETING
APRIL 8, 2014 - 6:00 P.M.
NEW CITY HALL, COUNCIL CHAMBERS/AUDITORIUM

The meeting was called to order at 6:00 p.m. by Fred L. Fitch, 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, Rosemary Bellino-Hall, Dwight Tanner, Jr., Richard Zarle, Stanley Haywood, Doug Wells.

ABSENT: Jay Burk.

ALSO PRESENT: Bryan Long, City Manager; Frank V. Jensen, City Attorney; Traci Hushbeck, City Clerk.

CONSIDER APPROVAL OF MINUTES OF CITY TRANSIT TRUST MEETING OF MARCH 25, 2014.

MOVED by Wells SECOND by Haywood to approval of minutes of City Transit Trust meeting of March 25, 2014. AYE: Morford, Jackson, Bellino-Hall, Tanner, Zarle, Haywood, Wells. NAY: None. MOTION CARRIED.

BUSINESS ITEMS:

1. Consider hiring Deborah G. Jones as a temporary, part-time employee as the Trust Liaison Officer to provide oversight of the Lawton Area Transit System and training of certain Planning Division personnel. Exhibits: None.

Richard Rogalski, Community Services Director, stated in the 2009 triennial review of the transit system, the Trust was required to provide oversight of its contract operation of the Lawton Area Transit System. Specifically, the Federal Transit Administration required the Trust to examine compliance with regulations and grant management. Subsequent to the 2009 triennial review, the oversight was provided by Mr. Long as part of his duties as Assistant City Manager. However, due to the growth of the transit service, more oversight is required to address budget constraints to the system. Recently the City Manager assigned the oversight duties to the Planning Division. The Community Services Director has approached Deborah Jones to assist the Trust as the Liaison Officer to provide such oversight and training of Planning Division personnel. He stated she has been working with McDonald Transit to help with the grants.

MOVED by Haywood SECOND by Zarle to approve the hiring of Deborah G. Jones as a temporary, part-time employee as the Trust Liaison Officer to provide oversight of the Lawton Area Transit System and training of certain Planning Division personnel. AYE: Morford, Jackson, Bellino-Hall, Tanner, Zarle, Haywood, Wells. NAY: None. MOTION CARRIED.

2. Consider approving a Request for Proposals for a company to provide shelters and benches at locations along LATS bus routes and authorize the solicitation of same. Exhibits: Requests for Proposals.

Rogalski stated On July 14, 2014 the contract between Pin High Investments of Lawton, Inc. will expire and it is therefore necessary to re-solicit this service.

MOVED by Wells SECOND by Jackson to approve a Request for Proposals for a company to provide shelters and benches at locations along LATS bus routes and authorize the solicitation of same. AYE: Morford, Jackson, Bellino-Hall, Tanner, Zarle, Haywood, Wells. NAY: None. MOTION CARRIED.

There being no further business, the meeting adjourned at 6:05 p.m. upon motion, second and roll call vote.

FRED L. FITCH, CHAIRMAN

ATTEST:

TRACI L. HUSHBECK, SECRETARY