

MINUTES  
CITY TRANSIT TRUST SPECIAL MEETING  
JULY 11, 2023, 2023 - 2:00 P.M.  
LAWTON CITY HALL, COUNCIL CHAMBERS/AUDITORIUM

The meeting was called to order at 7:36 p.m. by Stan Booker, Chairman. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

ROLL CALL

PRESENT: Kelly Harris, Linda Chapman, George Gill, Allan Hampton, Bob Weger, Mary Ann Hankins, Randy Warren.

ABSENT: Onreka Johnson

ALSO PRESENT: John Ratliff, Acting City Manager; Tim Wilson, Acting City Attorney; Tammy Branstetter, Acting City Clerk

BUSINESS ITEM:

1. Consider approving the annual Cooperative Agreement and an Agreement for Limited Funding between the City of Lawton and the Transit Trust to provide funds for the operation of a public transit system and authorize the Chairman and Secretary to execute the same.

Charlotte Brown, Planning Director, presented information on this agenda item. City Council has approved these agreements, contingent on approval from the Transit Trust.

MOVED by Gill SECOND by Warren to approve the annual Cooperative Agreement and an Agreement for Limited Funding between the City of Lawton and the Transit Trust to provide funds for the operation of a public transit system. AYE: Harris, Chapman, Gill, Hampton, Weger, Warren, Hankins. NAY: None. MOTION CARRIED.

2. Consider accepting staff's recommendation for the RFQ and allowing the Community Services Director to begin negotiations based on the recommendation from the Transit Committee on the selection of Wendel WD Architecture from the Request for Qualifications for Professional Engineering and Architecture of the multimodal transfer center with an Operations and Maintenance Facility with the site selection as an option if the Transit Trust does not select a site.

Charlotte Brown, Planning Director, presented information on this agenda item. RFQs were sent out in March. Brown said staff received three responses – Wendel WD Architecture, Guernsey with Kimley-Horn, and Huitt-Zollars. Staff interviewed each of these companies and reviewed their proposals. Initially, staff had planned on asking the architect to provide the City with a recommended site for the Transfer Center. However, the subcommittee has since recommended the site selection be listed as an option and not a mandate. The Transit Trust will make the final decision regarding a site for the new Transfer Center.

MOVED by Gill SECOND by Hankins to have the Transit Trust select a site for the Transfer Center from the three locations submitted by the Downtown Transfer Center Site Committee during executive session at the July 25, 2023 Transit Trust meeting. AYE: Harris, Chapman, Gill, Hampton, Weger, Warren, Hankins. NAY: None. MOTION CARRIED.

Hampton asked that Council be provided with a list of facilities (e.g., restaurants and stores) that will be placed in the Transfer Center.

Brown explained that the site will have to be selected before potential facilities can be discussed. Each site varies in size. However, staff has had preliminary discussions regarding potential facilities.

Hankins recommended that the Transfer Center be constructed with minimal facilities.

MOVED by Gill SECOND by Hankins to, upon a site being selected for the Transfer Center, direct staff to negotiate with Wendel WD Architecture for architecture and engineering services, including preliminary plans and preliminary estimates for a transfer center and maintenance facility, with the minimum needs met for each facility. AYE: Harris, Chapman, Gill, Hampton, Weger, Warren, Hankins. NAY: None. MOTION CARRIED.

The Mayor and Council convened in executive session at 7:46 p.m. and reconvened in regular, open session at 8:45 p.m. Roll call reflected all members present.

EXECUTIVE SESSION:

3. Pursuant to Section 307B.3, Title 25 Oklahoma Statutes, consider convening an executive session for the purpose of discussion concerning the purchase and/or appraisal of real property for future Lawton Area Transit System (LATS) facilities, and if necessary, take appropriate action in open session.

Wilson read the title of item #3. No action was taken.

There being no further business, the meeting adjourned at 8:47 p.m. upon motion, second and roll call vote.

STAN BOOKER, CHAIRMAN

ATTEST:

TAMMY BRANSTETTER, ACTING SECRETARY