

MINUTES
CITY TRANSIT TRUST SPECIAL MEETING
DECEMBER 16, 2008 - 6:00 P.M.
WAYNE GILLEY CITY HALL COUNCIL CHAMBER

The meeting was called to order at 6:03 p.m. by Chairman John P. Purcell, Jr. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

ROLL CALL

PRESENT: Bill Shoemate, Jay Burk, Robert Shanklin, Jeff Patton, Stanley Haywood, Randy Warren.

ABSENT: James Hanna, Janice Drewry

ALSO PRESENT: Larry Mitchell, City Manager; John Vincent, City Attorney; Traci Hushbeck, City Clerk.

CONSIDER APPROVAL OF MINUTES OF CITY TRANSIT TRUST MEETING OF NOVEMBER 18, 2008.

MOVED by Warren, SECOND by Haywood to approve the minutes of November 18, 2008. AYE: Burk, Shanklin, Patton, Haywood, Warren, Shoemate. NAY: None MOTION CARRIED.

BUSINESS ITEMS:

1. Consider approving Resolution Number 2008-___ approving the annual Certifications and Assurances required under Master Agreement (FTA MA 15) between the City Transit Trust and the Federal Transit Administration (FTA) for Federal Fiscal Year 2009 and authorizing the Chairman and Secretary to execute the same. Exhibits: Resolution Number 2008-___, Certifications and Assurances (on file in City Clerk's office) and Master Agreement 15 (on file in City Clerk's office).

Steve Sherrer, Lawton Area Transit Manager, stated the electronic filing of the annual Certifications and Assurances required under the Master Agreement is required within 90 days after they are posted on the FTA's website which occurred at the end of October. He stated this is simply a housekeeping item to certify and assure FTA that we will abide by all of the rules and regulations set forth by the FTA.

MOVED by Warren, SECOND by Haywood to approve **Resolution 08-05** approving the annual Certifications and Assurances required under Master Agreement (FTA MA 15) between the City Transit Trust and the Federal Transit Administration (FTA) for Federal Fiscal Year 2009. AYE: Burk, Shanklin, Patton, Haywood, Warren, Shoemate. NAY: None. MOTION CARRIED.

2. Consider approving Amendment Number 1 to the Lease Agreement with 611 Properties, LLC and Lawton Transit Management, Inc., for the Lawton Area Transit System (LATS) Administration and Maintenance Facilities and authorizing the Chairman and Secretary to execute the amendment. Exhibits: Amendment Number 1 to the Lease Agreement and Invoice for fire lane.

Sherrer stated on December 11, 2007, the Trust entered into a lease agreement with 611 Properties, LLC and Lawton Transit Management, Inc. for a new administration and maintenance facility. This project is almost complete, however there are two changes. The first is that it was expected to be completed in December 2008, but that did not happen. They are very close to be completed, but the first change would be to move the initial payment back to a date of March 2009. The second change is to add a

concrete fire access lane that the Fire Marshall required. The roof on the existing maintenance facility also needs to be replaced. The cost of the changes including the fire lane and the replacement of the roof would be a total of \$18,180 which the Trust portion is \$3,636. They are not asking for additional funding in the budget, but they are required to inform the Trust of any change to the lease. They plan on absorbing this \$3,636 in the current operating budget.

MOVED by Haywood, SECOND by Patton to approve Amendment Number 1 to the Lease Agreement with 611 Properties, LLC and Lawton Transit Management, Inc., for the Lawton Area Transit System (LATS) Administration and Maintenance Facilities. AYE: Shoemate, Burk, Shanklin, Patton, Haywood, Warren. NAY: None. MOTION CARRIED.

Shoemate questioned if we were going to look at lowering the bus rates since gas prices have gone down.

Sherrer stated they were actually behind the curve of what they were charging. Most systems now are going up to \$1.50 if not more. We are still a little behind in the curve. The increase has produced additional revenue for the trust which should reduce the Trust's responsibility as far as their local match of the grants. Staff is not looking at a price reduction at this time.

Shoemate stated he feels it is something we need to look at.

Mitchell stated this is something staff could track and if the diesel prices remain low they take a look at the rates.

Sherrer stated the diesel prices fluctuate and they just don't know what they will be looking at in a month.

Haywood questioned if the raises for the drivers came from the rate increase. He stated we are not paying the drivers enough because they are leaving and going to work out at Fort Sill.

Sherrer stated the drivers received a 75 cent raise because we were trying to keep up with salaries for similar jobs in the area. He stated this increase was done within the current operating budget. They are not counting on diesel prices lowering and they would like to be careful. They are saving some money right now because of the lower prices, but they do not know what will happen.

Warren thought they might build some type of matrix where it would automatically come back to the Authority to look at increases or decreases depending on fuel prices of the last six months.

There being no further business, the meeting adjourned at 6:13 p.m. upon motion, second and roll call vote.

JOHN P. PURCELL, JR., CHAIRMAN

ATTEST:

SECRETARY