
**CENTRAL OKLAHOMA
TRANSPORTATION
AND PARKING
AUTHORITY (COTPA)**

Time: 9:00 a.m.

Date: January 08, 2016

**Location: City Council Chambers
200 North Walker
Oklahoma City, Oklahoma**

OKLAHOMA CITY, OKLA
OFFICE OF
CITY CLERK

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FILED

TRUSTEES:

Chris Kauffman, Chairman
Bernard L. Semtner, III, Vice Chairman
Kay Bickham
James Cooper
Craig Freeman
David Greenwell
Mick Cornett
Steve Hill, Surrogate Trustee
James D. Couch, City Manager
Laura Johnson, Surrogate Trustee

COTPA Offices, 300 S.W. 7th Street, Oklahoma City, Oklahoma 73109

It is the policy of COTPA to ensure that communications with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires an accommodation, or modification of policies or procedures, or an auxiliary aid or service in order to participate in this meeting should contact Sheila Holmes at 297-2484 or TDD 297-2602 as soon as possible but not later than 48 hours (not including weekends or holidays) before the scheduled meeting. The Authority will give primary consideration to the choice of auxiliary aid or service requested by the individual with a disability. If you need an alternate format of the agenda or any information provided at said meeting, please contact Sheila Holmes listed above 48 hours prior to the scheduled meeting.

AGENDA

CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY

DATE: January 08, 2016

TIME: 9:00 a.m.

PLACE: City Council Chambers, 200 North Walker, Oklahoma City, Oklahoma 73102

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

- A. Recognition of Retirement of Rita Miller
- B. Recognition of Retirement of Jackie Beason
- C. Recognition of Retirement of H. Morell LaRue Jr.

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Consideration of Approval of the Minutes of the COTPA Board Meeting of December 4, 2015.

V. CONSENT DOCKET

- A. Approval of COTPA Non-Represented Pay Plan Adjustment Retroactive to July 1, 2015.
- B. Approval of Lease Agreement Extension with the University of Central Oklahoma at Santa Fe Plaza.
- C. Receive the Fiscal Year Ending June 30, 2015 Annual Financial Report.
- D. Adoption of Resolution to Approve Amendments and Restatements to the Central Oklahoma Transportation and Parking Authority Pension Plan effective February 1, 2016; Authorization for the Proper Officers To Do all Things Necessary and Proper to Keep the Plan in Compliance; Authorization to Submit the Amended Plan to the Internal Revenue Service for a Determination Letter; Authorization to Deliver an Executed Plan to the Plan Trustee Bank; and Authorization to Notify all Employees Covered By the Plan Concerning This Amendment and Restatement.
- E. Approval of Amendment of the Term with Alliant Insurance Services, Inc. to Provide General Liability and Felonious Assault Insurance for COTPA.
- F. Approval of Renewal of Sole Source Professional Services Agreement with Sarah Boggs for Technology Assistance, Business Analysis and Training
- G. Memorandum of Agreement with the Oklahoma City Economic Development Trust and the Central Oklahoma Transportation and Parking Authority, to Provide Assistance from the Public Parking Budget of Tax Increment District No. 2 in Order to Develop the Office and Commercial Space on the Ground Level of the Arts District Garage.

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VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Approval of Sole Source Professional Services Agreement with Jenkins RTS, LLC for Technical Assistance in Standing Up Streetcar Operations.
- B. Approval to Authorize the Administrator to Receive Contract and Bonds and Issue a Notice to Proceed for Project MB-1308, Tenant Build-Out (Phase 2) for the Arts District Parking Garage, 431 W Main Street.
- C. Approval of Final Plans and Bidding Documents for the Fleet Maintenance Facility Improvements, Project Nos. MB-1257, Maintenance Building Improvements, and MB-1276, Service Building Improvements and Authorize the Administrator to Advertise and Release the Bidding Documents.
- D. Approval of Contract with Monarch Marketing Group, L.L.C. for Media Buying and Consultant Services.
- E. Approval of Multi-Year Agreement with the City of Edmond to Establish Authority for the Oversight of Any Edmond Public Transportation Service and Accountability for Any Federal Grant Funds Made Available for Edmond's Service Retroactive to July 1, 2015.
- F. Approval of Agreement for Professional Services with Mary Kay Fox.
- G. Approval of Bus System Changes to Expand Pilot Program for Evening Service and Adjust Schedules for Improved Schedule Adherence.
- H. Enter Into Executive Session with the Municipal Counselor to Discuss Settlement Offers for Claim No. BA-15-0734 as Authorized by 25 O.S.(2011)§307(B)(4).
- I. Enter Into Executive Session with the Municipal Counselor to Discuss Settlement Offers for Claim No. BA-15-0411 as Authorized by 25 O.S.(2011)§307(B)(4).
- J. Enter Into Executive Session with the Municipal Counselor to Discuss the System Security and Emergency Preparedness Plan Containing Sensitive Security Information and Seeking Authorization for the Administrator to Execute the Plan as Authorized by 25 O.S.(2011)§307(B)(7).

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period December 1, 2015 through December 31, 2015

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Five Months Ended November 30, 2015

IX. RECEIVE PROGRAM REPORTS

- A. Transit System Report
- B. Long Range Plan Report
- C. Parking System Program Report
- D. Marketing, Customer Relations, and Technology Report.
- E. Oklahoma River Cruises and Spokies Report

F. Streetcar Report

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT