

Time: 9:00 AM

Date: August 06, 2021

Location: City Council Chamber
200 North Walker
Oklahoma City, Oklahoma

TRUSTEES:

Chris Kauffman, Chairperson

**Bernard L. Semtner, III, Vice
Chairperson**

Robert Ruiz

James Cooper

Brent Bryant

Meg McElhaney

David Holt

Steve Hill, Surrogate Trustee

Craig Freeman, City Manager

**Laura Johnson, Surrogate
Trustee**

COTPA Office, 2000 S. May Ave., Oklahoma City, Oklahoma 73108

Participant Instructions

The Central Oklahoma Transit and Parking Authority (COTPA) meets the first Friday of the month at 9:00 a.m. in City Hall unless prior notice of a change is posted. Parking is available at the SheridanWalker Parking Garage (501 West Sheridan) and the Arts District Garage (431 W. Main).

The following guidelines are in place for meetings in the Council Chamber at City Hall: only the south entrance to City Hall will be open; air purifying machines have been installed in the Chamber; hand sanitizer machines and disposable face masks will be available.

It is the policy of the City 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, a modification of policies or procedures, or an auxiliary aid or service in order to participate in this meeting should contact the ADA department coordinator at (405) 297-3705 or TDD (405) 297-2020 as soon as possible but not later than 48 hours (not including weekends or holidays) before the scheduled meeting. The department will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability. If you need an alternate format of the agenda or any information provided at said meeting, please contact the ADA department coordinator listed above 48 hours prior to the scheduled meeting.

Addressing the Trust

Residents may address Trustees on certain items by signing up to speak and providing the agenda item number, their reason for appearing and their address, but all comments must be relevant to the item. The Chairperson or presiding trustee may in his or her discretion prohibit a person from addressing the COTPA, or have any person removed from the Council Chamber, if that person commits any disorderly or disruptive behavior. Disorderly conduct includes, but is not limited to, any of the following: speaking without being recognized by the Chairperson or presiding trustee; continuing to speak after notice that the speaker's allotted time has expired; presenting comments or material not relevant to the item under discussion; failing to comply with the lawful instructions of the Chairperson or presiding trustee; engaging in other conduct, activity or speech that delays, pursuant to 21 O.S. §280, disruptive conduct includes any conduct that is "violent, threatening, abusive, obscene, or jeopardizes the safety of self or others". A person may also be subject to arrest and removal from the Municipal Building for violation of Oklahoma City Municipal Code 2020, § 30-81 – Disorderly conduct and/or violation of Okla. Stat. tit. 21, §280- Willfully Disturbing, Interfering With or Disrupting State Business, Agency Operations or Employees.

Residents may not address the COTPA regarding items from "Items from Chairperson, "Items from Trustees" (except for items listed for a vote or if asked for comments by a Trustee). Residents may also address the COTPA on individual concerns, included on the listed exceptions, at the end of the agenda under "Residents to be Heard." Residents to be Heard is not provided as a forum for publicly announced or declared candidates for City public office, and they will not be allowed to speak as Residents to be Heard. Residents will not be allowed to campaign on any political issue during the meeting. Comments must concern COTPA services or policies. Please fill out a "Request to be Heard" form located outside the Chambers. Please return this form to the Trust. **PLEASE LIMIT YOUR COMMENTS TO 3 MINUTES.** Continuing to speak beyond the time allowed by the Chairperson or presiding trustee shall constitute grounds for removal from the Council Chamber. Residents who wish to be listed on the agenda for comments to COTPA call the Trust Specialist at (405) 297-2185 before 4 p.m. on the Tuesday prior to the next COTPA meeting. Persons so listed on the agenda for comments to COTPA are subject to the same restrictions listed above. Persons may use City computer to make presentations to COTPA only if requested to do so by the Chairperson, a Trustee, or the Administrator and the device containing the presentation is provided to the Trust Specialist three business days in advance.

Trust Actions

Official action can be taken only on items which appear on the agenda. The Trust may adopt, amend, approve, defer, deny, ratify, recommend, strike, or continue any agenda item. When more information is needed to act on an item, the Trust may refer the matter to the Administrator or the Assistant Municipal Counselor. The Trust may also refer items to standing committees of the Trust or to a board or commission for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely.

Consent Docket/Television Coverage

Items listed under "Consent Docket" are usually approved as a group with the proper motion from a member of COTPA. Members of COTPA may request discussion or separate action on any item on the Consent Docket. COTPA meetings can be watched live on Cox Cable Channel 20. Meetings are replayed Tuesday evening starting at 6:30 p.m.

AGENDA

CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY

DATE: August 06, 2021

TIME: 9:00 AM

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

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRPERSON

- A. Election of Officers

III. RESIDENTS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Minutes of the July 2, 2021 COTPA Board meeting.

V. CONSENT DOCKET

- A. Resolution Ratifying the Administrator's Action in accepting grant awards and executing grant agreements with Areawide Aging Agency of Oklahoma, Inc. for senior transportation services, estimated cost \$30,000, estimated revenue \$339,268, retroactive July 1, 2021 to June 30, 2022.
- B. Resolution authorizing the Administrator to execute and file an application on behalf of the Central Oklahoma Transportation and Parking Authority with the US Department of Transportation to aid in the financing of planning, capital and/or assistance projects pursuant to 49 U.S.C Sections 5307, 5309, 5310, 5337, 5339, 70, other federal grants including Federal Highway Administration, Ferryboat Program 1121, Surface Block Grant and Urbanized Area Funds; authorizing the Administrator to set forth and execute policies in connection with the program of projects, budgets and procurement needs.
- C. Transit Agreement with City of Midwest City for Route 015 fixed-route bus services, Fiscal Year 2022, revenue of \$185,115 annually, retroactive to July 1, 2021 to June 30, 2022.
- D. Resolution authorizing the Open Market Purchase of Marketing and Media Services, utilizing current purchasing policies and procedures for open market purchases, estimated cost \$175,000; retroactive to July 1, 2021 to June 30, 2022.
- E. Interlocal Cooperative Agreement with Oklahoma County for Route 019; \$115,941 in revenue, July 1, 2021 to June 30, 2022.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Resolution ratifying the Administrator's approval; and approving the Sole Source System Supply and Support Agreement with Trapeze Software Group, Inc. (d/b/a TripSpark), estimated cost \$150,657.88, retroactive to March 1, 2020 to December 31, 2022.
- B. Parking rate agreement with Porsche Club of America to secure parking rates for convention in July of 2025, estimated revenue \$20,000.
- C. Professional Services Agreement with Prairie Surf Media for the Parking Garage located below the Cox Center Garage, 1 Myriad Gardens, Oklahoma City, estimated annual revenue \$170,000, effective August 6, 2021 to August 6, 2026.
- D. Professional Services Agreement with Dropbike, Corp. (d/b/a) Drop Mobility to provide electric assist bicycles, hardware, software and services to Spokies, estimated cost of \$120,000.
- E. Lease Agreement with OKJackalope LLC, to relocate their retail establishment from Bricktown to the Santa Fe Station, estimated annual revenue \$42,000, September 1, 2021 to September 30, 2026
- F. Professional Services Agreement with Paixao Properties, LLC to manage the surface parking lot located at 422-436 NW 11th Street, estimated annual revenue \$50,000, effective August 6, 2021 to August 6, 2026.

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of payroll and vendor claims for the period July 7 through July 27, 2021.

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actual for the month ended June 30, 2021

IX. RECEIVE PROGRAM REPORTS

- A. Community Engagement and Customer Relations Program Report*
- B. Marketing and Technology Program Report
- C. Parking Services Program Report
- D. Transit System Program Report*
- E. Northwest BRT Program Report*

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT