

Time: 9:00 AM

Date: November 05, 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 2973705 or TDD 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 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: November 05, 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. BRT Branding Presentation

III. RESIDENTS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Minutes of the September 3, 2021 COTPA Board Meeting.
- B. Minutes of the September 9, 2021 Special Meeting Workshop.

V. CONSENT DOCKET

- A. Resolution to adopt the Central Oklahoma Transportation and Parking Authority 2022 Regular Meeting Schedule.
- B. Resolution authorizing the Administrator to extend the premium pay for all operators, facilities, and maintenance staff, as defined in Article II Section 16 and Article III Section 17 of the Collective Bargaining Agreement with the Amalgamated Transit Union Local 993, retroactive from September 17, 2021 to a date to be determined by the Administrator, based upon information and/or requirements of the Federal Transit Administration.
- C. Resolution approving a change order with Wetherbee Electric Inc. (COTPA-SS-19-028) for installation of additional safety equipment and gate operators for roll-up garage doors, 1 Myriad Gardens, increase of \$32,904, total estimated cost of \$89,902.
- D. Professional Service Agreement with Olsson, Inc. to provide consulting services to perform on-call transportation planning services, estimated annual cost of \$50,000, November 5, 2021 to November 4, 2024.
- E. Professional Service Agreement with LTK Consulting Services, Inc. to provide consulting services to perform on-call transportation planning services, estimated annual cost of \$50,000, November 5, 2021 to November 4, 2024.
- F. Ratifying the Administrator's action in executing necessary documents to effectuate

a contract renewal with VOYA Financial for short- and long-term disability coverage options for COTPA employees, estimated annual cost \$15,153.

- G. Oklahoma City Streetcar System Lease Agreement with The City of Oklahoma City, November 5, 2021 to November 4, 2066.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Resolution to approve the Public Transportation Agency Safety Plan, Version 3, for the Oklahoma City Streetcar Operations.
- B. Resolution approving Change Request SR-2671 with New Flyer America, Inc. (COTPA 2021-073), for optional pricing items to include an auxiliary heater and Quantum wheelchair Securement Device to meet the Grant Agreement (OK-2021-003-01-00) requirements, total increase of \$26,933.22.
- C. Contract for Architectural Services with Howard and Associates, Inc. to provide architectural services for the renovation of MB-1549, EMBARK Administration Building, located at 2000 South May Avenue, cost of \$209,755.
- D. Resolution authorizing the Administrator to apply for Surface Transportation Block Grant Urbanized Area (STBG-UZA) funds for EMBARK Fixed Route Buses Project, and approve local match funding up to \$202,661.
- E. Resolution authorizing the filing of an application for a grant under 49 U.S.C. Section 5339(b), Buses and Bus Facilities Infrastructure program; and approving allocating matching funds up to \$2,107,200.
- F. Customer/Individual Rules of Conduct Policy and Procedures, replacing the Rider Conduct Policy to establish rules of conduct while members of the public are accessing EMBARK services and facilities.
- G. Lease Agreement with AICCM Land Development, LLC, to enable construction of Oklahoma River Cruises passenger ferry landing to serve the First Americans Museum and planned future development, November 5, 2021 to November 4, 2051.
- H.
 1. Authorize and direct the Municipal Counselor to prepare and file any and all necessary paperwork to effectuate this settlement, including a Journal Entry of Judgement confessing Judgment on behalf of the Central Oklahoma Transportation and Parking Authority without admitting liability in the case of Wylma Wilton v. The City of Oklahoma City and Central Oklahoma Transportation and Parking Authority, Claim No. BA-180-754; AND/OR
 2. Enter into executive session on advice of the Municipal Counselor to receive confidential communications from its attorney concerning the above claims as authorized by 25. O.S. (2020 Supp.) § 307 (B)(4), because disclosure would seriously impair the ability of the public body to deal with the pending claims in the public interest.

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period September 8 through September 28, 2021
- B. Ratification of Payroll and Vendor Claims for the Period October 5 through October 26, 2021

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actuals for the Month Ended August 31, 2021.
- B. COTPA Schedules of Revenues and Expenditures – Budget to Actuals for the Month Ended September 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

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT