

Time: 9:00 AM

Date: June 03, 2022

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 Sheridan Walker 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 Chairman 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 Chairman 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 Chairman, "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 beginning 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 Chairman 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 Administrative Specialist at (405) 297-2484 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 Chairman, a Trustee, or the Administrator and the device containing the presentation is provided to the Administrative 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: June 03, 2022

TIME: 9:00 AM

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

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

- A. Presentation of Customer Satisfaction Survey by ETC

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Minutes of the May 20, 2022 Special Meeting of the COTPA Board

V. CONSENT DOCKET

- A. 1. Pricing Agreement awards and approvals, Gillig LLC (COTPA 22-022-1), Muncie Reclamation and Supply d/b/a Muncie Transit Supply (COTPA 22-022-2), Romaine Electric Corporation (COTPA 22-022-3), RAM Products, Inc (COTPA 22-022-4), Vehicle Maintenance Program (COTPA 22-022-5), OK Batteries (COTPA 22-022-6), for automotive repair and maintenance parts and supplies, May 20, 2022, to May 19, 2025, estimated annual cost \$1,200,000;and 2. Resolution authorizing the open market purchase of automotive repair and maintenance parts, related supplies, and services not available on a pricing agreement (OM COTPA 22-022), estimated cost \$500,000, June 3, 2022 through June 2, 2025.
- B. Resolution authorizing half-off pass sale for up to seven business days in both July and December 2022.
- C. Renewal agreement with Kutak Rock LLP (COTPA 2020-025), for legal services for pension matters, estimated annual cost \$13,000, retroactive to March 6, 2022 through March 5, 2023.
- D. Air Quality Grant Program Contract (AQSGP) with the Association of Central Oklahoma Governments (ACOG) for the EMBARK/Spokies Rack Expansion Program, local match funding of up to \$5,640.
- E. Resolution to renew the Professional Services Agreements with the Oklahoma City Family Justice Center, Inc. (Palomar) for the provision of in-house transportation services and on-demand transportation services to clients of Palomar, estimated annual revenue \$1,500, term July 1, 2022 through June 30, 2023.

- F. Resolution authorizing free rides on fixed-route bus, zone 1 and zone 1a ADA paratransit and streetcar service on specified days in Fiscal Year 2023.
- G. Resolution approving payment to the American Public Transportation Association for Fiscal year 2023 dues in the amount of \$35,500, July 1, 2022 to June 30, 2023.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Interlocal Service Agreement with the City of Norman for provisions of transportation services, vehicle cleaning, washing and fueling services by EMBARK for fixed route and paratransit bus services, estimated revenue \$3,564,864.98, estimated expense \$3,229,890.98, effective July 1, 2022 to June 30, 2023.
- B. Resolution adopting the Central Oklahoma Transportation and Parking Authority Fiscal Year 2023 Budget; and directing the Administrator to implement the budget.
- C. Resolution adopting the Central Oklahoma Transportation and Parking Authority Five-Year Capital Improvement Plan updated for Fiscal Years 2023-2027.
- D. Parking agreement with Griffin Communications, LLC for 178 dedicated parking spaces in the Century Center Parking Garage, estimated revenue \$146,911 annually the first year with escalation for future years, ten (10) year term.

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period May 3 through May 24, 2022.

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actuals for the Month Ended April 30, 2022

IX. RECEIVE PROGRAM REPORTS

- A. Customer Relations Program Report
- B. Marketing and Technology Program Report*
- C. Mobility Management Service Program Report
- D. Parking Services Program Report
- E. Transit System Program Report

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT