

**Time:** 9:00 AM

**Date:** September 02, 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**

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## 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: September 02, 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 EMBARK Commute Vanpool Services by Enterprise Holdings

**III. RESIDENTS TO BE HEARD**

**IV. APPROVAL OF MINUTES**

- A. Minutes of the August 5, 2022 COTPA Board meeting

**V. CONSENT DOCKET**

- A. Agreement for transit services with City of Midwest City for Route 015 fixed-route bus services for Fiscal Year 2023, revenue of \$203,980 annually, retroactive to July 1, 2022 to June 30, 2023.
- B. Agreement for transit services with Rose State College for Route 015 fixed-route bus services for Fiscal Year 2023, revenue of \$30,517 annually, retroactive to July 1, 2022 to June 30, 2022.
- C. Renewal No. 2 of Agreement (COTPA2020-026) with McAfee & Taft A Professional Corporation, for Legal Services Labor, estimated annual cost \$80,000, retroactive to March 6, 2022 through March 5, 2023.

**VI. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Plans and Specifications to be advertised for bids, Projects MB-1576-1 and MB-1576-2, EMBARK Transit Center lighting and building renovations.

**VII. RATIFICATION OF CLAIMS AND PAYROLL**

- A. Ratification of Payroll and Vendor Claims for the Period August 2 through August 30, 2022

**VIII. RECEIVE FINANCIAL REPORTS**

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actuals for the Month ended July 31, 2022

**IX. RECEIVE PROGRAM REPORTS**

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

**X. ITEMS FROM TRUSTEES**

**XI. ADJOURNMENT**