

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

July 10, 2015

TRUSTEES PRESENT: Chris Kauffman, Chairman
Barney Semtner, Vice Chairman
Kay Bickham
James Cooper
Craig Freeman
David Greenwell
Steve Hill
Laura Johnson

TRUSTEES ABSENT: none

STAFF PRESENT: Jason Ferbrache
Marsha Harrod
Debi Holtzclaw
Larry Hopper
Kevin Mulcahy
Melisa Rousey
Michael Scroggins
Jeanne Smith

AGENDA

CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY

DATE: July 10, 2015

TIME: 9:00 a.m.

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

I. CALL TO ORDER

Chairman Chris Kauffman called the meeting to order at 9 a.m.

II. ITEMS FROM THE CHAIRMAN

A. Election of Chair and Vice Chair

Kay Bickham made a motion to nominate Chris Kauffman as Chairman and Barney Semtner as Vice Chairman, seconded by David Greenwell.

APPROVED. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

B. Anthony McDermid, TAP Architecture, regarding Arts District Garage architectural achievement award

Anthony McDermid thanked the Trustees for giving TAP Architecture the opportunity to design the Arts District Garage, and called them courageous for approving something that was "out of the box."

III. CITIZENS TO BE HEARD

There were no citizens to be heard.

IV. APPROVAL OF MINUTES

A. Consideration of Approval of the Minutes of the Joint Marketing and Transportation Committee Meeting of June 4, 2015

APPROVED. Moved by Johnson, Seconded by Freeman. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

B. Consideration of Approval of the Minutes of the COTPA Board Meeting of June 5, 2015

APPROVED. Moved by Cooper, Seconded by Bickham. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

V. CONSENT DOCKET

A. Consideration of Ratification of the Administrator's Action and Approval of Lease Agreement with Clarity Coffee for the Tenant Suite A in the Arts District Garage

APPROVED. Moved by Hill, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

- B. Consideration of Adoption of Resolution Authorizing the Filing of an Application with the Department of Transportation (Federal Transit Administration) for a Grant under 49 U.S.C. Sections 5307, 5310, 5339, and Section 70, Ferryboat Funding

APPROVED. Moved by Hill, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

- C. Consideration of Approval of Amendment No. 2 and Extension of Agreement with United Healthcare to Provide Health Insurance for COTPA Retirees

APPROVED. Moved by Hill, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

- D. Consideration of Approval of a Memorandum of Understanding with the City of Oklahoma City for Project Consultant Selection and Project Management Services

APPROVED. Moved by Hill, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

- E. Consideration of Approval of Agreement with Yellow Cab Company of Oklahoma for STEP Senior Grocery Shopping Transportation in the Choctaw Area

APPROVED. Moved by Hill, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

- F. Consideration of Approval of Agreement with Yellow Cab Company of Oklahoma for Senior Congregate Meal Transportation in the Choctaw Area

APPROVED. Moved by Hill, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

- G. Consideration of Approval of Bus Pass Agreement with the Department of Human Services Area III

APPROVED. Moved by Hill, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

- H. Consideration of Approval of the Oklahoma Department of Human Services Bus Pass Agreement for Goodwill Employees

APPROVED. Moved by Hill, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Consideration of Ratification of the Administrator's Action and Approval of Contract with Satellite and Wireless Solutions LLC to Provide Hardware and Software Onboard Wireless Internet

APPROVED. Moved by Cooper, Seconded by Freeman. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

- B. Consideration of Approval of Final Acceptance to the Contract with Trapeze for an Automatic Vehicle Location (AVL) System

APPROVED. Moved by Freeman, Seconded by Bickham. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

- C. Consideration of Approval of Transit Agreement with Rose State College
 APPROVED. Moved by Johnson, Seconded by Bickham. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner
- D. Consideration of Approval of an Amended and Restated Parking Management Agreement with Republic Parking System, Inc.
 APPROVED. Moved by Johnson, Seconded by Semtner. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner
- E. Consideration of Approval of the COTPA Fiscal Year 2016 Operating Budget
 APPROVED. Moved by Freeman, Seconded by Bickham. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period June 1, 2015 through 30, 2015
 RATIFIED. Moved by Greenwell, Seconded by Johnson. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actual for the Eleven Months Ended May 31, 2015
- B. COTPA Interim Financial Statement for the Nine Months Ended March 31, 2015
 RECEIVED. Moved by Johnson, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

IX. RECEIVE PROGRAM REPORTS

- A. Transit System
- B. Long Range Plan
- C. Parking System
- D. Marketing, Customer Relations, and Technology
- E. Oklahoma River Cruises
 RECEIVED. Moved by Bickham, Seconded by Greenwell. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman and Semtner

X. ITEMS FROM TRUSTEES

Chairman Kauffman requested a status update from Jason Ferbrache regarding the streetcar project. Jason stated that he and staff are attending the weekly and monthly streetcar meetings. The most recent event of note was the completion of the 30% design of the maintenance facility. Jason stated he will schedule an update from the streetcar consultant at a future Trust meeting.

Jason thanked staff and Marsha Harrod for their efforts in coordinating the recent South West Transit Association’s law/procurement workshop held in Oklahoma City.

Jason thanked supervisors and bus operators for their efforts in coordinating outreach events, including two recently held at OSU and Chesapeake.

James Cooper thanked the Board for welcoming him as a new Trustee and expressed his enthusiasm for the future of all of COTPA's programs. He stated it was a privilege and honor to serve on the Board.

XI. ADJOURNMENT

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jason Ferbrache". The signature is fluid and cursive, with the first name "Jason" being more prominent than the last name "Ferbrache".

Jason Ferbrache
Secretary