

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

May 06, 2016

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

TRUSTEES ABSENT: Kay Bickham

STAFF PRESENT: Jason Ferbrache
Marsha Harrod
Sheila Holmes
Larry Hopper
Sharon Boyle
Kevin Mulcahy
Chip Nolen
Michael Scroggins
Jeanne Smith
Ruvena Snellings
Melisa Rousey
Cory Hubert
Jimmy Friend
Marilyn Dillon

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

- A. Recognition of Retirement of Jerry Trent

III. CITIZENS TO BE HEARD

Gregg Yeilding on behalf of Continental Resources addressed his concerns regarding the proposed parking rate increase. Mr. Yeilding's suggestion was to postpone the price increase until July 2017. His concerns were heard and addressed by Chairman Kauffman.

IV. APPROVAL OF MINUTES

- A. Approval of the Minutes of the COTPA Board Meeting of April 1, 2016.

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

- B. Approval of the Minutes of the COTPA Joint Transportation and Parking Committee Meetings of April 28, 2016.

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

V. CONSENT DOCKET

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

- A. Approval of Renewal of Contract with Yellow Cab of Oklahoma for Social Services Transportation.
- B. Approval of Renewal of Contracts for Senior Non-Emergency Medical Transportation with Multiple Providers.
- C. Approval of Renewal of Contract with Community Action Agency for Senior Companion Transportation.
- D. Approval of Renewal of Contracts for Senior Shopping Transportation with Multiple Providers.
- E. Approval of Agreement with Retired Senior Volunteer Program (RSVP) of Central Oklahoma for the Provide-a-Ride Program.
- F. Approval of Amendment No. 3 and Extension of Agreement with United Healthcare to Provide a Senior Supplement Plan for COTPA Retirees Over the Age of Sixty-Five.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Adoption of Resolution Authorizing Applications for the Federal Transit Administration 5339 Discretionary Capital Grants and Approving Matching Funds.

ADOPT AND APPROVE RESOLUTION. Moved by Semtner, Seconded by Greenwell. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman, Semtner.

- B. Approve Grant Contract #2016-R1-COTPA with Association of Central Oklahoma Governments (ACOG) for Public Fleet Conversion Project.

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

- C. Approval of Request for Proposal (RFP) for Vanpool Contractor and Authorize the Administrator to Advertise and Release the RFP.

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

- D. Approval of Contract with Allen, Gibbs & Houlik, L.C., to Serve as External Auditor.

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

- E. Approval of Contracts with The Oklahoman Media Co., Southwestern Stationery & Bank Supply, Cherokee Color, PostNet, Genesis Design Concepts & Laser Engraving, LLC., and Sermar Printing for Printing Services.

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

- F. Approval of Request for Proposals (COTPA 2016034) for Parking Consultant Services and Authorize the Administrator to Advertise and Release the RFP.

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

- G. Adoption of Resolution to Increase Parking Rates for the COTPA Parking System for Fiscal Year 2017.

ADOPT AND APPROVE RESOLUTION. Moved by Freeman, Seconded by Cooper. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman, Semtner.

- H. Approval of Change Order No. 5 to the Contract with W.L. McNatt & Company for Project MB-1274, Tenant Build-out (Phase I) for the Arts District Retail Space.

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

- I. Approval of Change Order No. 3 to the Contract with Downey Contracting, LLC. for Project No. MB-1308, Tenant Build-Out (Phase 2) for the Arts District Parking Garage, 431 W. Main Street.

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

- J. Adoption of Resolution Waiving Formal Competitive Bidding to Purchase SkiData Parking Equipment, Supplies, Operating Systems and Services from Wetherbee Electric, a Single Source and Authorize Purchase of SkiData Parking Equipment for the Sheridan Walker Parking Garage.

ADOPT AND APPROVE RESOLUTION. Moved by Hill, Seconded by Greenwell. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman, Semtner.

VII. RATIFICATION OF CLAIMS AND PAYROLL

RATIFIED. Moved by Greenwell, Seconded by Johnson. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman, Semtner.

- A. Ratification of Payroll and Vendor Claims for Period March 29 through April 26, 2016.

VIII. RECEIVE FINANCIAL REPORTS

RECEIVED. Moved by Freeman, Seconded by Greenwell. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman, Semtner.

- A. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Nine Months Ended March 31, 2016.

IX. RECEIVE PROGRAM REPORTS

RECEIVED. Moved by Johnson, Seconded by Greenwell. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman, Semtner.

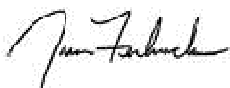
- A. Transit System Report.
- B. Streetcar Report.
- C. Long Range Plan Report
- D. Parking System Program Report.
- E. Marketing, Customer Relations and Technology Report.
- F. Oklahoma River Cruises and Spokies Report.

X. ITEMS FROM TRUSTEES

Jason Ferbrache introduced a new staff member Marilyn Dillon, Special Services Administrator, to the board and thanked Jimmy Friend for filling the crucial position temporarily.

XI. ADJOURNMENT

Respectfully Submitted,



Jason Ferbrache
Administrator