

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

November 04, 2016

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

TRUSTEES ABSENT: David Greenwell

STAFF PRESENT: Jason Ferbrache
Marsha Harrod
Sheila Holmes
Ruvena Skidmore
Larry Hopper
Sharon Boyle
Kevin Mulcahy
Michael Scroggins
Jeanne Smith
Cory Hubert
Megan White
Dennis Fry
Jesse Rush
Marilyn Dillon
Melisa Rousey

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Approval of the Minutes of the COTPA Board Meeting of October 7, 2016

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

- B. Approval of the Minutes of the Joint Transportation and Finance Committee Meeting of October 31, 2016

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

V. CONSENT DOCKET

APPROVED AND ADOPTED. Moved by Johnson, Seconded by Bickham. AYES: Bickham, Freeman, Greenwell, Hill, Johnson, Kauffman, Semtner.

- A. Approval of Agreement with the Arts Council of Oklahoma City to Allow Opening Night Activities in the Sheridan/Walker Parking Garage

- B. Approval of Lease Agreement with Ambassador Hotel Collections, LLC for Certain Parking Areas within the Century Center Parking Garage

- C. Adopt Resolution to Ratify Administrator's Action Selecting Kilpatrick & Associates, Inc. to Provide Appraisal Service For Property Located at 2 NE 2nd Street, Receive the Appraisal and Approve the Payment

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Approval of Change Order No. 3 to the Contract with Jim Cooley Construction LLC. for Project Nos. MB-1257, Maintenance Building Improvements, and MB-1276, Service Building Improvements, 2000 S. May Avenue

Trustee Cooper arrived at 9:02am

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

- B. Adopt Resolution Approving Amendment No. 2 to the Haul Pass Program

Trustee Johnson suggested this would be a good opportunity to ask fare consultant to evaluate.

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

- C. Adopt Resolution Authorizing the Administrator to Negotiate a Contract for Operations and Maintenance Services for the Oklahoma City Streetcar

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

Rick Gustafson with Shielz, Obletz and Johnsen gave a brief update on the selection and Jason Ferbrache introduced the new Streetcar Manager, Jesse Rush.

- D. Approval of Amendment No. 6 to the Contract for Architectural Services with Robison & Associates, Inc. for Project No. MB-1272 Architectural and Engineering Services for the Repair/Renovation of Union Station, 300 SW 7th Street

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

Chairman Kauffman asked if there was still discussion on whether to keep, trade or sell Union Station. Mr. Ferbrache confirmed it was still an open discussion but there have not been any recent updates.

- E. Adopt the Resolution Authorizing COTPA to Participate in the Funding of MAPS 3 Phase IV Sidewalk Improvements

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

VII. RATIFICATION OF CLAIMS AND PAYROLL

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

- A. Ratification of Payroll and Vendor Claims for the Period October 4 through October 25, 2016

VIII. RECEIVE FINANCIAL REPORTS

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

- A. COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Three Months Ended September 30, 2016

IX. RECEIVE PROGRAM REPORTS

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

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

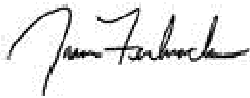
X. ITEMS FROM TRUSTEES

Trustee Johnson would like to continue receiving monthly written program reports but does not feel it is necessary to have staff present each one every month. Mr. Ferbrache indicated staff would develop a schedule to set up a rotation of program report presentations. Mr. Ferbrache introduced Dennis Fry as COTPA's new Fleet Manager and mentioned the Traverse VanPool vehicle was parked outside for the board to inspect. Mr. Ferbrache also mentioned COTPA being recognized by the Mayor for the APTA award received this year at the City Council meeting on November 8.

XI. ADJOURNMENT

ADJOURNED.

Respectfully Submitted,



Jason Ferbrache
Administrator