

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

February 02, 2018

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

TRUSTEES ABSENT: Kay Bickham

STAFF PRESENT: Jason Ferbrache
Kari Shamblin
Justin Broesel
Iris Newman
Eugene Fritz
Chip Nolen
Marsha Harrod
Jesse Rush
Michael Scroggins
Cory Hubert
Ruvena Skidmore
Melisa Rousey
Cory Bourke
Jeanne Smith
Larry Hopper

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

Administrator Ferbrache introduced the Administrative Coordinator, Iris Newman, to the Board.

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Approval of the Minutes of the COTPA Board Meeting Held on January 5, 2018.

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

V. CONSENT DOCKET

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

- A. Approval of Renewal of Agreement COTPA2016022 with Unifirst Holding, Inc. for Rental, Laundering and Purchase of Maintenance Uniforms and Rental of Mats and Swipe Rags, Estimated Cost \$65,000 Annually, March 4, 2018 Through March 3, 2019.
- B. Renewal of the Interlocal Agreement Between the Central Oklahoma Transportation and Parking Authority (COTPA) and The City of Oklahoma City, February 13, 2018 through February 12, 2023.
- C. Resolution of The Central Oklahoma Transportation and Parking Authority Board of Trustees Regarding Amendment of The Central Oklahoma Transportation and Parking Authority Pension Plan and Related Trust (The "Plan") with Respect to an Increase in the Benefit Formula and Increases in Employer Contributions and Mandatory Employee Contributions; Statement of Intention that Mandatory Employee Contributions to the Plan be "Picked-Up" as Employer Contributions Pursuant to Section 414(h)(2) of the Internal Revenue Code of 1986, as Amended (the "Code"); Authorization for the Proper Officers to do All Things Necessary and Proper to Keep the Plan in Compliance; Authorization to Deliver an Executed Amendment to BOKF, NA DBA Bank of Oklahoma or Any Successor Custodian Bank; and Authorization to Notify All Employees Covered by the Plan Concerning This Amendment, Estimated Cost FY 18 \$11,212, Effective March 1, 2018; Estimated Cost FY 19 \$19,454, Effective July 1, 2018.
- D. Adopt Resolution for the Establishment of a Policy on Advertising that Establishes Standards for the Display of Advertising, and Sponsorship and or Naming-Rights In and On Property of the Central Oklahoma Transportation and Parking Authority (COTPA)

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Approval of Changes to Labor Agreement with the Amalgamated Transit Union Local 993 (ATU), Estimated Cost \$147,514 January 7, 2018 through June 30, 2019, \$265,548 July 1, 2018 through June 30, 2019.

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

- B. Resolution Authorizing the Administrator to Enter Negotiations with the Successful Proposer for COTPA RFP2018020, Mobile Ticketing and Fare Inspection Application, Estimated Cost \$150,000 Plus a Percentage of Revenues Collected Through the Application or Paid in Fees.

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

- C. Enter into Executive Session for the Purpose of Discussing Contract Negotiations with Amalgamated Transit Union Local 993, as Authorized by 25 O.S. (2015 Supp.) §307(B)(4).

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

- D. Enter into Executive Session for the Purpose of Discussing the Appraisal of Real Property, as Authorized by 25 O.S. (2017 Supp.) § 307(B)(3).

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

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period January 2 through January 23, 2018

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

VIII. RECEIVE FINANCIAL REPORTS

- A. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Six Months Ended December 31, 2017.

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

Chairman Kauffman asked Administrator Ferbrache what other expenses are coming that will bring the budget back in line. Mr. Ferbrache answered that the closer Streetcar Operations comes to being on line the more expenses the Board can expect to see; facility and staffing expenses should be expected.

Mr. Ferbrache further explained that the budget was allocated equally over the course of the year.

IX. RECEIVE PROGRAM REPORTS
(Notes: **Verbal Report to be Given)

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

- A. Transit System Report**
- B. Streetcar Report**
- C. Long-Range Planning Report
- D. Parking System Report
- E. Marketing, Customer Relations and Technology Report
- F. Oklahoma River Cruises and Spokies Report
- G. Special Services Report**

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT

Respectfully Submitted,



Jason Ferbrache
Administrator