

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

September 06, 2019

TRUSTEES PRESENT: Chris Kauffman, Chairman
Bernard L. Semtner, III, Vice Chairman
James Cooper
Brent Bryant
David Greenwell
Steve Hill
Laura Johnson

TRUSTEES ABSENT: Kay Bickham

STAFF PRESENT: Jason Ferbrache
Tysheeka Holley
Cory Hubert
Michael Scroggins
Jesse Rush
Dennis Fry
Jeanne Smith
Stephanie Thomas
Chip Nolen
Mike Shaw
Chris Bourke
Nichole Stover
Mike Baskin
Kevin Mulcahy
Suzanne Wickenkamp
Iris Newman

GUESTS PRESENT: Don Grey
Chris Tatham

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

- A. Presentation by ETC Institute on Customer Survey Results

Chris Tatham with ETC Institute presented the Transit Customer Survey results conducted in March 2019.

- B. Recognition of COTPA Retiree Don Gray

Chairman Kauffman presented Don Grey with Retirement Plaque

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Approval of the Minutes of the COTPA Board Meeting Held on August 2, 2019.

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

- B. Approval of the Minutes of the Joint Parking and Finance Committee Held on August 22, 2019.

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

V. CONSENT DOCKET

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

- A. Approval of Transit Agreement with Rose State college for Fiscal year 2019-2020, \$23,539 in Revenue, Term Retroactive July 1, 2019 through June 30, 2020.

- B. Approval of Renewal of Contract COTPA2016044 with DEFEO for Engine and Transmission Repair Part and Supplies, Retroactive July 1, 2019 through June 30, 2020, Estimated Cost \$30,000.

- C. Approval of Renewal of Contract COTPA20160037 with Central States Thermo King for Air Conditioning Repair Parts and Repair Services for Buses and Vans, Retroactive July 1, 2019 through June 30, 2020, Estimated Cost \$75,000.

- D. Approve the Renewal of Agreement with Enterprise (EAN Holding, Inc.) for Vanpool Services, Estimated Cost \$8,800 Annually, October 1, 2019 through September 30, 2020.

- E. Approve the Renewal of Agreement with Remix Software, Inc. for Transportation Planning Software, Estimated Cost \$20,000 Annually, September 8, 2019 Through September 7, 2020.

- F. Resolution Authorizing the Scope of Work for Actuarial Services, as Described in Exhibit "A" and Authorizing the Administrator to Solicit and Release a Request for Proposals for the Actuarial Services, Period Fiscal Year 2019-2020 through Fiscal Year 2023-2024, Estimated Cost \$15,000 Annually
- G. Approval of Memorandums of Understanding with the City of Moore, the City of Del City, the City of Spencer, and the City of Mustang for participation in the Share-A-Fare Transportation Program, Estimated Cost \$30,000, Estimated Revenue \$30,000, September 6, 2019 through June 30, 2020.
- H. Approval of Lease Agreement with REHCO Downtown Development, LLC for Surface Lot Parking, September 6, 2019 through July 1, 2020, Estimated Cost 303,000.
- I. A Resolution Authorizing Settlement of the Pricing Agreement (C187003), in the Amount of \$17,835.20.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Approval of Scope of Work (COTPA RFP2020002) for Spokies Bikeshare Management and Authorize the Administrator to Advertise and Release the Request for Proposal.

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

- B. Approval of Agreement for the Reimbursement of Funds from COTPA to OCURA for Project No. MB-1487, OG&E Service Center Site, to Complete the Demolition and Site Preparation of the OG&E Service Center Site, Not to Exceed \$500,000.

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

- C. Authorize an amendment to the sole source resolution for equipment, parts, supplies and services from Wetherbee Electric, Inc. for the parking access revenue control system for the new convention center garage, August 2, 2019, increase amount of \$1,219,524.

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

- D. Adoption of Resolution Authorizing the Defeasance of the Outstanding Portion of the Central Oklahoma Transportation and Parking Authority Parking System Revenue Bonds, Series 2013 (Taxable) which Transaction Shall be Referred to Herein as the "Defeasance". The COTPA Authorizes the Transfer of Funds, as Needed, to Accomplish the Defeasance; Authorizing and Direct the Chairman or Vice Chairman and Secretary or Assistant Secretary of the COTPA to, on Behalf of the COTPA, to Execute and Deliver Any and All Necessary Documentation, Closing, and Delivery Papers Required by Bond Counsel in Connection with the Referenced Defeasance; Authorize and Approve the Transfer of Funds in Connection with the Referenced Defeasance; and to Execute, Record, and File Any and All the Necessary Release Documents or Termination Statements, and to Consummate the Transaction Contemplated Hereby.

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

- E. Approval of Resolution Authorizing the Adoption and Use of the Amended Debt Management Policy Established by the City Of Oklahoma City, Professional Services Agreement for Financial Advisory Services, Amended Agreement for Bond Counsel Services for the City Of Oklahoma City, Professional Legal Services Retainer Agreement, and Authorizing the Administrator to Utilize the Pool of Prequalified Underwriters Established by the City Of Oklahoma City, Relating to The Central Oklahoma Transportation and Parking Authority's Parking System Revenue Bonds, Taxable Series, 2019.

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

- F. Approval of Resolution Authorizing the Central Oklahoma Transportation And Parking Authority (The "Authority") to Issue Its Parking System Revenue Bonds, Taxable Series 2019, for and on Behalf of The City, in One or More Series, for the Financing of a New Parking Garage Adjacent to the Maps 3 Convention Center in the Aggregate Principal Amount of Not to Exceed \$15,000,000 (The "Bonds"); Authorizing Execution of a Certificate of Determination Setting Forth the Final Principal Amount, Interest Rates, Redemption Provisions, Size and Maturities of the Bonds; Designating Underwriters with Respect to the Sale of the Bonds; Authorizing the Sale of the Bonds at Negotiated Sale of Not to Exceed 3.5% Representing the Underwriters' Discount and Not to Exceed 4% Representing the Original Issue Discount, and Waiving Competitive Bidding; Approving the Form of Bond Purchase Agreement; Authorizing the Chair or Vice Chair to Execute a General Bond Indenture, and One or More Supplemental Indentures by and Between the Authority and the Trustee Bank, whereby The Authority Authorizes the Issuance and Delivery of the Bonds; Providing That the Organizational Document Creating The Authority is Subject to the Provisions of said Bond Indenture; Approving and Authorizing an Agreement of Support; Approving the Preliminary Official Statement Pertaining to the Bonds and Authorizing Distribution of the Same; Approving the Forms of a Continuing Disclosure Agreement and an Official Statement, as Deemed Necessary by City Staff; and Authorizing Security, Tax and Other Documents Pertaining to the Bonds; and Containing Other Provisions Relating Thereto.

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

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period August 6 through August 27, 2019

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

VIII. RECEIVE FINANCIAL REPORTS

- A. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual for the One Month Ended July 31, 2019

Moved by Johnson, Seconded by Bryant. AYES: Cooper, Greenwell, Hill, Johnson, Kauffman.

IX. RECEIVE PROGRAM REPORTS

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

- A. Transit System Report
- B. Streetcar Report**

Presentation by Streetcar Operations Manager Jesse Rush.

- C. Long Range Planning Report**

Presentation by Principal Planner Larry Hopper.

- D. Parking System Report
- E. Marketing and Technology Report**

Presentation by Public Information & Marketing Manager Michael Scroggins.

- F. Oklahoma River Cruises and Spokies Report

X. ITEMS FROM TRUSTEES

Administrator Ferbrache mentioned the Streetcar Ridership data was added to the Streetcar report.

Mr. Ferbrache invited the Trustees to look at one of the buses equipped with our new Quantum Wheelchair Securement device.

XI. ADJOURNMENT

Respectfully Submitted,



Jason Ferbrache
Administrator