

## MEETING MINUTES

### CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY May 01, 2020

(The agenda via teleconference was filed with the City Clerk of The City of Oklahoma City at 3:41 p.m. on April 29, 2020. The Chair announced if the teleconference is disconnected anytime during the meeting, the meeting shall be stopped and reconvened once the audio connections is restored. If communication is unable to be restored within 15 minutes, items remaining for consideration will be moved to 1:00 p.m.)

---

#### TRUSTEES PRESENT:

Chris Kauffman, Chairman  
Bernard L. Semtner, III, Vice Chairman  
Brent Bryant  
James Cooper  
Robert Ruiz  
Steve Hill  
Laura Johnson

#### TRUSTEES ABSENT:

David Greenwell

#### STAFF PRESENT:

Jason Ferbrache  
Eugene Fritz  
Dan McKeehan  
Jeanne Smith  
Dennis Fry  
Michael Scroggins  
Cory Hubert  
Mike Shaw  
Kristen Torkelson  
Jesse Rush  
Hailey Rawson  
Chip Nolen  
Lora Miller  
Justin Broesel  
Miki Graham  
Frances Kersey  
Lisa Hubbell  
Alan Kelley  
Iris Newman

**I. CALL TO ORDER – 9:07 A.M.**

**II. ITEMS FROM THE CHAIRMAN**

Chairman Kauffman acknowledged and welcomed Trustee Robert Ruiz.

**III. CITIZENS TO BE HEARD**

**IV. APPROVAL OF MINUTES**

- A. Approval of the Minutes of the April 3, 2020 COTPA Board Meeting.

**APPROVED.** MOVED BY BRYANT, SECONDED BY SEMTNER. AYES: COOPER, HILL, JOHNSON, KAUFFMAN. ABSTAIN: RUIZ

**V. CONSENT DOCKET**

- A. Professional Services Agreement with SendaRide, Inc. for the Share-A-Fare Transportation Program (COTPA2020049), July 1, 2020 through June 30, 2021, Estimated Annual Cost \$90,000.

**APPROVED.** MOVED BY BRYANT, SECONDED BY JOHNSON. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

- B. Renewal of Pricing Agreement with Southwestern Stationers and Bank Supply (COTPA 2016028) for Printing Services, May 9, 2020 through May 8, 2021, Estimated Cost \$50,000 annually.

**APPROVED.** MOVED BY BRYANT, SECONDED BY JOHNSON. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

- C. Ratify the actions of the Administrator in approving the First Amendment to the Professional Services Agreement with SendaRide, Inc., adding Courier Services to the Share-A-Fare Transportation Program (COTPA2018006), retroactive April 8, 2020 through June 30, 2020, Estimated Cost \$20,000.

**RATIFIED.** MOVED BY BRYANT, SECONDED BY JOHNSON. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

- D. Resolution authorizing the Administrator, or designee, to approve and authorize temporary forbearance or suspension of current and future rental payments (in lieu of individual rental contract amendments), OKC Streetcar sponsorship payments (in lieu of individual agreement amendments), transit advertising vendor's minimum annual payments (in lieu of individual agreement amendments) if requested by the tenant, lessee, sponsor or advertisers during a State or City Emergency Proclamation imposed as a result of the COVID-19 pandemic, for a period not to exceed six (6) months from the date of request by the obligated party; and authorizing the Administrator, or designee, to recover rental, lease, sponsorship or advertising vendor payments through payment arrangements with the tenant or lessee under terms approved by the Administrator; and authorizing the Administrator, or designee, to defer the right and obligation to exercise default notices and cure remedies, to include forbearance of eviction as authorized under the law and as contained in the related rental contracts and individual agreements, during an approved payment forbearance.

**ADOPTED.** MOVED BY BRYANT, SECONDED BY JOHNSON. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

- E. Acceptance of Quit Claim Deed from the Oklahoma City Economic Development Trust for the real property located north of SW 4th Street between South Broadway Avenue and E.K. Gaylord Boulevard, Convention Center Parking Garage.

**ACCEPTED.** MOVED BY BRYANT, SECONDED BY JOHNSON. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

**VI. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Professional Services Agreement with Goodyear Tire and Rubber Company, for Bus Tire Lease Services, May 1, 2020 through April 30, 2023, Renewal Option of Two One-Year Renewals, Estimated Annual Cost \$250,000.

**APPROVED.** MOVED BY SEMTNER, SECONDED BY HILL. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

- B. Public Art Commission Agreement with Martin Donlin, Project No. 2020-0001, "WHAT IS THE CITY BUT THE PEOPLE", Convention Center Parking Garage, Not to Exceed \$134,250.

**APPROVED.** MOVED BY SEMTNER, SECONDED BY HILL. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

- C. Change Order No. 4, Project No. MB-1413, Convention Center Parking Garage, SW 4th Street, Increase of \$45,751.

**APPROVED.** MOVED BY BRYANT, SECONDED BY HILL. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

- D. Final Acceptance of Project MC-0564 Phase II, Maintenance Facility Improvements, 2000 South May Avenue, Final Claim \$83,510; and place maintenance bond into effect.

**ACCEPTED AND PLACED INTO EFFECT.** MOVED BY BRYANT, SECONDED BY JOHNSON. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

**VII. RATIFICATION OF CLAIMS AND PAYROLL**

- A. Ratification of Payroll and Vendor Claims for the Period April 7 through April 28, 2020

**RATIFIED.** MOVED BY BRYANT, SECONDED BY SEMTNER. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

**VIII. RECEIVE FINANCIAL REPORTS**

- A. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Nine Months Ended March 31, 2020

Trustee Semtner asked if federal disaster relief revenues can be shown separate from other federal grant revenues.

Administrator Ferbrache replied yes.

**RECEIVED.** MOVED BY BRYANT, SECONDED BY SEMTNER. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.

**IX. RECEIVE PROGRAM REPORTS**

- A. Transit System Report

Administrator Ferbrache commented on ridership, bus cleaning, social distancing and other safety procedures currently in place.

- B. Streetcar Report

- C. Parking System Report

Parking Operations Manager Cory Hubert gave an update on the Parking Center Garage.

- D. Marketing and Technology Report

- E. Oklahoma River Cruises and Spokies Report

Chairman Kauffman inquired about dredging of the Oklahoma River and asked if the boats were back up and running.

Administrator Ferbrache will follow up with an update.

- F. Mobility Management Report

**RECEIVED: IX. A.-F. MOVED BY BRYANT, SECONDED BY JOHNSON. AYES: BRYANT, COOPER, HILL, JOHNSON, KAUFFMAN, SEMTNER AND RUIZ.**

**X. ITEMS FROM TRUSTEES**

**XI. ADJOURNED – 9:40 A.M.**

---

Jason Ferbrache, Administrator/Secretary

---

Chris Kauffman, Chairman