



MEETING MINUTES

February 5, 2021

The agenda was posted at the Office of the City Clerk on February 3, 2021 at 10:43 a.m.

TRUSTEES PRESENT: Bernard L. Semtner, III, Vice Chairperson

Brent Bryant

James Cooper

Steve Hill

Robert Ruiz

Laura Johnson

TRUSTEE(S) ABSENT: Charis Kauffman, Chairperson

STAFF: Jason Ferbrache, Administrator

Hailey Rawson, Assistant Municipal Counselor

COTPA Office, 2000 S. May Ave., Oklahoma City, Oklahoma 73108

MINUTES

CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY

DATE: February 5, 2021

TIME: 9:00 A.M.

**PLACE: City Council Chambers
200 North Walker
Oklahoma City, Oklahoma**

I. CALL TO ORDER – 9:00 A.M.

PRESENT: SEMTNER, BRYANT, COOPER, HILL, JOHNSON, RUIZ.
ABSENT: KAUFFMAN.

II. ITEMS FROM THE CHAIRPERSON

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

A. Minutes of the January 8, 2020, COTPA Board Meeting.

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

V. CONSENT DOCKET

A. Concur with The City of Oklahoma City in approving MAPS 3 Streetcar Stop Naming Agreement, changing the name of streetcar stop No. 12 to "Art Park", NW 11th Street and Broadway Avenue.

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

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- B. Renewal Agreement with McAfee & Taft A Professional Corporation (COTPA2020-026), for legal services agreement for labor matters, estimated annual cost \$60,000, March 6, 2021 to March 5, 2022.

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

- C. Renewal Agreement with Kutak Rock LLP (COTPA 2020025), for legal services agreement for pension matters, estimated annual cost \$13,000, March 6, 2021 to March 5, 2022.

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

- D. Resolution approving Pandemic Leave for employees; and authorizing the Administrator to implement the Pandemic Leave Program retroactive to January 1, 2021.

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

- E. Resolution authorizing the open market purchase of paratransit cutaway van repair and maintenance parts, and installation services (COTPA-OM-2021-055), utilizing current purchasing policies and procedures for open market purchases, estimated cost \$40,000, February 5, 2021 to February 4, 2022.

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

- F. Resolution authorizing the open market purchase of repair parts, maintenance and service for heavy-duty equipment hydraulic lifts (COTPA-OM-2021-043), estimated annual cost \$30,000, February 5, 2021 through February 4, 2022.

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

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Receive Preliminary Design Report for Project MC-0619, Northwest Corridor Bus Rapid Transit from HNTB Corporation.

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

- B. Professional Services Agreement with Oklahoma City Family Justice Center, Inc. (Palomar) (COTPA 2021068) for the provision of in-house transportation services to Palomar clients, estimated revenue \$1,500, February 5, 2021 to February 4, 2022

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

- C. Option Agreement with SMJ Industries, Inc., formally known as Turner Bros. Industries, Inc., Estimated Expenses of Option Agreement \$201,000.

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

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period of January 5 through January 26, 2020.

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

VIII. RECEIVE FINANCIAL REPORTS

- A. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actuals for the Month Ended December 31, 2020.

RECEIVED. MOVED BY BRYANT, SECONDED BY RUIZ.

AYES: SEMTNER, BRYANT, COOPER, HILL, JOHNSON, RUIZ.
ABSENT: KAUFFMAN.

IX. RECEIVE PROGRAM REPORTS

- A. Community Engagement and Customer Relations Program Update

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

- B. Marketing and Technology Program Update

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

- C. Oklahoma City Streetcar Program Update

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

- D. Parking Program Update

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

- E. Transit System Program Update

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

X. ITEMS FROM TRUSTEES

Vice Chairperson Semtner thanked Trustee Johnson for stepping in as chairperson pro tempore.

Trustee Cooper thanked Trustee Johnson. Suggested watching the confirmation hearing of Pete Buttigieg as Secretary of Transportation.

Trustee Hill commented on what a great program Palomar is and that he is happy that COTPA is a part of it.

Administrator Ferbrache announced the new parking garage is open and fully operational. The artwork is partially complete. All access cards are up to date for access by the Trustees.

Administrator Ferbrache thanked the MAPS 4 Advisory Committee for being added to the agenda to brief the MAPS4 concept plan.

Administrator Ferbrache thanked the Trustees that attended the RTA virtual town hall meeting on January 28, 2021. The next town hall will be March 24.

XI. ADJOURNMENT – 9:30 A.M.

APPROVED by the Trust and **SIGNED** by the Chairperson of the Central Oklahoma Transportation and Parking Authority, this **5th** day of **March 2021**.

ATTEST:



Jason Ferbrache, Secretary



**CENTRAL OKLAHOMA
TRANSPORTATION AND PARKING
AUTHORITY**



Chris Kauffman, Chairperson