

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

August 05, 2016

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

TRUSTEES ABSENT: Kay Bickham
David Greenwell

STAFF PRESENT: Jason Ferbrache
Marsha Harrod
Sheila Holmes
Ruvena Skidmore
Larry Hopper
Sharon Boyle
Kevin Mulcahy
Chip Nolen
Michael Scroggins
Jeanne Smith
Cory Hubert
Marilyn Dillon

I. CALL TO ORDER

CONVENE at 9:00am

II. ITEMS FROM THE CHAIRMAN

- A. Presentation by Bob Hammock on behalf of Oklahoma City Public School District.

III. CITIZENS TO BE HEARD

Mark Gibbs, MAPS 3 Transit Subcommittee member spoke of the construction of the Streetcar.

IV. APPROVAL OF MINUTES

- A. Approval of the Minutes of the COTPA Board Meeting of July 1, 2016.

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

- B. Approval of the Minutes of the COTPA Marketing and Parking Committee Meeting of July 26, 2016.

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

V. CONSENT DOCKET

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

- A. Approval of Payment to the American Public Transportation Association for Fiscal Year 2017 Dues.

- B. Approval of Amendment No. 4 to the Agreement with Davis Graham & Stubbs LLP to Provide Legal Services to the Central Oklahoma Transportation and Parking Authority Pension Plan.

- C. Adoption of Resolution to Approve Amendments and Restatement to the Central Oklahoma Transportation and Parking Authority Pension Plan Effective February 1, 2016; Authorization for the Proper Officers to do all Things Necessary and Proper to Keep the Plan in Compliance; Authorization to Submit the Amended Plan to the Internal Revenue Service in Connection with a Request for a Letter of Determination; Authorization to Deliver an Executed Plan to the Plan Trustee Bank and Authorization to Notify all Employees Covered by the Plan Concerning this Amendment and Restatement.

- D. Approval of Amendment No. 4 Shortening Current Benefit Plan Year with UnitedHealthcare Insurance Company to Provide Prescription Drug Plan and Senior Supplement Plan for COTPA Retirees Over the Age of Sixty-Five.

- E. Approval of Amendment No. 5 Extension of Agreement With UnitedHealthcare Insurance Company to Provide Prescription Drug Plan and Senior Supplement Plan for COTPA Retirees Over the Age of Sixty-Five.

- F. Approval of Transit Agreement with Rose State College.
- G. Approval of Assignment of Contract from ORI Recovery, Inc. to OSI Environmental, Inc.
- H. Approval of Contract Extension for Sole Source Professional Services Agreement with Jenkins RTS, LLC.
- I. Approval of Interlocal Cooperative Agreement with Oklahoma County for Route 19.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Approval of Amendment No. 1 and Change Order No. 1 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.

APPROVED. Moved by Cooper, Seconded by Semtner. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- B. Approval of Contract with vRide, Inc. (vRide) for Vanpool Services.

APPROVED. Moved by Cooper, Seconded by Hill. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- C. Approval of a Guaranteed Ride Home Program.

APPROVED. Moved by Hill, Seconded by Semtner. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- D. Approval of Contract COTPA2016044 with Muncie Transit Supply, Cornerstone Fleet Services, Inc., DEFEO Manufacturing and Howard P.D.C. for Engine and Transmission Repair Parts and Supplies and Adopt Open Market Authority Resolution for Items not Bid not to Exceed \$150,000.

APPROVED. Moved by Hill, Seconded by Semtner. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- E. Adoption of Resolution Approving Central Oklahoma Transportation and Parking Authority Procurement Policy.

APPROVED. Moved by Freeman, Seconded by Cooper. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- F. Approval for Architectural Services, Frankfurt Short Bruza, PC, Project WM-0242, and Assignment and Amendment No. 5 to the Oklahoma City Water Utilities Trust's Architectural Contract, Project WM-0144/SM-0222 Contract for Capital Improvements at the Sheridan Walker Garage.

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

Jerry Crone with Frankfurt Short Bruza gave a powerpoint and brought glass samples for the board to look at in helping make decision between the options offered.

- G. Approval of Purchase of ZipPark Software and Accessories from Skidata through Wetherbee Electric, Inc.
- APPROVED. Moved by Freeman, Seconded by Cooper. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- H. Approval of Contract with Chance Management Advisors, Inc. for Parking Consulting Services.
- APPROVED. Moved by Semtner, Seconded by Freeman. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- I. Approval of Request for Proposal (RFP) for Architectural and Engineering (A&E) Services for Project No. MB-1343, Santa Fe Parking Garage Tenant Space Renovations, 2 Santa Fe Plaza and Authorize the Administrator to Advertise and Release the RFP.
- APPROVED. Moved by Semtner, Seconded by Freeman. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- J. Approval of Final Acceptance of Project No. MB-1308, Tenant Build-Out (Phase 2) for the Arts District Parking Garage, 431 W Main Street, and Place Maintenance Bond into Effect.
- APPROVED. Moved by Couch, Seconded by Semtner. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- K. Approval of Brand Strategy and Visual Identity for the Modern Streetcar.
- APPROVED. Moved by Semtner, Seconded by Cooper. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- L. Approval of Rate Changes for the Spokies Bike Share Program.
- APPROVED. Moved by Semtner, Seconded by Freeman. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.
- M. Joint Resolution with the City of Oklahoma City Regarding the Assignment and Acceptance of Responsibilities Relative to Administration and Management of the Oklahoma City Bike Share Program.
- APPROVED. Moved by Cooper, Seconded by Semtner. AYES: Couch, Cooper, Freeman, Hill, Kauffman, Semtner.

VII. RATIFICATION OF CLAIMS AND PAYROLL

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

- A. Ratification of Payroll and Vendor Claims for the Period June 28 through July 26, 2016.

VIII. RECEIVE FINANCIAL REPORTS

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

- A. Receive COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Twelve Months Ended June 30, 2016.

IX. RECEIVE PROGRAM REPORTS

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

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

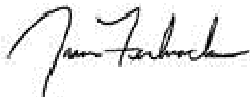
X. ITEMS FROM TRUSTEES

Trustee Semtner thanked Bob Hammock for presenting his concerns.

XI. ADJOURNMENT

ADJOURNED at 10:22am

Respectfully Submitted,



Jason Ferbrache
Administrator