



**I. CALL TO ORDER**

CONVENE at 9:00am.

**II. ITEMS FROM THE CHAIRMAN**

- A. Presentation for Onboard and Non-Rider Survey Results by ETC Institute.

Chris Tatham gave a presentation on the Onboard and Non-rider survey results. The full survey and PowerPoint will be sent to the trustees and Trustee Freeman would like to see it presented at a City Council meeting. Non-Rider surveys will be done every other year and Rider surveys every fall. Vice Chairman Semtner suggested transfers, of more than one stop for customers, is not very effective and should be looked at improving frequency and stops. Trustee Cooper expressed education of services we provide and that more information at bus stops would be beneficial to increasing ridership, and the need for sidewalks, benches and shelters needs to be a priority. He stated we need more frequency and how we work with other departments is beneficial.

**III. CITIZENS TO BE HEARD**

Bob Hammack, Oklahoma City Public Schools (OKCPS), presented a letter from the OKCPS superintendent requesting COTPA provide free transportation for Freshmen and Sophomores. Staff will hold a Transportation Committee meeting prior to the next board meeting and will invite Mr. Hammack to attend. The Committee will make a recommendation to the Board at the November Board meeting. Trustee Johnson asked Mr. Hammack if he was aware of the Haul Pass program and the lack of utilization by the students. He had not heard of it and will get information prior to the Transportation Committee meeting to be scheduled this month.

**IV. APPROVAL OF MINUTES**

APPROVED. Moved by Freeman, Seconded by Hill. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

- A. Approval of the Minutes of the COTPA Board Meeting of September 2, 2016.

**V. CONSENT DOCKET**

APPROVED. Moved by Johnson, Seconded by Bickham. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

- A. Approval of Contract Renewal with HMS Ferries, Inc. for Marine Management Services of Oklahoma River Cruises.
- B. Receive the Notice of Meetings for 2017.
- C. Approval of Temporary Easement and Right of Entry for Office Trailer to be Placed on COTPA Property during the Construction of the Streetcar Maintenance Facility.

## **VI. ITEMS FOR INDIVIDUAL CONSIDERATION**

Motion to move Executive Session items VI.F. and VI.G. to end of docket.

MOVE TO END OF DOCKET. Moved by Johnson, Seconded by Freeman. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

- A. Adopt a Resolution Authorizing the Allocation of Thirty-Five Thousand Dollars for Match in Support of a 2010 Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users Grant Application through Oklahoma Department of Transportation.

Matt Sandidge, City of OKC Planning Department, showed a map of where proposed bike lanes and protected bike lanes will be located. Trustee Greenwell feels problems are further away from core - out at suburbs, and should be looked at further. Trustee Cooper would like to see it expanded to the Arts District.

ADOPT AND APPROVE RESOLUTION. Moved by Greenwell, Seconded by Cooper. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

- B. Approval of Request for Proposal (RFP) to Purchase 40-Foot CNG Heavy Duty Transit Buses and Authorize the Administrator to Advertise and Release the RFP.

APPROVED. Moved by Johnson, Seconded by Bickham. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

- C. Approval of Change Order No. 2 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 Greenwell, Seconded by Freeman. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

- D. Approval of Contract with JRC Property Management, LLC (COTPA2017007) for the Installation and Repair of Bus Stop Poles and Signs.

APPROVED. Moved by Greenwell, Seconded by Bickham. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

- E. Resolution Authorizing the Administrator to Negotiate and Enter Into a Contract with Four Nines Technologies to Establish a Fare Policy and Evaluate Fare Structure.

ADOPT AND APPROVE RESOLUTION. Moved by Freeman, Seconded by Johnson. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

- F. Enter Into Executive Session with the Municipal Counselor to Discuss Settlement Offers for Claim No. BA-16-0160, Fredrick Rucks, as Authorized by 25 O.S. 2015 Supp. § 307(B)(4).

Moved into Executive Session at 10:35am.

- G. Enter Into Executive Session with the Municipal Counselor to Discuss Settlement Offers for Claim No. CJ-2015-396, Diana Springmeyer, as Authorized by 25 O.S. 2015 Supp. § 307(B)(4).

Returned from Executive Session at 10:54am.

**VII. RATIFICATION OF CLAIMS AND PAYROLL**

- A. Ratification of Payroll and Vendor Claims for the Period August 30 through September 27, 2016.

RATIFIED. Moved by Johnson, Seconded by Cooper. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

**VIII. RECEIVE FINANCIAL REPORTS**

- A. Receive COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Two Months Ended August 31, 2016.

RECEIVED. Moved by Bickham, Seconded by Hill. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

**IX. RECEIVE PROGRAM REPORTS**

RECEIVED. Moved by Bickham, Seconded by Cooper. AYES: Bickham, Cooper, Freeman, Greenwell, Hill, Johnson, Semtner.

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

Following the Streetcar report, Marilyn Dillon, Special Services Administrator, gave a report on special services. Trustee Cooper asked what we can do to educate seniors who don't know this service is available. Ms. Dillon mentioned that staff does do outreach events, updating flyers, water bill newsletter, parks and community centers.

- 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**

**XI. ADJOURNMENT**

Adjourned at 10:54am.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jason Ferbrache". The signature is fluid and cursive, with the first name "Jason" and last name "Ferbrache" clearly distinguishable.

Jason Ferbrache  
Administrator