

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

June 5, 2015

TRUSTEES PRESENT: Chris Kauffman, Chairman
Barney Semtner, Vice Chairman
Kay Bickham
James Cooper
Craig Freeman
Steve Hill
Laura Johnson

TRUSTEE ABSENT: David Greenwell

STAFF PRESENT: Jason Ferbrache
Mary Kay Fox
Marsha Harrod
Debi Holtzclaw
Kevin Mulcahy
Melisa Rousey
Michael Scroggins
Jeanne Smith
Ruvena Snellings

I. CALL TO ORDER

Chairman Chris Kauffman called the meeting to order at 9 a.m.

II. ITEMS FROM THE CHAIRMAN

A. Swearing in of James Cooper as Trustee

Frances Kersey, City Clerk, conducted the swearing in of James Cooper as Trustee.

B. Recognition of Bus Operator Barry Nokes

The Chairman presented Mr. Nokes with a certificate of appreciation for the service he provided during a recent severe weather event.

III. CITIZENS TO BE HEARD

There were no citizens to be heard.

IV. APPROVAL OF MINUTES

A. Consideration of Approval of Minutes of the COTPA Board Meeting of May 1, 2015

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

V. CONSENT DOCKET

A. Consideration of Approval of Amendment No. 2 and Extension of Agreement with Oklahoma Business Insurors Agency, LLC to Provide Fleet Insurance for COTPA Owned Vehicles

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

B. Consideration of Adoption of Resolution Authorizing Renewal of the Contract with Airport Express for Link Services

ADOPTED. Moved by Johnson, Seconded by Semtner. AYES: Bickham, Cooper, Freeman, Hill, Johnson, Kauffman and Semtner

C. Consideration of Approval of Contract with Alliant Insurance Services, Inc. to Provide General Liability and Felonious Assault Insurance for COTPA

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

D. Consideration of Approval of Amendment to Annual Leave Policy for COTPA Fulltime Non-Represented Employees

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

- E. Consideration of Approval of Amendment No. 1 and Extension of Agreement with Mutual of Omaha to Provide Short-Term Disability and Life Insurance for COTPA Employees and Retirees

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

- F. Consideration of Adoption of Resolution Authorizing the Open Market Purchase of Security Services by Off-duty Oklahoma City Police Officers for Fiscal Year 2015-2016

ADOPTED. Moved by Johnson, Seconded by Semtner. AYES: Bickham, Cooper, Freeman, Hill, Johnson, Kauffman and Semtner

- G. Consideration of Approval of the Parking Agreement with the City of Oklahoma City for Parking Services

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

- H. Consideration of Approval of Amendment No. 1 and Extension to Agreement with Precision Administrators, Inc. to Provide Section 125 Flexible Benefits Plan Administrative Services for COTPA Employees

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

- I. Consideration of Adoption of Resolution Changing the Share-A-Fare Rates for Municipalities

ADOPTED. Moved by Johnson, Seconded by Semtner. AYES: Bickham, Cooper, Freeman, Hill, Johnson, Kauffman and Semtner

- J. Consideration of Approval of Agreement with the Retired and Senior Volunteer Program of Central Oklahoma, Inc. (RSVP) for the Provide-A-Ride Program

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

- K. Consideration of Ratification of the Administrator's Action and Approval of the COTPA Non-Represented Pay Plan Adjustment Retroactive to July 1, 2014 and a Half-Percent Stipend

RATIFIED AND APPROVED. Moved by Johnson, Seconded by Semtner. AYES: Bickham, Cooper, Freeman, Hill, Johnson, Kauffman and Semtner

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Consideration of Approval to Adopt the Section 125 Flexible Benefit Plan for the Central Oklahoma Transportation and Parking Authority

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

- B. Consideration of Adoption of Joint Resolution Recognizing the Central Oklahoma Transportation and Parking Authority as a Participating Public Trust Whose Eligible Full-Time Employees, Retirees, and Their Eligible Dependents May Participate in the City's Health and Welfare Plans Under Terms and Conditions as Determined

Between Management of the City and the Central Oklahoma Transportation and Parking Authority

ADOPTED. Moved by Bickham, Seconded by Semtner. AYES: Bickham, Cooper, Freeman, Hill, Johnson, Kauffman and Semtner

- C. Consideration of Approval of Final Acceptance of Project MB-1092, Construction of the Arts District Parking Garage Located at 431 W. Main Street and Place Maintenance Bond into Effect

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

- D. Consideration of Approval of Purchase of Two 2015 Chevrolet C2500 Crew Cab 4WD Pickup Trucks for Facility Maintenance

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

- E. Enter into Executive Session with the Assistant Municipal Counselor and Outside Counsel to Discuss Litigation in Regard to Case No. CJ-2015-2609, *Karen Matson v. EMBARK f/k/a METRO TRANSIT, a Division of CENTRAL OKLAHOMA, TRANSPORTATION AND PARKING AUTHORITY, a Political Subdivision of the State of Oklahoma and Central Oklahoma Transportation and Parking Authority, a Public Trust and Political Subdivision of the State of Oklahoma and d/b/a Embark*; and Claim No. BA15-0256, Pedestrian Alfredo Betancod, as Authorized by 25 O.S. (2011) §307 (B)(4)

ENTERED INTO EXECUTIVE SESSION. Moved by Johnson, Seconded by Bickham. AYES: Bickham, Cooper, Freeman, Hill, Johnson, Kauffman and Semtner

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period May 1, 2015 through May 31, 2015

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

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actual for the Ten Months Ended April 30, 2015

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

- B. Employee Retirement Trust Interim Financial Statement for the Nine Months Ended March 31, 2015

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

IX. RECEIVE PROGRAM REPORTS

- A. Transit System
B. Long Range Plan
C. Parking System

- D. Marketing, Customer Relations, and Technology
- E. Oklahoma River Cruises

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

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT

Respectfully Submitted,



Jason Ferbrache
Secretary