

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

September 02, 2016

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

TRUSTEES ABSENT: Kay Bickham

STAFF PRESENT: Jason Ferbrache
Marsha Harrod
Jason Long
Ruvena Skidmore
Larry Hopper
Sharon Boyle
Kevin Mulcahy
Chip Nolen
Michael Scroggins
Jeanne Smith
Cory Hubert
Melisa Rousey

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

- A. Streetcar Presentation by Doug Smith, Jacobs Engineering.

Doug Smith, Jacobs Engineering, gave a general update on the OKC Streetcar along with a video.

III. CITIZENS TO BE HEARD

Rick Cain congratulated EMBARK staff and trustees on receiving the APTA Small System Award for 2016.

IV. APPROVAL OF MINUTES

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

- A. Approval of the Minutes of the COTPA Board Meeting of August 5, 2016.

V. CONSENT DOCKET

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

- A. Ratification of the Administrator's Action to Exceed \$25,000 Open Market for the Installation and Repair of Bus Stop Poles and Signs.
- B. Approval of Contract COTPA2017006 with Cummins Southern Plains, LLC for Engines and Transmission Labor and Services.
- C. Approval of Lease Agreement with REHCO Downtown Development, LLC for Surface Lot Parking.
- D. Approval of Amendment No. 1 Increasing the Quantity of Team Employee Parking Spaces with The Professional Basketball Club, LLC dba The Oklahoma City Thunder.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Approval of Purchase of Payment Card Industry (PCI) Software Upgrade to the SkiData Parking Access Revenue Control System (PARCS) and Software/Hardware Improvements for Increasing Data Retention from Wetherbee Electric, Inc.

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

- B. Approval of Request for Proposal (COTPA 2017008) for Consultant Services to Perform a Benefit Cost Analysis for a High Capacity Transit Project and Authorize the Administrator to Advertise and Release the RFP.

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

- C. Approval of the "Train the Trainer" Program.

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

- D. Resolution Adopting COTPA Board Initiatives.

ADOPT RESOLUTION. Moved by Greenwell, Seconded by Freeman. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, Kauffman, Semtner.

VII. RATIFICATION OF CLAIMS AND PAYROLL

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

- A. Ratification of Payroll and Vendor Claims for the Period August 2 through August 23, 2016.

VIII. RECEIVE FINANCIAL REPORTS

- A. Receive COTPA Schedules of Revenues and Expenditures - Budget to Actual for the One Month Ended July 31, 2016.
- B. Receive the Interim COTPR Trust Financial Statement for the Fiscal Year Ended June 30, 2016.

IX. RECEIVE PROGRAM REPORTS

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

- A. Transit System Report.

Trustee Greenwell asked staff to take a look at extending the Downtown Discovery bus out to the Greyhound system.

- B. Streetcar Report.
- C. Long Range Plan Report.
- D. Parking System Program Report.
- E. Marketing, Customer Relations and Technology Report.

Chairman Kauffman suggested we share with the public how City employees and departments work together to assist citizens of OKC.

- F. Oklahoma River Cruises and Spokies Report.

X. ITEMS FROM TRUSTEES

Mr. Ferbrache spoke on the Triennial Review Final Report from the FTA.

XI. ADJOURNMENT

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jason Ferbrache", enclosed within a thin black rectangular border.

Jason Ferbrache
Administrator