

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

June 01, 2018

TRUSTEES PRESENT: **Bernard L. Semtner, III, Vice Chairman**
Steve Hill
Craig Freeman
Laura Johnson
David Greenwell
Kay Bickham
James Cooper

TRUSTEES ABSENT: **Chris Kauffman, Chairman**

STAFF PRESENT: **Jason Ferbrache**
Justin Broesel
Cory Hubert
Iris Newman
Eugene Fritz
Jesse Rush
Dennis Fry
Chip Nolen
Marsha Harrod
Melisa Rousey
Larry Hopper
Kevin Mulcahy
Jeanne Smith
Suzanne Wickenkamp
Michael Scroggins

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Approval of the Minutes of the COTPA Board Meeting Held on May 4, 2018

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

V. CONSENT DOCKET

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

- A. Resolution Adopting Updates to the City of Oklahoma City Investment Policy

Presentation by Jason Martinez, Assistant City Treasurer.

Vice Chairman Semtner asked if this policy gets us inline with what the City of Oklahoma City uses for its other investment accounts. Mr. Martinez replied yes. It's the same policy Oklahoma City approved and stated that COTPA operates under the same policy as the City.

- B. Approve Renewal of Agreement with Yellow Cab Company of Oklahoma, LLC for Social Services Transportation, Estimated Cost \$43,000, Renewal Term July 1, 2018 to June 30, 2019.
- C. Approve Renewal of Agreement with Yellow Cab Company of Oklahoma, LLC for Share-A-Fare transportation (COTPA20180006), Estimated Cost \$90,000, Renewal Term July 1, 2018 to June 30, 2019.
- D. Approval of Contract with Allen, Gibbs & Houlik, L.C. to Serve as External Auditor for Fiscal Year 2018 with an estimated cost of \$53,625.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Approval of Final Plans and Bidding Documents for Project No. MC-0564 Phase II, Maintenance Facility CNG Upgrades and Authorize the Administrator to Advertise and Release the Bidding Documents

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

Vice Chairman Semtner asked if the cost of the construction and everything was estimated at 1.5 million.

Administrator Ferbrache replied yes, for this portion of the project, Phase II, the estimate is 1.5 million. Administrator Ferbrache also stated that 80% of that is covered through Federal funds.

- B. Approval of Letter of Intent with the University of Central Oklahoma at Santa Fe Plaza.

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

Vice Chairman Semtner inquired about the estimated revenue.

Administrator Ferbrache replied that we still have to negotiate the actual cost per square foot and that the estimated cost would be around 213,000 per year. Administrator Ferbrache reiterated that we will negotiate what the final rate is and bring that to the Trust for consideration. Administrator Ferbrache stated that a lot of that will have to do with the final cost of the project and that we'll want to negotiate a rate that will allow us to recoup our cost in a reasonable amount of time.

- C. Approve Lease Agreement with Veolia Energy Oklahoma City, Inc. at Santa Fe Parking Garage, June 1, 2018 through May 31, 2023, estimated annual revenue of \$18,020

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

- D. Enter into Executive Session with Municipal Counselor to Discuss Settlement offers for Claim No. BA-16-0097, as Authorized by 25 O.S. 2015 Supp. § 307(B)(4)

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

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period May 1 through May 30, 2018

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

VIII. RECEIVE FINANCIAL REPORTS

- A. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Ten Months Ended April 30, 2018

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

**IX. RECEIVE PROGRAM REPORTS
(Notes: ** Verbal Report to be Given)**

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

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

Streetcar Operations Manager Jesse Rush presented the Streetcar Report.

Administrator Ferbrache acknowledged the success in clearance tests, however, asked Mr. Rush for some minor clarification on the few items on the platforms that need to be addressed. Mr. Rush answered that there were a few platforms where clearance tolerances were outside acceptable limits and explained that Brookville's tolerance is 1 1/2 inches from the threshold to the edge of the platform, which allows for the level boarding of wheelchairs, cyclists, strollers and those types of things. There were a few platforms that were closer than that 1 1/2 inch tolerance. One of them was the Scissortail Park stop; it got within 3/4 of an inch. Mr. Rush explained that we're working with the construction team and the Brookville team to see if there are any adjustments there. Mr. Rush added that there were 3 or 4 platforms that need to be adjusted slightly.

- C. Long Range Plan Report**

Planning Manager Larry Hopper presented the Long-Range Plan Report.

Trustee Greenwell asked Mr. Hopper if he'd gone on the ULI trip.

Mr. Hopper answered yes.

Trustee Greenwell asked if Austin had talked about or perceive that they have a traffic problem.

Mr. Hopper answered, yes they do and that it had come up a lot.

Trustee Greenwell asked if they'd said what they're doing to alleviate or address that issue.

Mr. Hopper mentioned the commuter rail that goes out to Meander, which helps people coming from the North side. Mr. Hopper also mentioned the Metro Rapid, routes 801 & 803 and they are very frequent types of Bus Rapid Transit. Mr. Hopper further explained one of the things about TOD (transit oriented development) is, if you can get people that live and work along that line, then they're riding that and not contributing to the congestion on the highway, so transit is part their strategy for addressing congestion. Exactly what they're going to do about I-35 is unclear.

Trustee Greenwell mentioned Dallas' Commuter Rail which runs from Dallas up to North Texas and also stated that Austin has one and asked if any of the cities in Texas have a Streetcar in place.

Mr. Hopper replied, Dallas does, which runs from the Union Station area of downtown over to Oakcliff to the south. Mr. Hopper explained that it's a very short route and they have plans to expand it, but they just have that initial route. Mr. Hopper clarified that Austin has Commuter Rail and thinks Fort Worth is opening a Commuter Rail line quite different than the light rail that Dallas has. Mr. Hopper added that those three cities have some type of commuter system.

Trustee Greenwell asked if Austin was looking at a Rapid Bus system to help alleviate their congestion.

Mr. Hopper replied that it's already in place; they opened those routes in 2014.

Trustee Greenwell asked if they liked the results of it.

Mr. Hopper replied they do, enough so that in the TOD Priority Tool, they focused on the two Metro Rapid Routes and also on that Commuter Rail that goes to Leander. They're very pleased with it, it's very frequent, has a long span of hours and they use the longer buses; he thinks they're called Bingy buses in Austin.

Trustee Greenwell thinks it would be interesting when we can move closer to at least one of those Bus Rapid Transit Routes coming online here and see what impact it has. Trustee Greenwell reiterated that our congestion is nothing like what they have in the Austin area.

Mr. Hopper offered a suggestion that part of the concept of Bus Rapid Transit is not just commuters trying to get from way out there to down here, but about livability all along the corridor, people who really may be starting not necessarily at the end, and not necessarily trying to get to the other end because if you pair up a couple dozen stops, it really makes a large part of the city very easy to live in, so it's really not just about commuting.

Trustee Cooper asked if the summer is when we're going to hear more from the Federal Government about the Tiger Grant...if June is when it happens.

Mr. Hopper replied there's a round that closes in July and now they've come up with a program called BUILD which stands for Better Utilizing Infrastructure to Leverage Development and between COTPA and the City, we're really trying to evaluate this and we'll apply.

Trustee Cooper acknowledged his support for BRT (Bus Rapid Transit) by referring to several conversations he's had with members of staff at his school. Through these conversations, Trustee Cooper learned that students and staff were supportive of it, particularly the possibility of service along 59th street.

- D. Parking System Program Report
- E. Marketing, Customer Relations, and Technology Report**
- F. Oklahoma River Cruises and Spokies Report

X. ITEMS FROM TRUSTEES

Trustee Greenwell asked Administrator Ferbrache if the fuel used for buses tend to fluctuate like gas prices, with respect to the prices going up in the warmer months and if it was the diesel or the diesel and the CNG that's used.

Administrator Ferbrache replied it's primarily the diesel and regular unleaded that's used for some of our service vehicles. Administrator Ferbrache further explained that we get some fluctuation on CNG as well, but going back to our analysis and looking at transitioning to CNG, typically we'll see less fluctuation, it's a little more stable than diesel and unlead.

Trustee Greenwell stated that he's not suggesting this but asked, if we should ever get into a situation where we saw significant increase, would we always have the ability to adjust the fares for the bus system if they rose significantly in a very short period of time.

Administrator Ferbrache replied yes, Trustees would have that discretion.

Trustee Greenwell cited when oil prices got up well above \$100.00 a barrel in 2012 and 2013 and the related gasoline prices increased, he didn't think there were any adjustments made mid-term or mid-year to accommodate or offset that increase.

Administrator Ferbrache replied no, not from the fare box standpoint.

Vice Chairman Semtner mentioned that from the City Council standpoint, they rescued us back in '06, '07 when the oil prices were very, very high.

Trustee Johnson stated that the good news is that when the oil prices go up, more people might ride the bus and we might get revenue in that way and help offset that fuel cost.

XI. ADJOURNMENT

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Jason Ferbrache".

Jason Ferbrache
Administrator