

**MINUTES**

**CENTRAL OKLAHOMA TRANSPORTATION  
AND PARKING AUTHORITY MEETING**

**September 07, 2018**

---

**TRUSTEES PRESENT:** Chris Kauffman, Chairman  
Kay Bickham  
James Cooper  
Craig Freeman  
Laura Johnson

**TRUSTEES ABSENT:** Bernard Semtner, III, Vice Chairman  
David Greenwell  
Steve Hill

**STAFF PRESENT:** Jason Ferbrache  
Justin Broesel  
Iris Newman  
Cory Hubert  
Kevin Mulcahy  
Dan McKeehan  
Jesse Rush  
Jeanne Smith  
Larry Hopper  
Dennis Fry  
Jill Burnett  
Michael Scroggins  
Marsha Harrod  
Chip Nolen

**I. CALL TO ORDER**

**II. ITEMS FROM THE CHAIRMAN**

Chairman Kauffman announced there will be a quorum shortly. Due to the weather, some of the Trustees were still on their way.

**III. CITIZENS TO BE HEARD**

Tom Knudson, works for a Non-Profit organization called City Care and manages the Oklahoma City Day Shelter for the Homeless. Mr. Knudson gave a brief overview of the various social services provided by the Oklahoma City Day Shelter. Mr. Knudson stated that his intention for coming to the meeting was to publicly thank EMBARK for going out to his facility and taking a genuine interest in the needs of folks that are served there. He also commended EMBARK for the already existing services like free bus service offered the 3rd Friday of the month and for EMBARK Plus, which has been tremendously helpful.

Chairman Kauffman asked Mr. Knudson where he was located and if people come to his office.

Mr. Knudson replied 3rd and Virginia and they run the Day Shelter in partnership with the Homeless Alliance. He stated that they see about 300 folks a day at the resource center who are chronically homeless. Mr. Knudson mentioned that Jason Ferbrache and Chip Nolen came to his facility for a tour and to discuss the possibility of a bus stop there.

Chairman Kauffman asked if there was bus service at his location.

Mr. Knudson answered not at the location, the closest one is at Linwood and Main, about a quarter mile up the road. However, there is a curb cut with the potential to be a bus stop.

Chairman Kauffman asked Administrator Ferbrache if there was still a program around that offered bus passes to the homeless.

Administrator Ferbrache replied no, however, as part of the schedule of fees, we offer a 7.7% discount to agencies that would like to buy bus passes in bulk.

Chairman Kauffman asked Mr. Knudson if his agency is buying passes.

Mr. Knudson replied yes about 100 a month.

Chairman Kauffman expressed his appreciation for Mr. Knudson coming to the meeting and encouraged his continued communication with the staff on anything needed to provide the services that he's providing.

Trustee Cooper asked what else in terms of transportation would help and how are the homeless getting around the city at night.

Mr. Knudson replied that the Sunday service has been a tremendous help, however, outside of the City's bus system, there aren't many options. Most of them come either on foot or bikes and after hours. A small percentage sleep in their cars in the parking lot.

Trustee asked if the origin of the homeless was throughout the entire metro or just in the inner core.

Mr. Knudson said there was a Point in Time Count done in January and about 80% of the homeless were in the downtown area, however, some were throughout the metro. Mr. Knudson offered to send a map to Mr. Cooper.

Trustee Cooper if there was anything else besides a bus shelter would help.

Mr. Knudson mentioned having a bike repair station is his next goal. He also mentioned a bus stop would be tremendously helpful.

Chairman Kauffman added that Spokies has a bike repair station and would be happy to give him a tour and educational information to help get started.

Mr. Jeff Bezdek, his office is at 1015 N. Broadway, Suite 120 and he resides on the Northwest part of the city, and not in a Public Transit area. Mr. Bezdek thanked Chairman Kauffman for waiting for quorum. Mr. Bezdek serves on the MAPS 3 Transit Sub-Committee, served on the Alternative Analysis Committee for the Streetcar system and the Health Science Center, was involved in the Regional Transit Authority framework, which is currently being formatted to ACOG, and runs a small business. Mr. Bezdek appears before the COTPA Board to point out a few issues regarding making the Streetcar successful. Mr. Bezdek stated that the sub-committee discussed and had assumed that the consultant hired by COTPA, would ask the sub-committee what their operational opinions were. Having been appointed by Mick Cornett, some of the sub-committee members have traveled around the world. Mr. Bezdek pointed out that not having Sunday service is an avoidable mistake. He stated that \$220,000 is the amount that he'd heard it would take to match the Saturday level of service. Mr. Bezdek understands that the Streetcar would operate on special event days. Mr. Bezdek also asserted that we're introducing a Title 9 issue, because although we've moved forward with Sunday bus service, we haven't done so with the Streetcar system, therefore creating inequity between modes and causing confusion to the public. Mr. Bezdek mentioned they were flabbergasted that they were not asked their opinion, that there wouldn't be Sunday service and that the Downtown Discovery bus would be retained, because the general assumption was that, any rubber-tired transit in the downtown core would be dissolved and that those revenues would be transferred to the Streetcar system. Mr. Bezdek mentioned that an evaluation was done, when the previous Administrator was with COTPA and Metro Transit, of the area that the Downtown Discovery would attempt to address and determined that if pedestrian connections were strengthened, between those areas that people could walk as long as there was a reasonable connection and ADA compliance. Mr. Bezdek stated that he would like to go through the process of going to City Council and ask that 220,000 be provide for Sunday Service or the Downtown Discovery be dissolved so that we can have a competent, integrated transit system.

Chairman Kauffman stated that this was just an opinion and that it took a good number of years to provide Sunday bus service.

Mr. Kauffman says that it's a learning curve, trying to figure out what the citizens of Oklahoma City need.

Mr. Bezdek stated that best practices across the United States necessitate Sunday Service. It's a unanimous opinion of the MAPS 3 Streetcar Sub-Committee that Sunday service is a good practice.

Trustee Cooper asked how the operation were funded in Kansas City.

Administrator Ferbrache replied that it is different from Oklahoma City, the business districts and owners pay extra taxes to support some of that operation.

#### **IV. APPROVAL OF MINUTES**

Moved by Johnson, Seconded by Freeman. AYES: Bickham, Cooper, Kauffman.

- A. Approval of the Minutes of the COTPA Board Meeting Held on August 3, 2018
- B. Approval of the Minutes of the Parking Committee Meeting Held on August 7, 2018
- C. Approval of the Minutes of the Joint Parking and Finance Committee Meeting Held on August 9, 2018

- D. Approval of the Minutes of the Special COTPA Board Meeting Held on August 9, 2018

**V. CONSENT DOCKET**

Moved by Johnson, Seconded by Bickham. AYES: Cooper, Freeman, Kauffman.

- A. Approve the Renewal of Agreement with JRC Property Management, LLC for the Installation and Repair of Bus Stop Poles and Signs, Estimated Cost \$85,000 Annually, October 8, 2018 through October 8, 2019.
- B. Approve the Renewal of Agreement with Enterprise (EAN Holding, Inc.) for Vanpool Services, Estimated Cost \$8,800 Annually, October 1, 2018 through September 30, 2019.
- C. Approve the Renewal of Agreement with Remix Software, Inc. for Transportation Planning Software, Estimated Cost \$20,000 Annually, September 8, 2018 Through September 7, 2019.
- D. Approve Grant Contract #2016-R1-COTPA Addendum with Association of Central Oklahoma Governments (ACOG) for Public Fleet Conversion Project, Extending Reimbursement Period for Eligible Expenses to July 31, 2019.

**VI. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Approval of Amendment No. 1 to Agreement with Herzog Transit Services, Inc.

Moved by Freeman, Seconded by Cooper. AYES: Bickham, Johnson, Kauffman.

- B. Approving Amendment No. 1, Change Order No. 2, an increase of \$43,544.00, Project No. MB-1272, Union Station Improvements, 300 SW 7th Street.

Moved by Johnson, Seconded by Cooper. AYES: Bickham, Freeman, Kauffman.

- C. Change Order No.3 for Project No. MB-1342, Exterior Renovations of One North Walker Parking Garage (Sheridan-Walker Parking Garage), 501 West Sheridan Avenue, \$16,517.75.

Moved by Bickham, Seconded by Freeman. AYES: Cooper, Johnson, Kauffman.

- D. Final Acceptance for Project No. MB-1342, Exterior Renovations of One North Walker Parking Garage (Sheridan-Walker Parking Garage), 501 West Sheridan Avenue.

Moved by Freeman, Seconded by Cooper. AYES: Bickham, Johnson, Kauffman.

- E. Approval of Plans and Specifications for Project MB-1343, Santa Fe Parking Garage, White Box & Tenant Improvements and Authorize Administrator to Advertise for Bids.

Moved by Johnson, Seconded by Bickham. AYES: Cooper, Freeman, Kauffman.

- F. Approval of Parking Agreement between MidFirst Bank and Central Oklahoma Transportation and Parking Authority September 7, 2018 to September 7, 2023, estimated annual revenue of \$45,150.

Moved by Freeman, Seconded by Bickham. AYES: Cooper, Johnson, Kauffman.

- G. Approval of Lease Agreement with Downey Contracting, LLC., September 17, 2018 through September 6, 2019, Revenue \$24,744.00.

Moved by Bickham, Seconded by Johnson. AYES: Cooper, Freeman, Kauffman.

Chairman Kauffman inquired about tenants at Union Station.

Administrator Ferbrache replied that there are no tenants at Union Station.

## **VII. RATIFICATION OF CLAIMS AND PAYROLL**

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

- A. Ratification of Payroll and Vendor Claims for the Period August 7 through August 28, 2018.

## **VIII. RECEIVE FINANCIAL REPORTS**

Moved by Johnson, Seconded by Freeman. AYES: Bickham, Cooper, Kauffman.

- A. Receive the COTPA Interim Financial Report for the Fiscal Year Ended June 30, 2018
- B. Receive the COTPA Employee Retirement Trust Financial Statement for the Twelve Months Ended June 30, 2018
- C. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual for the One Month Ended July 31, 2018

## **IX. RECEIVE PROGRAM REPORTS**

Moved by Bickham, Seconded by Cooper. AYES: Freeman, Johnson, Kauffman.

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

Presentation by Streetcar Operations Manager Jesse Rush.

- C. Long Range Planning Report\*\*

Presentation by Principal Planner Larry Hopper.

- D. Parking System Report

- E. Marketing, Customer Relations, and Technology Report\*\*

Presentation by Public Information and Marketing Manager Michael Scroggins.

F. Oklahoma River Cruises and Spokies Report

**X. ITEMS FROM TRUSTEES**

Administrator Ferbrache introduced and recognized Dan McKeehan as our new Operations Manager.

Assistant Municipal Counselor Marsha Harrod introduced Jill Burnett.

**XI. ADJOURNMENT**

Respectfully Submitted,

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

Jason Ferbrache  
Administrator