



**I. CALL TO ORDER**

**II. ITEMS FROM THE CHAIRMAN**

**III. CITIZENS TO BE HEARD**

**IV. APPROVAL OF MINUTES**

Moved by Bickham, Seconded by Semtner. AYES: Cooper, Greenwell, Hill, Johnson, Kauffman and Tsoodle.

- A. Approval of Minutes of the COTPA Board Meeting Held on April 5, 2019.

**V. CONSENT DOCKET**

Moved by Bickham, Seconded by Semtner. AYES: Cooper, Greenwell, Hill, Johnson, Kauffman and Tsoodle.

- A. Resolution Approving Bike Share Rate Changes for Spokies and Updating the Fee Schedule.
- B. Approval of Memorandum of Agreement with Oklahoma Department of Transportation (ODOT) to Relocate a Telecommunications Hut from Southwest 4th Street and Shields Boulevard in Oklahoma City to Interstate 240 and Air Depot Boulevard at an Estimated Cost of \$37,000.
- C. Resolution Adopting the Attached Revision to the Central Oklahoma Transportation and Parking Authority's Complimentary Pass Policy for Public Transportation Services.

**VI. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Approval of Request for Proposals (RFP) for Consultant for Multimodal Transportation Management Technology Contract and Authorize the Administrator to Advertise and Release COTPA RFP2019024, Estimated Cost of \$100,000.

Moved by Greenwell, Seconded by Hill. AYES: Bickham, Cooper, Johnson, Kauffman, Semtner and Tsoodle.

Administrator Ferbrache explained that of the numerous software systems used, Trapeze and Trip Spark are the main two systems used to manage our transit operations. Administrator Ferbrache further explained that the request for proposal would allow us to secure the services of an independent consultant to help us evaluate our current technology systems, make recommendations and determine what is needed to upgrade our technology. Administrator Ferbrache mentioned that the estimated cost of \$100,000 will be funded with 80% federal and 20% local.

- B. Approval of Change Order No.3 for Project No. MB-1343, Santa Fe Parking Garage, White Box & Tenant Improvements, \$18,283.25.

Moved by Johnson, Seconded by Bickham. AYES: Cooper, Greenwell, Hill, Kauffman, Semtner and Tsoodle.

Parking Operations Manager Cory Hubert explained that the Santa Fe Parking Garage project is going well and on schedule. Mr. Hubert mentioned the items of the change order and addressed Chairman Kauffman's question regarding the lease of the garage. Mr. Hubert replied that the lease

will fall under the new owners, however, we will continue to oversee the project.

Administrator Ferbrache added that although this change order is an increase of roughly \$18,000, we are still under the original contract amount, due to the change order brought to the trust last month which decreased the contract by \$23,000. Administrator Ferbrache also indicated another change order was in process for additional sewer line repairs.

**VII. RATIFICATION OF CLAIMS AND PAYROLL**

- A. Ratification of Payroll and Vendor Claims for the Period April 2 through April 30, 2019

Moved by Greenwell, Seconded by Tsoodle. AYES: Bickham, Cooper, Hill, Johnson, Kauffman and Semtner.

**VIII. RECEIVE FINANCIAL REPORTS**

Parking Operations revenues are all under budget due to occupancy, however, they are being closely monitored by staff.

Chairman Kauffman asked how the expenses were adjusted after the sale of the Santa Fe Parking Garage.

Administrator Ferbrache explained that when we backed out the revenue, we also backed out the expenses.

- A. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Nine Months Ended March 31, 2019

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

**IX. RECEIVE PROGRAM REPORTS**

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

- A. Transit System Report\*\*

Presentation by Assistant Public Transportation and Parking Director Kevin Mulcahy.

Chairman Kauffman inquired about the on-time performance of the Streetcar.

Streetcar Operations Manager Jesse Rush replied 98%.

- B. Streetcar Report\*\*

Presentation by Streetcar Operations Manager Jesse Rush.

Chairman Kauffman asked if we've checked ticketing and if people were buying them.

Mr. Rush explained that even with a 3% fare evasion last month, it's still better than most other Streetcar systems.

- C. Long Range Plan Report
- D. Parking System Report
- E. Marketing, Customer Relations and Technology Report
- F. Oklahoma River Cruises and Spokies Report
- G. Mobility Management Report\*\*

Presentation by Special Services Manager Marilyn Dillon.

**X. ITEMS FROM TRUSTEES**

Administrator Ferbrache mentioned that we have started breaking ground on the CNG infrastructure.

Chairman Kauffman asked for an update on the Convention Center Parking Garage.

Administrator Ferbrache explained that a preliminary report will be brought to the board of trustees; will be working on final designs and bidding documents throughout the summer and hopefully, we're able to give a notice to proceed with construction by the end of summer and as long as we meet that timeline, we should have the garage constructed by the time the Convention Center wraps up its construction.

Chairman Kauffman asked if demolition has begun on the gold building.

Administrator Ferbrache replied yes.

**XI. ADJOURNMENT**

Respectfully Submitted,



Jason Ferbrache  
Administrator