

**MINUTES**

**CENTRAL OKLAHOMA TRANSPORTATION  
AND PARKING AUTHORITY MEETING**

**May 1, 2015**

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

**TRUSTEES ABSENT:** Kay Bickham  
Veran Randle

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

**I. CALL TO ORDER**

Chairman Chris Kauffman called the meeting to order at 9:00 a.m.

**II. ITEMS FROM THE CHAIRMAN**

There were no items from the Chairman.

**III. CITIZENS TO BE HEARD**

Mr. David Smith, 1009 NE 18th Street, Oklahoma City, OK 73111, made several suggestions to improve COTPA's transit operations.

**IV. APPROVAL OF MINUTES**

- A. Consideration of Approval of the Minutes of the COTPA Board Meeting of April 3, 2015

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

**V. CONSENT DOCKET**

- A. Consideration of Approval of Extension of Contract with Monarch Marketing Group, L.L.C. for Media Purchasing Services

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

- B. Consideration of Approval of Approval of Renewal of Contract with Transit Advertising, Inc. for Advertising Sales and Media Production

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

- C. Consideration of Approval to Declare a Parking Vehicle as Surplus and Authorize Administrator to Dispose of Vehicle

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

- D. Consideration of Approval of Renewal of Contract with Community Action Agency for Senior Companion Transportation

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

- E. Consideration of Approval of Renewal of Agreement with Daily Living Centers for Senior Shopping Transportation

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

- F. Consideration of Approval of Renewal of Agreement with Harrah Senior Citizens, Inc. for Senior Non-emergency Medical Transportation

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

- G. Consideration of Approval of Renewal of Agreement with Independent Cab Co., LLC for the Share-A-Fare Program
- APPROVED. Moved by Johnson, Seconded by Semtner. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- H. Consideration of Approval of Renewal of Contracts for Senior Congregate Meal Transportation with Multiple Providers
- APPROVED. Moved by Johnson, Seconded by Semtner. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- I. Consideration of Approval of Renewal of Contracts for Senior Non-emergency Medical Transportation with Multiple Providers
- APPROVED. Moved by Johnson, Seconded by Semtner. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- J. Consideration of Approval of Renewal of Contracts for Senior Shopping Transportation with Multiple Providers
- APPROVED. Moved by Johnson, Seconded by Semtner. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- K. Consideration of Approval of Renewal of Agreement with Yellow Cab Company of Oklahoma, LLC, for the Share-A-Fare Program
- APPROVED. Moved by Johnson, Seconded by Semtner. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- L. Consideration of Approval of Renewal of Contract with Yellow Cab of Oklahoma for Social Services Transportation
- APPROVED. Moved by Johnson, Seconded by Semtner. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner

**VI. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Consideration of Approval of Contract with Anglin Public Relations for Public Relations and Marketing Services
- APPROVED. Moved by Johnson, Seconded by Greenwell. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- B. Consideration of Approval of Purchase of a 2015 Chevrolet Silverado Regular Cab Truck from the Carter Chevrolet Agency
- APPROVED. Moved by Greenwell, Seconded by Freeman. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- C. Consideration of Approval of Amendment No. 3 to the Contract with Triad Design Group for Engineer of Record Services
- APPROVED. Moved by Semtner, Seconded by Greenwell. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner

- D. Consideration of Approval of Task Order No. 23 with Triad Design Group for Multiple Projects at the S. May Facility
- APPROVED. Moved by Semtner, Seconded by Greenwell. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- E. Consideration of Approval to Amend the COTPA Fiscal Year 2015 Operating Budget
- APPROVED. Moved by Hill, Seconded by Semtner. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- F. Enter Into Executive Session with the Municipal Counselor to Discuss Labor Negotiations in Accordance with Oklahoma Statutes, 25 O.S. (2011) §307 (B)(2)
- ENTERED INTO EXECUTIVE SESSION. Moved by Hill, Seconded by Johnson. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner
- G. Consideration of Approval of Amendments to the Negotiated Labor Agreement Between the Central Oklahoma Transportation and Parking Authority and the Amalgamated Transit Union Local 993
- APPROVED. Moved by Semtner, Seconded by Johnson. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner

**VII. RATIFICATION OF CLAIMS AND PAYROLL**

- A. Consideration of Ratification of Payroll and Vendor Claims for the Period April 1, 2015 through April 30, 2015
- RATIFIED. Moved by Greenwell, Seconded by Johnson. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner

**VIII. RECEIVE FINANCIAL REPORTS**

- A. Receive the COTPA Schedules of Revenues and Expenditures – Budget to Actual for the Nine Months Ended March 31, 2015
- RECEIVED. Moved by Greenwell, Seconded by Semtner. AYES: Freeman, Greenwell, 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 Johnson, Seconded by Freeman. AYES: Freeman, Greenwell, Hill, Johnson, Kauffman, and Semtner

**X. ITEMS FROM TRUSTEES**

**XI. ADJOURNMENT**

The meeting was adjourned at 10:13 a.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jason Ferbrache". The signature is fluid and cursive, with the first name "Jason" and last name "Ferbrache" clearly distinguishable.

Jason Ferbrache  
Secretary