

MINUTES

**CENTRAL OKLAHOMA TRANSPORTATION
AND PARKING AUTHORITY MEETING**

October 2, 2015

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

TRUSTEES ABSENT: Barney Semtner, Vice Chairman
Kay Bickham

STAFF PRESENT: Jason Ferbrache
Marsha Harrod
Larry Hopper
Jason Long
Kevin Mulcahy
Melisa Rousey
Michael Scroggins
Jeanne Smith
Ruvena Snellings

I. CALL TO ORDER

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

II. ITEMS FROM THE CHAIRMAN

- A. Recognition of Retirement of Darrell Ford
- B. Presentation of NW Corridor Multimodal Concept Plan

III. CITIZENS TO BE HEARD

There were no citizens to be heard.

IV. APPROVAL OF MINUTES

- A. Consideration of Approval of the Minutes of the COTPA Board Meeting of September 4, 2015

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

V. CONSENT DOCKET

- A. Approval of Interlocal Cooperative Agreement with Oklahoma County for Route 19 Retroactive to July 1, 2015

APPROVED. Moved by Freeman, Seconded by Greenwell. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, and Kauffman
- B. Adoption of Sole Source Resolution for Equipment, Parts, Supplies and Service from Genfare, a division of SPX Corporation

APPROVED. Moved by Freeman, Seconded by Greenwell. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, and Kauffman
- C. Adoption of Sole Source Resolution for Equipment, Parts and Services from Ross & White Company

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

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Approval of Request for Proposal (RFP) for New Equipment and Software for the Spokies Bike Share System and Authorize the Administrator to Advertise and Release the RFP

APPROVED. Moved by Johnson, Seconded by Greenwell. AYES: Cooper, Freeman, Greenwell, Hill, Johnson, and Kauffman
- B. Approval of Final Plans and Specifications for Project MB-1271, Union Station Roof Phase 2, and Authorize the Administrator to Advertise and Release the Bid

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

- C. Adoption of Resolution Authorizing Application for Financial Assistance from the Association of Central Oklahoma Governments' Public Fleet Conversion Grants Fund

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

- D. Approval of Change Order No. 1 to the Contract with with W.L. McNatt & Company for Elevator Modernization for the Santa Fe Parking Garage

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

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period September 1, 2015 through September 30, 2015

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

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Two Months Ended August 31, 2015

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

IX. RECEIVE PROGRAM REPORTS

- A. Transit System Report
- B. Long Range Plan Report
- C. Parking System Report
- D. Marketing, Customer Relations, and Technology Report.
- E. Oklahoma River Cruises and Spokies Report

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

X. ITEMS FROM TRUSTEES

Jason Ferbrache commented on his recent visit to Tulsa Transit which involved a tour and reviews of their customer service management, driver training and CNG facilities. He announced that Michael Scroggins was named as one of the top 40 under 40 transit professionals in the Mass Transit magazine. He stated that Michael definitely deserved the recognition.

James Cooper thanked Susan Fielder for the assistance she provided him as a new Trustee and wished her well in her future endeavors.

XI. ADJOURNMENT

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

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Jason Ferbrache". The signature is written in a cursive style with a large initial "J" and "F".

Jason Ferbrache
Secretary