

Time: 9:00 AM

Date: September 03, 2021

Location: City Council Chamber
200 North Walker
Oklahoma City, Oklahoma

TRUSTEES:

Chris Kauffman, Chairperson

**Bernard L. Semtner, III, Vice
Chairperson**

Robert Ruiz

James Cooper

Brent Bryant

Meg McElhaney

David Holt

Steve Hill, Surrogate Trustee

Craig Freeman, City Manager

**Laura Johnson, Surrogate
Trustee**

Participant Instructions

The Central Oklahoma Transit and Parking Authority (COTPA) meets the first Friday of the month at 9:00 a.m. in City Hall unless prior notice of a change is posted. Parking is available at the SheridanWalker Parking Garage (501 West Sheridan) and the Arts District Garage (431 W. Main).

The following guidelines are in place for meetings in the Council Chamber at City Hall: only the south entrance to City Hall will be open; air purifying machines have been installed in the Chamber; hand sanitizer machines and disposable face masks will be available. It is the policy of the City to ensure that communications with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires an accommodation, a modification of policies or procedures, or an auxiliary aid or service in order to participate in this meeting should contact the ADA department coordinator at 2973705 or TDD 297 2020 as soon as possible but not later than 48 hours (not including weekends or holidays) before the scheduled meeting. The department will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability. If you need an alternate format of the agenda or any information provided at said meeting, please contact the ADA department coordinator listed above 48 hours prior to the scheduled meeting.

Addressing the Trust

Residents may address Trustees on certain items by signing up to speak and providing the agenda item number, their reason for appearing and their address, but all comments must be relevant to the item. The Chairperson or presiding trustee may in his or her discretion prohibit a person from addressing the COTPA, or have any person removed from the Council Chamber, if that person commits any disorderly or disruptive behavior. Disorderly conduct includes, but is not limited to, any of the following: speaking without being recognized by the Chairperson or presiding trustee; continuing to speak after notice that the speaker's allotted time has expired; presenting comments or material not relevant to the item under discussion; failing to comply with the lawful instructions of the Chairperson or presiding trustee; engaging in other conduct, activity or speech that delays, pursuant to 21 O.S. §280, disruptive conduct includes any conduct that is "violent, threatening, abusive, obscene, or jeopardizes the safety of self or others". A person may also be subject to arrest and removal from the Municipal Building for violation of Oklahoma City Municipal Code 2020, § 30-81 – Disorderly conduct and/or violation of Okla. Stat. tit. 21, §280- Willfully Disturbing, Interfering With or Disrupting State Business, Agency Operations or Employees.

Residents may not address the COTPA regarding items from "Items from Chairperson, "Items from Trustees" (except for items listed for a vote or if asked for comments by a Trustee). Residents may also address the COTPA on individual concerns, included on the listed exceptions, at the end of the agenda under "Residents to be Heard." Residents to be Heard is not provided as a forum for publicly announced or declared candidates for City public office, and they will not be allowed to speak as Residents to be Heard. Residents will not be allowed to campaign on any political issue during the meeting. Comments must concern COTPA services or policies. Please fill out a "Request to be Heard" form located outside the Chambers. Please return this form to the Trust. **PLEASE LIMIT YOUR COMMENTS TO 3 MINUTES.** Continuing to speak beyond the time allowed by the Chairperson or presiding trustee shall constitute grounds for removal from the Council Chamber. Residents who wish to be listed on the agenda for comments to COTPA call the Trust Specialist at 297-2185 before 4 p.m. on the Tuesday prior to the next COTPA meeting. Persons so listed on the agenda for comments to COTPA are subject to the same restrictions listed above. Persons may use City computer to make presentations to COTPA only if requested to do so by the Chairperson, a Trustee, or the Administrator and the device containing the presentation is provided to the Trust Specialist three business days in advance.

Trust Actions

Official action can be taken only on items which appear on the agenda. The Trust may adopt, amend, approve, defer, deny, ratify, recommend, strike, or continue any agenda item. When more information is needed to act on an item, the Trust may refer the matter to the Administrator or the Assistant Municipal Counselor. The Trust may also refer items to standing committees of the Trust or to a board or commission for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely.

Consent Docket/Television Coverage

Items listed under "Consent Docket" are usually approved as a group with the proper motion from a member of COTPA. Members of COTPA may request discussion or separate action on any item on the Consent Docket. COTPA meetings can be watched live on Cox Cable Channel 20. Meetings are replayed Tuesday evening starting at 6:30 p.m.

AGENDA

CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY

DATE: September 03, 2021

TIME: 9:00 AM

PLACE: City Council Chamber, 200 North Walker, Oklahoma City, Oklahoma 73102

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRPERSON

III. CITIZENS TO BE HEARD

IV. APPROVAL OF MINUTES

- A. Minutes of the August 6, 2021 COTPA Board Meeting.
- B. Minutes of the August 26, 2021 Special Meeting of the Joint Finance and Parking Committee.
- C. Minutes of the August 26, 2021 Special Meeting of the Marketing Committee.

V. CONSENT DOCKET

- A. Community Development Block Grant Operating Agreement FY 2021-2022 with the City of Oklahoma City for Share-a-Fare and Homeless Transportation Program, benefitting Low- to Moderate- Income Residents, in kind match of \$75,000, estimated revenue \$105,000, retroactive to July 1, 2021, to June 30, 2022.
- B. Resolution amending the FFY 2021 Agreement with the Oklahoma Department of Transportation Block Grant Paratransit Vehicle Project FHWA STBG Funds: Project No. STP-255E(531), JP No. 3491(04) CFDA No. 20.205 that Central Oklahoma Transportation and Parking Authority will retain records for seven years.
- C. Parking Agreement with the City of Oklahoma City to provide parking for city employees, city vehicles and validated parking for individuals and businesses conducting business with the City or serving in the capacity of members of boards, commissions or other committees at the Sheridan Walker Garage and Arts District Garage, estimated annual revenue \$1,000,000, retroactive to July 1, 2021 to June 30, 2022.
- D. Professional Services Agreement with Lobdoc Inc. to provide onsite drug and

alcohol testing services, estimated cost of \$75,000, term of September 3, 2021 to September 3, 2024.

- E. Preliminary Plans for Project MC-0619, Northwest Corridor Bus Rapid Transit from HNTB Corporation.
- F. Renewal of Professional Services Agreement with AlphaVu (COTPA 21-044) for data mining, services, estimated annual cost of \$75,000, retroactive to July 1, 2021, to June 30, 2022.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Professional Service Agreement with HNTB, Inc. to provide consulting services to perform on-call transportation planning services, estimated cost of \$50,000, term September 3, 2021 to September 3, 2024.
- B. FFY 2021 Agreement with the Oklahoma Department of Transportation for Surface Transportation Block Grant Spokies Bike Share Service Area Expansion FHWA STBG Funds: Proj No.: TAP3 - 3284(004) AG, JP No.: 33284(04) CFDA No.: 20.205 (Highway Planning and Construction) for the purchase and installation of Bike Share amenities and associated vehicles and equipment, total project estimated cost \$120,000 requiring local match funding of \$30,000 and grant funds in the amount of \$90,000.
- C. Resolution adopting the recommendation of the Central Oklahoma Transportation and Parking Authority Marketing Committee to approve the proposed naming and branding of its Bus Rapid Transit System.
- D. Non-Disclosure Agreement with New Flyer of America, Inc., COTPA 21-032 BRT 40-ft CNG Bus Procurement, authorizing the Pre-Award Buy America Audit in compliance with Federal Transit Administration regulations (49 CFR part 663); estimated cost \$1,000.

VII. RATIFICATION OF CLAIMS AND PAYROLL

- A. Ratification of Payroll and Vendor Claims for the Period of August 3 through August 31, 2021.

VIII. RECEIVE FINANCIAL REPORTS

- A. COTPA Schedules of Revenues and Expenditures - Budget to Actuals for the Month Ended July 31, 2021.

IX. RECEIVE PROGRAM REPORTS

- A. Community Engagement and Customer relations Program Report
- B. Marketing and Technology Program Report*

- C. Transit System Program Report
- D. Parking Services Program Report
- E. Safety Services Program Report*
- F. Northwest BRT Program Report*

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT