

**Time:** 9:00 AM

**Date:** December 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**

**COTPA Office, 2000 S. May Ave., Oklahoma City, Oklahoma 73108**

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## 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, which includes without limitation 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, disturbs, interferes or disrupts the effective or timely conduct of the meeting, or is otherwise violent, threatening, abusive or obscene or jeopardizing 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, § 3081 – 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 all the Trust Specialist at 2972185 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: December 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 CHAIRMAN**

#### **III. CITIZENS TO BE HEARD**

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

- A. Minutes of the November 4, 2021 Special Meeting of the COTPA Transportation Committee
- B. Minutes of the November 5, 2021 COTPA Board Meeting
- C. Minutes of the November 16, 2021 Special Meeting COTPA Workshop – Comprehensive Operational Analysis

#### **V. CONSENT DOCKET**

- A. Resolution authorizing the filing of an application for an Air Quality Small Grant Program (AQSGP) Grant Funds for the EMBARK/Spokies Bike Rack Expansion Program; and approving allocating local matching funds of up to \$5,640
- B. Nelson Nygaard's presentation of the Comprehensive Operational Analysis and Board Recommendation Summary

#### **VI. ITEMS FOR INDIVIDUAL CONSIDERATION**

- A. Final Plans and Specifications for Project Number MC-0681, Regatta Park Improvements, Zone G, Boathouse District and authorize the Administrator to advertise and release the bidding documents, estimated cost of \$434,205.
- B. Request for Proposal for COTPA 22-014 Computer Aided Dispatch (CAD) system, Automated Vehicle Location (AVL) system, an Automated Vehicle Announcement System (AVAS), and an Automated People Counter (APC) system for buses on the new Bus Rapid Transit project and other vehicles, initial cost \$350,000 and estimated annual cost \$15,000; and authorize the Administrator to issue and advertise.
- C. Resolution authorizing the execution of the changes in the agreement between Amalgamated Transit Union Local 993 and COTPA for all operators, facilities and

maintenance staff, as defined in Article II Section 16 and Article III Section 17, estimated cost \$955,000.

- D. Resolution authorizing an increase to the Compensation Pay Plan of 4% over Fiscal Year 2021-2022 rates for positions of the Central Oklahoma Transportation and Parking Authority Non-Represented Pay Plans, estimated cost \$197,029, retroactive to July 1, 2021.
- E. Joint Resolution with the City of Oklahoma City authorizing and approving the transfer of title to Union Station by Quit Claim Deed from COTPA to the City, subject to the property's continued public use for five years from the date of acceptance by the City..
- F.
  - 1. Authorize and approve the Settlement Agreement with SFPG, LLC, an Oklahoma limited liability company ("SFPG"). BFTower, LLC an Oklahoma limited liability company ("BF"), and Continental Resources, Inc., an Oklahoma limited liability corporation ("CLR"), in the amount of \$100,000; AND/OR
  - 2. Enter into executive session on advice of the Municipal Counselor to receive confidential communications from its attorney concerning the above claims as authorized by 25. O.S. (2021 Supp.) § 307 (B)(4), because disclosure would seriously impair the ability of the public body to deal with the pending claims in the public interest.

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

- A. Ratification of Payroll and Vendor Claims for the period of November 2 through November 30, 2021.

## **VIII. RECEIVE FINANCIAL REPORTS**

- A. COTPA Schedules of Revenues and Expenditures – Budget to Actuals for the Month Ended October 21, 2021

## **IX. RECEIVE PROGRAM REPORTS**

- A. Community Engagement and Customer Relations Program Report
- B. Marketing and Technology Program Report
- C. Parking Services Program Report
- D. Transit System Program Report

## **X. ITEMS FROM TRUSTEES**

## **XI. ADJOURNMENT**