

I. CALL TO ORDER

II. ITEMS FROM THE CHAIRMAN

III. CITIZENS TO BE HEARD

Presentation of a rebate check for new lighting in the Sheridan Walker Garage from Forrest McGee with OG&E.

Vice Chairman Barney Semtner and City Manager Craig Freeman acknowledged the partnership between the Finance Department and OG&E and thanked them for their work on the project.

IV. APPROVAL OF MINUTES

- A. Approval of the Minutes of the COTPA Board Meeting Held on February 1, 2019

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

- B. Approval of the Minutes of the Joint Transportation and Parking Committee Meeting Held on January 15, 2019

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

- C. Approval of the Minutes of the Marketing Committee Meeting Held on January 28, 2019

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

- D. Approval of the Minutes of the Transportation Committee Meeting Held on January 31, 2019

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

V. CONSENT DOCKET

- Moved by Tsoodle, Seconded by Cooper. AYES: Bickham, Greenwell, Hill, Semtner, and Freeman.

- A. Approve Renewal of Pricing Agreement COTPA2016025 with Creative Bus Sales for Paratransit Bus Parts, Estimated Cost \$75,000, March 4, 2019 Through March 3, 2020.

- B. Resolution Adopting The Attached Trademark As An Official Trademark Of COTPA, Approves Policies For The Use Of Official Trademarks And Ratifies The Administrator's Actions Submitting This Official Trademark To The Federal And State Agencies To Be Trademarked To Further Protect The Use Of This Official Trademark By COTPA And That The COTPA Administrator Is Authorized To Submit Other Future Official Trademarks To The Federal And State Agencies To Be Trademarked To Protect The

Use And Rights Of COTPA.

- C. Resolution Authorizing Free Rides On Fixed-Route Bus, Zone 1 ADA Para-Transit, and Streetcar Services On the Third Friday of Each Month April through September 2019

Administrator Ferbrache explained that this program is brought to the board annually in observance of ozone season and Earth Day in April.

- D. Approve the Emergency Generator Relocation Memorandum of Understanding (MOU) between COTPA and the City of Oklahoma City.

VI. ITEMS FOR INDIVIDUAL CONSIDERATION

- A. Adopt Resolution Approving Ferry Rate Changes for Oklahoma River Cruises and Updating the Fee Schedule

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

Oklahoma River Cruises and Spokies Manager Jeanne Smith explained the purpose of the Ferry rate change is to improve some of the efficiencies of ferry operations.

- B. Receive Oklahoma Railway Museum Report.

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

Administrator Jason Ferbrache briefly explained the partnership between COTPA and the Oklahoma Railway Museum. Mr. Ferbrache pointed out a few items in the annual report.

- C. Approval of Amendment No. 2 and Final Acceptance of Project MB-1272, Union Station Improvements; a decrease of \$4,285.

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

Administrator Ferbrache reminded everyone that this contract was awarded back in December 2017 and is now complete. Mr. Ferbrache mentioned that due to scheduling conflicts, a COTPA representative wasn't available during the final inspection, however, Dennis Fry, our Fleet and Facilities Maintenance Manager arranged a subsequent meeting with Public Works to go over the items for final acceptance which were found to be satisfactory.

- D. Approval of Scope of Work for COTPA RFP 2019002 Senior Wellness Transportation Pilot Program and Authorization to Release Request for Proposals, Estimated Cost \$50,000, Pilot Period from July 1, 2019 through June 30, 2020.

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

Administrator Ferbrache stated that this program was presented to the Transportation Committee January 31, 2019 and the Committee recommended moving forward with the program. Mr. Ferbrache mentioned that the program will be similar to the program already in place for seniors, however, this program will provide transportation to some our Parks and Recreation Centers and the MAPS 3 Wellness Centers.

- E. Enter Into Executive Session on Advice of the Municipal Counselor to Receive Confidential Communications from its Attorney Concerning Settlement of Claim No. BA-17-1094, as Authorized by 25 O.S. (2017 Supp.) § 307 (B)(4), because Disclosure Would Seriously Impair the Ability of the Public Body to Conduct Settlement

Discussions in the Public Interest.

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

Vice Chairman Semtner asked for a vote to move this item to the end of the docket. All Trustees voted yes.

VII. RATIFICATION OF CLAIMS AND PAYROLL

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

- A. Ratification of Payroll and Vendor Claims for the Period February 5 through February 26, 2019

VIII. RECEIVE FINANCIAL REPORTS

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

- A. Receive the COTPA Employee Retirement Trust Interim Financial Statements for the Six Months Ended December 31, 2018 and 2017.

Administrator Ferbrache commented on Fair Market value of investments for the Pension and explained how a lot of the decline is attributable to the way the markets finished up in the fourth quarter of the last calendar year, however, a lot of it has been earned back based on the first quarter of this calendar year. Mr. Ferbrache also mentioned the funding ratio on the Pension as of July 1st, 2018 is 84.25%, up from 83.17% the previous year.

- B. Receive the COTPA Interim Financial Report for the Six Months Ended December 31, 2018.

Administrator Ferbrache reminded everyone that this report differs from the Budget to Actual because of the year to year comparisons and is provided for information only.

- C. Receive the COTPA Schedules of Revenues and Expenditures - Budget to Actual for the Seven Months Ended January 31, 2019.

Administrator Ferbrache mentioned that most of our revenues for transportation operations are in line with what was budgeted. Mr. Ferbrache also mentioned that we were able to process a grant reimbursement draw in February, so we should start to see revenue turn around through the rest of the year.

IX. RECEIVE PROGRAM REPORTS

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

- A. Transit System Report
- B. Streetcar Report**

Presentation by Public Information and Marketing Coordinator Kristen Torkelson.

- C. Long Range Planning Report**

Presentation by Planning Manager Larry Hopper.

- D. Parking System Report

- E. Marketing, Customer Relations and Technology Report**

Presentation by Marketing, Customer Relations and Technology Manager Michael Scroggins.

- F. Oklahoma River Cruises and Spokies Report

X. ITEMS FROM TRUSTEES

XI. ADJOURNMENT

Respectfully Submitted,



Jason Ferbrache
Administrator