

REGIONAL TRANSPORTATION AUTHORITY

The Regional Transportation Authority
of Central Oklahoma

Board of Directors

Brad Henry, Chairperson - Oklahoma City

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Management

Jason Ferbrache, Interim Executive Director

Schedules of Revenues and Expenditures - Budget to Actual
For the Nine Months Ended March 31, 2022

Prepared by The Oklahoma City Finance Department, Accounting Services Division
Alex E. Fedak, CPA, Controller

**REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA
SCHEDULES OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL**

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For the Nine Months Ended March 31, 2022

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The City of
OKLAHOMA CITY
DEPARTMENT OF FINANCE

TO: The Board of Directors
Regional Transportation Authority of Central Oklahoma

FROM: Accounting Services Division

DATE: April 15, 2022

SUBJECT: Regional Transportation Authority of Central Oklahoma (Authority) Budget to Actual Schedule and Statement of Local Funding for the Nine Months Ended March 31, 2022

The financial reports presented on the following pages include schedules of revenues and expenditures - budget to actual and a statement of local funding for the Authority.

On the budget to actual schedules, the difference between the actual revenues and expenditures to the budget is the variance. Positive variances indicate favorable conditions, whereas negative variances indicate unfavorable conditions.

The budget to actual schedules are prepared on a cash basis of accounting.

The financial reports are for internal use only and are unaudited. The schedules are prepared by the City of Oklahoma City Finance Department, Accounting Services Division. The undersigned are prepared to answer any questions you may have pertaining to the reports.

Respectfully submitted:

Susan R. Korpi

Sue Korpi
City of Oklahoma City
Municipal Accountant II

Amy M. Parker

Amy M. Parker, MBA, CPA
City of Oklahoma City
Assistant Controller

Alex E. Fedak

Alex E. Fedak, CPA
City of Oklahoma City
Controller

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL

For the Nine Months Ended March 31, 2022

SUMMARY

(unaudited)

**REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date (2)	Variance	Actual as a Percent of Year to Date Budget
<u>SOURCES</u>					
Operations (1)-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
Grant activity-----	360,201	360,201	501,393	141,192	139.2
Total revenues-----	1,708,962	1,708,962	1,734,363	25,401	101.5
<u>EXPENDITURES</u>					
Operations-----	1,348,761	499,770	534,816	(35,046)	107.0
Grant activity-----	360,201	360,201	430,430	(70,229)	119.5
Total expenditures-----	1,708,962	859,971	965,246	(105,275)	112.2
Operating (loss) income	\$ -	\$848,991	769,117	(\$79,874)	90.6

OPERATIONS

Cash balance, beginning-----	803,341
Cash balance, ending-----	\$1,501,495

GRANT ACTIVITY

Cash balance, beginning-----	(70,963)
Cash balance, ending-----	\$ -

(1) Operation's source of funds is from current year contributions and the prior year cash balance.

(2) Year to Date Actuals include expenses from May & June that were paid in July.

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL
For the Nine Months Ended March 31, 2022
OPERATIONS
(unaudited)

REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date (2)	Variance	Actual as a Percent of Year to Date Budget
<u>SOURCES</u>					
Current year local contributions-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
Total revenue-----	1,348,761	1,348,761	1,232,970	(115,791)	91.4
<u>EXPENDITURES</u>					
Professional services - COTPA administration-----	27,460	22,880	22,880	-	100.0
Professional services - Holmes & Associates-----	301,080	176,497	176,497	-	100.0
Professional services - Kimley-Horn-----	872,621	239,929	239,929	-	100.0
Legal fees-----	9,000	-	-	-	N/A
Independent audit fees-----	15,000	8,700	8,700	-	100.0
Polling Services-----	26,000	-	-	-	N/A
Training-----	7,850	-	-	-	N/A
Travel-----	20,000	-	-	-	N/A
Insurance-----	3,500	-	-	-	N/A
Branding-----	10,000	-	-	-	N/A
Other services and charges-----	3,690	724	724	-	100.0
Supplies-----	1,520	-	-	-	N/A
Transfer to grant activity for grant match (1)-----	51,040	51,040	86,086	(35,046)	168.7
Total expenditures-----	1,348,761	499,770	534,816	(35,046)	107.0
Operating (loss) income	\$ -	\$848,991	698,154	(\$150,837)	82.2

CASH BALANCE

Cash balance, beginning-----	803,341
Cash balance, ending-----	\$1,501,495

- (1) This is the 20% grant match on the Kimley-Horn invoices approved through the February, 2021 claims reports.
(2) Year to Date Actuals include expenses from May & June that were paid in July.

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL

For the Nine Months Ended March 31, 2022

GRANT ACTIVITY

(unaudited)

**REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date (1)	Variance	Actual as a Percent of Year to Date Budget
<u>SOURCES</u>					
Federal grants -----	\$309,161	\$309,161	\$415,307	\$106,146	134.3%
Transfer from Operations for local grant match-----	51,040	51,040	86,086	35,046	168.7
Total revenue-----	360,201	360,201	501,393	141,192	139.2
<u>EXPENDITURES</u>					
Professional services - Kimley-Horn-----	360,201	360,201	430,430	(70,229)	119.5
Total expenditures-----	360,201	360,201	430,430	(70,229)	119.5
Operating (loss) income	\$ -	\$ -	70,963	\$70,963	N/A
<u>CASH BALANCE</u>					
Cash balance, beginning-----			(70,963)		
Cash balance, ending-----			\$ -		

(1) Year to Date Actuals include expenses from May & June, 2021 that were paid in July, 2021.

STATEMENT OF LOCAL FUNDING
As of March 31, 2022
(unaudited)

REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

LOCAL SPLIT	Population	% Population	Local Share Contributed (1)	Spent	Funds Remaining
Del City	21,332	2.3621%	\$78,693	\$43,238	\$35,455
Edmond	81,405	9.0138%	300,297	164,996	135,301
Midwest City	54,371	6.0204%	126,368	110,202	16,166
Moore	55,081	6.0990%	203,193	111,644	91,549
Norman	110,925	12.2825%	409,194	224,828	184,366
Oklahoma City	579,999	64.2222%	2,214,228	1,175,570	1,038,658
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,830,478	\$1,501,495

After March, 2022 Claims Paid in April:

LOCAL SPLIT	Population	% Population	Local Share Contributed (1)	Spent	Funds Remaining
Del City	21,332	2.3621%	\$78,693	\$44,742	\$33,951
Edmond	81,405	9.0138%	300,297	170,735	129,562
Midwest City	54,371	6.0204%	126,368	114,035	12,333
Moore	55,081	6.0990%	203,193	115,524	87,669
Norman	110,925	12.2825%	409,194	232,649	176,545
Oklahoma City	579,999	64.2222%	2,214,228	1,216,463	997,765
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,894,148	\$1,437,825

(1) Contributions received in the current year have been added to the city's local share contributed total.

Regional Transportation Authority of Central Oklahoma

FY2022 Year End Forecast

Presented April 20, 2022

Prepared by RTA Support Team (unaudited)

OPERATIONS

Sources

Local Contributions

Total Operations Revenues

YTD Actuals	Est. Remaining	Total YE	FY22		
Jul-Mar	Apr-Jun	Forecast	Budget	Variance	Variance %
\$1,232,970	\$0	\$1,232,970	\$1,348,761	-\$115,791	
\$1,232,970	\$0	\$1,232,970	\$1,348,761	-\$115,791	-9%

Expenditures

Contracts and Services

Professional Services - COTPA Administration
Professional Services - Holmes & Associates
Professional Services - Kimley Horn ⁽¹⁾
Transfer to Grant Activity for Local Grant Match ⁽²⁾
Professional Services-Legal
Independent Financial Audit
Website Hosting Fee
Branding
Conference/Training
Directors & Officer Liability Insurance
Advertising/Public Notice
Printing & Binding
Postage
Mileage
Parking
Travel
Polling Services
Other Services & Fees

Total Contracts and Services

Equipment and Supplies

Office Supplies
Food
Other Supplies

Total Equipment and Supplies

Total Operations Expenditures

YTD Actuals	Est. Remaining	Total YE	FY22		
Jul-Mar	Apr-Jun	Forecast	Budget	Variance	Variance %
\$22,880	\$6,864	\$29,744	\$27,460	-\$2,284	
\$176,497	\$79,437	\$255,934	\$301,080	\$45,146	
\$239,929	\$201,340	\$441,269	\$872,621	\$431,352	
\$80,780	\$0	\$80,780	\$51,040	-\$29,740	
\$0	\$0	\$0	\$9,000	\$9,000	
\$8,700	\$0	\$8,700	\$15,000	\$6,300	
\$424	\$1,714	\$2,138	\$2,500	\$362	
\$0	\$5,000	\$5,000	\$10,000	\$5,000	
\$0	\$0	\$0	\$7,850	\$7,850	
\$0	\$3,500	\$3,500	\$3,500	\$0	
\$217	\$130	\$347	\$1,000	\$653	
\$0	\$0	\$0	\$20	\$20	
\$0	\$10	\$10	\$100	\$90	
\$0	\$0	\$0	\$20	\$20	
\$36	\$0	\$36	\$50	\$14	
\$0	\$0	\$0	\$20,000	\$20,000	
\$0	\$0	\$0	\$26,000	\$26,000	
\$47	\$50	\$97	\$0	-\$97	
\$529,510	\$298,045	\$827,555	\$1,347,241	\$519,686	39%
\$0	\$0	\$0	\$320	\$320	
\$0	\$0	\$0	\$1,000	\$1,000	
\$0	\$50	\$50	\$200	\$150	
\$0	\$50	\$50	\$1,520	\$1,470	97%
\$529,510	\$298,095	\$827,605	\$1,348,761	\$521,156	39%

⁽¹⁾ Grants Funds are forecasted to exhausted during FY22; future Kimley Horn expenses will be paid directly from Operations.

⁽²⁾ This is the 20% match to the grant for the Kimley Horn expense.

GRANT ACTIVITY

Sources

Federal Grant ⁽³⁾

Transfer from Operations for Local Grant Match ⁽⁴⁾

Total Grant Revenues

YTD Actuals	Est. Remaining	Total YE	FY22		
Jul-Mar	Apr-Jun	Forecast	Budget	Variance	Variance %
\$415,307	\$0	\$415,307	\$309,161	-\$106,146	
\$80,780	\$0	\$80,780	\$51,040	-\$29,740	
\$496,087	\$0	\$496,087	\$360,201	-\$135,886	-38%

Expenditures

Contracts and Services

Professional Services - Kimley Horn

Total Grant Expenditures

YTD Actuals	Est. Remaining	Total YE	FY22		
Jul-Mar	Apr-Jun	Forecast	Budget	Variance	Variance %
\$403,898	\$0	\$403,898	\$360,201	-\$43,697	
\$403,898	\$0	\$403,898	\$360,201	-\$43,697	-12%

⁽³⁾ This revenue is reimbursement from COTPA for 80% of Kimley Horn expense. Some previous FY21 Grant Invoices were deposited in August.

⁽⁴⁾ This revenue is the 20% local match for the Kimley Horn expenses.

FY22 Beginning Cash Balance

FY22 Ending Cash Balance (Forecast)

\$803,341
\$1,208,706

Regional Transportation Authority of Central Oklahoma Payment Claims

Period: 3/1/2022 to 3/31/2022					
Date	Vendor	Description	Invoice No.	Cost	Total
4/1/2022	Holmes & Associates LLC	Consultant Fees - Labor	422	\$ 24,292.50	
		Consultant Fees - Cost Reimb.	422	\$ 2,890.65	
		Consultant Fees - Travel	422	\$ 3,653.75	
					\$ 30,836.90
2/28/2022	Kimley-Horn	Task 1 - Project Management	20944878	\$ 15,752.92	
		Task 2 - Public Engagement	20944878	\$ 6,500.75	
		Task 4 - AA Process	20944878	\$ 2,271.39	
		Task 6 - Rail Ops Planning	20944878	\$ 5,930.72	
					\$ 30,455.78
4/1/2022	COTPA	Admin Services Fee	2020-108	\$ 2,288.00	
					\$ 2,288.00
3/28/2022	IndaGo Digital	GoDaddy - Email Essentials	1431	\$ 71.88	
		Software License Mgmt	1431	\$ 14.85	
		Credit Card Proc Fee (2.9%)	1431	\$ 2.52	
					\$ 89.25
4/1/2022	Reublic Parking	Parking Fees - March	2422184	\$ 12.00	
					\$ 12.00
Total Claims					\$ 63,681.93

APPROVED by the Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, this **20th** day of April, **2022**.

TREASURER:

**REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA**

James P. Boggs

Brad Henry, Chairperson

ATTEST:

Mary Mélon, Secretary



HOLMES & ASSOCIATES LLC

Holmes & Associates LLC
P.O. Box 581572
Salt Lake City, UT 84152
Phone: 703.999.4440
E-Mail: kathryn@holmesassociatesllc.com

Invoice #422

April 1, 2022

EIN: 82-1144150
Supplier ID: 231866
P.O # 2021-003

Client

RTA
2000 S. May
Oklahoma City, OK 73108
ATTN: James P. Boggs
boggsedmondrt@cox.net
ATTN: Suzanne Wickenkamp
suzanne.wickenkamp@okc.gov

Date	Billor	Description	Hours/Qty	Rate	Amount
3/01- 3/31/2022	KAH	RTA - TIME: Time billed by K Holmes for the period 3/01/2022 to 3/31/2022	61.5	395.00	\$24,292.50
3/01- 3/31/2022	KAH	RTA - TIME: Travel time billed by K Holmes for the period 3/01/2022 to 3/31/2022	18.5	197.50	\$3,653.75
3/01- 3/31/2022	KAH	RTA - COSTS: Total costs incurred by KAH			\$2,890.65
We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.				Invoice Balance Due	\$30,836.90

Please remit payment electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
 Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94163
 Account Number: 2073089159554
 ABA#: 121000248

If paying by check, please remit to:

KIMLEY-HORN AND ASSOCIATES, INC.
 P.O. BOX 913221
 DENVER, CO 80291-3221

RTA OF CENTRAL OK
 ATTN: JASON FERBRACHE
 2000 S. MAY AVENUE
 OKLAHOMA CITY, OK 73108

Invoice No: 20944878
 Invoice Date: Feb 28, 2022
 Invoice Amount: \$30,455.78

Project No: 197385001.A
 Project Name: OKC RTA AA NEPA STUDY
 Project Manager: SCANLON, LIZ

Federal Tax Id: 56-0885615
 For Services Rendered through Feb 28, 2022

Client Reference: YEAR 2 TASK ORDER

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	134,500.00	63.28%	85,107.93	69,355.01	15,752.92
TASK 2: PUBLIC ENGAGEMENT	226,500.00	31.14%	70,536.03	64,035.28	6,500.75
TASK 4: ALTERNATIVES ANALYSIS PROCESS	247,600.00	45.85%	113,523.97	111,252.58	2,271.39
TASK 5: STATION AREA AND LAND USE ANALYSIS	45,200.00	0.00%	0.00	0.00	0.00
TASK 6: RAIL OPERATIONS PLANNING	284,200.00	80.51%	228,803.14	222,872.42	5,930.72
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	71,900.00	11.52%	8,283.97	8,283.97	0.00
CONTINGENCY	141,200.00	0.00%	0.00	0.00	0.00
KHA EXPENSES	23,000.00	21.33%	4,905.22	4,905.22	0.00
Subtotal	1,174,100.00	43.54%	511,160.26	480,704.48	30,455.78
Total COST PLUS MAX					30,455.78

Total Invoice: \$30,455.78

RTA OF CENTRAL OK
ATTN: JASON FERBRACHE
2000 S. MAY AVENUE
OKLAHOMA CITY, OK 73108

Invoice No: 20944878
Invoice Date: Feb 28, 2022
Project No: 197385001.A
Project Name: OKC RTA AA NEPA STUDY
Project Manager: SCANLON, LIZ

COST PLUS MAX					
Task	Category	Description/Name	Hrs/Qty	Rate	Current Amount Due
TASK 1: PROJECT MANAGEMENT	ANALYST	MUMM, ERIK	12.5	111.01	1,387.63
	PROJECT MANAGER	SCANLON, LIZ	17.5	273.69	4,789.58
	SENIOR PROFESSIONAL I	HORTON, MATT	19.5	218.83	4,267.19
		KIMM, KEVIN	6.0	324.04	1,944.24
		SCHMIDT, LUKE	13.0	258.79	3,364.28
TOTAL TASK 1: PROJECT MANAGEMENT			68.5		15,752.92
TASK 2: PUBLIC ENGAGEMENT	ANALYST	JIMENEZ, JACQUELYN	5.0	111.01	555.05
		MUMM, ERIK	5.5	111.01	610.56
	PROJECT MANAGER	SCANLON, LIZ	7.5	273.69	2,052.68
	SENIOR PROFESSIONAL I	ANDREWS, AMALIA	6.5	218.83	1,422.40
		HORTON, MATT	8.5	218.83	1,860.06
TOTAL TASK 2: PUBLIC ENGAGEMENT			33.0		6,500.75
TASK 4: ALTERNTATIVES ANALYSIS PROCESS	ANALYST	MUMM, ERIK	1.5	111.01	166.52
	PROJECT MANAGER	SCANLON, LIZ	5.0	273.69	1,368.46
	SENIOR PROFESSIONAL I	HORTON, MATT	1.0	218.83	218.83
		SCHMIDT, LUKE	2.0	258.79	517.58
TOTAL TASK 4: ALTERNTATIVES ANALYSIS PROCESS			9.5		2,271.39
TASK 6: RAIL OPERATIONS PLANNING	ANALYST	GOCHNOUR, THEO	15.5	111.01	1,720.66
		MUMM, ERIK	2.0	111.01	222.02
	PROFESSIONAL	STAKE, AUSTIN	5.5	168.32	925.76
	PROJECT MANAGER	SCANLON, LIZ	5.0	273.69	1,368.45
	SENIOR PROFESSIONAL I	CROWTHER, BRENT	0.5	324.04	162.02
		HORTON, MATT	7.0	218.83	1,531.81
TOTAL TASK 6: RAIL OPERATIONS PLANNING			35.5		5,930.72
TOTAL LABOR AND EXPENSE DETAIL					30,455.78

This page is for informational purposes only. Please pay amount shown on cover page.



CENTRAL OKLAHOMA
TRANSPORTATION & PARKING
AUTHORITY

REMIT PAYMENT TO:
EMBARC - Accts Receivable
2000 S. May | Oklahoma City, OK 73108
embarkok@okc.gov

Bill To: **Regional Transportation
Authority of Central Oklahoma** Phone:

Invoice #: 2022-109

Address: 2000 S May Avenue
Oklahoma City, OK 73108 Email:

Invoice Date: 4/1/2022

Invoice For: *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - February 2022	1	\$2,288.00		\$2,288.00
NOTES: RTA PO # 2022-001				Invoice Subtotal	\$2,288.00
				Tax Rate	
				Sales Tax	\$0.00
				Other	
				Deposit Received	
Make all checks payable to EMBARK				TOTAL	\$2,288.00

**IndaGo Digital, Inc.**

500 S Lynn Riggs #214
Claremore, OK 74017 US
+1 9186305255
andrea@indagodigital.us
indagodigital.us

INVOICE

BILL TO
Michael Scroggins
Regional Transportation Authority of Central Oklahoma
2000 S May Ave
Oklahoma City, OK 73108 USA

INVOICE 1431
DATE 03/28/2022
TERMS Net 30
DUE DATE 04/27/2022

DATE		DESCRIPTION	QTY	RATE	AMOUNT
03/11/2022	Software Services	GoDaddy - Email Essentials	1	71.88	71.88
04/01/2022	Account Service	Software License Mgmt	0.11	135.00	14.85
04/01/2022	Credit Card Processing Fee	Credit Card Processing Fee (2.9%)	1	2.52	2.52

BALANCE DUE

\$89.25

Account 127112 RTA (TE) (VA)
Invoice 2422184 Total Due: \$12.00
Invoice Date 4/1/2022
Printed on 4/8/2022

PAYMENT DUE UPON RECEIPT OF INVOICE

Description of Billing

3 VALIDATED TKTS @ \$4.00 FOR MARCH 2022 DAILY PARKING

Charges

Parking \$12.00

Total Charges \$12.00

Please detach and return this stub with your payment

Account 127112
Location 129-54 V Cox Convention
Invoice 2422184 4/1/2022
Total Due \$12.00

Remit To:
COTPA - PARKING
C/O REPUBLIC PARKING SYSTEM
P.O. BOX 2404
OKLAHOMA CITY, OK 73101

Amount Enclosed _____

RTA (TE) (VA)
2000 S MAY
OKC OK 73108

Valid.Prov.No. : 41

Extra Charge

Regional Transit Authorit

73102 - Oklahoma City

Date	Quantity	Amount
03/01/22	0	0.00
03/02/22	0	0.00
03/03/22	0	0.00
03/04/22	0	0.00
03/05/22	0	0.00
03/06/22	0	0.00
03/07/22	0	0.00
03/08/22	0	0.00
03/09/22	0	0.00
03/10/22	0	0.00
03/11/22	0	0.00
03/12/22	0	0.00
03/13/22	0	0.00
03/14/22	0	0.00
03/15/22	0	0.00
03/16/22	0	0.00
03/17/22	0	0.00
03/18/22	0	0.00
03/19/22	0	0.00
03/20/22	0	0.00
03/21/22	3	24.00
03/22/22	0	0.00
03/23/22	0	0.00
03/24/22	0	0.00
03/25/22	0	0.00
03/26/22	0	0.00
03/27/22	0	0.00
03/28/22	0	0.00
03/29/22	0	0.00
03/30/22	0	0.00
03/31/22	0	0.00

Total

3 x \$4.00 = ~~24.00~~
\$12.00