



BOARD OF DIRECTORS MEETING AGENDA

REGULAR MEETING **WEDNESDAY, OCTOBER 18, 2023** **2:30 P.M.**

ARTS DISTRICT PARKING GARAGE LARGE CONFERENCE ROOM
431 West Main Street, Suite B Oklahoma City, OK, 73102

DIRECTORS:

City of Edmond	James Boggs, Treasurer
City of Edmond	Jim Gebhart
City of Norman	Marion Hutchison, Vice Chairperson
City of Norman	Chuck Thompson
City of Oklahoma City	Brad Henry, Chairperson
City of Oklahoma City	Mary Mélon-Tully, Secretary
City of Oklahoma City	Aaron Curry

Regional Transportation Authority of Central Oklahoma

MEETING INFORMATION

The Regional Transportation Authority of Central Oklahoma (RTA) typically meets once a month. The meetings are held on the third Wednesday of the month at the Arts District Parking Garage, Large Conference Room, 431 West Main Street, Suite B, Oklahoma City, Oklahoma, at 2:30 p.m. Notices of or changes to meeting dates and locations are posted prior to the meeting at www.rtaok.org, and filed with the Secretary of State.

It is the policy of RTA to ensure communication with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires accommodations, modifications of policies or procedures or auxiliary aid or services to participate in this meeting should call (405) 297-2484 at least 48 hours in advance (excluding weekends or holidays). 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 this meeting, please call (405) 297-2484 at least 48 hours before the meeting.

Public Parking

Parking for meeting is available in the Arts District Parking Garage, 431 West Main Street, or at metered parking on the street.

Addressing RTA

The public may address RTA during public hearings on any agenda item or at the end of the meeting when the Board Chairperson asks for public comments. You may sign up to speak at the meeting. **Please limit your comments to three minutes.** Prior to the meeting, you may submit your comments by e-mail to: info@rtaok.org. Please address your e-mail to the RTA Board Chairperson.

The Chairperson or presiding officer may in his or her discretion prohibit a person from addressing the RTA, or have any person removed from the meeting, 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 officer; 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 officer; 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 that jeopardizes the safety of self or others". A person may also be subject to arrest and removal from the 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



BOARD OF DIRECTORS MEETING AGENDA

RTA Actions

RTA may adopt, amend, approve, ratify, deny, defer, recommend, strike or continue any agenda item. RTA is not limited by staff recommendations as to the actions it may take. When more information is needed, RTA may refer matters to the Executive Director, General Counsel, committees, or independent consultants for additional information and study. Items may be stricken from the agenda, or no action may be taken.

To confirm meeting dates or for more information about the RTA, call (405) 297-2185; or visit the website at www.rtaok.org

October 18, 2023
2:30 p.m.
431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK
REGULAR MEETING

1. Call to Order – Brad Henry, RTA Board Chairperson
2. Roll Call – Brad Henry, RTA Board Chairperson
3. Consider Approval of Minutes
 - A. August 16, 2023 Regional Transportation Authority Meeting
4. Executive Director Reports – Jason Ferbrache, Interim Executive Director
5. Owner’s Representative Report – Kathryn Holmes, Holmes & Associates LLC
6. Receive Financial Reports and Ratify and Approve Claims
 - A. Period of August 1, 2023 through August 31, 2023
 - B. Period of September 1, 2023 through September 30, 2023
7. Consider adopting a Resolution approving the Regional Transportation Authority of Central Oklahoma Regular Meeting Schedule for Calendar Year 2024
8. Project Update: Alternatives Analysis Update on the West and Airport Corridors – Liz Scanlon, Kimley Horn
9. Public Comments – Brad Henry, RTA Board Chairperson
10. New Business – Brad Henry, RTA Board Chairperson

Non-action items that were not known or reasonably foreseen at the time of the posting of the agenda. This may include requests for future agenda items.
11. Adjournment



BOARD OF DIRECTORS MEETING MINUTES

The regular meeting of the Regional Transportation Authority (RTA) was convened at 2:36 p.m. on Wednesday, August 16, 2023 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on August 14, 2023 at 1:18 p.m.

RTA Board of Directors Present

Brad Henry, Chairperson
Marion Hutchison, Vice Chairperson
Mary Mélon-Tully, Secretary
Chuck Thompson, Director

Entity

City of Oklahoma City
City of Norman
City of Oklahoma City
City of Norman

RTA Board of Directors Absent

James Boggs, Treasurer
Jim Gebhart, Director
Aaron Curry, Director

City of Edmond
City of Edmond
City of Oklahoma City

Administrative Support Staff Present

Jason Ferbrache, Interim Executive Director
Suzanne Wickenkamp, RTA Admin Support
Josh Minner, Legal Counsel
Christina Hankins, RTA Admin Support

Guests Present

Taylor Johnson, City of Norman
Hannah Nolen, ACOG
Laura Davis, HNTB
Logan Tabe, Jacobs Engineering
Stuart Campbell, Jacobs Engineering
James Cooper, Ward 2 Councilperson
Amy Parker, OKC Finance
Christopher Hurtt, OKC Finance

Justin Henry, OKC Planning
Don Steel, STV, Inc.
Trent Elmore, Resident
Jordan Evans, Halff & Assoc.
Lee Nichols, Halff
Linsey Nunn, OKC Finance
Sue Korpi, OKC Finance
Steve Lackmeyer, The Oklahoman

Consultants Present

Kathryn Holmes, Holmes & Assoc.
Liz Scanlon, Kimley-Horn



BOARD OF DIRECTORS MEETING MINUTES

August 16, 2023

2:30 p.m.

431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK

REGULAR MEETING

1. Call to Order – Brad Henry, RTA Board Chairperson

2. Roll Call – Brad Henry, RTA Board Chairperson

QUORUM PRESENT: Hutchison, Thompson, Henry, Mélon-Tully. ABSENT: Boggs, Curry and Gebhart.

Chairperson Henry thanked Councilperson Cooper for attending the meeting.

3. Consider Approval of Minutes

A. July 19, 2023 Regional Transportation Authority Meeting

APPROVED: Moved by Thompson, seconded by Mélon-Tully. AYES: Hutchison, Thompson, Henry, Mélon-Tully. NAYS: None.

4. Executive Director Reports – Jason Ferbrache, Interim Executive Director

Interim Executive Director Ferbrache informed the Directors that the consultants, Kimley Horn, were selected for the MAPS 4 Long-Range Transportation Plan. Kathryn Holmes, the RTA Owner's Representative, will be working alongside Kimley Horn and the MAPS office as a stakeholder for that project. Interim Executive Director Ferbrache also stated that the RTA will have new legal representation from the Municipal Counselor's office as early as next month.

Christina Hankins, RTA Admin Support, stated that ADG will begin the RTA's annual audit sometime at the end of September or the beginning of October. The representatives from ADG have met with Chairperson Henry and Interim Executive Director Ferbrache as part of that process. At last month's meeting, the Board approved the Civil Rights Programs, Title VI, Disadvantaged Business Enterprise (DBE), and Equal Employment Opportunity (EEO), and those programs have been added to the RTA website for public viewing.

5. Owner's Representative Report – Kathryn Holmes, Holmes & Associates LLC



BOARD OF DIRECTORS MEETING MINUTES

Kathryn Holmes, Holmes & Associates, stated that at last month's Board meeting, two Professional Services Agreements (PSA) were approved for PFM and Regional Economic Advisors. She stated that she has met with both groups. Alpha Vu should have a dashboard to present to the Board in the next month or two to share their initial findings. There is an open house scheduled for tonight to receive input from the public on the west line and the airport line.

6. Receive Financial Reports and Ratify and Approve Claims

A. Period of July 1, 2023 through July 31, 2023

RECEIVED, RATIFIED, and APPROVED: Moved by Hutchison seconded by Thompson. AYES: Hutchison, Thompson, Henry, Mélon-Tully. NAYS: None.

7. Consider approving Professional Services Agreements with HNTB Corporation, Jacobs Engineering Group Inc., and Kimley-Horn and Associates, Inc. to provide on-call engineering consulting services, aggregate cost not to exceed \$100,000 annually, August 16, 2023 through June 30, 2026

APPROVED: Moved by Thompson, seconded by Mélon-Tully. AYES: Hutchison, Thompson, Henry, Mélon-Tully. NAYS: None.

8. Consider approving Freight Rail Coordination Reimbursement Agreement with BNSF Railway Company, cost not to exceed \$500,000 annually, August 16, 2023 through June 30, 2026

APPROVED: Moved by Mélon-Tully, seconded by Thompson. AYES: Hutchison, Thompson, Henry, Mélon-Tully. NAYS: None.

9. Project Update: Alternatives Analysis Update on the West and Airport Corridors – Liz Scanlon, Kimley Horn

Liz Scanlon, Kimley-Horn, gave a PowerPoint presentation on modal considerations, West and Airport Corridors analysis, and engagement updates.

10. Public Comments – Brad Henry, RTA Board Chairperson

None.

11. New Business – Brad Henry, RTA Board Chairperson



BOARD OF DIRECTORS MEETING MINUTES

None.

12. Adjournment - 3:47 p.m.

ADJOURNED: Moved by Mélon-Tully, seconded by Hutchison. AYES: Hutchison, Thompson, Henry, Mélon-Tully. NAYS: None.

APPROVED by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this **18th** day of **October 2023**.

ATTEST:

Mary Mélon-Tully, Secretary

Brad Henry, Chairperson

Regional Transportation Authority of Central Oklahoma
FY2024 Year End Forecast

Presented October 18, 2023
Prepared by RTA Support Team (unaudited)

OPERATIONS	YTD Actuals	Est. Remaining	Total YE	FY24		
Sources	Jul-Sep	Oct-Jun	Forecast	Budget	Variance	Variance %
Local Contributions	\$2,205,242	\$257,375	\$2,462,617	\$2,462,617	\$0	
Total Operations Revenues	\$2,205,242	\$257,375	\$2,462,617	\$2,462,617	\$0	0%

Expenditures	YTD Actuals	Est. Remaining	Total YE	FY24		
Contracts and Services	Jul-Sep	Oct-Jun	Forecast	Budget	Variance	Variance %
Professional Services - COTPA Administration	\$7,347	\$22,035	\$29,382	\$29,382	\$0	
Professional Services - Holmes & Associates	\$97,768	\$502,232	\$600,000	\$600,000	\$0	
Professional Services - Kimley Horn ⁽¹⁾	\$141,806	\$582,832	\$724,638	\$724,638	\$0	
Professional Services - On-Call Engineering Consultant	\$0	\$100,000	\$100,000	\$100,000	\$0	
Transfer to Grant Activity for Local Grant Match ⁽²⁾	\$80,345	\$348,117	\$428,462	\$428,462	\$0	
BNSF Study Fee	\$0	\$500,000	\$500,000	\$500,000	\$0	
Professional Services-Legal	\$0	\$9,000	\$9,000	\$9,000	\$0	
Professional Service - Financial Planning Consultant	\$0	\$50,000	\$50,000	\$50,000	\$0	
Professional Service - Economic Advising Consultant	\$4,545	\$45,455	\$50,000	\$50,000	\$0	
Independent Financial Audit	\$0	\$9,300	\$9,300	\$9,300	\$0	
Website Hosting Fee	\$125	\$2,375	\$2,500	\$2,500	\$0	
Branding	\$0	\$10,000	\$10,000	\$10,000	\$0	
Conference/Training	\$0	\$7,850	\$7,850	\$7,850	\$0	
Directors & Officer Liability Insurance	\$0	\$3,500	\$3,500	\$3,500	\$0	
Advertising/Public Notice	\$0	\$1,000	\$1,000	\$1,000	\$0	
Printing & Binding	\$332	\$168	\$500	\$500	\$0	
Postage	\$0	\$100	\$100	\$100	\$0	
Mileage	\$0	\$20	\$20	\$20	\$0	
Parking	\$48	\$202	\$250	\$250	\$0	
Travel	\$0	\$20,000	\$20,000	\$20,000	\$0	
Market Research Services	\$18,500	\$92,500	\$111,000	\$111,000	\$0	
Other Services & Fees	\$0	\$300	\$300	\$300	\$0	
Total Contracts and Services	\$350,817	\$2,306,985	\$2,657,802	\$2,657,802	\$0	0%
Equipment and Supplies						
Office Supplies	\$0	\$320	\$320	\$320	\$0	
Food	\$0	\$1,000	\$1,000	\$1,000	\$0	
Other Supplies	\$0	\$200	\$200	\$200	\$0	
Total Equipment and Supplies	\$0	\$1,520	\$1,520	\$1,520	\$0	0%
Total Operations Expenditures	\$350,817	\$2,308,505	\$2,659,322	\$2,659,322	\$0	0%

(1) This reflects estimated expenses from two invoices carried over from FY23 plus 10 months of projected expenditures for Kimley Horn's Year 4 contract.

(2) This is the 38% local match required for the RAISE grant based on estimated consultant cost.

GRANT ACTIVITY	YTD Actuals	Est. Remaining	Total YE	FY24		
Sources	Jul-Sep	Oct-Jun	Forecast	Budget	Variance	Variance %
Federal Grant ⁽³⁾	\$87,342	\$598,196	\$685,538	\$685,538	\$0	
Transfer from Operations for Local Grant Match ⁽⁴⁾	\$80,345	\$348,117	\$428,462	\$428,462	\$0	
Total Grant Revenues	\$167,688	\$946,312	\$1,114,000	\$1,114,000	\$0	0%

Expenditures	YTD Actuals	Est. Remaining	Total YE	FY24		
Contracts and Services	Jul-Sep	Oct-Jun	Forecast	Budget	Variance	Variance %
Professional Services - RAISE Grant Consultant Fees	\$208,898	\$905,102	\$1,114,000	\$1,114,000	\$0	
Total Grant Expenditures	\$208,898	\$905,102	\$1,114,000	\$1,114,000	\$0	0%

(3) This revenue is reimbursement from COTPA for 62% of consultant fees for the RAISE grant study.

(4) This revenue is the 38% RTA local match for RAISE grant consultant fees.

FY24 Beginning Cash Balance	\$922,648
FY24 Ending Cash Balance (Forecast)	\$725,943

**Regional Transportation Authority of Central Oklahoma
Payment Claims**

Period: 8/01/2023 to 8/31/2023

Date	Vendor	Description	Invoice No.	Cost	Total
9/1/2023	Holmes & Associates LLC	Consultant Fees - Labor	923	\$ 33,312.50	
		Cost Reimbursement RTA	923	\$ 3,068.77	
					\$ 36,381.27
7/31/2023	Kimley-Horn	<u>AA Update - Year 3</u>			
		Task 1 - Project Management	25728182	\$ 5,790.00	
		Task 2 - Public Engagement	25728182	\$ 347.50	
		Task 4 - AA Process	25728182	\$ 2,500.00	
		Task 7 - Travel/Rider Forecast	25728182	\$ 47,837.67	
		Expenses	25728182	\$ 118.62	
					\$ 56,593.79
7/31/2023	Kimley-Horn	<u>AA Update - Year 4</u>			
		Task 1 - Project Management	25736171	\$ 4,320.00	
		Task 2 - Public Engagement	25736171	\$ 72.50	
		Task 4 - AA Process	25736171	\$ 1,625.00	
		Task 7 - Travel/Rider Forecast	25736171	\$ 580.00	
					\$ 6,597.50
7/31/2023	Kimley-Horn	<u>EDEI Project</u>			
		Project Management	196742000-0723	\$ 14,457.50	
		Project Participation	196742000-0723	\$ 41,462.50	
		Alternatives Analysis	196742000-0723	\$ 31,580.21	
					\$ 87,500.21
8/31/2023	PCI Municipal Services	Parking Fees - July 2023	168127	\$ 10.00	
					\$ 10.00
9/1/2023	AlphaVu	Transit Research	1897	\$ 9,250.00	
					\$ 9,250.00
8/25/2023	Regional Economic Advisor: Task Order #1 - Payment 1 of 13		August 2023	\$ 4,545.45	
					\$ 4,545.45
7/7/2023	COTPA	Admin Services Fee	24-101	\$ 2,449.00	
					\$ 2,449.00
Total Claims					\$ 203,327.22

APPROVED:



James P. Boggs

8/16/23

Date

RATIFIED and APPROVED by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this 18th day of October, 2023.

ATTEST:

REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA

Mary Melon-Tully, Secretary

Brad Henry, Chairman



HOLMES & ASSOCIATES LLC

Holmes & Associates LLC
910 S Donner Way #304
Salt Lake City, UT 84108
Phone: 703.999.4440
E-Mail: kathryn@holmesassociatesllc.com

Invoice #923

September 1, 2023

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	Biller	Description	Hours/Qty	Rate	Amount
8/01- 8/31/2023	KAH	RTA - TIME: Time billed by K Holmes for the period 8/01/2023 to 8/31/2023	74.25	410.00	\$30,442.50
8/01- 8/31/2023	KAH	RTA - TIME: Travel time billed by K Holmes for the period 8/01/2023 to 8/31/2023	14.00	205.00	\$2,870.00
8/01- 8/31/2023	KAH	RTA - COSTS: Total costs incurred by KAH			\$3,068.77

We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.

Invoice Balance Due

\$36,381.27

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 847385
 LOS ANGELES, CA 90084-7385

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

Invoice No: 25728182
 Invoice Date: Jul 31, 2023
 Invoice Amount: \$56,593.79

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

 Client Reference:

Federal Tax Id: 56-0885615
 For Services Rendered through Jul 31, 2023

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	150,552.50	100.00%	150,552.50	144,762.50	5,790.00
TASK 2: PUBLIC ENGAGEMENT	157,970.00	100.00%	157,970.00	157,622.50	347.50
TASK 4: ALTERNATIVES ANALYSIS - EAST CORRIDOR	273,712.50	100.00%	273,712.50	271,212.50	2,500.00
TASK 5: STATION ARE AND LAND USE ANALYSIS	85,072.50	100.00%	85,072.50	85,072.50	0.00
TASK 6: RAIL OPERATIONS PLANNING - NORTH/SOUTH CORRIDOR	176,070.00	80.15%	141,118.64	141,118.64	0.00
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	211,062.50	98.84%	208,607.37	160,769.70	47,837.67
TASK 8: FTA CAPITAL GRANT AND FINANCIAL PLAN SUPPORT	1,422.00	95.46%	1,357.50	1,357.50	0.00
TASK 9: NEPA DOCUMENTATION	0.00		0.00	0.00	0.00
KHA EXPENSES	43,200.00	68.13%	29,430.88	29,312.26	118.62
Subtotal	1,099,062.00	95.34%	1,047,821.89	991,228.10	56,593.79
Total COST PLUS MAX					56,593.79

Total Invoice: \$56,593.79

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: 25736171
 Invoice Date: Jul 31, 2023
 Invoice Amount: \$6,597.50

Project No: 197385001.C
 Project Name: RTA OK AA/NEPA STUDY
 Project Manager: SCANLON, LIZ

Federal Tax Id: 56-0885615
 For Services Rendered through Jul 31, 2023

Client Reference:

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
ALTERNATIVES ANALYSIS	131,419.00	1.24%	1,625.00	0.00	1,625.00
EXPENSES	17,000.00	0.00%	0.00	0.00	0.00
OFFICE EXPENSE	0.00		0.00	0.00	0.00
PROJECT MANAGEMENT	193,941.00	2.23%	4,320.00	0.00	4,320.00
PUBLIC ENGAGEMENT	82,376.00	0.09%	72.50	0.00	72.50
RAIL OPERATIONS PLAN	115,276.00	0.00%	0.00	0.00	0.00
SANTE FE IMHS	76,361.00	0.00%	0.00	0.00	0.00
STATION AREA ANALYSIS	40,023.00	0.00%	0.00	0.00	0.00
SUBCONSULTANT MARKUP	2,625.00	0.00%	0.00	0.00	0.00
TRAVEL DEMAND/RIDERSHIP	77,316.00	0.75%	580.00	0.00	580.00
Subtotal	736,337.00	0.90%	6,597.50	0.00	6,597.50
Total COST PLUS MAX					6,597.50

Total Invoice: \$6,597.50

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: 196742000-0723
 Invoice Date: Jul 31, 2023
 Invoice Amount: \$87,500.21

Project No: 196742000
 Project Name: RTA - WEST AND AIRPORT AA
 Project Manager: SCANLON, LIZ

Federal Tax Id: 56-0885615
 For Services Rendered through Jul 31, 2023

Client Reference:

COST PLUS MAX

KHA Ref # 196742000.3-25740775

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
PROJECT MANAGEMENT	94,048.36	41.67%	39,190.00	24,732.50	14,457.50
PUBLIC PARTICIPATION	113,677.81	74.48%	84,667.50	43,205.00	41,462.50
ALTERNATIVES ANALYSIS	949,434.30	11.11%	105,525.21	73,945.00	31,580.21
Subtotal	1,157,160.47	19.82%	229,382.71	141,882.50	87,500.21
Total COST PLUS MAX					87,500.21

Total Invoice: \$87,500.21

COTPA

Arts District Garage
431 W Main Street
Oklahoma City, OK 73102
405-297-2529

INVOICE #: **168127**
Reference ID: **Tax Exempt**
Invoice Date: **08/31/2023**
Due Date: **09/21/2023**

Invoice To:
RTA (TE)
christina.hankins@okc.gov
405-297-2484
2000 S MAY
OKLAHOMA CITY, OK 73108

Invoice Details
Total Due:\$10.00
Location: Arts District Garage
Status: sent

Mailing Address
COTPA-Parking c/o Municipal
Services PO Box 2404
Oklahoma City
73101

Item	Rate	Qty	Total
July Validations	\$2.50	4	\$10.00

Subtotal: 10.00
Total: **\$10.00**

Notes

Please note the daily breakdown attachment does **NOT** reflect the tax exempt discount. Please pay the amount on the invoice. This document is attached for daily breakdown reference **ONLY**.

Note: Please make checks payable to COTPA - Parking c/o Municipal Services. If you have any question about your invoice, please contact Charli Wrench via email at cwrench@municipalparking.com or by phone at 405-297-2529

1100 15th St NW, 4th Floor
Washington, DC 20005
(202) 450-6541
scott@alphavu.com
www.alphavu.com



BILL TO
Christina Hankins
Regional Transportation Authority
of Central Oklahoma
2000 South May Avenue
Oklahoma City, Oklahoma
73108

INVOICE # 1897
DATE 09/01/2023
DUE DATE 10/01/2023
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Social network intelligence, analysis, and reporting August 2023 Services --Data setup, initial dashboard draft, client meetings, data connections	1	9,250.00	9,250.00
BALANCE DUE			\$9,250.00

Regional Economic Advisors

a division of Thorberg Collectorate, Inc.

141 NE 13th St, Oklahoma City , OK 73104



THORBERG
COLLECTORATE

Date

August 25, 2023

Attn

Kathryn Holmes, RTA
Owner's Representative

2000 S May Ave
Oklahoma City, OK 73108

Amount

\$4,545.45

Item Description	Date	Rate	Amount
Monthly Task Order for month of August 2023	August 25 th , 2023	\$4,545.45	\$4,545.45
SUBTOTAL			\$4,545.45

Thank you!

Regional Economic Advisors

a division of Thorberg Collectorate, Inc.

141 NE 13th St, Oklahoma City, OK 73104



THORBERG
COLLECTORATE

Attn

Kathryn Holmes, RTA Owner's Representative

2000 S May Ave
Oklahoma City, OK 73108

Activity Summary

Administrative

- Refined task order approach and scope/ schedule details; finalized and approved contract language

Meetings

- Met with PFM to review initial task order approval; met with Alpha Vu working group to develop data sources for their dashboard; met with Pat McFerron and Craig Freeman (city manager) for additional regional transportation perspective

Technical

- Began a review of transportation infrastructure literature
 - o Economic Impact of Public Transportation Investment (American Public Transportation Association), etc.
- Pulled initial data library for RTA jurisdiction demographic and economic outlook
 - o Population, in-migration, home price, rental rates, income, journey to work, etc.
- Initiated contract with City of Oklahoma City and Edmond Economic Development Authority on sales tax dataset (sales tax by major 2-digit NAICS sector)
 - o Will make contact with Norman next week
- Propose an initial geography of Logan County, Oklahoma County and Cleveland County with options to extend to Pottawatomie and Canadian



CENTRAL OKLAHOMA
TRANSPORTATION & PARKING
AUTHORITY

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

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

Invoice #: 2024-103

Address: 2000 S May Avenue
Oklahoma City, OK 73108

Invoice Date: 9/1/23

Invoice For: Administrative Services

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - August 2023	1	\$2,449.00		\$2,449.00
NOTES: RTA PO # 2024-002				Invoice Subtotal	\$2,449.00
				Tax Rate	
				Sales Tax	\$0.00
				Other	
				Deposit Received	
Make all checks payable to EMBARK				TOTAL	\$2,449.00

**Regional Transportation Authority of Central Oklahoma
Payment Claims**

Period: 9/01/2023 to 9/30/2023					
Date	Vendor	Description	Invoice No.	Cost	Total
10/4/2023	Holmes & Associates LLC	Consultant Fees - Labor	1023	\$ 23,472.50	
		Cost Reimbursement RTA	1023	\$ -	
					\$ 23,472.50
8/31/2023	Kimley-Horn	AA Update - Year 4			
		Task 1 - Project Management	26003119	\$ 3,922.50	
		Task 4 - AA Process	26003119	\$ 9,562.50	
		Task 5 - Station Area/Land Use Analysis	26003119	\$ 3,765.00	
		Task 6 - Rail Ops Planning	26003119	\$ 635.00	
					\$ 17,885.00
8/31/2023	Kimley-Horn	EDEI Project			
		Project Management	196742000-0823	\$ 15,452.50	
		Project Participation	196742000-0823	\$ 37,661.85	
		Alternatives Analysis	196742000-0823	\$ 42,027.50	
					\$ 95,141.85
9/25/2023	PCI Municipal Services	Parking Fees - August 2023	173880	\$ 5.00	
					\$ 5.00
9/20/2023	PFM Financial Advisors LLC	Financial Advisory Services July - August 2023	126902	\$ 1,350.00	
					\$ 1,350.00
10/3/2023	AlphaVu	Transit Research	1910	\$ 9,250.00	
					\$ 9,250.00
9/25/2023	Regional Economic Advisors	Task Order #1 - Payment 2 of 13	September 2023	\$ 4,545.45	
					\$ 4,545.45
10/2/2023	COTPA	Admin Services Fee	24-104	\$ 2,449.00	
					\$ 2,449.00
Total Claims					\$ 154,098.80

APPROVED by the Regional Transportation Authority of Central Oklahoma, and **SIGNED** by the Treasurer and Chairman on this **18th** day of **October** 2023.

TREASURER:

**REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA**

James P. Boggs

Brad Henry, Chairperson

ATTEST:

Mary Mélon-Tully, Secretary



HOLMES & ASSOCIATES LLC

Holmes & Associates LLC
910 S Donner Way #304
Salt Lake City, UT 84108
Phone: 703.999.4440
E-Mail: kathryn@holmesassociatesllc.com

Invoice #1023

October 4, 2023

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
9/01- 9/30/2023	KAH	RTA - TIME: Time billed by K Holmes for the period 9/01/2023 to 9/30/2023	57.25	410.00	\$23,472.50
We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.					Invoice Balance Due \$23,472.50

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: 26003119
 Invoice Date: Aug 31, 2023
 Invoice Amount: \$17,885.00

Project No: 197385001.C
 Project Name: RTA OK AA/NEPA STUDY
 Project Manager: SCANLON, LIZ

Federal Tax Id: 56-0885615
 For Services Rendered through Aug 31, 2023

Client Reference:

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
ALTERNATIVES ANALYSIS	131,419.00	8.51%	11,187.50	1,625.00	9,562.50
EXPENSES	17,000.00	0.00%	0.00	0.00	0.00
PROJECT MANAGEMENT	193,941.00	4.25%	8,242.50	4,320.00	3,922.50
PUBLIC ENGAGEMENT	82,376.00	0.09%	72.50	72.50	0.00
RAIL OPERATIONS PLAN	115,276.00	0.55%	635.00	0.00	635.00
SANTE FE IMHS	76,361.00	0.00%	0.00	0.00	0.00
STATION AREA ANALYSIS	40,023.00	9.41%	3,765.00	0.00	3,765.00
SUBCONSULTANT MARKUP	2,625.00	0.00%	0.00	0.00	0.00
TRAVEL DEMAND/RIDERSHIP	77,316.00	0.75%	580.00	580.00	0.00
Subtotal	736,337.00	3.32%	24,482.50	6,597.50	17,885.00
Total COST PLUS MAX					17,885.00

Total Invoice: \$17,885.00

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: 196742000-0823
 Invoice Date: Aug 31, 2023
 Invoice Amount: \$95,141.85

Project No: 196742000
 Project Name: RTA - WEST AND AIRPORT AA
 Project Manager: SCANLON, LIZ

Federal Tax Id: 56-0885615
 For Services Rendered through Aug 31, 2023

Client Reference:

COST PLUS MAX

KHA Ref # 196742000.3-26003149

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
PROJECT MANAGEMENT	94,048.36	58.10%	54,642.50	39,190.00	15,452.50
PUBLIC PARTICIPATION	131,677.81	92.90%	122,329.35	84,667.50	37,661.85
ALTERNATIVES ANALYSIS	931,434.30	15.84%	147,552.71	105,525.21	42,027.50
Subtotal	1,157,160.47	28.04%	324,524.56	229,382.71	95,141.85
Total COST PLUS MAX					95,141.85

Total Invoice: \$95,141.85

COTPA

Arts District Garage
431 W Main Street
Oklahoma City, OK 73102
405-297-2529

INVOICE #: **173880**
Reference ID: **Tax Exempt**
Invoice Date: **09/25/2023**
Due Date: **10/09/2023**

Invoice To:
RTA (TE)
christina.hankins@okc.gov
405-297-2484
2000 S MAY
OKLAHOMA CITY, OK 73108

Invoice Details
Total Due:\$5.00
Location: Arts District Garage
Status: sent

Mailing Address
COTPA-Parking c/o Municipal
Services PO Box 2404
Oklahoma City
73101

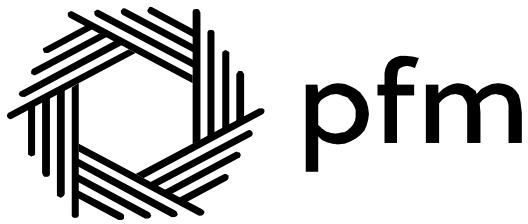
Item	Rate	Qty	Total
August Validations	\$2.50	2	\$5.00

Subtotal: 5.00
Total: **\$5.00**

Notes

Please note the daily breakdown attachment does **NOT** reflect the tax exempt discount. Please pay the amount on the invoice. This document is attached for daily breakdown reference **ONLY**.

Note: Please make checks payable to COTPA - Parking c/o Municipal Services. If you have any question about your invoice, please contact Charli Wrench via email at cwrench@municipalparking.com or by phone at 405-297-2529



Date	Invoice Number
September 20, 2023	126902
Payment Terms	Due Date
Upon Receipt	September 20, 2023

Bill To:
Regional Transportation Authority of Central Oklahoma 2000 S. May Avenue Oklahoma City, OK 73108 United States of America

Company Address:
1735 Market Street 42nd Floor Philadelphia, PA 19103 +1 (215) 5676100 Federal Tax ID: 81-1642787

Remittance Options:

Via ACH (preferred):	Via Wire:	Via Mail:
PFM Financial Advisors LLC Bank Name: M&T Bank ACH# (ACH): 031302955 Account #: 9865883681	Bank Name: M&T Bank ABA# (Wire): 022000046 Account #: 9865883681	PFM Financial Advisors LLC P.O. Box 65117 Baltimore, MD 21264-5117 United States of America

RE: For Financial Advisory services related to the Regional Transportation Authority of Central Oklahoma for July - August 2023.

Name	Title	Rate	Hours	Amount
Scott Carlson	Senior Managing Consultant	\$300.00	4.50	\$1,350.00
Total Professional Fees				\$1,350.00
Total Amount Due				\$1,350.00

1100 15th St NW, 4th Floor
Washington, DC 20005
(202) 450-6541
scott@alphavu.com
www.alphavu.com



BILL TO
Christina Hankins
Regional Transportation Authority
of Central Oklahoma
2000 South May Avenue
Oklahoma City, Oklahoma
73108

INVOICE # 1910
DATE 10/03/2023
DUE DATE 11/02/2023
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
Social network intelligence, analysis, and reporting September 2023 Services --DataVu updates, client calls, data modifications, initial customizations.	1	9,250.00	9,250.00

BALANCE DUE	\$9,250.00
-------------	-------------------

Invoice September 2023

Regional Economic Advisors

a division of Thorberg Collectorate, Inc.

141 NE 13th St, Oklahoma City , OK 73104



THORBERG
COLLECTORATE

Date
September 25, 2023

Attn
Kathryn Holmes, RTA
Owner's Representative

2000 S May Ave
Oklahoma City, OK 73108

Amount

\$4,545.45

Instructions

Wire instructions are included below for your convenience. If you have any issues, please call the Wiring Dept. at 405-218-4666. If paying by check, please make it payable to Thorberg Collectorate at the above address. The activity summary is attached on the following page.

Item Description	Date	Rate	Amount
Monthly Task Order for the month of September 2023	September 25 th , 2023	\$4,545.45	\$4,545.45
SUBTOTAL			\$4,545.45

Thank you!

RECEIVING BANK DATA:

Routing Number: 103003632
Receiving Financial Ins.: BancFirst

ACCOUNT DATA:

Account Name: Thorberg Collectorate, Inc.
Account Number: 4005179009

Tel: 405.400.1805

Email: russell@thorberg.co



CENTRAL OKLAHOMA
TRANSPORTATION & PARKING
AUTHORITY

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

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

Invoice #: 2024-104

Address: 2000 S May Avenue
Oklahoma City, OK 73108

Invoice Date: 10/2/23

Invoice For: Administrative Services

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - September 2023	1	\$2,449.00		\$2,449.00
NOTES: RTA PO # 2024-002				Invoice Subtotal	\$2,449.00
				Tax Rate	
				Sales Tax	\$0.00
				Other	
				Deposit Received	
Make all checks payable to EMBARK				TOTAL	\$2,449.00



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

Consider adopting a resolution approving the Regional Transportation Authority of Central Oklahoma Regular Meeting Schedule for Calendar Year 2024.

Background

Section 6.13 *Meeting and Records* of the Trust Indenture and Agreement state the directors are responsible for designating the time and place of all regular meetings. Section 7 of the Regional Transportation Authority of Central Oklahoma (RTA) Bylaws state the Board of Directors (BOD) shall meet at 2:30 p.m. on the third Wednesday of each month.

It is the desire of the BOD to comply with all statutory and regulatory requirements. Therefore, staff is presenting the Regular Meeting Schedule for 2024 (Attachment "A"). Upon adoption by the BOD, staff will notify the Secretary of State, the Clerks of member municipalities, and the Oklahoma County Clerk, as required by 25 O.S. (2017 Supp.) §301 et.seq., and the RTA Bylaws (R19-0001).

Recommendation: Adopt the resolution.

Jason Ferbrache
Interim Executive Director

RESOLUTION NO. 24-001

**RESOLUTION OF THE REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA APPROVING THE BOARD'S REGULAR
MEETING SCHEDULE FOR 2024.**

WHEREAS, the Directors designate the time and place of all regular meetings per Section 6.13 Meetings and Records, of the Regional Transportation Authority of Central Oklahoma's (RTA) Trust Indenture; and

WHEREAS, as per Article 7, Section 7.2 of the RTA Bylaws (R19-0001) regular meetings of the RTA shall be held at 2:30 p.m. on the third Wednesday of each month; and

WHEREAS, staff is presenting the Regular Meeting Schedule for 2024 (Attachement "A") for Board approval; and

WHEREAS, upon adoption of the resolution, staff will provide appropriate public notice as required by the Oklahoma Meetings Act, Title 25 O.S. (2017 Supp) 301, et. Seq., and the RTA bylaws (R19-0001); and

NOW, THEREFORE, BE IT RESOLVED by the Directors of the Regional Transportation Authority of Central Oklahoma that they do hereby approve the Regular Meeting Schedule for Calendar Year 2024.

ADOPTED by the Directors and **SIGNED** by the Chairman of the Regional Transportation Authority of Central Oklahoma this **18th** day of **October 2023**.

ATTEST:

**REGIONAL TRANSPORTATION
AUTHORITY OF CENTRAL
OKLAHOMA**

Mary Mélon-Tully, Secretary

Brad Henry, Chairperson

REVIEWED for form and legality.

Joshua Minner
Assistant Municipal Counselor

Jan 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Feb 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
15	26	27	28	29		

Mar 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

Apr 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Jun 2024						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

Jul 2024						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

Aug 2024						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Sep 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Oct 2024						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Nov 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	

Dec 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Recurring Regular Meeting Dates

3rd Wednesdays of Each Month at 2:30 PM held at 431 W. Main Street, Suite B, Oklahoma City, OK, 73102