



BOARD OF DIRECTORS MEETING AGENDA

WEDNESDAY, APRIL 20, 2022

2:30 P.M.

ARTS DISTRICT PARKING GARAGE LARGE CONFERENCE ROOM

431 West Main Street, Suite B Oklahoma City, OK, 73102

DIRECTORS:

| | |
|-----------------------|------------------------------------|
| City of Del City | Donald Vick |
| City of Edmond | James Boggs, Treasurer |
| City of Midwest City | Aaron Budd |
| City of Moore | Steve Eddy |
| City of Norman | Marion Hutchison, Vice Chairperson |
| City of Oklahoma City | Brad Henry, Chairperson |
| City of Oklahoma City | Mary Mélon, Secretary |

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 or TDD (405) 297-2020 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

April 20, 2022
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. March 21, 2022 Regional Transportation Authority Special Meeting
- 4. Executive Director Reports** – Jason Ferbrache, Interim Executive Director
- 5. Committee Reports** – Board of Directors
 - A. Property Acquisition Committee
 - B. Outreach Committee
- 6. Legislation Update** – Derek Sparks, Government Relations for the Greater Oklahoma City Chamber
- 7. Receive Financial Reports and Ratify and Approve Claims for Period of March 1, 2022 through March 31, 2022**
- 8. Consider resolution setting a public hearing on May 18, 2022, as per the Trust Indenture (2019), Section 11.2 Annual Budget, to receive public comments regarding the Fiscal Year 2023 Budget, and authorize the Interim Executive Director to publish the Notice of Public Hearing (Attachment “A”) at least seven days prior to the May 18, 2022 public hearing**
- 9. Project Update: Alternative Analysis** - Kathryn Holmes, Holmes and Associates, LLC
- 10. Public Comments** – Brad Henry, RTA Board Chairperson
- 11. 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.



BOARD OF DIRECTORS MEETING AGENDA

12. Adjournment



BOARD OF DIRECTORS MEETING MINUTES

The special meeting of the Regional Transportation Authority (RTA) was convened at 2:35 p.m. on Monday, March 21, 2022 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on March 15, 2022 at 4:22 p.m.

RTA Board of Directors Present

Marion Hutchison, Vice Chairperson
Brad Henry, Chairperson
James Boggs, Treasurer
Donald Vick
Steve Eddy

Entity

City of Norman
City of Oklahoma City
City of Edmond
City of Del City
City of Moore

RTA Board of Directors Absent

Aaron Budd
Mary Mélon, Secretary

City of Midwest City
City of Oklahoma City

Administrative Support Staff Present

Jason Ferbrache, Interim Executive Director
Carolyn Garret, Legal Counsel
Suzanne Wickenkamp, RTA Admin Support

Guests Present

Amy Lucas, OKC Finance
Sue Korpi, OKC Finance
Taylor Johnson, City of Norman
Randy Entz, City of Edmond
Brooks Mitchell, City of Moore
Lars Ostervold, Jacobs
Derek Sparks, Greater OKC Chambers
Mike Patterson, HNTB

Consultants Present

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

1. Call to Order – 2:35 p.m.

Chairperson Henry called the meeting to order at 2:35 p.m. and stated that Director Mélon is not present, so the Board needs to elect a secretary pro tem for this meeting.

Director Eddy was elected to serve as secretary pro tem for the meeting.

APPROVED. Moved by Boggs, seconded by Vick. AYES: Hutchison, Henry, Vick, Boggs, and Eddy. NAYES: None.

2. Roll Call

QUORUM PRESENT: Hutchison, Henry, Vick, Boggs, and Eddy. ABSENT: Mélon, Budd.

3. Consider Approval of Minutes

A. November 17, 2021 Regional Transportation Authority Regular Meeting

APPROVED. Moved by Hutchison, seconded by Vick. AYES: Hutchison, Henry, Vick, Boggs, and Eddy. NAYES: None.

4. Executive Director Reports

Interim Executive Director Ferbrache stated that a redline version of the Trust Indenture has been distributed to the Board for informational purposes only to allow the Board to review the proposed minor changes. The next steps would be to present the item to each of the member cities city councils and then brought back to the Board for final approval.

5. Committee Reports – Board of Directors

A. Property Acquisition Committee

Vice Chairperson Hutchison stated the Property Acquisition Committee did not meet this month, but some of the items covered in the February Property Acquisition Committee meeting will be discussed during the executive session.

B. Outreach Committee

Kathryn Holmes stated that the Outreach Committee met with ODOT, Oklahoma City and Yukon in February. The City of Yukon is interested in learning more about what the RTA is doing, and the Outreach Committee will continue that dialog.

6. Adopt joint resolution with the Central Oklahoma Transportation and parking Authority, agreeing to renew the Memorandum of Understanding for interim administrative services, retroactive to February 1, 2022 through January 31, 2023

Director Boggs asked if there was a reason why the agreement is only good for one year.

Interim Executive Director Ferbrache stated that the original Memorandum of Understanding term was for two years with a one-year renewal. Next year, staff will bring back a new agreement and if the Board desired to increase the term or allow for automatic renewal, we could do so at that time.

ADOPTED. Moved by Boggs, seconded by Eddy. AYES: Hutchison, Henry, Vick, Boggs, and Eddy. NAYES: None.

7. Receive RTA Annual Financial report for the Fiscal Year Ended June 30, 2021

Interim Executive Director Ferbrache stated that the report was presented at the February board meeting by AGH but there was not a quorum of the Board to take action, so the item was moved to this month's agenda. AGH stated that it was a clean audit.

RECEIVED. Moved by Vick, seconded by Hutchison. AYES: Hutchison, Henry, Vick, Boggs, and Eddy. NAYES: None.

8. Receive Financial Reports and Ratify and Approve Claims

- A. Period of February 1, 2022 through February 28, 2022.
- B. Period of January 1, 2022 through January 31, 2022.
- C. Period of December 1, 2021 through December 31, 2021.
- D. Period of November 1, 2021 through November 30, 2021.

RECEIVED, RATIFIED and APPROVED. Moved by Boggs, seconded by Vick. AYES: Hutchison, Henry, Vick, Boggs, and Eddy. NAYES: None.

9. Receive and Discuss the Proposed Fiscal Year 2023 Budget

Interim Executive Director Ferbrache stated that per the Trust Indenture, the budget needs to be introduced in March and then a public hearing will be held in May and at that time the Board can vote on the budget.

Suzanne Wickenkamp gave a PowerPoint presentation of the proposed FY23 Budget.

Chairperson Henry requested that the proposed FY23 Budget presentation be emailed to all the Directors.

Suzanne Wickenkamp stated that staff will send the proposed FY23 Budget presentation and the breakdown of the member cities contributions to the Directors as well.

RECEIVED. Moved by Boggs, seconded by Eddy. AYES: Hutchison, Henry, Vick, Boggs, and Eddy. NAYES: None.

Director Eddy requested a brief break. (3:34 p.m.-3:40 p.m.)

10. Project Update: Alternative Analysis – Liz Scanlon, Kimley-Horn

Liz Scanlon gave a PowerPoint update on the Alternative Analysis, which included a recap of the discovery phase, revised alignments, high-capacity transit modes, and the next steps.

11. Public Comments – Brad Henry, RTA Board Chairperson

Mike Patterson from HNTB, thanked the Board for expanding transportation and providing additional access around the metropolitan area that is much needed.

12. Enter into Executive Session on advice of the Municipal Counselor to discuss the purchase or appraisal of real property as authorized by 25 O.S. (2021 Supp.) § 307 (B)(3)

APPROVED TO ENTER INTO EXECUTIVE SESSION (4:30 p.m.) Moved by Vick, seconded by Eddy. AYES: Hutchison, Henry, Vick, Boggs, and Eddy. NAYES: None.

APPROVED TO EXIT EXECUTIVE SESSION AND TO RECONVENE THE MEETING (5:15 p.m.) Moved by Hutchison, seconded by Vick. AYES: Hutchison, Henry, Vick, Boggs, and Eddy. NAYES: None.

Roll Call: QUORUM PRESENT: Hutchison, Henry, Vick, Boggs, and Eddy. ABSENT: Mélon, Budd.

13. New Business

Director Hutchison requested that Derek Sparks from the Greater OKC Chamber be added to next month's agenda to inform the Board of new legislation that could impact the RTA.

14. Adjournment – 5:22 p.m.


ADJOURNED. Moved by Vick, seconded by Boggs. AYES: Budd, Hutchison, Henry, Vick, Boggs, and Mélon. NAYES: None.

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

ATTEST:


Mary Melon, Secretary




Brad Henry, Chairperson

REGIONAL TRANSPORTATION AUTHORITY

The Regional Transportation Authority
of Central Oklahoma

Board of Directors

Brad Henry, Chairperson - Oklahoma City

Marion Hutchison, Vice Chairperson - Norman

Mary Mélon, Secretary - Oklahoma City

James Boggs, Treasurer - Edmond

Donald Vick - Del City

Aaron Budd - Midwest City

Steve Eddy - Moore

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**

TABLE OF CONTENTS
For the Nine Months Ended March 31, 2022

| | PAGE |
|--|-------------|
| Letter of Transmittal | ii |
| Schedule of Revenues and Expenditures - Budget to Actual | |
| Summary | 1 |
| Operations | 2 |
| Grant Activity | 3 |
| Statement of Local Funding | 4 |



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

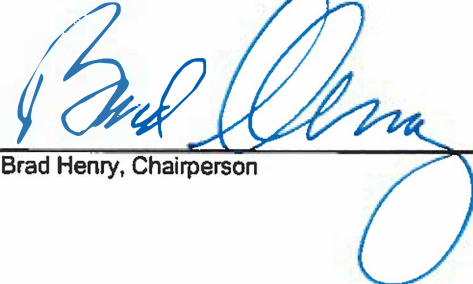
| Date | Vendor | Description | Invoice No. | Cost | Total |
|---------------------|-------------------------|-------------------------------|-------------|--------------|---------------------|
| 4/1/2022 | Holmes & Associates LLC | Consultant Fees - Labor | 422 | \$ 24,292.50 | |
| | | Consultant Fees - 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 | 2022-109 | \$ 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 | Republic 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:


James P. Boggs

**REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA**


Brad Henry, Chairperson

ATTEST:


Mary Melon, 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 | Bill | 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 - March 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 |



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

Resolution setting a public hearing on May 18, 2022, as per the Trust Agreement and Indenture (2019), Section 11.2 Annual Budget, to receive public comments regarding the Fiscal Year 2023 Budget; and authorize the Interim Executive Director to publish the Notice of Public Hearing (Attachment "A") at least seven days prior to the May 18, 2022 public hearing.

Background On March 21, 2022 (Item 9), the Regional Transportation Authority of Central Oklahoma (RTA) received the proposed Fiscal Year 2023 Budget. The Trust Agreement and Indenture (2019), Section 11.2 Annual Budget, requires a public hearing be set prior to adoption of the final budget. This resolution will set the public hearing for the next regularly scheduled meeting of the RTA, on May 18, 2022.

The resolution also authorizes the Interim Executive Director to publish the Notice of Public Hearing in a newspaper of general circulation in the district at least seven days prior to the public hearing date.

Recommendation: Resolution be adopted

Jason Ferbrache
Interim Executive Director

RESOLUTION 22-001

RESOLUTION OF THE REGIONAL TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA SETTING A PUBLIC HEARING ON MAY 18, 2022, AS PER THE TRUST AGREEMENT AND INDENTURE (2019), SECTION 11.2 ANNUAL BUDGET, TO RECEIVE PUBLIC COMMENTS REGARDING THE PROPOSED FISCAL YEAR 2023 BUDGET; AND AUTHORIZING THE INTERIM EXECUTIVE DIRECTOR TO PUBLISH THE NOTICE OF PUBLIC HEARING (ATTACHMENT "A") AT LEAST SEVEN DAYS PRIOR TO THE MAY 18, 2022 PUBLIC HEARING.

WHEREAS, the Regional Transportation Authority of Central Oklahoma (RTA) received the proposed Fiscal Year 2023 Budget at the March 21, 2022 special meeting; and

WHEREAS, as per Section 11.2 Annual Budget, of the Trust Agreement and Indenture (2019), the board must hold a public hearing before adopting the budget; and

WHEREAS, the Notice of Public Hearing (Attachment "A") must be published at least seven days before the date of hearing in a newspaper of general circulation in the district; and

WHEREAS, authorize the Interim Executive Director to advertise the public hearing on May 11, 2022, or sooner, in compliance with Section 11.2 Annual Budget, of the Trust Agreement and Indenture.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Regional Transportation Authority of Central Oklahoma that they do hereby set a public hearing on May 18, 2022, as per the Trust Agreement and Indenture (2019), Section 11.2 Annual Budget, to receive public comments regarding the proposed Fiscal Year 2023 Budget.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Directors of the Regional Transportation Authority of Central Oklahoma that they do hereby authorize the Interim Executive Director to publish the Notice of Public Hearing (Attachment "A") at least seven days prior to the May 18, 2022 public hearing.

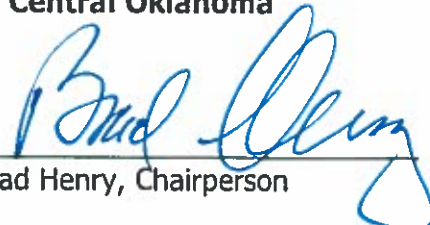
ADOPTED by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma this **20th** day of **April 2022**.

ATTEST:


Mary Melon, Secretary



**Regional Transportation Authority
of Central Oklahoma**


Brad Henry, Chairperson

REVIEWED for form and legality


Hailey Rawson, Assistant Municipal Counselor

ATTACHMENT “A”

(Published in the Journal Record **May ____ and May _____, 2022**)

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN, that the Regional Transportation Authority of Central Oklahoma (RTA) will be holding a public hearing on **May 18, 2022**, at **2:30 p.m.**, at the Arts District Parking Garage, 431 West Main Street, Ste. B, Oklahoma City, Oklahoma 73102 to hear public comments regarding the:

Fiscal Year 2023 Budget

The public hearing is being held in compliance with the Trust Agreement and Indenture (2019), Section 11.2 Annual Budget. Public Comments may be submitted electronically at info@rtaok.org through the end of business on **May 17, 2022**.

Members of the public that wish to speak at the meeting, are encouraged to contact the Administrative Specialist at **405-297-2484** or text your request in advance of the meeting to **405-479-1615**. Include your name, the agenda item number and the reason you would like to speak. **Please submit your request prior to the beginning of the meeting to avoid receiving your request after your item has been considered**. Staff will attempt to submit requests received during the meeting to process them to the Chairperson.