



# BOARD OF DIRECTORS MEETING AGENDA

**WEDNESDAY, JUNE 16, 2021**

**2:30 P.M.**

**431 W. MAIN STREET, OKLAHOMA CITY, OK**

**REGULAR MEETING**

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## **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

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It is the policy of the RTA to ensure communication with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability that would like to participate in the meeting but requires an accommodation, modification of policies/procedures, auxiliary aid or service, or an alternate format of the agenda/information provided at the meeting, please contact Administration at 405-297-2484 within 48 hours (not including weekends or holidays) of scheduled meeting. Individuals utilizing TTY/TDD technology for telephone communication should utilize the free "711 Relay Oklahoma" service by dialing 711 to assist you in contacting the Trust Specialist.

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**June 16, 2021**

**2:30 p.m.**

**431 W. MAIN STREET, OKLAHOMA CITY, OK  
REGULAR MEETING**

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- 1. Call to Order** – Brad Henry, RTA Board Chairperson
- 2. Roll Call** – Brad Henry, RTA Board Chairperson
- 3. Consider Approval of Minutes**
  - A. May 19, 2021 Regional Transportation Authority Regular Meeting
- 4. Executive Director Reports** – Jason Ferbrache, Interim Executive Director
- 5. Committee Reports** – Board of Directors
  - A. Property Acquisition Committee
  - B. Outreach Committee
- 6. Receive Financial Reports and Ratify and Approve Claims for Period of May 1, 2021 through May 31, 2021.**
- 7. Project Update: Alternative Analysis** – Kimley Horn
- 8. Public Comments** – Brad Henry, RTA Board Chairperson
- 9. 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.
- 10. Adjournment**



# BOARD OF DIRECTORS MEETING MINUTES

The regularly scheduled meeting of the Regional Transportation Authority (RTA) was convened at 2:35 p.m. on Wednesday May 19, 2021, virtually via Zoom. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on May 17, 2021 at 2:29 p.m.

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**RTA Board of Directors Present**

Donald Vick  
James Boggs, Treasurer  
Aaron Budd  
Steve Eddy  
Marion Hutchison, Vice Chairperson  
Brad Henry, Chairperson  
Mary Mélon, Secretary

**Entity**

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

**RTA Board of Directors Absent**

None

**Administrative Support Staff Present**

James Ferbrache, Interim Executive Director  
Hailey Rawson, Assistant Municipal Counselor  
Suzanne Wickenkamp, COTPA Assistant Director of Administration  
Lisa K. Hubbell,  
Justin Henry, COTPA Trust Specialist

**Guests Present**

Larry Hopper  
Anthony Thomas, Midwest City Beacon  
Mike Patterson  
Tom Leatherbee

**Consultants Present**

Kathryn Holmes, Homes & Assoc.  
Liz Scanlon, Kimley-Horn  
Luke Schmidt, Kimley-Horn

# BOARD OF DIRECTORS MEETING MINUTES

**MAY 17, 2021**

**1. Call to Order**

Governor Henry called the meeting to order at 2:35 p.m.

**2. Roll Call**

**PRESENT: Boggs, Budd, Eddy, Henry, Hutchison, Mélon, and Vick. ABSENT: None.**

**3. Consider Approval of Minutes**

**A.** April 21, 2021 Regional Transportation Authority Regular Meeting

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

**4. Executive Director Reports**

Interim Executive Director Ferbrache informed the directors that he is scheduled to give a presentation to ACOG on May 27, 2021, of the accomplishments of the RTA over the last year. ACOG will also be receiving the Transit Plan that the board approved last month.

COTPA Assistant Director of Administration, Suzanne Wickenkamp stated that this month will be the last virtual meeting, due to Governor Stitt's decision to resume in-person meetings. Moving forward, meetings will take place at the Arts District Garage. Five cities have been invoiced for the local fund contributions, with one remaining city to meet with. Ms. Wickenkamp introduced the new Trust Specialist, Justin Henry.

Kathryn Holmes stated that Kimley-Horn will be working on the alternative analysis update, which includes a study of the north/south line, the east corridors, and the airport corridors. Each of these corridors will start at different starting points depending on previous work that has or has not been done.

**5. Committee Reports – Board of Directors**

**A.** Property Acquisition Committee

Vice Chairperson Hutchison stated that SB-967 was signed into law. There was a subcommittee meeting this afternoon with BNSF and they were pleased with the passage of SB-967.

## **B. Outreach Committee**

Secretary Mélon stated that the Outreach Committee met on May 13, 2021, and the committee approved a schedule to meet on the second Thursday each month at 3:00 p.m. The committee discussed staff coordinating meetings with member cities because those will be done on a regular basis, as well as ODOT, FHWA, and FTA. Kimley-Horn will help organize some public information meetings to keep everyone informed of the progress that the RTA is making. If the member cities are interested, the committee discussed setting up lunch and learn meetings for city staff members, ACOG, Chambers, ODOT, FHWA, and FTA to make sure that staff of those different organizations are aware of the work that is being done. Secretary Mélon congratulated Lisa Hubbell on her promotion and thanked her for all the work that she has done for the RTA.

## **6. Fiscal Year 2022 Budget**

### **A. Public Hearing; and**

Chairperson Henry opened the public hearing for the Fiscal Year 2022 Budget 2:56 p.m. Hearing no response from the public, Chairperson Henry closed the public hearing for the Fiscal Year 2022 Budget 2:57 p.m.

- B. Consider resolution adopting the Fiscal Year 2022 Budget; and authorize the Interim Executive Director to implement and administer the budget as per the Trust Agreement and Indenture (2019).**

**PUBLIC HEARING HELD: 6.A. ADOPTED: 6.B. Moved by Boggs, seconded Mélon. AYES: Boggs, Eddy, Henry, Hutchinson, Mélon, and Vick. NAYES: None. ABSTAINED: Budd.**

## **7. Consider approval Insurance Proposal from Insurica, for director and officer liability insurance, \$2,839 annual premium.**

**APPROVED. Moved by Hutchinson, seconded Budd. AYES: Budd, Eddy, Henry, Hutchinson, Mélon, and Vick. NAYES: None. ABSTAINED: Boggs.**

## **8. Receive Financial Reports and Ratify and Approve Claims for Period of April 1, 2021 through April 30, 2021.**

Director Vick asked if the contribution rate will change to accommodate the new census population percentages. Kathryn Holmes responded that within the Trust Agreement and Indenture it allows for those percentages to be updated per the census.

Chairperson Henry asked that Kathryn Holmes report back on the policies and procedures required to update the population percentages per the census because it could impact more than just the population percentages. Kathryn Holmes confirmed that she would report back.

**RECEIVED, RATIFIED, and APPROVED. Moved by Vick, seconded by Eddy. AYES: Boggs, Budd, Eddy, Henry, Hutchinson, Mélon, and Vick. NAYES: None.**

**9. Public Comments**

None.

**10. New Business**

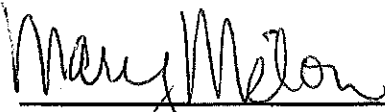
Non action items that were not known or reasonably foreseen at the time of the posting of the agenda. This may include requests for future agenda items.


**11. Adjournment – 3:13 p.m.**

**ADJOURNED.** Moved by Vick, seconded by Budd. **AYES:** Bogs, Budd, Eddy, Henry, Hutchinson, Mélon, and Vick. **NAYES:** None.

**APPROVED** by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this **16th** day of **June 2021**.

**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 Hutchinson, 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 Eleven Months Ended May 31, 2021

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

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

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For the Eleven Months Ended May 31, 2021

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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: June 10, 2021

SUBJECT: Regional Transportation Authority of Central Oklahoma (Authority) Budget to Actual Schedule and Statement of Local Funding for the Eleven Months Ended May 31, 2021

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 preliminary and may change. However, any changes are expected to be immaterial. Significant changes would result in the reissuance of the reports.

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. Lucas*

Amy M. Lucas, MBA, CPA  
City of Oklahoma City  
Accounting Manager

*Alex E. Fedak*

Alex E. Fedak, CPA  
City of Oklahoma City  
Acting Controller

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL**  
**For the Eleven Months Ended May 31, 2021**  
**SUMMARY**  
(unaudited)

**REGIONAL**  
**TRANSPORTATION AUTHORITY**  
**OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date	Variance	Actual as a Percent of Year to Date Budget
<b><u>SOURCES</u></b>					
Operations (1)-----	622,339	277,226	329,587	52,361	118.9%
Grant activity-----	635,221	454,848	165,793	(289,055)	36.5
<b>Total revenues-----</b>	<b>1,257,560</b>	<b>732,074</b>	<b>495,380</b>	<b>(236,694)</b>	<b>67.7</b>
<b><u>EXPENDITURES</u></b>					
Operations-----	622,339	277,226	329,587	(52,361)	118.9
Grant activity-----	635,221	454,848	269,570	185,278	59.3
<b>Total expenditures-----</b>	<b>1,257,560</b>	<b>732,074</b>	<b>599,157</b>	<b>132,917</b>	<b>81.8</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(103,777)</b>	<b>(\$103,777)</b>	<b>N/A</b>

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

**OPERATIONS**

Cash balance, beginning-----	1,131,979
<b>Cash balance, ending-----</b>	<b>\$802,392</b>

**GRANT ACTIVITY**

Cash balance, beginning-----	-
<b>Cash balance, ending-----</b>	<b>(\$103,777)</b>

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL**  
**For the Eleven Months Ended May 31, 2021**  
**OPERATIONS**  
(unaudited)

**REGIONAL**  
**TRANSPORTATION AUTHORITY**  
**OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date	Variance	Actual as a Percent of Year to Date Budget
<b><u>SOURCES</u></b>					
Prior year cash balance-----	\$622,339	\$277,226	\$329,587	\$52,361	118.9%
<b>Total revenue-----</b>	<b>622,339</b>	<b>277,226</b>	<b>329,587</b>	<b>52,361</b>	118.9
<b><u>EXPENDITURES</u></b>					
Professional services - COTPA administration-----	27,460	22,880	22,865	15	99.9
Professional services - Holmes & Associates-----	501,000	241,379	236,693	4,686	98.1
Legal fees-----	9,000	-	-	-	N/A
Independent audit fees-----	15,000	12,600	12,600	-	100.0
Polling Services-----	26,000	-	-	-	N/A
Training-----	7,850	-	-	-	N/A
Travel-----	20,000	-	-	-	N/A
Insurance-----	4,000	-	2,839	(2,839)	N/A
Branding-----	10,000	-	-	-	N/A
Other services and charges-----	509	367	676	(309)	184.2
Supplies-----	1,520	-	-	-	N/A
Transfer to grant activity for grant match (1)-----	-	-	53,914	(53,914)	N/A
<b>Total expenditures-----</b>	<b>622,339</b>	<b>277,226</b>	<b>329,587</b>	<b>(52,361)</b>	118.9
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	N/A

(1) This is the 20% grant match on the Kimley-Horn invoices approved through the April, 2021 claims reports.

**CASH BALANCE**

Cash balance, beginning-----	1,131,979
<b>Cash balance, ending-----</b>	<b>\$802,392</b>

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL**

**For the Eleven Months Ended May 31, 2021**

**GRANT ACTIVITY**

(unaudited)

**REGIONAL  
TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA**

	<b>Original Budget Total Year</b>	<b>Original Budget Year to Date</b>	<b>Actual Revenues/ Expenditures Year to Date</b>	<b>Variance</b>	<b>Actual as a Percent of Year to Date Budget</b>
<b><u>SOURCES</u></b>					
Federal grants (1)-----	\$635,221	\$454,848	\$111,879	(\$342,969)	24.6
Transfer from Operations for local grant match-----	-	-	53,914	53,914	N/A
<b>Total revenue-----</b>	<b>635,221</b>	<b>454,848</b>	<b>165,793</b>	<b>(289,055)</b>	<b>36.5</b>
<b><u>EXPENDITURES</u></b>					
Professional services - COTPA administration-----	109,841	-	-	-	N/A
Professional services - Kimley-Horn-----	525,000	454,848	269,570	185,278	59.3
Other services and charges-----	380	-	-	-	N/A
<b>Total expenditures-----</b>	<b>635,221</b>	<b>454,848</b>	<b>269,570</b>	<b>185,278</b>	<b>59.3</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(\$103,777)</b>	<b>(\$103,777)</b>	<b>N/A</b>

(1) The adopted budget was for 100% Federal grant reimbursement with no local match.

**CASH BALANCE**

Cash balance, beginning-----	-
<b>Cash balance, ending-----</b>	<b>(\$103,777)</b>

**STATEMENT OF LOCAL FUNDING**  
**For the Eleven Months Ended May 31, 2021**  
**(unaudited)**

**REGIONAL**  
**TRANSPORTATION AUTHORITY**  
**OF CENTRAL OKLAHOMA**

<b>2021</b>					
<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$49,580	\$30,627	\$18,953
Edmond	81,405	9.0138%	189,200	116,874	\$72,326
Midwest City	54,371	6.0204%	126,368	78,061	\$48,307
Moore	55,081	6.0990%	128,018	79,080	\$48,938
Norman	110,925	12.2825%	257,810	159,256	\$98,554
Oklahoma City	579,999	64.2222%	1,348,024	832,710	\$515,314
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,296,608	\$802,392

**After May, 2021 Claims Paid in June:**

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$49,580	\$31,147	\$18,433
Edmond	81,405	9.0138%	189,200	118,856	70,344
Midwest City	54,371	6.0204%	126,368	79,385	46,983
Moore	55,081	6.0990%	128,018	80,422	47,596
Norman	110,925	12.2825%	257,810	161,958	95,852
Oklahoma City	579,999	64.2222%	1,348,024	846,837	501,187
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,318,605	\$780,395

# Regional Transportation Authority of Central Oklahoma

## FY2021 Year End Forecast

Presented June 16, 2021

Prepared by RTA Support Team (unaudited)

### OPERATIONS

	YTD Acutals	Est. Remaining	Total YE	FY21		
Sources	Jul - May	Jun	Forecast	Budget	Variance	Variance %
Prior Year Cash Balance	\$329,587	\$43,488	\$373,075	\$622,339	\$249,264	
<b>Total Operations Revenues</b>	<b>\$329,587</b>	<b>\$43,488</b>	<b>\$373,075</b>	<b>\$622,339</b>	<b>\$249,264</b>	<b>40%</b>

### Expenditures

	YTD Acutals	Est. Remaining	Total YE	FY21		
Contracts and Services	Jul - May	Jun	Forecast	Budget	Variance	Variance %
Professional Services - COTPA Administration	\$22,865	\$2,288	\$25,153	\$27,460	\$2,307	
Professional Services - Holmes & Associates	\$228,695	\$20,000	\$248,695	\$501,000	\$252,305	
Transfer to Grant Activity for Local Grant Match <sup>(1)</sup>	\$44,371	\$21,000	\$65,371	\$0	-\$65,371	
Professional Services-Legal	\$0	\$0	\$0	\$9,000	\$9,000	
Independent Financial Audit	\$12,600	\$0	\$12,600	\$15,000	\$2,400	
Website Hosting Fee	\$0	\$0	\$0	\$413	\$413	
Branding	\$0	\$0	\$0	\$10,000	\$10,000	
Conference/Training	\$0	\$0	\$0	\$7,850	\$7,850	
Directors & Officer Liability Insurance	\$0	\$0	\$0	\$4,000	\$4,000	
Advertising/Public Notice	\$479	\$150	\$629	\$40	-\$589	
Printing & Binding	\$0	\$0	\$0	\$20	\$20	
Postage	\$26	\$50	\$76	\$15	-\$61	
Mileage	\$0	\$0	\$0	\$20	\$20	
Parking	\$23	\$0	\$23	\$0	-\$23	
Travel	\$0	\$0	\$0	\$20,000	\$20,000	
Polling Services	\$0	\$0	\$0	\$26,000	\$26,000	
Other Services & Fees	\$34	\$0	\$34	\$0	-\$34	
<b>Total Contracts and Services</b>	<b>\$309,093</b>	<b>\$43,488</b>	<b>\$352,581</b>	<b>\$620,818</b>	<b>\$268,237</b>	<b>43%</b>
Equipment and Supplies						
Office Supplies	\$0	\$0	\$0	\$320	\$320	
Food	\$0	\$0	\$0	\$1,000	\$1,000	
Other Supplies	\$103	\$0	\$103	\$200	\$97	
<b>Total Equipment and Supplies</b>	<b>\$103</b>	<b>\$0</b>	<b>\$103</b>	<b>\$1,520</b>	<b>\$1,417</b>	<b>93%</b>
<b>Total Operations Expenditures</b>	<b>\$309,197</b>	<b>\$43,488</b>	<b>\$352,685</b>	<b>\$622,338</b>	<b>\$269,653</b>	<b>43%</b>

<sup>(1)</sup> This is the 20% match for the Kimley Horn expense.

### GRANT ACTIVITY

	YTD Acutals	Est. Remaining	Total YE	FY21		
Sources	Jul - May	Jun	Forecast	Budget	Variance	Variance %
Federal Grant <sup>(2)</sup>	\$134,108	\$205,092	\$339,200	\$635,221	\$296,021	
Transfer from Operations for Local Grant Match <sup>(3)</sup>	\$44,371	\$74,914	\$119,285	\$0	-\$119,285	
<b>Total Grant Revenues</b>	<b>\$178,479</b>	<b>\$280,006</b>	<b>\$458,486</b>	<b>\$635,221</b>	<b>\$176,735</b>	<b>28%</b>

### Expenditures

	YTD Acutals	Est. Remaining	Total YE	FY21		
Contracts and Services	Jul - May	Jun	Forecast	Budget	Variance	Variance %
Professional Services - Kimley Horn	\$221,857	\$374,570	\$596,426	\$525,000	-\$71,426	
Professional Services - COTPA Administration	\$0	\$0	\$0	\$109,841	\$109,841	
Other Services & Charges	\$0	\$0	\$0	\$380	\$380	
<b>Total Grant Expenditures</b>	<b>\$221,857</b>	<b>\$374,570</b>	<b>\$596,426</b>	<b>\$635,221</b>	<b>\$38,795</b>	<b>6%</b>

<sup>(2)</sup> This revenue is reimbursement from COTPA for 80% of Kimley Horn expense. The forecast reflects a 30 day lag time.

<sup>(3)</sup> This revenue is the 20% local match for the Kimley Horn expenses.

**FY21 Beginning Cash Balance <sup>(4)</sup>** \$1,131,979

**FY21 Ending Cash Balance (Forecast)** \$779,294


<sup>(4)</sup> Cash balance as of the June 2020 Financial Statement.

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

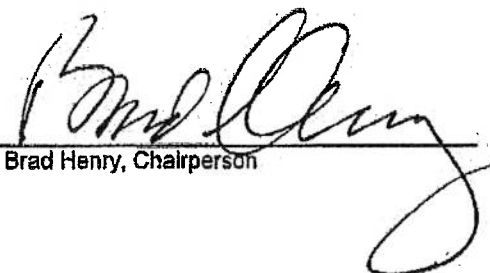
<b>Period: 5/01/2021 to 5/31/2021</b>					
<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Invoice No.</b>	<b>Cost</b>	<b>Total</b>
5/31/2021	Holmes & Associates LLC	Consultant Fees - Labor	621	\$ 11,257.50	\$ 11,257.50
3/31/2021	Kimley-Horn	Tasks 1 - Project Management	18570214	\$ 9,764.50	
	Kimley-Horn	Task 2 - Public Engagement	18570214	\$ 16,512.90	
	Kimley-Horn	Task 3 - Prior Studies Assess	18570214	\$ -	
	Kimley-Horn	Task 4 - AA Process	18570214	\$ 14,818.60	
	Kimley-Horn	Task 7 - Travel	18725641	\$ 351.52	
	Kimley-Horn	Demand/Ridership Forecasting			
	Kimley-Horn	Expenses	18570214	\$ 55.35	\$ 41,502.87
5/1/2021	COTPA	Admin Services Fee	2021-105	\$ 2,288.00	\$ 2,288.00
5/1/2021	Koch Communications	Public relations execution	11180	\$ 150.00	\$ 150.00
<b>Total Claims</b>					<b>\$ 55,198.37</b>

RATIFIED and APPROVED by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this 16th day of June, 2021.

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 #0621

May 31, 2021

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
5/01/2021	KAH	RTA - TIME: Total time billed by K Holmes for the period 5/01/2021 to 5/31/2021	28.50	395.00	\$11,257.50
5/31/2021	KAH	RTA - COSTS: Total costs incurred by KAH			\$0.00

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

**Invoice Balance Due**

**\$11,257.50**



**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 847385  
 LOS ANGELES, CA 90084-7385

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

Invoice No: 18725641  
 Invoice Date: Apr 30, 2021  
 Invoice Amount: \$41,502.97  
  
 Project No: 197385001.3  
 Project Name: OKC RTA AA NEPA STUDY  
 Project Manager: SCANLON, LIZ  
  
 Client Reference: TASK ORDER 001

Federal Tax Id: 56-0885615  
 For Services Rendered through Apr 30, 2021

**COST PLUS MAX**

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	100,128.00	81.54%	81,644.14	71,879.54	9,764.60
TASK 2: PUBLIC ENGAGEMENT	148,326.20	93.26%	138,332.05	121,819.15	16,512.90
TASK 3: ASSESSMENT OF PRIOR STUDIES	23,748.80	100.00%	23,748.80	23,748.80	0.00
TASK 4: ALTERNATIVES ANALYSIS PROCESS	246,466.00	26.25%	64,699.54	49,880.94	14,818.60
TASK 5: STATION AREA AND LAND USE ANALYSIS	2,865.00	0.00%	0.00	0.00	0.00
TASK 6: RAIL OPERATIONS PLANNING	24,700.00	0.00%	0.00	0.00	0.00
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	130,170.00	0.27%	351.52	0.00	351.52
EXPENSES	23,000.00	9.99%	2,296.92	2,241.57	55.35
<b>Subtotal</b>	<b>699,404.00</b>	<b>44.48%</b>	<b>311,072.97</b>	<b>269,570.00</b>	<b>41,502.97</b>
<b>Total COST PLUS MAX</b>					<b>41,502.97</b>

**Total Invoice: \$41,502.97**



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 #: 2021-106**

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

Invoice Date: 6/1/2021

**Invoice For:** *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee -May 2021 (Local Match)	1	\$2,288.00		\$2,288.00
<b>NOTES: RTA PO # 2021-001</b>				Invoice Subtotal	<b>\$2,288.00</b>
				Tax Rate	
				Sales Tax	<b>\$0.00</b>
				Other	
				Deposit Received	
Make all checks payable to EMBARK				<b>TOTAL</b>	<b>\$2,288.00</b>

**Koch Communications, LLC**

REMIT ADDRESS:  
PO BOX 21228, DEPT 310  
TULSA, OK 74121

Phone # (405) 831-8668 kym.koch@kochcomm.com

Date	Invoice #
3/31/2021	11180

Bill To
EMBRK-01 - EMBARK Staplegun Design LLC (Contractor) 2014 N Robinson Ave, Ste 2000 Oklahoma City, OK 73102

P.O. No.	Terms	Project
	Net 15	EMBRK-01 Public Relati...

Quantity	Description	Rate	Amount
1	RTA-Public relations execution (hourly work)* *Invoice detail sent as a separate attachment	150.00	150.00
NET 15		<b>Total</b>	\$150.00