



# BOARD OF DIRECTORS MEETING AGENDA

## **SPECIAL MEETING MONDAY, MARCH 21, 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](http://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](mailto: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) 297-2484; or visit the website at [www.rtaok.org](http://www.rtaok.org)

---

**March 21, 2022**  
**2:30 p.m.**  
**431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK**  
**SPECIAL MEETING**

---

- 1. Call to Order** – Brad Henry, RTA Board Chairperson
- 2. Roll Call** – Brad Henry, RTA Board Chairperson
- 3. Consider Approval of Minutes**
  - A. November 17, 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. 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**
- 7. Receive RTA Annual Financial Report for the Fiscal Year Ended June 30, 2021**
- 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.
- 9. Receive and Discuss the Proposed Fiscal Year 2023 Budget**
- 10. Project Update: Alternative Analysis** – Liz Scanlon, Kimley-Horn
- 11. Public Comments** – Brad Henry, RTA Board Chairperson





## BOARD OF DIRECTORS MEETING AGENDA

**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)**

**13. 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.

**14. Adjournment**



# BOARD OF DIRECTORS MEETING MINUTES

The regularly scheduled meeting of the Regional Transportation Authority (RTA) was convened at 2:33 p.m. on Wednesday November 17, 2021 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on November 15, 2021 at 8:21 a.m.

---

## **RTA Board of Directors Present**

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

## **Entity**

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

## **RTA Board of Directors Absent**

Steve Eddy

City of Del City

## **Administrative Support Staff Present**

Jason Ferbrache, Interim Executive Director  
Carolyn Garret, Assistant Municipal Counselor  
Justin Henry

## **Guests Present**

Amy Lucas, OKC Finance  
Sue Korpi, OKC Finance  
Taylor Johnson, City of Norman  
Randy Entz, City of Edmond  
Hannah Nolen, ACOG  
Brooks Mitchell, City of Moore  
Steve Rhodes, Tinker Air Force Base  
Craig Parrish, Olsson

Don Steel, CPSY  
Tegan Malone,  
Derek Sparks, Greater OKC Chamber  
Jimmy Spawles, Olsson  
Shelby Templin, ODOT  
Mike Patterson, HNTB  
Brad Galbraith, 1889

## **Consultants Present**

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



# BOARD OF DIRECTORS MEETING MINUTES

## **1. Call to Order**

Chairperson Henry called the meeting to order at 2:33 p.m.

## **2. Roll Call**

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

## **3. Consider Approval of Minutes**

**A. October 20, 2021 Regional Transportation Authority Regular Meeting**

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

## **4. Executive Director Reports**

Interim Executive Director Ferbrache informed the Board that staff were successful in obtaining the RAISE Grant. The federal government will contribute \$800,000. The local match would be about \$500,000. Mr. Ferbrache thanked the Board for its continued support.

Chairperson Henry thanked staff for all their hard work in making this happen.

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

**A. Property Acquisition Committee**

Vice Chairperson Hutchison stated the Property Acquisition Committee did not meet.

**B. Outreach Committee**

Director Mélon stated the Outreach Committee met with the FTA to update them on the Alternative Analysis. The committee will continue to meet regularly with our partners.

## **6. Receive Financial Reports and Ratify and Approve Claims for Period of October 1,**

2021 through October 31, 2021.

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

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

Liz Scanlon gave a PowerPoint update on the Alternative Analysis. Chairperson Henry asked if Kimley-Horn could provide the overlays.

**8. Public Comments – Brad Henry, RTA Board Chairperson**

None.

**9. New Business**

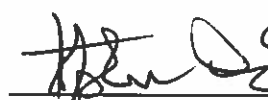
None.

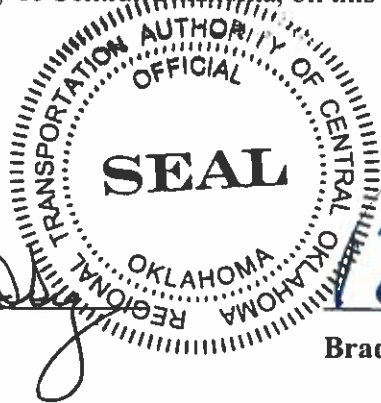
**10. Adjournment – 3:12 p.m. p.m.**


**ADJOURNED.** Moved by Vick, seconded by Budd. **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 21st day of March 2022.

**ATTEST:**

  
\_\_\_\_\_  
Secretary, Pro Tem



  
\_\_\_\_\_  
Brad Henry, Chairperson



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

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.

**Background** On January 29, 2020, the RTA and COTPA agreed to enter into a Memorandum of Understanding for interim administrative services for a term of two years. This item was due for renewal prior to January 31, 2022, but due to COVID, both the December and January meetings were cancelled.

The COTPA and RTA agree to waive the thirty-day written notification prior to the term's expiration and agree to renew the MOU for one additional year, which would be retroactive to February 1, 2022 through January 31, 2023.

Recommendation: Adopt Joint Resolution.

Jason Ferbrache  
Interim Executive Director

## JOINT RESOLUTION

### JOINT RESOLUTION OF THE CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY AND THE REGIONAL TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA, AGREEING TO RENEW THE MEMORANDUM OF UNDERSTANDING FOR INTERIM ADMINISTRATIVE SERVICES, RETROACTIVE TO FEBRUARY 1, 2022, THROUGH JANUARY 31, 2023.

**WHEREAS**, The Central Oklahoma Transportation and Parking Authority (“COTPA”) is a public trust created pursuant to the authority of Title 60 O.S. § 176 et seq., for purposes which included providing public transit within the greater Oklahoma City area; and

**WHEREAS**, Regional Transportation Authority of Central Oklahoma (“RTA”) is a public trust created pursuant to the authority of Title 60 O.S. § 176 et seq. as authorized by Title 68 OS §1370.7, for purposes of planning, financing, constructing, maintaining, and operating transportation projects located within the boundaries of a regional transportation district; and

**WHEREAS**, the RTA and COTPA agreed to enter into a Memorandum of Understanding for Interim Administrative Services (“MOU”) on January 29, 2020, for term of two years; and

**WHEREAS**, the MOU terms provide for additional one-year terms, if COTPA or the RTA notifies the other, in writing at least thirty days before the current term’s expiration; and

**WHEREAS**, due to the current COVID Pandemic, the RTA did not meet in December 2021 or January 2022; and

**WHEREAS**, the COTPA and the RTA agree to waive the thirty-day written notification prior to the current term’s expiration; and

**WHEREAS**, the COTPA and the RTA agree to renew the MOU for one additional year, retroactive to February 1, 2022 through January 31, 2023.

**WHEREAS**, the COTPA and the RTA agree to waive the thirty-day written notification prior to the current term's expiration; and

**WHEREAS**, the COTPA and the RTA agree to renew the MOU for one additional year, retroactive to February 1, 2022 through January 31, 2023.

**NOW, THEREFORE, BE IT JOINTLY RESOLVED** by the Trustees of the Central Oklahoma Transportation and Parking Authority and the Directors of the Regional Transportation Authority of Central Oklahoma, that they do hereby agree to renew the Memorandum of Understanding to provide Interim Administrative Services and waive the thirty-day written notification prior to the current term's expiration, retroactive to February 1, 2022 through January 31, 2023.

**ADOPTED** by the Trustees and signed by the Chairman of the Central Oklahoma Transportation and Parking Authority this **4<sup>th</sup>** day of **March 2022**.

**ATTEST:**



  
\_\_\_\_\_  
Jason Ferbrache, Secretary

**CENTRAL OKLAHOMA  
TRANSPORTATION AND PARKING  
AUTHORITY**

  
\_\_\_\_\_  
Chris Kauffman, Chairman

**Reviewed** for form and legality.

  
\_\_\_\_\_  
Assistant Municipal Counselor

ADOPTED by the Directors and signed by the Chairperson of the Regional Transportation Authority of Central Oklahoma this 21<sup>st</sup> day of March 2022.

ATTEST:



[Signature]  
Secretary, Pro Tem

REGIONAL TRANSPORTATION  
AUTHORITY OF CENTRAL  
OKLAHOMA

[Signature]  
Brad Henry, Chairperson

Reviewed for form and legality.

[Signature]  
Assistant Municipal Counselor



**MEMORANDUM OF UNDERSTANDING  
FOR INTERIM ADMINISTRATIVE SERVICES**

This Memorandum of Understanding for Interim Administrative Services ("Understanding") is entered into on this 29<sup>th</sup> day of JANUARY 2020, by and between the Central Oklahoma Transportation and Parking Authority dba EMBARK ("COTPA") and the Regional Transportation Authority of Central Oklahoma ("RTA").

**WITNESSETH:**

WHEREAS, COTPA is a public trust created pursuant to the authority of Title 60 OS §176 et seq., for purposes which included providing public transit within the greater Oklahoma City area; and

WHEREAS, the RTA is a public trust created pursuant to the authority of Title 60 OS §176, as authorized by Title 68 OS §1370.7, for the purposes of planning, financing, constructing, maintaining, and operating transportation projects located within the boundaries of a regional transportation district; and

WHEREAS, COTPA is governed by its Board of Trustees (the "COTPA Board") which is made up of officials as designated by its trust indenture, or as amended; and

WHEREAS, the RTA is governed by its Board of Directors (the "RTA Board") comprised of appointed representatives of beneficiaries of the trust; and

WHEREAS, the RTA Board has adopted an initial plan of work and an initial budget to further the planning of a regional transportation district; and

WHEREAS, the RTA has not retained staff needed to perform the services necessary to accomplish the plan of work; and

WHEREAS, COTPA will provide the services of its Administrator as an Interim Executive Director to assist the RTA with administrative services and resources during the term of this MOU.

---

NOW, THEREFORE, COTPA and the RTA acknowledge, understand, and agree as follows:

**A. Scope of Services**

- 1) Personnel. The COTPA Administrator will act as the RTA's Interim Executive Director. The Interim Executive Director will allocate appropriate staff to use best efforts to support the RTA in administration, meeting management, policy and procedure development, financial services, legal services, procurement, public information, marketing, community relations, technology, planning, record keeping,

correspondence and other services to be performed by knowledgeable staff (collectively "staff"). In order to transition from the current RTA administration to the Interim Executive Director a transition plan is described in Attachment "A", which is attached and incorporated herein.

- 2) Employer. RTA is not to be the employer of any allocated personnel. COTPA and its beneficiary shall be solely responsible for all workers' compensation, payroll, tax withholding, notices, and other legal obligations of COTPA, and of employees generally, pursuant to all federal, state, and local laws. MOU
- 3) Interim Executive Director. The Interim Executive Director, or designee, shall plan and prepare all of RTA's meeting agendas and minutes, including those of the RTA's special committees and advisory bodies (collectively "Committees"). The Interim Executive Director is authorized to execute contractual and financial transactions on behalf of the RTA, pursuant to policies adopted by the RTA Board and/or board approval. The Interim Executive Director will coordinate the activities of the RTA Board and Committees to facilitate accomplishment of the mission. The Interim Executive Director, or designee, shall make best efforts to attend and represent the RTA in state and local planning processes including, by way of example, the ACOG Intermodal Transportation Policy Committee, the ACOG Intermodal Transportation Technical Committee, and ODOT meetings regarding the Oklahoma Public Transit Policy Plan. The Interim Executive Director shall cooperate with the RTA's designated legal counsel to provide timelines, planning information and recommendations to the RTA Board and Committees to ensure that the RTA meets its legal requirements in accomplishing its mission.
- 4) Administration Management.
  - (a) COTPA, through the Interim Executive Director, will utilize best efforts to provide for all administrative and accounting services necessary and proper to administer and support the RTA. Such administrative and accounting services will include annual budget reports, capital plans, and procurement in compliance with the RTA's procurement policy. The RTA shall provide access to its administrative system and historical administrative records
  - (b) Interim Executive Director will manage an accounting system to show expenditures of funds on behalf of the RTA. Interim Executive Director agrees to keep and maintain for the RTA, for the duration of this MOU, separate financial records, receipts and other records as are typically kept and maintained by an Oklahoma public trust, pursuant to governmental accounting standards. COTPA shall maintain separate financial accounts in RTA's name for all RTA funds and shall not commingle RTA funds with COTPA funds. The RTA shall provide access to its accounting system and historical accounting records.

- (c) Interim Executive Director shall annually, or more frequently if requested by the RTA Board, provide the RTA Board and the RTA beneficiaries copies of financial documents and reports sufficient to demonstrate the fiscal activity of the trust, including, but not limited to, budgets, financial reports, bond indentures, investment activity and audits. Amendments to the adopted budget shall be approved by the RTA Board and recorded as such in the official minutes of the RTA. The RTA Board must give prior approval of all claims and expenditures made on behalf of the RTA. The Interim Executive Director shall report to the RTA Board, at each regularly scheduled meeting, all claims or expenditures to be paid on the RTA's behalf, and on all other significant activities undertaken by staff on the RTA's behalf.
- 5) **Public Records.** Interim Executive Director shall keep and maintain for RTA its public records, respond to open records requests and shall comply with the state disclosure requirements. All records described in this section, or otherwise belonging to the RTA, shall be turned over to the RTA upon termination of this MOU. The RTA shall provide access to its records system and historical records.
- 6) **Offices and Equipment.** COTPA authorizes its Administrator to share its meeting spaces, equipment, and other resources to support the RTA in accomplishing its mission.
- 7) **Public Information, Marketing and Community Engagement.** As part of this MOU, the Interim Executive Director and designated staff are authorized to lead media relations and act as official representatives of the RTA. As part of this MOU, the Interim Executive Director is authorized by the RTA to contract with related professional and consulting services to manage various marketing campaigns, branding, and public and community engagements.
- 8) **Website.** As part of this MOU, the Interim Executive Director is authorized by the RTA to either engage a professional firm to develop a website for the RTA in compliance with the applicable procurement policies and the state and local laws and regulations. Also as part of this MOU, the Interim Executive Director shall engage a professional firm to maintain and update the website for the RTA in compliance with the applicable procurement policies and the state and local laws and regulations
- 9) **Institutional Capacity.** COTPA shall use its best efforts to support the RTA in establishing the institutional capacity necessary to qualify for discretionary federal grant funds to support capital investments.

**B. General Terms**

- 10) Term. The term of this MOU shall be for two years, beginning on Feb. 1<sup>st</sup>, 2020, and ending on JAN. 31<sup>st</sup>, 2022, unless sooner terminated.
- 11) Renewal. This MOU will renew for additional one-year terms, if COTPA or the RTA notifies the other, in writing at least thirty days before the current term's expiration.
- 12) Termination. Either COTPA or the RTA may terminate this MOU, at any time, with or without cause, by giving forty-five days advance written notice to the other party.
- 13) Amendment. The parties may modify or amend this MOU, only by written agreement adopted by both the COTPA Board and the RTA Board.
- 14) Compensation. COTPA agrees to provide in kind contributions of staff time and expertise to support the objectives of the RTA in furthering Public Transportation in the region and shall also receive tender in exchange for the services provided, through the Interim Executive Director, as necessary to accomplish the RTA's purposes. It is expected the tender to COTPA from the RTA will be finalized as the financial management and budgeting processes are established and the agreement will be amended as necessary. Any goods, equipment, or services procured at the direction of the RTA Board for the benefit of the RTA shall be paid for with RTA funds.
- 15) Severability. If any provision of this MOU shall be interpreted by a court of competent jurisdiction to be illegal or invalid, the illegal or invalid provision shall be reformed to the extent possible to give its intended effect and/or meaning and all remaining provisions hereof shall continue in full force and effect so long as the economic or legal substance of this MOU is not affected in any manner materially adverse to any party.
- 16) Responsibility. Both parties acknowledge and agree that no matter how it is stated herein, all obligations and responsibilities are those of the RTA and/or COTPA and nothing herein are the obligation or responsibility of the City of Oklahoma City.
- 17) Joint Agency. Nothing in this MOU shall be construed to create any joint agency relationship between COTPA and the RTA.
- 18) Nondiscrimination. Neither party shall discriminate against any employee or client of either party or any other individual in any way because of that person's age, race, creed, color, religion, sex, sexual orientation, genetic information, disability or national origin in the course of carrying out the duties pursuant to this MOU. Both parties shall comply with the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213), as amended and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36, and the Genetic Information Nondiscrimination Act of 2008.

- 19) **Venue and Applicable Law.** COTPA and RTA hereby agree that any dispute, legal proceeding or action which may arise between or among them arising out of or in connection with this MOU shall be adjudicated before a court located in Oklahoma City, Oklahoma, and each hereby submit to the exclusive personal jurisdiction of the courts of the State of Oklahoma located in Oklahoma City, Oklahoma and of the Federal District Court for the Western District of Oklahoma, located in Oklahoma City, with respect to any action or legal proceeding commenced by any party. COTPA and RTA irrevocably waive any objection they now or hereafter may have respecting the venue of any such action or proceeding brought in such a court or respecting the fact that such court is an inconvenient forum, relating to or arising out of this MOU, and consents to the service of process in any such action or legal proceeding by means of registered or certified mail, return receipt requested, in care of the address set forth in the notice provision of this paragraph. This MOU shall be construed and enforced in accordance with the laws of the State of Oklahoma.
- 20) **Descriptive Headings.** The descriptive headings herein are inserted for convenience of reference only and are not intended to be part of or to affect the meaning or interpretation of this MOU.
- 21) **Entire Contract.** This MOU constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all other prior agreements, both written and oral, between the parties with respect to the subject matter hereof. This MOU may be executed in counterparts, each of which shall be deemed to be an original, but all of which shall constitute one and the same agreement.
- 22) **Assignment.** The parties hereby agree that as this is an agreement for the provision of specialized services, therefore neither party may assign this MOU in whole or in part without the prior written consent of RTA.
- 23) **No Extra Work.** No claims for extra work, services, or deliverables of any kind or nature or character shall be recognized or paid by or be binding upon RTA unless such services, work, or deliverable is first requested and approved in writing by the RTA. Provided however, RTA may contract separately in writing for such additional work or services at a rate or price as the parties may in their discretion agree.
- 
- 24) **Upgrades and Substitutions.** During the performance of this MOU, if any website or software required by this MOU requires upgrades in the website or software provider's product line by software performing the same functions, but using improved technology, then the newer product will be substituted upon the direction, cost and approval of RTA.
- 25) **Time is of Essence.** Both parties expressly agree that time is of the essence with respect to this MOU, and the time for performance of each service shall be made a part of the MOU and shall be strictly observed and enforced.

26) Notices. Any notice, request, demand or other communication required or permitted hereunder shall be in writing and shall be deemed to have been given if hand delivered, or if sent by certified mail (upon the sooner of the expiration of three (3) days after deposit in United States post office facilities properly addressed with first class postage prepaid or acknowledgment of receipt). All notices will be sent to the addresses set forth below or to such other address or person as such party may designate by notice to each other party hereunder:

To COTPA:

COTPA  
Jason Ferbrache, Administrator  
2000 S. May  
Oklahoma City, Oklahoma 73108  
Telephone: (405) 297-1331

To RTA:

RTA Board Chair

Kathryn Holmes - Owner's Representative

P.O. Box 526057, OK, Salt Lake City, UT. 84152  
(801) 410-4449

IN WITNESS WHEREOF:

Central Oklahoma Transportation and  
Parking Authority

[Signature], Chair

By: Chris KAUFFMAN

Date: 1/24/20

Regional Transportation Authority of  
Central Oklahoma

[Signature], Chair

By: Brad Henry

Date: 1/29/20

[Signature], Secretary

[Signature]  
Assistant Municipal Counselor  
City of Oklahoma City





TO: Chairperson and Board of Directors

FROM: Interim Executive Director

Receive Annual Financial Report for the Fiscal Year ended June 30, 2021.

**Background** The Regional Transportation Authority of Central Oklahoma's (RTA) Trust Indenture requires an independent audit of its financial controls and the results compiled in an annual financial report. The report is to be filed annually with the governing body of the Beneficiaries. The RTA is committed to providing annual financial reporting in compliance with Generally Accepted Accounting Principles (GAAP) (SEC rule 15c2-12). The objective of the RTA is to comply with all statutory and regulatory requirements.

The Board of Directors approved the professional services agreement (PSA) with Allen, Gibbs, Houlik, L.C. (AGH) in September 2020, and the agreement was amended in September 2021. AGH completed their audit of the RTA's financials for the period of July 1, 2020 ending June 30, 2021. The annual report is hereby submitted to the Board.

The audit will be filed with the six member cities as required by the Trust Indenture.

**Recommendation:** Receive the Annual Financial Report for the Fiscal Year ended June 30, 2021

Jason Ferbrache  
Interim Executive Director

To the Board of Trustees  
**Regional Transportation Authority of Central Oklahoma**  
Oklahoma City, Oklahoma

This letter is to inform the Board of Directors of Regional Transportation Authority of Central Oklahoma (Authority) about significant matters related to the conduct of our audit as of and for the year ended June 30, 2021, so that it can appropriately discharge its oversight responsibility and we comply with our professional responsibilities.

This report is intended solely for the information and use of the Board of Trustees and management, and is not intended to be, and should not be, used by anyone other than these specified parties.

This letter includes other comments and suggestions with respect to matters that came to our attention in connection with our audit of the Authority's financial statements. These items are offered as constructive suggestions to be considered part of the ongoing process of modifying and improving the Authority's practices and procedures.

The following summarizes various matters that must be communicated to you under auditing standards generally accepted in the United States of America.

#### **Our Responsibilities With Regard to the Financial Statement Audit**

Our responsibilities under auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States have been described to you in our arrangement letter dated October 20, 2021. Our audit of the basic financial statements does not relieve management or those charged with governance of their responsibilities, which are also described in that letter.

#### **Overview of the Planned Scope and Timing of the Financial Statement Audit**

We have issued a separate communication dated June 28, 2021, regarding the planned scope and timing of our audit and have discussed with you our identification of, and planned audit response to, significant risks of material misstatement. We made no significant changes to the scope or timing of our procedures.

#### **Significant Accounting Practices, Including Policies, Estimates and Disclosures**

Our views about the qualitative aspects of the Authority's significant accounting practices, including accounting policies, accounting estimates and financial statement disclosures are indicated herein, which you may wish to monitor for your oversight responsibilities of the financial reporting process:

Preferability of Accounting Policies and Practices - Under generally accepted accounting principles, in certain circumstances, management may select among alternative accounting practices. In our view, in such circumstances, management has selected the preferable accounting practice.

Adoption of, or Change in, Accounting Policies - Management has the ultimate responsibility for the appropriateness of the accounting policies used by the Authority, and management may select among alternative accounting practices in certain circumstances. The Authority adopted three accounting policies, as described in the notes to the financial statements; however, they did not have a material impact on the financial statements. There were also no changes in existing significant accounting policies during the current year.

Significant or Unusual Transactions - We did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.



**Management's Judgments and Accounting Estimates** - Accounting estimates are an integral part of the preparation of financial statements and are based upon management's current judgment. The process used by management encompasses their knowledge and experience about past and current events, and certain assumptions about future events. You may wish to monitor throughout the year the process used to determine and record these accounting estimates.

### **Audit Adjustments**

We had one audit adjustment to record accounts payable for amounts owed at year-end with related revenue reimbursements for \$69,913. This had a zero net impact to ending fund balance and net position.

### **Uncorrected Misstatements**

We are not aware of any uncorrected misstatements other than misstatements that are clearly trivial.

### **Management Representations**

In connection with our audit procedures, we have obtained a written management representation letter. This representation letter constitutes written acknowledgments by management that it has the primary responsibility for the fair presentation of the financial statements in conformity with generally accepted accounting principles and also includes the more significant and specific oral representations made by officers and employees during the course of the audit. The letter is intended to reduce the possibility of misunderstandings between us and the Authority and reminds the signing officers to consider seriously whether all material liabilities, commitments and contingencies or other important financial information have been brought to our attention.

### **Other Disclosures**

We did not discuss with management any alternative treatments within generally accepted accounting principles for accounting policies and practices related to material items during the current audit year; we encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit or significant disclosures to be included in the financial statements; we are not aware of any consultations management had with other accountants about accounting or auditing matters; significant issues arising from the audit were discussed or the subject of correspondence with management; and we did not encounter any difficulties in dealing with management relating to the performance of the audit.

### **Other Matters**

#### **Information Security Governance**

Those charged with governance must be confident that the entity is protecting the information and the systems that process it. The potential impacts of a failure in the availability, confidentiality or integrity of your critical information assets is monumental in today's environment of cybersecurity breaches.

Many organizations believe their information security practices are adequately mitigating their risks. Unfortunately, they are often surprised to discover those practices are failing to perform as expected and the consequences are usually severe.

Information security is more than a technology issue. It is a governance and management challenge that involves risk management, accountability and reporting. And it requires executive stewardship to ensure the timely assessment of emerging threats and your organization's effective response to them.

Additional information on "Information Risk is Business Risk" can be accessed through our AGH University website located at <https://www.aghuniversity.com/index.aspx#InfoTech> (from the "select a topic" drop-down box, select Information Technology). Additionally, we encourage your management

team to take advantage of peer networking groups, trade associations or other resources relating to IT and information risk and the most recent best practices as the constant risk evolves.

Additionally, a structured assessment can help you develop stronger, better and more systematic approaches to your information security. It will help you clearly and objectively understand the strengths and weaknesses in your current information security processes and the extent to which those processes are meeting your needs. Most important, it will guide you with recommendations to help you protect your information, facilities, people and technology.

The Authority utilizes the IT department of the City of Oklahoma City which is currently completing IT and vulnerability assessments. In addition, the City is required every 5 years to depth IT audit that would include assessing these vulnerabilities. We commend and encourage the City to continue these IT and vulnerability assessments on an on-going basis.

### **Vulnerability Assessment**

In addition to a periodic information system governance review, the entity should also conduct periodic (at least annually or semi-annually) vulnerability assessments. There are nearly 115,000 known network vulnerabilities that can leave organizations open to significant risk. High-profile security breaches have become commonplace and many companies are susceptible to the same failures.

Network vulnerability assessments can help you identify and resolve your vulnerabilities before they are exploited by cybercriminals. AGH's experienced security professionals use network vulnerability assessments to discover and analyze known flaws and weaknesses.

Using automated scanners - along with their experience and judgment - our security professionals will identify existing vulnerabilities, evaluate their severity and recommend steps for fixing the underlying problems.

### **Comprehensive Policy and Procedure Review**

Given the broad and deep scope of your operations, you should consider completing a comprehensive evaluation of the adequacy and effectiveness of the entity's internal financial policies, processes and procedures, including a comparison to best practices among organizations the same size.

For entities that have experienced budget cuts in the finance area or those that have experienced turnover, a periodic review of controls is imperative. Even if your finance team has been stable over the years, we remind you that even the best design of controls is only as good as the people who carry out and execute such controls.

Financial policies, procedures and processes are a key element of sound fiscal administration. When policies are effective, they can preserve or enhance the fiscal health and wealth of the organization and create efficiencies for staff members.

This comprehensive evaluation could include:

1. Evaluation of existing controls
2. Identification of financial policies that could lead to vulnerability to fraud and/or abuse
3. For those identified weaknesses and risks, recommendations for improvement

### **AGHUniversity Resources**

As part of AGH's ongoing commitment to serve as a trusted advisor, we offer these resources as a key part of the additional value AGH provides beyond the engagement itself:

- AGHUniversity.com - a full schedule of complimentary CPE or current and relevant topics and other updates to clients throughout the year. Free registration and webinars are available for the Company's staff and board members at [aghuniversity.com](http://aghuniversity.com). A sample of recent topics include Management and Key Position Succession Planning; Destroying the Myths about Employee Engagement; Preventing Fraud in Small and Medium Sized Organizations; Measuring What Matters in Your 401(k) Plan to Recruitment, Retention and Reward; Planning the Transition: Taking Your Company to Market; and The How and Why of Business Valuations.
- AGH alerts and newsletters - this includes periodic mailings or emails to alert clients to new accounting standards or regulatory changes.
- Also available from the home page of [www.aghlc.com](http://www.aghlc.com) are COVID-19 resources for employers and taxpayers. You can access tax and HR-related alerts, webinars and other third-party resources to help you navigate through the COVID-19 pandemic.

## Other Matters

The Government Accounting Standards Board (GASB) has issued several statements not yet implemented by the Authority. The Authority's management has not yet determined the effect these statements will have on the Authority's financial statements. However, the Authority plans to implement all standards by the required dates. Listed below are the issued GASB statements that have not yet been adopted:

- GASB Statement No. 87, *Leases*, improves accounting and financial reporting for leases by governments. This statement requires recognition of certain lease assets and liabilities for leases that previously were classified as operating leases and recognized as inflows of resources or outflows of resource based on the payment provisions of the contract. It establishes a single model for lease accounting based on foundational principle that leases are financings of the right to use an underlying asset. Under this statement, a lessee is required to recognize a lease liability and an intangible right-to-use lease asset, and a lessor is required to recognize a lease receivable and a deferred inflow of resources, thereby enhancing the relevance and consistency of information about governments' leasing activities. Provisions of this statement were originally effective for the Authority's fiscal year ending June 30, 2021 and now are postponed until June 30, 2022 per GASB Statement No. 95.
- GASB Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*, enhances the relevance and comparability of information about capital assets and the cost of borrowing for a reporting period. It also simplifies the accounting for interest cost incurred before the end of a construction period. Provisions of this statement were originally effective for the Authority's fiscal year ending June 30, 2021 and now are postponed until June 30, 2022 per GASB Statement No. 95.
- GASB Statement No. 91, *Conduit Debt Obligations*, provides a single method of reporting conduit debt obligations by issuers and eliminate diversity in practice associated with (1) commitments extended by issuers, (2) arrangements associated with conduit debt obligations, and (3) related note disclosures. The provisions of this statement were originally effective for the Authority's fiscal year ending June 30, 2022 and now are postponed until June 30, 2023 per GASB Statement No. 95.
- GASB Statement No. 92, *Omnibus 2020*, enhances comparability in accounting and financial reporting and improves the consistency of authoritative literature by addressing practice issues that have been identified during implementation and application of certain GASB Statements. This statement addresses a variety of topics including: effective date of GASB 87 for interim financial reports; intra-entity transfers between primary governments and component unit

pension or OPEB plans; applicability of Statements No. 73 and 74 for reporting assets accumulated for postemployment benefits; applicability of certain requirements of GASB 84 to postemployment benefit arrangements; measurement of asset retirement obligations in government acquisitions; reporting by public entity risk pools for amounts recoverable from reinsurers or excess insurers; reference to nonrecurring fair value measurements in authoritative literature and terminology used related to derivative instruments. Certain provisions of this statement were effective upon issuance and did not impact the Authority's financial reporting, other provisions of this statement were originally effective for the Authority's fiscal year ending June 30, 2021 and now postponed until June 30, 2022 per GASB Statement No. 95.

- GASB Statement No. 93, *Replacement of Interbank Offered Rates*, provides guidance where some governments have entered into agreements in which variable payments made or received depend on an interbank offered rate (IBOR), most notably, the London Interbank Offered Rate (LIBOR). As a result of global reference rate reform, LIBOR is expected to cease to exist in its current form at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference rates, by either changing the reference rate or adding or changing fallback provisions related to the reference rate. The provisions of this statement were originally effective for the Authority's fiscal year ending June 30, 2021 and now postponed until June 30, 2022 per GASB Statement No. 95.
- GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, improves financial reporting by addressing issues related to public-private and public-public partnership arrangements (PPPs). A PPP is an arrangement in which a government contracts with an operator to provide public services by conveying control of the right to operate or use a nonfinancial asset, such as infrastructure or other capital asset, for a period of time in an exchange or exchange-like transaction. This statement also provides guidance for accounting and financial reporting for availability payment arrangements (APAs), which is an arrangement in which a government compensates an operator for services that may include designing, constructing, financing, maintaining, or operating an underlying nonfinancial asset for a period of time in an exchange or exchange-like transaction. The provisions of this statement are effective for the Authority's fiscal year ending June 30, 2023.
- GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*, provides new accounting and financial reporting guidance for subscription-based information technology arrangements (SBITAs), which have become increasingly common among state and local governments in recent years. Statement 96 is based on the standards established in Statement 87, *Leases*. The new defines a SBITA as a contract that conveys control of the right to use a SBITA vendor's IT software, alone or in combination with tangible capital assets (the underlying IT assets), as specified in the contract for a period of time in an exchange or exchange-like transaction. The guidance requires governments with SBITAs to recognize a right-to-use subscription asset, an intangible asset, and a corresponding subscription liability (with an exception for short-term SBITAs, those with a maximum possible term of 12 months) and provides guidance related to outlays other than subscription payments, including implementation costs, and requirements for note disclosures related to a SBITA. The provisions of this statement will be effective for the Authority's fiscal year ending June 30, 2023.
- GASB Statement No. 97, *Certain Component Unit Criteria and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*, provides the following guidance: 1) increases consistency and comparability related to the reporting of fiduciary component units in circumstances in which a potential component unit does not have a governing board and the primary government performs the duties that a governing board

typically would perform; 2) mitigates costs associated with the reporting of certain defined contribution pension plans, defined contribution OPEB plans and employee benefit plans other than pension or OPEB plans as fiduciary component units in fiduciary fund financial statements; and 3) addresses relevance, consistency and comparability of the accounting and financial reporting for Internal Revenue Code Section 457 deferred compensation plans that meet the definition of a pension plan and for benefit provided through those plans. The first two provisions of this statement are effective immediately. The last provision will be effective for the Authority's fiscal year ending June 30, 2022.

### **Closing**

We will be pleased to respond to any questions you have about this report or set up an introductory meeting to discuss the other recommendations at no charge. We appreciate the opportunity to continue to be of service to the Regional Transportation Authority of Central Oklahoma.

*Allen, Gibbs & Houlik, L.C.*  
CERTIFIED PUBLIC ACCOUNTANTS

December 3, 2021  
Wichita, KS



Regional Transportation Authority  
of Central Oklahoma



# Annual Financial Report

---

for the Fiscal Year  
ended June 30, 2021

# **REGIONAL TRANSPORTATION AUTHORITY**

The Regional Transportation Authority  
of Central Oklahoma

## ***Board of Directors***

Brad Henry, Chairman - Oklahoma City

Marion Hutchison, Vice Chairman - Norman

Mary Melon, Secretary - Oklahoma City

James Boggs, Treasurer - Edmond

Donald Vick - Del City

Aaron Budd - Midwest City

Steve Eddy - Moore

## ***Management***

Jason Ferbrache, Interim Executive Director

Annual Financial Report for the Fiscal Year Ended June 30, 2021

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

# REGIONAL TRANSPORTATION AUTHORITY

## TABLE OF CONTENTS

For the Fiscal Years Ended June 30, 2021 and 2020

	PAGE
Introductory:	
Transmittal Letter	1
Financial:	
Independent Auditor's Report on Financial Statements and Supplementary Information	3
Management's Discussion and Analysis	5
Basic Financial Statements:	
<i>Authority-wide Financial Statements</i>	
Statements of Net Position	10
Statements of Activities	11
<i>Fund Financial Statements</i>	
Balance Sheets	12
Statements of Revenues, Expenditures, and Changes in Fund Balances	13
Notes to Financial Statements	15
Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	21





2000 S MAY AVENUE,  
OKLAHOMA CITY, OK 73108  
405.297.1331  
rtaok.org

December 3, 2021

Chairman and Directors  
Regional Transportation Authority of Central Oklahoma

The Regional Transportation Authority of Central Oklahoma (Authority) annual financial report (annual report) provides a comprehensive overview of the Authority's financial position and the results of operations during the past fiscal year. It complies with reporting requirements specified by Oklahoma State Statutes and the dictates of effective financial management practices. The Oklahoma City Finance Department, Accounting Services Division, has prepared this report in compliance with generally accepted accounting principles in the United States. It is fairly stated in all material respects. Responsibility for the accuracy of the reported information and the completeness and fairness of the presentation, including disclosures, rests with the Authority.

The Authority's annual report includes the reports of independent auditor's, management's discussion and analysis (MD&A), financial statements, and related notes. Management's narrative on the financial activities of the Authority for fiscal years ended June 30, 2021 and 2020, is in the MD&A section of this report, immediately following the independent auditor's report on financial statements and supplementary information. The Authority's reporting entity is comprised of financial and operating activities conducted within the legal framework of the Authority.

The original Authority Task Force established in 2009 by the Association of Central Oklahoma Governments (ACOG) was led by a steering committee of locally elected officials and volunteer private sector representatives. The governing cities provided the initial funding for the region's longstanding vision to transform the transportation system of Central Oklahoma.

The Authority was created as a public trust pursuant to Title 60 of the Oklahoma Statutes, section 176, et seq., on February 20, 2019, by the governing city councils of Del City, Edmond, Midwest City, Moore, Norman, and Oklahoma City. The purpose of the Authority is to plan, finance, implement and operate a regional transportation system.

The Authority will analyze potential dedicated funding sources for public transportation while providing legal, financial, marketing and political support for a referendum and/or vote of the people for dedicated funding source(s). The Authority also establishes policies and procedures required for operation of the Authority, planning and development for the public transportation system in Central Oklahoma while coordinating with existing transit operators, Oklahoma Department of Transportation (ODOT) and federal governing agencies via a trust indenture approved by the governing city councils and mayors of the member jurisdictions.

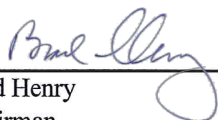
Dr. Russell Evans, Executive Director of the Steven C. Agee Economic Research & Policy Institute of Oklahoma City University, provides an annual economic outlook to The Oklahoma City Council in February. This year's forecast was marked by hope that Central Oklahoma and the state could exit from the economic effects of the pandemic and get past the bottom of the current energy cycle. The forecast was that both of those factors would provide support for the economy in 2021 and a return to growth and pre-pandemic levels of economic activity in 2022. Dr. Evans baseline expectations were that economic activity holds steady through some challenging months early in the calendar year. From there the expectation was for a slow transition to pre-pandemic levels of activity. The unprecedented levels of fiscal stimulus led to a significant growth in per-capita personal income in Central Oklahoma. A return to pre-pandemic per capita income of \$48,567 was projected. The forecast for nonfarm employment in Central Oklahoma was for 3.2% growth in the number of people employed. Dr. Evans' forecast sales tax growth of 4.1% for fiscal year 2022.

In August 2021, Dr. Evans provided a mid-year update that took into account the continuing fiscal stimulus provided by the federal government. With gross domestic product (GDP) growing at 6.4% in the first quarter of the year and 6.5% in the second quarter, the U.S. economic expansion continues unabated and many economic forecasters are expecting continued strong growth through the remainder of 2021. At the state level Dr. Evans projects employment to return to pre-pandemic levels by 2022 and for Central Oklahoma that is expected to occur by late 2021. While there is uncertainty about the underlying strength of the economy, Dr. Evans updated models project sales tax growth of up to 6.1% for fiscal year 2022.

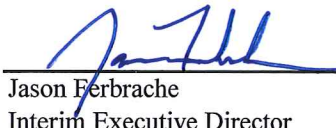
Going forward, Central Oklahoma has a number of factors in its favor for continued economic growth. The cost of living and the cost of doing business are consistently rated among the best in the country. In addition, low commuting times, convenient airline travel, and excellent entertainment and sports opportunities make Central Oklahoma a great place for businesses and residents.

The governing boards of the member jurisdictions appoint seven directors. Each jurisdictions' mayor appoints one director with the exception of Oklahoma City who appoints two directors. The appointments are subject to the approval of the governing board. The Authority participates in the City of Oklahoma City's comprehensive accounting system. Interim financial statements provide the Authority management and other interested readers with regular financial analysis.

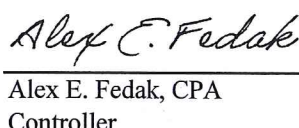
Respectfully submitted:



Brad Henry  
Chairman



Jason Ferbrache  
Interim Executive Director



Alex E. Fedak, CPA  
Controller

## INDEPENDENT AUDITOR'S REPORT

To the Board of Trustees  
**Regional Transportation Authority of Central Oklahoma**  
Oklahoma City, Oklahoma

### **Report on the Financial Statements**

We have audited the accompanying financial statements of the governmental activities and the major fund of the Regional Transportation Authority of Central Oklahoma (Authority), as of and for the years ended June 30, 2021 and 2020, and the related notes to financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

### ***Management's Responsibility for the Financial Statements***

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### ***Auditor's Responsibility***

Our responsibility is to express opinions on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### ***Opinions***

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and the major fund of the Authority as of

June 30, 2021 and 2020, and the respective changes in financial position for the years then ended in accordance with accounting principles generally accepted in the United States of America.

### ***Other Matters***

#### ***Required Supplementary Information***

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

#### ***Other Information***

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The introductory section as listed in the table of contents is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

### ***Other Reporting Required by Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated December 3, 2021 on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

*Allen, Gibbs & Houlik, L.C.*  
CERTIFIED PUBLIC ACCOUNTANTS

December 3, 2021  
Wichita, Kansas

## MANAGEMENT'S DISCUSSION AND ANALYSIS

Within this section of the Regional Transportation Authority of Central Oklahoma (Authority) annual financial report, the Authority's management provides narrative discussion and analysis of the financial activities of the Authority for the fiscal years ended June 30, 2021 and 2020. The Authority's financial performance is discussed and analyzed within the context of the accompanying financial statements and disclosure following this section. Introductory information is available in the transmittal letter which precedes this discussion and analysis.

### *Financial Summary*

- Authority assets equaled liabilities in fiscal years 2021 and 2020.
- Total assets for the Authority decreased by \$216,501 (19.1%) to \$916,454 during fiscal year 2021 and decreased by \$289,929 (20.4%) to \$1,132,955 during fiscal year 2020.
- Total liabilities for the Authority decreased by \$216,501 (19.1%) to \$916,454 during fiscal year 2021 and decreased by \$289,929 (20.4%) to \$1,132,955 during fiscal year 2020.

### *Overview of the Financial Statements*

This discussion and analysis introduces the Authority's basic financial statements. The basic financial statements include: (1) Authority-wide statements, (2) fund financial statements, and (3) notes to the financial statements.

#### **Authority-wide Financial Statements**

The Authority's annual report includes two Authority-wide financial statements. These statements provide both long-term and short-term information about the overall status of the Authority and are presented to demonstrate the extent to which the Authority has met its operating objectives efficiently and effectively using all the resources available and whether the Authority can continue to meet its objectives in the foreseeable future. Financial reporting at this level uses a perspective similar to that found in the private sector with its basis in full accrual accounting.

The first of these statements is the statement of net position. This statement presents information that includes all of the Authority's assets and liabilities, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Authority as a whole is improving or deteriorating, identify financial strengths and weaknesses and assess liquidity.

The second statement is the statement of activities which reports how the Authority's net position changed during the current fiscal year. This statement can be used to assess the Authority's operating results in its entirety and analyze how the Authority's programs are financed. All current year revenues and expenses are included regardless of when cash is received or paid.

#### **Fund Financial Statements**

A fund is an accountability unit used to maintain control over resources segregated for specific activities or objectives. The Authority has only one fund, a governmental fund, which serves as the general fund of the Authority.

#### Governmental Fund

The governmental fund is reported in the fund financial statements and reports the regional transportation function as reported in the Authority-wide financial statements. Fund statements report short-term fiscal accountability focusing on the use of spendable resources and balances of spendable resources available at the end of the year. They are useful in evaluating annual financing requirements and the commitment of spendable resources for the near-term.

Since the Authority-wide financial statements focus includes the long-term view, comparisons between the two perspectives may provide useful insights. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balance provide a reconciliation to assist in understanding the differences between these two perspectives.

### Notes to the Financial Statements

The accompanying notes to the financial statements provide information essential to gain a full understanding of the Authority-wide and fund financial statements. The notes to the financial statements begin immediately following the basic financial statements.

### Financial Analysis

Summary of Net Position							
	2021	2020	2021-2020 Amount of Change	2021-2020 %	2019	2020-2019 Amount of Change	2020-2019 %
<b>Assets</b>							
Current assets	\$916,454	\$1,132,955	(\$216,501)	(19.1%)	\$1,422,884	(\$289,929)	(20.4%)
<b>Total assets</b>	<b>916,454</b>	<b>1,132,955</b>	<b>(216,501)</b>	<b>(19.1)</b>	<b>1,422,884</b>	<b>(289,929)</b>	<b>(20.4)</b>
<b>Liabilities</b>							
Current liabilities	916,454	666,193	250,261	37.6	336,303	329,890	98.1
Non-Current liabilities	-	466,762	(466,762)	(100.0)	1,086,581	(619,819)	(57.0)
<b>Total liabilities</b>	<b>916,454</b>	<b>1,132,955</b>	<b>(216,501)</b>	<b>(19.1)</b>	<b>1,422,884</b>	<b>(289,929)</b>	<b>(20.4)</b>
<b>Net position (deficit)</b>							
<b>Total net position</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>0.0</b>	<b>\$-</b>	<b>\$-</b>	<b>0.0</b>

As of June 30, 2021, current assets decreased \$216,501 from June 30, 2020. Cash decreased \$399,600 with the payment of consulting and administration services to perform initial functions and planning for operations and strategies of the Authority partially offset by an increase in intergovernmental receivable of \$183,099. As of June 30, 2020, current assets decreased \$289,929 from June 30, 2019. Cash and intergovernmental receivable decreased with the payment of consulting and administration services to perform initial functions and planning for operations and strategies of the Authority.

Total liabilities decreased \$216,501 in 2021 and \$289,929 in 2020 primarily related to recognition of donation revenues as payments for services provided by consulting and administration in both years.

**MANAGEMENT'S DISCUSSION AND ANALYSIS**  
**June 30, 2021 and 2020**

**REGIONAL TRANSPORTATION**  
**AUTHORITY**

<b>Summary of Changes in Net Position</b>							
			2021-2020	2021-2020		2020-2019	2020-2019
			Amount of	%		Amount of	%
	<u>2021</u>	<u>2020</u>	<u>Change</u>	<u>Change</u>	<u>2019 (1)</u>	<u>Change</u>	<u>Change</u>
<b>Revenues</b>							
Operating grants & contributions	\$689,697	\$302,897	\$386,800	127.7%	\$153,793	\$149,104	97.0%
General revenues	-	2,520	(2,520)	(100.0)	-	2,520	100.0
<b>Total revenues</b>	<b><u>689,697</u></b>	<b><u>305,417</u></b>	<b><u>384,280</u></b>	<b>125.8</b>	<b><u>153,793</u></b>	<b><u>151,624</u></b>	<b>98.6</b>
<b>Program expenses</b>	<b><u>689,697</u></b>	<b><u>305,417</u></b>	<b><u>384,280</u></b>	<b>125.8</b>	<b><u>153,793</u></b>	<b><u>151,624</u></b>	<b>98.6</b>
<b>Changes in net position</b>	-	-	-	0.0	-	-	0.0
Beginning net position	-	-	-	0.0	-	-	0.0
<b>Ending net position</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b>0.0</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b>0.0</b>

(1) For the period February 20, 2019 through June 30, 2019.

Current contribution of funds of the Authority are considered earned when the expenditures are paid. Within total revenues, the Authority reported a net increase of \$384,280 in 2021. The increase was primarily due to \$328,768 in Federal Transit Administration funds received and an increase of \$55,204 due to the recognition of contribution revenues applied to consulting and administrative services. The Authority reported a net increase in total revenue of \$151,624 in 2020 primarily related to recognition of contribution revenues applied to consulting and administrative services.

In 2021, program expenses increased \$384,280 primarily related to an increase of \$383,934 in professional and consulting services, and \$12,600 in financial audit services, partially offset by a decrease of \$12,563 in legal services. In 2020, program expenses increased \$151,624 primarily related to an increase of \$8,562 in legal fees, \$129,378 in consulting services and \$13,030 in professional services.

### **Governmental Fund**

As discussed, the Authority governmental fund is reported in the fund statements with a short-term, inflow and outflow of spendable resources focus. This information is useful in assessing resources available at the end of the year in comparison to upcoming financing requirements. There are no differences between the Authority-wide and governmental fund financial statements.

### **Economic Factors**

The Authority relies on revenue from donations and federal awards. At this time it is not anticipated that the COVID-19 pandemic will negatively affect the Authority's ability to receive federal awards.

### **Contacting the Authority's Financial Management**

This financial report is designed to provide a general overview of the Authority's finances, comply with finance-related laws and regulations, and demonstrate commitment to public accountability. If you have questions about this report or would like to request additional information, contact the City's Finance Department, Accounting Services Division, at 100 North Walker, Suite 300, Oklahoma City, Oklahoma 73102. Questions relating to the Authority's operations should be directed to the Regional Transportation Authority of Central Oklahoma, 2000 S May Avenue, Oklahoma City, Oklahoma 73108.

## ***Authority-wide Financial Statements***

*Provide both long-term and short-term information about the Authority's overall status using full accrual accounting.*

- \* ***Governmental Activities*** – *Reports regional transportation activities and the general revenues of the Authority.*

## ***Fund Financial Statements***

*Focus on the Authority's governmental fund.*

### **Governmental Fund Financial Statements**

*Encompass essentially the same functions reported as governmental activities in the Authority-wide financial statements using modified accrual accounting and report the annual financing requirements of governmental programs and the commitment of spendable resources for the near-term.*



**STATEMENT OF NET POSITION**  
**June 30,**

**REGIONAL TRANSPORTATION**  
**AUTHORITY**

	<u>2021</u>	<u>2020</u>
<b><u>ASSETS</u></b>		
<b><u>CURRENT ASSETS</u></b>		
Cash-----	\$732,379	\$1,131,979
Intergovernmental receivables-----	184,075	976
Total current assets-----	916,454	1,132,955
<b>Total assets-----</b>	<b>916,454</b>	<b>1,132,955</b>
<b><u>LIABILITIES</u></b>		
<b><u>CURRENT LIABILITIES</u></b>		
Accounts payable and accrued expenses-----	183,707	43,854
Unearned revenue-----	728,171	622,339
Intergovernmental payable-----	4,576	-
Total current liabilities-----	916,454	666,193
<b><u>NON-CURRENT LIABILITIES</u></b>		
Unearned revenue-----	-	466,762
Total non-current liabilities-----	-	466,762
<b>Total liabilities-----</b>	<b>916,454</b>	<b>1,132,955</b>
<b><u>NET POSITION</u></b>		
<b>Total net position-----</b>	<b>\$ -</b>	<b>\$ -</b>

See accompanying notes to financial statements.

**STATEMENT OF ACTIVITIES**  
**For the Years Ended June 30,**

**REGIONAL TRANSPORTATION**  
**AUTHORITY**

	<u>2021</u>	<u>2020</u>
<b><u>PROGRAM EXPENSES</u></b>		
Professional services-----	\$685,896	\$301,924
Other services and charges-----	3,801	3,493
<b>Total program expenses-----</b>	<b><u>689,697</u></b>	<b><u>305,417</u></b>
<b><u>PROGRAM REVENUES</u></b>		
<b><u>OPERATING GRANTS AND CONTRIBUTIONS</u></b>		
Other operating grants and contributions-----	689,697	302,897
<b>Total program revenues-----</b>	<b><u>689,697</u></b>	<b><u>302,897</u></b>
<b>Net program revenue (expense)-----</b>	<b><u>-</u></b>	<b><u>(2,520)</u></b>
<b><u>GENERAL REVENUES</u></b>		
Investment income-----	-	2,520
<b>Total general revenues-----</b>	<b><u>-</u></b>	<b><u>2,520</u></b>
<b>Changes in net position-----</b>	<b><u>-</u></b>	<b><u>-</u></b>
Net position-beginning-----	-	-
<b>Net position-ending-----</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

See accompanying notes to financial statements.

**BALANCE SHEET**  
**June 30,**

**REGIONAL TRANSPORTATION**  
**AUTHORITY**

	<u>2021</u>	<u>2020</u>
<b><u>ASSETS</u></b>		
Cash-----	\$732,379	\$1,131,979
Intergovernmental receivable-----	184,075	976
<b>Total assets-----</b>	<b><u><u>\$916,454</u></u></b>	<b><u><u>\$1,132,955</u></u></b>
<b><u>LIABILITIES AND FUND BALANCE</u></b>		
<b><u>LIABILITIES</u></b>		
Accounts payable and accrued expenditures-----	\$183,707	\$43,854
Unearned revenue-----	728,171	622,339
Intergovernmental payable, current-----	4,576	-
Unearned revenue, non-current-----	-	466,762
<b>Total liabilities-----</b>	<b><u><u>916,454</u></u></b>	<b><u><u>1,132,955</u></u></b>
<b>Total liabilities and fund balances-----</b>	<b><u><u>\$916,454</u></u></b>	<b><u><u>\$1,132,955</u></u></b>
<b><u>RECONCILIATION OF THE BALANCE SHEETS TO THE STATEMENTS OF</u></b>		
<b><u>NET POSITION</u></b>		
Total fund balances-----	\$ -	\$ -
<b>Total net position-----</b>	<b><u><u>\$ -</u></u></b>	<b><u><u>\$-</u></u></b>

See accompanying notes to financial statements.

**STATEMENTS OF REVENUES, EXPENDITURES,  
AND CHANGES IN FUND BALANCE  
For the Years Ended June 30,**

**REGIONAL TRANSPORTATION  
AUTHORITY**

	<u>2021</u>	<u>2020</u>
<b><u>REVENUES</u></b>		
Investment income-----	\$ -	\$2,520
Intergovernmental programs-----	689,697	302,897
<b>Total revenues-----</b>	<b><u>689,697</u></b>	<b><u>305,417</u></b>
<b><u>EXPENDITURES</u></b>		
<b><u>CURRENT</u></b>		
Professional services-----	685,896	301,924
Other services and charges-----	3,801	3,493
<b>Total expenditures-----</b>	<b><u>689,697</u></b>	<b><u>305,417</u></b>
<b>Net changes in fund balances-----</b>	<b>-</b>	<b>-</b>
Fund balances, beginning-----	-	-
<b>Fund balances, ending-----</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>
<b><u>RECONCILIATION OF STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO STATEMENTS OF ACTIVITIES</u></b>		
Net changes in fund balances-----	\$ -	\$ -
<b>Change in net position-----</b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>

See accompanying notes to financial statements.

## I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

### I. A. INTRODUCTION

The accounting and reporting framework and the more significant accounting principles and practices are discussed in subsequent sections of this note. The remainder of the notes is organized to provide explanations, including required disclosures, of the Regional Transportation Authority of Central Oklahoma (Authority) financial activities for the fiscal years ended June 30, 2021 and 2020.

### I. B. BASIS OF PRESENTATION

#### I. B. 1. REPORTING ENTITY

The Authority was created as a public trust pursuant to Title 60 of the Oklahoma Statutes, section 176, et seq., on February 20, 2019, by the governing city councils of Oklahoma City, Edmond, Norman, Moore, Midwest City, and Del City hereinafter referred to as the Beneficiaries. The purpose of the Authority is to plan, establish, develop, acquire, construct, purchase, own, install, repair, enlarge, improve, maintain, equip, finance and refinance, operate and regulate public transportation systems and facilities within the boundaries of the regional district of the Authority including but not limited to the purchase, lease, construction, installation, equipping, maintenance, and operation of such buildings and other facilities necessary for the servicing of such public transportation systems and facilities.

There are seven directors who are appointed by the governing boards of the member jurisdictions. Each jurisdictions' mayor will appoint one director with the exception of Oklahoma City who will appoint two directors subject to approval of the governing board. The initial term began concurrent with the creation of the Authority and will end on June 30 in the year following a successful referendum establishing a dedicated funding source for Authority operations. Beginning July 1 the year following a successful referendum establishing a dedicated funding source for Authority operations, the term of the directors shall be established on a staggered basis with four directors serving a transitional term of four years and three directors serving a transitional term of two years. After completion of the transitional term by the directors, all directors shall be appointed for four-year terms beginning July 1.

#### *Related Parties*

##### **Central Oklahoma Transportation and Parking Authority (COTPA)**

On January 29, 2020, the Authority entered into an agreement with the Central Oklahoma Transportation and Parking Authority (COTPA) to provide interim administrative services. The Authority has not retained staff needed to perform the services necessary to accomplish the existing plan of work. The agreement will provide services of its Administrator as Interim Executive Director. Those services will consist primarily of personnel allocated to support policy development, financial services, administration, public information, marketing, community relations, technology and record keeping. COTPA uses accounting services from the City of Oklahoma City who is also providing these services to the Authority.

##### **Association of Central Oklahoma Governments (ACOG)**

On April 24, 2019 the Authority entered into an agreement with ACOG to provide interim administrative services. The Authority has not retained staff needed to perform the services necessary to accomplish the existing plan of work. The agreement provided services primarily of personnel allocated to support policy development and staff, resources to the planning, design and development of a regional transportation system for Central Oklahoma with the goal of the establishment of a Regional Transit Authority.

## **I. B. 2. BASIC FINANCIAL STATEMENTS**

The basic financial statements include the statement of net position, the statement of activities, balance sheet, and statement of revenues, expenditures, and changes in fund balances. These statements report financial information for the Authority as a whole.

### ***Authority-Wide Financial Statements***

The statement of net position reports both short and long-term assets and liabilities, specifically including capital assets, acquired by the Authority.

The statement of activities reports the revenues and expenses of the Authority. Program revenue includes operating and capital grants as well as contributions. All other revenues of the Authority are included as general revenues.

### ***Fund Financial Statements***

The balance sheet and statement of revenues, expenditures, and changes in fund balances are also included in the basic financial statements. These statements report current assets and liabilities and sources and uses of these resources.

## **I. B. 3. MEASUREMENT FOCUS, BASIS OF ACCOUNTING, AND FINANCIAL STATEMENT PRESENTATION**

### ***Authority-Wide Financial Statements***

The financial statements of the Authority are prepared in accordance with accounting principles generally accepted in the United States (U.S. GAAP). The statement of net position and statement of activities report using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Capital assets are recorded when purchased or constructed and depreciated over their useful lives.

### ***Fund Financial Statements***

The remaining two financial statements report using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized when they are both measurable and available. Available means collectible within the current period or soon enough thereafter to pay current liabilities. The Authority considers revenues to be available if they are collected within 60 days of the end of the fiscal year. Expenditures are recorded when the related liability is incurred.

## **I. C. BUDGET LAW AND PRACTICE**

Oklahoma Statutes require the submission of financial information for public trusts. However, legal budgetary control levels are not specified. Accordingly, the Authority's budget is submitted to its governing body for approval. Appropriations are recorded and available for encumbrance or expenditure as revenue is received in cash. Budgetary control is exercised on a project-length basis. Therefore, appropriations are carried forward each year until projects are completed. Management's policy prohibits expenditures to exceed appropriations at the detail, line-item level. Management may transfer appropriations without governing body approval.

**I. D. POLICIES RELATED TO ASSETS, DEFERRED OUTFLOWS OF RESOURCES, LIABILITIES,  
DEFERRED INFLOWS OF RESOURCES, AND FUND EQUITY**

***Implementation of New Accounting Standards***

In 2021, the Authority implemented the following accounting standards. The implementation of these standards did not have a material impact on the Authority's financial statements.

The Authority implemented Governmental Accounting Standards Board (GASB) statement number 84, Fiduciary Activities. The primary purpose of this statement is to improve guidance and financial reporting of fiduciary activities. The requirements of this statement are intended to enhance the consistency and comparability of fiduciary activity to improve the usefulness of this information primarily for assessing government accountability and stewardship as a fiduciary.

The Authority implemented GASB statement number 90, Majority Equity Interests. The primary objectives of this statement are to improve the consistency and comparability of reporting majority equity interest in a legally separate organization and to improve the relevance of financial statement information by providing essential information related to presentation for certain component units.

The Authority implemented all requirements of GASB statement number 93, Replacement of Interbank Offered Rates with the exception of the removal of the London Interbank Offered Rate (LIBOR) as an appropriate benchmark interest rate, which will be effective for the Authority in fiscal year 2022. The primary purpose of this statement is to preserve the consistency and comparability of reporting hedging derivative instruments and leases after amending or replacing agreements to replace an Interbank Offered Rate. As a result of global reference rate reform, LIBOR is expected to cease to exist at the end of 2021, prompting governments to amend or replace financial instruments for the purpose of replacing LIBOR with other reference rates.

The Authority early adopted GASB statement number 98, The Annual Comprehensive Financial Report. The primary purpose of this statement is to establish the term annual comprehensive financial report and its acronym ACFR. This statement was developed in response to concerns raised by stakeholders that the pronunciation of the acronym for comprehensive annual financial report sounds like a profoundly objectionable racial slur. The Authority, like the GASB, is committed to promoting inclusiveness.

**I. D. 1. CASH AND CASH EQUIVALENTS**

Cash and cash equivalents reported by the Authority include cash on hand.

**I. D. 2. RECEIVABLES**

Receivables are due from an intergovernmental agency. All receivables are ordinarily due within 90 days of year end. The receivables are considered fully collectible and no allowances for uncollectible amounts has been recorded.

**I. D. 3. PREPAIDS**

Prepays are payments to vendors that benefit future reporting periods and are reported on the consumption basis. Prepays are similarly reported in the Authority-wide and fund statements. Payments to vendors that are less than \$5,000 are considered de minimis and are reported with expenses/expenditures in the year of payment. The prepaid threshold amount is \$5,000.

#### **I. D. 4. FUND EQUITY**

##### ***Fund Balance***

##### **Non-Spendable Fund Balance**

Fund balance reported as non-spendable includes amounts that cannot be spent because it is not in spendable form or is not expected to be converted to cash including inventories, prepaid expenses and non-current receivables and advances.

##### **Restricted Fund Balance**

Restricted fund balance includes amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation.

##### **Committed Fund Balance**

Committed fund balance includes amounts that are constrained for specific purposes that are internally imposed by a vote of the Board of Directors. Commitments of fund balance do not lapse at year-end.

##### **Assigned Fund Balance**

Assigned fund balance includes amounts that are intended to be used for specific purposes that are neither considered restricted nor committed.

##### **Unassigned Fund Balance**

Unassigned fund balance includes fund balance which has not been classified within the above mentioned categories.

##### **Fund Balance Usage**

The Authority uses restricted amounts when both restricted and unrestricted fund balance is available unless there are legal documents or contracts that prohibit doing this, such as grant agreements requiring dollar for dollar spending. Additionally, the Authority uses committed, then assigned, and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

##### ***Net Position***

Net position invested in capital assets, net of related debt, and legally restricted amounts are separated from unrestricted net position.

##### **Restricted Net Position**

Amounts reported as restricted for debt service include those amounts held in restricted accounts as required by the debt instrument. Restricted amounts held to pay bond interest are reduced by accrued interest payable. Net position restricted for capital projects include unspent debt proceeds legally restricted for capital outlays. Restricted net position also include purpose restrictions from enabling legislation and other external sources.

#### **I. E. USE OF ESTIMATES**

The preparation of financial statements in conformity with U.S. GAAP requires management to make estimates and assumptions that affect certain reported amounts and disclosures; accordingly, actual results could differ from those estimates.

#### **I. F. RISK MANAGEMENT**

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters.

The Authority carries commercial insurance of all risks of loss, including property and liability insurance.



## **I. G. MAJOR REVENUES**

Revenues are from contributions. Program revenues include contributions received from the Beneficiaries and grant awards.

## **I. H. TAX STATUS**

The Authority is exempt from Federal and state income taxes under Section 115 of the Internal Revenue Code for any trade or business related to the Authority's tax-exempt purpose or function.

## **II. ASSETS**

### **II. A. DEPOSITS AND CASH**

#### ***Deposits***

Custodial credit risk for deposits is the risk that in the event of a bank failure, the Authority's deposits may not be returned or the Authority will not be able to recover collateral securities in the possession of an outside party. The Authority policy requires deposits to be 110 percent secured by collateral valued at market or par, whichever is lower, less the amount covered by Federal deposit insurance. Deposited funds may be invested in certificates of deposit in institutions with an established record of fiscal health, as determined by the bank's institutional rating provided by commercially available bank services or on performance evaluations conducted pursuant to the Federal Community Reinvestment Act, 12 United States Code, Section 2901. Collateral agreements must be approved prior to deposit of funds as provided by law.

At June 30, 2021 and 2020, the Authority's cash is collateralized with securities held by the pledging financial institution in the name of the Authority, less Federal depository insurance.

### **II. B. ACCOUNTS RECEIVABLE**

Intergovernmental receivables at June 30, 2021 and 2020, were \$184,075 and \$976, respectively. The 2021 full amount is due from COTPA and the 2020 amount is due from Association of Central Oklahoma Governments.

## **III. LIABILITIES**

### **III. A. UNEARNED REVENUES**

The Authority received contributions from the Beneficiaries. Unearned revenue on these contributions as of June 30, 2021 and 2020, is \$728,171 and \$1,089,101, respectively. The Authority received an initial contribution from the Beneficiaries of \$2,099,000. The individual beneficiaries paid their share of the initial contribution based on population size.

## **IV. RELATED PARTY TRANSACTIONS**

#### ***Association of Central Oklahoma Governments (ACOG)***

As of June 30, 2020 RTA paid ACOG for administrative support in the amount of \$18,248. These payments were for providing administrative, technical and planning assistance to the RTA Task Force. There were no payments to ACOG in fiscal year 2021.

***Central Oklahoma Transportation and Parking Authority (COTPA)***

As of June 30, 2021 RTA paid COTPA for administrative support in the amounts of \$27,456. These payments were for providing the services of personnel allocated to support policy development, financial services, administration, public information, marketing, community relations, technology and record keeping. COTPA uses accounting services from the City of Oklahoma City who is also providing these services to the Authority.

**V. SUBSEQUENT EVENTS**

As of October 31, 2021, the Authority has received \$1,232,970 in additional contributions from the Beneficiaries.

In November 2021 a Federal Transportation FY21 Rebuilding America Infrastructure with Sustainability & Equity (RAISE) Grant was awarded for the Central Oklahoma Regional Transit Corridors to Promote Economic Development and Equity Inclusion Project.

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER  
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS  
BASED ON AN AUDIT OF FINANCIAL STATEMENTS  
PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

---

To the Board of Trustees

**Regional Transportation Authority of Central Oklahoma**

Oklahoma City, Oklahoma

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and the major fund of the Regional Transportation Authority of Central Oklahoma (Authority), as of and for the years ended June 30, 2021 and 2020, and the related notes to financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents, and have issued our report thereon dated December 3, 2021.

### **Internal Control over Financial Reporting**

In planning and performing our audits of the financial statements, we considered the Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audits we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audits and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control on compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Allen, Gibbs & Houlik, L.C.*  
CERTIFIED PUBLIC ACCOUNTANTS

December 3, 2021  
Wichita, Kansas

# **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 Eight Months Ended February 28, 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 Eight Months Ended February 28, 2022

	<b>PAGE</b>
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: March 11, 2022

SUBJECT: Regional Transportation Authority of Central Oklahoma (Authority) Budget to Actual Schedule and  
Statement of Local Funding for the Eight Months Ended February 28, 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 Eight Months Ended February 28, 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
<b><u>SOURCES</u></b>					
Operations (1)-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
Grant activity-----	360,201	360,201	329,493	(30,708)	91.5
<b>Total revenues-----</b>	<b>1,708,962</b>	<b>1,708,962</b>	<b>1,562,463</b>	<b>(146,499)</b>	<b>91.4</b>
<b><u>EXPENDITURES</u></b>					
Operations-----	1,348,761	466,383	400,532	65,851	85.9
Grant activity-----	360,201	360,201	403,898	(43,697)	112.1
<b>Total expenditures-----</b>	<b>1,708,962</b>	<b>826,584</b>	<b>804,430</b>	<b>22,154</b>	<b>97.3</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$882,378</b>	<b>758,033</b>	<b>(\$124,345)</b>	<b>85.9</b>

**OPERATIONS**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$1,635,779</b>

**GRANT ACTIVITY**

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$145,368)</b>

(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 Eight Months Ended February 28, 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
<b><u>SOURCES</u></b>					
Current year local contributions-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
<b>Total revenue-----</b>	<b>1,348,761</b>	<b>1,348,761</b>	<b>1,232,970</b>	<b>(115,791)</b>	91.4
<b><u>EXPENDITURES</u></b>					
Professional services - COTPA administration-----	27,460	20,592	18,304	2,288	88.9
Professional services - Holmes & Associates-----	301,080	170,832	145,832	25,000	85.4
Professional services - Kimley-Horn-----	872,621	214,500	146,323	68,177	68.2
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	719	594	125	82.6
Supplies-----	1,520	-	-	-	N/A
Transfer to grant activity for grant match (1)-----	51,040	51,040	80,779	(29,739)	158.3
<b>Total expenditures-----</b>	<b>1,348,761</b>	<b>466,383</b>	<b>400,532</b>	<b>65,851</b>	85.9
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$882,378</b>	832,438	<b>(\$49,940)</b>	94.3

**CASH BALANCE**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$1,635,779</b>

- (1) This is the 20% grant match on the Kimley-Horn invoices approved through the December, 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 Eight Months Ended February 28, 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
<b><u>SOURCES</u></b>					
Federal grants -----	\$309,161	\$309,161	\$248,714	(\$60,447)	80.4%
Transfer from Operations for local grant match-----	51,040	51,040	80,779	29,739	158.3
<b>Total revenue-----</b>	<b>360,201</b>	<b>360,201</b>	<b>329,493</b>	<b>(30,708)</b>	91.5
<b><u>EXPENDITURES</u></b>					
Professional services - Kimley-Horn-----	360,201	360,201	403,898	(43,697)	112.1
<b>Total expenditures-----</b>	<b>360,201</b>	<b>360,201</b>	<b>403,898</b>	<b>(43,697)</b>	112.1
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(74,405)</b>	<b>(\$74,405)</b>	N/A
<b><u>CASH BALANCE</u></b>					
Cash balance, beginning-----			(70,963)		
<b>Cash balance, ending-----</b>			<b>(\$145,368)</b>		

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

**STATEMENT OF LOCAL FUNDING**  
**As of February 28, 2022**  
**(unaudited)**

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

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$78,693	\$40,066	\$38,627
Edmond	81,405	9.0138%	300,297	152,892	147,405
Midwest City	54,371	6.0204%	126,368	102,118	24,250
Moore	55,081	6.0990%	203,193	103,454	99,739
Norman	110,925	12.2825%	409,194	208,334	200,860
Oklahoma City	579,999	64.2222%	2,214,228	1,089,330	1,124,898
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,696,194	\$1,635,779

**After January and February, 2022 Claims Paid in March:**

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$78,693	\$43,739	\$34,954
Edmond	81,405	9.0138%	300,297	166,909	133,388
Midwest City	54,371	6.0204%	126,368	111,480	14,888
Moore	55,081	6.0990%	203,193	112,935	90,258
Norman	110,925	12.2825%	409,194	227,435	181,759
Oklahoma City	579,999	64.2222%	2,214,228	1,189,205	1,025,023
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,851,703	\$1,480,270

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

Presented March 21, 2022  
Prepared by RTA Support Team (unaudited)

Prepared by RTA Support Team (unaudited)

Expenditures		YTD Acutals	Est. Remaining	Total YE	FY22		
		Jul-Feb	Mar-Jun	Forecast	Budget	Variance	Variance %
Contracts and Services							
	Professional Services - COTPA Administration	\$20,592	\$9,152	\$29,744	\$27,460	-\$2,284	
	Professional Services - Holmes & Associates	\$155,839	\$93,558	\$249,397	\$301,080	\$51,683	17%
	Professional Services - Kimley Horn <sup>(1)</sup>	\$214,501	\$311,229	\$525,730	\$872,621	\$346,891	40%
	Transfer to Grant Activity for Local Grant Match <sup>(2)</sup>	\$80,780	\$0	\$80,780	\$51,040	-\$29,740	
	Professional Services-Legal	\$0	\$0	\$0	\$9,000	\$9,000	
	Independent Financial Audit	\$8,700	\$0	\$8,700	\$15,000	\$6,300	
	Website Hosting Fee	\$424	\$1,750	\$2,174	\$2,500	\$326	
	Branding	\$0	\$5,000	\$5,000	\$10,000	\$5,000	
	Conference/Training	\$0	\$0	\$0	\$7,850	\$7,850	
	Directors & Officer Liability Insurance	\$0	\$3,500	\$3,500	\$3,500	\$0	
	Advertising/Public Notice	\$217	\$210	\$427	\$1,000	\$573	
	Printing & Binding	\$0	\$20	\$20	\$20	\$0	
	Postage	\$0	\$20	\$20	\$100	\$80	
	Mileage	\$0	\$10	\$10	\$20	\$10	
	Parking	\$31	\$5	\$36	\$50	\$14	
	Travel	\$0	\$0	\$0	\$20,000	\$20,000	
	Polling Services	\$0	\$0	\$0	\$26,000	\$26,000	
	Other Services & Fees	\$47	\$100	\$147	\$0	-\$147	
	<b>Total Contracts and Services</b>	<b>\$481,130</b>	<b>\$424,554</b>	<b>\$905,684</b>	<b>\$1,347,241</b>	<b>\$441,557</b>	<b>33%</b>
Equipment and Supplies							
	Office Supplies	\$0	\$0	\$0	\$320	\$320	
	Food	\$0	\$0	\$0	\$1,000	\$1,000	
	Other Supplies	\$0	\$50	\$50	\$200	\$150	
	<b>Total Equipment and Supplies</b>	<b>\$0</b>	<b>\$50</b>	<b>\$50</b>	<b>\$1,520</b>	<b>\$1,470</b>	<b>97%</b>
<b>Total Operations Expenditures</b>		<b>\$481,130</b>	<b>\$424,604</b>	<b>\$905,734</b>	<b>\$1,348,761</b>	<b>\$443,027</b>	<b>33%</b>

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

<i>Expenditures</i>	<b>YTD Acutals</b>	<b>Est. Remaining</b>	<b>Total YE</b>	<b>FY22</b>		
	<b>Jul-Feb</b>	<b>Mar-Jun</b>	<b>Forecast</b>	<b>Budget</b>	<b>Variance</b>	<b>Variance %</b>
Contracts and Services						
Professional Services - Kimley Horn	\$403,898	\$0	\$403,898	\$360,201	-\$43,697	
<b>Total Grant Expenditures</b>	<b>\$403,898</b>	<b>\$0</b>	<b>\$403,898</b>	<b>\$360,201</b>	<b>-\$43,697</b>	<b>-12%</b>

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

<b>FY22 Beginning Cash Balance</b>	<b>\$803,341</b>
<b>FY22 Ending Cash Balance (Forecast)</b>	<b>\$1,130,577</b>

## Regional Transportation Authority of Central Oklahoma Payment Claims

**Period: 2/1/2022 to 2/28/2022**


Date	Vendor	Description	Invoice No.	Cost	Total
3/3/2022	Holmes & Associates LLC	Consultant Fees - Labor	322	\$ 16,590.00	
		Consultant Fees - Cost Reimb.	322	\$ 2,567.50	
		Consultant Fees - Travel	322	\$ 1,500.54	
					\$ 20,658.04
1/31/2022	Kimley-Horn	Task 1 - Project Management	20789467	\$ 9,669.01	
	Kimley-Horn	Task 2 - Public Engagement	20789467	\$ 6,801.46	
	Kimley-Horn	Task 4 - AA Process	20789467	\$ 3,828.92	
		Task 6 - Rail Ops Planning	20789467	\$ 31,661.67	
					\$ 51,961.06
3/1/2022	COTPA	Admin Services Fee	2022-108	\$ 2,288.00	
					\$ 2,288.00
	Republic Parking	Parking Fees - January	2420875	\$ 5.00	
					\$ 5.00
<b>Total Claims</b>					<b>\$ 74,912.10</b>

**APPROVED** by the Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, this 21st day of March, 2022.

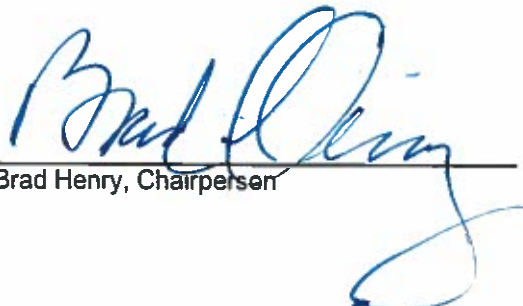
**TREASURER:**

  
James P. Boggs

**ATTEST:**

  
Secretary, Pro Tem

**REGIONAL TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA**

  
Brad Henry, Chairperson



# 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 #322

March 3, 2022

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

### Client

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

Date	Billor	Description	Hours/Qty	Rate	Amount
2/01- 2/28/2022	KAH	RTA - TIME: Time billed by K Holmes for the period 2/01/2022 to 2/28/2022	42.0	395.00	\$16,590.00
2/01- 2/28/2022	KAH	RTA - TIME: Travel time billed by K Holmes for the period 2/01/2022 to 2/28/2022	13.00	197.50	\$2,567.50
2/01- 2/28/2022	KAH	RTA - COSTS: Total costs incurred by KAH			\$1,500.54

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

**Invoice Balance Due**

**\$20,658.04**



# HOLMES & ASSOCIATES LLC

Responsible Biller Kathryn Holmes

Client Name: RTA

Matter Name: Regional Transit Authority

Supplier ID: 231866

Date From: 2/1/22

Date To: 2/28/22

Rate: \$ 395.00

a

Date	Matter	Description	Hours	Total
2/1/2022	RTA	Meeting with TAFB and their transportatin consultants; email correspondence w L Scanlon	1.50	\$592.50
2/3/2022	RTA	AA project update meeting; Tinker AFB meeting w consultants	2.50	\$987.50
2/7/2022	RTA	BNSF prep meeting; review N/S TWG materials; review Feb board materials	2.50	\$987.50
2/9/2022	RTA	KH team meeting preparing for BNSF; property acquisition committee meeting, February board meeting, ODOT meeting; attend BNSF meeting; edit survey questions and slide deck for coordination with the Tinker TMP project team	7.00	\$2,765.00
2/10/2022	RTA	Outreach committee meeting	1.00	\$395.00
2/14/2022	RTA	Attend N/S technical working group meeting	1.50	\$592.50
2/15/2022	RTA	Tc w J Ferbrache, attend ODOT meeting, draft memo re ODOT meeting, mtg w Kimley Horn to finalize Property Acquisition Committee materials, travel to and meeting w Yukon, email correspondence	7.00	\$2,765.00
2/16/2022	RTA	Attend RTA property acquisition committee meeting and board meeting; debrief w J Ferbrache and L Scanlon	6.00	\$2,370.00
2/17/2022	RTA	Outreach meeting w OKC re maintenance facility	1.00	\$395.00
2/18/2022	RTA	Tc w J Ferbrache re maintenance facility sites; AA team meeting, consider scope and budget for FY 23, email correspondence w BNSF	4.50	\$1,777.50
2/24/2022	RTA	AA team meeting; prepare FY23 budget for HA, review of FY23 budget for KH, and prepare FY23 budget for RTA re BNSF reimbursement expenses	5.00	\$1,975.00
2/25/2022	RTA	Meeting w J Ferbrache and S Wilkinson re scope and budget; review KH revised scope; meeting w L Scanlon re same	2.50	\$987.50
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
Hourly Total:			42	\$16,590.00

**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: 20789467  
 Invoice Date: Jan 31, 2022  
 Invoice Amount: \$51,961.06

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

Federal Tax Id: 56-0885615  
 For Services Rendered through Jan 31, 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	51.57%	69,355.01	59,686.00	9,669.01
TASK 2: PUBLIC ENGAGEMENT	226,500.00	28.27%	64,035.28	57,233.82	6,801.46
TASK 4: ALTERNATIVES ANALYSIS PROCESS	247,600.00	44.93%	111,252.58	107,423.66	3,828.92
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	78.42%	222,872.42	191,210.75	31,661.67
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
<b>Subtotal</b>	<b>1,174,100.00</b>	<b>40.94%</b>	<b>480,704.48</b>	<b>428,743.42</b>	<b>51,961.06</b>
<b>Total COST PLUS MAX</b>					<b>51,961.06</b>

**Total Invoice: \$51,961.06**



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

Invoice No: 20789467  
Invoice Date: Jan 31, 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	9.0	111.01	999.09
	PROJECT MANAGER	SCANLON, LIZ	7.5	273.69	2,052.68
	SENIOR PROFESSIONAL I	HORTON, MATT	12.5	218.83	2,735.38
		SCHMIDT, LUKE	15.0	258.79	3,881.86
TOTAL TASK 1: PROJECT MANAGEMENT			44.0		9,669.01
TASK 2: PUBLIC ENGAGEMENT	ANALYST	ELLSWORTH, STEPHANIE	2.5	111.01	277.53
		JIMENEZ, JACQUELYN	3.0	111.01	333.03
		MUMM, ERIK	24.0	111.01	2,664.24
	PROJECT MANAGER	SCANLON, LIZ	1.0	273.69	273.69
	SENIOR PROFESSIONAL I	ANDREWS, AMALIA	9.0	218.83	1,969.48
		HORTON, MATT	3.5	218.83	765.91
		SCHMIDT, LUKE	2.0	258.79	517.58
TOTAL TASK 2: PUBLIC ENGAGEMENT			45.0		6,801.46
TASK 4: ALTERNTATIVES ANALYSIS PROCESS	ANALYST	MUMM, ERIK	8.0	111.01	888.08
	PROJECT MANAGER	SCANLON, LIZ	9.0	273.69	2,463.22
	SENIOR PROFESSIONAL I	HORTON, MATT	1.0	218.83	218.83
		SCHMIDT, LUKE	1.0	258.79	258.79
TOTAL TASK 4: ALTERNTATIVES ANALYSIS PROCESS			19.0		3,828.92
TASK 6: RAIL OPERATIONS PLANNING	ANALYST	GOCHNOUR, THEO	5.5	111.01	610.56
		MUMM, ERIK	7.5	111.01	832.58
	PROFESSIONAL	STAKE, AUSTIN	2.0	168.32	336.64
	PROJECT MANAGER	SCANLON, LIZ	2.5	273.69	684.23
	SENIOR PROFESSIONAL I	HORTON, MATT	15.0	218.83	3,282.45
	SUBCONSULTANTS				25,915.21
TOTAL TASK 6: RAIL OPERATIONS PLANNING			32.5		31,661.67
TOTAL LABOR AND EXPENSE DETAIL					51,961.06

*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 #: 2022-108**

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

Invoice Date: 3/1/2022

**Invoice For:** *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - February 2022	1	\$2,288.00		\$2,288.00
<b>NOTES: RTA PO # 2022-001</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>

Account 127112 RTA (TE) (VA)  
Invoice 2420875 Total Due: \$5.00  
Invoice Date 1/1/2022  
Printed on 2/8/2022

Description of Billing

2 VALIDATED TKTS @ \$2.50 FOR DECEMBER 2021 PARKING

Charges

Parking \$5.00

Total Charges \$5.00

Please detach and return this stub with your payment

**PAST DUE**

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

Account 127112  
Location 129-54 V Cox Convention  
Invoice 2420875 1/1/2022  
Total Due \$5.00  
Remit To:  
COTPA - PARKING Amount Enclosed \_\_\_\_\_  
C/O REPUBLIC PARKING SYSTEM  
P.O. BOX 2404  
OKLAHOMA CITY, OK 73101

# **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 Seven Months Ended January 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 Seven Months Ended January 31, 2022

	<b>PAGE</b>
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: February 14, 2022

SUBJECT: Regional Transportation Authority of Central Oklahoma (Authority) Budget to Actual Schedule and Statement of Local Funding for the Seven Months Ended January 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  
Accounting Manager

*Christy Jameson*

Christy Jameson, CPA  
City of Oklahoma City  
Assistant Controller

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

**For the Seven Months Ended January 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
<b><u>SOURCES</u></b>					
Operations (1)-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
Grant activity-----	360,201	360,201	329,493	(30,708)	91.5
<b>Total revenues-----</b>	<b>1,708,962</b>	<b>1,708,962</b>	<b>1,562,463</b>	<b>(146,499)</b>	<b>91.4</b>
<b><u>EXPENDITURES</u></b>					
Operations-----	1,348,761	370,793	400,532	(29,739)	108.0
Grant activity-----	360,201	360,201	403,898	(43,697)	112.1
<b>Total expenditures-----</b>	<b>1,708,962</b>	<b>730,994</b>	<b>804,430</b>	<b>(73,436)</b>	<b>110.0</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$977,968</b>	<b>\$758,033</b>	<b>(\$219,935)</b>	<b>77.5</b>

(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.

**OPERATIONS**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$1,635,779</b>

**GRANT ACTIVITY**

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$145,368)</b>

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

**For the Seven Months Ended January 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
<b><u>SOURCES</u></b>					
Current year local contributions-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
<b>Total revenue-----</b>	<b>1,348,761</b>	<b>1,348,761</b>	<b>1,232,970</b>	<b>(115,791)</b>	<b>91.4</b>
<b><u>EXPENDITURES</u></b>					
Professional services - COTPA administration-----	27,460	18,304	18,304	-	100.0
Professional services - Holmes & Associates-----	301,080	145,832	145,832	-	100.0
Professional services - Kimley-Horn-----	872,621	146,323	146,323	-	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	594	594	-	100.0
Supplies-----	1,520	-	-	-	N/A
Transfer to grant activity for grant match (1)-----	51,040	51,040	80,779	(29,739)	158.3
<b>Total expenditures-----</b>	<b>1,348,761</b>	<b>370,793</b>	<b>400,532</b>	<b>(29,739)</b>	<b>108.0</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$977,968</b>	<b>\$832,438</b>	<b>(\$145,530)</b>	<b>85.1</b>

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

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

**CASH BALANCE**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$1,635,779</b>



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

**For the Seven Months Ended January 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 (2)	Variance	Actual as a Percent of Year to Date Budget
<b><u>SOURCES</u></b>					
Federal grants (1)-----	\$360,201	\$360,201	\$248,714	(\$111,487)	69.0%
Transfer from Operations for local grant match-----	-	-	80,779	80,779	N/A
<b>Total revenue-----</b>	<b>360,201</b>	<b>360,201</b>	<b>329,493</b>	<b>(30,708)</b>	91.5
<b><u>EXPENDITURES</u></b>					
Professional services - Kimley-Horn-----	360,201	360,201	403,898	(43,697)	112.1
<b>Total expenditures-----</b>	<b>360,201</b>	<b>360,201</b>	<b>403,898</b>	<b>(43,697)</b>	112.1
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(\$74,405)</b>	<b>(\$74,405)</b>	N/A

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

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

**CASH BALANCE**

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$145,368)</b>

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

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

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$78,693	\$40,066	\$38,627
Edmond	81,405	9.0138%	300,297	152,892	147,405
Midwest City	54,371	6.0204%	126,368	102,118	24,250
Moore	55,081	6.0990%	203,193	103,454	99,739
Norman	110,925	12.2825%	409,194	208,334	200,860
Oklahoma City	579,999	64.2222%	2,214,228	1,089,330	1,124,898
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,696,194	\$1,635,779

**After January, 2022 Claims Paid in February:**

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$78,693	\$41,970	\$36,723
Edmond	81,405	9.0138%	300,297	160,156	140,141
Midwest City	54,371	6.0204%	126,368	106,970	19,398
Moore	55,081	6.0990%	203,193	108,366	94,827
Norman	110,925	12.2825%	409,194	218,234	190,960
Oklahoma City	579,999	64.2222%	2,214,228	1,141,094	1,073,134
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,776,790	\$1,555,183

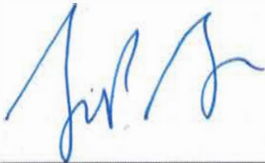
(1) Contributions received in the current year have been added to the city's local share contributed total.

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

**Period: 01/01/2022 to 1/31/2022**

Date	Vendor	Description	Invoice No.	Cost	Total
2/1/2022	Holmes & Associates LLC	Consultant Fees - Labor	222	\$8,986.25	
		Consultant Fees - Cost Reimb.	222	\$230.44	
		Consultant Fees - Travel	222	\$790.00	
					\$10,006.69
12/31/2021	Kimley-Horn	Tasks 1 - Project Management	20448764	\$4,864.54	
	Kimley-Horn	Task 2 - Public Engagement	20448764	\$440.85	
	Kimley-Horn	Task 4 - AA Process	20448764	\$2,518.45	
	Kimley-Horn	Task 6 - Rail Operations	20448764	\$57,087.14	
	Kimley-Horn	Task 7 - Travel			
	Kimley-Horn	Demand/Ridership Forecasting	20448764	\$2,407.13	
	Kimley-Horn	Expenses	20448764	\$ 859.32	
					\$ 68,177.43
1/1/2022	IndaGo Digital, Inc.	Website Hosting	1371	\$125.00	
					\$125.00
1/1/2022	COTPA	Admin Services Fee	2022-107	\$ 2,288.00	
					\$ 2,288.00
<b>Total Claims</b>					<b>\$ 80,597.12</b>

APPROVED:



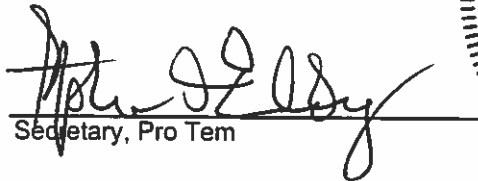
James P. Boggs, Treasurer

Date

RATIFIED and APPROVED by the Directors and SIGNED by the Chairperson of the Regional Transportation Authority of Central Oklahoma this 21<sup>st</sup> day of March, 2022.

ATTEST:

REGIONAL TRANSPORTATION  
AUTHORITY OF CENTRAL OKLAHOMA

  
Secretary, Pro Tem



  
Brad Henry, Chairperson



# 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 #222

February 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
1/01- 1/31/2022	KAH	RTA - TIME: Time billed by K Holmes for the period 1/01/2022 to 1/31/2022	22.75	395.00	\$8,986.25
1/01- 1/31/2022	KAH	RTA - TIME: Travel time billed by K Holmes for the period 1/01/2022 to 1/31/2022	4.00	197.50	\$790.00
1/01- 1/31/2022	KAH	RTA - COSTS: Total costs incurred by KAH			\$230.44
We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.					
Invoice Balance Due					\$10,006.69



# HOLMES & ASSOCIATES LLC

Responsible Biller Kathryn Holmes

Client Name: RTA

Matter Name: Regional Transit Authority

Supplier ID: 231866

Date From: 1/1/22

Date To: 1/31/22

Rate: \$ 395.00

a

Date	Matter	Description	Hours	Total
1/5/2022	RTA	AA rail operations meeting with KH and DB;	2.00	\$790.00
1/6/2022	RTA	AA project update meeting; board prep	2.00	\$790.00
1/7/2022	RTA	Review ODOT info re ownership of Tinker Line; email correspondence w L Hubbell and H Pagett	1.00	\$395.00
1/10/2022	RTA	email correspondence w H Pagett, J Ferbrache, L Scanlon; review agenda and board packet materials	0.75	\$296.25
1/12/2022	RTA	review draft presentation materials re N/S line; review draft presentation materials for board meeting; review draft materials for January outreach meetings; attend rail ops planning meeting	3.00	\$1,185.00
1/13/2022	RTA	AA project update meeting re East line; review of property owned by ODOT for the existing rail corridor	2.00	\$790.00
1/17/2022	RTA	Finalize presentation materials; email correspondence w H Pagett, J Ferbrache	2.50	\$987.50
1/19/2022	RTA	TC w J Ferbrache re outreach meetings; Teams meeting w L Scanlon re various	2.50	\$987.50
1/20/2022	RTA	AA project update meeting re East line alignment, Tinker AFB, and N/S line ops planning	2.00	\$790.00
1/27/2022	RTA	AA project update meeting re East line alignment, Tinker AFB, and N/S line ops planning; catch up call w J Ferbrache	3.00	\$1,185.00
1/28/2022	RTA	Meeting w Tinker AFB re alignment; follow up w L Scanlon	1.50	\$592.50
1/31/2022	RTA	Teams meeting w H Pagett re Feb meetings	0.50	\$197.50
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
	RTA			\$0.00
Hourly Total:			22.75	\$8,986.25



**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: 20448764  
 Invoice Date: Dec 31, 2021  
 Invoice Amount: \$68,177.43

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

Federal Tax Id: 56-0885615  
 For Services Rendered through Dec 31, 2021

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	44.38%	59,686.00	54,821.46	4,864.54
TASK 2: PUBLIC ENGAGEMENT	226,500.00	25.27%	57,233.82	56,792.97	440.85
TASK 4: ALTERNATIVES ANALYSIS PROCESS	247,600.00	43.39%	107,423.66	104,905.21	2,518.45
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	67.28%	191,210.75	134,123.61	57,087.14
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	71,900.00	11.52%	8,283.97	5,876.84	2,407.13
CONTINGENCY	141,200.00	0.00%	0.00	0.00	0.00
KHA EXPENSES	23,000.00	21.33%	4,905.22	4,045.90	859.32
<b>Subtotal</b>	<b>1,174,100.00</b>	<b>36.52%</b>	<b>428,743.42</b>	<b>360,565.99</b>	<b>68,177.43</b>
<b>Total COST PLUS MAX</b>					<b>68,177.43</b>

**Total Invoice: \$68,177.43**

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

Invoice No: 20448764  
Invoice Date: Dec 31, 2021

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	3.5	111.01	388.54
	PROJECT MANAGER	SCANLON, LIZ	4.5	273.69	1,231.61
	SENIOR PROFESSIONAL I	HORTON, MATT	3.0	218.83	656.49
		SCHMIDT, LUKE	10.0	258.79	2,587.90
TOTAL TASK 1: PROJECT MANAGEMENT			21.0		4,864.54
TASK 2: PUBLIC ENGAGEMENT	ANALYST	JIMENEZ, JACQUELYN	2.0	111.01	222.02
	SENIOR PROFESSIONAL I	ANDREWS, AMALIA	1.0	218.83	218.83
TOTAL TASK 2: PUBLIC ENGAGEMENT			3.0		440.85
TASK 4: ALTERNTATIVES ANALYSIS PROCESS	ANALYST	MUMM, ERIK	1.0	111.01	111.01
	PROJECT MANAGER	SCANLON, LIZ	2.0	273.69	547.38
	SENIOR PROFESSIONAL I	HORTON, MATT	8.5	218.83	1,860.06
TOTAL TASK 4: ALTERNTATIVES ANALYSIS PROCESS			11.5		2,518.45
TASK 6: RAIL OPERATIONS PLANNING	PROJECT MANAGER	SCANLON, LIZ	0.5	273.69	136.85
	SENIOR PROFESSIONAL I	HORTON, MATT	5.0	218.83	1,094.15
	SUBCONSULTANTS	DB E.C.O. NORTH AMERICA			31,227.75
		DB ENGINEERING & CONSULTI			24,628.39
TOTAL TASK 6: RAIL OPERATIONS PLANNING			5.5		57,087.14
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	SENIOR PROFESSIONAL I	HORTON, MATT	11.0	218.83	2,407.13
TOTAL TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING			11.0		2,407.13
KHA EXPENSES	EXPENSES	TRAVEL - AIRFARE			179.05
		TRAVEL - LODGING			361.54
		TRAVEL - MEALS			83.48
		TRAVEL - OTHER			204.45
		VEHICLE MILEAGE	55.0	0.56	30.80
TOTAL KHA EXPENSES			55.0		859.32
TOTAL LABOR AND EXPENSE DETAIL					68,177.43



**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** 1371  
**DATE** 01/04/2022  
**TERMS** Net 30  
**DUE DATE** 02/03/2022

DATE	DESCRIPTION	QTY	RATE	AMOUNT
01/01/2022	Website Hosting	rtaok.org - Q1 2022	1	125.00

BALANCE DUE

**\$125.00**



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 #: 2022-107**

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

Invoice Date: 2/1/2022

**Invoice For:** *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - January 2022	1	\$2,288.00		\$2,288.00
<b>NOTES: RTA PO # 2022-001</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>

# **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 Six Months Ended December 31, 2021

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 Six Months Ended December 31, 2021

	<b>PAGE</b>
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: January 11, 2022

SUBJECT: Regional Transportation Authority of Central Oklahoma (Authority) Budget to Actual Schedule and  
Statement of Local Funding for the Six Months Ended December 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 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:

A handwritten signature in cursive script that reads "Amy M. Lucas".

---

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

A handwritten signature in cursive script that reads "Ronda Shelton".

---

Ronda Shelton, MS, MBA  
City of Oklahoma City  
Municipal Accountant III

A handwritten signature in cursive script that reads "Alex E. Fedak".

---

Alex E. Fedak, CPA  
City of Oklahoma City  
Controller

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

**For the Six Months Ended December 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 (2)	Variance	Actual as a Percent of Year to Date Budget
<b><u>SOURCES</u></b>					
Operations (1)-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
Grant activity-----	360,201	360,201	345,902	(14,299)	96.0
<b>Total revenues-----</b>	<b>1,708,962</b>	<b>1,708,962</b>	<b>1,578,872</b>	<b>(130,090)</b>	<b>92.4</b>
<b><u>EXPENDITURES</u></b>					
Operations-----	1,348,761	266,898	251,626	15,272	94.3
Grant activity-----	360,201	360,201	485,942	(125,741)	134.9
<b>Total expenditures-----</b>	<b>1,708,962</b>	<b>627,099</b>	<b>737,568</b>	<b>(110,469)</b>	<b>117.6</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$1,081,863</b>	<b>841,304</b>	<b>(\$240,559)</b>	<b>77.8</b>

(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.

**OPERATIONS**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$1,784,685</b>

**GRANT ACTIVITY**

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$211,003)</b>

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL**  
**For the Six Months Ended December 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 (2)	Variance	Actual as a Percent of Year to Date Budget
<b><u>SOURCES</u></b>					
Current year local contributions-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
<b>Total revenue-----</b>	<b>1,348,761</b>	<b>1,348,761</b>	<b>1,232,970</b>	<b>(115,791)</b>	<b>91.4</b>
<b><u>EXPENDITURES</u></b>					
Professional services - COTPA administration-----	27,460	16,016	16,083	(67)	100.4
Professional services - Holmes & Associates-----	301,080	167,042	133,837	33,205	80.1
Professional services - Kimley-Horn-----	872,621	-	-	-	N/A
Legal fees-----	9,000	-	-	-	N/A
Independent audit fees-----	15,000	15,000	4,000	11,000	26.7
Polling Services-----	26,000	-	-	-	N/A
Training-----	7,850	3,925	-	3,925	0.0
Travel-----	20,000	5,000	-	5,000	0.0
Insurance-----	3,500	-	-	-	N/A
Branding-----	10,000	7,500	-	7,500	0.0
Other services and charges-----	3,690	775	518	257	66.8
Supplies-----	1,520	600	-	600	0.0
Transfer to grant activity for grant match (1)-----	51,040	51,040	97,188	(46,148)	190.4
<b>Total expenditures-----</b>	<b>1,348,761</b>	<b>266,898</b>	<b>251,626</b>	<b>15,272</b>	<b>94.3</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$1,081,863</b>	<b>\$981,344</b>	<b>(\$100,519)</b>	<b>90.7</b>

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

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

**CASH BALANCE**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$1,784,685</b>

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

**For the Six Months Ended December 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 (2)</b>	<b>Variance</b>	<b>Actual as a Percent of Year to Date Budget</b>
<b><u>SOURCES</u></b>					
Federal grants (1)-----	\$360,201	\$360,201	\$248,714	(\$111,487)	69.0%
Transfer from Operations for local grant match-----	-	-	97,188	97,188	N/A
<b>Total revenue-----</b>	<b>360,201</b>	<b>360,201</b>	<b>345,902</b>	<b>(14,299)</b>	96.0
<b><u>EXPENDITURES</u></b>					
Professional services - Kimley-Horn-----	360,201	360,201	485,942	(125,741)	134.9
<b>Total expenditures-----</b>	<b>360,201</b>	<b>360,201</b>	<b>485,942</b>	<b>(125,741)</b>	134.9
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(\$140,040)</b>	<b>(\$140,040)</b>	N/A

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

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

**CASH BALANCE**

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$211,003)</b>



**STATEMENT OF LOCAL FUNDING**  
**As of December 31, 2021**  
**(unaudited)**

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

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$78,693	\$36,548	\$42,145
Edmond	81,405	9.0138%	300,297	139,469	160,828
Midwest City	54,371	6.0204%	126,368	93,153	33,215
Moore	55,081	6.0990%	203,193	94,372	108,821
Norman	110,925	12.2825%	409,194	190,045	219,149
Oklahoma City	579,999	64.2222%	2,214,228	993,701	1,220,527
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,547,288	\$1,784,685

**After December, 2021 Claims Paid in January:**

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$78,693	\$37,301	\$41,392
Edmond	81,405	9.0138%	300,297	142,340	157,957
Midwest City	54,371	6.0204%	126,368	95,070	31,298
Moore	55,081	6.0990%	203,193	96,312	106,881
Norman	110,925	12.2825%	409,194	193,957	215,237
Oklahoma City	579,999	64.2222%	2,214,228	1,014,156	1,200,072
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,579,136	\$1,752,837

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

## Regional Transportation Authority of Central Oklahoma Payment Claims

**Period: 12/01/2021 to 12/31/2021**

Date	Vendor	Description	Invoice No.	Cost	Total
1/1/2022	Holmes & Associates LLC	Consultant Fees - Labor	122	\$ 7,998.75	
		Consultant Fees - Cost Reimb.	122	\$ 1,133.06	
		Consultant Fees - Travel	122	\$ 2,863.75	
					\$ 11,995.56
11/30/2021	Kimley-Horn	Tasks 1 - Project Management	20320149	\$ 7,128.01	
	Kimley-Horn	Task 2 - Public Engagement	20320149	\$ 11,910.18	
	Kimley-Horn	Task 4 - AA Process	20320149	\$ 6,539.67	
	Kimley-Horn	Task 5 - Station Area & Land Use	20320149	\$ -	
	Kimley-Horn	Task 6 - Rail Operations Planning	20320149	\$ 37,065.64	
	Kimley-Horn	Task 7 - Travel Demand/Ridership	20320149	\$ 437.66	
	Kimley-Horn	Expenses	20320149	\$ 1,198.11	
					\$ 64,279.27
1/1/2022	COTPA	Admin Services Fee - Dec 2021	2022-106	\$ 2,288.00	
					\$ 2,288.00
12/22/2021	AGH	Auditing Services - Final Payment	944920	\$ 4,700.00	
					\$ 4,700.00
12/1/2021	Republic Parking	Parking Fees - Nov	2420564	\$ 9.00	
					\$ 9.00
<b>Total Claims</b>					<b>\$ 83,271.83</b>

**APPROVED:**

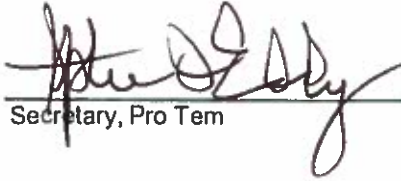
James P. Boggs

Date

1-21-22

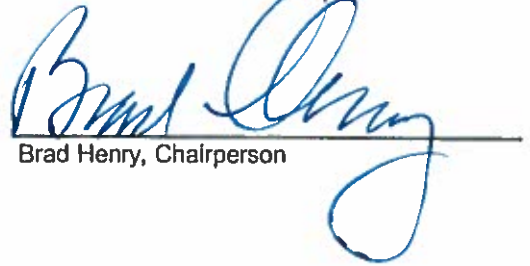
RATIFIED and APPROVED by the Directors and Chairperson of the Regional Transportation Authority of Central Oklahoma, this 21<sup>st</sup> day of March, 2022.

ATTEST:

  
Secretary, Pro Tem



REGIONAL TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA

  
Brad Henry, Chairperson



# 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 #122

December 27, 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
12/01- 12/31/2021	KAH	RTA - TIME: Time billed by K Holmes for the period 12/01/2021 to 12/31/2021	20.25	395.00	\$7,998.75
12/01- 12/31/2021	KAH	RTA - TIME: Travel time billed by K Holmes for the period 12/01/2021 to 12/31/2021	14.50	197.50	\$2,863.75
12/01- 12/31/2021	KAH	RTA - COSTS: Total costs incurred by KAH			\$1,133.06

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

**Invoice Balance Due** \$11,995.56



**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: 20320149  
 Invoice Date: Nov 30, 2021  
 Invoice Amount: \$64,279.27

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

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

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	40.76%	54,821.46	47,693.45	7,128.01
TASK 2: PUBLIC ENGAGEMENT	226,500.00	25.07%	56,792.97	44,882.79	11,910.18
TASK 4: ALTERNATIVES ANALYSIS PROCESS	247,600.00	42.37%	104,905.21	98,365.54	6,539.67
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	47.19%	134,123.61	97,057.97	37,065.64
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	71,900.00	8.17%	5,876.84	5,439.18	437.66
CONTINGENCY	141,200.00	0.00%	0.00	0.00	0.00
KHA EXPENSES	23,000.00	17.59%	4,045.90	2,847.79	1,198.11
<b>Subtotal</b>	<b>1,174,100.00</b>	<b>30.71%</b>	<b>360,565.99</b>	<b>296,286.72</b>	<b>64,279.27</b>
<b>Total COST PLUS MAX</b>					<b>64,279.27</b>

**Total Invoice: \$64,279.27**



CENTRAL OKLAHOMA  
TRANSPORTATION & PARKING  
AUTHORITY

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

Bill To: Regional Transportation  
Authority of Central Oklahoma Phone:  
Address: 2000 S May Avenue Email:  
Oklahoma City, OK 73108

Invoice #: 2022-106

Invoice Date: 1/1/2022

Invoice For: Administrative Services

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - December 2021	1	\$2,288.00		\$2,288.00
2					\$0.00
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





CPAs & ADVISORS

Allen, Gibbs & Houlik, L.C.  
301 N. Main, Suite 1700  
Wichita, KS 67202-4868

PHONE: 316.267.7231  
FAX: 316.267.0339

Heather Padjen  
Regional Transportation Authority  
2000 S May Ave  
Oklahoma City, OK 73108-4446

Invoice No. 944920  
Date 12/22/2021

Client No. 75520

Final Bill for RTA 2021 audits completed in December 2021 per contract  
dated September 16, 2020/amended 10/20/2021

\$ 8,700.00

Previously Billed (4,000.00)

Invoice Total \$ 4,700.00

*Lisa K. Gurnell*  
12/23/21

*C. Joneson*  
12-22-21

*A.J.* 12/27/21

Regional Transportation Authority, we appreciate your business!

Make all checks payable to Allen, Gibbs & Houlik, L.C.  
If you would like to pay by ACH please contact us for further instructions

RETURN ONE COPY WITH PAYMENT  
PAYMENT DUE UPON RECEIPT

Account 127112 RTA  
Invoice 2420564 Total Due: \$9.00  
Invoice Date 12/1/2021  
Printed on 12/6/2021

Description of Billing

5 VALIDATED TKTS @ \$1.80 FOR NOVEMBER 2021 PARKING

Charges

Parking \$9.00

Total Charges \$9.00

Please detach and return this stub with your payment

Account 127112  
Location 129-54 V Cox Convention  
Invoice 2420564 12/1/2021  
Total Due \$9.00

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

RTA  
2000 S MAY  
OKC OK 73108



Valid.Prov.No. : 41

Extra Charge

Regional Transit Authorit

73102 - Oklahoma City

Date	Quantity	Amount
11/01/21	0	0.00
11/02/21	0	0.00
11/03/21	0	0.00
11/04/21	0	0.00
11/05/21	0	0.00
11/06/21	0	0.00
11/07/21	0	0.00
11/08/21	0	0.00
11/09/21	0	0.00
11/10/21	0	0.00
11/11/21	0	0.00
11/12/21	0	0.00
11/13/21	0	0.00
11/14/21	0	0.00
11/15/21	0	0.00
11/16/21	0	0.00
11/17/21	5	18.00
11/18/21	0	0.00
11/19/21	0	0.00
11/20/21	0	0.00
11/21/21	0	0.00
11/22/21	0	0.00
11/23/21	0	0.00
11/24/21	0	0.00
11/25/21	0	0.00
11/26/21	0	0.00
11/27/21	0	0.00
11/28/21	0	0.00
11/29/21	0	0.00
11/30/21	0	0.00
Total	5	<del>18.00</del>

$5 \times \$1.80 =$   
\$9.00

# **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 Five Months Ended November 30, 2021

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 Five Months Ended November 30, 2021

	<b>PAGE</b>
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: December 10, 2021

SUBJECT: Regional Transportation Authority of Central Oklahoma (Authority) Budget to Actual Schedule and  
Statement of Local Funding for the Five Months Ended November 30, 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  
Controller

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

**For the Five Months Ended November 30, 2021**

**SUMMARY**

(unaudited)(preliminary)

**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
<b><u>SOURCES</u></b>					
Operations (1)-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
Grant activity-----	360,201	360,201	337,465	(22,736)	93.7
<b>Total revenues-----</b>	<b>1,708,962</b>	<b>1,708,962</b>	<b>1,570,435</b>	<b>(138,527)</b>	<b>91.9</b>
<b><u>EXPENDITURES</u></b>					
Operations-----	1,348,761	236,720	222,030	14,690	93.8
Grant activity-----	360,201	360,201	443,757	(83,556)	123.2
<b>Total expenditures-----</b>	<b>1,708,962</b>	<b>596,921</b>	<b>665,787</b>	<b>(68,866)</b>	<b>111.5</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$1,112,041</b>	<b>904,648</b>	<b>(\$207,393)</b>	<b>81.4</b>

(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.

**OPERATIONS**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$1,814,281</b>

**GRANT ACTIVITY**

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$177,255)</b>

**SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL****For the Five Months Ended November 30, 2021****OPERATIONS****(unaudited)(preliminary)****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 (2)</b>	<b>Variance</b>	<b>Actual as a Percent of Year to Date Budget</b>
<b><u>SOURCES</u></b>					
Current year local contributions-----	\$1,348,761	\$1,348,761	\$1,232,970	(\$115,791)	91.4%
<b>Total revenue-----</b>	<b>1,348,761</b>	<b>1,348,761</b>	<b>1,232,970</b>	<b>(115,791)</b>	<b>91.4</b>
<b><u>EXPENDITURES</u></b>					
Professional services - COTPA administration-----	27,460	13,728	13,728	-	100.0
Professional services - Holmes & Associates-----	301,080	142,042	119,042	23,000	83.8
Professional services - Kimley-Horn-----	872,621	-	-	-	N/A
Legal fees-----	9,000	-	-	-	N/A
Independent audit fees-----	15,000	15,000	-	15,000	0.0
Polling Services-----	26,000	-	-	-	N/A
Training-----	7,850	3,925	-	3,925	0.0
Travel-----	20,000	5,000	-	5,000	0.0
Insurance-----	3,500	-	-	-	N/A
Branding-----	10,000	5,000	-	5,000	0.0
Other services and charges-----	3,690	685	509	176	74.3
Supplies-----	1,520	300	-	300	0.0
Transfer to grant activity for grant match (1)-----	51,040	51,040	88,751	(37,711)	173.9
<b>Total expenditures-----</b>	<b>1,348,761</b>	<b>236,720</b>	<b>222,030</b>	<b>14,690</b>	<b>93.8</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$1,112,041</b>	<b>\$1,010,940</b>	<b>(\$101,101)</b>	<b>90.9</b>

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

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

**CASH BALANCE**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$1,814,281</b>

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

**For the Five Months Ended November 30, 2021**

**GRANT ACTIVITY**

(unaudited)(preliminary)

**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
<b><u>SOURCES</u></b>					
Federal grants (1)-----	\$360,201	\$360,201	\$248,714	(\$111,487)	69.0%
Transfer from Operations for local grant match-----	-	-	88,751	88,751	N/A
<b>Total revenue-----</b>	<b>360,201</b>	<b>360,201</b>	<b>337,465</b>	<b>(22,736)</b>	93.7
<b><u>EXPENDITURES</u></b>					
Professional services - Kimley-Horn-----	360,201	360,201	443,757	(83,556)	123.2
<b>Total expenditures-----</b>	<b>360,201</b>	<b>360,201</b>	<b>443,757</b>	<b>(83,556)</b>	123.2
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(\$106,292)</b>	<b>(\$106,292)</b>	N/A

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

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

**CASH BALANCE**

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$177,255)</b>

**STATEMENT OF LOCAL FUNDING**  
**As of November 30, 2021**  
**(unaudited)(preliminary)**

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

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$78,693	\$35,849	\$42,844
Edmond	81,405	9.0138%	300,297	136,802	163,495
Midwest City	54,371	6.0204%	126,368	91,371	34,997
Moore	55,081	6.0990%	203,193	92,567	110,626
Norman	110,925	12.2825%	409,194	186,410	222,784
Oklahoma City	579,999	64.2222%	2,214,228	974,693	1,239,535
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,517,692	\$1,814,281

**After November, 2021 Claims Paid in December:**

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$78,693	\$36,548	\$42,145
Edmond	81,405	9.0138%	300,297	139,469	160,828
Midwest City	54,371	6.0204%	126,368	93,153	33,215
Moore	55,081	6.0990%	203,193	94,369	108,824
Norman	110,925	12.2825%	409,194	190,046	219,148
Oklahoma City	579,999	64.2222%	2,214,228	993,702	1,220,526
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,547,287	\$1,784,686

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



## Regional Transportation Authority of Central Oklahoma Payment Claims

**Period: 11/01/2021 to 11/30/2021**

Date	Vendor	Description	Invoice No.	Cost	Total
12/1/2021	Holmes & Associates LLC	Consultant Fees - Labor	1221	\$ 11,257.50	
		Consultant Fees - Cost Reimb.	1221	\$ 969.53	
		Consultant Fees - Travel	1221	\$ 2,567.50	
					\$ 14,794.53
10/31/2021	Kimley-Horn	Tasks 1 - Project Management	19947763	\$ 19,321.21	
	Kimley-Horn	Task 2 - Public Engagement	19947763	\$ 3,802.74	
	Kimley-Horn	Task 4 - AA Process	19947763	\$ 16,460.52	
	Kimley-Horn	Task 5 - Station Area & Land Use	19947763	\$ -	
	Kimley-Horn	Task 6 - Rail Operations Planning	19947763	\$ 2,303.41	
	Kimley-Horn	Task 7 - Travel Demand/Ridership	19947763	\$ -	
	Kimley-Horn	Expenses	19947763	\$ 296.86	
					\$ 42,184.74
11/1/2021	COTPA	Admin Services Fee - Nov 2021	2022-105	\$ 2,288.00	
		Reimb Legal Noticing	2022-105	\$ 67.14	
					\$ 2,355.14
11/19/2021	AGH	Auditing Servgices - Oct 2021	944692	\$ 4,000.00	
					\$ 4,000.00
11/1/2021	Republic Parking	Parking Fees - Oct	2420271	\$ 9.00	
					\$ 9.00
<b>Total Claims</b>					<b>\$ 63,343.41</b>

APPROVED:

James P. Boggs

Date

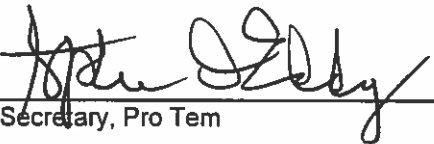
12/9/2021

OK TO PAY  
12/21

\* NO DECEMBER BOARD MEETING.  
TO BE RATIFIED AT JAN 2022 MEETING

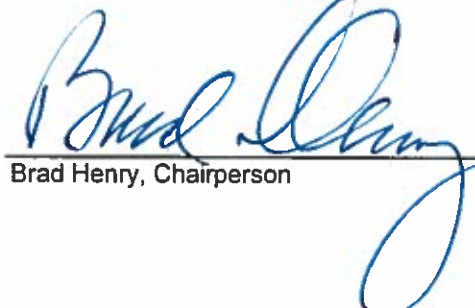
RATIFIED and APPROVED by the Directors and Chairperson of the Regional Transportation Authority of Central Oklahoma, this 21<sup>st</sup> day of March, 2022.

ATTEST:

  
Secretary, Pro Tem



REGIONAL TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA

  
Brad Henry, Chairperson



# 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 #1221

December 1, 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	Billor	Description	Hours/Qty	Rate	Amount
11/01- 11/30/2021	KAH	RTA - TIME: Time billed by K Holmes for the period 11/01/2021 to 11/30/2021	28.50	395.00	\$11,257.50
11/01- 11/30/2021	KAH	RTA - TIME: Travel time billed by K Holmes for the period 11/01/2021 to 11/30/2021	13.0	197.50	\$2,567.50
11/01- 11/30/2021	KAH	RTA - COSTS: Total costs incurred by KAH			\$969.53

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

**Invoice Balance Due**

**\$14,794.53**

**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: 19947763  
 Invoice Date: Oct 31, 2021  
 Invoice Amount: \$42,184.74

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

Federal Tax Id: 56-0885615  
 For Services Rendered through Oct 31, 2021

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	35.46%	47,693.45	28,372.24	19,321.21
TASK 2: PUBLIC ENGAGEMENT	226,500.00	19.82%	44,882.79	41,080.05	3,802.74
TASK 4: ALTERNATIVES ANALYSIS PROCESS	247,600.00	39.73%	98,365.54	81,905.02	16,460.52
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	34.15%	97,057.97	94,754.56	2,303.41
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	71,900.00	7.56%	5,439.18	5,439.18	0.00
CONTINGENCY	141,200.00	0.00%	0.00	0.00	0.00
KHA EXPENSES	23,000.00	12.38%	2,847.79	2,550.93	296.86
<b>Subtotal</b>	<b>1,174,100.00</b>	<b>25.24%</b>	<b>296,286.72</b>	<b>254,101.98</b>	<b>42,184.74</b>
<b>Total COST PLUS MAX</b>					<b>42,184.74</b>

**Total Invoice: \$42,184.74**

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

Invoice No: 19947763  
Invoice Date: Oct 31, 2021  
  
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	7.0	111.01	777.07
	PROFESSIONAL	NICANOR, PRECIOUS	0.5	129.44	64.72
	PROJECT MANAGER	SCANLON, LIZ	28.0	273.69	7,663.32
	SENIOR PROFESSIONAL I	HORTON, MATT	17.0	218.83	3,720.11
		SCHMIDT, LUKE	27.0	258.79	6,987.33
	SUPPORT STAFF	WILBURN, MEGHAN	1.0	108.66	108.66
TOTAL TASK 1: PROJECT MANAGEMENT			80.5		19,321.21
TASK 2: PUBLIC ENGAGEMENT	ANALYST	JIMENEZ, JACQUELYN	17.5	111.01	1,942.68
	SENIOR PROFESSIONAL I	ANDREWS, AMALIA	2.5	218.83	547.08
		HORTON, MATT	6.0	218.83	1,312.98
TOTAL TASK 2: PUBLIC ENGAGEMENT			26.0		3,802.74
TASK 4: ALTERNTATIVES ANALYSIS PROCESS	ANALYST	ELLSWORTH, STEPHANIE	26.0	111.01	2,886.27
		MUMM, ERIK	16.0	111.01	1,776.16
	PROFESSIONAL	KINNISON, KIM	45.5	129.43	5,889.07
	PROJECT MANAGER	SCANLON, LIZ	4.0	273.69	1,094.76
	SENIOR PROFESSIONAL I	HORTON, MATT	22.0	218.83	4,814.26
TOTAL TASK 4: ALTERNTATIVES ANALYSIS PROCESS			113.5		16,460.52
TASK 6: RAIL OPERATIONS PLANNING	PROJECT MANAGER	SCANLON, LIZ	3.0	273.69	821.07
	SENIOR PROFESSIONAL I	HORTON, MATT	5.0	218.83	1,094.15
		SCHMIDT, LUKE	1.5	258.79	388.19
TOTAL TASK 6: RAIL OPERATIONS PLANNING			9.5		2,303.41
KHA EXPENSES	EXPENSES	TRAVEL - LODGING			171.64
		TRAVEL - MEALS			29.22
		TRAVEL - OTHER			68.00
		VEHICLE MILEAGE	50.0	0.56	28.00
TOTAL KHA EXPENSES			50.0		296.86
TOTAL LABOR AND EXPENSE DETAIL					42,184.74

*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 #: 2022-105**

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

Invoice Date: 12/1/2021

**Invoice For:** *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - November 2021	1	\$2,288.00		\$2,288.00
2	Reimb Legal Notice - Journal Record	1	\$67.14		\$67.14
<b>NOTES: RTA PO # 2022-001</b>				Invoice Subtotal	<b>\$2,355.14</b>
				Tax Rate	
				Sales Tax	<b>\$0.00</b>
				Other	
				Deposit Received	
Make all checks payable to EMBARK				<b>TOTAL</b>	<b>\$2,355.14</b>

# INVOICE

## The Journal Record

a division of BridgeTower Media  
PO Box 745929  
Atlanta, GA 30374-5929  
1 (612) 333-4244

**Embark**

2000 S May Ave  
Oklahoma City, OK 73108-4446

Account #
10000984
Invoice Date
5/12/2021
Invoice #
745058453
Order #
11998871
Terms
ON RECEIPT
PO/Case #
Salesperson

Days/Inserts	Description	Size/Qty	Amount
2	<p>(MS11998871) (Published in the Journal Record May 10 and May 12, 2021) 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 19, 2021, at 2:30 p.m., v</p> <hr/> <p><b>Journal Record (OK)</b> <b>Government / Other</b> 5/10/2021 - 5/12/2021 Total Charges</p>	197 wrd / 37 ln	<b>67.14</b>
<b>TOTAL DUE</b>			<b>67.14</b>

### Acceptable Payment Methods:

**To Pay by Check:**

BridgeTower OpCo, LLC  
PO Box 745929  
Atlanta, GA 30374-5929

**To Pay by ACH:**

Bank: Bank of America  
Contact Linda Burnette  
Account Number: 237025443017  
Routing Number: 053000196

**To Pay by Credit Card:**

Contact Accounts Receivable:  
866-802-8214  
Please have your Invoice Number  
and Credit Card Number Ready



CPAs & ADVISORS

Allen, Gibbs & Houlik, LC  
301 N. Main, Suite 1700  
Wichita, KS 67202-4868

PHONE: 316.267.7231  
FAX: 316.267.0339

*Justin Henry  
Regional Transportation Authority  
2000 S May Ave  
Oklahoma City, OK 73108-4446*

**Invoice No. 944692  
Date 11/19/2021**

**Client No. 75520**

---

Progress bill for work performed October on the audit of financial statements for  
the year ended June 30, 2021 \$ 4,000.00

Invoice Total 4,000.00

---

**Regional Transportation Authority, we appreciate your business!**

**Make all checks payable to Allen, Gibbs & Houlik, L.C.  
If you would like to pay by ACH please contact us for further instructions**

**RETURN ONE COPY WITH PAYMENT  
PAYMENT DUE UPON RECEIPT**



Account 127112 RTA  
Invoice 2420271 Total Due: \$9.00  
Invoice Date 11/1/2021  
Printed on 11/9/2021

Description of Billing

3 VALIDATED TKTS @ \$3.00 FOR OCTOBER 2021 PARKING

Charges

Parking \$9.00

Total Charges \$9.00

Please detach and return this stub with your payment

Account 127112  
Location 129-54 V Cox Convention  
Invoice 2420271 11/1/2021  
Total Due \$9.00

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

Amount Enclosed \_\_\_\_\_

RTA  
2000 S MAY  
OKC OK 73108

Valid.Prov.No. : 41

Extra Charge

Regional Transit Authorit

73102 - Oklahoma City

Date	Quantity	Amount
10/01/21	0	0.00
10/02/21	0	0.00
10/03/21	0	0.00
10/04/21	0	0.00
10/05/21	0	0.00
10/06/21	0	0.00
10/07/21	0	0.00
10/08/21	0	0.00
10/09/21	0	0.00
10/10/21	0	0.00
10/11/21	0	0.00
10/12/21	0	0.00
10/13/21	0	0.00
10/14/21	0	0.00
10/15/21	0	0.00
10/16/21	0	0.00
10/17/21	0	0.00
10/18/21	0	0.00
10/19/21	0	0.00
10/20/21	3	18.00
10/21/21	0	0.00
10/22/21	0	0.00
10/23/21	0	0.00
10/24/21	0	0.00
10/25/21	0	0.00
10/26/21	0	0.00
10/27/21	0	0.00
10/28/21	0	0.00
10/29/21	0	0.00
10/30/21	0	0.00
10/31/21	0	0.00
<b>Total</b>	3 x \$ 3.00	<del>18.00</del> 9.00



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

Receive and discuss Proposed Fiscal Year 2023 Budget.

**Background** The Fiscal Year 2023 Budget for the Regional Transportation Authority of Central Oklahoma is being presented for discussion by the Board of Directors. The budget covers general operations and administrative expenses, including such items as liability insurance, contracted professional services, financial audit, website maintenance, etc.

The proposed operating budget for fiscal year 2023 is \$2,140,330, and the proposed grant budget is \$600,000.

**Recommendation:** To receive and discuss the proposed budget.

Jason Ferbrache  
Interim Executive Director



Regional Transportation Authority  
of Central Oklahoma

## Fiscal Year 2023 Proposed Budget

### OPERATING BUDGET

	Adopted FY 2022	Proposed FY 2023	Change from Prior Year	Percent Change
<b>Operating Sources <sup>(1)</sup></b>				
Del City	\$31,858	\$31,133		
Edmond	\$121,575	\$134,720		
Midwest City	\$81,201	\$0		
Moore	\$82,261	\$89,587		
Norman	\$165,662	\$182,654		
Oklahoma City	\$866,204	\$971,658		
Subtotal	\$1,348,761	\$1,409,753		
Prior Year Carryover	\$0	\$730,577		
<b>Total Operating Sources</b>	<b>\$1,348,761</b>	<b>\$2,140,330</b>	<b>\$791,569</b>	<b>59%</b>
<b>Operating Expenditures</b>				
Contracts and Services	\$1,347,241	\$2,138,810		
Equipment and Supplies	\$1,520	\$1,520		
<b>Total Operating Expenditures</b>	<b>\$1,348,761</b>	<b>\$2,140,330</b>	<b>\$791,569</b>	<b>59%</b>

### GRANT BUDGET

	Adopted FY 2022	Proposed FY 2023	Change from Prior Year	Percent Change
<b>Grant Sources</b>				
Federal Grant Funds	\$360,201	\$600,000		
<b>Total Grant Sources</b>	<b>\$360,201</b>	<b>\$600,000</b>	<b>\$239,799</b>	<b>67%</b>
<b>Grant Expenditures</b>				
Contracts and Services	\$360,201	\$600,000		
<b>Total Grant Expenditures</b>	<b>\$360,201</b>	<b>\$600,000</b>	<b>\$239,799</b>	<b>67%</b>

<sup>(1)</sup> Operating Sources in the Adopted FY2022 column include contributions from prior years. The proposed FY2023 Operating Sources only reflects new contributions made in the fiscal year. Previous contributions are reflected in the Prior Year Carryover line.



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

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).

Background It is the recommendation that the Chairperson and the Board of Directors retire into executive session to receive confidential consultant reports relating to ongoing negotiations with BNSF.

Recommendation: Enter into executive session.

Jason Ferbrache  
Interim Executive Director