



# BOARD OF DIRECTORS MEETING AGENDA

**WEDNESDAY, NOVEMBER 17, 2021**

**2:30 P.M.**

**ARTS DISTRICT PARKING GARAGE    LARGE CONFERENCE ROOM**

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

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## **DIRECTORS:**

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

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## Regional Transportation Authority of Central Oklahoma

### MEETING INFORMATION

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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) 297-2185 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) 297-2185 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) 297-2185; or visit the website at [www.rtaok.org](http://www.rtaok.org)

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**November 17, 2021**  
**2:30 p.m.**  
**431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK**  
**REGULAR MEETING**

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- 1. Call to Order** – Brad Henry, RTA Board Chairperson
- 2. Roll Call** – Brad Henry, RTA Board Chairperson
- 3. Consider Approval of Minutes**
  - A. October 20, 2021 Regional Transportation Authority Regular Meeting
- 4. Executive Director Reports** – Jason Ferbrache, Interim Executive Director
- 5. Committee Reports** – Board of Directors
  - A. Property Acquisition Committee
  - B. Outreach Committee
- 6. Receive Financial Reports and Ratify and Approve Claims for Period of October 1, 2021 through October 31, 2021.**
- 7. Project Update: Alternative Analysis** – Liz Scanlon, Kimley-Horn
- 8. Public Comments** – Brad Henry, RTA Board Chairperson
- 9. New Business** – Brad Henry, RTA Board Chairperson
  - Non action items that were not known or reasonably foreseen at the time of the posting of the agenda. This may include requests for future agenda items.
- 10. Adjournment**



# BOARD OF DIRECTORS MEETING MINUTES

The regularly scheduled meeting of the Regional Transportation Authority (RTA) was convened at 2:31 p.m. on Wednesday October 20, 2021 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on October 18, 2021 at 9:18 a.m.

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## **RTA Board of Directors Present**

Aaron Budd  
Steve Eddy  
Marion Hutchison, Vice Chairperson  
Brad Henry, Chairperson  
Mary Mélon, Secretary

## **Entity**

City of Midwest City  
City of Moore  
City of Norman  
City of Oklahoma City  
City of Oklahoma City

## **RTA Board of Directors Absent**

Donald Vick  
James Boggs, Treasurer

City of Del City  
City of Edmond

## **Administrative Support Staff Present**

James Ferbrache, Interim Executive Director  
Carolyn Garret, Assistant Municipal Counselor  
Suzanne Wickenkamp  
Justin Henry

## **Guests Present**

Amy Lucas, OKC Finance  
Sue Korpi, OKC Finance  
Taylor Johnson, City of Norman  
Billy Harless, Midwest City  
Brooks Mitchell, City of Moore  
Steve Rhodes, Tinker Air Force Base

## **Consultants Present**

Kathryn Holmes, Homes & Assoc.  
Liz Scanlon, Kimley-Horn  
Tara Laughlin, Allen, Gibbs, & Houlik, L.C.

## **1. Call to Order**

Chairperson Henry called the meeting to order at 2:31 p.m.

## **2. Roll Call**

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

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

**A. September 15, 2021 Regional Transportation Authority Regular Meeting**

**AMENDED to correct spelling of Hutchison in the minutes. Moved by Hutchison, seconded by Budd. AYES: Budd, Eddy, Hutchison, Henry, and Mélon. NAYES: None.**

**AMENDED to correct New Business Section to None. Moved by Henry, seconded by Budd. AYES: Budd, Eddy, Hutchison, Henry, and Mélon. NAYES: None.**

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

## **4. Executive Director Reports**

Interim Executive Director Ferbrache informed the directors that staff have worked with the Outreach Committee and have met with the City's of Moore, Norman, Midwest City, Del City and Tinker Air Force Base. Staff also worked with AGH and the Municipal Counselor's Office to revise the new audit contract language to address the board's concerns.

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

**A. Property Acquisition Committee**

Vice Chairperson Hutchison stated that the meeting was cancelled due to lack of items.

**B. Outreach Committee**

Director Mélon stated that the Outreach Committee continues to meet with the member cities. Members from the Outreach Committee met with the City of Moore on September 15<sup>th</sup> and the City of Norman on September 16<sup>th</sup> to review the continued progress of the RTA. Members of the Outreach Committee also held a joint meeting with the cities of Midwest City, Del City, and Tinker Air Force Base to discuss the alternatives analysis progress on the Eastern Corridor

on October 18th. Director Boggs has been very active in presenting on the RTA to various groups in Edmond including the Rotary Club. A group including Director Mélon, Kathryn Holmes, and Liz Scanlon presented to the Women in Transportation. Secretary Mélon stated all of these meetings were quite constructive at building engagement and awareness on the RTA's work.

**6. Amendment of Professional Services Agreement with Allen, Gibbs, & Houlik, L.C. for independent auditing services.**

Interim Executive Director Ferbrache stated that Allen, Gibbs & Houlik (AGH) is the company that handles the audits for the RTA as required by the Trust Indenture and Agreement. AGH has asked for an amendment to the Professional Services Agreement to include provisions for operating in a pandemic environment and the impact it may have on the way they do business, which may not be foreseen at this time. Given the feedback from the previous meeting about the proposed amendment, staff has added language to the amendment to ensure that advanced notice be given before single-audit or additional services be performed.

Tara Laughlin with AGH presented on the progress of the audit and fielded some questions from the board on the contract amendment.

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

**7. Consider Adoption of Resolution Approving the Regional Transportation Authority of Central Oklahoma Regular Meeting Schedule for Calendar Year 2022.**

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

**8. Ratify the Preliminary Memorandum of Understanding between the BNSF Railway Company and the Regional Transportation Authority of Central Oklahoma.**

Kathryn Holmes, owner's representative, explained that this preliminary memorandum of understanding (MOU) had been reached from continued discussions with BNSF Railway Company. While this memorandum does not create a binding obligation for either party it does create a framework for how the two parties can proceed with negotiations for potential access to the rail line. Interim Executive Director Ferbrache executed the MOU and this action would be for the board to ratify that action.

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

**9. Receive Financial Reports and Ratify and Approve Claims for Period of September 1, 2021 through September 30, 2021.**

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**

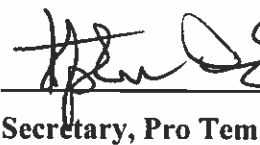
None.

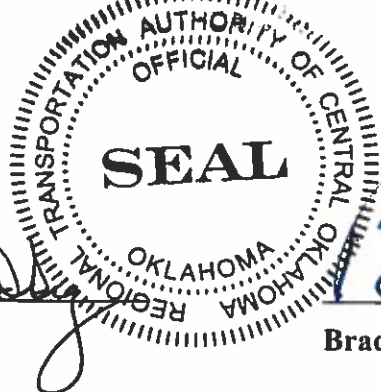
**10. Adjournment – 3:12 p.m. p.m.**

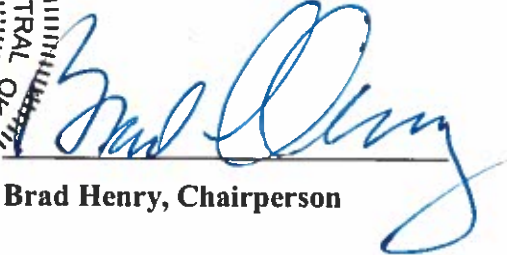
**ADJOURNED.** Moved by Vick, seconded by Budd. **AYES:** Budd, Hutchison, Henry, Vick, Boggs, and Mélon. **NAYES:** None.

**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



# **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 Four Months Ended October 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**

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For the Four Months Ended October 31, 2021

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The City of  
OKLAHOMA CITY  
DEPARTMENT OF FINANCE

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

FROM: Accounting Services Division

DATE: November 12, 2021

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

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

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

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

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

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

Respectfully submitted:

*Susan R Korpi*

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Sue Korpi  
City of Oklahoma City  
Municipal Accountant II

*Amy M. Lucas*

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

*Alex E. Fedak*

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Alex E. Fedak, CPA  
City of Oklahoma City  
Controller

# SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL

For the Four Months Ended October 31, 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	\$1,079,009	\$1,232,970	\$153,961	114.3%
Grant activity-----	360,201	298,476	308,268	9,792	103.3
<b>Total revenues-----</b>	<b>1,708,962</b>	<b>1,377,485</b>	<b>1,541,238</b>	<b>163,753</b>	<b>111.9</b>
<b><u>EXPENDITURES</u></b>					
Operations-----	1,348,761	205,417	170,858	34,559	83.2
Grant activity-----	360,201	298,476	297,769	707	99.8
<b>Total expenditures-----</b>	<b>1,708,962</b>	<b>503,893</b>	<b>468,627</b>	<b>35,266</b>	<b>93.0</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$873,592</b>	<b>1,072,611</b>	<b>\$199,019</b>	<b>122.8</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>\$1,865,453</b>

## GRANT ACTIVITY

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$60,464)</b>

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

**For the Four Months Ended October 31, 2021**

**OPERATIONS**

(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>					
Current year local contributions-----	\$1,348,761	\$1,079,009	\$1,232,970	\$153,961	114.3%
<b>Total revenue-----</b>	<b>1,348,761</b>	<b>1,079,009</b>	<b>1,232,970</b>	<b>153,961</b>	114.3
<b><u>EXPENDITURES</u></b>					
Professional services - COTPA administration-----	27,460	11,440	11,440	-	100.0
Professional services - Holmes & Associates-----	301,080	117,042	99,368	17,674	84.9
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	-	-	-	N/A
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	595	496	99	83.4
Supplies-----	1,520	300	-	300	0.0
Transfer to grant activity for grant match (1)-----	51,040	51,040	59,554	(8,514)	116.7
<b>Total expenditures-----</b>	<b>1,348,761</b>	<b>205,417</b>	<b>170,858</b>	<b>34,559</b>	83.2
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$873,592</b>	<b>\$1,062,112</b>	<b>\$188,520</b>	121.6

(1) This is the 20% grant match on the Kimley-Horn invoices approved through the September, 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>\$1,865,453</b>

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

**For the Four Months Ended October 31, 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	\$298,476	\$248,714	(\$49,762)	83.3%
Transfer from Operations for local grant match-----	-	-	59,554	59,554	N/A
<b>Total revenue-----</b>	<b>360,201</b>	<b>298,476</b>	<b>308,268</b>	<b>9,792</b>	103.3
<b><u>EXPENDITURES</u></b>					
Professional services - Kimley-Horn-----	360,201	298,476	297,769	707	99.8
<b>Total expenditures-----</b>	<b>360,201</b>	<b>298,476</b>	<b>297,769</b>	<b>707</b>	99.8
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$10,499</b>	<b>\$10,499</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>(\$60,464)</b>

**STATEMENT OF LOCAL FUNDING**  
**As of October 31, 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	\$34,640	\$44,053
Edmond	81,405	9.0138%	300,297	132,189	168,108
Midwest City	54,371	6.0204%	126,368	88,290	38,078
Moore	55,081	6.0990%	203,193	89,446	113,747
Norman	110,925	12.2825%	409,194	180,125	229,069
Oklahoma City	579,999	64.2222%	2,214,228	941,830	1,272,398
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,466,520	\$1,865,453

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

<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	92,564	110,629
Norman	110,925	12.2825%	409,194	186,411	222,783
Oklahoma City	579,999	64.2222%	2,214,228	974,696	1,239,532
Total Revenue	903,113	100.0000%	\$3,331,973	\$1,517,693	\$1,814,280

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

# Regional Transportation Authority of Central Oklahoma

## FY2022 Year End Forecast

Presented November 12, 2021

Prepared by RTA Support Team (unaudited)

OPERATIONS		YTD Acutals	Est. Remaining	Total YE	FY22		
Sources		Jul-Oct	Nov-Jun	Forecast	Budget	Variance	Variance %
Local Contributions		\$1,158,318	\$74,203	\$1,232,521	\$1,232,521	\$0	
Prior Year Cash Balance		\$803,341	\$0	\$803,341	\$716,000	\$87,341	
Total Operations Revenues		\$1,961,659	\$74,203	\$2,035,862	\$1,948,521	\$87,341	4%
Expenditures		YTD Acutals	Est. Remaining	Total YE	FY22		
		Jul-Oct	Nov-Jun	Forecast	Budget	Variance	Variance %
Contracts and Services							
Professional Services - COTPA Administration		\$11,440	\$18,304	\$29,744	\$27,460	-\$2,284	
Professional Services - Holmes & Associates		\$99,368	\$190,672	\$290,040	\$301,080	\$11,040	
Professional Services - Kimley Horn <sup>(1)</sup>		\$0	\$618,693	\$618,693	\$872,621	\$253,928	
Transfer to Grant Activity for Local Grant Match <sup>(2)</sup>		\$59,554	\$31,861	\$91,415	\$51,040	-\$40,375	
Professional Services-Legal		\$0	\$9,000	\$9,000	\$9,000	\$0	
Independent Financial Audit		\$0	\$15,000	\$15,000	\$15,000	\$0	
Website Hosting Fee		\$299	\$2,375	\$2,674	\$2,500	-\$174	
Branding		\$0	\$7,500	\$7,500	\$10,000	\$2,500	
Conference/Training		\$0	\$7,850	\$7,850	\$7,850	\$0	
Directors & Officer Liability Insurance		\$0	\$3,500	\$3,500	\$3,500	\$0	
Advertising/Public Notice		\$150	\$530	\$680	\$1,000	\$320	
Printing & Binding		\$0	\$20	\$20	\$20	\$0	
Postage		\$0	\$60	\$60	\$100	\$40	
Mileage		\$0	\$10	\$10	\$20	\$10	
Parking		\$0	\$38	\$38	\$50	\$12	
Travel		\$0	\$15,000	\$15,000	\$20,000	\$5,000	
Polling Services		\$0	\$26,000	\$26,000	\$26,000	\$0	
Other Services & Fees		\$29	\$0	\$29	\$0	-\$29	
Total Contracts and Services		\$170,840	\$946,413	\$1,117,254	\$1,347,241	\$229,987	17%
Equipment and Supplies							
Office Supplies		\$0	\$0	\$0	\$320	\$320	
Food		\$0	\$750	\$750	\$1,000	\$250	
Other Supplies		\$0	\$150	\$150	\$200	\$50	
Total Equipment and Supplies		\$0	\$900	\$900	\$1,520	\$620	41%
Total Operations Expenditures		\$170,840	\$947,313	\$1,118,154	\$1,348,761	\$230,607	17%

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

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

GRANT ACTIVITY		YTD Acutals	Est. Remaining	Total YE	FY22		
Sources		Jul-Oct	Nov-Jun	Forecast	Budget	Variance	Variance %
Federal Grant <sup>(3)</sup>		\$248,714	\$177,255	\$425,969	\$309,161	-\$116,808	
Transfer from Operations for Local Grant Match <sup>(4)</sup>		\$59,554	\$31,861	\$91,415	\$51,040	-\$40,375	
Total Grant Revenues		\$308,268	\$209,116	\$517,384	\$360,201	-\$157,183	-44%
Expenditures		YTD Acutals	Est. Remaining	Total YE	FY22		
Contracts and Services		Jul-Oct	Nov-Jun	Forecast	Budget	Variance	Variance %
Professional Services - Kimley Horn		\$250,271	\$159,305	\$409,577	\$360,201	-\$49,376	
Total Grant Expenditures		\$250.271	\$159.305	\$409.577	\$360.201	-\$49.376	-14%

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

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

<b>FY22 Beginning Cash Balance</b>	\$803,341
<b>FY22 Ending Cash Balance (Forecast)</b>	\$918,608



## Regional Transportation Authority of Central Oklahoma Payment Claims

**Period: 10/01/2021 to 10/31/2021**

Date	Vendor	Description	Invoice No.	Cost	Total
11/1/2021	Holmes & Associates LLC	Consultant Fees - Labor	1121	\$ 12,541.25	
		Consultant Fees - Cost Reimb.	1121	\$ 1,998.04	
		Consultant Fees - Travel	1121	\$ 5,135.00	
					\$ 19,674.29
9/30/2021	Kimley-Horn	Tasks 1 - Project Management	19862116	\$ 8,153.86	
	Kimley-Horn	Task 2 - Public Engagement	19862116	\$ 8,000.78	
	Kimley-Horn	Task 4 - AA Process	19862116	\$ 37,449.38	
	Kimley-Horn	Task 5 - Station Area & Land Use	19862116	\$ -	
	Kimley-Horn	Task 6 - Rail Operations Planning	19862116	\$ 91,033.84	
	Kimley-Horn	Task 7 - Travel Demand/Ridership	19862116	\$ -	
	Kimley-Horn	Expenses	19862116	\$ 1,350.03	
					\$ 145,987.89
11/1/2021	COTPA	Admin Services Fee - Oct 2021	2022-103	\$ 2,288.00	
					\$ 2,288.00
10/1/2021	Republic Parking	Parking Fees	2419899	\$ 13.00	
					\$ 13.00
<b>Total Claims</b>					<b>\$ 167,963.18</b>

**APPROVED** by the Trust and **SIGNED** by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this 17th day of November, 2021.

**TREASURER:**

**REGIONAL TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA**

James P. Beggs

Brad Henry, Chairperson

**ATTEST:**

Mary Melon, Secretary





# HOLMES & ASSOCIATES LLC

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

## Invoice #1121

November 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	Bill	Description	Hours/Qty	Rate	Amount
10/01- 10/31/2021	KAH	RTA - TIME: Time billed by K Holmes for the period 10/01/2021 to 10/31/2021	31.75	395.00	\$12,541.25
10/01- 10/31/2021	KAH	RTA - TIME: Travel time billed by K Holmes for the period 10/01/2021 to 10/31/2021	26.0	197.50	\$5,135.00
10/01- 10/31/2021	KAH	RTA - COSTS: Total costs incurred by KAH			\$1,998.04
We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.					<b>Invoice Balance Due</b> \$19,674.29

**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: 19862116  
 Invoice Date: Sep 30, 2021  
 Invoice Amount: \$145,987.89

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

Federal Tax Id: 56-0885615  
 For Services Rendered through Sep 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	21.09%	28,372.24	20,218.38	8,153.86
TASK 2: PUBLIC ENGAGEMENT	226,500.00	18.14%	41,080.05	33,079.27	8,000.78
TASK 4: ALTERNATIVES ANALYSIS PROCESS	247,600.00	33.08%	81,905.02	44,455.64	37,449.38
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	33.34%	94,754.56	3,720.72	91,033.84
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	11.09%	2,550.93	1,200.90	1,350.03
<b>Subtotal</b>	<b>1,174,100.00</b>	<b>21.64%</b>	<b>254,101.98</b>	<b>108,114.09</b>	<b>145,987.89</b>
<b>Total COST PLUS MAX</b>					<b>145,987.89</b>

**Total Invoice: \$145,987.89**



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 #: 2022-104**

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

Invoice Date: 11/1/2021

**Invoice For:** *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - October 2021	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  
Invoice 2419899 Total Due: \$13.00  
Invoice Date 10/1/2021  
Printed on 10/8/2021

Description of Billing

4 VALIDATED TKTS @ \$3.25 FOR SEPTEMBER 2021 PARKING

Charges

Parking \$13.00

Total Charges \$13.00

Please detach and return this stub with your payment

Account 127112  
Location 129-54 V Cox Convention  
Invoice 2419899 10/1/2021  
Total Due \$13.00

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

RTA  
2000 S MAY  
OKC OK 73108