



BOARD OF DIRECTORS MEETING AGENDA

REGULAR MEETING **WEDNESDAY, MAY 17, 2023** **2:30 P.M.**

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

DIRECTORS:

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

Regional Transportation Authority of Central Oklahoma

MEETING INFORMATION

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

It is the policy of RTA to ensure communication with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires accommodations, modifications of policies or procedures or auxiliary aid or services to participate in this meeting should call (405) 297-2484 or TDD (405) 297-2020 at least 48 hours in advance (excluding weekends or holidays). The department will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability. If you need an alternate format of the agenda or any information provided at this meeting, please call (405) 297-2484 at least 48 hours before the meeting.

Public Parking

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

Addressing RTA

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

The Chairperson or presiding officer may in his or her discretion prohibit a person from addressing the RTA, or have any person removed from the meeting, if that person commits any disorderly or disruptive behavior. Disorderly conduct includes, but is not limited to, any of the following: speaking without being recognized by the Chairperson or presiding officer; continuing to speak after notice that the speaker's allotted time has expired; presenting comments or material not relevant to the item under discussion; failing to comply with the lawful instructions of the Chairperson or presiding officer; engaging in other conduct, activity or speech that delays, pursuant to 21 O.S. §280, disruptive conduct includes any conduct that is "violent, threatening, abusive, obscene, or that jeopardizes the safety of self or others". A person may also be subject to arrest and removal from the building for violation of Oklahoma City Municipal Code 2020, § 30-81 - Disorderly conduct and/or violation of Okla. Stat. tit. 21, §280- Willfully Disturbing, Interfering With or Disrupting State Business, Agency Operations or Employees



BOARD OF DIRECTORS MEETING AGENDA

RTA Actions

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

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

May 17, 2023
2:30 p.m.
431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK
REGULAR MEETING

1. Call to Order – Brad Henry, RTA Board Chairperson
2. Roll Call – Brad Henry, RTA Board Chairperson
3. Consider Approval of Minutes
 - A. January 18, 2023 Regional Transportation Authority Meeting
 - B. April 19, 2023 Regional Transportation Authority Meeting
4. Executive Director Reports – Suzanne Wickenkamp
5. Committee Reports – Board of Directors
 - A. Property Acquisition Committee
 - B. Outreach Committee
6. Owner's Representative Report – Kathryn Holmes, Homes & Associates LLC
7. Receive Financial Reports and Ratify and Approve Claims
 - A. Period of April 1, 2023 through April 30, 2023
8. Fiscal Year 2024 Budget
 - A. Public Hearing; and
 - B. Consider a Resolution adopting the Fiscal Year 2024 Budget; and directing the Interim Executive Director to implement and administer the budget as per the Trust Agreement and Indenture.
9. Project Update: Alternative Analysis – Liz Scanlon, Kimley-Horn
10. Public Comments – Brad Henry, RTA Board Chairperson
11. New Business – Brad Henry, RTA Board Chairperson

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



BOARD OF DIRECTORS MEETING MINUTES

The regular meeting of the Regional Transportation Authority (RTA) was convened at 2:40 p.m. on Wednesday, January 18, 2023 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on January 12, 2023 at 1:52 p.m.

RTA Board of Directors Present

Brad Henry, Chairperson
Mary Mélon, Secretary
Jim Gebhart, Director
Chuck Thompson, Director

Entity

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

RTA Board of Directors Absent

James Boggs, Treasurer
Marion Hutchison, Vice Chairperson

City of Edmond
City of Norman

Administrative Support Staff Present

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

Guests Present

Amy Parker, OKC Finance
Sue Korpi, OKC Finance
Scott Barret, Halff Assoc.
Jaxier Arguello, Halff Assoc.
Hannah Nolen, ACOG
Andy Brophy, Bank of Oklahoma
Randy Entz, City of Edmond
Larry Hopper, Resident

Justin Henry, OKC Planning
Taylor Johnson, City of Norman
Gary Thomas, Jacobs Engineering
David Todd, OKC MAPS
Maxton Harris, OKC
Derek Sparks, Greater OKC Chamber
Trent Elmore, Resident

Consultants Present

Kathryn Holmes, Holmes & Assoc.
Jill Gibson, Kimley-Horn
Luke Schmidt, Kimley-Horn



BOARD OF DIRECTORS MEETING MINUTES

January 18, 2023

2:30 p.m.

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

1. Call to Order – 2:40 p.m.

Chairperson Henry called the meeting to order at 2:40 p.m.

2. Introduction of Jim Gebhart, Newly Appointed RTA Director – Brad Henry, RTA Board Chairperson

Chairperson Henry welcomed the new director representing the City of Edmond to the RTA.

Director Gebhart stated that he is very excited to be a part of the RTA.

3. Roll Call – Brad Henry, RTA Board Chairperson

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

4. Consider Approval of Minutes

A. December 14, 2022 Regional Transportation Authority Meeting

Chairman Henry made a motion to amend the minutes to reflect that Director Boggs, who was listed as both voting and abstaining on the approval of the November 16, 2022 minutes, be changed to only abstaining. Chairman Henry also requested the minutes to state “none” under New Business when nothing was presented.

MOTION TO AMEND MINUTES: Moved by Henry, seconded by Thompson. AYES: Gebhart, Thompson, Henry, and Mélon. NAYS: None.

APPROVED AS AMENDED: Moved by Thompson, seconded by Mélon. AYES: Gebhart, Thompson, Henry, and Mélon. NAYS: None.

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

Interim Executive Director Ferbrache stated that Tara Laughlin from AGH will present the annual audit report to the Board in February.

6. Committee Reports – Board of Directors

A. Property Acquisition Committee

Kathryn Holmes stated that the Property Acquisition Committee did not meet this month and there is nothing new to report.

B. Outreach Committee

Director Mélon stated that the Outreach Committee did not meet this month and there is nothing new to report.

7. Receive Financial Reports and Ratify and Approve Claims

A. Period of December 1, 2022 through December 31, 2022

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

8. Consider adopting a Joint Resolution with the Central Oklahoma Transportation and Parking Authority waiving the thirty-day notice requirement and agreeing to renew the Memorandum of Understanding for interim administrative services, effective February 1, 2023 through January 31, 2024.

ADOPTED: Moved by Thompson, seconded by Gebhart. AYES: Gebhart, Thompson, Henry and Mélon. NAYS: None.

9. Presentation of the MAPS 4 BRT Project – Jill Gibson, Kimley-Horn

Jill Gibson, Kimley-Horn, gave a PowerPoint presentation on the MAPS 4 BRT Project, which included a project overview, the Northeast and South Corridor study, and upcoming public engagement events.

Chairperson Henry appreciated the update on what the MAPS office is doing and how it fits with what the RTA is doing.

10. Public Comments – Brad Henry, RTA Board Chairperson

Larry Hopper stated that he is part of a consultant team working with ODOT as part of a statewide Active Transportation Plan (ATP) which looks at the needs of people who walk, bike, and use wheelchairs or mobility scooters as transportation options. Mr. Hopper informed the group that there will be a series of virtual public workshops and encouraged everyone to participate.

11. 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)

ENTERED EXECUTIVE SESSION. Moved by Mélon, seconded by Thompson. AYES: Gebhart, Thompson, Henry and Mélon. NAYS: None.

12. New Business – Brad Henry, RTA Board Chairperson

None.

13. Adjournment

Lost quorum at 4:10 p.m. meeting ended at 4:14 p.m.

APPROVED by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this 17th day of May 2023.

ATTEST:


Marion Hutchison, Vice Chairperson


Brad Henry, Chairperson

The seal is circular with a dotted border. The text "REGIONAL TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA" is written around the perimeter. In the center, the word "SEAL" is prominently displayed.



BOARD OF DIRECTORS MEETING MINUTES

The regular meeting of the Regional Transportation Authority (RTA) was convened at 2:40 p.m. on Wednesday, April 19, 2023 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on April 17, 2023 at 4:11 p.m.

RTA Board of Directors Present

Brad Henry, Chairperson
Marion Hutchison, Vice Chairperson
James Boggs, Treasurer
Chuck Thompson, Director

Entity

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

RTA Board of Directors Absent

Mary Mélon, Secretary
Jim Gebhart, Director

City of Oklahoma City
City of Edmond

Administrative Support Staff Present

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

Guests Present

Amy Parker, OKC Finance
Sue Korpi, OKC Finance
Jason Huff, City of Norman
Scott Barrett, Halff Assoc.
Hannah Nolen, ACOG
Mike Patterson, HNTB
DeShawn Heusel, Halff Assoc.
Scott Young, Jacobs
Taylor Johnson, City of Norman
Larry Hopper, Resident
Cody Boyd, EMBARK

Justin Henry, OKC Planning
Derek Sparks, Greater OKC Chamber
Trent Elmore, Resident
Tara Laughlin, AGH
Tim Strange, RRDP
Kate Blackburn, HNTB
Linsey Nunn, OKC Finance
Sasha McCrone, OKC
Jason Cotton, ADG/Blatt
AJ Kirkpatrick, ADG/Blatt

Consultants Present

Kathryn Holmes, Holmes & Assoc.
Jill Gibson, Kimley-Horn
Luke Schmidt, Kimley-Horn



BOARD OF DIRECTORS MEETING MINUTES

April 19, 2023

2:30 p.m.

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

1. Call to Order – 2:40 p.m.

Chairperson Henry called the meeting to order at 2:40 p.m.

2. Roll Call – Brad Henry, RTA Board Chairperson

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

3. Consider Approval of Minutes

A. January 18, 2023 Regional Transportation Authority Meeting

MOTION TO POSTPONE ITEM TO NEXT MONTH'S AGENDA: Moved Hutchison, seconded by Boggs. AYES: Boggs, Hutchison, Thompson. Abstained: Henry. NAYS: None.

B. February 15, 2023 Regional Transportation Authority Meeting

APPROVED: Moved Thompson, seconded by Hutchison. AYES: Boggs, Hutchison, Thompson. Abstained: Henry. NAYS: None.

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

Interim Executive Director Ferbrache stated he met with Congressman Cole on April 23rd and went on a tour of the Santa Fe Depot facility to paint the picture of what the commuter rail system could look like.

5. Committee Reports – Board of Directors

A. Property Acquisition Committee

Vice Chairperson Hutchison stated the Property Acquisition Committee did not meet this month. Vice Chairperson stated that he was invited and attended the Norman Chapter of the League of Women Voters.

B. Outreach Committee

Kathryn Holmes, Owner's Representative, stated that the Outreach Committee did not meet this month.

6. Receive Financial Reports and Ratify and Approve Claims

A. Period of February 1, 2023 through February 28, 2023

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

B. Period of March 1, 2023 through March 31, 2023

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

7. Approve Insurica's Director Errors and Omissions Insurance Renewal for May 17, 2023 to May 17, 2024

APPROVED: Moved Thompson, seconded by Boggs. AYES: Boggs, Hutchison, Thompson, and Henry. NAYS: None.

8. Consider adopting a Resolution setting a public hearing on May 17, 2023, as per the Trust Agreement and Indenture (2022), Section 11.2 Annual Budget, to receive public comments regarding the Fiscal Year 2024 Budget; and authorize the Interim Executive Director to publish the Notice of Public Hearing (Attachment "A") at least seven days prior to the May 17, 2023 public hearing

ADOPTED: Moved Boggs, seconded by Hutchison. AYES: Boggs, Hutchison, Thompson, and Henry. NAYS: None.

9. Consider approving an Agreement with the Central Oklahoma Transportation and Parking Authority (COTPA) establishing the Regional Transportation Authority of Central Oklahoma (RTA) as a sub-recipient of the Fiscal Year 2021 Department of Transportation Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant funds

APPROVED: Moved Thompson, seconded by Hutchison. AYES: Boggs, Hutchison, Thompson, and Henry. NAYS: None.

10. Consider approving a Professional Services Contract with Kimley-Horn and Associates, Inc., to perform an Alternatives Analysis for the Central Oklahoma

Regional Transit Corridors to Promote Economic Development and Equity Inclusion, effective upon approval and remaining in effect for 14 months commencing upon the issuance of a Notice to Proceed, cost not to exceed \$1,157,160

APPROVED: Moved Thompson, seconded by Boggs. AYES: Boggs, Hutchison, Thompson, and Henry. NAYS: None.

11. Consider approving Request for Proposals for Financial Planning Consulting Services (RTA 23-002); and authorize the Interim Executive Director to advertise

APPROVED: Moved Boggs, seconded by Hutchison. AYES: Boggs, Hutchison, Thompson, and Henry. NAYS: None.

12. Consider approving Request for Proposals for On-Call Engineering Consultant Services (RTA 23-001); and authorize the Interim Executive Director to advertise

APPROVED: Moved Hutchison, seconded by Thompson. AYES: Boggs, Hutchison, Thompson, and Henry. NAYS: None.

13. Presentation of the MAPS 4 BRT Project – Jill Gibson, Kimley-Horn

Jill Gibson, Kimley-Horn, gave a PowerPoint presentation of the MAPS 4 BRT Project, Transit Planned Growth. Ms. Gibson gave a summary of the first round of engagement, reviewed the alignment screening, BRT typology screening and the preliminary recommended alternatives.

14. Public Comments – Brad Henry, RTA Board Chairperson

None.

15. New Business – Brad Henry, RTA Board Chairperson

None.

16. Adjournment – 3:57 p.m.

APPROVED by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this **17th** day of **May 2023**.

ATTEST:


Marion Hutchison, Vice Chairperson


SEAL
OFFICIAL
TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA


Brad Henry, Chairperson

Regional Transportation Authority of Central Oklahoma
FY2023 Year End Forecast

Presented May 17, 2023
Prepared by RTA Support Team (unaudited)

OPERATIONS		YTD Actuals	Est. Remaining	Total YE	FY23	
Sources		Jul-May	Jun	Forecast	Budget	Variance
						Variance %
Local Contributions		\$1,289,032	\$0	\$1,289,032	\$1,409,753	-\$120,721
Total Operations Revenues		\$1,289,032	\$0	\$1,289,032	\$1,409,753	-\$120,721
						-9%
Expenditures		YTD Actuals	Est. Remaining	Total YE	FY23	
		Jul-May	Jun	Forecast	Budget	Variance
						Variance %
Contracts and Services						
Professional Services - COTPA Administration		\$25,168	\$2,292	\$27,460	\$27,460	\$0
Professional Services - Holmes & Associates		\$315,655	\$41,200	\$356,855	\$444,900	\$88,045
Professional Services - Kimley Horn ⁽¹⁾		\$1,068,172	\$91,245	\$1,159,417	\$1,121,110	-\$38,307
Transfer to Grant Activity for Local Grant Match ⁽²⁾		\$0	\$0	\$0	\$200,000	\$200,000
BNSF Study Fee		\$0	\$0	\$0	\$250,000	\$250,000
Professional Services-Legal		\$0	\$0	\$0	\$9,000	\$9,000
Independent Financial Audit		\$9,000	\$0	\$9,000	\$15,000	\$6,000
Website Hosting Fee		\$807	\$1,568	\$2,375	\$2,500	\$125
Branding		\$150	\$0	\$150	\$10,000	\$9,850
Conference/Training		\$1,690	\$0	\$1,690	\$7,850	\$6,160
Directors & Officer Liability Insurance		\$3,512	\$0	\$3,512	\$3,500	-\$12
Advertising/Public Notice		\$180	\$454	\$634	\$1,000	\$366
Printing & Binding		\$361	\$30	\$391	\$20	-\$371
Postage		\$0	\$12	\$12	\$100	\$88
Mileage		\$0	\$0	\$0	\$20	\$20
Parking		\$65	\$15	\$80	\$50	-\$30
Travel		\$4,039	\$0	\$4,039	\$20,000	\$15,961
Polling Services		\$0	\$0	\$0	\$26,000	\$26,000
Other Services & Fees		\$20	\$27	\$47	\$300	\$253
Total Contracts and Services		\$1,428,818	\$136,843	\$1,565,662	\$2,138,810	\$573,148
						27%
Equipment and Supplies						
Office Supplies		\$36	\$0	\$36	\$320	\$284
Food		\$0	\$0	\$0	\$1,000	\$1,000
Other Supplies		\$13	\$0	\$13	\$200	\$187
Total Equipment and Supplies		\$49	\$0	\$49	\$1,520	\$1,471
						97%
Total Operations Expenditures		\$1,428,867	\$136,843	\$1,565,710	\$2,140,330	\$574,620
						27%

(1) This reflects estimated expenses from two invoices carried over from FY22 plus 10 months of projected expenditures for Kimley Horn's Year 3 contract.
(2) This is the 33% local match required for the RAISE grant based on estimated consultant cost.

GRANT ACTIVITY		YTD Actuals	Est. Remaining	Total YE	FY23	
Sources		Jul-May	Jun	Forecast	Budget	Variance
						Variance %
Federal Grant ⁽³⁾		\$0	\$0	\$0	\$400,000	\$400,000
Transfer from Operations for Local Grant Match ⁽⁴⁾		\$0	\$0	\$0	\$200,000	\$200,000
Total Grant Revenues		\$0	\$0	\$0	\$600,000	\$600,000
						100%
Expenditures		YTD Actuals	Est. Remaining	Total YE	FY23	
		Jul-May	Jun	Forecast	Budget	Variance
						Variance %
Contracts and Services						
Professional Services - RAISE Grant Consultant Fees		\$0	\$0	\$0	\$600,000	\$600,000
Total Grant Expenditures		\$0	\$0	\$0	\$600,000	\$600,000
						100%

(3) This revenue is reimbursement from COTPA for 67% of consultant fees for the RAISE grant funded study.
(4) This revenue is the 33% RTA local match for the RAISE grant funded consultant fees.

FY23 Beginning Cash Balance	\$1,219,729
FY23 Ending Cash Balance (Forecast)	\$943,051


Regional Transportation Authority of Central Oklahoma Payment Claims

Period: 4/01/2023 to 4/30/2023

Date	Vendor	Description	Invoice No.	Cost	Total
4/30/2023	Holmes & Associates LLC	Consultant Fees - Labor	523	\$ 41,410.00	
		Cost Reimbursement RTA	523	\$ 2,116.45	
					\$ 43,526.45
3/31/2023	Kimley-Horn	Task 1 - Project Management	24688061	\$ 10,037.50	
	Kimley-Horn	Task 2 - Public Engagement	24688061	\$ 930.00	
	Kimley-Horn	Task 3 - Prior Studies Assess	24688061	\$ -	
	Kimley-Horn	Task 4 - AA Process	24688061	\$ 6,977.50	
	Kimley-Horn	Task 5 - Station Area/Land Use Analysis	24688061	\$ 1,170.00	
	Kimley-Horn	Task 6 - Rail Ops Planning	24688061	\$ 25,498.45	
	Kimley-Horn	Task 7 - Travel/Rider Forecast	24688061	\$ 24,223.36	
	Kimley-Horn	Task 8 - FTA Cap Grant	24688061	\$ -	
	Kimley-Horn	NEPA Dpocumentation	24688061	\$ -	
	Kimley-Horn	Expenses	24688061	\$ 1,167.95	
					\$ 70,004.76
4/8/2023	COTPA	Admin Services Fee	23-110	\$ 2,288.00	
					\$ 2,288.00
Total Claims					\$ 115,819.21

APPROVED by the Regional Transportation Authority of Central Oklahoma, and **SIGNED** by the Treasurer and Chairman on this 17th day of May 2023.

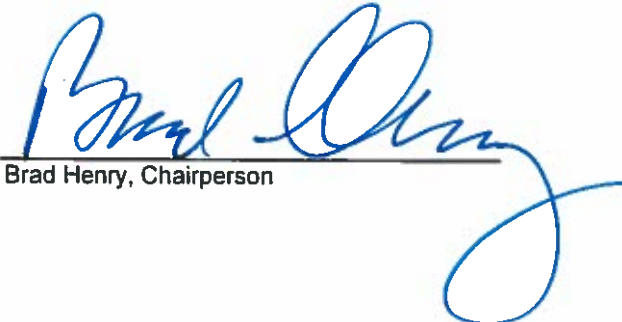
TREASURER:


James P. Boggs

ATTEST:


Marion Hutchison, Vice Chairperson

**REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA**


Brad Henry, Chairperson



HOLMES & ASSOCIATES LLC

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

Invoice #523

April 30, 2023

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

Client

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

Date	Biller	Description	Hours/Qty	Rate	Amount
4/01- 4/30/2023	KAH	RTA - TIME: Time billed by K Holmes for the period 4/01/2023 to 4/30/2023	87	410.00	\$35,670.00
4/01- 4/30/2023	KAH	RTA - TIME: Travel time billed by K Holmes for the period 4/01/2023 to 4/30/2023	28.00	205.00	\$5,740.00
4/01- 4/30/2023	KAH	RTA - COSTS: Total costs incurred by KAH			\$2,116.45

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

Invoice Balance Due

\$43,526.45

Please remit payment electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
 Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94163
 Account Number: 2073089159554
 ABA#: 121000248

If paying by check, please remit to:

KIMLEY-HORN AND ASSOCIATES, INC.
 P.O. BOX 847385
 LOS ANGELES, CA 90084-7385

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

Invoice No: 24688061
 Invoice Date: Mar 31, 2023
 Invoice Amount: \$70,004.76

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

 Client Reference:

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

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	119,142.00	99.98%	119,115.00	109,077.50	10,037.50
TASK 2: PUBLIC ENGAGEMENT	143,833.00	94.21%	135,500.00	134,570.00	930.00
TASK 4: ALTERNATIVES ANALYSIS - EAST CORRIDOR	241,555.00	99.19%	239,605.00	232,627.50	6,977.50
TASK 5: STATION ARE AND LAND USE ANALYSIS	85,110.00	99.96%	85,072.50	83,902.50	1,170.00
TASK 6: RAIL OPERATIONS PLANNING - NORTH/SOUTH CORRIDOR	208,632.00	39.24%	81,875.03	56,376.58	25,498.45
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	211,839.00	59.30%	125,631.10	101,407.74	24,223.36
TASK 8: FTA CAPITAL GRANT AND FINANCIAL PLAN SUPPORT	40,518.00	3.35%	1,357.50	1,357.50	0.00
TASK 9: NEPA DOCUMENTATION	30,233.00	0.00%	0.00	0.00	0.00
KHA EXPENSES	18,200.00	99.32%	18,075.37	16,907.42	1,167.95
Subtotal	1,099,062.00	73.36%	806,231.50	736,226.74	70,004.76
Total COST PLUS MAX					70,004.76

Total Invoice: \$70,004.76



CENTRAL OKLAHOMA
TRANSPORTATION & PARKING
AUTHORITY

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

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

Invoice #: 2023-110

Address: 2000 S May Avenue
Oklahoma City, OK 73108

Invoice Date: 5/8/23

Invoice For: Administrative Services

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - April 2023	1	\$2,288.00		\$2,288.00
NOTES: RTA PO # 2023-003				Invoice Subtotal	\$2,288.00
				Tax Rate	
				Sales Tax	\$0.00
				Other	
				Deposit Received	
Make all checks payable to EMBARK				TOTAL	\$2,288.00



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

A. Public Hearing; and

B. Resolution adopting the Fiscal Year 2024 budget and directing the Interim Executive Director to implement and administer the budget as per the Trust Agreement and Indenture.

Background The Fiscal Year 2024 Budget (Attachment “A”) for the Regional Transportation Authority of Central Oklahoma (RTA) is being presented for public hearing, discussion by the Board of Directors, and final adoption. The budget covers general operations and administrative expenses, including such items as liability insurance, contracted professional services, financial audit, website maintenance, etc.

The Fiscal Year 2024 operating budget is \$2,659,322, a 24% percent increase from the Fiscal Year 2023 budget, and the grant budget is \$1,114,000, an 86% increase from the Fiscal Year 2023 budget. The increased costs in the operating and grant budgets are related to expected work to be performed by Kimley-Horn to prepare RTA’s high-capacity transit projects for FTA consideration. The increase in the operating budget also includes two new contracts, one for an on-call engineering consultant and one for a financial planner.

Upon adoption of the Fiscal Year 2024 Budget, staff will file the adopted Fiscal Year 2024 operating and grant budget with the governing bodies of the Beneficiaries, as per Section 7.13 of the Trust Agreement and Indenture.

Recommendation: To hold the public hearing, adopt the proposed Fiscal Year 2024 budget, and direct the Interim Executive Director to implement and administer the budget.

Jason Ferbrache
Interim Executive Director

RESOLUTION NO. 23-005

**RESOLUTION OF THE REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA ADOPTING THE FISCAL YEAR 2024 BUDGET; AND
DIRECTING THE INTERIM EXECUTIVE DIRECTOR TO IMPLEMENT AND
ADMINISTER THE BUDGET AS PER THE TRUST AGREEMENT AND
INDENTURE.**

WHEREAS, the Fiscal Year 2024 Budget (Attachment “A”) for the Regional Transportation Authority of Central Oklahoma (RTA) is being presented for consideration by the Board of Directors; and

WHEREAS, a resolution setting the public hearing was adopted by the RTA on April 19, 2023 (Item No. 8); and

WHEREAS, a public hearing is being held on May 17, 2023 (Item No. 8.A.), as per the requirements of the Trust Agreement and Indenture; and

WHEREAS, the budget includes general operations and administrative expenses, such items as liability insurance, contracted professional services, financial audit, website maintenance, etc.; and

WHEREAS, the overall Fiscal Year 2024 Budget is \$2,659,322, a 24% increase from the Fiscal Year 2023 Budget, and the grant budget is \$1,114,000, an 86% increase from the Fiscal Year 2023 budget; and

WHEREAS, the increased costs in the operating and grant budgets are related to expected work to be performed by Kimley-Horn to prepare RTA’s high-capacity transit projects for FTA consideration; and

WHEREAS, the increased costs in the operating budget are also in relation to two new contracts, one for an on-call engineering consultant and one for a financial planner; and

WHEREAS, staff recommends the RTA Fiscal Year 2024 Budget be adopted.

NOW, THEREFORE, BE IT RESOLVED by the Directors of the Regional Transportation Authority of Central Oklahoma that they do hereby adopt the Regional Transportation Authority of Central Oklahoma Fiscal Year 2024 Budget (Attachment “A”).

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Directors of the Regional Transportation Authority of Central Oklahoma that they do hereby direct the Interim Executive Director to implement and administer the budget as per the Trust Agreement and Indenture.

ADOPTED by the Directors and **SIGNED** by the Chairman of the Regional Transportation Authority of Central Oklahoma this **17th** day of **May 2023**.

ATTEST:


Marion Hutchison, Vice Chairperson

REVIEWED for form and legality


Joshua Minner
Assistant Municipal Counselor



**REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA**


Brad Henry, Chairperson



Regional Transportation Authority
of Central Oklahoma

Fiscal Year 2024 Proposed Budget

OPERATING BUDGET

	Adopted FY 2023	Proposed FY 2024	Change from Prior Year	Percent Change
Operating Sources				
Del City	\$31,133	\$0	-\$31,133	-100%
Edmond	\$134,720	\$257,375	\$122,654	91%
Moore	\$89,587	\$0	-\$89,587	-100%
Norman	\$182,654	\$348,950	\$166,295	91%
Oklahoma City	\$971,658	\$1,856,292	\$884,634	91%
Subtotal	\$1,409,753	\$2,462,616	\$1,052,863	75%
Prior Year Carryover	\$730,577	\$196,706	-\$533,871	-73%
Total Operating Sources	\$2,140,330	\$2,659,322	\$518,992	24%
Operating Expenditures				
Contracts and Services	\$2,138,810	\$2,657,802	\$518,992	24%
Equipment and Supplies	\$1,520	\$1,520	\$0	
Total Operating Expenditures	\$2,140,330	\$2,659,322	\$518,992	24%

GRANT BUDGET

	Adopted FY 2023	Proposed FY 2024	Change from Prior Year	Percent Change
Grant Sources				
Federal Grant Funds	\$600,000	\$1,114,000		
Total Grant Sources	\$600,000	\$1,114,000	\$514,000	86%
Grant Expenditures				
Contracts and Services	\$600,000	\$1,114,000		
Total Grant Expenditures	\$600,000	\$1,114,000	\$514,000	86%