



ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
REGIONAL TRANSPORTATION AUTHORITY (RTA)  
OF CENTRAL OKLAHOMA BOARD OF DIRECTORS MEETING

WEDNESDAY, JULY 17, 2019 | 2:30 P.M.

**AGENDA**

1. Welcome and Introductions ([Attachment 1](#)) - Brad Henry, RTA Board Chair
2. Review and Approval of the June 19, 2019 Minutes ([Attachment 2](#)) - Brad Henry, RTA Board Chair
3. Subcommittee Report - Marion Hutchison, RTA Board Vice-Chair  
Report by the Subcommittee on Property Acquisition
4. RTA Monthly Financial Report - Mark W. Sweeney, Interim RTA Executive Director
5. Proposed Executive Session - Brad Henry, RTA Board Chair  
Possible discussion and vote to enter Executive Session *pursuant to 25 O.S. § 307 (B)(3)* for communication between Board members, ACOG staff, city support staff, and the RTA Consultant on the status of negotiations with BNSF Railway Co. regarding property acquisition.
6. Open Public Meeting - Brad Henry, RTA Board Chair  
Report any actions to be taken by the RTA Board as a result of the Executive Session.
7. Public Comments
8. Old Business
9. New Business
10. Adjourn

**Next Meeting:** Wednesday, September 18, at 2:30 p.m.

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Please notify ACOG at 405.234.2264 (TDD/TTY Call 7-1-1 Statewide) by 5 p.m. Monday, July 15, if you require accommodations pursuant to the Americans with Disabilities Act or Section 504 of the Rehabilitation Act.

Chair  
**Matt Dukes**  
Midwest City Mayor

Vice-Chair  
**Steven J. Gentling**  
Guthrie Mayor

Secretary/Treasurer  
**David Bennett**  
The Village Vice-Mayor

Executive Director  
**Mark W. Sweeney, AICP**

**ATTACHMENT 1**

**WELCOME AND INTRODUCTION**

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**REGIONAL TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA BOARD OF DIRECTORS**

**MEMBERSHIP LIST**

<b>CITY</b>	<b>NAME</b>
CITY OF DEL CITY	Ken Bartlett
CITY OF EDMOND	James Boggs, Treasurer
CITY OF MIDWEST CITY	Aaron Budd
CITY OF MOORE	Steve Eddy
CITY OF NORMAN	Marion Hutchison, Vice-Chair
CITY OF OKLAHOMA CITY	Brad Henry, Chair
	Mary Mélon, Secretary

## ATTACHMENT 2

### JUNE 19, 2019 MINUTES

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A regular meeting of the Regional Transportation Authority (RTA) was convened at 2:30 p.m. on Wednesday June 19, 2019 in the Board Room of the Association of Central Oklahoma Governments (ACOG), 4205 N. Lincoln Blvd., Oklahoma City, Oklahoma. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk and by notice posted at the ACOG office at least twenty-four (24) hours prior to the meeting.

#### **RTA Board of Directors Present**

Ken Bartlett	City of Del City
James Boggs, Treasurer	City of Edmond
Aaron Budd	City of Midwest City
Marion Hutchison, Vice-Chair	City of Norman
Brad Henry, Chair	City of Oklahoma City
Mary Mélon, Secretary	City of Oklahoma City

#### **RTA Board of Directors Absent**

None

#### **Municipal Staff Support Present**

Randy Entz, Planning Director	City of Edmond
Jason Ferbrache, COTPA Administrator	City of Oklahoma City
Shawn O’Leary, Dir. of Public Works	City of Norman
Billy Harless, ADA Project Director	City of Midwest City

#### **Guests Present**

Lauren Hammonds	Assistant Attorney General
Heidi Katz	HNTB
Chip Nolen, Associate Planner	Central OK Trans. & Parking Authority (COTPA)
Steve Jagosh, Project Coordinator	ODOT Transit Programs Division
Derek Sparks, Government Relations	Greater Oklahoma City Chamber
Hannah King	Greater Oklahoma City Chamber
Hailey Rawson, Municipal Counselor	City of Oklahoma City
Kathryn Holmes	RTA Consultant
Pete White, Attorney	ACOG Legal Council

#### **ACOG Staff**

Mark W. Sweeney	Interim RTA Executive Director
John Sharp	Deputy Director
Jennifer Sebesta	Program Coordinator, TPS
Taylor Johnson	Program Coordinator, TPS
Hayden Harrison	Projects Coordinator II, TPS
Hannah Nolen	Associate Planner, TPS
Lauren Wood	Assistant Transportation Planner, TPS
Gwendolyn Gordon	Administrative Assistant, TPS

**1. Welcome and Introductions**

Chairman Brad Henry called the meeting to order. He welcomed everyone in attendance and entertained introductions. There was a quorum.

**2. Review and Approval of the April 24, 2019 Minutes**

Director James Boggs moved to approve the April 24, 2019 minutes. Director Mary Mélon seconded the motion. The motion carried. (6-0)

**3. Open Meetings/Open Records Acts Presentation**

Lauren Hammonds, Assistant Attorney General, presented on Oklahoma's Open Meeting Act & Open Records Act. For more information, please view link below: <http://www.acogok.org/wp-content/uploads/2019/06/2019-ORA-OMA-Presentation.pdf>.

**4. RTA Financial Report**

Mark Sweeney presented the Board with handouts of the monthly RTA financial statement, indemnification policy, and the FY 2020 budget summary.

Regarding the FY 2020 RTA budget summary, Director James Boggs said he would like to know what the balance was in April. Mark Sweeney said he would have the information for him at the July meeting.

Director Ken Bartlett asked if the RTA had its own bank account. Mr. Sweeney answered that there is not a separate account at this time. The money is currently managed through ACOG's account.

Director Steve Eddy moved to approve the financial reports given to the Board. Director Ken Bartlett seconded the motion. The motion carried. (6-0)

**5. Close the public meeting for RTA Board Executive Session**

Chairman Brad Henry entertained a motion to close the public meeting and enter Executive Session for the purpose of discussing the status of property acquisition negotiations with BNSF. Director Steve Eddy moved to enter Executive Session. Director Ken Bartlett seconded the motion. The motion carried. (6-0)

The meeting was closed to the public; session was recorded for the record.

**6. Open public meeting**

Chairman Brad Henry asked for a motion to end the Executive Session (recorder was out of operation at this time).

Director Ken Bartlett moved to approve reconvening the regular meeting. Director Mary Mélon seconded the motion. The motion carried. (6-0)

Chairman Brad Henry clarified that if the vote is unanimous, then a voice vote will suffice. If a vote is not unanimous then a roll call vote will be conducted.

Director James Boggs made a motion to allow Kathryn Holmes to continue her work on negotiations with BNSF for the purpose of right-of-way acquisition. Director Marion Hutchison seconded the motion. The motion carried. (6-0)

Chairman Brad Henry said he will be appointing a subcommittee of not more than three Board members to work with Kathryn Holmes on this matter. Mr. Henry also

said he will appoint one or two non-board members to the subcommittee to aid in this process. He asked the Board members to let him know if they were interested in being on the subcommittee.

**7. Update on Procurement Policy Research and Next Steps**

Mark Sweeney provided a status update on the procurement policy research. He detailed the May 20 conference call with Federal Transit Authority (FTA), Federal Highway Administration (FHWA), Oklahoma Department of Transportation (ODOT), Kathryn Holmes, and ACOG.

Mr. Sweeney said the question was asked of FHWA that since ACOG is the support staff for the RTA, should procurement for the RTA go through ACOG or through the RTA. He did not receive full clarity and is still waiting on a final determination by FHWA.

John Sharp summarized his conference call with Mid-Region Council of Governments (MRCOG) in New Mexico, which recently went through a similar process.

Kathryn Holmes said that since the transit study will be funded by federal funds, the RTA will want to ensure the work will qualify for federal reimbursement.

Mark Sweeney told the Board that ACOG will continue to research the subject. More information will be provided to the Board when it becomes available.

**8. Discussion of other RTA consultants related studies and associated costs**

Director Marion Hutchison and Jason Ferbrache, COTPA Administrator, presented to the Board an overview of two potential studies related to the RTA. It was discussed to utilize Kathryn Holmes for this work.

The Board decided Ms. Holmes needed to meet with Director Hutchison and Mr. Ferbrache on their own time to discuss the scope and cost of the projects and possibly bring the items back for future discussion by the Board.

**9. Public Comments**

None

**10. Old Business**

a. Conflict of Interest Form

Mr. Sweeney asked the Board members to please submit their completed Conflict of Interest Form, if they had not done so already.

b. RTA Business Cards

John Sharp passed out business cards to the Board members.

**11. New Business**

An Updated Schedule of Meetings was given to the Board. There will be no meeting in August.

**12. Adjourn**

Chairman Brad Henry asked for a motion to adjourn. Director Mary Mélon made a motion to adjourn. Director Aaron Budd seconded the motion. The motion carried. The meeting adjourned at 5:50 p.m.