



BOARD OF DIRECTORS MEETING AGENDA

WEDNESDAY, MARCH 17, 2021

2:30 P.M.

VIDEO TELECONFERENCE

REGULAR MEETING

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

Video Teleconference Meeting: <https://okc.zoom.us/j/94446604918>

Meeting ID: 944 4660 4918



BOARD OF DIRECTORS MEETING AGENDA

It is the policy of the RTA to ensure communication with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability that would like to participate in the meeting but requires an accommodation, modification of policies/procedures, auxiliary aid or service, or an alternate format of the agenda/information provided at the meeting, please contact the Trust Specialist at 405-297-2824 within 48 hours (not including weekends or holidays) of scheduled meeting. Individuals utilizing TTY/TDD technology for telephone communication should utilize the free “711 Relay Oklahoma” service by dialing 711 to assist you in contacting the Trust Specialist.

VIRTUAL MEETING

Zoom: <https://okc.zoom.us/j/94446604918>

Phone No: 1-346-248-7799 or 1-888-475-4499 (toll free)

Meeting ID: 944 4660 4918

The RTA will hold a virtual meeting on March 17, 2021 at 2:30 p.m. The RTA encourages virtual participation in the public meeting from the residents of Oklahoma City, Del City, Edmond, Midwest City, Moore and Norman. Below are instructions on how to listen to the meeting, request to speak on certain agenda items and how to request to speak under Public comments.

To speak on a certain agenda item, place a call, in advance of the meeting to 405-297-2484 or text your request in advance of the meeting to 405-479-1615 or email infoRTA@rtaok.org. Include your name, the agenda item number and the reason you would like to speak. **Please submit your request prior to the beginning of the meeting to avoid receiving your request after your item has been considered.** Staff will attempt to submit requests received during the meeting to process them to the Chairperson. When you are recognized by the Chairperson, please press *6 to unmute your phone.

If the virtual meeting is disconnected, staff will attempt to restore communications for a maximum of 15 minutes and if communications cannot be restored, the meeting will reconvene to the next regularly scheduled meeting. If you are disconnected, please try again before calling 405-297-2484 or texting 405-479-1615.

March 17, 2021

2:30 p.m.

**VIDEO TELECONFERENCE
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. October 21, 2020 Regional Transportation Authority Special Meeting
- 4. Executive Director Reports** – Jason Ferbrache, Interim Executive Director
 - A. Administration Report
- 5. Committee Reports** – Board of Directors
 - A. Property Acquisition Committee
 - B. Outreach Committee
- 6. Consider Approval of Travel Policy**
- 7. Receive Annual Financial Report for the February 2019 through June 30, 2020 Period.** Allen, Gibbs, Houlik, L.C. will present an overview of the audit.
- 8. Receive Financial Reports and Ratify and Approve Claims**

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- A. Period of February 1, 2021 through February 28, 2021
 - B. Period of January 1, 2021 through January 31, 2021
 - C. Period of December 1, 2020 through December 31, 2020
 - D. Period of November 1, 2020 through November 30, 2020
 - E. Period of October 1, 2020 through October 31, 2020

9. Receive and Discuss the Proposed Fiscal Year 2022 Budget

10. Project Update: Alternative Analysis Update – Kimley Horn

11. Public Comments – Brad Henry, RTA Board Chairperson

12. 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.

13. Adjournment



BOARD OF DIRECTORS MEETING MINUTES

The regular scheduled meeting of the Regional Transportation Authority (RTA) was convened at 2:30 p.m. on Wednesday, October 21, 2020, at 420 West Main Street, 10th Floor Conference Room, Oklahoma City, OK, and via teleconference. The agenda was filed with the City Clerks of the City of Del City, the City of Edmond, the City of Midwest City, the City of Moore, the City of Norman, The City of Oklahoma City, and the Oklahoma County Clerk on **October 12, 2020, at 2:36 p.m.** The Chairperson announced if the teleconference is disconnected anytime during the meeting, the meeting shall be stopped and reconvened once the audio connections is restored. If communication is unable to be restored within 15 minutes, items remaining for consideration will be moved to a certain date and time.

RTA Board of Directors Present

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

Entity

Oklahoma City
Norman
Oklahoma City
Moore

RTA Board of Directors Virtual

Donald Vick

Del City

RTA Board of Directors Absent

James Boggs, Treasurer
Aaron Budd

Edmond
Midwest City

Guests Present - Virtual

Derek Sparks, OKC Chamber
Kathryn Holmes, Holmes & Assoc.
Christy Jameson, City of OKC
Amy Lucas, City of OKC
Alex Fedak, City of OKC
Linda Koenig, ODOT
Jordan Evans
Hannah Nolen, ACOG
Hayden Harrison, ACOG
Taylor Johnson, Norman
Steve Jagosh
Kyle Keahey
Larry Hopper
Midwest City Community Development

RTA Support Team

Jason Ferbrache, Interim Executive Director
Hailey Rawson, Legal Counsel
Suzanne Wickenkamp, Administrative Manager
Michael Scroggins, Marketing & I.T. Manager – Virtual
Marilyn Dillon, Special Services Manager - Virtual
Lisa K. Hubbell, Trust Specialist
Kari Shamblin, Planning Technician
Justin Broesel, I.T. Support
Chip Nolen, Scheduling Manager

Guests Present – In Person

Luke Schmidt, Kimley-Horn
Liz Scanlon, Kimley-Horn

REGIONAL TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA

OCTOBER 21, 2020

2:30 P.M.

SPECIAL MEETING MINUTES

1. Call to Order – Brad Henry, RTA Board Chairperson

Governor Henry called the meeting to order at 2:44 p.m.

2. Roll Call – Brad Henry, RTA Board Chairperson

NO QUORUM. PRESENT: Eddy, Henry, Mélon, and Vick (Virtual). **ABSENT:** Boggs, Budd, and Hutchison

2:57 p.m. Director Hutchison entered the meeting. Chairperson Henry requested a roll call.

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

3. Consider approval of minutes of the September 16, 2020 Regional Transportation Authority Meeting

APPROVED. Moved by Mélon, seconded by Hutchison. AYES: Eddy, Henry, Hutchison and Mélon. **VIRTUAL AYES:** Vick. **NAYS:** None.

Interim Executive Director, Jason Ferbrache, clarified the minutes had been revised to reflect if a party attended the meeting virtually or in person.

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

A. Administration Report

Administrative Manager Suzanne Wickenkamp presented the Administrative Report.

5. Committee Reports – Board of Directors

A. Property Acquisition Committee

Vice Chairperson Hutchison stated that Derek Sparks was working on getting commitments from legislators to re-file the requested legislation. Mr. Sparks reported he received confirmations and he would refile the House Bill utilizing the same language.

B. Outreach Committee

Secretary Mélon presented the Outreach Committee report which included a recap of the committee's first meeting on October 8, 2021.

6. Consider approval of Travel Policy

DEFERRED TO NOVEMBER 18, 2020. Moved by Hutchison, seconded by Eddy. AYES: Eddy, Henry, Hutchison and Mélon. VIRTUAL AYES: Vick. NAYS: None.

Director Donald Vick commented on commercial airlines (page 5) and voiced his concerns with requiring directors to obtain three quotes for airline costs. Chairperson Henry suggested a revision to state the lowest fare based upon good faith effort. Interim Executive Director Ferbrache stated there was straightforward language in place regarding reimbursements. Chairperson Henry emphasized that the lowest budget airline may not be equitable regarding travel times, stops, baggage fees, etc. Director Steve Eddy inquired if the three-quote policy was a City of Oklahoma City policy and Interim Executive Director Ferbrache replied affirmatively. Chairperson Henry stated the policy needs to be thought out more in relation to airline costs and asked Mr. Ferbrache if it was urgent. Mr. Ferbrache stated there was no urgency and revisions could be made. Chairperson Henry asked staff to revise the commercial airline paragraph in the policy and bring forward for approval at the next meeting on November 18, 2021.

7. Consider approval of Capital Asset Policy

APPROVED. Moved by Hutchison, seconded by Mélon. AYES: Eddy, Henry, Hutchison and Mélon. VIRTUAL AYES: Vick. NAYS: None.

Interim Executive Director Ferbrache summarized and highlighted some details of the Capital Asset Policy. Chairperson Henry asked Mr. Ferbrache if the policy was straightforward and if he worked on it with Director Boggs. Mr. Ferbrache confirmed, and thanked the City of Oklahoma City Finance Department for assisting in the drafting of the policy.

8. Consider adoption of resolution approving the Regional Transportation Authority of Central Oklahoma Regular Meeting Schedule for Calendar Year 2021.

ADOPTED. Moved by Mélon, seconded by Hutchison. AYES: Eddy, Henry, Hutchison and Mélon. VIRTUAL AYES: Vick. NAYS: None.

Interim Executive Director Ferbrache explained the need for the item is to comply with state and local requirements as well as the Open Meetings Act.

9. Receive Financial Report(s), and Approve Claims, Period of September 1, 2020 through September 30, 2020.

RECEIVED and APPROVED. Moved by Eddy, seconded by Hutchison. AYES: Eddy, Henry, Hutchison and Mélon. VIRTUAL AYES: Vick. NAYS: None.

Interim Executive Director Ferbrache provided a summary of the item including some highlights of the financial report. Director Eddy inquired as to when the RTA would start the process for requesting additional funding. Mr. Ferbrache stated he will meet with Director Boggs prior to engaging member cities for additional funding. Chairperson Henry asked if there were separate funds to pay for Kimley-Horn and if 20% were required to be local funds. Mr. Ferbrache answered affirmatively and clarified that 80% of the funding will come from The Urbanized Area Formula Funding program (49 U.S.C. 5307). Vice Chairperson Hutchison inquired if all the cities involved were on the same financial fiscal year calendar. Mr. Ferbrache stated that the timing is different, but not too far off. Chairperson Henry stated that the timing is expected in the cities' fiscal year 2022 budgets, though Oklahoma City has expressed they would like to split the

costs over two fiscal years. Secretary Mary Mélon stated this item would be a talking point for the Outreach Committee.

10. Project Update: Alternatives Analysis Update – Kimley-Horn

Liz Scanlon with Kimley-Horn presented the project update.

11. Public Comments – Brad Henry, RTA Board Chairperson

No comments.

10. New Business – Brad Henry, RTA Board Chairperson

No New Business.

11. Adjournment – 4:03 p.m.

ADJOURNED. Moved by Hutchison, seconded by Eddy. AYES: Eddy, Henry, Hutchison and Mélon. VIRTUAL AYES: Vick. NAYS: None.

APPROVED by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this **17th** day of **March 2021**.

ATTEST:

Mary Mélon, Secretary

Brad Henry, Chairperson



TO: Chairman and Board of Directors

FROM: Interim Executive Director

Consider Approval of Travel Policy

Background

At the October 21st Board Meeting, the Travel Policy was presented to the Board of Directors (BOD) for their consideration. The directors discussed the commercial airline paragraph and requested some changes to better clarify airline reimbursements.

Staff has made the suggested revisions, as follows:

- Consultant Travel – Expenses not included in the terms of the Professional Services Agreement must be pre-approved by the Executive Director in writing, prior to travel.
- Commercial Airline –
 - Quotes are only required if airline costs are \$1,000, or more.
 - Quotes are based on similar travel times, transfers, baggage fees, etc.
 - Claimant will be reimbursed for the lowest fare of the three quotes.
 - Standard reimbursement for airline charges will be based upon good faith efforts of the claimant to find the most economic coach fare plus the cost of checking one piece of luggage.

The RTA Travel Policy is being presented to the BOD for final approval.

Recommendation: RTA Travel Policy be approved.

Jason Ferbrache
Interim Executive Director



Regional Transportation Authority of Central
Oklahoma

Travel Policy

This manual addresses the policies
for travel expenditures and
reimbursements for travel
related expenses.



The Travel Policy is hereby **APPROVED** by the Regional Transportation Authority of Central Oklahoma, and **SIGNED** by the Chairperson, this 17th¹ day of March **2021**.

ATTEST:

REGIONAL TRANSPORTATION
AUTHORITY OF CENTRAL OKLAHOMA

Mary Mélon, Secretary

Brad Henry, Chair

Reviewed for form and legality.



Hailey Rawson, Assistant Municipal Counselor

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INTRODUCTION

The Regional Transportation Authority of Central Oklahoma ("RTA") is a public trust funded in part by the taxpaying residents of Del City, Edmond, Midwest City, Moore, Norman, and the City of Oklahoma City. As such, all expense records, regardless of fund source, are open to the public under the Federal and State Freedom of Information Act. Business travel is first and foremost intended to achieve the RTA's goal. All trips must support the mission of the RTA, receive the appropriate approvals, and be carefully planned to ensure that expenditures are necessary, prudent, and as economical as possible. Directors and staff travelling on behalf of RTA business have the responsibility to act prudently and to only incur travel expenses which are necessary, reasonable, appropriate, and in compliance with the RTA's policies related to travel and business expenses.

This policy pertains to the reimbursement of business-related travel expenses incurred while traveling away from home for a period substantially longer than an ordinary workday and is reasonable to sleep or rest. It is designed to govern reimbursements and/or prepayment of conferences, seminars, training sessions, business meetings, and other beneficial situations where common expenses are incurred for transportation, registration, lodging, and meals. Incidental travel expenses are subject to approval. Traveling members of the RTA, through administrative support personnel, must obtain all quotes, complete related forms, and submit travel paperwork with all required approvals.

All modes of travel, lodging, and meals should be selected with consideration given to minimizing the loss of time to the traveling claimant and cost to the RTA. Traveling claimants should neither gain nor lose personal funds while conducting business for the RTA. It is the responsibility of each claimant, as well as the Executive Director, or designee, approving the expenses, to comply with the provisions of this travel policy. Any claimant making commitments for travel will be personally responsible for expenses if the commitments are not made in accordance with this policy.

Nothing contained herein shall prohibit the Board of Directors, or designee, from modifying or approving exceptions to this policy to meet the needs of a unique situation.

CONSULTANT TRAVEL

Consultants' travel expenses shall be negotiated and authorized as part of the terms of their Professional Services Agreement (PSA) with the RTA. Expenses not included in the terms of the PSA, must receive pre-approval in a written format from the Executive Director, prior to travel.

Consultants shall submit a claim for reimbursement of travel expenses on a form listing: (1) the date and place of expenses, (2) purpose of the trip, and (3) name of the person on the trip. Additionally, the RTA requires the Consultant to maintain detailed source documentation that can be verified through the audit process. Summary credit card receipts, which contain only the cost and tip are not considered to be detailed receipts. Only food purchased according to the federal per diem requirements shall be allowed. Actual costs for alcohol and tobacco must be clearly segregated and removed from meal costs. The use of estimates for any travel expenses is unacceptable. Supporting documentation for all expenses contained in the invoice must be submitted with each invoice. Any additional instructions for reimbursements shall be included in the terms of the PSA.

No other portion of this travel policy shall be interpreted to apply to Consultants unless specified

in the terms of their PSA.

AUTHORIZATION

The RTA member must receive authorization from the Board of Directors to travel, and provide the RTA business purpose for the travel, the estimated cost of the travel, the travel destination(s), and dates of the trip. Any expenses related to a traveling companion of a claimant are not reimbursable by the RTA. A Director may not authorize or otherwise approve their own claims for reimbursement. Such authorizations must be made at the level of the Board of Directors.

REGISTRATION

The RTA may pre-pay or reimburse claimants for registration for RTA-related workshops, conferences and seminars. Special events and tours that are not job-related and are leisure activity are not reimbursable. The Executive Director shall be responsible for prepayment of registration costs. If the Executive Director is unable to complete timely event registration, the traveling claimant may elect to register by using a personal credit card.

TRANSPORTATION

Travel time is defined as 24 hours before and after the times in the official conference/training registration information.

Commercial Airline

The standard mode for out-of-state travel is by commercial airline. When purchasing airfare, price should be the primary consideration; however, other factors to be considered may include reasonable departure and arrival times, as well as the duration of the flight. The goal is to book flights with consideration given to travel time, convenience to the traveling claimant, and cost effectiveness without interfering with the business purpose of the travel. Traveling claimants can use the airline of their choice.

If the cost of a flight is \$1,000 or more, the claimant is responsible for obtaining three quotes and the reimbursement amount will be the lowest fare from three (3) flight quotes with similar travel times, transfers, baggage fee, etc. The RTA will not reimburse claimants for added fees beyond economy coach fare to the extent a good faith effort is taken to fly coach on a primary airline, and the cost of checking one piece of luggage, if applicable. Examples of non-reimbursable fees include early boarding, better seating, obtain more leg room, etc.

Oklahoma City Ground Transportation and Parking

Transportation expenses, including private vehicle mileage to and from Will Rogers World Airport are reimbursable. Airport parking is reimbursable. A receipt is required for reimbursement of airport parking for short, or long-term parking expenses.

Private Vehicle – In State Travel

In the event an RTA owned vehicle is not available for travel within the State of Oklahoma, or circumstances dictate otherwise, a private vehicle can be used. The use of a private vehicle for traveling inside the state of Oklahoma must be approved by the Board, or designee, prior to travel. The claimant will need to track mileage and may utilize online tools to obtain mileage. Mileage reimbursement for use of a private vehicle will be paid at the current IRS rate. Mileage reimbursement claims pertaining to business related travel are to be filed in accordance with established RTA policies for vehicle mileage reimbursement (refer to the *Mileage Reimbursement* section of this policy).

Private Vehicle – Out of State Travel

Private vehicle mileage reimbursement will be paid at the current IRS rate, but only to the extent of the most economical cost for airline coach fare or mileage, whichever is less. The IRS mileage rate includes the expense of fuel. A comparison rate shall be established by obtaining an airfare quote. Taxi fare, rental cars and shuttle expenses will not be considered for the purpose of establishing the reimbursement amount. The claimant will need to track mileage and may utilize online tools to obtain mileage from their home or work to the destination.

Rental Car

The expense of a rental car for a claimant when out of town on behalf of the RTA, may be reimbursed only if written justification is provided by the claimant and approved by Executive Director, or designee, prior to travel. Automobile rental is not at the discretion of the traveling claimant and must be a necessary and cost-effective mode of transportation for the benefit of the RTA. Claimants must submit the rental agreement, receipt and the written justification, approved by the Board as part of the claim for reimbursement.

Rail Service

The claimant may choose the option of using rail service based upon the most economical mode of travel in comparison to air travel. The justification must be documented by including a quote for the lowest and best economy coach airfare. Visit the rail service website to obtain quote(s) for commercial rail service.

LODGING

If a hotel requires a credit card number to be on file to cover incidental expenses such as telephone calls, room service, Internet, mini bar etc., the credit card should belong to the traveling claimant. The hotel receipt must indicate the payment method and show the balance was paid. Only room fees and taxes are paid by the RTA.

Most hotels provide free internet. Claimants may be reimbursed for work-related internet usage charges. These charges should be separately identified on the original itemized hotel receipt.

Many conferences offer a list of hotels with special pricing. Traveling claimants are encouraged

to choose the most economically priced hotel possible. Three (3) separate hotel quotes are required unless the conference is at a hotel or conference center and hotel facility, then only that quote is required.

MEALS

Complimentary free continental breakfasts provided by the hotel cannot be claimed as an expense. Meal(s) will not be reimbursed unless overnight stay is required or long enough that a claimant needs to stop for sleep or rest to properly perform their job duties. Meal(s) included in the cost of registration will not be reimbursed to claimant, except for continental breakfasts or special dietary needs. Meal expenses should include reasonable tips (no more than 20% tip). Alcoholic beverages are not reimbursable. Reimbursement will be made for the actual amount claimed up to the federal per diem rate as published by the General Services Administration (GSA) recommended by the IRS. The maximum allowable will be the Meals and Incidental Expenses (ME&I) rate of the GSA. The GSA per diem rates can be located by going to www.gsa.gov.

MISCELLANEOUS EXPENSE INFORMATION

The RTA will not reimburse for personal items, services, or entertainment, including but not limited to, toiletries, medicine, clothing, grooming, laundry, dry cleaning, movies, snacks or alcoholic beverages. Receipts are not required for reasonable tips, shuttle/bus/taxicab fare, or business telephone calls.

FOREIGN TRAVEL

In the event of foreign travel, the claimant is responsible for providing documentation from a bank, financial institution, or Internet of the currency exchange rate in effect at the time of exchange. The exchange rate information must be obtained during the dates of the travel.

The RTA will not reimburse the Goods and Services Tax (GST) or any other foreign tax that may be refunded to the claimant. The claimant is responsible for submitting a claim to the appropriate country for any tax refund.

MILEAGE REIMBURSEMENT

A “mileage reimbursement only” claim for a one-time event or a special circumstance may be submitted by providing written notification to the Executive Director, or designee, explaining the public purpose of the reimbursement. The written notification should include the RTA related event, the purpose, and the total amount of mileage claimed. The claimant will be reimbursed for mileage at current IRS rates as found at www.gsa.gov.

CANCELLATIONS

If registration, lodging and/or transportation has been prepaid by the RTA and the claimant is unable to complete the intended travel, the claimant is required to follow-up on the cancellation policy of the sponsoring organization and lodging site. All possible means are to be explored to obtain refunds, partial refunds, or options for substituting another RTA member.

The claimant must provide written justification, which is approved by the Executive Director, or

designee, to explain the reason for the inability to travel as previously arranged.

REFUNDS

The claimant has the responsibility for the oversight and administration of seeking refunds to the RTA. Any RTA refunds obtained due to cancellations or overpayments must be deposited with the RTA.



TO: Chairman and Board of Directors

FROM: Interim Executive Director

Receive Annual Financial Report for February 2019 through June 30, 2020 Period.

Background The Trust Indenture and Agreement requires an independent audit of the Regional Transportation Authority of Central Oklahoma (RTA) financial controls, and annual financial report. The report is to be filed annually with the governing body of the Beneficiaries. The Single Audit Act of the United States requires an annual audit of recipients of Federal funds. 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. AGH has completed the first audit of the RTA and is submitting it to the Board, and AGH will be presenting an overview.

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

Recommendation: Receive the Annual Financial Report for February 2019 through June 30, 2020 period.

Jason Ferbrache
Interim Executive Director



Regional Transportation Authority
of Central Oklahoma

Annual Financial Report

for the Fiscal Year
ended June 30, 2020



REGIONAL TRANSPORTATION AUTHORITY

The Regional Transportation Authority
of Central Oklahoma

Board of Directors

Brad Henry, Chairman - Oklahoma City

Marion Hutchinson, Vice Chairman - Norman

Mary Mèlon, 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, 2020

Prepared by The Oklahoma City Finance Department, Accounting Services Division
Angela Pierce, CPA, Assistant Finance Director / Controller

Introductory Section

REGIONAL TRANSPORTATION AUTHORITY

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rtaok.org

December 11, 2020

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, 2020 and 2019, 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 Oklahoma City, Edmond, Norman, Moore, Midwest City, and Del 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.

The coronavirus pandemic has cast a large shadow over the economic outlook for the Region of Central Oklahoma and the country as a whole. The economic contraction in the US was unprecedented as local, state and federal leaders worked through impacts of the contraction caused by the measures designed to suppress the transmission of coronavirus. The collapse in oil prices that occurred as a result of the dramatic reduction in global oil demand as a result of the pandemic has had a significant impact on the oil and gas industry worldwide and Oklahoma was no exception. From June of 2019 to June 2020, Oklahoma experienced a 90% reduction in active drilling rigs dropping from 100 active rigs to just 10. Going back just a year more to June 2018, Oklahoma had 140 drilling rigs working in the state. The contraction in the oil and gas industry has been dramatic and the effects will continue to ripple through the economy as firms in every facet of the oil and gas industry continue to cut back on staff and expenses.

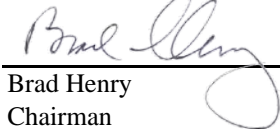
Dr. Russel Evans, Executive Director of the Steven C. Agee Economic Research & Policy Institute of Oklahoma City University, provided his economic forecast to the Oklahoma City Council during the annual budget workshop in February 2020, but that forecast seems like ancient history with all that has transpired since. In a recent update, Dr. Evans estimated that US Gross Domestic Product (GDP) growth over the next couple of years is expected to be stronger than in recent years. However, he projects the US economy will not fully recover the losses incurred in the first half of calendar year 2020 until 2022.

Going forward, Central Oklahoma has a number of factors in its favor when the threat of coronavirus is lifted. 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.

The Trust Indenture and Agreement requires an independent audit of the RTA financial controls, and annual financial report. The report is to be filed annually with the governing body of the Beneficiaries. The Board of Directors approved a request for proposal (RFP) for external audit services. Allen, Gibbs & Houlik, L.C. were awarded the contract for audit services from July 1, 2019 through June 30, 2020. The Authority acknowledges the professional and competent services of its independent auditors.

Respectfully submitted:



Brad Henry
Chairman



Jason Ferbrache
Interim Executive Director



Angela Pierce, CPA
City Assistant Finance Director/
Controller

Financial Section

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 June 30, 2020 and 2019, for the year ended June 30, 2020, and for the period February 20, 2019 (inception date) through June 30, 2019, 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, 2020 and 2019, and the respective changes in financial position for the year ended June 30, 2020 and the period February 20, 2019 (inception date) through June 30, 2019 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 11, 2020 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 11, 2020
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 year ended June 30, 2020 and for the period February 20, 2019 (date of inception) through June 30, 2019. 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 2019 and 2020.
- Total assets for the Authority decreased by \$289,929 (20.4%) to \$1,132,955 during 2020.
- Total liabilities for the Authority decreased by \$289,929 (20.4%) to \$1,132,955 during 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			
			2020-2019 Amount of Change	2020-2019 %
	<u>2020</u>	<u>2019</u>	<u>Change</u>	<u>Change</u>
Assets				
Current assets	\$1,132,955	\$1,422,884	(\$289,929)	(20.4%)
Capital assets, net	—	—	—	0.0
Total assets	<u>1,132,955</u>	<u>1,422,884</u>	<u>(289,929)</u>	(20.4)
Liabilities				
Current liabilities	666,193	336,303	329,890	98.1
Non-Current liabilities	<u>466,762</u>	<u>1,086,581</u>	<u>(619,819)</u>	<u>(57.0)</u>
Total liabilities	<u>1,132,955</u>	<u>1,422,884</u>	<u>(289,929)</u>	(20.4)
Net position (deficit)				
Total net position	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	0.0

Current assets decreased \$289,929 from 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 \$289,929 in 2020 primarily related to recognition of donation revenues as payments for services provided by consulting and administration.

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

(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 \$151,624 in 2020 primarily related to recognition of contribution revenues applied to consulting and administrative services. For the period February 20, 2019 through June 30, 2019, \$153,793 was recognized as revenue earned for consulting and administrative services.

In 2020, program expenses increased \$151,624 primarily related to an increase of \$9 thousand legal fees, \$129 thousand in consulting services and \$13 thousand 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.

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Basic Financial Statements

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>2020</u>	<u>2019</u>
<u>ASSETS</u>		
<u>CURRENT ASSETS</u>		
Cash-----	\$1,131,979	\$ -
Intergovernmental receivables-----	976	1,422,884
Total current assets-----	<u>1,132,955</u>	<u>1,422,884</u>
Total assets-----	<u>1,132,955</u>	<u>1,422,884</u>
<u>LIABILITIES</u>		
<u>CURRENT LIABILITIES</u>		
Accounts payable and accrued expenses-----	43,854	30,886
Unearned revenue-----	622,339	305,417
Total current liabilities-----	<u>666,193</u>	<u>336,303</u>
<u>NON-CURRENT LIABILITIES</u>		
Unearned revenue-----	466,762	1,086,581
Total non-current liabilities-----	<u>466,762</u>	<u>1,086,581</u>
Total liabilities-----	<u>1,132,955</u>	<u>1,422,884</u>
<u>NET POSITION</u>		
Total net position-----	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes to financial statements.

STATEMENT OF ACTIVITIES
For the Period Ended,

REGIONAL TRANSPORTATION
AUTHORITY

		Period February 20, 2019
	Year Ended June 30, 2020	Through June 30, 2019
<u>PROGRAM EXPENSES</u>		
Professional services-----	\$301,924	\$150,954
Other services and charges-----	3,493	2,839
Total program expenses-----	<u>305,417</u>	<u>153,793</u>
<u>PROGRAM REVENUES</u>		
<u>OPERATING GRANTS AND CONTRIBUTIONS</u>		
Other operating grants and contributions-----	302,897	153,793
Total program revenues-----	<u>302,897</u>	<u>153,793</u>
Net program revenue (expense)-----	<u>(2,520)</u>	<u>-</u>
<u>GENERAL REVENUES</u>		
Investment income-----	2,520	-
Total general revenues-----	<u>2,520</u>	<u>-</u>
Changes in net position-----	-	-
Net position-beginning-----	-	-
Net position-ending-----	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes to financial statements.

BALANCE SHEET
June 30,

REGIONAL TRANSPORTATION
AUTHORITY

	<u>2020</u>	<u>2019</u>
<u>ASSETS</u>		
Cash-----	\$1,131,979	\$ -
Intergovernmental receivable-----	976	1,422,884
Total assets-----	<u><u>\$1,132,955</u></u>	<u><u>\$1,422,884</u></u>
<u>LIABILITIES AND FUND BALANCE</u>		
<u>LIABILITIES</u>		
Accounts payable and accrued expenditures-----	\$43,854	\$30,886
Unearned revenue-----	622,339	305,417
Unearned revenue, non-current-----	466,762	1,086,581
Total liabilities-----	<u><u>1,132,955</u></u>	<u><u>1,422,884</u></u>
Total liabilities and fund balances-----	<u><u>\$1,132,955</u></u>	<u><u>\$1,422,884</u></u>
<u>RECONCILIATION OF THE BALANCE SHEETS TO THE STATEMENTS OF</u>		
<u>NET POSITION</u>		
Total fund balances-----	\$ -	\$ -
Total net position-----	<u><u>\$ -</u></u>	<u><u>\$-</u></u>

See accompanying notes to financial statements.

**STATEMENTS OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCE
For the Period Ended,**

**REGIONAL TRANSPORTATION
AUTHORITY**

	Year Ended June 30, 2020	Period February 20, 2019 Through June 30, 2019
<u>REVENUES</u>		
Investment income-----	\$2,520	\$ -
Intergovernmental programs-----	302,897	153,793
Total revenues-----	<u>\$305,417</u>	<u>153,793</u>
<u>EXPENDITURES</u>		
<u>CURRENT</u>		
Professional services-----	301,924	150,954
Other services and charges-----	3,493	2,839
Total expenditures-----	<u>305,417</u>	<u>153,793</u>
Net changes in fund balances-----	-	-
<u>RECONCILIATION OF STATEMENTS OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES TO STATEMENTS OF ACTIVITIES</u>		
Net changes in fund balances-----	\$ -	\$ -
Change in net position-----	<u>\$ -</u>	<u>\$ -</u>

See accompanying notes to financial statements.

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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 year ended June 30, 2020 and for the period February 20, 2019 (date of inception) through June 30, 2019.

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 jurisdiction's 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 May of 2020, the Governmental Accounting Standards Board (GASB) issued statement number 95, Postponement of the Effective Dates of Certain Authoritative Guidance, effective immediately to provide temporary relief to governments and other stakeholders in light of the COVID-19 pandemic. Certain Statements that first became effective after June 15, 2018 and later have been postponed by one year up to 18 months depending upon the pronouncement. The Authority has elected to postpone implementation of GASB statement number 84 Fiduciary Activities and GASB statement number 90 Majority Equity Interests to fiscal year 2021.

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.

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.

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

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, 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, 2020 and 2019, were \$976 and \$1,422,884, respectively. The full 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, 2020 and 2019, is \$1,089,101 and \$1,391,998, 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 and 2019 RTA paid ACOG for administrative support in the amounts of \$18,248 and \$10,507, respectively. These payments were for providing administrative, technical and planning assistance to the RTA Task Force.

V. SUBSEQUENT EVENT

On July 10, 2020, the Authority entered into a subrecipient agreement with COTPA to receive Federal Transit Administration funds for allowable expenses. The agreement is for a period of five years and funding will be determined annually.

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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 June 30, 2020 and 2019, for the year ended June 30, 2020, and for the period February 20, 2019 (inception date) through June 30, 2019, 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 11, 2020.

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 11, 2020
Wichita, Kansas

REGIONAL TRANSPORTATION AUTHORITY

The Regional Transportation Authority
of Central Oklahoma

Board of Directors

Brad Henry, Chairman - Oklahoma City

Marion Hutchinson, Vice Chairman - 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, 2021

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

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

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For the Eight Months Ended February 28, 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: March 12, 2021

SUBJECT: Regional Transportation Authority of Central Oklahoma (Authority) Budget to Actual Schedule and Statement of Local Funding for the Eight Months Ended February 28, 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

Christy Jameson

Christy Jameson, CPA
City of Oklahoma City
Assistant Controller

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL

For the Eight Months Ended February 28, 2021

SUMMARY

(unaudited)

**REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date	Variance	Actual as a Percent of Year to Date Budget
<u>SOURCES</u>					
Operations (1)-----	622,339	227,362	255,329	27,967	112.3%
Grant activity-----	635,221	139,848	27,970	(111,878)	20.0
Total revenues-----	1,257,560	367,210	283,299	(83,911)	77.1
<u>EXPENDITURES</u>					
Operations-----	622,339	227,362	255,329	(27,967)	112.3
Grant activity-----	635,221	139,848	139,848	-	100.0
Total expenditures-----	1,257,560	367,210	395,177	(27,967)	107.6
Operating (loss) income	\$ -	\$ -	(111,878)	(\$111,878)	N/A

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

OPERATIONS

Cash balance, beginning-----	1,131,979
Cash balance, ending-----	\$876,650

GRANT ACTIVITY

Cash balance, beginning-----	-
Cash balance, ending-----	(\$111,878)

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL**REGIONAL****For the Eight Months Ended February 28, 2021****TRANSPORTATION AUTHORITY****OPERATIONS****OF CENTRAL OKLAHOMA**

(unaudited)

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date	Variance	Actual as a Percent of Year to Date Budget
<u>SOURCES</u>					
Prior year cash balance-----	\$622,339	\$227,362	\$255,329	\$27,967	112.3%
Total revenue-----	622,339	227,362	255,329	27,967	112.3
<u>EXPENDITURES</u>					
Professional services - COTPA administration-----	27,460	16,016	16,001	15	99.9
Professional services - Holmes & Associates-----	501,000	198,379	198,379	-	100.0
Legal fees-----	9,000	-	-	-	N/A
Independent audit fees-----	15,000	12,600	12,600	-	100.0
Polling Services-----	26,000	-	-	-	N/A
Training-----	7,850	-	-	-	N/A
Travel-----	20,000	-	-	-	N/A
Insurance-----	4,000	-	-	-	N/A
Branding-----	10,000	-	-	-	N/A
Other services and charges-----	509	367	379	(12)	103.3
Supplies-----	1,520	-	-	-	N/A
Transfer to grant activity for grant match (1)-----	-	-	27,970	(27,970)	N/A
Total expenditures-----	622,339	227,362	255,329	(27,967)	112.3
Operating (loss) income	\$ -	\$ -	\$ -	\$ -	N/A

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

CASH BALANCE

Cash balance, beginning-----	1,131,979
Cash balance, ending-----	\$876,650

SCHEDULE OF REVENUES AND EXPENDITURES - BUDGET TO ACTUAL**For the Eight Months Ended February 28, 2021****GRANT ACTIVITY**

(unaudited)

**REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date	Variance	Actual as a Percent of Year to Date Budget
<u>SOURCES</u>					
Federal grants (1)-----	\$635,221	\$139,848	\$ -	(\$139,848)	0.0
Transfer from Operations for local grant match-----	-	-	27,970	27,970	N/A
Total revenue-----	635,221	139,848	27,970	(111,878)	20.0
<u>EXPENDITURES</u>					
Professional services - COTPA administration-----	109,841	-	-	-	N/A
Professional services - Kimley-Horn-----	525,000	139,848	139,848	-	100.0
Other services and charges-----	380	-	-	-	N/A
Total expenditures-----	635,221	139,848	139,848	-	100.0
Operating (loss) income	\$ -	\$ -	(\$111,878)	(\$111,878)	N/A

(1) The adopted budget was for 100% Federal grant reimbursement with no local match. Payment of \$111,878 for 80% of Kimley-Horn invoices was received from COTPA on March 5, 2021.

CASH BALANCE

Cash balance, beginning-----	-
Cash balance, ending-----	(\$111,878)

STATEMENT OF LOCAL FUNDING
For the Eight Months Ended February 28, 2021
(unaudited)

REGIONAL
TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

2021					
LOCAL SPLIT	Population	% Population	Local Share Contributed	Spent	Funds Remaining
Del City	21,332	2.3621%	\$49,580	\$28,873	\$20,707
Edmond	81,405	9.0138%	189,200	110,180	\$79,020
Midwest City	54,371	6.0204%	126,368	73,590	\$52,778
Moore	55,081	6.0990%	128,018	74,551	\$53,467
Norman	110,925	12.2825%	257,810	150,135	\$107,675
Oklahoma City	579,999	64.2222%	1,348,024	785,021	\$563,003
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,222,350	\$876,650

After February, 2021 Claims Paid in March:

LOCAL SPLIT	Population	% Population	Local Share Contributed	Spent	Funds Remaining
Del City	21,332	2.3621%	\$49,580	\$29,507	\$20,073
Edmond	81,405	9.0138%	189,200	112,600	76,600
Midwest City	54,371	6.0204%	126,368	75,206	51,162
Moore	55,081	6.0990%	128,018	76,188	51,830
Norman	110,925	12.2825%	257,810	153,432	104,378
Oklahoma City	579,999	64.2222%	1,348,024	802,259	545,765
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,249,192	\$849,808

Regional Transportation Authority of Central Oklahoma

FY2021 Year End Forecast

Presented March 17, 2020

Prepared by RTA Support Team (unaudited)

OPERATIONS		YTD Acutals	Est. Remaining	Total YE	FY21		
<i>Sources</i>		Jul - Feb	Mar - Jun	Forecast	Budget	Variance	Variance %
Prior Year Cash Balance		\$255,332	\$160,406	\$415,738	\$622,339	\$206,601	
Total Revenues		\$255,332	\$160,406	\$415,738	\$622,339	\$206,601	33%
<i>Expenditures</i>		YTD Acutals	Est. Remaining	Total YE	FY21		
<i>Contracts and Services</i>		Jan - Feb	Mar - Jun	Forecast	Budget	Variance	Variance %
Professional Services - COTPA Administration		\$16,016	\$9,152	\$25,168	\$27,460	\$2,292	
Professional Services - Holmes & Associates		\$198,379	\$76,195	\$274,574	\$501,000	\$226,426	
Transfer to Grant Activity for Local Grant Match ⁽¹⁾		\$27,970	\$71,198	\$99,168	\$0	-\$99,168	
Professional Services-Legal		\$0	\$0	\$0	\$9,000	\$9,000	
Independent Financial Audit		\$12,600	\$0	\$12,600	\$15,000	\$2,400	
Website Hosting Fee		\$0	\$0	\$0	\$413	\$413	
Branding		\$0	\$0	\$0	\$10,000	\$10,000	
Conference/Training		\$0	\$0	\$0	\$7,850	\$7,850	
Directors & Officer Liability Insurance		\$0	\$3,500	\$3,500	\$4,000	\$500	
Advertising/Public Notice		\$318	\$311	\$629	\$40	-\$589	
Printing & Binding		\$0	\$0	\$0	\$20	\$20	
Postage		\$26	\$50	\$76	\$15	-\$61	
Mileage		\$0	\$0	\$0	\$20	\$20	
Parking		\$23	\$0	\$23	\$0	-\$23	
Travel		\$0	\$0	\$0	\$20,000	\$20,000	
Polling Services		\$0	\$0	\$0	\$26,000	\$26,000	
Total Contracts and Services		\$255,332	\$160,406	\$415,738	\$620,818	\$205,080	33%
<i>Equipment and Supplies</i>							
Office Supplies		\$0	\$0	\$0	\$320	\$320	
Food		\$0	\$0	\$0	\$1,000	\$1,000	
Other Supplies		\$0	\$0	\$0	\$200	\$200	
Total Equipment and Supplies		\$0	\$0	\$0	\$1,520	\$1,520	100%
Total Expenditures		\$255,332	\$160,406	\$415,738	\$622,338	\$206,600	33%

⁽¹⁾ This is the 20% match for the Kimley Horn expense.

GRANT ACTIVITY		YTD Acutals	Est. Remaining	Total YE	FY21		
<i>Sources</i>		Jan - Feb	Mar - Jun	Forecast	Budget	Variance	Variance %
Federal Grant ⁽²⁾		\$88,922	\$223,750	\$312,671	\$635,221	\$322,550	
Transfer from Operations for Local Grant Match ⁽³⁾		\$27,970	\$71,198	\$99,168	\$0	-\$99,168	
Total Revenues		\$116,891	\$294,948	\$411,839	\$635,221	\$223,382	35%
<i>Expenditures</i>		YTD Acutals	Est. Remaining	Total YE	FY21		
<i>Contracts and Services</i>		Jan - Feb	Mar - Jun	Forecast	Budget	Variance	Variance %
Professional Services - Kimley Horn		\$139,848	\$355,991	\$495,839	\$525,000	\$29,161	
Professional Services - COTPA Administration		\$0	\$0	\$0	\$109,841	\$109,841	
Other Services & Charges		\$0	\$0	\$0	\$380	\$380	
Total Expenditures		\$139,848	\$355,991	\$495,839	\$635,221	\$139,382	22%

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

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

FY21 Beginning Cash Balance ⁽⁴⁾	\$1,131,979
FY21 Ending Cash Balance (Forecast)	\$716,241

⁽⁴⁾ Cash balance as of the June 2020 Financial Statement.

Regional Transportation Authority of Central Oklahoma Payment Claims

Period: 2/01/2021 to 2/28/2021

Date	Vendor	Description	Invoice No.	Cost	Total
3/1/2021	Holmes & Associates LLC	Consultant Fees - Labor	321	\$ 16,195.00	
		Cost Reimbursement RTA	321	\$ -	
					\$ 16,195.00
1/31/2021	Kimley-Horn	Tasks 1 - Project Management	18221706	\$ 8,691.07	
	Kimley-Horn	Task 2 - Public Engagement	18221706	\$ 28,828.26	
	Kimley-Horn	Task 3 - Prior Studies Assess			
	Kimley-Horn	Task 4 - AA Process	18221706	\$ 3,471.77	
	Kimley-Horn	Expenses	18221706		
					\$ 40,991.10
3/1/2021	COTPA	Admin Services Fee - Jan 21	2021-103	\$ 2,288.00	
		Reimb Legal Notice - Town Hall	2021-103	\$ 161.05	
					\$ 2,449.05
					\$ -
Total Claims					\$ 59,635.15

APPROVED BY THE TREASURER:

James P. Boggs

Date

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

ATTEST:

**REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

Mary Mélon, Secretary

Brad Henry, Chairman



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 #0321

March 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	Biller	Description	Hours/Qty	Rate	Amount
2/01/2021	KAH	RTA - TIME: Total time billed by K Holmes for the period 2/01/2021 to 2/28/2021	41.0	395.00	\$16,195.00
2/28/2021	KAH	RTA - COSTS: Total costs incurred by KAH			\$0.00
We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.					Invoice Balance Due \$16,195.00

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 847385
 LOS ANGELES, CA 90084-7385

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

Invoice No: 18221706
 Invoice Date: Jan 31, 2021
 Invoice Amount: \$40,991.10
 Project No: 197385001.3
 Project Name: OKC RTA AA NEPA STUDY
 Project Manager: SCANLON, LIZ

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

Client Reference: TASK ORDER 001

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	100,128.00	59.99%	60,063.41	51,372.34	8,691.07
TASK 2: PUBLIC ENGAGEMENT	104,399.00	54.12%	56,505.95	27,677.69	28,828.26
TASK 3: ASSESSMENT OF PRIOR STUDIES	25,676.00	92.49%	23,748.80	23,748.80	0.00
TASK 4: ALTERNATIVES ANALYSIS PROCESS	246,466.00	15.53%	38,279.65	34,807.88	3,471.77
TASK 5: STATION AREA AND LAND USE ANALYSIS	32,865.00	0.00%	0.00	0.00	0.00
TASK 6: RAIL OPERATIONS PLANNING	24,700.00	0.00%	0.00	0.00	0.00
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	142,170.00	0.00%	0.00	0.00	0.00
EXPENSES	23,000.00	9.75%	2,241.57	2,241.57	0.00
Subtotal	699,404.00	25.86%	180,839.38	139,848.28	40,991.10
Total COST PLUS MAX					40,991.10

Total Invoice: \$40,991.10



CENTRAL OKLAHOMA
TRANSPORTATION & PARKING
AUTHORITY

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

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

Invoice #: 2021-103

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

Invoice Date: 3/1/2021

Invoice For: *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee -Feb 2021 (Local Match)	1	\$2,288.00		\$2,288.00
1	Legal Notice - Journal Record Town Hall Mtg	1	\$161.05		\$161.05
NOTES: RTA PO # 2021-001				Invoice Subtotal	\$2,449.05
				Tax Rate	
				Sales Tax	\$0.00
				Other	
				Deposit Received	
Make all checks payable to EMBARK				TOTAL	\$2,449.05

The Journal Record

Business Intelligence for Intelligent Business

211 N Robinson, Suite 201S

Oklahoma City, OK 73102

1 (405) 235-3100

www.journalrecord.com

Account #
10000984
Order Date
1/14/2021
Order #
11952468
PO/Case #
Salesperson

Embark

2000 S May Ave

Oklahoma City, OK 73108-4446

Days	Description	Size/Qty	Unit Price	Amount
2	(MS11952468) NOTICE OF VIRTUAL TOWN HALL MEETING REGIONAL TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA (RTA) JOURNAL RECORD AND THE OKLAHOMAN DEVELOPING A COMPREHENSIVE TRANSIT SYSTEM PLAN THURSDAY, JANUARY 28, 2021 - 6:30 P.M. ZOOM LINK: HTTPS://BIT.LY/ Journal Record (OK) Government / Other 1/15/2021 - 1/25/2021 -Word Style (3) -Word Style (6) -Tabular Style (2) -Tabular Style (4) 1/15/2021 - 1/25/2021 -Payment via credit card #*****4100	1 col x 8.77in		-161.05
TOTAL DUE				0.00

DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT TO:

The Journal Record

SDS 12-2707

PO Box 86

Minneapolis, MN 55486-2707

Account #	Customer	Order #	Order Date	Total Due
10000984	Embark	11952468	1/14/2021	0.00



C C C

M M Y Y

CARD NUMBER

_____ / _____

EXP. DATE

Security Code: _____

Charge My Credit Card \$ _____ CUSTOMER SIGNATURE _____

REGIONAL TRANSPORTATION AUTHORITY

The Regional Transportation Authority
of Central Oklahoma

Board of Directors

Brad Henry, Chairman - Oklahoma City

Marion Hutchinson, Vice Chairman - 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

Monthly Financial Report for Month Ended January 31, 2021

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



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 10, 2021

Subject: Regional Transportation Authority of Central Oklahoma for the
Month Ended January 31, 2021 and 2020.

The financial statements presented in this report include a cash status report, balance sheet, statement of revenues and expenditures and statement of local funding.

The financial statements and schedules are preliminary and may change. Any changes will be reflected in the annual audited financial statements. Receivables have been based on an estimate from previous month's data. Due to the cancelled monthly board meeting in November, approval to pay claims was not received and as of the date of this report there are no current expenditures reported. Remaining available funds can be found on page four that takes into consideration what has been obligated and funds remaining.

The financial statements and schedules are unaudited and are prepared by the City Finance Department, Accounting Services Division. The undersigned are prepared to answer any questions that you may have pertaining to the financial statements and schedules.

Respectfully submitted:

Ronda K Shelton

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

Amy M. Lucas

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

Alex E. Fedak

Alex Fedak, CPA
City of Oklahoma City
Acting Controller

CASH STATUS REPORT
For the Month Ended January 31, 2021
(unaudited)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	OPERATING ACCOUNT	INVESTMENT SWEEP (1)	TOTAL
Beginning Balance <i>January 1, 2021</i>			
Cash on Deposit	<u>\$859,575</u>	<u>\$-</u>	<u>\$859,575</u>
Cash Receipts			
Total Cash Receipts	<u>-</u>	<u>-</u>	<u>-</u>
Cash Disbursements			
Bank Account Analysis Fee	4	-	4
Consultant	38,255	-	38,255
Professional Services	<u>13,628</u>	<u>-</u>	<u>13,628</u>
Total Cash Disbursements	<u>51,887</u>	<u>-</u>	<u>51,887</u>
Ending Balance <i>January 31, 2021</i>			
Cash on Deposit	<u><u>\$807,688</u></u>	<u><u>\$-</u></u>	<u><u>\$807,688</u></u>

(1) As of March 2020, there is no longer a daily sweep from the operating account to the investment account at the close of the business day and a corresponding sweep back to the operating account at the beginning of the next business day.

BALANCE SHEET
January 31,
(unaudited)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	<u>2021</u>	<u>2020</u>	<u>Current Year % Change</u>
<u>ASSETS</u>			
<u>Current Assets:</u>			
Cash & Cash Equivalents:			
Chase Operating Account	\$807,688	\$500,000	62%
Chase Investment Sweep	-	723,289	-100%
Total Cash & Cash Equivalents	807,688	1,223,289	-34%
Accounts Receivable	962	-	N/A
Total Current Assets	808,650	1,223,289	-34%
Total Assets	808,650	1,223,289	-34%
<u>LIABILITIES</u>			
<u>Short-term Liabilities:</u>			
Deferred Revenue			
Unearned Revenue	341,889	1,223,289	-72%
N/C Unearned Revenue (1)	466,761	-	N/A
Total Deferred Revenue	808,650	1,223,289	-34%
Total Short-term Liabilities	808,650	1,223,289	-34%
Total Liabilities	808,650	1,223,289	-34%
Total Liabilities and Net Assets	\$808,650	\$1,223,289	-34%

(1) Non-Current Unearned Revenue and Unearned Revenue was split in fiscal year 2021, prior years it was not.

STATEMENT OF REVENUES AND EXPENDITURES
For the One Month and Seven Months ended January 31,
(unaudited)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	2021	2021	2020	2020
	Current	Year to Date	Current	Year to Date
<u>REVENUE</u>				
Dividend Income	\$-	\$-	\$714	\$1,016
Beneficiary Donations:				
Del City	1,225	6,624	682	4,098
Edmond	4,677	25,280	2,603	15,637
Midwest City	3,124	16,885	1,739	10,444
Moore	3,165	17,105	1,761	10,581
Norman	6,373	34,446	3,547	21,308
Oklahoma City	33,323	180,110	18,545	111,415
Total Revenue	<u>51,887</u>	<u>280,450</u>	<u>29,591</u>	<u>174,499</u>
<u>EXPENDITURES</u>				
Administrative Services	-	-	4,682	12,252
Bank Account Analysis Fees	4	7	-	-
Consultant Fees	10,468	143,858	21,369	149,705
Insurance	-	-	-	2,497
Investment Fees	-	-	165	233
Independent Audit	11,340	11,340	-	-
Legal Services	-	-	3,375	9,812
Professional Services	30,075	125,225	-	-
Other Services and Charges	-	20	-	-
Total Expenditures	<u>\$51,887</u>	<u>\$280,450</u>	<u>\$29,591</u>	<u>\$174,499</u>

STATEMENT OF LOCAL FUNDING
For the One Month and Seven Months ended January 31,
(unaudited)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

LOCAL SPLIT	Population	% Population	2021		
			Local Share Contributed	Spent	Funds Remaining (1)
Del City	21,332	2.3621%	\$49,580	\$30,502	\$19,078
Edmond	81,405	9.0138%	189,200	116,396	72,804
Midwest City	54,371	6.0204%	126,368	77,742	48,626
Moore	55,081	6.0990%	128,018	78,757	49,261
Norman	110,925	12.2825%	257,810	158,605	99,205
Oklahoma City	579,999	64.2222%	1,348,024	829,310	518,714
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,291,312	\$807,688

(1) ACOG reimbursement for overstated expenses, added back to tie to cash available on bank statement.

After January 31, 2021 Claims Paid in February:

LOCAL SPLIT	Population	% Population	Local Share		
			Contributed	Spent	Funds Remaining
Del City	21,332	2.3621%	\$49,580	\$31,516	\$18,064
Edmond	81,405	9.0138%	189,200	120,264	68,936
Midwest City	54,371	6.0204%	126,368	80,325	46,043
Moore	55,081	6.0990%	128,018	81,374	46,644
Norman	110,925	12.2825%	257,810	163,876	93,934
Oklahoma City	579,999	64.2222%	1,348,024	856,866	491,158
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,334,221	\$764,779

Regional Transportation Authority of Central Oklahoma Payment Claims

Period: 1/01/2021 to 1/30/2021

Date	Vendor	Description	Invoice No.	Cost	Total
2/1/2021	Holmes & Associates LLC	Consultant Fees - Labor	221	\$ 10,665.00	
		Cost Reimbursement RTA	221	\$ -	
					\$ 10,665.00
12/31/2021	Kimley-Horn	Tasks 1 - Project Management	18012202	\$ 6,455.18	
	Kimley-Horn	Task 2 - Public Engagement	18012202	\$ 9,199.10	
	Kimley-Horn	Task 3 - Prior Studies Assess			
	Kimley-Horn	Task 4 - AA Process	18012202	\$ 13,041.42	
	Kimley-Horn	Expenses			
					\$ 28,695.70
2/1/2021	COTPA	Admin Services Fee - Jan 21	2021-102	\$ 2,288.00	
					\$ 2,288.00
1/22/2021	AGH	Auditing Services	938527	\$ 1,260.00	
					\$ 1,260.00
Total Claims					\$ 42,908.70

APPROVED:

James P. Boggs

Date

RATIFIED and APPROVED by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this _____th day of _____, 2021.

ATTEST:

**REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

Mary Mélon, Secretary

Brad Henry, Chairman



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 #0221

February 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	Biller	Description	Hours/Qty	Rate	Amount
2/01/2021	KAH	RTA - TIME: Total time billed by K Holmes for the period 1/01/2021 to 1/31/2021	27.0	395.00	\$10,665.00
2/01/2021	KAH	RTA - COSTS: Total costs incurred by KAH			\$0.00
We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.					Invoice Balance Due \$ 10,665.00

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 847385
 LOS ANGELES, CA 90084-7385

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

Invoice No: 18012202
 Invoice Date: Dec 31, 2020
 Invoice Amount: \$28,695.70
 Project No: 197385001.3
 Project Name: OKC RTA AA NEPA STUDY
 Project Manager: SCANLON, LIZ

Federal Tax Id: 56-0885615
 For Services Rendered through Dec 31, 2020

Client Reference: TASK ORDER 001

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	80,128.00	64.11%	51,372.34	44,917.16	6,455.18
TASK 2: PUBLIC ENGAGEMENT	34,399.00	80.46%	27,677.69	18,478.59	9,199.10
TASK 3: ASSESSMENT OF PRIOR STUDIES	25,676.00	92.49%	23,748.80	23,748.80	0.00
TASK 4: ALTERNATIVES ANALYSIS PROCESS	246,466.00	14.12%	34,807.88	21,766.46	13,041.42
TASK 5: STATION AREA AND LAND USE ANALYSIS	122,865.00	0.00%	0.00	0.00	0.00
TASK 6: RAIL OPERATIONS PLANNING	24,700.00	0.00%	0.00	0.00	0.00
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	142,170.00	0.00%	0.00	0.00	0.00
EXPENSES	23,000.00	9.75%	2,241.57	2,241.57	0.00
Subtotal	699,404.00	20.00%	139,848.28	111,152.58	28,695.70
Total COST PLUS MAX					28,695.70

Total Invoice: \$28,695.70



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** Phone:

Invoice #: 2021-102

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

Invoice Date: 2/1/2021

Invoice For: *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - Jan 2021 (Local Match)	1	\$2,288.00		\$2,288.00
NOTES: RTA PO # 2021-001				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, LC
301 N. Main, Suite 1700
Wichita, KS 67202-4868

PHONE: 316.267.7231
FAX: 316.267.0339

Lisa Hubbell
Regional Transportation Authority
2000 S May Ave
Oklahoma City, OK 73108-4446

Invoice No. 938527
Date 01/22/2021

Client No. 75520

Final Bill for RTA 2019/2020 audits completed in December 2020 per contract
dated September 16, 2020

\$ 12,600.00

Previously Billed (11,340.00)

Invoice Total \$ 1,260.00

0 - 30	31- 60	61 - 90	91 - 120	Over 120	Balance
12,600.00	0.00	0.00	0.00	0.00	12,600.00

See above aging for total amount due on this account

Regional Transportation Authority, we appreciate your business!
Make all checks payable to Allen, Gibbs & Houlik, L.C.

RETURN ONE COPY WITH PAYMENT
PAYMENT DUE UPON RECEIPT

REGIONAL TRANSPORTATION AUTHORITY

The Regional Transportation Authority
of Central Oklahoma

Board of Directors

Brad Henry, Chairman - Oklahoma City

Marion Hutchinson, Vice Chairman - 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

Monthly Financial Report for Month Ended December 31, 2020

Prepared by The Oklahoma City Finance Department, Accounting Services Division
Angela Pierce CPA , Assistant Finance Director / Controller



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 12, 2021

Subject: Regional Transportation Authority of Central Oklahoma for the
Month Ended December 31, 2020 and 2019.

The financial statements presented in this report include a cash status report, balance sheet, statement of revenues and expenditures and statement of local funding.

The financial statements and schedules are unaudited and are prepared by the City Finance Department, Accounting Services Division. The undersigned are prepared to answer any questions that you may have pertaining to the financial statements and schedules.

Respectfully submitted:

Ronda K. Shelton

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

Amy M. Lucas

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

Alex E. Fedak

Alex Fedak, CPA
City of Oklahoma City
Assistant Controller

CASH STATUS REPORT
For the Month Ended December 31, 2020
(unaudited)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	OPERATING ACCOUNT	INVESTMENT SWEEP (1)	TOTAL
Beginning Balance <i>December 1, 2020</i>			
Cash on Deposit	\$998,236	\$-	\$998,236
Cash Receipts			
Total Cash Receipts	-	-	-
Cash Disbursements			
Legal	-	-	-
Bank Account Analysis Fee	-	-	-
Consultant	60,507	-	60,507
Contract - ACOG	-	-	-
Professional Services	78,140	-	78,140
Other Services and Charges	14	-	14
Total Cash Disbursements	138,661	-	138,661
Ending Balance <i>December 31, 2020</i>			
Cash on Deposit	\$859,575	\$-	\$859,575

- (1) As of March 2020, there is no longer a daily sweep from the operating account to the investment account at the close of the business day and a corresponding sweep back to the operating account at the beginning of the next business day.

BALANCE SHEET
December 31,
(unaudited)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	2020	2019	Current Year % Change
<u>ASSETS</u>			
<u>Current Assets:</u>			
Cash & Cash Equivalents:			
Chase Operating Account	\$859,575	\$500,000	72%
Chase Investment Sweep	-	752,166	-100%
Total Cash & Cash Equivalents	859,575	1,252,166	-31%
Accounts Receivable	962	-	N/A
Total Current Assets	860,537	1,252,166	-31%
Total Assets	860,537	1,252,166	-31%
<u>LIABILITIES</u>			
<u>Short-term Liabilities:</u>			
Deferred Revenue			
Unearned Revenue	393,776	1,252,166	-69%
N/C Unearned Revenue (1)	466,761	-	N/A
Total Deferred Revenue	860,537	1,252,166	-31%
Total Short-term Liabilities	860,537	1,252,166	-31%
Total Liabilities	860,537	1,252,166	-31%
Total Liabilities and Net Assets	\$860,537	\$1,252,166	-31%

(1) Non-Current Unearned Revenue and Unearned Revenue was split in fiscal year 2021, prior years it was not.

STATEMENT OF REVENUES AND EXPENDITURES
For the One Month and Six Months ended December 31,
(unaudited)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	2020	2020	2019	2019
	Current	Year to Date	Current	Year to Date
<u>REVENUE</u>				
Dividend Income	\$-	\$-	\$302	\$302
Beneficiary Donations:				
Del City	3,276	5,399	1,765	3,416
Edmond	12,499	20,603	6,734	13,035
Midwest City	8,348	13,761	4,498	8,706
Moore	8,457	13,940	4,556	8,819
Norman	17,031	28,073	9,176	17,761
Oklahoma City	89,050	146,787	47,977	92,869
Total Revenue	<u>138,661</u>	<u>228,563</u>	<u>75,008</u>	<u>144,908</u>
<u>EXPENDITURES</u>				
Administrative Services	-	-	2,628	7,570
Consultant Fees	60,507	133,390	69,874	128,335
Insurance	-	-	-	2,497
Legal Services	-	-	2,438	6,438
Professional Services	78,140	95,150	-	-
Other Services and Charges	14	23	68	68
Total Expenditures	<u>\$138,661</u>	<u>\$228,563</u>	<u>\$75,008</u>	<u>\$144,908</u>

STATEMENT OF LOCAL FUNDING
For the One Month and Six Months ended December 31,
(unaudited)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

LOCAL SPLIT	Population	% Population	2020		
			Local Share Contributed	Spent	Funds Remaining
Del City	21,332	2.3621%	\$49,580	\$29,277	\$20,303
Edmond	81,405	9.0138%	189,200	111,721	77,479
Midwest City	54,371	6.0204%	126,368	74,619	51,749
Moore	55,081	6.0990%	128,018	75,593	52,425
Norman	110,925	12.2825%	257,810	152,234	105,576
Oklahoma City	579,999	64.2222%	1,348,024	795,996	552,028
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,239,440	\$859,560

After December 31, 2020 Claims Paid in January:

LOCAL SPLIT	Population	% Population	Local Share		
			Contributed	Spent	Funds Remaining
Del City	21,332	2.3621%	\$49,580	\$30,502	\$19,078
Edmond	81,405	9.0138%	189,200	116,397	72,803
Midwest City	54,371	6.0204%	126,368	77,743	48,625
Moore	55,081	6.0990%	128,018	78,758	49,260
Norman	110,925	12.2825%	257,810	158,607	99,203
Oklahoma City	579,999	64.2222%	1,348,024	829,316	518,708
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,291,323	\$807,677

Regional Transportation Authority of Central Oklahoma Payment Claims

Period: 12/01/2020 to 12/31/2020

Date	Vendor	Description	Invoice No.	Cost	Total
12/28/2020	Holmes & Associates LLC	Consultant Fees - Labor	121	\$ 10,467.50	
		Cost Reimbursement RTA	121	\$ -	
					\$ 10,467.50
11/30/2020	Kimley-Horn	Tasks 1 - Project Management	17962954	\$ 4,684.26	
	Kimley-Horn	Task 2 - Public Engagement	17962954	\$ 8,547.17	
	Kimley-Horn	Task 3 - Prior Studies Assess	17962954	\$ 3,951.76	
	Kimley-Horn	Task 4 - AA Process	17962954	\$ 9,838.91	
	Kimley-Horn	Expenses	17962954	\$ 765.24	
					\$ 27,787.34
1/1/2021	COTPA	Admin Services Fee - Dec 20	2020-105	\$ 2,288.00	
					\$ 2,288.00
12/23/2020	AGH	Auditing Services	937818	\$ 11,340.00	
					\$ 11,340.00
Total Claims					\$ 51,882.84

APPROVED:

James P. Boggs

Date

RATIFIED and APPROVED by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this _____th day of _____, 2021.

ATTEST:

**REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

Mary Mélon, Secretary

Brad Henry, Chairman



HOLMES & ASSOCIATES LLC

Holmes & Associates LLC
P.O. Box 526057
Salt Lake City, UT 84152
Phone: 703.999.4440
E-Mail: kathryn@holmesassociatesllc.com

Invoice #0121

December 29, 2020

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
12/01/2020	KAH	RTA - TIME: Total time billed by K Holmes for the period 12/01/2020 to 12/29/2020	26.5	395.00	\$10,467.50
12/01/2020	KAH	RTA - COSTS: Total costs incurred by KAH			\$0.00

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

Invoice Balance Due

\$ 10,467.50

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

Invoice No: 17962954
Invoice Date: Nov 30, 2020
Invoice Amount: \$27,787.34

Project No: 197385001.3
Project Name: OKC RTA AA NEPA STUDY
Project Manager: SCANLON, LIZ

Please send payments to:
KIMLEY-HORN AND ASSOCIATES, INC.
P.O. BOX 847385
LOS ANGELES, CA 90084-7385

Client Reference: TASK ORDER 001

For Services Rendered through Nov 30, 2020

Federal Tax Id: 56-0885615

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	80,128.00	56.06%	44,917.16	40,232.90	4,684.26
TASK 2: PUBLIC ENGAGEMENT	34,399.00	53.72%	18,478.59	9,931.42	8,547.17
TASK 3: ASSESSMENT OF PRIOR STUDIES	25,676.00	92.49%	23,748.80	19,797.04	3,951.76
TASK 4: ALTERNATIVES ANALYSIS PROCESS	246,466.00	8.83%	21,766.46	11,927.55	9,838.91
TASK 5: STATION AREA AND LAND USE ANALYSIS	122,865.00	0.00%	0.00	0.00	0.00
TASK 6: RAIL OPERATIONS PLANNING	24,700.00	0.00%	0.00	0.00	0.00
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	142,170.00	0.00%	0.00	0.00	0.00
EXPENSES	23,000.00	9.75%	2,241.57	1,476.33	765.24
Subtotal	699,404.00	15.89%	111,152.58	83,365.24	27,787.34
Total COST PLUS MAX					27,787.34

Total Invoice: \$27,787.34



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 #: 2020-105

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

Invoice Date: 12/1/2020

Invoice For: *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - Dec 2020 (Local Match)	1	\$2,288.00		\$2,288.00
NOTES: RTA PO # 2021-001				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, LC
301 N. Main, Suite 1700
Wichita, KS 67202-4868

PHONE: 316.267.7231
FAX: 316.267.0339

Lisa Hubbell
Regional Transportation Authority
2000 S May Ave
Oklahoma City, OK 73108-4446

Invoice No. 937818
Date 12/23/2020

Client No. 75520

Progress bill for work performed through November on the audit of financial statements
and preparation of independent auditors' report thereon for the year ended 06/30/2020 \$ 11,340.00

Invoice Total 11,340.00

0 - 30	31 - 60	61 - 90	91 - 120	Over 120	Balance
11,340.00	0.00	0.00	0.00	0.00	11,340.00

See above aging for total amount due on this account

Regional Transportation Authority, we appreciate your business!
Make all checks payable to Allen, Gibbs & Houlik, L.C.

RETURN ONE COPY WITH PAYMENT
PAYMENT DUE UPON RECEIPT

REGIONAL TRANSPORTATION AUTHORITY

The Regional Transportation Authority
of Central Oklahoma

Board of Directors

Brad Henry, Chairman - Oklahoma City

Marion Hutchinson, Vice Chairman - 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

Monthly Financial Report for Month Ended November 30, 2020

Prepared by The Oklahoma City Finance Department, Accounting Services Division
Angela Pierce CPA , Assistant Finance Director / Controller



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 14, 2020

Subject: Regional Transportation Authority of Central Oklahoma for the
Month Ended November 30, 2020 and 2019.

The financial statements presented in this report include a cash status report, balance sheet, statement of revenues and expenditures and statement of local funding.

The financial statements and schedules are preliminary and may change. Any changes will be reflected in the annual audited financial statements. Receivables have been based on an estimate from previous month's data. Due to the cancelled monthly board meeting in November, approval to pay claims was not received and as of the date of this report there are no current expenditures reported. Remaining available funds can be found on page four that takes into consideration what has been obligated and funds remaining.

The financial statements and schedules are unaudited and are prepared by the City Finance Department, Accounting Services Division. The undersigned are prepared to answer any questions that you may have pertaining to the financial statements and schedules.

Respectfully submitted:

Ronda K Shelton

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

Amy M. Lucas

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

Alex E. Fedak

Alex Fedak, CPA
City of Oklahoma City
Assistant Controller

CASH STATUS REPORT
For the Month Ended November 30, 2020
(unaudited) (preliminary)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	OPERATING ACCOUNT	INVESTMENT SWEEP (1)	TOTAL
Beginning Balance <i>November 1, 2020</i>			
Cash on Deposit	\$998,221	\$-	\$998,221
Cash Receipts			
Miscellaneous	15	-	15
Total Cash Receipts	15	-	15
Cash Disbursements			
Consultant	-	-	-
Professional Services	-	-	-
Other Services and Charges	-	-	-
Total Cash Disbursements	-	-	-
Ending Balance <i>November 30, 2020</i>			
Cash on Deposit	\$998,236	\$-	\$998,236

(1) As of March 2020, there is no longer a daily sweep from the operating account to the investment account at the close of the business day and a corresponding sweep back to the operating account at the beginning of the next business day.

BALANCE SHEET
November 30,
(unaudited) (preliminary)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	<u>2020</u>	<u>2019</u>	<u>Current Year % Change</u>
<u>ASSETS</u>			
<u>Current Assets:</u>			
Cash & Cash Equivalents:			
Chase Operating Account	\$998,236	\$1,326,839	-25%
Total Cash & Cash Equivalents	998,236	1,326,839	-25%
Accounts Receivable	962	33	2815%
Total Current Assets	999,198	1,326,872	-25%
Total Assets	999,198	1,326,872	-25%
<u>LIABILITIES</u>			
<u>Short-term Liabilities:</u>			
Deferred Revenue			
Unearned Revenue	532,437	1,326,872	-60%
N/C Unearned Revenue (1)	466,761	-	N/A
Total Deferred Revenue	999,198	1,326,872	-25%
Total Short-term Liabilities	999,198	1,326,872	-25%
Total Liabilities	999,198	1,326,872	-25%
Total Liabilities and Net Assets	\$999,198	\$1,326,872	-25%

(1) Non-Current Unearned Revenue and Unearned Revenue was split in fiscal year 2021, prior years it was not.

STATEMENT OF REVENUES AND EXPENDITURES
For the One Month and Five Months ended November 30,
(unaudited) (preliminary)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	2020	2020	2019	2019
	Current	Year to Date	Current	Year to Date
<u>REVENUE</u>				
Beneficiary Donations:				
Del City	\$-	\$3,159	\$-	\$1,651
Edmond	-	12,057	-	6,301
Midwest City	-	8,052	-	4,208
Moore	-	8,158	-	4,263
Norman	-	16,429	-	8,585
Oklahoma City	-	85,904	-	44,892
Total Revenue	-	133,759	-	69,900
<u>EXPENDITURES</u>				
Administrative Services	-	-	-	4,942
Consultant Fees	-	116,740	-	58,461
Insurance	-	-	-	2,497
Legal Services	-	-	-	4,000
Professional Services	-	17,010	-	-
Other Services and Charges	-	9	-	-
Total Expenditures	-	133,759	-	69,900

STATEMENT OF LOCAL FUNDING

For the One Month and Five Months ended November 30,
(unaudited) (preliminary)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

LOCAL SPLIT	Population	% Population	2020		
			Local Share Contributed	Spent	Funds Remaining
Del City	21,332	2.3621%	\$49,580	\$26,001	\$23,579
Edmond	81,405	9.0138%	189,200	99,222	89,978
Midwest City	54,371	6.0204%	126,368	66,271	60,097
Moore	55,081	6.0990%	128,018	67,136	60,882
Norman	110,925	12.2825%	257,810	135,203	122,607
Oklahoma City	579,999	64.2222%	1,348,024	706,946	641,078
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,100,779	\$998,221

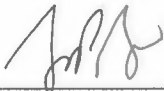
After November 30, 2020 Claims Paid in December:

LOCAL SPLIT	Population	% Population	Local Share		
			Contributed	Spent	Funds Remaining
Del City	21,332	2.3621%	\$49,580	\$29,277	\$20,303
Edmond	81,405	9.0138%	189,200	111,720	77,480
Midwest City	54,371	6.0204%	126,368	74,619	51,749
Moore	55,081	6.0990%	128,018	75,593	52,425
Norman	110,925	12.2825%	257,810	152,234	105,576
Oklahoma City	579,999	64.2222%	1,348,024	795,994	552,030
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,239,437	\$859,563

Regional Transportation Authority of Central Oklahoma Payment Claims

Period: 11/01/2020 to 11/30/2020					
Date	Vendor	Description	Invoice No.	Cost	Total
12/1/2020	Holmes & Associates LLC	Consultant Fees - Labor	1220	\$ 32,982.50	
		Cost Reimbursement RTA	1220	\$ 2,556.35	
					\$ 35,538.85
10/31/2020	Kimley-Horn	Task 1 - Project Management	17471228	\$ 12,388.01	
	Kimley-Horn	Task 2 - Public Engagement	17471228	\$ 2,932.65	
	Kimley-Horn	Task 3 - Prior Studies Assess	17471228	\$ 14,576.24	
	Kimley-Horn	Task 4 - AA Process	17471228	\$ 11,795.97	
	Kimley-Horn	Expenses	17471228	\$ 851.02	
					\$ 42,543.89
12/1/2020	COTPA	Admin Services Fee	2020-104	\$ 2,288.00	
		Postage Reimb-Audit	2020-104	\$ 26.00	
					\$ 2,314.00
11/1/2020	Republic Parking Services	Parking Validations	2416859	\$ 11.00	
					\$ 11.00
Total Claims					\$ 80,407.74

APPROVED:



James P. Boggs

RATIFIED and APPROVED by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this XX 17 day of XXXXXX March, 2021.

ATTEST:

**REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

 Mary Mélon, Secretary

 Brad Henry, Chairman



HOLMES & ASSOCIATES LLC

Holmes & Associates LLC
P.O. Box 526057
Salt Lake City, UT 84152
Phone: 703.999.4440
E-Mail: kathryn@holmesassociatesllc.com

Invoice #1220

December 1, 2020

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
11/01/2020	KAH	RTA - TIME: Total time billed by K Holmes for the period 11/01/2020 to 11/30/2020	83.5	395.00	\$32,982.50
11/30/2020	KAH	RTA - COSTS: Total costs incurred by KAH			\$2,556.35

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

Invoice Balance Due \$ 35,538.85

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

Invoice No: 17623761
Invoice Date: Oct 31, 2020
Invoice Amount: \$42,543.89

Project No: 197385001.3
Project Name: OKC RTA AA NEPA STUDY
Project Manager: SCANLON, LIZ

Client Reference: TASK ORDER 001

Please send payments to:
KIMLEY-HORN AND ASSOCIATES, INC.
P.O. BOX 847385
LOS ANGELES, CA 90084-7385

For Services Rendered through Oct 31, 2020

Federal Tax Id: 56-0885615

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	80,128.00	50.21%	40,232.90	27,844.89	12,388.01
TASK 2: PUBLIC ENGAGEMENT	34,399.00	28.87%	9,931.42	6,998.77	2,932.65
TASK 3: ASSESSMENT OF PRIOR STUDIES	25,676.00	77.10%	19,797.04	5,220.80	14,576.24
TASK 4: ALTERNATIVES ANALYSIS PROCESS	246,466.00	4.84%	11,927.55	131.58	11,795.97
TASK 5: STATION AREA AND LAND USE ANALYSIS	122,865.00	0.00%	0.00	0.00	0.00
TASK 6: RAIL OPERATIONS PLANNING	24,700.00	0.00%	0.00	0.00	0.00
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	142,170.00	0.00%	0.00	0.00	0.00
EXPENSES	23,000.00	6.42%	1,476.33	625.31	851.02
Subtotal	699,404.00	11.92%	83,365.24	40,821.35	42,543.89
Total COST PLUS MAX					42,543.89

Total Invoice: \$42,543.89



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 Phone:

Invoice #: 2020-104

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

Invoice Date: 12/1/2020

Invoice For: Administrative Services

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - Nov 2020 (Local Match)	1	\$2,288.00		\$2,288.00
1	Reimbursement: Postage - Audit Documents	1	\$26.00		\$26.00
					\$0.00
					\$0.00
NOTES: RTA PO # 2021-001					
Invoice Subtotal					\$2,314.00
Tax Rate					
Sales Tax					\$0.00
Other					
Deposit Received					
Make all checks payable to EMBARK					
TOTAL					\$2,314.00

Account 127112 RTA
Invoice 2416859 Total Due: \$11.00
Invoice Date 11/1/2020
Printed on 11/18/2020

Description of Billing

4 VALIDATED TKTS @ \$2.75 FOR OCT 2020 PARKING

Charges

Parking \$11.00

Total Charges \$11.00

Please detach and return this stub with your payment

Account 127112
Location 129-54 V Cox Convention
Invoice 2416859 11/1/2020
Total Due \$11.00

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

Valid.Prov.No. : 41

Extra Charge

Regional Transit Authorit

73102 - Oklahoma City

Date	Quantity	Amount
10/01/20	0	0.00
10/02/20	0	0.00
10/03/20	0	0.00
10/04/20	0	0.00
10/05/20	0	0.00
10/06/20	0	0.00
10/07/20	0	0.00
10/08/20	0	0.00
10/09/20	0	0.00
10/10/20	0	0.00
10/11/20	0	0.00
10/12/20	0	0.00
10/13/20	0	0.00
10/14/20	0	0.00
10/15/20	0	0.00
10/16/20	0	0.00
10/17/20	0	0.00
10/18/20	0	0.00
10/19/20	0	0.00
10/20/20	0	0.00
10/21/20	4	22.00
10/22/20	0	0.00
10/23/20	0	0.00
10/24/20	0	0.00
10/25/20	0	0.00
10/26/20	0	0.00
10/27/20	0	0.00
10/28/20	0	0.00
10/29/20	0	0.00
10/30/20	0	0.00
10/31/20	0	0.00
Total	4	22.00

11.00

275

REGIONAL TRANSPORTATION AUTHORITY

The Regional Transportation Authority
of Central Oklahoma

Board of Directors

Brad Henry, Chairman - Oklahoma City

Marion Hutchinson, Vice Chairman - 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

Monthly Financial Report for Month Ended October 31, 2020

Prepared by The Oklahoma City Finance Department, Accounting Services Division
Angela Pierce CPA , Assistant Finance Director / Controller



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 6, 2020

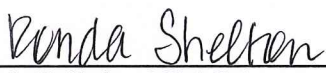
Subject: Regional Transportation Authority of Central Oklahoma for the
Month Ended October 31, 2020 and 2019.

The financial statements presented in this report include a cash status report, balance sheet, statement of revenues and expenditures and statement of local funding.

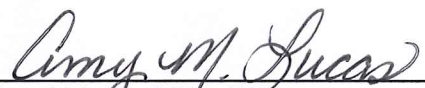
The financial statements and schedules are preliminary and may change. Any changes will be reflected in the annual audited financial statements. Receivables have been based on an estimate from previous month's data.

The financial statements and schedules are unaudited and are prepared by the City Finance Department, Accounting Services Division. The undersigned are prepared to answer any questions that you may have pertaining to the financial statements and schedules.


Respectfully submitted:



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



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



Angela Pierce, CPA
City of Oklahoma City
Assistant Finance Director / Controller

CASH STATUS REPORT
For the Month Ended October 31, 2020
(unaudited) (preliminary)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	<u>OPERATING ACCOUNT</u>	<u>INVESTMENT SWEEP (1)</u>	<u>TOTAL</u>
Beginning Balance <i>October 1, 2020</i>			
Cash on Deposit	<u>\$1,041,303</u>	<u>\$-</u>	<u>\$1,041,303</u>
Cash Receipts			
Total Cash Receipts	<u>-</u>	<u>-</u>	<u>-</u>
Cash Disbursements			
Consultant	30,957	-	30,957
Professional Services	12,116	-	12,116
Other Services and Charges	<u>9</u>	<u>-</u>	<u>9</u>
Total Cash Disbursements	<u>43,082</u>	<u>-</u>	<u>43,082</u>
Ending Balance <i>October 31, 2020</i>			
Cash on Deposit	<u>\$998,221</u>	<u>\$-</u>	<u>\$998,221</u>

(1) As of March 2020, there is no longer a daily sweep from the operating account to the investment account at the close of the business day and a corresponding sweep back to the operating account at the beginning of the next business day.

BALANCE SHEET
October 31,
(unaudited) (preliminary)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	<u>2020</u>	<u>2019</u>	<u>Current Year % Change</u>
<u>ASSETS</u>			
<u>Current Assets:</u>			
Cash & Cash Equivalents:			
Chase Operating Account	\$998,221	\$1,326,872	-25%
Total Cash & Cash Equivalents	998,221	1,326,872	-25%
Accounts Receivable	977	-	N/A
Total Current Assets	999,198	1,326,872	-25%
Total Assets	999,198	1,326,872	-25%
<u>LIABILITIES</u>			
<u>Short-term Liabilities:</u>			
Deferred Revenue			
Unearned Revenue	532,437	1,326,872	-60%
N/C Unearned Revenue (1)	466,761	-	N/A
Total Deferred Revenue	999,198	1,326,872	-25%
Total Short-term Liabilities	999,198	1,326,872	-25%
Total Liabilities	999,198	1,326,872	-25%
Total Liabilities and Net Assets	\$999,198	\$1,326,872	-25%

(1) Non-Current Unearned Revenue and Unearned Revenue was split in October 2020, prior years it was not.

STATEMENT OF REVENUES AND EXPENDITURES
For the One Month and Four Months ended October 31,
(unaudited) (preliminary)

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

	2020	2020	2019	2019
	Current	Year to Date	Current	Year to Date
<u>REVENUE</u>				
Beneficiary Donations:				
Del City	\$1,017	\$3,159	\$867	\$1,651
Edmond	3,883	12,057	3,309	6,301
Midwest City	2,593	8,052	2,210	4,208
Moore	2,627	8,157	2,239	4,263
Norman	5,291	16,429	4,508	8,585
Oklahoma City	27,671	85,906	23,575	44,892
Total Revenue	<u>43,082</u>	<u>133,759</u>	<u>36,708</u>	<u>69,900</u>
<u>EXPENDITURES</u>				
Administrative Services	-	-	3	4,942
Consultant Fees	30,957	116,740	34,830	58,461
Insurance	-	-	-	2,497
Legal Services	-	-	1,875	4,000
Professional Services	12,116	17,010	-	-
Other Services and Charges	9	9	-	-
Total Expenditures	<u>43,082</u>	<u>133,759</u>	<u>36,708</u>	<u>69,900</u>

STATEMENT OF LOCAL FUNDING

For the One Month and Four Months ended October 31,
(unaudited) (preliminary)

**REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA**

LOCAL SPLIT			2020		Funds Remaining
	Population	% Population	Local Share Contributed	Spent	
Del City	21,332	2.3621%	\$49,580	\$26,001	\$23,579
Edmond	81,405	9.0138%	189,200	99,222	89,978
Midwest City	54,371	6.0204%	126,368	66,271	60,097
Moore	55,081	6.0990%	128,018	67,136	60,882
Norman	110,925	12.2825%	257,810	135,203	122,607
Oklahoma City	579,999	64.2222%	1,348,024	706,946	641,078
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,100,779	\$998,221

After October 31, 2020 Claims Paid in November:

LOCAL SPLIT			Local Share		Funds Remaining
	Population	% Population	Contributed	Spent	
Del City	21,332	2.3621%	\$49,580	\$27,377	\$22,203
Edmond	81,405	9.0138%	189,200	104,473	84,727
Midwest City	54,371	6.0204%	126,368	69,778	56,590
Moore	55,081	6.0990%	128,018	70,689	57,329
Norman	110,925	12.2825%	257,810	142,358	115,452
Oklahoma City	579,999	64.2222%	1,348,024	744,354	603,670
Total Revenue	903,113	100.0000%	\$2,099,000	\$1,159,029	\$939,971

Regional Transportation Authority of Central Oklahoma Payment Claims

Period: 10/01/2020 to 10/31/2020

Date	Vendor	Description	Invoice No.	Cost	Total
11/2/2020	Holmes & Associates LLC	Consultant Fees - Labor	1120	\$ 23,700.00	
		Cost Reimbursement RTA	1120	<u>\$ 1,268.50</u>	
					\$ 24,968.50
9/30/2020	Kimley-Horn	Tasks 1 - Project Management	17471228	\$ 18,017.07	
	Kimley-Horn	Task 2 - Public Engagement	17471228	\$ 6,998.77	
	Kimley-Horn	Task 3 - Prior Studies Assess	17471228	\$ 5,220.80	
	Kimley-Horn	Task 4 - AA Process	17471228	\$ 131.58	
	Kimley-Horn	Expenses	17471228	<u>\$ 625.31</u>	
					\$ 30,993.53
11/1/2020	COTPA	Admin Services Fee	2020-102	<u>\$ 2,288.00</u>	
					\$ 2,288.00
Total Claims					\$ 58,250.03

APPROVED:



James P. Boggs

RATIFIED and APPROVED by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this XXth 17 day of XXXXXX March, 2021.

ATTEST:

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

Mary Mélon, Secretary

Brad Henry, Chairman



HOLMES & ASSOCIATES LLC

Holmes & Associates LLC
P.O. Box 526057
Salt Lake City, UT 84152
Phone: 703.999.4440
E-Mail: kathryn@holmesassociatesllc.com

Invoice #1120

November 2, 2020

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
10/01/2020	KAH	RTA - TIME: Total time billed by K Holmes for the period 10/01/2020 to 10/31/2020	60.0	395.00	\$23,700.00
10/01/2020	KAH	RTA - COSTS: Total costs incurred by KAH			\$1,268.50
We appreciate your business. Please make checks payable to "Holmes & Associates LLC." Thank you.					
Invoice Balance Due					\$24,968.50

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

Invoice No: 17471228
Invoice Date: Sep 30, 2020
Invoice Amount: \$30,993.53

Project No: 197385001.3
Project Name: OKC RTA AA NEPA STUDY
Project Manager: SCANLON, LIZ

Please send payments to:
KIMLEY-HORN AND ASSOCIATES, INC.
P.O. BOX 847385
LOS ANGELES, CA 90084-7385

Client Reference: TASK ORDER 001

For Services Rendered through Sep 30, 2020

Federal Tax Id: 56-0885615

COST PLUS MAX

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	80,128.00	34.75%	27,844.89	9,827.82	18,017.07
TASK 2: PUBLIC ENGAGEMENT	34,399.00	20.35%	6,998.77	0.00	6,998.77
TASK 3: ASSESSMENT OF PRIOR STUDIES	25,676.00	20.33%	5,220.80	0.00	5,220.80
TASK 4: ALTERNATIVES ANALYSIS PROCESS	246,466.00	0.05%	131.58	0.00	131.58
TASK 5: STATION AREA AND LAND USE ANALYSIS	122,865.00	0.00%	0.00	0.00	0.00
TASK 6: RAIL OPERATIONS PLANNING	24,700.00	0.00%	0.00	0.00	0.00
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	142,170.00	0.00%	0.00	0.00	0.00
EXPENSES	23,000.00	2.72%	625.31	0.00	625.31
Subtotal	699,404.00	5.84%	40,821.35	9,827.82	30,993.53
Total COST PLUS MAX					30,993.53

Total Invoice: \$30,993.53



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 Phone:

Invoice #: 2020-102

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

Invoice Date: 11/1/2020

Invoice For: Administrative Services

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - Oct 2020 (Local Match)	1	\$2,288.00		\$2,288.00
					\$0.00
					\$0.00
					\$0.00
NOTES: RTA PO # 2021-001					
				Invoice Subtotal	\$2,288.00
				Tax Rate	
				Sales Tax	\$0.00
				Other	
				Deposit Received	
Make all checks payable to EMBARK					
				TOTAL	\$2,288.00



TO: Chairman and Board of Directors

FROM: Interim Executive Director

Receive and discuss Proposed Fiscal Year 2022 Budget.

Background The Fiscal Year 2022 Budget (attached) for the Regional Transportation Authority of Central Oklahoma (RTA) is being presented for discussion by the Board of Directors. The budget covers general operations and administrative expenses, including such items as insurance, professional consulting services, website maintenance, etc. and contracted consultant services with Kimley Horn and Holmes and Associates.

The overall Fiscal Year 2022 Budget is \$1,708,962. To support the budget, it is anticipated additional local funding from member cities will be required.

Recommendation: To receive and discuss the proposed budget.

Jason Ferbrache
Interim Executive Director

Regional Transportation Authority of Central Oklahoma

Summary - Proposed Fiscal Year 2022 Budget

		Adopted FY 2021	Proposed FY 2022	Change from Prior Year	Percent Change
Section I: SOURCES					
Local Funding					
Del City	2.36%	\$ 14,700	\$ 31,858	\$ 17,158	
Edmond	9.01%	\$ 56,097	\$ 121,575	\$ 65,478	
Midwest City	6.02%	\$ 37,467	\$ 81,201	\$ 43,734	
Moore	6.10%	\$ 37,957	\$ 82,261	\$ 44,305	
Norman	12.28%	\$ 76,439	\$ 165,662	\$ 89,223	
Oklahoma City	64.22%	\$ 399,680	\$ 866,204	\$ 466,524	
		\$ 622,339	\$ 1,348,761	\$ 726,423	117%
Federal Funding					
Federal Grant Funds		\$ 635,221	\$ 360,201	\$ (275,020)	
		\$ 635,221	\$ 360,201	\$ (275,020)	-43%
TOTAL SOURCES		\$ 1,257,560	\$ 1,708,962	\$ 451,403	36%
		Adopted FY 2021	Proposed FY 2022	Change from Prior Year	Percent Change
Section II: USES					
Operating Budget					
Contracts and Services		\$ 620,819	\$ 1,347,241	\$ 726,423	
Equipment and Supplies		\$ 1,520	\$ 1,520	\$ -	
Total Operating		\$ 622,339	\$ 1,348,761	\$ 726,423	117%
Grant Budget					
Contracts and Services		\$ 635,221	\$ 360,201	\$ (275,020)	
Equipment and Supplies		\$ -	\$ -	\$ -	
Total Grant		\$ 635,221	\$ 360,201	\$ (275,020)	-43%
TOTAL USES		\$ 1,257,560	\$ 1,708,962	\$ 451,403	36%