



# BOARD OF DIRECTORS MEETING AGENDA

**WEDNESDAY, AUGUST 18, 2021**

**2:30 P.M.**

**ARTS DISTRICT PARKING GARAGE    LARGE CONFERENCE ROOM**

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

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## **DIRECTORS:**

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

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## Regional Transportation Authority of Central Oklahoma

### MEETING INFORMATION

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

It is the policy of RTA to ensure communication with participants and members of the public with disabilities are as effective as communications with others. Anyone with a disability who requires accommodations, modifications of policies or procedures or auxiliary aid or services to participate in this meeting should call (405) 297-2185 or TDD (405) 297-2020 at least 48 hours in advance (excluding weekends or holidays). The department will give primary consideration to the choice of auxiliary aid or service requested by the individual with disability. If you need an alternate format of the agenda or any information provided at this meeting, please call (405) 297-2185 at least 48 hours before the meeting.

#### Public Parking

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

#### Addressing RTA

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

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



# BOARD OF DIRECTORS MEETING AGENDA

## **RTA Actions**

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

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

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**August 18, 2021**  
**2:30 p.m.**  
**431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK**  
**REGULAR MEETING**

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- 1. Call to Order** – Brad Henry, RTA Board Chairperson
- 2. Roll Call** – Brad Henry, RTA Board Chairperson
- 3. Consider Approval of Minutes**
  - A. July 21, 2021 Regional Transportation Authority Regular Meeting
- 4. Executive Director Reports** – Suzanne Wickenkamp
- 5. Committee Reports** – Board of Directors
  - A. Property Acquisition Committee
  - B. Outreach Committee
- 6. Receive Financial Reports and Ratify and Approve Claims for Period of July 1, 2021 through July 31, 2021.**
- 7. Project Update: Alternative Analysis** – Liz Scanlon, Kimley-Horn.
- 8. Public Comments** – Brad Henry, RTA Board Chairperson
- 9. New Business** – Brad Henry, RTA Board Chairperson

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



# BOARD OF DIRECTORS MEETING MINUTES

The regularly scheduled meeting of the Regional Transportation Authority (RTA) was convened at 2:40 p.m. on Wednesday July 21, 2021 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on July 20, 2021 at 8:01 a.m.

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**RTA Board of Directors Present**

Donald Vick  
James Boggs, Treasurer  
Aaron Budd  
Steve Eddy  
Brad Henry, Chairperson  
Mary Mélon, Secretary

**Entity**

City of Del City  
City of Edmond  
City of Midwest City  
City of Moore  
City of Oklahoma City  
City of Oklahoma City

**RTA Board of Directors Absent**

Marion Hutchison, Vice Chairperson

City of Norman

**Administrative Support Staff Present**

James Ferbrache, Interim Executive  
Director Hailey Rawson, Legal Counsel  
Suzanne Wickenkamp  
Justin Henry

**Guests Present**

Derek Sparks, Greater OKC Chamber  
Steve Lackmeyer, The Oklahoman  
Amy Lucas, OKC Finance  
Sue Korpi, OKC Finance  
Randy Entz, City of Edmond  
Taylor Johnson, City of Norman  
Ernestine Mbroh, Mbroh Engineering

**Consultants Present**

Kathryn Holmes, Holmes & Assoc.

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**July 21, 2021**  
**2:30 p.m.**  
**431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK**  
**REGULAR MEETING – MINUTES**

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

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

**2. Roll Call – Brad Henry, RTA Board Chairperson**

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

**3. Consider Approval of Minutes**

**A. June 16, 2021 Regional Transportation Authority Regular Meeting**

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

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

Interim Executive Director Ferbrache stated that staff have submitted the application for the RAISE Grant and will report back in the fall about the results. Staff have also had initial discussions with Allen, Gibbs & Houlik, about renewing their contract for audit services for the new fiscal year.

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

**A. Property Acquisition Committee**

Chairperson Henry stated that the Property Acquisition Committee did not meet this month.

**B. Outreach Committee**

Director Mélon stated the Outreach Committee has been very busy visiting with all the partner cities and representatives. Those meetings will take place on a quarterly basis. The purpose of those meetings is sharing our goals and to update them on the work the RTA has been doing.

**6. Professional Services Contract with Kimley-Horn and Associates Inc., authorize Notice to Proceed for Task Order 2, cost not to exceed total maximum fee of \$1,174,105.**

Interim Executive Director Ferbrache stated Task Order 2 will completely fulfill the obligation

for the north/south and east corridors. With the local contributions from the cities, we are able to fund the task order. The airport corridor is not included in this task order, but if the RAISE grant is successful or there is additional funding for that, we can amend the task order and include it.

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

**7. Project Update: Alternative Analysis – Kathryn Holmes, RTA Owner's Representative**

Kathryn Holmes, Holmes & Associates gave a verbal update on next steps. The Alternative Analysis for the north/south line and the east line will each have different starting points due to past work completed. Certain areas have changed so much since the prior studies were done; the work may need to start fresh. The north/south line will start with an operational analysis.

The east line will start with logistical viability with connections with Del City and Midwest City, to make sure the right alignment and mode is selected for their community needs. Kimley-Horn has established stakeholder work groups, one of which is the Intergovernmental Relations (IGR) work group which will include Tinker Air Force Base and ACOG. Another important stakeholders' work group will be the Communicators group which is comprised of the member cities' Public Information Officers in order to keep member cities PIO's informed of the most up-to-date information to relay to their residents. In addition to virtual town hall meetings, the "RTAmoves" site will be populated with project fact sheets, interactive activities and a survey will go out to discover what the transit needs are. Kimley-Horn will be making educational videos that will be posted on the site.

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

**RECEIVED, RATIFIED, AND APPROVED: Moved by Boggs, seconded by Eddy. AYES: Boggs, Budd, Eddy, Henry, Mélon and Vick. NAYES: None. ABSENT: Hutchison.**

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

None.

**10. 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.

Chairperson Henry stated that there has been a lot in the news about the number of COVID cases beginning to spike. Chairperson Henry stated that anyone who has concerns about meeting in-person for the monthly board meetings to contact him.

**11. Adjournment – 3:20 P.M.**

**ADJOURNED: Moved by Vick, seconded by Mélon. AYES: Boggs, Budd, Eddy, Henry,**

**Mélon and Vick. NAYES: None. ABSENT: Hutchison.**

**APPROVED** by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this **18th** day of **August 2021**.

**ATTEST:**

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**Mary Mélon, Secretary**

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**Brad Henry, Chairperson**

# **REGIONAL TRANSPORTATION AUTHORITY**

The Regional Transportation Authority  
of Central Oklahoma

## ***Board of Directors***

Brad Henry, Chairperson - Oklahoma City

Marion Hutchinson, Vice Chairperson - Norman

Mary Mélon, Secretary - Oklahoma City

James Boggs, Treasurer - Edmond

Donald Vick - Del City

Aaron Budd - Midwest City

Steve Eddy - Moore

## ***Management***

Jason Ferbrache, Interim Executive Director

Schedules of Revenues and Expenditures - Budget to Actual  
For the Month Ended July 31, 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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The City of  
OKLAHOMA CITY  
DEPARTMENT OF FINANCE

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

FROM: Accounting Services Division

DATE: August 13, 2021

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

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

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

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

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

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

Respectfully submitted:

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Sue Korpi  
City of Oklahoma City  
Municipal Accountant II

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

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Alex E. Fedak, CPA  
City of Oklahoma City  
Acting Controller

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

**For the Month Ended July 31, 2021**

**SUMMARY**

(unaudited)(preliminary)

**REGIONAL  
TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date (2)	Variance	Actual as a Percent of Year to Date Budget
<b><u>SOURCES</u></b>					
Operations (1)-----	\$1,348,761	\$61,203	\$104,285	\$43,082	170.4%
Grant activity-----	360,201	71,476	14,295	(57,181)	20.0
<b>Total revenues-----</b>	<b>1,708,962</b>	<b>132,679</b>	<b>118,580</b>	<b>(14,099)</b>	<b>89.4</b>
<b><u>EXPENDITURES</u></b>					
Operations-----	1,348,761	61,203	61,203	-	100
Grant activity-----	360,201	71,476	71,476	-	100.0
<b>Total expenditures-----</b>	<b>1,708,962</b>	<b>132,679</b>	<b>132,679</b>	<b>0</b>	<b>100.0</b>
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(14,099)</b>	<b>(\$14,099)</b>	<b>N/A</b>

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

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

**OPERATIONS**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$846,423</b>

**GRANT ACTIVITY**

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$128,144)</b>

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

**For the Month Ended July 31, 2021**

**OPERATIONS**

(unaudited)(preliminary)

**REGIONAL  
TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date (2)	Variance	Actual as a Percent of Year to Date Budget
<b><u>SOURCES</u></b>					
Current year local contributions-----	\$632,761	\$61,203	\$104,285	\$43,082	170.4%
Prior year cash balance-----	716,000	-	-	-	N/A
<b>Total revenue-----</b>	<b>1,348,761</b>	<b>61,203</b>	<b>104,285</b>	<b>43,082</b>	170.4
<b><u>EXPENDITURES</u></b>					
Professional services - COTPA administration-----	27,460	4,576	4,576	-	100
Professional services - Holmes & Associates-----	301,080	42,042	42,042	-	100
Professional services - Kimley-Horn-----	872,621	-	-	-	N/A
Legal fees-----	9,000	-	-	-	N/A
Independent audit fees-----	15,000	-	-	-	N/A
Polling Services-----	26,000	-	-	-	N/A
Training-----	7,850	-	-	-	N/A
Travel-----	20,000	-	-	-	N/A
Insurance-----	3,500	-	-	-	N/A
Branding-----	10,000	-	-	-	N/A
Other services and charges-----	3,690	290	290	-	100.0
Supplies-----	1,520	-	-	-	N/A
Transfer to grant activity for grant match (1)-----	51,040	14,295	14,295	-	100
<b>Total expenditures-----</b>	<b>1,348,761</b>	<b>61,203</b>	<b>61,203</b>	<b>0</b>	100
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$43,082</b>	<b>\$43,082</b>	N/A

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

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

**CASH BALANCE**

Cash balance, beginning-----	803,341
<b>Cash balance, ending-----</b>	<b>\$846,423</b>

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

**For the Month Ended July 31, 2021**

**GRANT ACTIVITY**

(unaudited)(preliminary)

**REGIONAL  
TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA**

	Original Budget Total Year	Original Budget Year to Date	Actual Revenues/ Expenditures Year to Date (2)	Variance	Actual as a Percent of Year to Date Budget
<b><u>SOURCES</u></b>					
Federal grants (1)-----	\$360,201	\$71,476	\$ -	(\$71,476)	0.0
Transfer from Operations for local grant match-----	-	-	14,295	14,295	N/A
<b>Total revenue-----</b>	<b>360,201</b>	<b>71,476</b>	<b>14,295</b>	<b>(57,181)</b>	20.0
<b><u>EXPENDITURES</u></b>					
Professional services - Kimley-Horn-----	360,201	71,476	71,476	-	100.0
<b>Total expenditures-----</b>	<b>360,201</b>	<b>71,476</b>	<b>71,476</b>	<b>-</b>	100.0
<b>Operating (loss) income</b>	<b>\$ -</b>	<b>\$ -</b>	<b>(\$57,181)</b>	<b>(\$57,181)</b>	N/A

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

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

**CASH BALANCE**

Cash balance, beginning-----	(70,963)
<b>Cash balance, ending-----</b>	<b>(\$128,144)</b>

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

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

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$49,580	\$32,050	\$17,530
Edmond	81,405	9.0138%	189,200	122,305	\$66,895
Midwest City	54,371	6.0204%	155,481	81,689	\$73,792
Moore	55,081	6.0990%	203,193	82,755	\$120,438
Norman	110,925	12.2825%	257,810	166,657	\$91,153
Oklahoma City	579,999	64.2222%	1,348,024	871,409	\$476,615
Total Revenue	903,113	100.0000%	\$2,203,288	\$1,356,865	\$846,423

**After July, 2021 Claims Paid in August:**

<b>LOCAL SPLIT</b>	<b>Population</b>	<b>% Population</b>	<b>Local Share Contributed (1)</b>	<b>Spent</b>	<b>Funds Remaining</b>
Del City	21,332	2.3621%	\$49,580	\$32,791	\$16,789
Edmond	81,405	9.0138%	189,200	125,136	64,064
Midwest City	54,371	6.0204%	155,481	83,580	71,901
Moore	55,081	6.0990%	203,193	84,671	118,522
Norman	110,925	12.2825%	257,810	170,515	87,295
Oklahoma City	579,999	64.2222%	1,348,024	891,581	456,443
Total Revenue	903,113	100.0000%	\$2,203,288	\$1,388,274	\$815,014

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

## Regional Transportation Authority of Central Oklahoma FY2022 Year End Forecast

Presented August 18, 2021

Prepared by RTA Support Team (unaudited)

<b>OPERATIONS</b>		<b>YTD Acutals</b>	<b>Est. Remaining</b>	<b>Total YE</b>	<b>FY22</b>		
<i>Sources</i>		<b>Jul</b>	<b>Aug-Jun</b>	<b>Forecast</b>	<b>Budget</b>	<b>Variance</b>	<b>Variance %</b>
Local Contributions		\$104,285	\$1,128,236	\$1,232,521	\$632,761	\$599,760	
Prior Year Cash Balance		\$803,341	\$0	\$803,341	\$716,000	\$87,341	
<b>Total Operations Revenues</b>		<b>\$907,626</b>	<b>\$1,128,236</b>	<b>\$2,035,862</b>	<b>\$1,348,761</b>	<b>\$687,101</b>	<b>51%</b>
<i>Expenditures</i>		<b>YTD Acutals</b>	<b>Est. Remaining</b>	<b>Total YE</b>	<b>FY22</b>		
<i>Contracts and Services</i>		<b>Jul</b>	<b>Aug-Jun</b>	<b>Forecast</b>	<b>Budget</b>	<b>Variance</b>	<b>Variance %</b>
Professional Services - COTPA Administration		\$ 4,576	\$25,168	\$29,744	\$27,460	-\$2,284	
Professional Services - Holmes & Associates		\$ 42,042	\$259,038	\$301,080	\$301,080	\$0	
Professional Services - Kimley Horn <sup>(1)</sup>		\$ -	\$872,621	\$872,621	\$872,621	\$0	
Transfer to Grant Activity for Local Grant Match <sup>(2)</sup>		\$ 14,295	\$36,745	\$51,040	\$51,040	\$0	
Professional Services-Legal		\$ -	\$9,000	\$9,000	\$9,000	\$0	
Independent Financial Audit		\$ -	\$15,000	\$15,000	\$15,000	\$0	
Website Hosting Fee		\$ 125	\$2,375	\$2,500	\$2,500	\$0	
Branding		\$ -	\$10,000	\$10,000	\$10,000	\$0	
Conference/Training		\$ -	\$7,850	\$7,850	\$7,850	\$0	
Directors & Officer Liability Insurance		\$ -	\$3,500	\$3,500	\$3,500	\$0	
Advertising/Public Notice		\$ 150	\$850	\$1,000	\$1,000	\$0	
Printing & Binding		\$ -	\$20	\$20	\$20	\$0	
Postage		\$ -	\$100	\$100	\$100	\$0	
Mileage		\$ -	\$20	\$20	\$20	\$0	
Parking		\$ -	\$50	\$50	\$50	\$0	
Travel		\$ -	\$20,000	\$20,000	\$20,000	\$0	
Polling Services		\$ -	\$26,000	\$26,000	\$26,000	\$0	
Other Services & Fees		\$ 15	\$0	\$15	\$0	-\$15	
<b>Total Contracts and Services</b>		<b>\$61,203</b>	<b>\$1,288,337</b>	<b>\$1,349,540</b>	<b>\$1,347,241</b>	<b>-\$2,299</b>	<b>0%</b>
<i>Equipment and Supplies</i>							
Office Supplies		\$ -	\$0	\$0	\$320	\$320	
Food		\$ -	\$1,000	\$1,000	\$1,000	\$0	
Other Supplies		\$ -	\$200	\$200	\$200	\$0	
<b>Total Equipment and Supplies</b>		<b>\$ -</b>	<b>\$1,200</b>	<b>\$1,200</b>	<b>\$1,520</b>	<b>\$320</b>	<b>21%</b>
<b>Total Operations Expenditures</b>		<b>\$61,203</b>	<b>\$1,289,537</b>	<b>\$1,350,740</b>	<b>\$1,348,761</b>	<b>-\$1,979</b>	<b>0%</b>

<sup>(1)</sup> Grants Funds are forecasted to exhaust with Task Order 1; future Kimley Horn expenses will be paid directly from Operations.

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

<b>GRANT ACTIVITY</b>		<b>YTD Acutals</b>	<b>Est. Remaining</b>	<b>Total YE</b>	<b>FY22</b>		
<i>Sources</i>		<b>Jul</b>	<b>Aug-Jun</b>	<b>Forecast</b>	<b>Budget</b>	<b>Variance</b>	<b>Variance %</b>
Federal Grant <sup>(3)</sup>		\$ -	\$288,160	\$288,160	\$309,161	\$21,001	
Transfer from Operations for Local Grant Match <sup>(4)</sup>		\$ 14,295	\$36,745	\$51,040	\$51,040	\$0	
<b>Total Grant Revenues</b>		<b>\$ 14,295</b>	<b>\$324,905</b>	<b>\$339,201</b>	<b>\$360,201</b>	<b>\$21,000</b>	<b>6%</b>
<i>Expenditures</i>		<b>YTD Acutals</b>	<b>Est. Remaining</b>	<b>Total YE</b>	<b>FY22</b>		
<i>Contracts and Services</i>		<b>Jul</b>	<b>Aug-Jun</b>	<b>Forecast</b>	<b>Budget</b>	<b>Variance</b>	<b>Variance %</b>
Professional Services - Kimley Horn		\$ 23,979	\$336,222	\$360,201	\$360,201	\$0	
<b>Total Grant Expenditures</b>		<b>\$ 23,979</b>	<b>\$336,222</b>	<b>\$360,201</b>	<b>\$360,201</b>	<b>\$0</b>	<b>0%</b>

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

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

**FY22 Beginning Cash Balance** \$803,341

**FY22 Ending Cash Balance (Forecast)** \$686,322

## Regional Transportation Authority of Central Oklahoma Payment Claims

Period: 7/01/2021 to 7/31/2021					
Date	Vendor	Description	Invoice No.	Cost	Total
8/1/2021	Holmes & Associates LLC	Consultant Fees - Labor	821	\$ 15,140.16	\$ 15,140.16
6/30/2021	Kimley-Horn	Tasks 1 - Project Management	19248906	\$ 14,580.73	
	Kimley-Horn	Task 2 - Public Engagement	19248906	\$ 6,964.79	
	Kimley-Horn	Task 3 - Prior Studies Assess	19248906	\$ -	
	Kimley-Horn	Task 4 - AA Process	19248906	\$ 30,134.55	
	Kimley-Horn	Task 6 - Rail Operations Planning	19248906	\$ 17,706.95	
	Kimley-Horn	Task 7 - Travel Demand/Ridership Forecasting	19248906	\$ -	
	Kimley-Horn	Expenses	19248906	\$ 526.03	\$ 69,913.05
8/1/2021	COTPA	Admin Services Fee	2022-101	\$ 2,288.00	\$ 2,288.00
<b>Total Claims</b>					<b>\$ 87,341.21</b>

**RATIFIED and APPROVED** by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this **18th** day of **August, 2021**.

**TREASURER:**

**REGIONAL TRANSPORTATION AUTHORITY  
OF CENTRAL OKLAHOMA**

\_\_\_\_\_  
James P. Boggs

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

**ATTEST:**

\_\_\_\_\_  
Mary Mélon, Secretary



# HOLMES & ASSOCIATES LLC

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

## Invoice #0821

August 1, 2021

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

### Client

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

Date	Billor	Description	Hours/Qty	Rate	Amount
7/01- 7/31/2021	KAH	RTA - TIME: Time billed by K Holmes for the period 7/01/2021 to 7/31/2021	27.25	395.00	\$10,763.75
07/01- 7/31/2021	KAH	RTA - TIME: Travel time billed by K Holmes for the period 7/01/2021 to 7/31/2021	14.50	197.50	\$2,863.75
07/01- 7/31/2021	KAH	RTA - COSTS: Total costs incurred by KAH			\$1,512.66

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

**Invoice Balance Due**

**\$15,140.16**

**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: 19248906  
 Invoice Date: Jun 30, 2021  
 Invoice Amount: \$69,913.05  
  
 Project No: 197385001.3  
 Project Name: OKC RTA AA NEPA STUDY  
 Project Manager: SCANLON, LIZ  
  
 Client Reference: TASK ORDER 001

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

**COST PLUS MAX**

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
TASK 1: PROJECT MANAGEMENT	104,218.00	100.00%	104,212.82	89,632.09	14,580.73
TASK 2: PUBLIC ENGAGEMENT	153,683.28	100.00%	153,683.28	146,718.49	6,964.79
TASK 3: ASSESSMENT OF PRIOR STUDIES	23,748.80	100.00%	23,748.80	23,748.80	0.00
TASK 4: ALTERNATIVES ANALYSIS PROCESS	246,466.00	43.94%	108,292.37	78,157.82	30,134.55
TASK 5: STATION AREA AND LAND USE ANALYSIS	2,865.00	0.00%	0.00	0.00	0.00
TASK 6: RAIL OPERATIONS PLANNING	29,700.00	59.62%	17,706.95	0.00	17,706.95
TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING	115,722.92	0.30%	351.52	351.52	0.00
EXPENSES	23,000.00	12.89%	2,963.98	2,437.95	526.03
<b>Subtotal</b>	<b>699,404.00</b>	<b>58.76%</b>	<b>410,959.72</b>	<b>341,046.67</b>	<b>69,913.05</b>
<b>Total COST PLUS MAX</b>					<b>69,913.05</b>

**Total Invoice: \$69,913.05**



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:

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

**Invoice #: 2022-101**

Invoice Date:8/1/2021

**Invoice For:** *Administrative Services*

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