



Regional Transportation Authority
of Central Oklahoma

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

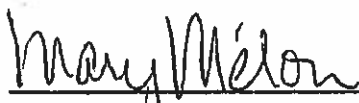
No New Business.

11. Adjournment – 4:03 p.m.

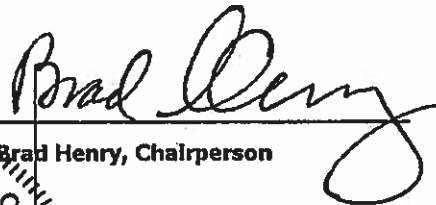
ADJOURNED. Moved by Hutchison, seconded by Eddy. AYES: Eddy, Henry, Hutchison and Mélon. VIRTUAL AYES: Vick. NAYS: None.

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

