



# BOARD OF DIRECTORS MEETING MINUTES

The regularly scheduled meeting of the Regional Transportation Authority (RTA) was convened at 2:30 p.m. on Wednesday April 21, 2021, virtually via Zoom. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on April 16, 2021 at 12:58 p.m.

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## **RTA Board of Directors Present**

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

## **Entity**

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

## **RTA Board of Directors Absent**

None

## **Administrative Support Staff Present**

James Ferbrache, Interim Executive Director  
Hailey Rawson, Assistant Municipal Counselor  
Suzanne Wickenkamp, COTPA Assistant Director of Administration  
Lisa K. Hubbell, COTPA Trust Specialist

## **Guests Present**

Larry Hopper  
Anthony Thomas, Midwest City Beacon  
Mike Patterson  
Tom Leatherbee

## **Consultants Present**

Kathryn Holmes, Holmes & Assoc.  
Liz Scanlon, Kimley-Horn  
Luke Schmidt, Kimley-Horn

**MEETING MINUTES  
APRIL 21, 2021**

**1. Call to Order**

Governor Henry called the meeting to order at 2:36 p.m.

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

**QUORUM PRESENT: Boggs, Budd, Eddy, Henry, Hutchison, Henry, Mélon, and Vick. ABSENT: None**

**3. Consider Approval of Minutes**

A. March 17, 2021 Regional Transportation Authority Special Meeting

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

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

A. Administration Report

Suzanne Wickenkamp, RTA support staff, stated the Financial Audit report, that was presented at the last meeting, was filed with each of the member cities. Three invoices for local fund contributions for FY 2022 have been issued and the others will be issued shortly. The conflict-of-interest forms have been received from the directors and staff are working on renewing the liability insurance for the directors, which expires next month. RTA support staff have drafted a schedule for next quarter's Outreach Committee meetings, once finalized, staff will reach out to the member cities to coordinate those meetings.

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

A. Property Acquisition Committee

Derek Sparks stated that yesterday SB-967 passed the State House 89-1 and all indications are that it will be signed into law. Mr. Sparks thanked all who were involved in the passage of this very important legislation. Anthony Thomas from the Midwest City Beacon asked what the legislation does. Kathryn Holmes said that it allows an operator within the freight corridor who happens to be operating passenger services for a governmental entity to receive the limited governmental immunity for purposes of the passenger operations.

B. Outreach Committee

Secretary Mélon said the Outreach Committee is in the process of getting meetings scheduled for the second quarter with all the member cities. Secretary Mélon thanked Director Hutchison for his presentation to the Norman City Council and Director Boggs for his upcoming scheduled presentations in Edmond. If anyone is asked to give a presentation, please remember to contact the Outreach Committee for the most up-to-date version of the presentation.

Chairperson Henry thanked Director Hutchison and Secretary Mélon for their leadership in the Property Acquisition and Outreach Committees.

**6. A. Receive Public Engagement Reports – Kimley Horn**

- 1) January 2021 Town Hall Meeting
- 2) March 2021 Town Hall Meeting

Chairperson Henry said the results of the two Town Hall Meetings (attached to the agenda) were very successful. Interim Executive Director Ferbrache said that the virtual forum has been very successful for participation purposes.

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

**B. Consider approval of RTA Transit System Plan; and direct Interim Executive Director to forward the Transit System Plan to ACOG for inclusion in Encompass 2045 Plan.**

Liz Scanlon gave a recap of the methods of engagement and discussed the draft Transit System Plan. Chairperson Henry asked if the plan is approved as proposed could the Board decide to amend the plan to include a new corridor at a later date? Ms. Scanlon confirmed that an amendment could be made and would be very appropriate.

Interim Executive Director Ferbrache noted staff is recommending the Board approve the Transit System Plan and authorize submittal of the plan to ACOG to include in the Encompass 2045 Plan.

Resident, Larry Hopper, requested to be heard. Chairperson Henry recognized Mr. Hopper. Mr. Hopper noted four corridors are recommended for the Transit System Plan; however, a fifth corridor in the Northwest region should be included. Mr. Hopper noted Association of Central Oklahoma Governments (ACOG) would not adopt the 2045 Plan until October and the cost information on each corridor should be submitted. Ms. Scanlon said it is an interesting idea and warrants examination, but Kimley-Horn's recommendation would be to study it before recommending it be included in the plan. Director Hutchison recognized the population growth in Northwest Oklahoma City and noted the area should be looked at, but it should not be added right now. Director Hutchison suggested it may be a better fit for EMBARK.

Kathrine Holmes said an important foundational question is, who has jurisdiction. That question is more of a policy matter and shouldn't be decided without thinking it all the way through. Director Boggs asked the Interim Executive Director to describe the next steps, assuming the draft plans are approved. Interim Executive Director Ferbrache said that the plans will be available for the public to view on social media and the RTA website. Administratively, the next step is to review the Transit System Plan with ACOG.

Director Vick noted the corridors are listed as North/South connecting Edmond to the North and Norman to the South, Moore should be listed there and to the East, Del City and Midwest City should be listed, and

the West should list Yukon and Mustang. Ms. Scanlon noted the revisions would be made in the final version.

**AMENDED TO INCLUDE ADDITIONAL CITIES. Moved by Vick, seconded by Boggs. AYES: Boggs, Budd, Eddy, Henry, Hutchison, Mélon, and Vick. NAYES: None**

**APPROVED TRANSIT SYSTEM PLAN, AS AMENDED, AND DIRECTED INTERIM EXECUTIVE DIRECTOR JASON FERBRACHE TO FORWARD THE TRANSIT SYSTEM PLAN TO ACOG FOR INCLUSION IN ENCOMPASS 2045 PLAN. Moved by Hutchison, seconded by Mélon. AYES: Boggs, Budd, Eddy, Henry, Hutchison, Mélon, and Vick. NAYES: None**

- 7. Consider resolution setting a public hearing on May 19, 2021, as per the Trust Agreement and Indenture (2019), Section 11.2 Annual Budget, to receive public comments regarding the Fiscal Year 2022 Budget; and authorize the Interim Executive Director to publish the Notice of Public Hearing (Attachment "A") at least seven days prior to the May 19, 2021 public hearing.**

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

- 8. Receive Financial Reports and Ratify and Approve Claims for Period of March 1, 2021 through March 31, 2021.**

Interim Executive Director Ferbrache gave a summary of the attached Financial Reports and Claims. Chairperson Henry asked about allocation of the new local funds. Interim Executive Director Ferbrache said based on the direction of the board, invoices have been created for each of the member cities based on their population. Invoices have been sent to Oklahoma City, Norman, and Del City. An invoice went out today for Edmond. Staff will meet with the City Managers of Moore and Midwest City to explain what the funding will be used for.

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

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

Resident Larry Hopper noted multijurisdictional is a key concept and added the additional Northwest corridor would serve other cities in that area.

Resident Mike Patterson said he is proud of how far this has come and applauded the efforts of staff and the consultants.

City Manager Tom Leatherbee, City of Del City, thanked the Board, the consultants, and staff for the Town Halls and look forward to continued input from the members of RTA stakeholder groups.

**10. New Business – Brad Henry, RTA Board Chairperson**

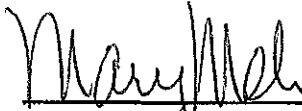
Non action items that were not known or reasonably foreseen at the time of the posting of the agenda. This may include requests for future agenda items.

**11. Adjournment – 4:07 p.m.**


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

**APPROVED** by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this 19th day of May 2021.

**ATTEST:**

  
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Mary Mélon, Secretary



  
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Brad Henry, Chairperson