



# BOARD OF DIRECTORS MEETING AGENDA

## **REGULAR MEETING** **WEDNESDAY, NOVEMBER 20, 2024** **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 Edmond	James Boggs, Treasurer
City of Edmond	Phil Fraim
City of Norman	Marion Hutchison, Vice Chairperson
City of Norman	Chuck Thompson
City of Oklahoma City	Brad Henry, Chairperson
City of Oklahoma City	Mary Mélon-Tully, Secretary
City of Oklahoma City	Aaron Curry

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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) 297-2484 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) 297-2484 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



Regional Transportation Authority  
of Central Oklahoma

# 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) 297-2484; or visit the website at [www.rtaok.org](http://www.rtaok.org)

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**November 20, 2024**  
**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. October 16, 2024 Regional Transportation Authority Regular Meeting
4. Executive Director Reports – Jason Ferbrache, Interim Executive Director
5. Owner’s Representative Report – Kathryn Holmes, Holmes & Associates LLC
6. Receive Financial Reports and Ratify and Approve Claims
  - A. Period of October 1, 2024 through October 31, 2024
7. Consider approving renewal No. 4 of the Memorandum of Understanding with the Central Oklahoma Transportation and Parking Authority for interim administrative services, effective February 1, 2025 through January 31, 2026
8. Overview of CIG Programs and Recently Approved Ballot Initiatives – presented by Cardinal Infrastructure
9. Public Comments – Brad Henry, RTA Board Chairperson
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



Regional Transportation Authority  
of Central Oklahoma

# BOARD OF DIRECTORS MEETING MINUTES

The regular meeting of the Regional Transportation Authority (RTA) was convened at 2:32 p.m. on Wednesday, October 16, 2024, at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on October 15, 2024 at 7:49 a.m.

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## **RTA Board of Directors Present**

Marion Hutchison, Vice Chairperson

Phil Fraim, Director

Chuck Thompson, Director

James Boggs, Treasurer

Mary Mélon-Tully, Secretary

Aaron Curry, Director

## **RTA Board of Directors Absent**

Brad Henry, Chairperson

## **Entity**

City of Norman

City of Edmond

City of Norman

City of Edmond

City of Oklahoma City

City of Norman

City of Oklahoma City

## **Administrative Support Staff Present**

Jason Ferbrache, Interim Executive Director

Craig Keith, Legal Counsel

## **Guests Present**

Scott Young, Jacobs Engineering

Tahirih Johnson, ODC/CAP

William Ginn, Resident

Kyler Smith, ADG

Kimi Diedrich, HNTB

Krystal Harris, STV

Justin Henry, OKC

Taylor Johnson, City of Norman

Brian Eck, Arcadia Research & Design

Steve Harris, Huitt Zollars

John Michael Williams, Attorney

## **Consultants Present**

Kathryn Holmes, Holmes & Assoc.

**October 16, 2024**  
**2:30 p.m.**  
**431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK**  
**REGULAR MEETING**

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1. Call to Order – 2:32 p.m.

Vice Chairperson Hutchison called the meeting to order at 2:32 p.m.

2. Roll Call

**QUORUM PRESENT: Boggs, Fraim, Hutchison, Thompson, and Mélon-Tully. ABSENT: Henry, Curry.**

*Director Curry arrived after roll call.*

3. Consider Approval of Minutes
  - A. September 18, 2024 Regional Transportation Authority Regular Meeting

**APPROVED: Moved by Fraim, seconded by Mélon-Tully. AYES: Boggs, Fraim, Hutchison, Thompson, and Mélon-Tully. NAYS: None.**

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

Interim Executive Director Ferbrache reported that administrative staff and Kathryn have been meeting with AFFIRM on a regular basis. They are working on a brand audit and profile and it's anticipated the Board will receive a presentation soon. We have been meeting regularly with ODOT and at the last meeting, we learned that ODOT will be receiving a copy of Amtrak's Service Plan. That plan will help the RTA understand what Amtrak is contemplating for infrastructure improvements to make the connection up north. Interim Executive Director Ferbrache stated that he gave a presentation today to the Commercial Real Estate Group about the big picture of public transit over the region and discussed all the work that the RTA, MAPS 4 and the TIF District in Oklahoma City have done and will continue to do. There were a lot of questions and the group's sentiment for transit was high.

5. Owner's Representative Report – Kathryn Holmes, Holmes & Associates LLC

Kathryn Holmes, Owner's Representative, stated that she had a good discussion with the FTA a few weeks ago about next steps in the project development. The next phase will be focusing on filing the paperwork with the FTA, starting the NEPA process, which will be a 2-5-year effort because we don't know what needs to be studied. Ms. Holmes met with BNSF and discussed the purchase of real property, which will be discussed in detail in the executive session.

6. Receive Financial Reports and Ratify and Approve Claims

A. Period of September 1, 2024 through September 30, 2024

**RECEIVED, RATIFIED and APPROVED: Moved by Boggs, seconded by Curry. AYES: Boggs, Fraim, Hutchison, Thompson, Mélon-Tully and Curry. NAYS: None.**

7. Enter into Executive Session on advice of the Municipal Counselor to discuss the purchase or appraisal of real property and to confer on matters pertaining to economic development including the transfer of property, as public disclosure of the matter discussed would interfere with the development of products or services regarding the Board's strategy and approach for the acquisition of certain real property from BNSF for the commuter rail operation, as authorized by 25 O.S. (2021 Supp.) §§ 307 (B) (3) and (C) (11)

**ENTER INTO EXECUTIVE SESSION (2:40 p.m. – 3:24 p.m.) Moved by Fraim, seconded by Mélon-Tully. AYES: Boggs, Fraim, Hutchison, Thompson, Mélon-Tully and Curry. NAYS: None.**

8. Public Comments

Brian Eck, had some questions about bicycle path, corridor creation priorities and establishment of regional city wide satellite substation or transfer stations. The connection for students attending OCCC it's almost an hour trip.

Vice Chairperson Hutchison responded that the thought and idea as you move toward a regional system is that the commuter rail line and all the stations would be directly connected to the bus system.

Interim Executive Director Ferbrache added that the City of Oklahoma City is constructing two additional BRT routes. MAPS 4 BRT will run south on Shields to 29<sup>th</sup>, 29<sup>th</sup> to Western, Western to 59<sup>th</sup> and to May. The north/south commuter rail which the RTA is advancing there is a station being contemplated for a trip that would start on a commuter rail train and then transfer to the BRT which would give direct connection to OCCC.

Vice Chairperson Hutchison stated that once the commuter rail line and stations are done, no matter where you are in the metro area, if you are trying to get to OU, UCO or OCCC there will be direct connections to get you to those educational facilities.

Mr. Eck asked about any priorities on the establishment of bicycle and sidewalk corridors.

Vice Chairperson Hutchison responded that as far as the RTA goes wherever there is a station there will be an effort to help increase connectivity through sidewalks but outside our system that is more of a city issue.

9. New Business

None.

10. Adjournment – 3:33 p.m.

**ADJOURNED:** Moved by Curry, seconded by Mélon-Tully. **AYES:** Boggs, Fraim, Hutchison, Thompson, Mélon-Tully, and Curry. **NAYS:** None.

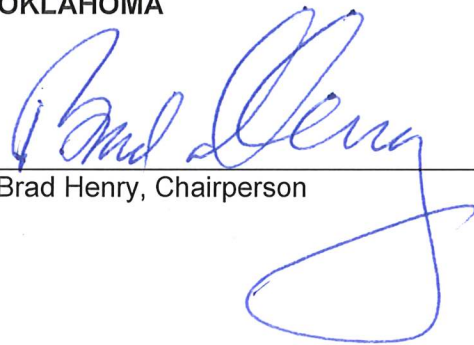
**APPROVED** by the Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, this 20th day of November 2024.

**ATTEST:**



  
Mary Mélon-Tully, Secretary

**REGIONAL TRANSPORTATION  
AUTHORITY OF CENTRAL  
OKLAHOMA**

  
Brad Henry, Chairperson



# Regional Transportation Authority of Central Oklahoma FY2025 Year End Forecast

Presented November 20, 2024

Prepared by RTA Support Team (unaudited)

## OPERATIONS

Sources	YTD Actuals	Est. Remaining	Total YE	FY25	Variance	Variance %
	Jul-Oct	Nov-Jun	Forecast	Budget		
Local Contributions	\$1,517,536	\$0	\$1,517,536	\$1,517,536	\$0	
Miscellaneous	\$71,561	\$0	\$71,561	\$0	\$71,561	
<b>Total Operations Revenues</b>	<b>\$1,589,097</b>	<b>\$0</b>	<b>\$1,589,097</b>	<b>\$1,517,536</b>	<b>\$71,561</b>	<b>5%</b>

## Expenditures

Contracts and Services	YTD Actuals	Est. Remaining	Total YE	FY25	Variance	Variance %
	Jul-Oct	Nov-Jun	Forecast	Budget		
Professional Services - COTPA Administration	\$40,280	\$80,562	\$120,842	\$120,842	\$0	
Professional Services - Holmes & Associates	\$182,644	\$517,356	\$700,000	\$700,000	\$0	
Professional Services - Kimley Horn <sup>(1)</sup>	\$39,186	\$195,676	\$234,862	\$234,862	\$0	
Professional Services - On-Call Engineering Consultant	\$30,795	\$69,205	\$100,000	\$100,000	\$0	
Transfer to Grant Activity for Local Grant Match <sup>(2)</sup>	\$49,526	\$85,328	\$134,854	\$134,854	\$0	
BNSF Study Fee	\$39,663	\$60,337	\$100,000	\$100,000	\$0	
Professional Services-Legal	\$0	\$50,000	\$50,000	\$50,000	\$0	
Professional Service - Financial Planning Consultant	\$975	\$99,025	\$100,000	\$100,000	\$0	
Professional Service - Economic Advising Consultant	\$13,636	\$0	\$13,636	\$10,000	-\$3,636	
Independent Financial Audit	\$0	\$9,700	\$9,700	\$9,700	\$0	
Website Hosting Fee	\$0	\$2,500	\$2,500	\$2,500	\$0	
Branding	\$3,918	\$246,082	\$250,000	\$250,000	\$0	
Conference/Training	\$0	\$7,850	\$7,850	\$7,850	\$0	
Directors & Officer Liability Insurance	\$0	\$3,500	\$3,500	\$3,500	\$0	
Advertising/Public Notice	\$172	\$828	\$1,000	\$1,000	\$0	
Printing & Binding	\$116	\$383	\$500	\$500	\$0	
Postage	\$0	\$100	\$100	\$100	\$0	
Mileage	\$0	\$500	\$500	\$500	\$0	
Parking	\$33	\$217	\$250	\$250	\$0	
Travel	\$0	\$20,000	\$20,000	\$20,000	\$0	
Market Research Services	\$31,833	\$79,167	\$111,000	\$111,000	\$0	
CIG Implementation Advisor	\$7,111	\$82,889	\$90,000	\$90,000	\$0	
Other Services & Fees	\$1,000	\$80	\$1,080	\$300	-\$780	
<b>Total Contracts and Services</b>	<b>\$440,889</b>	<b>\$1,611,286</b>	<b>\$2,052,174</b>	<b>\$2,047,758</b>	<b>-\$4,416</b>	<b>0%</b>
Equipment and Supplies						
Office Supplies	\$0	\$320	\$320	\$320	\$0	
Food	\$0	\$1,000	\$1,000	\$1,000	\$0	
Other Supplies	\$0	\$200	\$200	\$200	\$0	
<b>Total Equipment and Supplies</b>	<b>\$0</b>	<b>\$1,520</b>	<b>\$1,520</b>	<b>\$1,520</b>	<b>\$0</b>	<b>0%</b>
<b>Total Operations Expenditures</b>	<b>\$440,889</b>	<b>\$1,612,806</b>	<b>\$2,053,694</b>	<b>\$2,049,278</b>	<b>-\$4,416</b>	<b>0%</b>

(1) This reflects estimated expenses from two invoices carried over from FY24

(2) This is the 38% local match required for the RAISE grant based on estimated consultant cost.

## GRANT ACTIVITY

Sources	YTD Actuals	Est. Remaining	Total YE	FY25	Variance	Variance %
	Jul-Oct	Nov-Jun	Forecast	Budget		
Federal Grant <sup>(3)</sup>	\$63,270	\$152,498	\$215,768	\$215,768	\$0	
Transfer from Operations for Local Grant Match <sup>(4)</sup>	\$49,526	\$85,328	\$134,854	\$134,854	\$0	
<b>Total Grant Revenues</b>	<b>\$112,796</b>	<b>\$237,826</b>	<b>\$350,622</b>	<b>\$350,622</b>	<b>\$0</b>	<b>0%</b>

## Expenditures

Contracts and Services	YTD Actuals	Est. Remaining	Total YE	FY25	Variance	Variance %
	Jul-Oct	Nov-Jun	Forecast	Budget		
Professional Services - RAISE Grant Consultant Fees	\$128,767	\$221,855	\$350,622	\$350,622	\$0	
<b>Total Grant Expenditures</b>	<b>\$128,767</b>	<b>\$221,855</b>	<b>\$350,622</b>	<b>\$350,622</b>	<b>\$0</b>	<b>0%</b>

(3) This revenue is reimbursement from COTPA for 62% of consultant fees for the RAISE grant study.

(4) This revenue is the 38% RTA local match for RAISE grant consultant fees.


<b>FY25 Beginning Cash Balance</b>	\$1,433,063
<b>FY25 Ending Cash Balance (Forecast)</b>	\$968,466

**Regional Transportation Authority of Central Oklahoma  
Payment Claims**

Period: 10/01/2024 to 10/31/2024						
Date	Vendor	Description	Invoice No.	Cost	Total	
11/4/2024	Holmes & Associates LLC	Consultant Fees - Labor	1124	\$ 45,100.00		
		Subconsultant Fee	1124	\$ 1,400.00		
		Cost Reimbursement RTA	1124	\$ 1,684.16		
						\$ 48,184.16
9/30/2024	Kimley-Horn	<u>AA Update - Year 5</u>				
		Task 1 - Project Management	29553587	\$ 975.00		
		Task 2 - Operation Planning Support	29553587	\$ 5,769.17		
						\$ 6,744.17
10/9/2024	Jacobs Engineering Group, Inc	<u>On-Call Engineering Services -Task Order No. 5</u>				
		Professional Services	WFXS1105-02	\$ 3,745.00		
						\$ 3,745.00
10/11/2024	Cardinal Infrastructure	Professional Services - September 2024	3051	\$ 825.00		
		Professional Services - October 2024	3052	\$ 3,025.00		
						\$ 3,850.00
11/15/2024	BNSF	Preliminary Engineering	90276196	\$ 1,827.91		\$ 1,827.91
9/19/2024	IndaGo Digital, Inc.	RTA Website	2285	\$ 1,693.37		\$ 1,693.37
1/1/2024	Sams Club	Water	Pcard	\$ 8.29		
		Membership	Pcard	\$ 80.00		
						\$ 88.29
11/2/2024	COTPA	Admin Services Fee	25-105	\$ 10,070.00		
		Reimbursement for Printing	25-105	\$ 18.15		
						\$ 10,088.15
<b>Total Claims</b>						<b>\$ 76,221.05</b>

APPROVED by the Regional Transportation Authority of Central Oklahoma, and SIGNED by the Treasurer and Chairman on this 20th day of November 2024.

TREASURER:



James P. Boggs

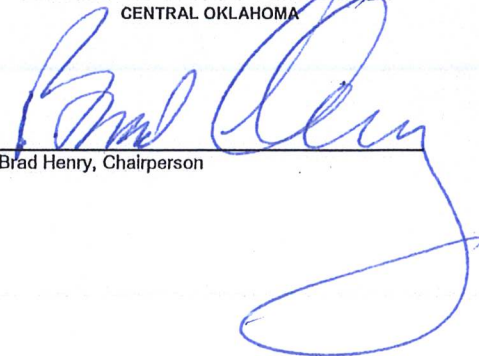
ATTEST:



Mary Melon-Tully, Secretary



REGIONAL TRANSPORTATION AUTHORITY OF  
CENTRAL OKLAHOMA



Brad Henry, Chairperson



# HOLMES & ASSOCIATES LLC

Holmes & Associates LLC  
 910 S Donner Way #304  
 Salt Lake City, UT 84108  
 Phone: 703.999.4440  
 E-Mail: kathryn@holmesassociatesllc.com

## Invoice #1124

November 4, 2024

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  
 ATTN : Christina Hankins  
 Christina.hankins@okc.gov

Date	Billor	Description	Hours/Qty	Rate	Amount
10/01- 10/31/2024	KAH	RTA - TIME: Time billed by K Holmes for the period 10/01/2024 to 10/31/2024	96.00	410.00	\$39,360.00
10/01- 10/31/2024	KAH	RTA - TIME: Travel time billed by K Holmes for the period 10/01/2024 to 10/31/2024	28.00	205.00	5,740.00
10/01- 10/31/2024	KAH	RTA - COSTS: Total costs incurred by KAH			\$1,684.16
10/01- 10/31/2024	DJM	Subconsultant costs			\$1,400

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

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<b>Invoice Balance Due</b>	<b>\$48,184.16</b>
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Atlanta, GA → Dallas-Fort Worth, TX

Delta Air Lines

Atlanta, GA → Dallas-Fort Worth, TX

Delta Air Lines

Atlanta, GA → Dallas-Fort Worth, TX

Delta Air Lines

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Delta Air Lines

Atlanta, GA → Dallas-Fort Worth, TX

Delta Air Lines

Atlanta, GA → Dallas-Fort Worth, TX

Delta Air Lines

<p><b>Please remit payment electronically to:</b></p> <p>Account Name: KIMLEY-HORN AND ASSOCIATES, INC.          Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94104          Account Number: 2073089159554          ABA#: 121000248          Please send remittance information to: payments@kimley-horn.com</p>	<p><b>If paying by check, please remit to:</b></p> <p>KIMLEY-HORN AND ASSOCIATES, INC.          P.O. BOX 847385          LOS ANGELES, CA 90084-7385</p>
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RTA OF CENTRAL OK  
 ATTN: JASON FERBRACHE  
 2000 S. MAY AVENUE  
 OKLAHOMA CITY, OK 73108

**Invoice Amount: \$6,744.17**

Invoice No: 29553587  
 Invoice Date: Sep 30, 2024  
 Project No: 197385001.D  
 Project Name: OKC RTA AA NEPA STUDY  
 Project Manager: SCANLON, LIZ  
 Client Reference:

Federal Tax Id: 56-0885615  
 For Services Rendered through Sep 30, 2024

**HOURLY NOT TO EXCEED**

Description	Contract Value	% Billed to Date	Amount Billed to Date	Previous Amount Billed	Current Amount Due
OFFICE EXPENSE	0.00		0.00	0.00	0.00
OPS PLANNING SUPPORT	20,000.00	28.85%	5,769.17	0.00	5,769.17
OTHER PROJECT SERVICES	20,000.00	8.11%	1,622.50	1,622.50	0.00
PROGRAM COST ESTIMATES	10,000.00	19.48%	1,947.50	1,947.50	0.00
PROJECT MANAGEMENT	10,000.00	33.28%	3,327.50	2,352.50	975.00
<b>Subtotal</b>	<b>60,000.00</b>	<b>21.11%</b>	<b>12,666.67</b>	<b>5,922.50</b>	<b>6,744.17</b>
<b>Total HOURLY NOT TO EXCEED</b>					<b>6,744.17</b>

**Total Invoice: \$6,744.17**



INVOICE NUMBER:

WFXS1105-02

INVOICE DATE: 10/09/24

Bill To:  
Regional Transportation Authority of Central Oklahoma  
2000 S MAY AVENUE  
OKLAHOMA CITY, OK 73108

Remit to:  
JACOBS ENGINEERING GROUP, INC  
C/O BANK OF AMERICA  
800 MARKET STREET, LOCKBOX 18713  
ST. LOUIS, MO 63150

Attention: Christina Hankins

Project Number: WFXS1105  
PO Number: 2025-017  
Project Description: Task Order No. 5  
Project Manager: YOUNG, SCOTT  
Terms: NET 30  
Due Date: 11/08/24

Billing Period From: 08/24/24  
To: 09/27/24

Description:		Scheduled Value	Percent Complete	Amount Billable	Previous Billed	Current Amount Due
<b>RTA 2023-001 On-Call Engineering Consulting Services – Task Order No. 5</b>						
Contracts and Services	TM	\$ 16,770.00	95.14%	\$ 15,955.00	\$ 12,210.00	\$ 3,745.00
<b>Grand Total</b>		<b>\$ 16,770.00</b>	<b>95.14%</b>	<b>\$ 15,955.00</b>	<b>\$ 12,210.00</b>	<b>\$ 3,745.00</b>
<b>TOTAL AMOUNT DUE THIS INVOICE</b>						<b>\$ 3,745.00</b>

I have reviewed and approved all expenditures associated with this project. All Charges are valid charges to this project.

Status:

- 8/23/24 – submitted Draft Geometry and Clearance Tech Memo
- 8/27/24 – Meeting to discuss OKC Development and future transit

Please reference invoice # with all payments

Remit To: Jacobs Engineering Group c/o Bank of America 800 Market St. Lockbox 18713 St. Louis, MO 63150-8713  
ACH/ Wire Payments: Jacobs Engineering Group c/o Bank of America ABA # 111000012 Acct # 3750916030



600 Massachusetts Avenue, NW  
Suite 250  
Washington, DC 20001  
202-240-2857

# INVOICE

INVOICE #3051  
PO 2025-005  
DATE: OCTOBER 11, 2024

**TO:**  
Regional Transportation Authority of Central Oklahoma  
2000 South May  
Oklahoma City, Oklahoma 73108

DESCRIPTION	HOURS	RATE	AMOUNT
Professional Services (September 1 to 30, 2024)			
Sherry Little	0.00	\$550.00	\$0.00
Auke Mahar-Piersma	1.0	\$550.00	\$550.00
Jamie Harrell	0.5	\$550.00	\$275.00
<b>Total</b>	<b>1.50</b>		<b>\$825.00</b>
<b>Total</b>			
Monthly report attached.			

Please make all checks payable to Cardinal Infrastructure LLC.

**Thank you for your business!**



600 Massachusetts Avenue, NW  
Suite 250  
Washington, DC 20001  
202-240-2857

# INVOICE

INVOICE #3052  
PO 2025-005  
DATE: NOVEMBER 7, 2024

**TO:**

Regional Transportation Authority of Central Oklahoma  
2000 South May  
Oklahoma City, Oklahoma 73108

DESCRIPTION	HOURS	RATE	AMOUNT
Professional Services (October 1 to 31, 2024)			
Sherry Little	0.5	\$550.00	\$275.00
Auke Mahar-Piersma	3.0	\$550.00	\$1,650.00
Jamie Harrell	2.0	\$550.00	\$1,100.00
<b>Total</b>	<b>5.5</b>		<b>\$3,025.00</b>
<b>Total</b>			
Monthly report attached.			

Please make all checks payable to Cardinal Infrastructure LLC.

**Thank you for your business!**





INVOICE

CUSTOMER NUMBER : 1011660  
INVOICE NUMBER : 90276196  
AMOUNT : \$1,827.91  
DATE : 11/15/2024

MAKE CHECKS PAYABLE TO:  
BNSF RAILWAY COMPANY  
3115 SOLUTIONS CENTER  
CHICAGO, ILLINOIS 60677-3001

REGIONAL TRANSPORTATION  
AUTHORITY OF  
CENTRAL OKLAHOMA  
2000 S MAY AVE  
OKLAHOMA CITY OK 73108  
USA

FOR FURTHER INFORMATION:  
EMILY BUI  
(817)593-1021  
EMILY.BUI@BNSF.COM

BNSF TIN NO.41-6034000

CONTRACT NO: SA7002424

TO PAY BY WIRE/ACH:  
BANK: NORTHERN TRUST-CHICAGO IL  
SWIFT # CNORUS 44  
BANK ABA # 071000152  
BNSF ACCOUNT # 31099171

***If paying by wire/ACH, please send the remit detail to cashapps@bnsf.com***

\*\* PLEASE SHOW ABOVE INVOICE NUMBER ON YOUR REMITTANCE TO ASSURE PROPER CREDIT TO YOUR ACCOUNT \*\*

PRELIMINARY ENGINEERING DESIGN FOR THE OKLAHOMA RTA TO EXPAND RAIL SERVICE FROM EDMOND TO NORMAN, OK.  
L/S 7400, MP 370 TO 402, DOT # 012120A

100% BILLABLE TO REGIONAL TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA

WBS 7-0024-24

PARTIAL # 8

Total Costs:	\$1,827.91
Billable Pct :	100.00 %
Invoice Total :	\$1,827.91

This bill represents only charges posted to the identified WBS as of the last day of the month preceding the invoice date. Unless otherwise explicitly stated, further billings may be issued, should additional costs be identified for this WBS or other WBS' related to work at this location.



**IndaGo Digital, Inc.**

200 N Broadway, Box 1106  
Edmond, OK 73083 US  
+19186305255  
andrea@indagodigital.us  
indagodigital.us

**INVOICE**

**BILL TO**  
Michael Scroggins  
Regional Transportation Authority of Central Oklahoma  
2000 S May Ave  
Oklahoma City, OK 73108 USA

**INVOICE** 2285  
**DATE** 09/19/2024  
**TERMS** Net 30  
**DUE DATE** 10/19/2024

**P.O. #**  
Plugins, Domains, H&M, O365

DATE		DESCRIPTION	QTY	RATE	AMOUNT
03/11/2024	Plugin License	GoDaddy - MicroSoft 365 - Email Essentials - Makeup from previous billing	1	24.00	24.00
09/01/2024	Plugin License	Elementor Plug-in - Annual License - rtaok.org	1	49.00	49.00
09/16/2024	Account Service	Plugin License Management	0.39	140.00	54.60
09/16/2024	Payment Processing	Payment Processing (2.9%)	1	47.73	47.73
09/27/2024	Software Services	Domain Renewal (1 Year) - rtaok.org	1	23.17	23.17
09/27/2024	Software Services	Ultimate Domain Protection (1 Year) - rtaok.org	1	29.99	29.99
10/01/2024	Website Maintenance	Annual Website Maintenance - rtaok.org	1	840.00	840.00
10/01/2024	Website Hosting	Annual Website Hosting - rtaok.org	1	480.00	480.00
10/01/2024	Plugin License	Essential Add-Ons - Annual License - rtaok.org	1	49.00	49.00
03/11/2025	Software Services	GoDaddy - MicroSoft 365 - Email Essentials	1	95.88	95.88

(annual renewal)

---

BALANCE DUE

**\$1,693.37**



sam's club

CLUB MANAGER OKLAHOMA CITY SAM'S CLUB  
(405) 943-9810  
OK CITY (W), OK

10/16/2024 10:28:17 am

101\*\*\*\*\*5857

104 NEW PRIMARY MEMBERSHIP	50.00
117 PLUS UPGRADE	60.00
INSTANT SAVINGS	-30.00

SUBTOTAL	80.00
TAXES	0.00
TOTAL	80.00

VISA TEND	80.00
ACCOUNT #	**** * 7358
APPROVAL #	008386

visit samsclub.com to see your savings

\*\*\* MEMBER COPY \*\*\*



sam's club

( 405 ) 943 - 9810  
OKLAHOMA CITY, OK  
10/16/24 10:37 9627 08289 003 4190

RTA

E	561914 MM WATER	F	3.98	R
E	561914 MM WATER	F	3.98	R
		SUBTOTAL	7.96	

TAX 2 4.125 % 0.33

TOTAL 8.29

VISA TEND 8.29

P.O. # NO

VISA CREDIT \*\*\*\*\* 7358 I 1

APPROVAL # 025503

AID A000000031010

AAC B3FD851011A39CD2

TERMINAL # 21972490

\*NO SIGNATURE REQUIRED  
CHANGE DUE 0.00

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# ITEMS SOLD 2

TC# 5880 4473 4787 0794 2994



\*\*\* MEMBER COPY \*\*\*



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**

**Invoice #: 2025-105**

Address: 2000 S May Avenue  
Oklahoma City, OK 73108

Invoice Date: 11/2/24

**Invoice For:** Administrative Services

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - October 2024	1	\$10,070.00		\$10,070.00
2	Reimbursement Printing	1	\$18.15		\$18.15
<b>NOTES: RTA PO # 2025-003</b>					
				Invoice Subtotal	<b>\$10,088.15</b>
				Tax Rate	
				Sales Tax	<b>\$0.00</b>
				Other	
				Deposit Received	
Make all checks payable to EMBARK				<b>TOTAL</b>	<b>\$10,088.15</b>



TO: Chairman and Board of Directors

FROM: Interim Executive Director

Consider approving renewal No. 4 of the Memorandum of Understanding with the Central Oklahoma Transportation and Parking Authority for interim administrative services, effective February 1, 2025 through January 31, 2026.

**Background** On January 29, 2020, the Regional Transportation Authority of Central Oklahoma (RTA) and the Central Oklahoma Transportation and Parking Authority (COTPA) entered into a Memorandum of Understanding (MOU) for COTPA to provide interim administrative services for a term of two years, through January 31, 2022.

The MOU provides that it may be renewed for additional one-year terms when either RTA or COTPA notifies the other in writing at least thirty days prior to the expiration of the MOU. This renewal serves as the notice of intent and is the forth renewal of the MOU.

Recommendation: Renewal be approved.

Reviewed by:

Jason Ferbrache  
Interim Executive Director

## **Consent of Renewal For Interim Administrative Services**

This renewal (“**Renewal No. 4**”) is effective February 1, 2025, agreeing to exercise the renewal option, as per the original Memorandum of Understanding for Interim Administrative Services (“**MOU**”), made by and between the **Central Oklahoma Transportation and Parking Authority dba EMBARK (“SERVICES PROVIDER”)**, an Oklahoma public Trust, and the **Regional Transportation Authority of Central Oklahoma (“CONTRACTING ENTITY”)**, an Oklahoma public trust, (collectively, the “**Parties**”).

### **WITNESSETH:**

**WHEREAS**, the **Parties** entered into the **MOU** on February 1, 2020 whereby the **SERVICE PROVIDER** agreed to provide certain administrative services to the **CONTRACTING ENTITY** for a period of two years; and

**WHEREAS**, the **Term** of the **MOU** provides that it may be renewed for additional one-year terms when either of the **Parties** notifies the other in writing at least thirty days prior to the expiration of the **MOU**; and

**WHEREAS**, the **Parties** mutually agreed to renew the **MOU** in March 2022 for the first additional one-year term, making it effective retroactively from February 1, 2022 through January 31, 2023; and

**WHEREAS**, the **Parties** mutually agreed to renew the **MOU** in January 2023 for the second additional one-year term, making it effective from February 1, 2023 through January 31, 2024; and


**WHEREAS**, the **Parties** mutually agreed to renew the **MOU** in November 2023 for the third additional one-year term, making it effective from February 1, 2024 through January 31, 2025; and

**WHEREAS**, the **Parties** mutually consent to Renewal No. 4 of the **MOU**, under the same terms, conditions and provisions as originally agreed upon.

**NOW THEREFORE**, it is mutually agreed by and between the **Parties** to renew the **MOU**, effective February 1, 2025, under the same terms, conditions and provisions as originally agreed upon, expiring January 31, 2026.

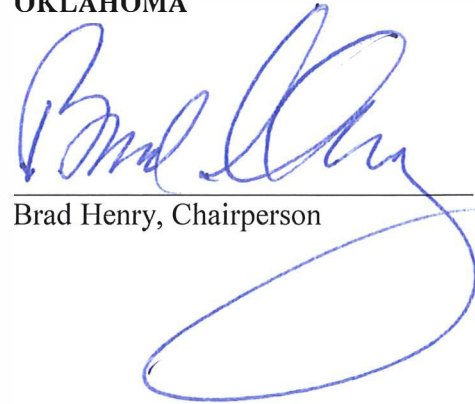
**APPROVED** by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma this 20th day of November 2024.

**ATTEST:**

  
Mary Mélon-Tully, Secretary



**REGIONAL TRANSPORTATION  
AUTHORITY OF CENTRAL  
OKLAHOMA**

  
Brad Henry, Chairperson

REVIEWED for form and legality.

  
Assistant Municipal Counselor