

**REGIONAL TRANSPORTATION AUTHORITY
MEETING
January 29, 2020**

The regularly scheduled meeting of the Regional Transportation Authority (RTA) was convened at 2:30 p.m. on Tuesday January 29, 2020 in the Board Room of the Association of Central Oklahoma Governments (ACOG), 4205 N. Lincoln Blvd., Oklahoma City, Oklahoma. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk and by notice posted at the ACOG office at least twenty-four (24) hours prior to the meeting

RTA Board of Directors Present

James Boggs	Edmond
Aaron Budd	Midwest City
Steve Eddy	Moore
Marion Hutchison	Norman
Brad Henry	Oklahoma City
Mary Melon	Oklahoma City

RTA Board of Directors Absent

Ken Bartlett	Del City
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Municipal Staff Support Present

Randy Entz	Edmond
Mark Edwards	Del City
Shawn O'Leary, Director Public Works	Norman
Billy Harless, ADA Project Director	Midwest City
Brooks Mitchell	Moore
Jason Ferbrache	COTPA
Steve Jagosh	ODOT

Guests Present

Kathryn Holmes	Holmes & Associates LLC
Pete White, Attorney	ACOG Legal Counsel
Heidi Katz	HNTB
Mike Peterson	HNTB
Suzanne Wickenkamp	COTPA
Michael Scroggins	COTPA
Lee Nichols	HALFF
Jason Huff	ODOT
Tom Leatherbee	Del City

ACOG Staff

Mark W. Sweeney	Executive Director
John Sharp	Deputy Director
Jennifer Sebesta	Manager, TPS
Rachel Meinke	Public Information Director
Hayden Harrison	Projects Coordinator II, TPS
Jordan Evans	Assistant Planner – Multimodal, TPS
Gwendolyn Gordon	Administrative Assistant

1. Welcome and Introductions

Chair Brad Henry called the meeting to order at 2:40 p.m. He welcomed everyone and entertained introductions. There was a quorum.

Chair Brad Henry said Director Ken Bartlett is not present today because of health issues. The Board called Director Ken Bartlett to wish him well. Director Bartlett said because of his health issues it will be necessary for him to resign his position on the Board and wished them great success.

2. Review and Approval of the Minutes – December 11, 2019 & January 7, 2020

Chair Brad Henry asked for a motion to approve both sets of minutes. Director Mary Melon made the motion to approve both sets of minutes. Director Steve Eddy seconded the motion. The motion carried unanimously (6-0).

3. Review and Approve RTA Monthly Financial Report and Claims

Chair Brad Henry asked for a motion to approve the Monthly Financial Report and Claims. Director Marion Hutchison made motion to approve Monthly Financial Report and Claims. Director Mary Melon seconded the motion. The motion carried unanimously (6-0).

4. Review and consider approval of Memorandum of Understanding (MOU) for Interim Administrative Services between the Central Oklahoma Transportation and Parking Authority (COTPA) and RTA.

Chair Brad Henry asked for a motion to approve the Memorandum of Understanding (MOU). Director Marion Hutchison made a motion to approve the (MOU). Director Mary Melon seconded the motion. The motion carried unanimously (6-0).

5. Review and consider approval of Press Release Regarding Agreement with COTPA for Interim Administrative Services

Chair Brad Henry asked for a motion to approve the press release regarding the Agreement with COTPA for Interim Administrative Services. Director James Boggs approved the motion. Director Steve Eddy seconded the motion. The motion carried with the following votes:

AYE: Boggs, Hutchison, Henry, Melon, Eddy

NAY: None

ABSTAIN: Budd

6. Report from Property Acquisition Subcommittee

Director Marion Hutchison said they have not had a recent meeting, but Kathryn Holmes continues to meet with BNSF on a number of issues. BNSF plans to meet with the Board and have a discussion in the near future. He said until then there are no additional items to report.

7. Discuss and consider approval of funds to develop RTA website, logo, rebranding (i.e., possible name change), and marketing materials

Director Marion Hutchison suggested that the Board use COTPA's marketing department to bring back a proposal of various potential name changes. Director Mary Melon suggested outsourcing the branding to a professional group. Chair Brad Henry said perhaps the RTA Board could get a professional marketing company to do some in kindwork.

Jason Ferbrache said the way COTPA approaches branding is they have an in-house marketing team that keeps their brand and their customers engaged. When it comes to developing a branding strategy, they have always relied on professionals that do it day in and day out. They let their in-house team manage the professional firm.

Director Steve Eddy made a motion for COTPA to bring back a proposal to the RTA Board to consider regarding branding, establishing a website, and possible name change. Director Mary Melon seconded the motion. The motion carried unanimously (6-0).

Director Marion Hutchison suggested to create a contest from the six member cities requesting they come up with something unique and if it is great the RTA might use it. The Board liked his idea.

8. Update on discussion with BNSF and discuss and consider approval of date for special board workshop with BNSF
Chair Brad Henry said consultant Kathryn Holmes has had good discussions with BNSF. He said Kathryn Holmes included Derek Sparks and himself in a phone call with BNSF legal counsel to discuss the legislation the RTA was filing to get their approval. He said the discussions have progressed and that BNSF has asked Kathryn Holmes for an opportunity to bring their team and address the RTA Board on the full ramifications, road blocks, and ways to get around them.

Kathryn Holmes said it is a nice opportunity for BNSF to speak directly to the RTA Board to help explain what is required to get through this acquisition process. The process of gaining access to the corridor and/or acquiring an interest of some kind to allow the commuter rail on their line.

Kathryn Holmes said she was hoping to get several dates from the RTA Board to take back to BNSF. She gave the date of March 18, 2020, Director James Boggs and Director Marion Hutchison were not available on that date due to Spring Break. Ms. Holmes gave the date of April 6, and she emphasized it would be an afternoon meeting starting at 1:00 p.m. and should be over by 5:00 p.m. Director Steve Eddy said he could not make April 6. Kathryn Holmes gave the date of April 7, and Mary Melon said she has a grandbaby due that week. She then gave the date of April 13. Ms. Holmes said she would present the following dates of March 18, April 6, 7, and 13 to BNSF and get back to the RTA Board on which date would work for them.

9. Update on FHWA planning funds and upcoming meeting between RTA, ODOT and FHWA.
Chair Brad Henry said there is not much to update except encouraging preliminary discussions with the Deputy Director at ODOT. He said the FHWA sends planning funds to the state and the state distribute the funds. In Oklahoma the entity is ODOT and FHWA funds go to ODOT which it distributes to ACOG, the Metropolitan Planning Organization (MPO). He said ACOG puts together annually a work plan for the expenditures of the FHWA funds.

Chair Brad Henry spoke with Dawn Sullivan Deputy Director with ODOT and she agreed to set up a meeting with ODOT and FHWA to further discuss this issue and the meeting is tomorrow morning, Thursday, January 30 at 10 a.m. He said Kathryn Holmes, himself and James Boggs will be attending.

10. Update on Directors and Officers Liability Insurance Policy
Chair Brad Henry said the RTA has a Directors and Officers Liability Insurance Policy that ACOG was instrumental in securing and the premium is paid up through May 17 of this year. He said that Mark Sweeney provided him with the actual policy as well as the summary of the policy and contact information for the agent. Chair Brad Henry said he forwarded the information to Aaron Budd. He spoke with the agent and gave him the new address and contact information. He was told by the agent that the policy was for the RTA Directors and Officers and the fact that administrative officials change should not impact the policy as it would follow them and the new Officers. Chair Brad Henry said the changes will take effect February 1, 2020 and there will be no gap in coverage but if there are any concerns, they will get back to the committee immediately.

11. Public Comments
None

12. New Business – Consideration and possible Board action concerning any matters not known about and which could not have been reasonably foreseen at the time of the positing of the agenda. Director Aaron Budd presented the Board with copies of a letter from ACOG Board Chair, Mayor Matt Dukes on his disappointment with events that have transpired. He said Mayor Dukes would like for Kathryn Holmes and Chair Brad Henry to come and address the Midwest City Council. Kathryn said she would be happy to come out, but she does not think she is the right person. She said what she has previously presented to the city councils was the legislation and explaining the relationship with BNSF and what their requirements are.

Chair Brad Henry said he thinks Mayor Dukes is more interested in where the RTA is headed, what the plan is and the things that Kathryn Holmes is doing for the RTA. Director Aaron Budd said yes because Kathryn Holmes is more involved with the day to day direction of where the RTA Board is going and how it applies to Midwest City. Kathryn Holmes again said she would be happy to do that, but she feels the Chair or Vice Chair is more appropriate.

Chair Brad Henry stated that Matt Dukes is not only the Mayor of Midwest City but also the Chair of ACOG and he understands his concerns. He said the letter was directed to him and he will absolutely reach out to Mayor Matt Dukes. He also asked for Aaron Budd to attend the meeting and address Mayor Dukes concerns.

13. Adjourn
Chair Brad Henry asked for a motion to adjourn the meeting. Director James Boggs made a motion to adjourn. Director Marion Hutchison seconded the motion. The motion carried unanimously (6-0). The meeting adjourned at 4:00 p.m.