



BOARD OF DIRECTORS MEETING MINUTES

The regularly scheduled meeting of the Regional Transportation Authority (RTA) was convened at 2:31 p.m. on Wednesday October 20, 2021 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on October 18, 2021 at 9:18 a.m.

RTA Board of Directors Present

Aaron Budd
Steve Eddy
Marion Hutchison, Vice Chairperson
Brad Henry, Chairperson
Mary Mélon, Secretary

Entity

City of Midwest City
City of Moore
City of Norman
City of Oklahoma City
City of Oklahoma City

RTA Board of Directors Absent

Donald Vick
James Boggs, Treasurer

City of Del City
City of Edmond

Administrative Support Staff Present

James Ferbrache, Interim Executive Director
Carolyn Garret, Assistant Municipal Counselor
Suzanne Wickenkamp
Justin Henry

Guests Present

Amy Lucas, OKC Finance
Sue Korpi, OKC Finance
Taylor Johnson, City of Norman
Billy Harless, Midwest City
Brooks Mitchell, City of Moore
Steve Rhodes, Tinker Air Force Base

Consultants Present

Kathryn Holmes, Homes & Assoc.
Liz Scanlon, Kimley-Horn
Tara Laughlin, Allen, Gibbs, & Houlik, L.C.

1. Call to Order

Chairperson Henry called the meeting to order at 2:31 p.m.

2. Roll Call

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

3. Consider Approval of Minutes

A. September 15, 2021 Regional Transportation Authority Regular Meeting

AMENDED to correct spelling of Hutchison in the minutes. Moved by Hutchison, seconded by Budd. AYES: Budd, Eddy, Hutchison, Henry, and Mélon. NAYES: None.

AMENDED to correct New Business Section to None. Moved by Henry, seconded by Budd. AYES: Budd, Eddy, Hutchison, Henry, and Mélon. NAYES: None.

APPROVED as AMENDED. Moved by Budd, seconded by Mélon. AYES: Budd, Eddy, Hutchison, Henry, and Mélon. NAYES: None.

4. Executive Director Reports

Interim Executive Director Ferbrache informed the directors that staff have worked with the Outreach Committee and have met with the City's of Moore, Norman, Midwest City, Del City and Tinker Air Force Base. Staff also worked with AGH and the Municipal Counselor's Office to revise the new audit contract language to address the board's concerns.

5. Committee Reports – Board of Directors

A. Property Acquisition Committee

Vice Chairperson Hutchison stated that the meeting was cancelled due to lack of items.

B. Outreach Committee

Director Mélon stated that the Outreach Committee continues to meet with the member cities. Members from the Outreach Committee met with the City of Moore on September 15th and the City of Norman on September 16th to review the continued progress of the RTA. Members of the Outreach Committee also held a joint meeting with the cities of Midwest City, Del City, and Tinker Air Force Base to discuss the alternatives analysis progress on the Eastern Corridor

on October 18th. Director Boggs has been very active in presenting on the RTA to various groups in Edmond including the Rotary Club. A group including Director Mélon, Kathryn Holmes, and Liz Scanlon presented to the Women in Transportation. Secretary Mélon stated all of these meetings were quite constructive at building engagement and awareness on the RTA's work.

6. Amendment of Professional Services Agreement with Allen, Gibbs, & Houlik, L.C. for independent auditing services.

Interim Executive Director Ferbrache stated that Allen, Gibbs & Houlik (AGH) is the company that handles the audits for the RTA as required by the Trust Indenture and Agreement. AGH has asked for an amendment to the Professional Services Agreement to include provisions for operating in a pandemic environment and the impact it may have on the way they do business, which may not be foreseen at this time. Given the feedback from the previous meeting about the proposed amendment, staff has added language to the amendment to ensure that advanced notice be given before single-audit or additional services be performed.

Tara Laughlin with AGH presented on the progress of the audit and fielded some questions from the board on the contract amendment.

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

7. Consider Adoption of Resolution Approving the Regional Transportation Authority of Central Oklahoma Regular Meeting Schedule for Calendar Year 2022.

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

8. Ratify the Preliminary Memorandum of Understanding between the BNSF Railway Company and the Regional Transportation Authority of Central Oklahoma.

Kathryn Holmes, owner's representative, explained that this preliminary memorandum of understanding (MOU) had been reached from continued discussions with BNSF Railway Company. While this memorandum does not create a binding obligation for either party it does create a framework for how the two parties can proceed with negotiations for potential access to the rail line. Interim Executive Director Ferbrache executed the MOU and this action would be for the board to ratify that action.

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

9. Receive Financial Reports and Ratify and Approve Claims for Period of September 1, 2021 through September 30, 2021.

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

10. Project update: Alternative Analysis – Liz Scanlon, Kimley-Horn

Liz Scanlon gave a PowerPoint presentation updating the board on the Alternative Analysis as far as what has been done and what needs to be done on the North/South Corridor and the East Corridor. The presentation including preliminary modeling on different services levels or rail service for the proposed North/South Corridor. It also included a selection of mode and route options on the Eastern Corridor along with feedback received thus far from the Eastern Oklahoma County Members.

Director Mélon recused herself from the remaining meeting obligations.

11. Public Comments

None.

12. New Business

None.

13. Adjournment – 4:23 p.m.

ADJOURNED. Moved by Budd, seconded by Eddy. AYES: Budd, Eddy, Hutchison, and Henry. NAYES: 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 **November 2021**.

ATTEST:

Mary Mélon, Secretary

Brad Henry, Chairperson