



BOARD OF DIRECTORS MEETING AGENDA

REGULAR MEETING **WEDNESDAY, JANUARY 18, 2023** **2:30 P.M.**

ARTS DISTRICT PARKING GARAGE LARGE CONFERENCE ROOM
431 West Main Street, Suite B Oklahoma City, OK, 73102

DIRECTORS:

| | |
|-----------------------|------------------------------------|
| City of Edmond | James Boggs, Treasurer |
| City of Edmond | Jim Gebhart |
| 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, Secretary |
| City of Oklahoma City | Vacant |

Regional Transportation Authority of Central Oklahoma

MEETING INFORMATION

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, 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 or TDD (405) 297-2020 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. 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



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) 297-2185; or visit the website at www.rtaok.org

January 18, 2023
2:30 p.m.
431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK
REGULAR MEETING

1. Call to Order – Brad Henry, RTA Board Chairperson
2. Introduction of Jim Gebhart, Newly Appointed RTA Director – Brad Henry, RTA Board Chairperson
3. Roll Call – Brad Henry, RTA Board Chairperson
4. Consider Approval of Minutes
 - A. December 14, 2022 Regional Transportation Authority Meeting
5. Executive Director Reports – Jason Ferbrache, Interim Executive Director
6. Committee Reports – Board of Directors
 - A. Property Acquisition Committee
 - B. Outreach Committee
7. Receive Financial Reports and Ratify and Approve Claims
 - A. Period of December 1, 2022 through December 31, 2022
8. Consider adopting a Joint Resolution with the Central Oklahoma Transportation and Parking Authority waiving the thirty-day notice requirement and agreeing to renew the Memorandum of Understanding for interim administrative services, effective February 1, 2023 through January 31, 2024.
9. Presentation of the MAPS 4 BRT Project – Jill Gibson, Kimley-Horn
10. Public Comments – Brad Henry, RTA Board Chairperson
11. Enter into Executive Session on advice of the Municipal Counselor to discuss the purchase or appraisal of real property as authorized by 25 O.S (2021 Supp) § 307 (B)(3)



BOARD OF DIRECTORS MEETING AGENDA

12. 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.

13. Adjournment



BOARD OF DIRECTORS MEETING MINUTES

The special meeting of the Regional Transportation Authority (RTA) was convened at 2:30 p.m. on Wednesday, December 14, 2022 at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on December 12, 2022 at 11:49 a.m.

RTA Board of Directors Present

Marion Hutchison, Vice Chairperson
Chuck Thompson, Director
Brad Henry, Chairperson
Mary Mélon, Secretary
James Boggs, Treasurer

Entity

City of Norman
City of Norman
City of Oklahoma City
City of Oklahoma City
City of Edmond

RTA Board of Directors Absent

None

Administrative Support Staff Present

Jason Ferbrache, Interim Executive Director
Chris Hall, Legal Counsel

Guests Present

Amy Parker, OKC Finance
Sue Korpi, OKC Finance
Linsey Nunn, OKC Finance
Laura Davis, HNTB
Denotria Davis, Mbroh Engineering

Justin Henry, OKC Planning
Sasha McCrone, OKC
Taylor Johnson, City of Norman
Robert Paquin, Jacobs Engineering

Consultants Present

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



BOARD OF DIRECTORS MEETING MINUTES

December 14, 2022

2:30 p.m.

**431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK
SPECIAL MEETING**

1. Call to Order – 2:30 p.m.

Chairperson Henry called the meeting to order at 2:30 p.m.

2. Roll Call

QUORUM PRESENT: Boggs, Hutchison, Thompson, Henry, and Mélon.

3. Consider Approval of Minutes

A. November 16, 2022 Regional Transportation Authority Meeting

APPROVED: Moved by Hutchison, seconded by Mélon. AYES: Boggs, Hutchison, Thompson, Henry, and Mélon. ABSTAINED: Boggs. NAYS: None.

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

Interim Executive Director Ferbrache stated that the audit is about wrapped up. Tara Laughlin from AGH should be presenting the audit to the Board at the January or February meeting.

5. Committee Reports – Board of Directors

A. Property Acquisition Committee

Director Hutchison stated that the Property Acquisition Committee met earlier today and discussed the progress that is being made on station locations.

B. Outreach Committee

Director Mélon stated that the Outreach Committee met earlier this month and discussed the 2023 meetings that will be scheduled for member cities and other supporting agencies.

6. Receive Financial Reports and Ratify and Approve Claims

A. Period of November 1, 2022 through November 30, 2022

RECEIVED, RATIFIED and APPROVED: Moved by Boggs, seconded by Mélon. AYES: Boggs, Hutchison, Thompson, Henry, and Mélon. NAYS: None.

7. Approval of the Evaluation Committee's recommendation for the most qualified respondent for RTA 22-001, Alternatives Analysis to Promote Economic Development and Equity Inclusion for corridors in the Central Oklahoma Region; and authorize the Interim Executive Director to request a cost proposal and initiate negotiations.

Interim Executive Director Ferbrache stated that back in September, the Board authorized the release of a Request for Proposal (RFP) for an Alternatives Analysis study for an Economic Development and Equity Inclusion Project for two corridors in the Central Oklahoma Region. The two corridor locations that will be studied as part of the project are an Airport Corridor and a West Corridor. There was a pre-proposal meeting held on October 19, 2022, and after the Evaluation Committee met to discuss what firm was most qualified. Of the firms that submitted a proposal, Kimley-Horn met the criteria of the RFP and was the most qualified firm.

APPROVED RECOMMENDATION and AUTHORIZED TO INITIATE NEGOTIATIONS AND REQUEST COST PROPOSAL: Moved by Hutchison, seconded by Mélon. AYES: Boggs, Hutchison, Thompson, Henry, and Mélon. NAYS: None.

8. Project Update: Alternative Analysis – Liz Scanlon, Kimley-Horn

Liz Scanlon, Kimley-Horn, gave a PowerPoint presentation updating the Board on the Alternatives Analysis technical evaluation, east corridor considerations, policy discussion, and next steps.

9. Public Comments – Brad Henry, RTA Board Chairperson

None.

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 – 4:09 p.m.

APPROVED by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma, on this **18th** day of **January 2023**.

ATTEST:

Mary Mèlon, Secretary

Brad Henry, Chairperson

Regional Transportation Authority of Central Oklahoma
FY2023 Year End Forecast

Presented January 18, 2023
Prepared by RTA Support Team (unaudited)

| OPERATIONS | YTD Actuals | Est. Remaining | Total YE | FY23 | | |
|---------------------------|-------------|----------------|-------------|-------------|------------|------------|
| | Jul-Jan | Feb-Jun | Forecast | Budget | Variance | Variance % |
| Sources | | | | | | |
| Local Contributions | \$182,654 | \$1,106,378 | \$1,289,032 | \$1,409,753 | -\$120,721 | |
| Total Operations Revenues | \$182,654 | \$1,106,378 | \$1,289,032 | \$1,409,753 | -\$120,721 | -9% |

| Expenditures | YTD Actuals | Est. Remaining | Total YE | FY23 | | |
|---|-------------|----------------|-------------|-------------|-----------|------------|
| | Jul-Jan | Feb-Jun | Forecast | Budget | Variance | Variance % |
| Contracts and Services | | | | | | |
| Professional Services - COTPA Administration | \$16,016 | \$11,444 | \$27,460 | \$27,460 | \$0 | |
| Professional Services - Holmes & Associates | \$157,492 | \$206,000 | \$363,492 | \$444,900 | \$81,408 | |
| Professional Services - Kimley Horn ⁽¹⁾ | \$751,275 | \$467,845 | \$1,219,120 | \$1,121,110 | -\$98,010 | |
| Transfer to Grant Activity for Local Grant Match ⁽²⁾ | \$0 | \$24,000 | \$24,000 | \$200,000 | \$176,000 | |
| BNSF Study Fee | \$0 | \$250,000 | \$250,000 | \$250,000 | \$0 | |
| Professional Services-Legal | \$0 | \$9,000 | \$9,000 | \$9,000 | \$0 | |
| Independent Financial Audit | \$9,000 | \$0 | \$9,000 | \$15,000 | \$6,000 | |
| Website Hosting Fee | \$610 | \$1,765 | \$2,375 | \$2,500 | \$125 | |
| Branding | \$0 | \$10,000 | \$10,000 | \$10,000 | \$0 | |
| Conference/Training | \$1,690 | \$6,160 | \$7,850 | \$7,850 | \$0 | |
| Directors & Officer Liability Insurance | \$0 | \$3,500 | \$3,500 | \$3,500 | \$0 | |
| Advertising/Public Notice | \$180 | \$820 | \$1,000 | \$1,000 | \$0 | |
| Printing & Binding | \$0 | \$20 | \$20 | \$20 | \$0 | |
| Postage | \$0 | \$70 | \$70 | \$100 | \$30 | |
| Mileage | \$0 | \$10 | \$10 | \$20 | \$10 | |
| Parking | \$41 | \$9 | \$50 | \$50 | \$0 | |
| Travel | \$4,039 | \$13,365 | \$17,405 | \$20,000 | \$2,595 | |
| Polling Services | \$0 | \$26,000 | \$26,000 | \$26,000 | \$0 | |
| Other Services & Fees | \$7 | \$216 | \$223 | \$300 | \$77 | |
| Total Contracts and Services | \$940,350 | \$1,030,225 | \$1,970,574 | \$2,138,810 | \$168,236 | 8% |
| Equipment and Supplies | | | | | | |
| Office Supplies | \$36 | \$0 | \$36 | \$320 | \$284 | |
| Food | \$0 | \$750 | \$750 | \$1,000 | \$250 | |
| Other Supplies | \$0 | \$150 | \$150 | \$200 | \$50 | |
| Total Equipment and Supplies | \$36 | \$900 | \$936 | \$1,520 | \$584 | 38% |
| Total Operations Expenditures | \$940,386 | \$1,031,125 | \$1,971,510 | \$2,140,330 | \$168,820 | 8% |

(1) This reflects estimated expenses from two invoices carried over from FY22 plus 10 months of projected expenditures for Kimley Horn's Year 3 contract.
(2) This is the 33% local match required for the RAISE grant based on estimated consultant cost.

| GRANT ACTIVITY | YTD Actuals | Est. Remaining | Total YE | FY23 | | |
|---|-------------|----------------|-----------|-----------|-----------|------------|
| | Jul-Jan | Feb-Jun | Forecast | Budget | Variance | Variance % |
| Sources | | | | | | |
| Federal Grant ⁽³⁾ | \$0 | \$48,000 | \$48,000 | \$400,000 | \$352,000 | |
| Transfer from Operations for Local Grant Match ⁽⁴⁾ | \$0 | \$24,000 | \$24,000 | \$200,000 | \$176,000 | |
| Total Grant Revenues | \$0 | \$72,000 | \$72,000 | \$600,000 | \$528,000 | 88% |
| Expenditures | | | | | | |
| Contracts and Services | | | | | | |
| Professional Services - RAISE Grant Consultant Fees | \$0 | \$120,000 | \$120,000 | \$600,000 | \$480,000 | |
| Total Grant Expenditures | \$0 | \$120,000 | \$120,000 | \$600,000 | \$480,000 | 80% |

(3) This revenue is reimbursement from COTPA for 67% of consultant fees for the RAISE grant funded study.
(4) This revenue is the 33% RTA local match for the RAISE grant funded consultant fees.

| | |
|-------------------------------------|-------------|
| FY23 Beginning Cash Balance | \$1,219,729 |
| FY23 Ending Cash Balance (Forecast) | \$537,251 |

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

| Period: 12/01/2022 to 12/31/2022 | | | | | |
|---|-------------------------|---|--------------------|--------------|----------------------|
| Date | Vendor | Description | Invoice No. | Cost | Total |
| 12/31/2022 | Holmes & Associates LLC | Consultant Fees - Labor | 123 | \$ 15,170.00 | |
| | | Cost Reimbursement RTA | 123 | \$ 4,890.04 | |
| | | | | | \$ 20,060.04 |
| 11/30/2022 | Kimley-Horn | Task 1 - Project Management | 22989590 | \$ 15,675.00 | |
| | Kimley-Horn | Task 2 - Public Engagement | 22989590 | \$ 12,867.50 | |
| | Kimley-Horn | Task 3 - Prior Studies Assess | 22989590 | \$ - | |
| | Kimley-Horn | Task 4 - AA Process | 22989590 | \$ 21,782.50 | |
| | Kimley-Horn | Task 5 - Station Area/Land Use Analysis | 22989590 | \$ 22,917.50 | |
| | Kimley-Horn | Task 6 - Rail Ops Planning | 22989590 | \$ 26,195.24 | |
| | Kimley-Horn | Task 7 - Travel/Rider Forecast | 22989590 | \$ 10,547.22 | |
| | Kimley-Horn | Task 8 - FTA Cap Grant | 22989590 | \$ - | |
| | Kimley-Horn | NEPA Dpcumentation | 22989590 | \$ - | |
| | Kimley-Horn | Expenses | 22989590 | \$ 2,635.15 | |
| | | | | | \$ 112,620.11 |
| 1/3/2023 | IndaGo Digital, Inc. | Q1 2023 Website Hosting | 1672 | \$ 125.00 | |
| | | | | | \$ 125.00 |
| 12/12/2022 | Marion Hutchison | Travel Reimbursement | 1222-101 | \$ 1,634.67 | |
| | | | | | \$ 1,634.67 |
| 12/1/2022 | PCI Municipal Services | Parking Fees - November 2022 | 127340 | \$ 5.00 | |
| | | | | | \$ 5.00 |
| 12/21/2022 | AGH | RTA 2022 Audit | 952190 | \$ 5,000.00 | |
| | | | | | \$ 5,000.00 |
| 1/6/2023 | COTPA | Admin Services Fee | 23-106 | \$ 2,288.00 | |
| | | | | | \$ 2,288.00 |
| Total Claims | | | | | \$ 141,732.82 |

APPROVED by the Regional Transportation Authority of Central Oklahoma, and **SIGNED** by the Treasurer and Chairman on this _____ day of _____, 2023.

TREASURER:

**REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA**

James P. Boggs

Brad Henry, Chairperson

ATTEST:

Mary Melon, Secretary



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 #123

December 31, 2022

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

| Date | Billor | Description | Hours/Qty | Rate | Amount |
|----------------------|--------|--|-----------|--------|--------------|
| 12/01- 12/31/2022 | KAH | RTA - TIME: Time billed by K Holmes for the period 12/01/2022 to 12/31/2022 | 37.00 | 410.00 | \$ 15,170.00 |
| 12/01- 12/31/2022 | KAH | RTA - TIME: Travel time billed by K Holmes for the period 12/01/2022 to 12/31/2022 | 15.00 | 205.00 | \$3,075.00 |
| 12/01- 12/31/2022 | KAH | RTA - COSTS: Total costs incurred by KAH | | | \$1,815.04 |

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

Invoice Balance Due

\$20,060.04

Please remit payment electronically to:

Account Name: KIMLEY-HORN AND ASSOCIATES, INC.
 Bank Name and Address: WELLS FARGO BANK, N.A., SAN FRANCISCO, CA 94163
 Account Number: 2073089159554
 ABA#: 121000248

If paying by check, please remit to:

KIMLEY-HORN AND ASSOCIATES, INC.
 P.O. BOX 847385
 LOS ANGELES, CA 90084-7385

RTA OF CENTRAL OK
 ATTN: JASON FERBRACHE
 2000 S. MAY AVENUE
 OKLAHOMA CITY, OK 73108

Invoice No: 23358845
 Invoice Date: Nov 30, 2022
 Invoice Amount: \$112,620.11

 Project No: 197385001.B
 Project Name: OKC RTA AA NEPA STUDY
 Project Manager: SCANLON, LIZ

 Client Reference:

Federal Tax Id: 56-0885615
 For Services Rendered through Nov 30, 2022

COST PLUS MAX

| Description | Contract Value | % Billed to Date | Amount Billed to Date | Previous Amount Billed | Current Amount Due |
|---|---------------------|------------------|-----------------------|------------------------|--------------------|
| TASK 1: PROJECT MANAGEMENT | 107,742.00 | 53.83% | 58,002.50 | 42,327.50 | 15,675.00 |
| TASK 2: PUBLIC ENGAGEMENT | 143,833.00 | 73.16% | 105,232.50 | 92,365.00 | 12,867.50 |
| TASK 4: ALTERNATIVES ANALYSIS - EAST CORRIDOR | 241,555.00 | 73.05% | 176,445.00 | 154,662.50 | 21,782.50 |
| TASK 5: STATION ARE AND LAND USE ANALYSIS | 81,710.00 | 88.31% | 72,157.50 | 49,240.00 | 22,917.50 |
| TASK 6: RAIL OPERATIONS PLANNING - NORTH/SOUTH CORRIDOR | 230,032.00 | 21.20% | 48,767.48 | 22,572.24 | 26,195.24 |
| TASK 7: TRAVEL DEMAND/RIDERSHIP FORECASTING | 201,779.00 | 6.96% | 14,037.22 | 3,490.00 | 10,547.22 |
| TASK 8: FTA CAPITAL GRANT AND FINANCIAL PLAN SUPPORT | 45,178.00 | 0.62% | 280.00 | 280.00 | 0.00 |
| TASK 9: NEPA DOCUMENTATION | 30,233.00 | 0.00% | 0.00 | 0.00 | 0.00 |
| KHA EXPENSES | 17,000.00 | 84.78% | 14,412.20 | 11,777.05 | 2,635.15 |
| Subtotal | 1,099,062.00 | 44.52% | 489,334.40 | 376,714.29 | 112,620.11 |
| Total COST PLUS MAX | | | | | 112,620.11 |

Total Invoice: \$112,620.11

**IndaGo Digital, Inc.**

500 S Lynn Riggs #214
Claremore, OK 74017 US
+1 9186305255
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 1672
DATE 01/03/2023
TERMS Net 30
DUE DATE 02/02/2023

| DATE | DESCRIPTION | QTY | RATE | AMOUNT |
|------------|-----------------|---------------------|------|--------|
| 01/01/2023 | Website Hosting | Q1 2023 - rtaok.org | 1 | 125.00 |

BALANCE DUE

\$125.00

Marion F. Hutchison II
5220 Montrose Circle
Norman, Oklahoma 73072
405-205-2458

INVOICE

DATE: December 12, 2022

INVOICE NO. 1222-101

TO: Regional Transportation Authority of
Central Oklahoma
2000 S. May Ave
Oklahoma City, OK 73108

FOR: Reimbursement - APTA Conference Travel Expenses

| DATE | ITEM | COST |
|-----------|--------------------------------|-----------|
| 7-24-2022 | American Airlines | \$624.19 |
| 8-03-2022 | Salt Lake Marriott City Center | \$1010.48 |

* Receipts attached

| | |
|--------------|------------------|
| TOTAL | \$1634.67 |
|--------------|------------------|

Account 127340 RTA (TE)
Invoice 2425242 Total Due: \$5.00
Invoice Date 12/1/2022
Printed on 12/9/2022

PAYMENT DUE UPON RECEIPT OF INVOICE. FOR QUESTIONS ABOUT
YOUR INVOICE, PLEASE CALL 405-297-2540, THANK YOU

Description of Billing

2 VALIDATED TKTS @ \$2.50 FOR NOVEMBER 2022 DAILY
PARKING

Charges

Parking \$5.00

Total Charges \$5.00

Please detach and return this stub with your payment

Account 127340
Location 64-103V Art District
Invoice 2425242 12/1/2022
Total Due \$5.00

RTA (TE)
2000 S MAY
OKC OK 73108

Remit To: Amount Enclosed _____
C.O.T.P.A.-ARTS DISTRICT VALIDATIONS
C/O PCI MUNICIPAL SERVICES
P.O. BOX 2404
OKLAHOMA CITY, OK 73101



CPAs & ADVISORS

Allen, Gibbs & Houlik, LC
301 N. Main, Suite 1700
Wichita, KS 67202-4868

PHONE: 316.267.7231
FAX: 316.267.0339

Lisa Hubbell
Regional Transportation Authority
2000 S May Ave
Oklahoma City, OK 73108-4446

Invoice No. 952190
Date 12/21/2022

Client No. 75520

Final Bill for RTA 2022 audits completed in December 2022 per contract
dated September 16, 2020/amended 10/20/2021

\$ 9,000.00

Previously Billed (4,000.00)

Invoice Total \$ 5,000.00

Regional Transportation Authority, we appreciate your business!

Make all checks payable to Allen, Gibbs & Houlik, L.C.

If you would like to pay by ACH please contact us for further instructions

To make a payment online please go to www.aghlc.com and click on **Make a payment**

RETURN ONE COPY WITH PAYMENT
PAYMENT DUE UPON RECEIPT



CENTRAL OKLAHOMA
TRANSPORTATION & PARKING
AUTHORITY

REMIT PAYMENT TO:
EMBARK - Accts Receivable
2000 S. May | Oklahoma City, OK 73108
embarkok@okc.gov

Bill To: **Regional Transportation
Authority of Central Oklahoma**

Invoice #: 2023-106

Address: 2000 S May Avenue
Oklahoma City, OK 73108

Invoice Date: 1/6/23

Invoice For: Administrative Services

| Item # | Description | Qty | Unit Price | Discount | Price |
|-----------------------------------|----------------------------------|-----|------------|------------------|-------------------|
| 1 | Admin Services Fee -October 2022 | 1 | \$2,288.00 | | \$2,288.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| NOTES: RTA PO # 2023-003 | | | | Invoice Subtotal | \$2,288.00 |
| | | | | Tax Rate | |
| | | | | Sales Tax | \$0.00 |
| | | | | Other | |
| | | | | Deposit Received | |
| Make all checks payable to EMBARK | | | | TOTAL | \$2,288.00 |



TO: Chairman and Board of Directors

FROM: Interim Executive Director

Consider adopting a Joint Resolution with the Central Oklahoma Transportation and Parking Authority waiving the thirty-day notice requirement and agreeing to renew the Memorandum of Understanding for interim administrative services, effective February 1, 2023 through January 31, 2024.

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. In March 2022, the RTA and COTPA waived the thirty-day notice requirement and renewed the MOU for the first additional one-year term, making it effective retroactively from February 1, 2022, through January 31, 2023.

The RTA and COTPA desire to waive the thirty-day notice requirement and renew the MOU for a second additional one-year term, making it effective from February 1, 2023, through January 31, 2024.

Recommendation: Resolution be adopted.

Reviewed by:

Jason Ferbrache
Interim Executive Director

JOINT RESOLUTION 23-0003

JOINT RESOLUTION OF THE REGIONAL TRANSPORTATION AUTHORITY OF CENTRAL OKLAHOMA AND THE CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY WAIVING THE THIRTY-DAY NOTICE REQUIREMENT AND AGREEING TO RENEW THE MEMORANDUM OF UNDERSTANDING FOR INTERIM ADMINISTRATIVE SERVICES, TO BE EFFECTIVE FEBRUARY 1, 2023, THROUGH JANUARY 31, 2024.

WHEREAS, the Central Oklahoma Transportation and Parking Authority (“COTPA”) is a public trust created pursuant to the authority of Title 60 O.S. § 176 et seq. for purposes of planning, financing, constructing, maintaining, and operating public transportation systems within the greater Oklahoma City area; and

WHEREAS, Regional Transportation Authority of Central Oklahoma (“RTA”) is a public trust created pursuant to the authority of Title 60 O.S. § 176 et seq., as authorized by Title 68 OS §1370.7, for purposes of planning, financing, constructing, maintaining, and operating transportation projects located within the boundaries of the RTA; and

WHEREAS, on January 29, 2020, COTPA and RTA entered into a Memorandum of Understanding for Interim Administrative Services (“MOU”) whereby COTPA agreed to provide certain administrative services to RTA; and

WHEREAS, the MOU was made effective on February 1, 2020, for an initial term of two years, through January 31, 2022; and

WHEREAS, 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; and

WHEREAS, in March 2022, RTA and COTPA waived the thirty-day notice requirement and renewed the MOU for the first additional one-year term, making it effective retroactively from February 1, 2022, through January 31, 2023; and

WHEREAS, RTA and COTPA desire to again waive the thirty-day notice requirement and renew the MOU for a second additional one-year term, making it effective on February 1, 2023, through January 31, 2024.

NOW, THEREFORE, BE IT JOINTLY RESOLVED by the Trustees of the Central Oklahoma Transportation and Parking Authority and the Directors of the Regional Transportation Authority of Central Oklahoma that they do hereby agree to waive the thirty-day notice requirement.

NOW, THEREFORE, BE IT FURTHER JOINTLY RESOLVED by the Trustees of the Central Oklahoma Transportation and Parking Authority and the Directors of the Regional Transportation Authority of Central Oklahoma agree to renew the Memorandum of Understanding for Interim Administrative Services for an additional one-year term, making it effective on February 1, 2023, through January 31, 2024.

ADOPTED by the Committee and **SIGNED** by the Chairperson of the Central Oklahoma Transportation and Parking Authority Pension Plan Committee, this 6th day of January ~~2022~~ 2023

ATTEST:



**CENTRAL OKLAHOMA
TRANSPORTATION AND PARKING
AUTHORITY**



Jason Ferbrache, Secretary



Chris Kauffman, Chairman

Reviewed for form and legality.



Assistant Municipal Counselor

ADOPTED by the Directors and signed by the Chairperson of the Regional Transportation Authority of Central Oklahoma this 18th day of January, 2023.

ATTEST:

REGIONAL TRANSPORTATION AUTHORITY
OF CENTRAL OKLAHOMA

Mary Mélon, Secretary

Brad Henry, Chairperson

REVIEWED for form and legality.

Joshua Minner
Assistant Municipal Counselor



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

Enter into Executive Session on advice of the Municipal Counselor to discuss the purchase or appraisal of real property as authorized by 25 O.S. (2021 Supp.) § 307 (B) (3).

Background It is the recommendation that the Chairperson and the Board of Directors retire into executive session to receive confidential consultant reports relating to ongoing negotiations with BNSF.

Recommendation: Enter into executive session.

Jason Ferbrache
Interim Executive Director