



BOARD OF DIRECTORS AMENDED MEETING AGENDA

REGULAR MEETING WEDNESDAY, NOVEMBER 19, 2025 2:30 P.M.

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

DIRECTORS:

City of Oklahoma City	Brad Henry, Chairperson
City of Norman	Marion Hutchison, Vice Chairperson
City of Oklahoma City	Aaron Curry, Treasurer
City of Norman	Chuck Thompson, Secretary
City of Edmond	Dr. David Chapman
City of Edmond	DeShawn Heusel
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 is as effective as communications with others. Anyone with a disability who requires accommodation, modifications of policies or procedures or auxiliary aid or services to participate in this meeting should call (405) 297-1025 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) 297-1025 at least 48 hours before the meeting.

Public Parking

Parking for the 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



Regional Transportation Authority
of Central Oklahoma

BOARD OF DIRECTORS AMENDED 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) 297-1025; or visit the website at www.rtaok.org

November 19, 2025
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. Roll Call – Brad Henry, RTA Board Chairperson
3. Consider Approval of Minutes
 - A. September 17, 2025 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 September 1, 2025 through September 30, 2025
 - B. Period of October 1, 2025 through October 31, 2025
7. Consider approval of a Memorandum of Understanding (MOU) between the Regional Transportation Authority of Central Oklahoma (RTA) and the Oklahoma Department of Transportation (ODOT) describing the RTA and ODOT’s responsibilities for managing the Prioritizing Crossings to Save Lives in Central Oklahoma Project, which is funded by a \$400,000 Federal Railroad Administration (FRA) grant and \$100,000 ODOT match.
8. Consider Ratifying a resolution to authorize reimbursement for travel for Interim Executive Director Ferbrache to Washington, DC., for attending the Commuter Rail Coalition Conference on behalf the RTA and meeting with members of the federal delegation. The purpose of this trip was to educate legislators on key public transit topics including considerations for the next long term transportation bill, Capital Investment Grant (CIG) funding levels, and to inform the delegation that EMBARK and the City of OKC have a small starts project in the CIG pipeline awaiting funding. As such, the travel expenses were paid by Central Oklahoma Transportation and Parking Authority (COTPA) and COTPA is seeking reimbursement from the RTA for the conference registration fee and half of all other travel expenses.



Regional Transportation Authority
of Central Oklahoma

BOARD OF DIRECTORS AMENDED MEETING AGENDA

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 2:31 p.m. on Wednesday September 17, 2025, at 431 W. Main Street. This meeting was held as indicated by advanced notice filed with the Oklahoma County Clerk on September 15, 2025, at 3:39 p.m.

RTA Board of Directors Present

Brad Henry, Chairperson
Marion Hutchison, Vice Chairperson
Aaron Curry, Treasurer
Chuck Thompson, Secretary
Dr. David Chapman
DeShawn Heusel
Vacant

Entity

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

RTA Board of Directors Absent

None - All present

Administrative Support Staff Present

Jason Ferbrache, Interim Executive Director
Jonathan Garcia, Legal Counsel
Jesse Rush, Director of Public Transportation
Suzanne Wickenkamp, Director of Strategic Initiatives

Guests Present

Stuart Campbell, Jacobs Engineering	Justin Henry, OKC
Kyler Smith, ADG Blatt (Eryngo Urbanism)	Taylor Johnson, City of Norman
Krystal Harris, STV, Inc.	Ethan Mazzio, ACOG
Taylor Wilson, Resident	Craig Keith, OKC
Shaundra North, Koch Comm	Hannah Nolen, City of Edmond
Luke Schmidt, Kimley - Horn	Larry Hopper, Resident
Steve Harris, Huitt – Zollars	Sue Karni, OKC
Mike Pasterson, HNTB	Jahind Johnson,
John Williams, Williams – Box	Office of Disability Concerns
Bart Vleugels, ODOT	William Guinn,
	Office of Disability Concerns

Consultants Present

Kathryn Holmes, Holmes & Assoc.

September 17, 2025
2:30 p.m.
431 W. MAIN STREET, SUITE B, OKLAHOMA CITY, OK
REGULAR MEETING

1. Call to Order – Brad Henry, RTA Board Chairperson

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

2. Roll Call – Brad Henry, RTA Board Chairperson

QUORUM PRESENT: Henry, Hutchison, Chapman, Heusel, Thompson.

3. Consider Approval of Minutes

- A. August 16, 2025 Regional Transportation Authority Regular Meeting

Chairperson Henry noted a Scribner’s error on the August 16, 2025, Minutes on page four, second paragraph. The minutes incorrectly stated:

“Chairperson Henry asked that Item No. 12 and 13 be taken before Item No. 11 Executive Session, to allow for public comments and any new business prior to entering into Executive Session.”

The correct order should have been:

“Chairperson Henry asked that Item No. 13 (Public Comments) and 14 (New Business) be taken before Item No. 12 (Executive Session), to allow for public comments and new business discussions prior to entering into Executive Session.”

Chairperson Henry requested that the minutes be amended to reflect the correct order of items as discussed and executed during the meeting.

AMENDED: MOVED BY HENRY. SECONDED BY THOMPSON.
AYES: HENRY, HUTCHISON, THOMPSON, CHAPMAN, HEUSEL;
ABSENT: CURRY

Director Heusel noted a Scribner's error on the August 16, 2025, Minutes on page two, second paragraph. The minutes incorrectly stated:

“Director Heusel briefly introduced herself and shared her background in urban development and fostering public transit growth, particularly in Florida. The board welcomed Director Heusel.”

Director Heusel requested that the phrase “particularly in Florida” be struck from the record, as it does not accurately reflect her statement. Corrected statement:

“Director Heusel briefly introduced herself and shared her background in urban development and fostering public transit growth. The board welcomed Director Heusel.”

AMENDED: MOVED BY HEUSEL. SECONDED BY HENRY.
AYES: HENRY, HUTCHISON, THOMPSON, CHAPMAN, HEUSEL;
ABSENT: CURRY

APPROVED AS AMENDED: MOVED BY THOMPSON. SECONDED BY CHAPMAN.
AYES: HENRY, HUTCHISON, THOMPSON, CHAPMAN, HEUSEL;
ABSENT: CURRY

Director Curry arrived at 2:38 p.m.; after the approval of the Minutes.

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

Board Technical Tours: A poll was sent to board members to gather availability for upcoming technical tours aimed at educating members on high-capacity transit systems and related economic development. Responses requested by September 22. Preference will be given to new members as we are limited to taking 3 board members.

Strategic Planning: The administrative team is working on long-term strategic planning, including a potential campaign and referendum, updated financial modeling, and branding efforts.

Rebranding Progress: The Executive Committee previewed early concepts from the Midwest Summit branding initiative, with broader board input to follow.

Long-Range Transit Planning: Continued collaboration with the planning team and coordination with ODOT on the Rail Crossing Elimination Grant, including consultant identification.

Industry Engagement: Jason attended the APTA Annual Conference and began introducing RTA to major industry stakeholders (engineering firms, manufacturers) as part of early engagement efforts in preparation for a future referendum.

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

The team, including consultants with BNSF experience, analyzing three potential scenarios for passenger rail alignment:

1. Shared Use of BNSF Corridor – Continuing discussions with BNSF to share existing rail infrastructure.
2. Dedicated Passenger Rail within BNSF Corridor – A model similar to Salt Lake City’s UTA, involving purchase of a portion of the corridor for exclusive passenger use.
3. Independent Corridor Using the Adventure Line – Exploring the feasibility of relocating the route to a separate, city-owned line currently used by the Railway Museum. This would require extension to connect Norman and Edmond.

The analysis includes cost estimates, operational impacts (e.g., increasing train frequency from 24 to 44), station location changes, and intermodal connectivity. A comprehensive comparison of all three scenarios is being developed, with a full report expected in October. Legal and strategic challenges were noted, particularly regarding negotiations with BNSF, which is not subject to condemnation and must be incentivized to cooperate.

6. Receive Financial Reports and Ratify and Approve Claims

A. Period of August 1, 2025 through August 31, 2025

RECEIVED, RATIFIED, AND APPROVED: MOVED BY CURRY.
SECONDED BY THOMPSON.

AYES: HENRY, HUTCHISON, THOMPSON, CURRY, CHAPMAN, HEUSEL

7. Consider approval of Central Oklahoma Transportation and Parking Authority & Regional Transportation Authority of Central Oklahoma memo of understanding Amendment

APPROVED: MOVED BY HUTCHISON. SECONDED BY CURRY.

AYES: HENRY, HUTCHISON, THOMPSON, CURRY, CHAPMAN, HEUSEL

8. Consider approval of the Regional Transportation Authority of Central Oklahoma’s Budget Development and Administration Policy

APPROVED: MOVED BY HUTCHISON. SECONDED BY CURRY.

AYES: HENRY, HUTCHISON, THOMPSON, CURRY, CHAPMAN, HEUSEL

9. Consider approval of the Regional Transportation Authority of Central Oklahoma's Grant Management Policy

APPROVED: MOVED BY HEUSEL. SECONDED BY CURRY.

AYES: HENRY, HUTCHISON, THOMPSON, CURRY, CHAPMAN, HEUSEL

10. Consider approval of the Regional Transportation Authority of Central Oklahoma's Accounts Payable and Disbursement Policy

APPROVED: MOVED BY THOMPSON. SECONDED BY CURRY.

AYES: HENRY, HUTCHISON, THOMPSON, CURRY, CHAPMAN, HEUSEL

11. Consider adopting a Resolution authorizing travel for Board Directors and RTA Executive Staff to travel to Salt Lake City, UT and/or Dallas/Ft Worth, TX estimated costs not to exceed \$1,700 per person.

ADOPTED: MOVED BY CURRY. SECONDED BY THOMPSON.

AYES: HENRY, HUTCHISON, THOMPSON, CURRY, CHAPMAN, HEUSEL

12. Consider a Resolution approving the Regional Transportation Authority of Central Oklahoma Regular Meeting Schedule for Calendar Year 2026

APPROVED: MOVED BY HUTCHISON.

SECONDED BY HEUSEL.

AYES: HENRY, HUTCHISON, THOMPSON, CURRY, CHAPMAN, HEUSEL

13. Central Oklahoma Long-Range Transit Plan Project Update - Presented by Kimley-Horn

The Long-Range Transit Plan (LRTP) is a joint initiative by Embark, ACOG, and MAPS 4, designed to guide Central Oklahoma's transit development through 2045. It will be integrated into ACOG's Metropolitan Transportation Plan to align with federal transportation goals.

With over 400,000 new residents and 300,000 jobs expected by 2045, the LRTP addresses future congestion and infrastructure needs. Its goals include improving transit

access, enhancing rider experience, offering competitive service options, and using resources efficiently.

The plan outlines short-, mid-, and long-term strategies, including BRT expansions, RTA corridor development, and on-demand service zones. Community feedback emphasized the need for more reliable, connected, and expanded transit services. Key features include: 16 high-frequency routes, 9 high-capacity routes, 430+ miles of enhanced service, and 13 on-demand zones for improved regional connectivity.

14. Public Comments – Brad Henry, RTA Board Chairperson

Taylor Wilson – Legend Paulson: It was pointed out that the current reserve level (approximately 1–2%) is insufficient to support the proposed strategy. Regarding upcoming tours, it was recommended that if visiting DART (Dallas), the team should also reach out to the City of Plano. Plano has addressed strategic concerns related to smaller communities funding services without receiving proportional value and has conducted relevant studies. Lastly, it was observed that the current budget does not appear to include any reserve line items, which may need to be addressed.

Kyler Smith – Eryngo Urbanism: Kyler introduced himself as an architect based in Oklahoma and a content creator focused on promoting sustainable, resilient, connected, and inclusive design in the state. He is producing a video to explain the current Locally Preferred Alternatives (LPAs) and the broader goals of the RTA in an accessible way. His goal is to communicate the importance of the RTA's transportation vision to a general audience. Kyler emphasized the value of including diverse perspectives in his work and invited board members and attendees to participate in interviews for his podcast and video series, particularly those with insights on connectivity, sustainability, and community development.

15. 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.

<INSERT>

- **Edmond Sales Tax Update:**
The Edmond City Council voted to place two existing sales tax renewals on the ballot. Neither involves a tax increase, and the timing is favorable for RTA planning efforts.
- **Commercial Real Estate Summit (October 1):**
RTA will participate in a panel session following the keynote address. The session will focus on RTA's local efforts and strategic messaging. Board members are encouraged to help shape the panel questions and consider

staffing an exhibitor table. Attendees are also invited to record podcast content during the event.

- **Oklahoma Real Estate Hall of Fame Launch:**
The Hall of Fame will be introduced at the summit, with inductees Mo Anderson (Keller Williams) and Mark Beckford. Board members are encouraged to attend the 3:30 p.m. reception to network with attendees.
- **Reflections on Transit Planning:**
Board members discussed the importance of long-term planning and the strategic timing of RTA's efforts. They emphasized learning from peer cities like Salt Lake City and Austin, noting that early planning helps avoid future congestion and infrastructure challenges. The group expressed optimism about the progress made and the opportunity to build a well-utilized, future-ready transit system.

16. Adjournment – 3:39 p.m.

APPROVED by the Directors and SIGNED by the Chairperson of the Regional Transportation Authority of Central Oklahoma, this 19 day of NOVEMBER 2025.

ATTEST:



REGIONAL TRANSPORTATION
AUTHORITY OF CENTRAL
OKLAHOMA

Chuck Thompson, Secretary

Brad Henry, Chairperson
VICE CHAIRPERSON

**Regional Transportation Authority of Central Oklahoma
FY2026 Year End Forecast**

Presented November 19, 2025

Prepared by RTA Support Team (unaudited)

OPERATIONS

Sources	YTD Actuals	Est. Remaining	Total YE	FY26		
	Jul-Oct	Nov-June	Forecast	Budget	Variance	Variance %
Local Contributions	\$916,364	\$0	\$916,364	\$916,364	\$0	
Total Operations Revenues	\$916,364	\$0	\$916,364	\$916,364	\$0	0%

Expenditures

Contracts and Services	YTD Actuals	Est. Remaining	Total YE	FY26		
	Jul-Oct	Nov-June	Forecast	Budget	Variance	Variance %
Professional Services - COTPA Administration	\$49,792	\$108,690	\$158,482	\$122,050	-\$36,432	
Professional Services - Holmes & Associates	\$249,506	\$558,493	\$808,000	\$700,000	-\$108,000	
Professional Services - On-Call Engineering Consultant	\$12,500	\$87,500	\$100,000	\$100,000	\$0	
Professional Services - FTA Recipient Support	\$0	\$0	\$0	\$0	\$0	
Transfer to Grant Activity for Local Grant Match ⁽¹⁾	\$0	\$0	\$0	\$176,690	\$176,690	
BNSF Study Fee	\$1,030	\$48,970	\$50,000	\$50,000	\$0	
Professional Services-Legal	\$0	\$50,000	\$50,000	\$50,000	\$0	
Professional Service - Financial Planning Consultant	\$0	\$100,000	\$100,000	\$100,000	\$0	
Professional Service - Economic Advising Consultant	\$0	\$5,000	\$5,000	\$5,000	\$0	
Independent Financial Audit	\$0	\$10,185	\$10,185	\$10,185	\$0	
Website Hosting Fee	\$0	\$2,500	\$2,500	\$2,500	\$0	
Branding	\$165,914	\$184,087	\$350,000	\$350,000	\$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	\$180	\$820	\$1,000	\$1,000	\$0	
Printing & Binding	\$177	\$323	\$500	\$500	\$0	
Postage	\$0	\$100	\$100	\$100	\$0	
Mileage	\$0	\$500	\$500	\$500	\$0	
Parking	\$23	\$227	\$250	\$250	\$0	
Travel	\$350	\$49,650	\$50,000	\$50,000	\$0	
Market Research Services	\$42,750	\$95,250	\$138,000	\$74,000	-\$64,000	
CIG Implementation Advisor	\$14,740	\$65,260	\$80,000	\$80,000	\$0	
Other Services & Fees	\$0	\$300	\$300	\$300	\$0	
Total Contracts and Services	\$536,962	\$1,379,204	\$1,916,166	\$1,884,425	-\$31,741	-2%
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	
Total Equipment and Supplies	\$0	\$1,520	\$1,520	\$1,520	\$0	0%
Total Operations Expenditures	\$536,962	\$1,380,724	\$1,917,686	\$1,885,945	-\$31,741	-2%

(1) 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	FY26		
	Jul-Oct	Nov-June	Forecast	Budget	Variance	Variance %
Federal Grant ⁽²⁾	\$0	\$0	\$0	\$282,704	\$282,704	
Transfer from Operations for Local Grant Match ⁽³⁾	\$0	\$0	\$0	\$176,690	\$176,690	
Total Grant Revenues	\$0	\$0	\$0	\$459,394	\$459,394	100%

Expenditures

Contracts and Services	YTD Actuals	Est. Remaining	Total YE	FY26		
	Jul-Oct	Nov-June	Forecast	Budget	Variance	Variance %
Professional Services - RAISE Grant Consultant Fees	\$ -	\$0	\$0	\$459,394	\$459,394	
Total Grant Expenditures	\$0	\$0	\$0	\$459,394	\$459,394	100%

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

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

FY26 Beginning Cash Balance	\$1,842,389
FY26 Ending Cash Balance (Forecast)	\$841,067

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

Period: 9/1/2025 to 9/30/2025						
Date	Vendor	Description	Invoice No.	Cost	Total	
10/1/2025	Holmes & Associates LLC	Consultant Fees - Labor	1025a	\$ 41,000.00		
		Cost Reimbursement RTA	1025a	\$ 1,424.87		
		Sub-Consultant Fees	1025a	\$ 16,055.47		
		Project management	1025a	\$ 2,408.32		
						\$ 60,888.66
7/31/2025	Jacobs Engineering Group, Inc.	<u>Designated Recipient Work - Task Order No. 1</u> Professional Services	D3975900-03	\$ 8,380.00		
						\$ 8,380.00
9/23/2025	Jacobs Engineering Group, Inc.	<u>On-Call Engineering Services -Task Order No. 6</u> Professional Services	FXS1106-10	\$ 3,614.60		
						\$ 3,614.60
9/16/2025	PCI Municipal Services	Parking Fees - August 2025	370954	\$ 7.00		
		Parking Fees - September 2025	380212	\$ 11.00		
						\$ 18.00
9/9/2025	Cardinal Infrastructure	Professional Services - August 2025	3358	\$ 3,575.00		
						\$ 3,575.00
9/19/2025	AlphaVu	Transit Research	2249	\$ 14,250.00		
						\$ 14,250.00
8/31/2025	Affirm	Strategic Marketing, Planning & Management- Jun25	INV-4237	\$ 35,685.00		
		Strategic Marketing, Planning & Management- Aug25	INV-4301	\$ 15,171.25		
						\$ 50,856.25
9/9/2025	BNSF	Preliminary Engineering	90290472	\$ 1,030.46		
						\$ 1,030.46
8/31/2025	Koch Comm	Public Relations	INV-3306	\$ 180.00		
						\$ 180.00
9/30/2025	James Boggs	Travel Reimbursement- Fort Worth		\$ 140.00		
						\$ 140.00
9/1/2025	COTPA	Admin Services Fee	2026-103	\$ 10,171.00		
		Reimbursement for Printing	2026-103	\$ 57.00		
		Director of Strategic Initiatives: July '25- Sep '25	2026-103	\$ 9,107.88		
						\$ 19,335.88
Total Claims						\$ 162,268.85

APPROVED:



Aaron Curry, Treasurer

10/16/2025

Date

RATIFIED and APPROVED by the Treasurer and Chairman of the Regional Transportation Authority of Central Oklahoma, this ____ day of _____, 2025.

ATTEST:

**REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA**

Chuck Thompson, Secretary

Brad Henry, Chairman



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 #1025a

October 1, 2025

EIN: 82-1144150
Supplier ID: 231866
P.O # 2021-003

Client

RTA
2000 S. May
Oklahoma City, OK 73108
ATTN : Christina Hankins
christina.hankins@okc.gov

Date	Billor	Description	Hours/Qty	Rate	Amount
09/1-30/2025	KAH	RTA - TIME: Time billed	92.0	410.00	\$37,720.00
09/1-30/2025	KAH	RTA - TIME: Travel time	16.00	205.00	\$ 3,280.00
09/24/2025	DB	Subconsultant Services			\$ 2,500.47
07/21/2025	DJM2	DJM2 Consultancy	11.00	\$350.00	\$ 3,850.00
09/23/2025	DJM2	DJM2 Consultancy	9.00	\$350.00	\$ 3,150.00
09/30/2025	GRA	Gary Anglemyer	23.0	\$285.00	\$ 6,555.00
09/01-9/30/2025	KAH	Project Management 15%		15%	\$ 2,408.32

09/01-9/30/2025	KAH	RTA- COSTS: Total Costs			\$1,424.87
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Please make checks payable to "Holmes & Associates LLC."

Invoice Balance Due	\$60,888.66
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INVOICE NUMBER: **D3975900-03**

INVOICE DATE: **07/31/25**

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
P.O. Box 845422
Dallas, TX 75284-5422

Attention: Christina Hankins

Project Number: D3975900
PO Number: 2025-020
Project Description: Task Order No. 1
Project Manager: YOUNG, SCOTT
Terms: NET 30
Due Date: **08/30/25**

Billing Period From: **05/24/25**
To: **07/31/25**

Description:			Scheduled Value	Percent Complete	Amount Billable	Previous Billed	Current Amount Due
PSA Supporting RTA becoming FTA Recipient – Task Order No. 1							
Professional Services	TM	\$	18,802.50	100.00%	\$ 18,802.50	\$ 10,422.50	\$ 8,380.00
Grand Total		\$	18,802.50	100.00%	\$ 18,802.50	\$ 10,422.50	\$ 8,380.00

TOTAL AMOUNT DUE THIS INVOICE \$ 8,380.00

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

Status:

see attached progress report for detailed project status



INVOICE NUMBER:

WFXS1106-10

INVOICE DATE:

09/23/25

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
P.O. Box 845422
Dallas, TX 75284-5422

Attention: Christina Hankins

Project Number:

WFXS1106

PO Number:

2025-006

Project Description:

Task Order No. 6

Project Manager:

YOUNG, SCOTT

Terms:

NET 30

Due Date:

10/23/25

Billing Period From: 07/26/25

To: 08/22/25

Description:			Scheduled Value	Percent Complete	Amount Billable	Previous Billed	Current Amount Due
RTA 2023-001 On-Call Engineering Consulting Services – Task Order No. 6							
Professional Services	TM	\$	14,450.00	100.00%	\$ 14,449.60	\$ 10,835.00	\$ 3,614.60
Grand Total		\$	14,450.00	100.00%	\$ 14,449.60	\$ 10,835.00	\$ 3,614.60

TOTAL AMOUNT DUE THIS INVOICE \$ 3,614.60

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

Status:

- 8/4 team meeting
- Week ending 8/15
 - o NS Commuter Rail – formulation of scenarios to inform next steps

COTPA

Arts District Garage
431 W Main Street
Oklahoma City, OK 73102
405-297-2551

INVOICE #: **370954**
Reference ID: **Tax Exempt**
Invoice Date: **09/16/2025**
Due Date: **09/22/2025**

Invoice To:
REGIONAL TRANSPORTATION
AUTHORITY - RTA (TE)
christina.hankins@okc.gov
405-297-2484
2000 S MAY
OKLAHOMA CITY, OK 73108

Invoice Details
Total Due:\$7.00
Location: Arts District Garage
Status: sent

Remittance Address
COTPA-Parking c/o Municipal
Services PO Box 2404
Oklahoma City OK
73101

Item	Rate	Qty	Total
August Validation Usage	\$2.33	3	\$7.00

Subtotal: 7.00
Total: **\$7.00**

Note: Please make checks payable to COTPA - Parking c/o Municipal Services. If you have any question about your invoice, please contact OKC Admin via email at okcadmin@municipalparking.com or by phone at 405-297-2551

COTPA

Arts District Garage
431 W Main Street
Oklahoma City, OK 73102
405-297-2551

INVOICE #: **380212**
Reference ID: **Tax Exempt**
Invoice Date: **10/06/2025**
Due Date: **10/13/2025**

Invoice To:
REGIONAL TRANSPORTATION
AUTHORITY - RTA (TE)
christina.hankins@okc.gov
405-297-2484
2000 S MAY
OKLAHOMA CITY, OK 73108

Invoice Details
Total Due:\$11.00
Location: Arts District Garage
Status: sent

Remittance Address
COTPA-Parking c/o Municipal
Services PO Box 2404
Oklahoma City OK
73101

Item	Rate	Qty	Total
September Validation Usage	\$2.75	4	\$11.00

Subtotal: 11.00
Total: **\$11.00**

Note: Please make checks payable to COTPA - Parking c/o Municipal Services. If you have any question about your invoice, please contact OKC Admin via email at okcadmin@municipalparking.com or by phone at 405-297-2551



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

INVOICE

INVOICE #3358
PO 2026-004
DATE: SEPTEMBER 9, 2025

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

DESCRIPTION	HOURS	RATE	AMOUNT
Professional Services (August 1 -- 31, 2025)			
Sherry Little	0.00	\$550.00	\$0.00
Auke Mahar-Piersma	1.00	\$550.00	\$550.00
Jamie Harrell	550.	\$550.00	\$3,025.00
Total			\$3,575.00
Monthly report attached.			

Please make all checks payable to Cardinal Infrastructure LLC.

Thank you for your business!

PO Box 4884
Baltimore, MD 21211 USA
2024506541
scott@alphavu.com
www.alphavu.com



BILL TO

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

INVOICE # 2249
DATE 09/19/2025
DUE DATE 10/19/2025
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
DataVu Platform SAAS DataVu Public Opinion Analytics Platform/Services August 18 -September 17, 2025	1	9,250.00	9,250.00
Consulting Direct Expense - Subcontractor Alan Wulkan	1	5,000.00	5,000.00

\$7,125 (50%) assignable to July.
\$7,125 (50%) assignable to August.

BALANCE DUE **\$14,250.00**



262.650.9900
affirmagency.com

N28W23050 Roundy Drive
Suite 100
Pewaukee, WI 53072

RTA of Central Oklahoma
Tysheeka Holmes
2000 S. May Ave.
Oklahoma City, OK 73108

Invoice # **INV-4237**
Invoice Date **6/30/2025**

Danny Mager -Principal 12.25 hrs x \$135 / hr	\$1,653.75
Meghan Walters - Account Executive 20.75 hrs x \$135 / hr	\$2,801.25
Ryan Quade - Creative Director 51.75 hrs x \$135 / hr	\$6,986.25
Morgan Sumter - Graphic Design 27 hrs x \$135 / hr	\$3,645.00
Shannon Zimmerman - Traffic Manager 1.25 hrs x \$135 / hr	\$168.75
Katie Kadlcek - Associate Media Director .5 hrs. x \$135 / hr	\$67.50
Amy Opad - Directory of Client Services 5 hrs. x \$135 / hr.	\$67.50
AFFIRM Website Development team 150.33 hrs x \$135 / hr.	\$20,295.00

Invoice Total	\$35,685.00
Amount Due	\$35,685.00

Make checks payable to AFFIRM Agency
Due upon receipt



262.650.9900
affirmagency.com

N28W23050 Roundy Drive
Suite 100
Pewaukee, WI 53072

RTA of Central Oklahoma
Tysheeka Holmes
2000 S. May Ave.
Oklahoma City, OK 73108

Invoice # INV-4301
Invoice Date 8/31/2025

Danny Mager - Principal 5.5 hrs x \$135 / hr	\$742.50				
Meghan Walters - Account Executive 20.75 hrs x \$135 / hr	\$2,801.25				
Ryan Quade - Creative Director 4.25 hrs x \$135 / hr	\$573.75				
Sofia Frank - Graphic Design 11.5 hrs x \$135 / hr	\$1,552.50				
Emma Jenkins - Graphic Design 13.5 hrs x \$135 / hr	\$1,822.50				
Shannon Zimmerman - Traffic Manager 1.0 hr x \$135	\$135.00				
Amy Opad - Director of Client Services 1.25 hrs x \$135 / hr	\$168.75				
Public Relations Services	\$7,375.00				
	<table border="0"> <tr> <td>Invoice Total</td> <td style="border-top: 1px solid black; text-align: right;">\$15,171.25</td> </tr> <tr> <td>Amount Due</td> <td style="border-top: 1px solid black; text-align: right;">\$15,171.25</td> </tr> </table>	Invoice Total	\$15,171.25	Amount Due	\$15,171.25
Invoice Total	\$15,171.25				
Amount Due	\$15,171.25				

Make checks payable to AFFIRM Agency
Due upon receipt



INVOICE

CUSTOMER NUMBER : 1011660
INVOICE NUMBER : 90290472
AMOUNT : \$1,030.46
DATE : 09/09/2025

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:
EVA GALLEGOS

EVA.GALLEGOS@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 #12

Total Costs:	\$1,030.46
Billable Pct :	100.00 %
Invoice Total :	\$1,030.46

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.



INVOICE

REMIT TO:
Koch Comm
PO Box 21228, Dept. #310
Tulsa, OK 74121

EMBARK
2000 S May Ave
Oklahoma City, OK 73108
United States of America
Attn: Armando Reyes

Invoice Number: INV-3306
Invoice Date: 8/31/2025
Due Date: 9/30/2025
Terms: Net 30
PO Number:

RTA - Treasurer Appointment (Aaron Curry)
Release Distribution

\$180.00

1.200h

Invoice Subtotal	\$180.00
Invoice Total	\$180.00
Less Applied Payments	\$0.00
Amount Due	\$180.00



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 #: 2026-103

Address: 2000 S May Avenue
Oklahoma City, OK 73108

Invoice Date: 9/1/25

Invoice For: *Administrative Services*

Item #	Description	Qty	Unit Price	Discount	Price	
1	Admin Services Fee - Sep 2025	1	\$10,171.00		\$10,171.00	
1	August Printing (Job #110163)	1	\$57.00		\$57.00	
1	Director of Strategic Initiatives: July '25 through September '25	3	\$3,035.96		\$9,107.88	
NOTES: RTA PO # 2026-003						
				Invoice Subtotal	\$19,335.88	
				Tax Rate		
				Sales Tax	\$0.00	
				Other		
				Deposit Received		
Make all checks payable to EMBARK					TOTAL	\$19,335.88

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

Period: 10/1/2025-10/31/2025					
Date	Vendor	Description	Invoice No.	Cost	Total
11/3/2025	Holmes & Associates LLC	Consultant Fees - Labor	1125	\$ 44,485.00	
		Sub-Consultant Fees	1125	\$ 24,321.23	
		Project Management	1125	\$ 3,648.18	
					\$ 72,454.41
10/1/2025	*Delta Airlines	Suzanne Wickenkamp - Salt Lake City 10/8-10/10	pcard	\$ 776.96	
		Aaron Curry - Salt Lake City 11/3-11/5	pcard	\$ 831.96	
		Deshawn Heusel - Salt Lake City 11/3-11/5	pcard	\$ 831.96	
					\$ 2,440.88
10/1/2025	*American Airlines	Brad Henry - Dallas/Fort Worth 11/17-11/18	pcard	\$ 820.97	
		James Chapman - Dallas/Forth Worth 11/17-11/18	pcard	\$ 820.97	
		Jason Ferbrache - Dallas/Forth Worth 11/17-11/18	pcard	\$ 820.97	
		Deshawn Heusel - Dallas/Forth Worth 11/17-11/18	pcard	\$ 820.97	
					\$ 3,283.88
10/1/2025	*Amtrak	Suzanne Wickenkamp - Forth Worth 10/13	pcard	\$ 65.00	
					\$ 65.00
10/1/2025	*Marriott - SLC Downtown	Suzanne Wickenkamp - Salt Lake City 10/8-10/10	pcard	\$ 573.50	
		Aaron Curry - Salt Lake City 11/3-11/5	pcard	\$ 576.50	
		Deshawn Heusel - Salt Lake City 11/3-11/5	pcard	\$ 573.50	
					\$ 1,723.50
10/9/2025	Jacobs Engineering Group, Inc.	<u>On-Call Engineering Services -Task Order No. 9</u> Professional Services	WFXS1109-01	\$ 18,250.00	
					\$ 18,250.00
10/7/2025	Cardinal Infrastructure	Professional Services - September 1-30, 2025	3384	\$ 4,840.00	
					\$ 4,840.00
10/21/2025	AlphaVu	Transit Research	2265	\$ 14,250.00	
					\$ 14,250.00
9/30/2025	Affirm	Strategic Marketing, Planning & Management	INV-4342	\$ 18,850.00	
					\$ 18,850.00
9/3/2025	IndaGo Digital, Inc.	RTA Website	2708	\$ 1,968.80	
					\$ 1,968.80
10/1/2025	COTPA	Admin Services Fee: Oct. 2025	2026-104	\$ 10,171.00	
		Reimbursement for Printing	2026-104	\$ 5.00	
		Director of Strategic Initiatives: Oct 2025	2026-104	\$ 3,035.96	
					\$ 13,211.96
Total Claims					\$ 151,338.43

APPROVED by the Regional Transportation Authority of Central Oklahoma, and **SIGNED** by the Treasurer and Chairman on this 19th day of November, 2025.

TREASURER:

**REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA**

Aaron Curry, Treasurer

Brad Henry, Chairperson

ATTEST:

Chuck Thompson, 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 #1125

November 3, 2025

EIN: 82-1144150
Supplier ID: 231866
P.O # 2021-003

Client

RTA
2000 S. May
Oklahoma City, OK 73108
ATTN: Suzanne Wickenkamp
suzanne.wickenkamp@okc.gov
ATTN : Christina Hankins
christina.hankins@okc.gov

Date	Billor	Description	Hours/Qty	Rate	Amount
10/31/2025	KAH	RTA - TIME: Time billed by KAH for the period 10/01/2025 to 10/31/2025	108.50	410.00	\$44,485.00
10/24/2025	DJM	DJM2 Consultancy Fee	12.50	350.00	\$4,287.50
10/23/2025	DB ECO	DB Invoice 13490	11.00		\$20,033.73
10/31/2025	KAH	15% Project Management			\$3,648.18

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

Invoice Balance Due

\$72,454.41



INVOICE NUMBER:

WFXS1109-01

INVOICE DATE:

10/09/25

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
P.O. Box 845422
Dallas, TX 75284-5422

Attention: Christina Hankins

Project Number:

WFXS1109

PO Number:

2026-012

Project Description:

Task Order No. 9

Project Manager:

YOUNG, SCOTT

Terms:

NET 30

Due Date:

11/08/25

Billing Period From: 09/10/25

To: 09/26/25

Description:			Scheduled Value	Percent Complete	Amount Billable	Previous Billed	Current Amount Due
RTA 2023-001 On-Call Engineering Consulting Services – Task Order No. 9							
Professional Services	TM	\$	69,427.50	26.29%	\$ 18,250.00	\$ -	\$ 18,250.00
Grand Total		\$	69,427.50	26.29%	\$ 18,250.00	\$ -	\$ 18,250.00

TOTAL AMOUNT DUE THIS INVOICE \$ 18,250.00

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

Status:

Refer to attached progress report

Please reference invoice # with all payments

Remit To: Jacobs Engineering Group c/o Bank of America P.O. Box 845422, Dallas, TX 75284-5422
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 #3384
PO 2026-004
DATE: OCTOBER 7, 2025

TO:

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

DESCRIPTION	HOURS	RATE	AMOUNT
Professional Services (September 1 -- 30, 2025)			
Sherry Little	2.3	\$550.00	\$1,265.00
Auke Mahar-Piersma	1.0	\$550.00	\$550.00
Jamie Harrell	5.5	\$550.00	\$3,025.00
Total	8.8		\$4,840.00
Monthly report attached.			

Please make all checks payable to Cardinal Infrastructure LLC.

Thank you for your business!

PO Box 4884
Baltimore, MD 21211 USA
2024506541
scott@alphavu.com
www.alphavu.com



BILL TO

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

INVOICE # 2265
DATE 10/21/2025
DUE DATE 11/20/2025
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
DataVu Platform SAAS DataVu Public Opinion Analytics Platform/Services September 18 -October 17, 2025	1	9,250.00	9,250.00
Consulting Direct Expense - Subcontractor Alan Wulkan	1	5,000.00	5,000.00

\$7,125 (50%) assignable to July.
\$7,125 (50%) assignable to August.

BALANCE DUE

\$14,250.00



262.650.9900
affirmagency.com

N28W23050 Roundy Drive
Suite 100
Pewaukee, WI 53072

RTA of Central Oklahoma
Tysheeka Holmes
2000 S. May Ave.
Oklahoma City, OK 73108

Invoice # INV-4342
Invoice Date 9/30/2025

Danny Mager - Principal 4.0 hrs x \$135 / hr	\$540.00
Amy Opad - Director of Client Services 3.0 hrs x \$135 / hr	\$405.00
Meghan Walters - Account Executive 17.5 hrs x \$135 / hr	\$2,362.50
Ryan Quade - Creative Director 10.5 hrs x \$135 / hr	\$1,417.50
Lynnea Markovich - Art Director 4.0 hrs x \$135 / hr	\$540.00
Emma Jenkins - Graphic Designer 38.25 hrs x \$135 / hr	\$5,163.75
Morgan Sumter - Graphic Designer 7.0 hrs x \$135 / hr	\$945.00
Matt Froehlich - Social Media Strategist .5 hrs x \$135 / hr	\$67.50
Web Programming - Senior Digital Designer .25 hrs x \$135 / hr	\$33.75
Public Relations Services Public Relations	\$7,375.00

Invoice Total	\$18,850.00
Amount Due	\$18,850.00

Make checks payable to AFFIRM Agency
Due upon receipt



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 2708
DATE 09/03/2025
TERMS Net 30
DUE DATE 10/03/2025

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

DATE		DESCRIPTION	QTY	RATE	AMOUNT
09/01/2025	Plugin License	Elementor Plug-in - Annual License - rtaok.org	1	49.00	49.00
09/03/2025	Account Service	Plugin License Management	2.44	140.00	341.60
09/04/2025	Payment Processing	Payment Processing (2.99%)	1	57.16	57.16
09/27/2025	Software Services	Domain Renewal (1 Year) - rtaok.org	1	23.17	23.17
09/27/2025	Software Services	Ultimate Domain Protection (1 Year) - rtaok.org	1	32.99	32.99
10/01/2025	Website Maintenance	Annual Website Maintenance - rtaok.org	1	840.00	840.00
10/01/2025	Website Hosting	Annual Website Hosting - rtaok.org	1	480.00	480.00
10/01/2025	Plugin License	Essential Add-Ons - Annual License - rtaok.org	1	49.00	49.00
03/11/2026	Software Services	GoDaddy - MicroSoft 365 - Email Essentials (annual renewal)	1	95.88	95.88

BALANCE DUE

\$1,968.80



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 #: 2026-104

Address: 2000 S May Avenue
Oklahoma City, OK 73108

Invoice Date: 10/1/25

Invoice For: Administrative Services

Item #	Description	Qty	Unit Price	Discount	Price
1	Admin Services Fee - Oct. 2025	1	\$10,171.00		\$10,171.00
1	September Printing (Job #111728 & #111729)	1	\$5.00		\$5.00
1	Director of Strategic Initiatives: October 2025	1	\$3,035.96		\$3,035.96
NOTES: RTA PO # 2026-003				Invoice Subtotal	\$13,211.96
				Tax Rate	
				Sales Tax	\$0.00
				Other	
				Deposit Received	
Make all checks payable to EMBARK				TOTAL	\$13,211.96



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

Consider approval of a Memorandum of Understanding (MOU) between the Regional Transportation Authority of Central Oklahoma (RTA) and the Oklahoma Department of Transportation (ODOT) describing the RTA and ODOT's responsibilities for managing the Prioritizing Crossings to Save Lives in Central Oklahoma Project, which is funded by a \$400,000 Federal Railroad Administration (FRA) grant and \$100,000 ODOT match.

Background:

The Regional Transportation Authority of Central Oklahoma and Oklahoma Department of Transportation jointly applied for a Federal Railroad Administration Railway Crossing Elimination Grant. Oklahoma Department of Transportation was awarded the grant in the amount of \$400,000 and will contribute \$100,000 in matching funds. The project is a planning study to evaluate 52 at-grade crossings along the BNSF corridor from Edmond to Norman, aiming to improve safety, reduce emissions, and enhance community connectivity. The resulting plan will support future construction of the RTA's north/south commuter rail corridor.

The MOU defines the roles of ODOT and the RTA in managing the project. The RTA will lead the consultant selection process, selecting from ODOT's On-Demand Planning contract, as well as provide project oversight, providing regular updates to ODOT. The RTA has no financial obligation under this MOU.

Recommendation: Approve the MOU.

Jason Ferbrache
Interim Executive Director

PRELIMINARY MEMORANDUM OF UNDERSTANDING

This Preliminary Memorandum of Understanding (“Memorandum”) dated as of the ___ day of ___, 2025 is between the Regional Transportation Authority of Central Oklahoma (“RTA”) and the Oklahoma Department of Transportation (“ODOT”).

A. Oklahoma Department of Transportation proposes the Prioritizing Crossings to Save Lives in Central Oklahoma Project (“Project”) to complete a comprehensive planning effort to evaluate 52 at-grade crossings on the Burlington Northern Santa Fe (BNSF) corridor through the urban areas within the jurisdictional boundaries of the Regional Transportation Authority (RTA) of Central Oklahoma.

B. Responsibilities: RTA is responsible for developing, funding, constructing, implementing, operating, and maintaining transportation projects located within the boundaries of the regional transportation district. ODOT and RTA will collaborate to deliver the Project. The specific responsibilities of each party are outlined in Attachment A of this Memorandum.

C. RTA and ODOT wish to develop a prioritization matrix identifying grade separation, safety improvements, and closure projects that provide the greatest benefits to safety, emissions, accessibility to emergency services, community connectivity, and good jobs.

D. RTA and ODOT will develop an evaluation criterion establishing a scoring system to rank at-grade railroad crossing for prioritization. RTA will select a consultant from the ODOT On-Demand Planning contract.

E. The purpose of this Memorandum is to provide a basic understanding concerning the discussions the parties are having with respect to the development of a prioritization matrix identifying grade separation, safety improvements, and closure projects that provide the greatest benefits. This Memorandum does not create any obligations on the part of RTA or ODOT with respect to the completion of a comprehensive master plan effort under Track 1-Project Planning or the matters set forth in this Memorandum.

F. Future Transactions and Agreements: ODOT and RTA mutually confirm that this Memorandum merely constitutes a statement of their willingness to continue discussions. The parties acknowledge that this Memorandum does not contain all matters upon which agreement must be reached. A binding commitment shall result only from the parties entering into subsequent definitive agreement(s); however, nothing in this Memorandum obligates either RTA or ODOT to enter into any definitive agreements. Either party may terminate this agreement by giving 30 days written notice to the other party.

G. Principles. Any definitive agreements may incorporate provisions.

RTA and ODOT have executed this Preliminary Memorandum of Understanding as of the date and year first written above.

Regional Transportation Authority of Central Oklahoma

By: 
Name: MARGON HUTCHISON 11/19/25
Title: VICE-CHAIR (Date)

Oklahoma Department of Transportation

By: _____
Name: Jared Schwennesen (Date)
Title: Multi-Modal & Planning Division Engineer

By: _____
Name: David Miley (Date)
Title: ODOT General Counsel

By: _____
Name: Dawn Sullivan (Date)
Title: ODOT Deputy Director

Attachment A – Responsibilities

ODOT Responsibilities:

- Review and confirm the Consultant selection upon receiving RTA’s selection recommendation.
- Issue the Task Order (or equivalent) and Notice to Proceed (or equivalent) to the selected Consultant.
- Remain informed of Project progress by attending RTA meetings.
- Receive, review, approve and process Consultant invoices.
- Coordinate with RTA on any proposed changes to the scope, schedule, or budget, and support Project delivery by participating in stakeholder meetings, site visits, and technical reviews.
- Report to the Federal Rail Administration.

RTA Responsibilities:

- Lead and manage the Consultant selection process in accordance with applicable procurement policies and procedures.
- Notify ODOT of the selected consultant upon completion of the selection process.
- Provide ODOT with the recommended scope of work, budget, and estimated Project hours for the selected consultant.
- Manage the Consultant’s work in alignment with the agreed-upon scope, budget, and Project hours.
- Provide monthly progress updates to ODOT, including key milestones, deliverables, and any issues or risks that may affect the Project timeline or budget.
- Ensure that all deliverables meet the quality standards and expectations outlined in the scope of work.
- Coordinate with stakeholders and facilitate meetings and site visits.

APPROVED by the Board of Directors and SIGNED by the Chairperson of the Regional Transportation Authority of Central Oklahoma this 19 day of November 2025.

ATTEST:



REGIONAL TRANSPORTATION
AUTHORITY OF CENTRAL OKLAHOMA



Chuck Thompson, Secretary



~~Brad Henry, Chairperson~~
VICE CHAIRPERSON

REVIEWED for form and legality



Assistant Municipal Counselor



TO: Chairperson and Board of Directors

FROM: Interim Executive Director

Consider Ratifying a resolution to authorize reimbursement for travel for Interim Executive Director Ferbrache to Washington, DC., for attending the Commuter Rail Coalition Conference on behalf the RTA and meeting with members of the federal delegation. The purpose of this trip was to educate legislators on key public transit topics including considerations for the next long term transportation bill, Capital Investment Grant (CIG) funding levels, and to inform the delegation that EMBARK and the City of OKC have a small starts project in the CIG pipeline awaiting funding. As such, the travel expenses were paid by Central Oklahoma Transportation and Parking Authority (COTPA) and COTPA is seeking reimbursement from the RTA for the conference registration fee and half of all other travel expenses.

Background The Regional Transportation Authority of Central Oklahoma (RTA) adopted the Travel policy on March 17, 2021, and per that policy the board must authorize travel for the directors.

The RTA Interim Executive Director traveled to Washington, District of Columbia to take part in shaping new approaches to transit investment, gain insight into future funding, and to strengthen the case for rural and regional transportation services and attended the Commuter Rail Coalition conference. The dates of travel were November 3-5, 2025. The RTA will reimburse business-related meals and incidentals incurred while traveling.

Recommendation: Adopt the resolution.

A handwritten signature in black ink, appearing to read "Jason Ferbrache". The signature is fluid and cursive.

Jason Ferbrache
Interim Executive Director

RESOLUTION NO. 25-0012

**RESOLUTION OF THE REGIONAL TRANSPORTATION AUTHORITY OF
CENTRAL OKLAHOMA (RTA) RATIFYING TRAVEL EXPENSES NOT TO
EXCEED \$2,100 FOR THE INTERIM EXECUTIVE DIRECTOR FOR
ATTENDING THE COMMUTER RAIL COALITION CONFERENCE IN
WASHINGTON DC AND MEETING WITH THE FEDERAL DELEGATION
TO REPRESENT THE RTA**

WHEREAS, the Regional Transportation Authority of Central Oklahoma (RTA) adopted the Travel Policy on March 17, 2021; and

WHEREAS, per the Travel Policy, the board must authorize travel for directors; and

WHEREAS, the dates of travel took place on November 2 – 5, 2025; and

WHEREAS, the Interim Executive Director attended the Commuter Rail Coalition conference on behalf the RTA; and

WHEREAS, the Interim Executive Director met with the federal delegation to represent the RTA for the purpose of informing legislators about important public transit topics including considerations for the next long term transportation bill; and

NOW, THEREFORE, BE IT RESOLVED by the Directors of the Regional Transportation Authority of Central Oklahoma that they do hereby authorize reimbursement of travel for the Interim Executive Director to Washington, District of Columbia for attending the Commuter Rail Coalition and meeting with the federal delegation to represent the RTA; travel costs not to exceed \$2,100.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Directors of the Regional Transportation Authority of Central Oklahoma that they do hereby authorize reimbursement of travel for Interim Executive Director Ferbrache to travel to Washington, District of Columbia for attending Commuter Railroad Coalition Conference and for meeting with Federal Delegation to represent RTA; and authorize the reimbursement to Central Oklahoma Transportation and Parking Authority for travel costs not to exceed \$2,100.

ADOPTED by the Board of Directors and **SIGNED** by the Chairperson of the Regional Transportation Authority of Central Oklahoma this **19th** day of **November 2025**.

ATTEST:



REGIONAL TRANSPORTATION
AUTHORITY OF CENTRAL OKLAHOMA

Secretary

~~Brad Henry, Chairperson~~
VICE CHAIRPERSON

REVIEWED for form and legality.

Jonathan Garcia

Municipal Counselor