

Minutes  
Central Indiana Regional Transportation Authority (CIRTA)  
April 27, 2011 9:00 AM to 11:00 AM  
IndyGo Administrative Offices  
1501 W. Washington St.  
Indianapolis, IN 46222

**Members Present:**

Mike Terry  
Jerry Bridges  
Larry Hesson  
Rob Thoman  
Christine Altman  
Marta Moody  
Tim Cox  
Sue Ritz  
Ron Deer  
Bill Kirchoff  
Ben Ledo  
Don Adams  
Gil Holmes

**Members Absent:**

Chuck Fewell  
Bob Sterrett  
David George  
Linda Sanders

**Staff:**

Ehren T. Bingaman  
Christy Campoll

**Public Present & Signed In:**

Joanne Hamilton  
Karen Luehmann  
Becky Allen  
Cathy Morton

Andrew McGee  
John Myers  
Sean White  
Tom Sturmer  
Alexia Donahue Wold  
Lori Miser  
Trevor Ocock  
Kate Zale  
Andrew Hebel  
Rhonda Klopfenstein  
Anita Beverly  
Jen Thomas  
Roscoe Brown

A quorum was recognized and the meeting was called to order at 9:10 AM. The members of the board introduced themselves to the public that was present.

The minutes of the March 23, 2011 meeting of the CIRTA board were presented for consideration by J. Bridges. *R. Thoman moved to accept the minutes, S. Ritz seconded. The motion was approved unanimously.* B. Kirchoff and E. Bingaman presented the statement of financial activities for the first quarter of 2011. E. Bingaman reported that invoices for 2011 county contributions will be sent out on May 1. C. Altman asked whether the amount listed in the budget for Marion County's 2011 contribution included the value of in-kind contributions to CIRTA. E. Bingaman stated that the amount is Marion County's cash contribution and that the in-kind portion was already backed out. *B. Kirchoff moved to approve the first quarter statement. J. Bridges seconded. The motion was approved unanimously.* Claims Docket #110427 was presented for payment. *R. Thoman moved to pay Claims Docket #110427, J. Bridges seconded. The motion was approved unanimously.*

Under Old Business, E. Bingaman reported that he met with M. Terry, J. Bridges and C. Altman to discuss organizational recommendations, needs, job descriptions and grants management issues relating to Central Indiana Commuter Services, and handed out draft position descriptions to the board members. The committee concluded that CIRTA will hire a financial manager to manage the CMAQ grant for CICS as well as the CMAQ grant for Indy Express Bus marketing and potentially two Job Access Reverse Commute grants, for which proposals were submitted during the previous week. E. Bingaman reported that when CIRTA receives designation as a recipient of FTA funding that IndyGo staff member Roscoe Brown will be hired by CIRTA into the position of Mobility Manager. Mr. Brown would perform the same tasks he currently carries out at IndyGo to administer the Job Access Reverse Commute and New Freedom grant programs, which would be administered by CIRTA after becoming a designated recipient. E. Bingaman stated that the current CICS positions are funded and that he wants to move forward with advertising the jobs. E. Bingaman reported that he will prepare a Request for Qualifications for a PEO (professional employer organization) to manage the CICS employees. E. Bingaman reported that IndyGo has assisted with identifying office administration needs for CICS and that Parsons Brinckerhoff has provided information about CICS subcontractors. The lease for Stutz Building office space will need to be extended to the end of 2011. E. Bingaman stated that CMAQ is a cost-reimbursement grant, so CIRTA will spend money on CICS and then get reimbursed for the expenses. CIRTA will be a subrecipient of IndyGo's CMAQ grant for CICS until CIRTA can directly receive the funding. C. Altman stated that

managing risk will become a priority when CIRTAs is spending at the level of the CMAQ grant. M. Terry reported that Andy Jackson has helped with developing a list of financial management needs for CIRTAs. E. Bingaman stated that the new financial manager will assist in building CIRTAs finance administrative infrastructure and getting the organization "audit-ready". B. Kirchoff asked if CIRTAs will start using a financial software packing. E. Bingaman answered that QuickBooks will be used. G. Holmes asked how payroll and retirement funds for the new positions will work and whether they will be City of Indianapolis employees. E. Bingaman answered that the PEO will handle payroll, benefits and other human resource management functions, and he is discussing buying into the City health benefits program to cover the employees. B. Kirchoff recommended that lists of minimum qualifications be added to the job descriptions developed by E. Bingaman. E. Bingaman stated that he has sought legal advice on this issue. R. Deer asked if the positions are the same as the current CICS positions. E. Bingaman answered that they are similar with some adjustments. E. Bingaman reported that the positions will be posted through the Indianapolis Star, Careerbuilder and transportation-related websites. C. Altman recommended posting the jobs on county employment websites if possible. R. Thoman asked if the duties of the Mobility Manager and Commuter Manager would overlap. C. Altman stated that the grants funding the two positions have different purposes, though it is important that the expanded CIRTAs staff are flexible and cross-trained to support a variety of functions. M. Terry stated that the funding for R. Brown's position comes from the Job Access Reverse Commute and New Freedom programs. L. Hesson recommended waiting to arrange for an audit of CIRTAs finances until CIRTAs receives the CMAQ funds for CICS. C. Altman stated that CIRTAs needs to be audited soon because it receives tax dollars. M. Terry stated that an audit will be required for CIRTAs to receive the federal grants. C. Altman asked whether the grants require specific auditor qualifications. M. Terry answered that he would check. *G. Holmes moved to move forward with the Central Indiana Commuter Services plans as described. L. Hesson seconded. The motion was approved unanimously.*

E. Bingaman presented a revised resolution supporting legislation enabling referenda on local transit funding. E. Bingaman reported that one group, the Urban Indy blog contributors, has already passed the resolution and that he hopes to collect 15 to 20 resolutions by in time for a June petition drive launch. *J. Bridges moved that CIRTAs sign the resolution. L. Hesson seconded. The motion was approved unanimously.* C. Altman asked that a blank copy of the resolution be sent to board members for circulating in their counties.

Under new business, E. Bingaman presented a written extension of the legislative services contract with of Baker, Donelson, Bearman, Caldwell and Berkowitz, PC, which funds the federal lobbying services of Jan Powell at a cost of \$6,000 per year. E. Bingaman reported that J. Powell has informed CIRTAs about available grants, provides updates on federal policy, and educates the relevant Congressional committees and the Indiana delegation about CIRTAs's projects. *R. Thoman moved to extend the contract. S. Ritz seconded. The motion was approved unanimously.*

E. Bingaman presented the Executive Director's report. The Central Indiana Transit Task Force has reconvened with the purpose of examining the differences between the revised Indy Connect plan and the plan developed by the CITTF in 2009. Ron Gifford was hired as the CITTF's Executive Director. C. Altman was appointed as an ex officio member of the group. E. Bingaman reported that he attended the first meeting of the CITTF with M. Terry and Lori Miser. R. Deer asked who is on the task force. E. Bingaman stated about 70 percent of the original members remain, representing the Central Indiana Corporate Partnership, the Central Indiana Community Foundation and the Greater Indianapolis Chamber of Commerce. R. Deer asked whether the group is similar to Indy Connect. E. Bingaman answered that this a private study group; Indy Connect, which is comprised of CIRTAs, IndyGo and the Indianapolis MPO, used the CITTF plan to begin the public engagement campaign. M. Moody asked if there has been analysis of the differences between the CITTF plan and the revised Indy Connect plan. E. Bingaman said that, for example, rail in the revised plan extended from Fishers to Noblesville and Greenwood to Franklin. J. Bridges asked E. Bingaman to provide a summary of the differences between the two plans. G. Holmes asked if the CITTF would play a leading or supporting role in upcoming transit-related developments. E. Bingaman stated that successful transit referendum campaigns in other parts of the US have involved private sector engagement, and that the General Assembly became more supportive when the CITTA got involved in 2009. The Chamber of Commerce testified at the General Assembly against

the proposed cut to the Public Mass Transportation Fund. G. Holmes asked whether John Neighbors is on the board. E. Bingaman said that he is president of the Chamber board. E. Bingaman informed the board that the transit policy advocates group will meet at 9 AM on the third Friday of each month at the Metropolitan Indianapolis Board of Realtors, and hold a conference call on the first Fridays at 9 AM, to coordinate the gathering of resolutions supporting referendum legislation. The group will host a public event on June 16, "Dump the Pump" Day. An online petition will be added to the CIRTAs website so that people can express support and contact legislators. E. Bingaman reported that the Senate version of the budget restored the House budget cut to the PMTF, and that the conference committee still has to negotiate the final budget. E. Bingaman described the new two-year transportation study committee passed by the House, which will examine transportation funding and provide the opportunity for a public discussion of local options for funding transit. E. Bingaman reported CMAQ funding was awarded for a marketing campaign for Indy Express Bus and that a Request for Qualifications will be issued soon. CIRTAs submitted two Job Access Reverse Commute applications for a regional transit connectivity project and Indy Express Bus reverse commute service. E. Bingaman informed the board that although the Governor's office sent the letter requesting FTA funding recipient designation, the FTA responded by asking for another letter identifies the relevant funding programs more specifically. E. Bingaman informed the board that he will be attending the Center for Transportation Excellence Transit Initiatives and Communities Conference in St. Louis in June, and that Christy Campoll will attend the Community Transportation Association of America Expo in Indianapolis in June.

Linda Hart, Executive Director of Hancock County Senior Services, addressed the board about the Hancock Area Rural Transit (HART) program. HCSS began to offer public transportation in 2005. Prior to that year, HCSS provided about 8,000 trips per year to its senior clientele. In 2005, HART started with three vehicles and nine staff members. They now have 12 vehicles and in 2010 provided 22,000 trips. They provided 2,270 trips in March 2011, the first month they surpassed 2,000 trips. HART, a demand-responsive service, connects with IndyGo Route 8 at the Meijer store on East Washington Street near the county line. Fare is \$3 per trip, a recent increase from \$2. Trips to and from location in counties adjacent to Hancock County are offered for \$10. HART took passengers to 420 destinations in 2010, most of them medical facilities. The hours of operation are 7 AM to 5 PM. HART receives financial support from INDOT and the federal government, the Council on Aging, the United Way and fundraising. Fare revenue covers 10 percent of operating expenses. The local Chambers of Commerce help with outreach. HCSS will be moving to a facility now under construction that will provide ample garage space for HART vehicles. Funding for the new building was provided by the Lilly Endowment and the United Way.

*R. Deer moved to adjourn at 10:25 AM. J.Bridges seconded. The motion carried by consent.*