

Memorandum of Meeting
Central Indiana Regional Transportation Authority (CIRTA)
November 26, 2013
320 N. Meridian St., Indianapolis – Room 911

Members Present:

Chuck Fewell
Larry Tunget
Jerry Bridges
Michael Colby
Mark Fisher
Marta Moody
Cassie Stockamp
Bill Kirchoff
Tim Cox

Sue Ritz
Christine Altman
Gil Holmes
Don Adams
Larry Hesson
Linda Sanders

Members Absent:

Marta Moody
Mark Fisher

Staff Present:

Jeff Jackson
Dora Fields
Renee Walker
Lori Kaplan
Patricia Castañeda
Jen Gebhard

A quorum was recognized and the meeting was called to order by C. Altman at 9:06 am. The members of the board introduced themselves to the public that was present.

The minutes of the October 23, 2013 meeting of the CIRTA board were presented for consideration. C. Altman moved to accept the minutes, M. Colby seconded. The motion was approved unanimously.

A consideration of Financials was given by D. Fields. Grant Reimbursement Docket # 131126 and Claims Docket #131126 were presented. B. Kirchoff reminded all that we are operating on a budget that was poorly funded. C. Fewell motioned to accept Grant Reimbursement Docket #131126 and Claims Docket #131126. L. Sanders seconded the motion. The motion was unanimously accepted. D. Adams stated that from looking at the budget, the rental fee on the office space and parking cost needs to be reviewed.

Under old business, regarding PMT funding, the decision was made to go forward with applying for these monies. J. Bridges suggested that the board be proactive in working with J. Jackson on developing other strategies for funding.

The Mobility Manager and the Vanpool Coordinator positions are still vacant. G. Holmes asked if there were any prohibitions to underwriting a full/part time person for these positions and that this should be explored. J. Jackson advised that he may be looking into bringing College interns to assist in the office. J. Jackson stated that he might consider looking to reassign some of the duties of the present employees.

Under new Business, consideration of continuation of professional services including public affairs with Capital Assets, public relations with JTPR, Indianapolis Yellow Cab and Another Taxi. C. Stockcamp suggested that Jackson had not had a chance to review these contracts, that he should be given the opportunity to look over the contract prior to renewing them. A. Poindexter, Corporate Counsel advised that there are termination provisions in the contracts. A motion was moved to authorize J. Jackson to execute the contracts upon his review. J. Bridges commented that if J. Jackson had any concerns with the contract to take his comments to the Executive Committee for discussion. A Motion was moved by B. Kirchoff and seconded by Jerry Bridges to authorize J. Jackson to execute all of the contracts, contingent upon J. Jackson final approval. Motion was approved unanimously. A motion was moved to approve J. Jackson as an authorized check signer. S. Ritz moved to accept this motion. Seconded by B. Kirchoff. The motion was approved unanimously. A motion to appoint J. Jackson to IRTC and Team FTA as Signature Authority was made. C. Altman moved to accept this motion. Seconded by L. Hesson. Motion was approved unanimously.

The Mobility Management reports that ridership on the Plainfield Connector continues to increase. B. Kirchoff advised that the city of Plainfield plans to add 300 new jobs by the end of the month and an additional 1,000 more jobs by the first of the year. Plans to add a second Plainfield Connector are under

way; service would begin in early 2015, if funded by new CMAQ funds. The West Carmel Connector continues to be promoted to companies in the area that it serves. L. Kaplan reported that Commuter Connect has been busy with benefit fairs and that the October Commuter Connect Challenge was very successful. L. Kaplan was asked to gather data to be compared from prior year contests of CICS with Commuter Connect. A report of this information will be gathered and shared at the next meeting.

J. Jackson presented the Executive Director's report. J. Jackson advised that he had met with the MPO and asked if there were any additional monies available and will continue to research. Jackson shared the report from the Transit Study Committee and advised that while we have a long way to go, the passing of this draft is a huge step forward. Jackson presented the 2014 budget. *B. Kirchoff made a motion to accept. Seconded by J. Bridges. Motion was approved unanimously.*

S. Ritz advised that this will be her last meeting. A new representative from Boone County will take her position for the upcoming year.

The meeting was adjourned.

The next Board meeting is scheduled for January 22, 2014.