



Memorandum of Meeting
Central Indiana Regional Transportation Authority (CIRTA)
May 26, 2015
320 N. Meridian St., Indianapolis – Room 911

Board Members Present:

Don Adams
Michael Biberstine
Calvin Cargile
Andy Cook
Bill Ehret
Larry Hesson
Cassie Stockamp
Larry Tunget
Dan Woo

Board Members Absent:

Christine Altman
Jerry Bridges
Michael Colby
Ron Deer
Marta Moody
Dax Norton
Mark Richards
Linda Sanders

CIRTA Staff Present:

Patricia Castañeda
Austin Gibble
Andrew Jackson
Lori Kaplan
Andrew McGee
Renee Walker

A quorum was recognized and the meeting was called to order by C. Stockamp at 9:04 a. m.

Introductions

Introductions were made by the Board members, CIRTA/Commuter Connect staff and the public.

Consideration of Memorandum of Meeting 4/28/2015

The minutes of the April 28, 2015 meeting of the CIRTA board were presented for consideration. *B. Ehret moved to accept the minutes, D. Adams seconded. The motion was approved unanimously.*

Consideration of Financials

AP Voucher Register – Resolution #2015012

- A. Jackson presented the AP Voucher Register. A. Jackson stated that the expenditures for May were standard invoices and on budget.
- *L. Hesson moved to accept Resolution #2015012 approving the AP Voucher Register as presented, B. Ehret seconded. The motion was unanimously approved.*

Grants Docket #150526

- A. Jackson stated that all grants are activated and can be drawn from.

Financial Report

- Statement of Revenues and Expenses
 - A. Jackson stated that the statements were included in the packet, and that year to date expenditures are on target.
- 2016 CIRTA Budget Draft
 - A. Jackson stated that all items in the 2016 budget remained at the same level as the 2015 budget, with the exception of benefits, which include a 10% increase, which is the expected increase for all businesses in 2016
 - A. Jackson stated that all revenues should remain the same as 2015, with the expectation that CIRTA will receive PMTF funding in 2016 in the amount of \$25,000.
 - A. Jackson stated that letters for 2016 dues for partner contributions should go out to member counties in June. L. Kaplan informed the board that this was an item under New Business as well, and that with their approval the letters would go out by the end of this week. The board agreed.

Old Business

Plainfield Connector Continuation Update

- P. Castañeda gave an update of the Plainfield Connector Continuation project. She stated that the initial meeting with the Town of Plainfield went very well. She stated that the next steps are for the Town of Plainfield to engage with the Plainfield Chamber of Commerce, the Hendricks County Economic Development Partnership and the operator of the Plainfield Connector (GoExpress).
- C. Stockamp asked if the question of financial obligation for the service has been asked. P. Castaneda stated that the meetings are still at an introductory phase. L. Kaplan added that the plan is to know in October whether the Plainfield Connector will continue in 2016.
- J. Thomas added a very brief summary regarding the meeting with the Town of Plainfield.

New Business

2016 Partner Contributions

- L. Kaplan distributed a document that provided 2015 dues information. L. Kaplan proposed to keep the dues the same for 2016, and without any objection, would send the letters out by the end of the week so that cities/counties would be able to include the dues in their budgeting process. No objections were heard.

Resolution #2015013 – Revised Salary Schedule due to interim staff positions

- L. Kaplan stated that the board had approved this during the last meeting, but the State Board of Accounts requires a resolution for the salary schedule.
- *M. Biberstine moved to accept Resolution #2015013 as presented, seconded by A. Cook. The motion was unanimously approved.*

Resolution #2015014 – Add Lori Kaplan as a signatory on CIRTA check drafts

- L. Kaplan stated that this will allow faster processing of payment for invoices and that two signatures will still be required for all checks.
- *L. Hesson moved to accept Resolution #2015014 as presented, seconded by B. Ehret. The motion was unanimously approved.*

Resolution #2015015 – Name Lori Kaplan CIRTA primary representative for IRTC Policy and Technical Committees and Patricia Castañeda and Andrew McGee as proxies for both committees

- *M. Biberstine moved to accept Resolution #2015015 as presented, seconded by D. Adams. The motion was unanimously approved.*

Indy Connect Update from Indy Chamber of Commerce

- Mark Fisher, Indy Chamber of Commerce VP-Government Relations & Policy Development, gave an update on Indy Connect and a local update on the Regional Cities Initiative.

Indy Rezone Update

- Tamara Tracy, Indy Rezone Project Manager, gave an update on Indy Rezone.
 - See associated handouts provided for presentation

Reports

Interim Executive Director and Commuter Connect Report – L. Kaplan

- L. Kaplan stated that the Hamilton County Transit Forum group is continuing to meet and make progress, and that they will provide an update to the CIRTA board at the next meeting
- L. Kaplan reported that she and C. Stockamp had a great meeting with the new INDOT commissioner.
- L. Kaplan reminded the board that it had already been mentioned but that CIRTA will be receiving PMTF funding, subject to final approval by the State of Indiana. This funding is proposed to consist of \$25,000 in 2016, \$50,000 in 2017 and \$75,000 in 2018 with opportunities for additional funding based on performance (ridership).
- L. Kaplan will be setting up one-on-one meetings with board members in the near future.
- Commuter Connect has been out to multiple employers during the month of May.

Mobility Manager Report – P. Castaneda

- P. Castañeda gave an update on ridership for the Plainfield Connector.
- P. Castañeda informed the board that CIRT A had been granted an extension for NTD reporting due to issues with the federal government software used for reporting, which is affecting other agencies similar to CIRT A.
- P. Castañeda stated that a winning bid had been selected for the North Plainfield Connector and that the board should expect to see a request to approve a contract at the next meeting.

Legislative Report – R. Cockrum

- R. Cockrum gave a legislative update. He noted that they would be looking at the existing legislation of the transit bill to change the bill to allow townships to have a referendum for transit funding concurrently with Marion County. As the bill stands, townships must wait until after a referendum passes in Marion County.

Public Relations Report – J. Thomas

- J. Thomas stated that board members may see more stories/editorials about transit to keep momentum going in the summer. J. Thomas also noted the new Commuter Connect video that demonstrates how to use the updated Commute Calendar.

Adjournment

At 10:57 a.m., D. Adams moved to adjourn the meeting, B. Ehret seconded the motion. The motion was unanimously approved.

Board Secretary

Date
