



Central Indiana Regional Transportation Authority
CONNECTING PEOPLE AND PLACES

Memorandum of Meeting
Central Indiana Regional Transportation Authority (CIRTA)
March 22, 2016
320 N. Meridian St., Indianapolis – Room 911

Board Members Present:

Don Adams
Christine Altman
Jerry Bridges
Calvin Cargile
Andy Cook
Bill Ehret
Tim Haak
Larry Hesson
Mark Richards
Linda Sanders

Cassie Stockamp
Dan Woo

Board Members Absent:

Michael Colby
Andrew Klineman
Joe McGuinness
Marta Moody
Larry Tunget

CIRTA Staff Present:

Lori Kaplan
John Kennie
Andrew McGee
Philip Roth
Jeff Seidenstein
Renee Walker

A quorum was recognized and the regular board meeting was called to order by C. Stockamp at 9:07 a.m.

Introductions

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

Consideration of Memorandum of Regular Board Meeting 2/23/2016

The memorandum of the February 23, 2016 meeting of the CIRTA board was presented for consideration. *L. Hesson moved to accept the minutes, J. Bridges seconded. The motion was unanimously approved.*

Consideration of Financials

AP Voucher Register – Resolution #2016-03-01

- J. Seidenstein presented the AP Voucher Register. He reported that we are reimbursing expenses for airfare, hotel accommodations for one night and transportation from the airport to a candidate who is scheduled for a final interview for the Outreach Representative position. CIRTA is not providing any relocation assistance if he is offered the position. Otherwise all of the typical expenses included in the Register for this month are considered routine.
- *J. Bridges moved to accept Resolution #2016-03-01 approving the AP Voucher Register as presented, A. Cook seconded. The motion was unanimously approved.*

Financial Report

- J. Seidenstein reported the expenses through March 10th, are on track to stay within the budget, and all of our county contributing partners have paid their fees. J. Seidenstein also reported that our cash balance is approximately \$200K in the bank which needs to last until 2017.

Grants Docket #2016-March

- J. Seidenstein presented the grants docket and reported that all grants were on track. He also added that the funds provided by the Plainfield Connector CMAQ grant have ended, and will begin to be paid through a combination of the 5307 grant, PMTF funds, and match dollars from the Town of Plainfield.

New Business

Resolution #2016-03-02 – Yellow Cab contract for ERH Services

- L. Kaplan reported to the board that we renewed our Yellow Cab Contract, and that A. McGee took care of the agreement, with only a few changes made from the last agreement. L. Kaplan also added that Anne Poindexter, CIRTA General Counsel, has reviewed the agreement and gave her blessing.
- C. Altman raised the question of using agencies such as Uber or Lyft, and that it should be explored. B. Ehret and J. Bridges raised concerns of liability and price surging. Staff will research how other rideshare programs handle ERH services with agencies such as Uber or Lyft.
- *C. Altman moved to accept Resolution #2016-03-02 approving the Yellow Cab contract for ERH Services as presented, L. Sanders seconded. The motion was unanimously approved*

Resolution #2016-03-03 – Approval of MOA with Plainfield for Financial Support of Workforce Connectors

- L. Kaplan explained to the board that Plainfield has agreed to help pay for the Plainfield Connectors, we created a new agreement to replace the expired contract. P. Roth worked with the Town of Plainfield to create a contract that is binding in the sense that Plainfield has a financial responsibility to the service.
- *L. Sanders moved to accept Resolution #2016-03-03 as presented, seconded by B. Ehret. The motion was unanimously approved.*

Old Business

Resolution #2016-03-04 – Board approval for Executive Director to approve routine expense payments

- L. Kaplan presented to the board a revised resolution to facilitate the payment of bills in a timely manner, routine bills that have already been approved subject to existing agreements and ratification by the board or the finance committee. All checks must have one signature by a board member. A. Poindexter reiterated that under no circumstance does staff have the authority to pay bills without approval since we aren't a city or a town. All expenses have to be approved by the board since we are a governmental entity.
- *L. Hesson moved to accept Resolution #2016-03-04 as presented, seconded by J. Bridges. The motion was unanimously approved.*

Strategic Plan Update – P. Roth

- P. Roth updated Board members that we are gearing up for the CIRTA Board Retreat that will coincide with the regular April 26 CIRTA Board meeting at the Worlds Sports Park. P. Roth also stated that he will send out a draft multi-year budget in advance for board member review, with the main goal being to get a sense of what our budget should be over the next few years.

Partner Reports

- a. Health by Design – Pedestrian Plan – Kim Irwin
K. Irwin introduced Health by Design, and also introduced A. Pollock who coordinates the Indiana Citizens Alliance on Transit. Health by Design works around the state of Indiana to benefit the community by identifying things that positively impact all of our communities overall.. Assisting in creating places where people want to live.

Staff/Contractor Reports

Legislative Report – R. Cockrum

- Keith Johnson of Capitol Assets LLC provided a legislative update. He reported that the governor has until Thursday to sign HEA bills, about 15 pieces, one of which allows adjacent counties can move forward, if this signed into law it was made immediate as long as there is an ordinance adopted, which Marion county was introduced. Adjacent townships could also move forward with a resolution. Resolution to place it on the ballot. Also added a “try again” provision, which we can try again within a 7 year period if it fails.

Executive Director Report – L. Kaplan

- L. Kaplan informed the Board that the city county council introduced a resolution to consider an ordinance to put the referendum on the ballot so it can go to committee.
- April 4 - DMD

- April 13 – Municipal Corporations
- April 26 – Rules & Public Policy
- May 9 – Final Vote

Public Relations Report – J. Thomas

- L. Kaplan presented the efforts on the P.R. side; the editorial in the IBJ about Michael Twyman, the B. Ehret Editorial in the IBJ, the Joint letter to the board and currently working on the editorial with C. Stockamp on a shared economy.

Assistant Director – Commuter Connect – A. McGee

- A. McGee reported that we reported at the last board meeting that three new vanpools started, but wanted to remind the board that Commuter Connect still has 26 vanpools in total, which is very good considering gas prices remaining at lower levels. Commuter Connect is gearing up for the spring and summer events. A. McGee also stated that if Board members know of any events like, Earth day, Arbor Day or Bike-to-Work day, or any community events we should have a presence at, please let A. McGee know.

Mobility Manager Report – P. Roth

- P. Roth reported on Mobility Management activities. After its usual post-holiday slump, ridership is growing again on the South Plainfield connector. We are continuing to see growth on the North Plainfield connector, and the Whitestown Connector is stabilizing. We've been working with The Hendricks County Economic Development Partnership whose target is to talk to the 10-12 business owners that have the highest amount of assessed value in the south park area before the end of April. If the majority of property owners aren't on board, we will need an alternative funding source for the Plainfield connector after 2016.

Adjournment

At 11:03 a.m., there was Consent to Adjourn.

Board Secretary

April 26, 2016

Date