



Memorandum of Meeting
Central Indiana Regional Transportation Authority (CIRTA)
June 28, 2016
MIBOR 1912 N. Meridian Street

Board Members Present:

Don Adams
Calvin Cargile
Bill Ehret
Tim Haak
Larry Hesson
Andrew Klineman
Joe McGuinness
Mark Richards

Linda Sanders
Cam Starnes
Cassie Stockamp
Dan Woo

Board Members Absent:

Christine Altman
Jerry Bridges
Andy Cook
Marta Moody

CIRTA Staff Present:

Lori Kaplan
John Kennie
Andrew McGee
Philip Roth
Jeff Seidenstein

A quorum was recognized and the regular board meeting was called to order by C. Stockamp at 9:12 a.m.

Introductions

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

Consideration of Memorandum of Regular Board Meeting 5/24/2016

The memorandum of the May 24, 2016 meeting of the CIRTA board was presented for consideration. *L. Sanders moved to accept the minutes, C. Starnes seconded. The motion was unanimously approved.*

Consideration of Financials

AP Voucher Register – Resolution #2016-06-01

- J. Seidenstein presented the AP Voucher Register. He reported that all expenses are considered routine, other than the credit card activity paying for prizes won by commuters for the Commuter Challenge, and the mailing of prizes to our less centrally located winners. Other expenses that are not routine include those for three Commuter Connect staff members attending the annual Association of Commuter Transportation (ACT) conference in Portland, Oregon, later this year
- *L. Sanders moved to accept Resolution #2016-06-01 approving the AP Voucher Register as presented, C. Starnes seconded. The motion was unanimously approved.*

Financial Report

- J. Seidenstein reported we are on track to stay within the budget.

Grants Docket #2016-June

- J. Seidenstein presented the grants docket and reported that we have 5307 funds in the process of final approval, and within the next few days the funds should be released to us to be able to draw them down. There are four projects that will be funded by the 5307 funds:
 - Mobility Manager's Salary and associated expenses
 - Strategic Plan
 - South Plainfield Connector
 - Indy Connect Education Component
- J. Seidenstein also added that the reimbursements received are the estimated amounts we will receive once we are allowed to begin drawing down funds. Otherwise all grants were on track.

New Business

Resolution #2016-06-02 – Resolution to approve the contract for Commuter Connect with AFFIRM for media campaign and buy

- A. McGee presented to the board the outcome of RFP process for the Commuter Connect media campaign and recommendation on selection. The committee of: J. Thomas, L. Kaplan, B. Ehret and A. McGee interviewed the two finalists on May 31st. The two firms were AFFIRM and Trendy Minds. The committee unanimously scored AFFIRM the highest due to their transit and rideshare program experience and presentation.
- *L. Sanders moved to accept Resolution #2016-06-02 approving the media services contract for AFFIRM as presented, J. McGuinness seconded. The motion was unanimously approved*

Resolution #2016-06-03 – Resolution to authorize staff to negotiate and Board President to execute contract for strategic planning

- P. Roth requested the board approve the review committee recommendation of hiring Cambridge Systematics as consultant, and moving forward with the contract negotiation.
- The review committee consisted of L. Kaplan, A. Gremling, C. Starnes, A. McGee and P. Roth.
- *M. Richards moved to accept Resolution #2016-06-03 approving the Strategic Planning services contract for Cambridge Systematics as presented, L. Hesson seconded. The motion was unanimously approved*

Resolution #2016-06-04 – Resolution to approve contract extension with Baker, Donelson, Caldwell & Berkowitz, PC, for federal legislative services

- L. Kaplan presented to the board that the resolution is a continuation of the CIRTA contract with Jan Powell, CIRTA's representative at the federal level in Washington DC. This is a joint agreement with Hamilton County, the City of Noblesville and CIRTA. This contract provides for CIRTA to pay \$500 per month for her services.
- *L. Sanders moved to accept Resolution #2016-06-04 as presented, seconded by T. Haak. The motion was unanimously approved.*

Follow up from Transit Plan Message Training from last board meeting – L. Kaplan

- L. Kaplan presented the Central Indiana Transit Plan booklets to the board, and also collected orders for delivery of extras to the board members.
- L. Kaplan went over the most frequently asked questions with the board and guests concerning transit, such as:
 - Q. Why is everything about the Red Line? A. The Marion County Transit Plan is about much more than the Red Line – it provides for 70% more service, great frequency, longer hours and service 7 days per week. The Red Line is just one piece of a much greater system.
 - Q. Why aren't we connecting the Eastside to the Westside? A. The next line after the Red Line is the Blue Line, which travels east-west across Washington Street.
 - Q. Transit doesn't successfully pay for its self? A. Public infrastructure is *always* publicly supported

Staff/Contractor Reports
Legislative Reports

- Matt Impink reported that the Indy Chamber is working on a Vote Yes Campaign, in partnership with MIBOR, but it's still in the planning stages.
- Also reported progress being made with forming the Transit Drives Indy grassroots coalition with 15 organizations signed on.
- C. Cargile reported on the opening of the new Julia Carson Transit Center and that it went well, but is still being finished up.

Executive Director – L. Kaplan

- L. Kaplan reported that Washington Township in Hamilton County voted this morning to put the resolution on the ballot in November
- Clay Township in Hamilton County will be voting tonight at 6pm whether to put transit on its ballot
- The Township Trustees have requested assistance from Indy Connect for are planning an open house planned for this coming Thursday evening for its residents to ask questions about transit.

- Johnson County had a meeting with trustees, but aren't ready at this time to try to get the referendum on the ballot.

Assistant Director – Commuter Connect – A. McGee

- A. McGee reported on the use of Uber or Lyft for our emergency ride home benefit
 - He reached out to Uber and Lyft, but hasn't heard a response from Uber.
 - A. McGee's recommendation is to not use either at this point based on responses received from other ride-share programs across the nation.
 - Main problem is liability insurance and driver background checks.
 - Drivers are independent contractors.
 - Price and availability uncertainty.
 - User Experience - Commuter won't receive service outside of certain areas.
- A. McGee also reported that we are back to using one vendor for our vanpool program since Enterprise acquired vRide. However, operation of each entity will remain separate until we are informed otherwise.

Mobility Manager Report - P. Roth

- P. Roth reported that the North and South Plainfield Connectors both have an express run which departs from Capitol & Ohio St. Due to the building of the new Julia Carson Transit Center, the stop will be changed to the bus shelter in front of the city-county building, across the street from the new transit center. The shelter is owned by Indianapolis DPW and they have agreed to continue to maintain it for our use.

Adjournment

At 10:27 a.m., there was a Motion to Adjourn that was passed by consent.

Board Secretary

August 23, 2016

Date