

**Notice of Public Meeting**

Emergency Board Meeting held virtually via zoom and on Facebook Live on Thursday November 19. 2020

**AGENDA**

 **Board Members Present CIRTA Staff Present**

Christine Altman Linda Sanders Jennifer Gebhard

Jerry Bridges Cam Starnes Molly Oliver

Andy Cook Robbie Waggoneer DeAndre Rhodes

Bill Ehret Dan Woo Desiree Sanks

Greg Henneke John Seber

Larry Hesson Sarah Troutman

Andrew Klineman

Marta Moody

Mark Richards

The meeting was called to order by B. Ehret at 1:03 PM with a quorum.

1. Introductions/attendees

B. Ehret explained that this meeting is taking place in consideration to the MPO’S regular schedule board meetings.

*Board noticed the Resolutions were not attached.*

J. Seber stated that the Resolutions are available, however with this meeting taking place via Zoom the Resolutions will be sent out at a later date.

*B. Ehret asked if the Resolutions were written in the correct wording?*

J. Seber stated that for a while now there has been discussions between MPO, IndyGo and CIRTA regarding who will eventually be administrative of funds for the 5307 for the surrounding four counties that are involved. He stated he was not able to give any cost until there is board approval to move forward. Seber says that the difference between CIRTA and IndyGo is that CIRTA has a lower base cost structure that is a little lower than IndyGo. J.Seber stated that being out in the counties he has received positive feedback and with the options to pick and choose how we support them there is also positive feedback.

*B.Ehret states that prior to this plan being released there has been two calls between IndyGo staff (Ryan, Inez). There has been little feedback from the communities. Ehret says that the CIRTA areas has been very much in support of the plan that is being presented.*

M. Moody asked which level of plan that each community would want. Moody says that it will be good for J. Seber and the CIRTA staff to administer the funds.

*G. Henneke asked if it is a competition with IndyGo.*

J.Seber stated that he does not see it as a competition between the two.

*G.Henneke asked if the 5307 allocation is for the different communities that are in the urban area, but not for Marion county or are those funds used for Commuter Connect?*

J. Seber responded that the funding has changed over the last couple years. There are some grouping that was done with CMAQ funds that trickle down if there were 5311 in the past that will now be taken over by 5307 in 2022. He is working now with the contracts for Commuter Connect and CIRTA will be applying directly for 5307 funds and branching out further. He stated he has spoken with the FTA about our future growth. If all goes well CIRTA will double in size by 2022.

*G.Henneke asked if the 5307 has been coming to the communities and being administered by INDOT. INDOT is now saying that they will not administer funds anymore and the MPO needs to determine the method of which they are administered. G. Henneke also asked where and how these funds are being used currently?*

Seber states that there is part of the funds being used now, but there are several ways to use the funds, for transportation, operating expenses, and for services. INDOT wants 5307 to be handled by MPO and then beyond. There will probably be a split letter that the Governor would need to sign off on. For IndyGo’s portion and what CIRTA would get, would be divided between the counties per their portion.

*G.Henneke asked “if the reason for changing from 5311 to 5307 is that because the urban areas of the MPO has grown and rural areas getting smaller and 5311 is getting smaller and the 5307 is growing”.*

J.Seber says that doing a study about 3 years ago it was shown that it would be more applicable to 5307. Still some discussion with two counties with 80/20 where 5311 will still apply. Looks like everything will be under 5307. There is new formula, however the new tables have not been put out yet. As far as the calculations and dollar amounts.

*B. Ehret intervened and said this topic has been on the table for a couple of years now and there are only two entities that can receive 5307 funds and that is CIRTA and IndyGo. With the region and representation being throughout several county areas it just makes sense that CIRTA would play a role in the 5307 funds administration.*

G.Henneke asked “IndyGo proposal is $100,000 per year, do they have all there addons as well or are all these addons for the RFP audit and things. Is that buried in the $100,000? Or is it separate like CIRTA’S?

*B.Ehret asked if he could commit and J.Seber follow up. Seber went on to say in the last meeting Ryan (IndyGo) shared that there was just the $100,000 just for the administrative. That is why he feels that CIRTA’S offer is unique with the cost savings. Everyone will know what the cost will be based off selections they make.*

A.Cook states that INDOT has instructed the MPO to choose. Has the MPO seen the proposal yet?

*J.Seber says “No” that is why this discussion needs to take place today. So that there can be board approval. There has been discussion, however no dollars were able to be given without board approval. If this is approved it will be sent right over today, so that it can be reviewed.*

A.Cook says if this is a final offer by CIRTA the competition is not with the MPO. Cook says that he would feel better if the MPO could weigh in on the proposal. With them being the one making the decision. Cook asked” do we have the proposal?”

*J.Seber says that it is not present at the time. It was sent out earlier in the week. But there is a price breakdown for the base admin. With four items that CIRTA can assist with at with a percent contract value or a minimum flat fee which ever is higher to be fair. It will help the counties with preparing a RFP, to pull NTD reporting, triannual reviews audit.*

B.Ehret says that there is no time set. B.Ehret and J.Seber went out and spoke with stakeholder to offer support and came up with a very short timeline to start the process in 2021.

*A.Cook says that with INDOT getting out the business and trusting the MPO to make this decision that he would feel more comfortable if the MPO staff was more aware prior to a commitment on CIRTA’S of exactly where everyone is.*

J.Seber says that he has spoken with the MPO and they are waiting for the cost. However, this could not take place without approval. That is why this is being presented so that they will have a week or so before it is presented to their board on the 2nd.

*B.Ehret states that this was the motivation behind an emergency meeting so that they can have our offer before their December 2nd decision.*

A.Klineman asks if this can be described to him.” If this is going to be a new admin service that CIRTA provides, as existing accounting, legal, audit. He says that this feels like a new service and that he is unsure how it would be staffed. Do we have the expertise to handle the changes?

*J.Seber says “yes and that CIRTA already does a portion of these things for the agency. Just another step. He would like to have a Grants Writer on board. To assist with RFP development.*

B.Ehret stated these are functions that CIRTA already provides. They are not additional work items.

*G.Henneke asked “Is the MPO awarding this on a annul basis? Does anyone know?”*

J.Seber says that is a good question. No one has asked is it was going to be on a annul basis and then reviewed from there. Seber says that he thinks that everyone was just trying to understand and how can we do this moving forward. He will reach out and ask if this will be annual or not.

*G.Henneke asks if IndyGo and CIRTA are the 2 entities that are allowed to deal with FTA dollars?*

B.Ehret says yes CIRTA has been through the triannual reviews.

*G.Henneke asks how much is being used right now?*

.Seber says really close to 3 million and moving forward it would more than likely increase by 1 million a year plus the allocation for the counties.

*G.Henneke asked: So CIRTA gets regular grants of 3 million a year?*

J.Seber says that there are grants that can be applied for a number of years and used accordingly.

*G.Henneke says last year’s 5307 was administered by INDOT pot for CIRTA including Marion county and asked what the dollar amount was?*

J.Seber says about 15 million.

G.Henneke asked how much would IndyGo get?

*J.Seber says that it is all formula based on population etc. Probably about 11 thousand.*

B.Ehret asked if we have the support from the region to be that person to administer the funds?

*J.Bridges says that the 5311 are a rural part of funds from FTA. That is run by INDOT. The 5307 go directly to providers. Where there are areas that are not receiving urban funding, but rural.*

**L. Hesson motioned to approve with J. Bridges seconded. A. Cook opposed**

1. New Business:
	1. Resolution #2020-11-19-01- Resolution to approve CIRTA’s plan for administration of 5307 funds.
	2. Resolution #2020-11-19-02 - Resolution to Approve CIRTA’s safety plan.

**L, Sanders made a motion to approve with L. Hesson seconded. All in favor**

Adjourned at 1:37PM

The Next Regularly Scheduled Meeting:

**December 8th, 2020**

**TBD**

Guests are reminded that the CIRTA Board meets in public, but it is not a public hearing. Questions or comments from the public can be submitted in writing to info@cirta.us. Questions or comments may be made at meetings upon recognition by the Chair. Please reserve comments for the appropriate time.

In the event of inclement weather, CIRTA meetings follow the determination of the Indianapolis Public School Corporation. If IPS is cancelled, the meeting is postponed to a new date. If IPS is delayed, the meeting occurs at its originally scheduled time.

Agenda is subject to change without notice prior to the meeting.

Questions regarding this agenda may be directed to Jennifer Gebhard: 317-327-7433 – jgebhard@cirta.us