

**Notice of Public Meeting**

Central Indiana Regional Transportation Authority (CIRTA) Board

February 23, 2022

CIRTA Meeting Room

320 N. Meridian St

Suite 920

Indianapolis, Indiana 46204

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| **Board Members Present:**  Greg Henneke Ann Sheidler  Andrew Klineman Bill Ehret  Robert Waggoner Ron Deer  Jerry Bridges Mark Richards  Marta Moody Cam Starnes  Christine Altman Larry Hesson | **Board Members Not Present**  Don Adams  Andy Cook  Nathan Messer | **CIRTA Staff Members Present**  John Seber  Jennifer Gebhard  Mohammed Khan  Molly Oliver  Sarah Troutman  Shelly King  Amanda Hart |

Board meeting was called to order at 9:02 am by B. Ehret.

**Introductions**

B. Ehret had J. Gebhard verify attendance to insure there was a quorum.

B. Ehret announced M. Richards will be retiring from the board. M. Richards is looking forward to spending more time with his family.

B. Ehret thanked all for being flexible with the meeting date as the it was supposed to be held on February 8, 2022. B. Ehret introduced the newly appointed board member A. Sheidler from Hancock County.

J. Seber said that the appointment was made since D. Woo retired as of last board meeting. A. Sheidler introduced herself. She is a Purdue graduate with a degree in civil engineering. Mostly works on grant applications now and is happy to be on the board.

J. Seber also introduced the new Outreach Coordinator A. Hart. A. Hart gave a brief overview of her background and is very excited to join the team. J. Gebhard spoke about going to college with A. Hart and how they stayed in touch through social media. Feels she will be an outstanding member of CIRTA with her background. The whole team is excited to have her.

**Consent Agenda Items:**

***Resolution: 2022-02-23-01 – Adoption of consent agenda***

A. Klineman made a motion to approve this resolution. J. Bridges seconded. No oppositions, the motion is carried.

**New Business**

***Resolution #2022-2-23-02 – Resolution to approve payment to Altman, Poindexter, &Wyatt invoice.***

J. Bridges made a motion to approve this resolution. G. Henneke seconded. No oppositions, C. Altman abstains, the motion is carried.

C. Altman questioned if the invoice was on the AP voucher.

B. Ehret replied it was not.

J. Gebhard spoke and said that the claim was on the AP. But should not be on the AP and was done in error by the finance team.

B. Ehret asked for direction, A. Klineman replied to pull the vouchers out of the consent agenda and then go back to them.

B. Ehret then asked A. Poindexter to confirm that was acceptable.

A. Poindexter replied that you can do one of two things, record C. Altman as abstaining or remove AP from the consent agenda.

C. Altman then also replied she has one other question about the voucher besides the abstaining.

A. Poindexter said you can ask the whoever made the motion and the second to withdraw the motion and just do a do over.

C. Altman believes that a claim voucher does not belong in a consent agenda. This is her personal belief that they should be separate. C. Altman considers the consent agenda as minutes and those types of things, but it is up to the board. Voting on resolution to approve is very confusing how the agenda is set up.

B. Ehret went back to A. Cook and J. Bridges to withdraw their motions which is done. Board went back to the consent agenda without the payment to Altman, Poindexter & Wyatt invoice.

C. Altman then asked why is Kroger, Gardis, Regis, LLC included on the voucher? They are attorneys at law, and she would like to know why they are being paid $10,000 dollars. Wanted to know if she had missed a meeting where a separate legal counsel was retained.

B. Ehret replied she did not miss a meeting,

A. Klineman said that he believes the AP vouchers should be pulled out of the consent agenda and then have a separate conversation about the vouchers later.

B. Ehret asked if that would work for everyone.

J. Gebhard stated for clarification that AP vouchers have always been included in the consent agenda. Believes that the finance team usually leaves the Altman, Poindexter & Wyatt off the voucher and they did not this time which is leading to the confusion.

A. Klineman believes that the consent agenda works until someone has a question and then then the item should be pulled out until the discussion can be had.

B. Ehret proposed that the consent agenda be voted on without the AP vouchers.

A. Klineman made a motion to approve this resolution. J. Bridges seconded. AP vouchers pulled out.

B. Ehret wanted to just go ahead and discuss it now before moving on. Pulled out AP vouchers that have certain items on that are being questioned. Is there a question on the Altman, Poindexter & Wyatt invoice?

C. Altman said she already stated her question.

B. Ehret stated that he would address the Kroger, Gardis & Regis $10,000 invoice now instead of waiting. There was something to do with strategic planning/review of a statue in Indiana regulation/code planning. It was an effort to understand CIRTA’s position as the last couple of years there have been some challenges to CIRTA’s standing and position. So, the board went out to get Kroger’ Gardis & Regis to review the statue and to strengthen organization. The product took a long time to get.

C. Altman feels as if she was not included in decision, or the board was not involved. Would also like to know how this was approved without board consent and paid for. She also asked if federal funds could be used to pay for bill.

M. Moody stated in the past we got proposals and selected vendors that way.

J. Bridges said that if the bill is under a certain dollar amount it does not need solicitation. If it is not for a lobbying it could be covered by federal funds.

C. Altman replied there is no way $10,000 can be justified for 4 pages of work.

J. Seber replied the money was paid for by a grant and that the need meets the threshold of $25,000 or less.

C. Altman replied that she has concerns over the process.

A. Klineman moved to approve AP voucher with removal of Kroger, Gardis & Regis voucher.

J. Bridges made a motion to approve this resolution. R. Waggoner seconded. C. Altman abstained; the motion is carried.

B. Ehret let the board know M. Richards is leaving the board. B. Ehret thanked M. Richards for his service to the board.

***Resolution #2022-2-23-03*** *– Resolution to confirm the 2022 Election of Officers.*

*Vice President nomination – Jerry Bridges*

G. Henneke made a motion to approve. L. Hesson seconded. The motion is carried.

*Secretary nomination – Greg Henneke*

J. Bridges made a motion to approve. G. Henneke seconded. The motion is carried.

***Resolution #2022-2-23-04*** *– After CIRTA reviewed the proposals received for said RFP we would like to award this contract to Hirons. Where is CIRTA is requesting board approval to enter contract for said services.*

J. Seber said this Resolution to enter in contract for RFP #2022-01-05-01 CIRTA request for proposals for marketing & public relations services to allow CIRTA to enter a 1-year contract with a 3-one year term option, doing this contract in one-year terms allow the rate to be locked in which will be better in the long run.

G. Henneke made a motion to approve. L. Hesson seconded. The motion is carried.

***Resolution #2022-2-23-05-*** *Resolution to change banking and bill.com authorized board member changes per board officer elections.*

J. Seber spoke about the change to banking. This will allow J. Seber and the accounting team to go into the bank and change approval for the new officers to be able to go into the accounting team site Bill.com. to view and pay vouchers.

M. Richards made a motion to approve. L. Hesson seconded. The motion is carried.

***Resolution #2022-2-23-06*** *Resolution to approve establishing the first CIRTA/Commuter Connect Park and Ride with Meijer.*

J. Seber spoke of how J. Gebhard spoke with Meijer in Anderson about setting up an official park and ride. Legal team has looked over the agreement. There will be no cost, legal ramifications for CIRTA. J. Seber and J. Gebhard are beginning to work with other counties that do not have bus systems currently to set up more Park @ Rides. This is a great steppingstone for getting this project off the ground. Hopes to see 4 or 5 more set up.

J. Bridges spoke about this and said this has been part of a long-range planning process and gave thanks to J. Gebhard and J. Seber for getting this completed. Michigan is a good model for CIRTA to duplicate. Hopes that we can expand to other Meijer’s locations.

A, Poindexter stated this was not the Meijer traditional version of the plan.

C. Altman asked if there was liability coverage for this type of facility.

J. Seber responded that there is he was not sure, but he thought that there was some second insured like the insurance we have with the shuttles. He also stated that the insurance requirement has been taken out of the contract.

R. Deer said this is not the first time that Meijer has allowed for park and rides and that they have been a good corporation to work with in the past.

R. Waggoner made a motion to approve. L. Hesson seconded. The motion is carried.

CIRTA Updates

**Executive Update**

J. Seber is currently working with IndyGo the annual split letter. They have had to move meetings twice and are pushing to have it completed by the end of March or early April. They are still on track event though there have been conflicts of time. They are working with a couple of individual companies in warehouse districts. Working with Geodis for their own shuttle service in the Plainfield area. Would run services for them. Had a company in Noblesville would like to do the same thing that Geodis wants. This will be a smaller workforce connector.

Waiting for Hancock County to decide on their 5-year strategic plan. Working on trying to schedule to meet with them. As you know there is already partial funding for the program just waiting on the county to roll it out. This service will connect to the purple line. Will be about an hour round trip.

Has a meeting with the mayor of Carmel, Jim Brainard to see what programs can be worked out. Meeting with the town manager of Brownsburg. Could potentially have 3 to 4 workforce connectors. Working on doing an assessment for Greenwood.

L. Hesson wanted to know if the county did not give 20% would they be excluded from the study.

J. Seber replied no because it could be a town that contributes.

**Legislative Update**

R. Cockrum stated that yesterday the house committee deadline. This meant that all set bills had to be sent over that day or the would be dead. Many are dropping off, which happens around this time a year as tension between the house and senate just start killing each other’s bills. Tomorrow at 1:30 is the senate deadline. The good thing is its conference season so all that are dead now could come back for next season. R. Cockrum has someone in each committee. There was a discussion about Plainfield as a place to do the referendum being part of the transit footprint. The supporter Jay Thompson did not have the political pull this session and was also a little bit concerned about having a vehicle that someone could latch onto with anti-IndyG0 stuff.

There was a bill that was put forward that is no dead. Not sure if there was a horrible train accident, there was a bill a railway study but was amended to exclude Marion County. Had dinner with the head of the transportation committee last night and said he was going to kill the IndyGo bill for this year just like he did last year. Electric vehicles have a lot of motion around that.

Heard there was going to be an amendment to the ways and means about to prohibit express routes in Irvington on the purple line and West Washington on the blue line. The West Washington Street request is surprising as that is the route going to the airport.

**Commuter Connect Update**

J. Gebhard said that the vanpool program continues to grow to pre-pandemic numbers. Since the last board meeting the program has 4 new vans. 2 going from IMMI in Westfield coming from Kokomo and 2 going from Indianapolis to Greencastle. There are continued conversations with other companies with interest in the vanpool program. She appreciates all the hard work from M. Oliver on her work to promote vanpools. Enterprise has informed J. Gebhard that our program is the fastest growing program that they have since the pandemic has hit.

L. Hesson asked about a commuter van he used to see parked at Walmart in Plainfield but does not see it anymore, J, Gebhard replied we do not have any vanpools in Plainfield at this moment and the one he used to see was an older vanpool not in operation any longer.

L. Hesson asked if our financial involvement able to manage the growth of these new vans.

J. Gebhard replies that the financial involvement is a $50 subsidy per seat up to $550 a month for 15 passenger vans. Then there is a cost per person depending on the mileage so then an employer can help offset that, so an employee does not have to pay anything. All the monies that are paid are paid through the CMAQ grant.

J. Seber also replied and said that this have been budgeted even more than what we are spending now. The grant is funded through 2025. J. Seber has been working on the 2026 grant.

J. Gebhard also spoke about being able to go to Amazon on Perry Rd. and which is a major employer in the region. Which is very exciting, M. Oliver is in touch with GXO in Lebanon. This is very good because for a while we have not been able to go into places because of the pandemic. Employers are becoming more active when it comes to physically being in the buildings.

J. Gebhard discussed other events such as the mayor’s bike ride in January and the winters farmer’s market. J. Gebhard mentioned Commuter Connect registered 205 new commuters since the last board meeting. In January we have 976 new users to the Commuter Connect website. J. Gebhard also is excited that our social media following is continuing to grow every month. In January the CIRTA Facebook page had 35 new followers on our LinkedIn site in January. She is also very appreciative to the work that the Outreach group has been doing to promote our programs.

**Mobility Management Update**

M. Kahn said we have seen increased ridership on both shuttles, but especially in Whitestown. Whitestown ridership is up to 500. Plainfield is still going up. Employers are interested in our services and are reaching out to CIRTA. Amazon in Plainfield have already put up a shelter for their employees.

J. Seber said he believes that these services will continue to grow as employers are getting more involved and knowledgeable of our service. Hopefully as more people become employed the services will grow, but it nice to see companies putting up their own shelters which is showing their support to our service.

B. Ehret asked about marketing for the shuttle service. He does love the new colors and logos.

J. Seber spoke about our website, the QR code on the signs and websites to show the schedule. They can get into the gps tracker and see exactly where the buses are in real time and when to expect them. We hand out fliers, have hosted calls, go to community events, held a job hiring event. Just trying to get the word out. In Whitestown in October the newspaper put out an article about our services.

J. Gebhard spoke about how right before the holidays in Marion County, we all split up and went to every staffing agency that we knew of had one of the staff drop of an informational folder for our services. This was done not to just let them know about the connectors but to let them know about all our services.

J. Richards asked about the new businesses being built off Smith Rd. in Plainfield will these new facilities be included by expanding the route?

J. Seber replied that the EID has already included their property and as they are built the will be included in the busses route. Amazon was the latest to be built has already been included in that west route. J. Seber said the same thing is happening in Whitestown. He was talking with N. Messer about how Zionsville owns property around the shuttle route and how to break it out and looks. J Seber believes that the easiest way to handle it is to send an annual MOU and to have their contributions added. As long with getting new legislation to handle the new facilities that are being built up around Plainfield and Whitestown. There are still a lot of details that need worked out.

L. Hesson asked if there was a plan to get all of this into legislation this next year.

J. Seber replied that there have been some initial discussions on getting this topic addressed this coming year. For example, what does it look like and how it should be handled?

**Adjournment**

*Motion to adjourn meeting by L. Hesson and seconded by G. Henneke at 10:28 am. All in attendance agrees.*

The Next Regularly Scheduled Meeting:

**April 12th, 2022**

Grand Park Event Center

1900 Grand Park Blvd.

Westfield, IN. 46074