Central Indiana Regional Transportation Authority (CIRTA)

April 16, 2024, 9:00am

IndyGo East Campus

9503 E. 33rd Street

Indianapolis, IN 46235

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| **Board Members Present:** | **Board Members Not Present** | **CIRTA Staff Present** |
| Linda Sanders  | Jerry Bridges (v) | Destiny Wells | Jennifer Gebhard |
| Larry Hesson | Cam Starnes (v) | Don Adams | Amanda Meyer  |
| Greg HennekeRon Deer | Ann Sheidler | Christine Altman | Sarah TroutmanSebastian Caicedo |
| Andrew Klineman |  |  | David Brantez |
| Robert WaggonerKyleen Swackhamer |  |  | Ana Tovar |
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The board meeting was called to order at 9:03 am by J. Bridges.

J. Gebhard took roll call and ensured a quorum was present.

Kyleen Swackhamer introduced herself to the board.

**Resolution #2024-04-16-01– Adoption of Consent Agenda**

*L. Sanders made a motion to accept the consent agenda items. R. Waggoner seconded. Roll call was taken.*

*Larry Hesson-yea*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman-yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Linda Sanders-yea*

*Cam Starnes-yea*

*No opposition, the motion was carried.*

**Resolution #2024-04-16-02 – Resolution to Approve CIRTA Office Lease Agreement**

* Recommendation to stay at current address: 320 N. Meridian Street, Suite 920, Indianapolis, IN 46204
* 2-year lease
* $711 increase per year.

*L. Sanders made a motion to approve resolution to approve CIRTA office lease agreement, G. Henneke seconded. Roll call was taken.*

*Larry Hesson-yea*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman-yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Linda Sanders-yea*

*Cam Starnes-yea*

*No opposition, the motion was carried.*

**Resolution #2024-04-16-03 – Resolution to Approve Financial Services Contract**

* Recommend CSW
* 2-year contract
* $7000 year

*A. Klineman made a motion to approve resolution to approve financial services contract, R. Deer seconded. Roll call was taken.*

*Larry Hesson-yea*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman-yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Linda Sanders-yea*

*Cam Starnes-yea*

*No opposition, the motion was carried.*

**Resolution #2024-04-16-04 – Resolution to Appoint Voting Members to Indianapolis MPO Transportation Technical and Policy Committees**

* Updating to remove David Krieg and adding Amanda Meyer

*A. Klineman made a motion to appoint voting members to Indianapolis MPO transportation technical and policy committees, R. Waggoner seconded. Roll call was taken.*

*Larry Hesson-yea*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman-yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Linda Sanders-yea*

*Cam Starnes-yea*

*No opposition, the motion was carried.*

**Resolution #2024-04-13-05 – Resolution to Approve American Structurepoint Invoice**

*A. Klineman made a motion to approve American Structurepoint invoice, L. Sanders seconded. Roll call was taken.*

*Larry Hesson-yea*

*Ron Deer- yea*

*Greg Henneke-abstain*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman-yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Linda Sanders-yea*

*Cam Starnes-yea*

*No opposition, the motion was carried.*

**Resolution #2024-04-16-06 – Resolution to Approve Contract for Promoting the Whitestown Connector.**

* Whitestown EID has a $50,000 marketing budget to promote the Whitestown Connector.
* CIRTA will oversee the contract with the PR Firm.

*G. Henneke made a motion to approve the contract for promoting the Whitestown Connector, L. Sanders seconded. Roll call was taken.*

*Larry Hesson- yea*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman-yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Linda Sanders-yea*

*Cam Starnes-yea*

*No opposition, the motion was carried.*

**Resolution #2024-02-13-07 – Resolution to Amend Contract for Public Relations Firm**

* This amendment will allow JTPR to handle the marketing for the Whitestown Connector.
* Whitestown EID will have final approval.

*R. Waggoner made a motion to amend the contract for public relations firm, L. Sanders seconded. Roll call was taken.*

*Larry Hesson-yea*

*Ron Deer- yea*

*Greg Henneke-yea*

*Robert Waggoner-yea*

*Jerry Bridges-yea*

*Andrew Klineman-yea*

*Ann Sheidler-yea*

*Kyleen Swackhamer-yea*

*Linda Sanders-yea*

*Cam Starnes-yea*

*No opposition, the motion was carried.*

**Presentation: Regional Transit Technology Implementation Project**

* **Develop consensus on and implement a demand response platform to support the region’s transportation providers.**
* **Develop regional consensus, evaluate platform alternatives, and deliver a realistic implementation plan.**

Today, TransPro presented a few updates since the last board meeting.

* Regional Framework Overview (draft)
	+ **Phase 1: Align –** Policy & MOU alignment, design cross-county pilot (Hamilton County & Hancock County).
	+ **Phase 2: Coordinate –** Fare, trip planning, & demand response system coordination.
	+ **Phase 3: Integrate –** Fare collection & demand response system integration & joint procurement. Regional vehicle tracking and/or IVR.
	+ **Phase 4: Implement –** regional funding implementation and regional cross-county service delivery. **Not in scope for this study.**
* Regional Framework Timeline – Rough estimates (UPDATED FROM LAST MEETING)
	+ Alignment – 12-18 months
	+ Coordination – 2 years
	+ Integration – 3-4 years
	+ Implementation – 5-7 years
* County Connect Pilot -
	+ The transfer point will be in McCordsville.
	+ CIRTA, Hancock County, and Hamilton County will enter a MOU instead of an interlocal agreement.

There was a discussion regarding pilots with other counties. Hamilton and Hancock counties were chosen because they are adjacent to each other, and they use the same software. After the pilot concludes, the goal is to push out to the entire region.

**Presentation: Partner Contribution Methodology**

P. Roth, B. Smith, and J. Gebhard presented a spreadsheet to show the current Partner Contributions and recommended changes. The spreadsheet below was shared to the Board. While Partner Contributions are just one component of CIRTA’s overall funding, these funds can be used for requited local match for federal funding.

* The current Partner Contribution dollar amounts were created long ago and there is no instruction as to how these dollar amounts are calculated.
* The team worked on this methodology together with the understanding that work is still needed.
* These new numbers are based on population and CIRTA’s immediate needs.
* The first step in this formula was to find the total contribution ask - $321,788. This number was formed after looking at the overall anticipated budget, subtracting revenues from Admin Fees collected, and adding 20% to account for counties who have not historically paid into the Partner Contributions.
* The second step was calculated from the most recent population survey. From that survey, the $321,788 was divided into the 10 counties (see below for exact percentages).



There was a lengthy discussion with the board members.

* CIRTA is asking for Partner Contributions regardless of CIRTA services used in each county, even if the county has its own transportation services. This shows the equities are unfair.
* The Partner Contribution requests will be more or less than previously requested using this methodology. Why would CIRTA want to reduce the amount that a county is giving if another county hasn’t given at all historically? This is a valid point. Because CIRTA was started 20 years ago without a dedicated funding source and there is no historical data on where the original data came from, CIRTA currently has a hard time explaining the current Partner Contribution asks to the region. This gives clear understanding.
* It’s difficult for CIRTA to help solve regional transportation issues with no dedicated funding. Does the Region want to continue to invest? Do we need to go back to the Statehouse to look at other options when it comes to funding?
* Looking at the legislation that authorize CIRTA, one can conclude that it was designed to fail. And if CIRTA did, there would be proof there was no need for mass transit. CIRTA’s survival show there is that need.
* Recommendation that CIRTA goes to the General Assembly to ask for funding, that they might recognize the need for regional mass transit, working with the TAMM Capital team.
* J. Gebhard’s goal is to meet with Board Members and Stakeholders this year to show the value of CIRTA to each county and the region.
* The message for the Partner Contribution is the value proposition to the community and why CIRTA needs it.
* This Partner Contribution discussion is just getting started. There will be more talks with the Executive Committee, and it will be brought back to the Board at a later date.
* It is CIRTA’s plan to send Partner Contribution ask letters for 2025 by July 2024.
* County and City budgets are being built now and letters need to go out as soon as possible.

It is the Board’s recommendation to send out the Partner Contribution Letters as soon as possible using the current ask amounts and starting in fall of 2024 using the new figures for the 2026 Partner Contribution Letters.

**Presentation: CIRTA Program Refresher**

CIRTA Assistant Director, Amanda Meyer, presented on the CIRTA programs. This included our Carpool, Vanpool, School Pool, and Bike Buddy programs as well as the County Connect program and CIRTA’s Workforce Connectors and they bring value to the region. This presentation can be found on the CIRTA/Commuter Connect YouTube channel under the CIRTA April 16, 2024, Board Meeting recording.

Upcoming Events:

* May 17, 2024 – Bike to Work Day with Bike Indianapolis at Lugar Plaza downtown.
* September 19, 2024 – Car Free Day at Monument Circle.

**Legislative Update**

* The short session is over.
* 745 Bills filed. 175 became Law.
* Highway Study was extended for one year.
* The Bill banning free rides on election day did not pass.
* The dedicated lane issue has been resolved for good.
* Senator Buchanan helped add an amendment that allows local units to grow an EID if it is requested by the business and the members of the EID are supportive. A future buyer of the property can opt out.

**Executive Update**

* Thank you to IndyGo for hosting.
* Introduced Sebastian as the New Program Manager for CIRTA.
* Early planning for summer has us scheduled at 20+ events already.
* CIRTA added 304 new commuters since the last Board Meeting.
* CIRTA has 3 Irvington Schools going live today for School Pool.
* Our team has added several new employers including 5 Below, DHL, Soli Organic, and Kroger Cold Storge.
* CIRTA filled the recently vacated Mobility Manager position with Amanda Meyer and is working on getting her up to speed.
* CIRTA encourages employers to offer Commuter Benefits and has two employers providing carpool/vanpool signs.
* CIRTA is meeting with both EID Boards within the next month.
* CIRTA completed and passed the Drug and Alcohol Audit with the Workforce Connectors provider Royal Transportation.
* There has been 102 applications for the My Freedom Program. There were 56 trips in March bringing the total number of trips to 113. This is the first time, since the program relaunch, a senior over 60 can have transportation for any reason 24/7.
* State Board of Accounts Audit continuing. Should be wrapped by the end of May 2024.

There was a question regarding IPS transportation and the School Pool Program and if they are using the program. We have reached out to IPS, but they are not currently in the program.

**Adjournment**

*The motion was made to adjourn the meeting by L. Sanders and seconded by L. Hesson at 10:59 am.*

*All in attendance agreed.*