

PLAINFIELD EID CORP Board Meeting  
Aug. 7, 2024, 11:30 AM  
Pace Air Freight, 3353 Main Street, Plainfield

## CONSENT AGENDA

Welcoming / Quorum	
Consent Agenda Approval	Jon Epse
Financial Committee Review	Cindy Abner Kate LeGrand
Business	Jon Epse / Cinda Kelley
2025 Planning	
2024 Plan	
Review Goals and Recommendations	
2024 Budget	
Review and Recommendations	
Reports/Updates	Jon Epse
CIRTA	Jennifer Gebhard/Amanda Meyer
Marketing	Jaime Johnson
Town	Andrew Klinger
Other	
Public	Jon Epse
Next Meeting	In-person Budget Approval
Adjourn	

## PLAINFIELD ECONOMIC IMPROVEMENT DISTRICT BOARD OF DIRECTORS MEETING April 17, 2024

The Board of Directors for the Plainfield Economic Improvement District (EID) Corporation held a public board meeting at 11:30AM on April 17, 2024 at Pace Air Freight Inc., 3345 E Main St. in Plainfield. In addition, members and community partners were invited to participate via a Zoom teleconference if they were unable to attend in person.

### Board and Officers Attending (in person)

Treasurer Cindy Abner, Pace Air Freight  
Secretary Jessica Saylor, Cushman & Wakefield / Clarion

### Board and Officers Attending (online):

President Jon Epse, Biynah Industrial Partners  
Director Bill Kirchoff, Town of Plainfield  
Stephen Lindley, Ambrose

### Others attending (virtually and in person):

Jen Gebhard, CIRT  
Amanda Meyer, CIRT  
Philip Roth, American Structurepoint

### Vendors (in person):

Cinda Kelley, Kelley & Associates  
Jaime Johnson, Kelley & Associates  
Kate LeGrand, Alliance ProAdvisors

A quorum was established by Cinda Kelley.

Cindy motions to approve Consent Agenda, Jessica seconds, all approve.

### **Financial Committee:**

Financial Statements: Kate LeGrand presents the financial statements. Board has no questions. Jon motions to accept the financials, Jessica seconds, all approve.

Investments: Cindy gave committee an update regarding our investment account. As of the meeting, waiting on the bank to approve connecting the Charles Schwab investment account and the checking/savings accounts. Will plan to have 6 months'-worth of expenses in checking and will transfer remainder into the investment account.

### **Business:**

Cinda reported to the committee that the NP 990 Tax Return was submitted 03.08.24. Additionally, the Indiana Business Entity Report was also submitted as of 03.08.24.

Stephen Lindley reported that the service agreements for Kate and Kelley & Associates were retroactively updated to reflect the monthly rates as opposed to hourly rates as listed in the original contracts.

Jon motions to approve the update to Kate's contract (\$1k/month). Cindy seconds, all approve.

Jon motions to approve Kelley & Associates contract at \$4k/month for Cinda and up to \$5k/month for Jaime. Cindy seconds, all approve.

### **Reports & Updates:**

Marketing: Jaime provides Marketing update. As well as Lyft update. Jaime would like to speak with staffing agencies to attempt to integrate the Lyft program within their current programming – board agrees, no motion needed. Discussion in regards to possible geo-fence to limit distance from EID that a potential customer can live and still participate in the Lyft program. Jaime is going to look into a geo-fence as well as reach out to staffing agencies to gauge interest.

Town: No updates.

CIRTA: Amanda Meyer provides some testimonials from a bus driver and riders sharing the positive impact of the shuttle. Amanda brought up an issue in regards to the bike rack on the shuttle. On occasion, the shuttle wasn't able to accommodate a rider with a bike because the bike rack was full. Royal Transportation has provided quotes to either install a 2-bike rack or a 3-bike rack. Cinda brings to the board's attention that we will need to determine where the money is to be pulled from and Cinda will then bring the reallocation request to the ToP Board for approval. Stephen motions to install a 3-bike rack. Jon seconds, all agree.

Philip Roth, with American Structurepoint, as a consultant for CIRTA provided a synopsis of the establishment of the Plainfield EID, the current service provided, and the study provided by TransPro. Philip proposes to issue RFPs in August 2024 based on the information provided that given the loss of federal funding, and therefore the need to follow federal regulations, the board has more flexibility during the RFP process. There was a second recommendation to try a pilot project for on-demand service (2 vehicles during peak hours) to run along with the connector program. The total cost for a 4-month pilot period would be \$220k. CIRTA could request federal funding which could cover up to 50% of total cost. Board agrees that we should proceed with the RFP recommendation and continue with the Lyft service and consider the pilot project at a later date.

**Other Business:** None.

**Public Comments:** The meeting was opened for public comment. No public comment was offered and closed.

**Next Meeting:** The next meeting will be held on August 07, 2024 at 11:30 at Pace Air Freight.

**Adjourn:** Jon adjourns meeting.