

**Indianapolis Metropolitan Planning Organization
Executive Committee Meeting Minutes
November 18, 2022
9:45 a.m.
IndyGo Board Room
1501 W. Washington St. Indianapolis, Indiana 46222**

Committee Members Present

| | |
|-------------------------------------|--------------------------------------|
| Andrew Cook – City of Westfield | Ryan Cannon – Town of Avon |
| David Borden – City of Indianapolis | Dennis Buckley – City of Beech Grove |
| Jason Taylor – City of Fishers | Ryan Wilhite* - IndyGo |
| Andrew Klinger – Town of Plainfield | Mark Heirbrandt – Hamilton County |
| Eric Wathen – Hendricks County | |

* = *Proxy*

Others Present

| | |
|----------------------------------|---------------------------------|
| Anna Gremling – Indianapolis MPO | Cole Jackson – Indianapolis MPO |
| Rose Scovel – Indianapolis MPO | |

1. WELCOME

Andrew Cook called the meeting to order at 9:48 a.m.

ITEMS FOR APPROVAL

2. MINUTES FOR SEPTEMBER 23, 2022 EXECUTIVE COMMITTEE MEETING

Anna Gremling asked if there were any changes to the proposed minutes and heard none.

| Member | Result | Member | Result |
|-------------|---------|--------------|---------|
| Avon | Approve | Indianapolis | Approve |
| Beech Grove | Approve | IndyGo | Approve |
| Fishers | Approve | Plainfield | Approve |
| Hamilton | Approve | Westfield | Approve |
| Hendricks | Approve | | |

Dennis Buckley moved to approve the September 23, 2022 Executive Committee minutes
Jason Taylor seconded the motion. A voice vote was conducted.
The September 23, 2022 Executive Committee minutes were approved
MOTION PASSES.

3. ACCEPTANCE OF FINANCIAL REPORTS

Anna Gremling stated the IMPO submitted its reimbursement to INDOT. **Gremling** stated the IMPO will have spent down 2021 PL funds by the end of the year and the IMPO continues to monitor READI expenses. **Ryan Wilhite** asked about READI reimbursements and **Scovel** stated ½ percent of the total grant award could be distributed in advance and everything else could be on a reimbursement basis.

| Member | Result | Member | Result |
|--------|--------|--------|--------|
|--------|--------|--------|--------|

| | | | |
|-------------|---------|--------------|---------|
| Avon | Approve | Indianapolis | Approve |
| Beech Grove | Approve | IndyGo | Approve |
| Fishers | Approve | Plainfield | Approve |
| Hamilton | Approve | Westfield | Approve |
| Hendricks | Approve | | |

Ryan Wilhite moved to accept the financial reports
Mark Heirbrandt seconded the motion. A voice vote was conducted.
The financial reports were accepted.
MOTION PASSES.

4. EXECUTIVE DIRECTORS COMPENSATION

Anna Gremling gave an overview of the director's salary history from a base salary in 2018 to a raise in 2019 to adjustments in 2020 after separation from the City and after a salary study. **Gremling** stated the IMPO has participated in HR salary and benefits surveys in the past. **Gremling** stated the latest survey was with Purple Inc. and **Gremling** provided the committee with a compensation and benefits sheet for all IMPO staff.

Andrew Cook moved to provide the IMPO Director with a salary of \$150,000 starting in January 2023 and included that this figure would not receive a 5% cost-of-living adjustment but would receive a one-time 3% adjustment check. **Mark Heirbrandt** seconded the motion. The Committee discussed comparisons to peer positions, time served in the role, and the overall MPO budget. **Dennis Buckley** stated the salary should be higher. **Andrew Cook** withdrew his motions.

Dennis Buckley made a motion to provide the IMPO Director with a salary of \$165,000. **Jason Taylor** expressed disagreement stating the salary amounts proposed were too high compared to other positions within the public sector. The motion by **Dennis Buckley** failed to receive a second.

Andrew Cook moved to provide the IMPO Director with a salary of \$150,000 with a one-time cost of living adjustment check of \$3,804 and no other cost of living adjustment. **Mark Heirbrandt** seconded the motion. The Committee began discussion concerning peer positions, the value of existing IMPO director relationships, and risks associated with hiring if the IMPO director were to leave. **Jason Taylor** expressed opposition to the motion. **Ryan Wilhite** moved to amend the motion to provide the IMPO Director with a salary of \$150,000 with a one-time cost of living adjustment check of \$3,804 and no other cost of living adjustment. **Andrew Cook** accepted the amendment to the motion.

| Member | Result | Member | Result |
|-------------|---------|--------------|---------|
| Avon | Approve | Indianapolis | Approve |
| Beech Grove | Approve | IndyGo | Approve |
| Fishers | Deny | Plainfield | Approve |
| Hamilton | Approve | Westfield | Approve |
| Hendricks | Deny | | |

Andrew Cook moved to approve Resolutions 2022-EXEC-025 specifying the IMPO Director should receive an annual salary of \$150,000 starting in January 2023 and a one-time inflation check of \$3,804.
Mark Heirbrandt seconded the motion. A roll call vote was conducted.
The Resolution was approved.
MOTION PASSES AS AMENDED.

5. APPROVAL OF FLEXIBLE BENEFITS PLAN

Anna Gremling stated the MPO attempted to keep or improve benefits employees had when employed by the City of Indianapolis. **Gremling** stated One of these is a daycare spending account and to keep this benefit the IMPO needs approval from the Executive Committee. Scovel Stated the IMPO cost is administrative the actual contribution is from the employee.

| Member | Result | Member | Result |
|-------------|---------|--------------|---------|
| Avon | Approve | Indianapolis | Approve |
| Beech Grove | Approve | IndyGo | Approve |
| Fishers | Approve | Plainfield | Approve |
| Hamilton | Approve | Westfield | Approve |
| Hendricks | Approve | | |

Ryan Wilhite moved to approve Resolutions 2022-EXEC-026 concerning the Flexible Benefits Plan
Andrew Klinger seconded the motion. A roll call vote was conducted.
The Resolution was approved.
MOTION PASSES.

6. APPROVAL OF IMPO FINANCIAL RESOLUTIONS

Anna Gremling gave an overview of contracts including Caliper Corporation for the travel demand model support, an extension for Resultant for CFO support, Cambridge Systematics is working on a Resiliency Plan, the firm Fieldtrip for education and engagement services (may later secure an additional firm for unrepresented outreach), the Frost Brown Todd for legal services, and Toole Design Group for the Active Transportation Plan.

Gremling stated there is a contract for Government Jobs (NeoGov) that is the MPO's HRIS system for payroll, forms, timekeeping, benefits, forms, and other HR tasks. Gremling stated the original estimate was \$30,858.50 but we have one module of the program that expires soon and staff would like to roll that cost into this request. Gremling stated the contract amount request is now for \$35,546.

Ryan Wilhite asked about the engagement contract and Gremling stated this is an "up-to" contract to coordinate engagement and will work with MPO staff. **Gremling** stated that as long as we have a junior-level engagement person on IMPO staff we will likely continue to contract with a firm for higher-level marketing and engagement tasks.

| Member | Result | Member | Result |
|-------------|---------|--------------|---------|
| Avon | Approve | Indianapolis | Approve |
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| Fishers | Approve | Plainfield | Approve |
| Hamilton | Approve | Westfield | Approve |
| Hendricks | Approve | | |

Taylor moved to approve Resolutions 2022-EXEC-022 concerning the financial resolutions
Cook seconded the motion. A roll call vote was conducted.
The Resolution was approved.
MOTION PASSES.

7. **APPROVAL OF READI FINANCIAL RESOLUTIONS**

Rose Scovel gave an overview of projects planned for the READI 180 region pending IEDC review. **Scovel** stated the IEDC now needs signed resolutions before they can finish the process. **Scovel** stated the projects are ready for approval once IEDC received the matching funds which will not pass through the IMPO.

Gremling stated the IMPO is the fiscal body and is therefore required to approve the resolution so the projects may proceed. **Ryan Wilhite** asked if these items have had legal review and **Scovel** stated the resolution and contracts have been reviewed by the IMPO's legal team. **Wilhite** asked that any changes to READI-related resolutions be noted in the future should changes be made.

| Member | Result | Member | Result |
|-------------|---------|--------------|---------|
| Avon | Approve | Indianapolis | Approve |
| Beech Grove | Approve | IndyGo | Approve |
| Fishers | Approve | Plainfield | Approve |
| Hamilton | Approve | Westfield | Approve |
| Hendricks | Approve | | |

Andrew Klinger moved to approve Resolutions 2022-EXEC-023 concerning the READI program
Ryan Wilhite seconded the motion. A roll call vote was conducted.
The Resolution was approved.
MOTION PASSES.

8. **MEMORANDUM OF NOVEMBER 18, 2022 EXECUTIVE SESSION**

Anna Gremling read the memorandum of executive sessions of the Executive Committee of the Indianapolis Metropolitan Planning Organization for November 18, 2022 and asked for a motion to approve the memorandum. The memorandum stated that on November 18, 2022, at 9:00 a.m. the Executive Committee of the Indianapolis Metropolitan Planning Organization held an Executive Session to discuss a job performance evaluation of an individual employee in accordance with I.C. 5-14-1.5-6.1(b)(9). Notice of the Executive Session was posted in accordance with I.C. 5-14-1.5-6.1(d).

Ryan Wilhite moved to approve the memorandum
Ryan Cannon seconded the motion. A roll call vote was conducted.
The Resolution was approved.
MOTION PASSES.

OTHER BUSINESS

9. **OTHER ITEMS OF BUSINESS**

Anna Gremling discussed other items of business including a proposed budget amendment in December that will include funding to join AMPO to get more engaged with what is happening at the national level. **Gremling** said she now co-chairs an executive director roundtable at AMPO pending the IMPO joining the organization. **Gremling** stated representatives

from FTA and FHWA will be at the upcoming joint meeting to discuss IMPO certification findings. **Gremling** also stated the recently closed TIP call for projects had approximately \$180 million ask with only \$47 million available and more information is upcoming in the coming months.

10. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Andrew Cook moved to adjourn the November 18, 2022 Executive Committee meeting.

Mark Heirbrandt seconded the motion.

The November 18, 2022 Executive Committee meeting was adjourned.

MOTION PASSES.