

**Indianapolis Regional Transportation Council
Administrative Committee Meeting Minutes
July 27, 2018**
9:00 a.m. – 11:00 a.m.
IndyGo Board Room
1501 West Washington Street, Indianapolis, IN 46222

Committee Members Present

Mark Myers – City of Greenwood*	Mike Terry – IndyGo*
Dennis Buckley – City of Beech Grove*	Tom Klein – Town of Avon*
Luke Mastin – Johnson County*	Dan Parker – City of Indianapolis*

* = Voting member or proxy

Others Present

Anna Gremling – MPO	Sean Northup – MPO
Taylor Firestine – MPO	Andy Swenson – MPO
Trevor Preddy – MPO	Steve Cunningham – MPO
James Rinehart – MPO	Jennifer Dunn – MPO
Jennifer Higginbotham – MPO	Robert Dirks – FHWA

1. WELCOME & INTRODUCTIONS

Mayor Mark Myers, Chair of the Administrative Committee, called the meeting to order at 9:09 a.m. and welcomed Administrative Committee members. Introductions were made around the room.

ITEMS FOR APPROVAL

2. APPROVAL OF MINUTES (SEEKING APPROVAL)

Tom Klein moved to approve the June 1, 2018 minutes as presented.
Dan Parker seconded the motion.
The minutes of the June 1, 2018 IRTC Administrative Committee Meeting were approved.

ITEMS FOR RECOMMENDATION

3. RE-DESIGNATION OF THE MPO

Anna Gremling discussed the federal re-designation process for the MPO to become a fully independent agency from the City of Indianapolis. The MPO anticipates transition teams will spend 12- to 24-months preparing for independence before asking the governor for a re-designation letter.

Mayor Dennis Buckley moved to recommend approving Resolution Number 18-IMPO-015.
Luke Mastin seconded the motion.
The IRTC Administrative Committee recommended approving Resolution Number 18-IMPO-015.

4. MPO STRATEGIC PLAN RECOMMENDATION

Anna Gremling reviewed the MPO’s strategic plan process that has been underway over the last year. Stakeholder interviews, panel discussions, peer benchmarking, and site visits helped the MPO identify areas currently lacking cross-sectional regional coordination in Central Indiana. The strategic plan’s executive summary outlines four MPO responsibilities: convening, informing, planning, and funding. **Gremling** explained the strategic plan’s three recommendations: 1.) Becoming a fully independent MPO; 2.) Grow independent MPO; and 3.) Formalize organization as regional convener. Moving forward, the organization’s goal is to become a better resource to members and build regionalism in Central Indiana.

Mike Terry asked about future designations the MPO might consider as part of its new organizational structure. **Gremling** answered that organizational structures will depend on how needs evolve over time. **Sean Northup** mentioned that last year’s site visits and best practice research helped inform the base of the MPO’s scope in bringing added value to the region.

Gremling mentioned that she has been visiting with local planning agency (LPA) members around the region ahead of the anticipated IRTC Policy Committee vote on an independent MPO structure. **Gremling** mentioned there has been general support in taking this first step, though more nuanced issues will take time to work out.

Mike Terry confirmed with **Gremling** that an independent MPO will require a re-designation from the Governor’s Office.

Gremling discussed the eventual need for internal and external transition teams by subject areas.

Tom Klein moved to recommend approving Resolution Number 18-IMPO-014.
Luke Mastin seconded the motion.
The IRTC Administrative Committee recommended approving Resolution Number 18-IMPO-014.

5. **2019 UNIFIED PLANNING WORK PROGRAM (UPWP)-FLEX**

Gremling discussed the MPO’s allocation of INDOT’s redistribution bonus funds totaling \$2.3 million for 2019-2021. This agenda item was first discussed at the June 1st IRTC Administrative Committee meeting. Due to the increasing need for improved data and modeling programs, **Gremling** suggested flexing the additional funds to meet these needs, as recommended by the Data Analytics and Modeling Plan. A set-aside of \$545,000 would remain for local planning projects.

Tom Klein moved to recommend approving Resolution Number 18-IMPO-013.
Mayor Dennis Buckley seconded the motion.
The IRTC Administrative Committee recommended approving Resolution Number 18-IMPO-013.

6. **2019 UNIFIED PLANNING WORK PROGRAM (UPWP) BUDGET**

Sean Northup presented the proposed 2019 Unified Planning Work Program (UPWP) budget. Some discussion ensued on Disadvantaged Business Enterprise (DBE) project requirements.

Tom Klein moved to recommend approving Resolution Number 18-IMPO-012.
Mayor Dennis Buckley seconded the motion.
The IRTC Administrative Committee recommended approving Resolution Number 18-IMPO-012.

7. **PERFORMANCE MEASURES 2 & 3**

Jennifer Dunn presented her memo on Pavement and Bridge Performance Measures (PM-2) and their respective targets. MPO staff recommended supporting INDOT’s targets for pavement and bridges.

Mayor Dennis Buckley moved to recommend approving Resolution Number 18-IMPO-010.
Tom Klein seconded the motion.
The IRTC Administrative Committee recommended approving Resolution Number 18-IMPO-010.

Jennifer Dunn explained System Performance Measures (PM-3) and their respective targets. MPO staff recommended supporting INDOT’s targets for system performance.

There was a question on whether other Indiana MPOs were creating their own performance measures or supporting INDOT's. **Robert Dirks** replied that there are no Indiana MPOs creating their own performance measures and very few nationally.

Luka Mastin moved to recommend approving Resolution Number 18-IMPO-011.

Tom Klein seconded the motion.

The IRTC Administrative Committee recommended approving Resolution Number 18-IMPO-011.

STATUS REPORTS

8. DIRECTOR'S UPDATE

- **Gremling** noted that the MPO's new "What is the MPO?" video will be showcased at the August 22nd IRTC Policy Committee meeting.
- **Steve Cunningham** mentioned that significant amendments will be coming up at the Technical and Policy committee meeting. He requested that all committee members look carefully at the amendments prior to the meeting. He also mentioned that a presentation on TIP Cost Estimating will be given to the Technical Committee.
- **Gremling** noted that the MPO is still waiting for budgets from the Indiana Department of Environmental Management (IDEM) to perform air quality conformity on projects. Resulting from a judicial decision against the EPA, air quality conformity standards could have impacts on projects moving forward.

OTHER BUSINESS

9. ANNOUNCEMENTS

Gremling recognized Trevor Preddy for his work as the MPO's summer intern.

10. ADJOURNMENT

Tom Klein moved to adjourn the meeting.

Luke Mastin seconded the motion.

The Administrative Committee voted in favor of adjournment at 10:37 a.m.