

**Indianapolis Regional Transportation Council
Technical Committee Meeting Minutes**

August 8, 2018

9:00 a.m. – 11:00 a.m.

MIBOR REALTOR Association, Meeting Room B
1912 North Meridian Street, Indianapolis, IN 46202

Committee Members Present

Kevin Killinger – Town of Bargersville*	Brad Davis – Hamilton County
Dennis Buckley – City of Beech Grove	Gary Pool – Hancock County
Nick Parr – Boone County	John Ayers – Hendricks County
Todd Barker – Town of Brownsburg	Lauren Stevenson – City of Indianapolis*
Jeremy Kashman – City of Carmel	Neil VanTrees – Johnson County
David Littlejohn – City of Carmel*	Bill Anthony – City of Lawrence
C.J. Taylor – Town of Cicero	Ryan Crum – Town of McCordsville
Christine Owens – Town of Cumberland	Stephen Pool – Town of New Palestine
Jeff Hill – City of Fishers	John Beery – City of Noblesville
Mark Richards – City of Franklin	Scott Singleton – Town of Plainfield
Anthony Krycka – City of Franklin*	Wendell Walters – Town of Speedway
Jason Koch – City of Greenfield	John Nail – City of Westfield*
Paul Peoni – City of Greenwood*	Lance Lantz – Town of Zionsville
Annette Darrow – IndyGo	Philip Roth – CIRTA

* = Proxy

Others Present

Anna Gremling – MPO	Andrew Swenson – MPO
Sean Northup – MPO	Jennifer Dunn – MPO
Anita Bjork – MPO	Colby Cline – MPO
Taylor Firestine – MPO	Robert Dirks – FHWA
Steve Cunningham – MPO	Matt Miller – HNTB
Kristyn Sanchez – MPO	Ross Snider – USI Consultants
James Rinehart – MPO	Kim Irwin – Health by Design
Jen Higginbotham – MPO	Kate Zale – Etica Group
Ward Kennedy – MPO	Chelsea Fenimore – Town of Bargersville

1. WELCOME & INTRODUCTIONS

Anna Gremling called the meeting to order at 9:00 a.m. and welcomed IRTC Technical Committee members. Introductions were made around the room.

2. MPO VIDEO

Anna Gremling introduced the concept behind the “What is the MPO?” video and played before committee members and guests.

ITEMS FOR APPROVAL

3. APPROVAL OF MAY 9, 2018 TECHNICAL COMMITTEE MINUTES (SEEKING APPROVAL)

Jeff Hill moved to approve the May 9, 2018 IRTC Technical Committee minutes after noting a minor correction. Gary Pool seconded the motion. The minutes of the May 9, 2018 IRTC Technical Committee meeting were approved, with correction noted.

4. APPROVAL OF JUNE 13, 2018 JOINT COMMITTEE MINUTES (SEEKING APPROVAL)

Philip Roth moved to approve the June 13, 2018 IRTC Joint Committee minutes after noting minor corrections. **Jeremy Kashman** seconded the motion. The minutes of the June 13, 2018 IRTC Joint Committee meeting were approved, with corrections noted.

ITEMS FOR RECOMMENDATION

5. IRTIP AMENDMENTS (RES. 18-IMPO-016)

Kristyn Sanchez presented the 3rd Quarter 2018 TIP Update, including nine local amendment requests and 62 INDOT amendment requests to the 2018-2021 IRTIP. Of note, four local amendment requests were presented for IRTC approval—three STBG project amendments and one TAP project amendment.

There was some discussion between **Sanchez**, **Gary Pool**, **Nick Parr** and **Anna Gremling** on project funding availability. **Gremling** noted that if a project is on the bubble, it may be pushed back—but the likelihood is low.

Mayor Dennis Buckley requested more information from the City of Carmel on their amendment to the Guilford Road Reconstruction. **Jeremy Kashman** explained that increased water and sanitary sewer items required an amendment. **Kashman** and **Pool** discussed utilities and easements. **John Ayers** asked about the scope.

Mayor Buckley requested more information from the City of Indianapolis on their amendments. **Lauren Stevenson** outlined requested funding increases for the Lower Fall Creek Trail – Phase 2 and the Fall Creek Trail Enhancement at 38th and Fall Creek.

Gary Pool noted that LPAs need to improve scoping moving forward.

Jeff Hill moved to recommend approving Resolution Number 18-IMPO-016
John Beery seconded the motion.
John Ayers- Hendricks County, **Mayor Buckley- City of Beech Grove**, **Gary Pool- Hancock County** opposed.
The IRTC Technical Committee recommended approving Resolution Number 18-IMPO-016.

Sanchez reminded IRTC members that the annual call for projects opens October 1st 2018.

6. RE-DESIGNATION OF THE MPO (RES. 18-IMPO-015)

Anna Gremling presented on MPO Strategic Plan and re-designation that began in June 2017. She outlined the three-step process for the organization to become fully independent from the City of Indianapolis.

Brad Davis asked about transition team composition regarding move-out. **Gremling** noted that the MPO will continue to use KSM Consulting; internally, principal planners as well as LPA representatives will be invited to coordinate the transition, compile research, and make recommendations. **Davis** asked thus far, what major hurdles have been encountered. **Gremling** mentioned cost details, especially when budgeting large overhead expenses, like IT and HR.

Gary Pool asked where the MPO anticipated increased costs would be in the budget. **Gremling** responded that a \$400,000 increase is expected in the independent MPO scenario, which would be shifted from the agency's contracting budget. **Brad Davis** asked if membership dues would increase. **Gremling** said only funds from contracting would be impacted; this will lessen reliance on consultants and allow the MPO to do more in-house work. Long-term budgeting is being analyzed by KSM Consulting, noting they have completed an operational analysis. **Sean Northup** mentioned that the capital float currently in place from the City of Indianapolis could be replaced through a bank loan with a low interest rate.

Jason Koch inquired about the timeline assuming board approval on August 22nd. **Gremling** stated June 1, 2020 would be the projected start for the MPO as an official independent organization.

Gremling affirmed **C.J. Taylor**'s question on whether the City of Indianapolis had to approve of the move-out. **Lauren Stevenson** affirmed that the City of Indianapolis is supportive.

Gremling extended an offer to meet in person with any member who has concerns on the process.

Northup and **Gremling** noted funding areas that the agency will continue to focus on, including increased funding from INDOT's annual allocation for the MPO.

Gary Pool moved to recommend approving Resolution Number 18-IMPO-015.
Jeff Hill seconded the motion.
The IRTC Technical Committee recommended approving Resolution Number 18-IMPO-015.

7. **MPO STRATEGIC PLAN RECOMMENDATION (RES. 18-IMPO-014)**

Gary Pool moved to recommend approving Resolution Number 18-IMPO-014.
John Ayers seconded the motion.
The IRTC Technical Committee recommended approving Resolution Number 18-IMPO-014.

8. **2019 UNIFIED PLANNING WORK PROGRAM (UPWP) FLEX (RES. 18-IMPO-013)**

Gremling discussed the MPO's allocation of INDOT's redistribution bonus funds totaling \$2.3 million for 2019-2021. Due to the increasing need for improved data and modeling programs required through the FAST Act, she 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.

Brad Davis and **Andy Swenson** discussed datasets this effort would inform, namely speed data collection.

Jeff Hill asked whether there was any consideration for flexing some funds to smaller-scale safety improvement projects. **Gremling** stated timing might be too tight to fund those types of projects.

Mayor Dennis Buckley moved to recommend approving Resolution Number 18-IMPO-013.
Nick Parr seconded the motion.
The IRTC Technical Committee recommended approving Resolution Number 18-IMPO-013.

9. **2019 UNIFIED PLANNING WORK PROGRAM (UPWP) (RES. 18-IMPO-012)**

Sean Northup presented the proposed 2019 Unified Planning Work Program (UPWP) budget.

Philip Roth moved to recommend approving Resolution Number 18-IMPO-012.
Mayor Dennis Buckley seconded the motion.
The IRTC Technical Committee recommended approving Resolution Number 18-IMPO-012.

10. **PERFORMANCE MEASURES 2 & 3 (RES. 18-IMPO-010 AND 18-IMPO-011)**

Jennifer Dunn presented her memo on Pavement and Bridge Performance Measures (PM-2) and System Performance Measures (PM-3) and their respective targets. MPO staff recommended supporting INDOT's targets for pavement and bridges and system performance.

Philip Roth asked if the MPO would set more aggressive targets in coming years. **Dunn** said a reevaluation will occur in time.

Discussion ensued on INDOT's target methodology. **Gremling** noted because the process is new, the MPO is recommending INDOT's performance measure targets at this time.

John Ayers asked if these targets are attached to federal funds. **Gremling** said they are not currently, but there have been conversations about the possibility in the future. **Robert Dirks** added for most performance measures, the MPO has a choice to support the state or adopt their own **targets**—most MPOs support the state’s.

Gary Pool moved to recommend approving Resolution Number 18-IMPO-010 and 18-IMPO-011.
John Beery seconded the motion.
The IRTC Technical Committee recommended approving Resolution Number 18-IMPO-010 and 18-IMPO-011.

STATUS REPORTS

11. PROJECT COST ESTIMATING

Matt Miller of HNTB presented the Project Scoping and Cost Estimating Form and Cost Estimate Spreadsheet Template as part of an effort to help improve accuracy of project cost estimating. **Steve Cunningham** noted that moving forward, at least the scoping and cost estimating forms will eventually become required documentation when applying for MPO funds. He encouraged LPAs to use these in the upcoming call for projects (if time permits) to familiarize and provide feedback. **Robert Dirks** suggested that larger LPAs look at this approach and see where it varies from current processes.

OTHER BUSINESS

12. DIRECTOR’S UPDATE

- **Gremling** noted that the MPO’s Certification Report will be on the agenda for October IRTC meetings.
- **Gremling** mentioned the MPO has still not received guidance from IDEM or the EPA on the air quality conformity.

13. ADJOURNMENT

Jeremy Kashman moved to adjourn the meeting.
Gary Pool seconded the motion.
The Technical Committee voted in favor of adjournment at 11:15 a.m.