

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

April 15th, 2020

9:00 a.m. – 12:00 p.m.

Online - WebEx

Committee Members Present

Tom Klein – Town of Avon	David Boren* - City of Indianapolis
Joe Csikos* – Town of Bargersville	Neil VanTrees* – Johnson County
Dennis Buckley – City of Beech Grove	Sri Venugopalan* - City of Lawrence
Craig Parks – Boone County	Tonya Galbraith – Town of McCordsville
Brian Jessen – Town of Brownsburg	Josh Messmer* - Morgan County
Mike Hollibaugh – City of Carmel	Jan Jarson – Town of New Palestine
April Fisher – Town of Cumberland	Matt Light* - City of Noblesville
Mark Morgan – Town of Danville	Steve Maple* - Town of Pittsboro
Steve Barnett – City of Franklin	Andrew Klinger* - Town of Plainfield
Jason Taylor* – City of Fishers	Andy Cook – City of Westfield
Chuck Fewell – City of Greenfield	Inez Evans - IndyGo
Mark Myers – City of Greenwood	Christine Altman - CIRTA
Mark Heirbrandt – Hamilton County	Clark Packer - INDOT
Gary Pool – Hancock County	Robert Dirks - FHWA
Eric Wathen – Hendricks County	

* = *Proxy*

Committee Members Absent

Karen Howard – Town of Brooklyn	Brittany Garriott – Town of Whitestown
CJ Taylor – Town of Cicero	Emily Styron – Town of Zionsville
Mark Mathis – Town of Mooresville	Drew Genneken – Indianapolis Airport Authority
Desiree Calderella – Shelby County	Jody Peacock – Ports of Indiana
Russell McClure – City of Southport	Cecilia Crenshaw - FTA
Jacob Blasdel – Town of Speedway	Shawn Seals – IDEM
Norm Gabehart – Town of Whiteland	Tim Ping – MDC

Others Present

Anna Gremling – Indianapolis MPO	Kristyn Sanchez – Indianapolis MPO
Nick Badman – Indianapolis MPO	Annie Dixon – Indianapolis MPO
James Rinehart – Indianapolis MPO	Jennifer Dunn – Indianapolis MPO
Jen Higginbotham – Indianapolis MPO	Scott Krapf – Frost Brown Todd
Rose Scovel – Indianapolis MPO	Denise Barkdull – Frost Brown Todd
Andy Swenson – Indianapolis MPO	Sydnee Cseresznyes – Capitol Assets
Danielle Gerlach – Indianapolis MPO	Rick Cockrum – Capitol Assets
Steve Cunningham – Indianapolis MPO	Ryan Wilhite – IndyGo
Sean Northup – Indianapolis MPO	Christy Campoll – RLS and Associates
Catherine Kostyn – Indianapolis MPO	Chris Steinmetz – City of Indianapolis
Alison Krupski – City of Noblesville	Tom Santelli – Boone County
Alison Redenz – Marion County Public Health	Brad Davis – Hamilton County
Brittany White - INDOT	Deandre Rhodes - CIRTA
Chris Hamm	Melissa Burgess
Kim Irwin – Health by Design	

1. **WELCOME**

Mayor Cook called the meeting to order at 9:04 a.m. He then turned the meeting administration over to Anna Gremling. **Gremling** explained to members that they could find presentation materials on the website and discussed how the online meeting would be conducted. Roll call attendance was taken.

2. **ROLL CALL**

Anna Gremling took roll call attendance.

ITEMS FOR APPROVAL

3. **MINUTES FOR FEBRUARY 19 AND APRIL 8, 2020 IRTC POLICY COMMITTEE MEETINGS**

Anna Gremling asked if there were any changes to the proposed minutes. There were none. Below are the results of the roll call vote.

Member	Result	Member	Result
Avon	Approve	Hendricks County	Approve
Bargersville	Approve	Indianapolis	Approve
Boone County	Approve	Johnson County	Approve
Brownsburg	Approve	New Palestine	Approve
Carmel	Approve	Noblesville	Approve
Cumberland	Approve	Plainfield	Approve
Danville	Approve	Westfield	Approve
Fishers	Approve	IndyGo	Approve
Franklin	Approve	CIRTA	Approve
Greenfield	Approve	INDOT	Approve
Greenwood	Approve	Pittsboro	Approve
Hamilton County	Approve	Beech Grove	Approve
Hancock County	Approve		

Steve Barnett moved to approve the February 19th and April 8th IRTC Policy Minutes.
Tom Klein seconded the motion. A roll call vote was conducted.
 The IRTC Policy Minutes from February 19th and April 8th were approved.
 MOTION PASSES.

4. **INDIANAPOLIS REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RES. 20-IMPO-007)**

Kristyn Sanchez said the second quarter TIP amendments were sent out for public comment. No comments were received by the MPO. She said the MPO received 12 INDOT amendment requests and six local. A project in Indianapolis wants to remove a project from the TIP and instead use local funds. **Gary Pool** asked what the project was. **Sanchez** said it was the Monon Trail Enhancement.

Anna Gremling discussed the rules of order for public comment; each member of the public that wishes to submit comment must state their full name and phone number and limit their comment to 2 minutes. There was no public comment. Below are the results of the roll call vote.

Member	Result	Member	Result
Avon	Approve	Hendricks County	Approve
Bargersville	Approve	Indianapolis	Approve
Beech Grove	Approve	Johnson County	Approve
Boone County	Approve	Lawrence	Approve
Brownsburg	Approve	McCordsville	Approve
Carmel	Approve	Morgan County	Approve
Cumberland	Approve	New Palestine	Approve
Danville	Approve	Noblesville	Approve
Fishers	Approve	Plainfield	Approve
Franklin	Approve	Westfield	Approve
Greenfield	Approve	IndyGo	Approve
Greenwood	Approve	CIRTA	Approve
Hamilton County	Approve	INDOT	Approve
Hancock County	Approve	Pittsboro	Approve

Tom Klein moved to approve Resolution 20-IMPO-007.
Brian Jessen seconded the motion. A roll call vote was conducted.
 Resolution 20-IMPO-007 was approved.
 MOTION PASSES.

Gremling asked **Sanchez** to address the 2025 Call for Projects. **Sanchez** said the call was posted last fall and went through the review process. Staff sent out a memo saying the MPO is not recommending new projects at this time due to the pending federal exchange agreement with INDOT. The IRTC will vote on whether to accept the INDOT exchange in June and if not approved the MPO would bring new project recommendations from the 2025 call to the August meeting. If the federal exchange agreement is approved, the MPO would next issue a call for 2025 and 2026 projects in the fall of 2021. **Sanchez** also said the annual allocation for 2020 has almost entirely been spent down, with the exception of one purchase order. The 2021 allocation is overprogrammed by 66 percent. The Bubble List will most likely hit in November.

5. MARKET STREET EXCHANGE AGREEMENT

Anna Gremling said this item is for endorsement of a two-party agreement between INDOT and the City of Indianapolis that was brought forward for transparency purposes. The City of Indianapolis will be swapping funds with INDOT for an 85% return to complete their Market Street Enhancement project. **David Borden** said the reason for the swap included two unsuccessful bidding periods for the project and a deadline to complete the project before the NBA All-Star game in 2021. The cause of the unsuccessful bids include complexity, location, letting periods, and regional demand for construction.

Gary Pool asked whether the City of Indianapolis would come back to the IRTC to request more funds for the Market Street project. **Borden** said they would not. Below are the results of the roll call vote.

Member	Result
Avon	Approve
Bargersville	Approve
Beech Grove	Approve
Boone County	Approve
Brownsburg	Approve
Carmel	Approve
Cumberland	Approve
Danville	Approve
Fishers	Approve
Franklin	Approve
Greenfield	Approve
Greenwood	Approve
Hamilton County	Approve
Hancock County	Approve

Member	Result
Hendricks County	Approve
Indianapolis	Approve
Johnson County	Approve
Lawrence	Approve
McCordsville	Approve
Morgan County	Approve
New Palestine	Approve
Noblesville	Approve
Pittsboro	Approve
Plainfield	Approve
Westfield	Approve
IndyGo	Approve
CIRTA	Approve
INDOT	Approve

Christine Altman moved to approve the Market Street Exchange Agreement.
Sri Venugopalan seconded the motion. A roll call vote was conducted.
The Market Street Exchange Agreement was approved.
MOTION PASSES.

6. MEMBERSHIP DUES

Kristyn Sanchez directed IRTC members to the 2021 Local Match Table in the meeting packet. She explained that the amounts are calculated by member agency population. The total local match for the region was \$785,000. Local match contributions fund MPO operations, the government relations contract, and a Transportation for America membership. Below are the results of the roll call vote.

Member	Result	Member	Result
Avon	Approve	Hendricks County	Approve
Bargersville	Approve	Indianapolis	Approve
Beech Grove	Approve	Johnson County	Approve
Boone County	Approve	Lawrence	Approve
Brownsburg	Approve	McCordsville	Approve
Carmel	Approve	Morgan County	Approve
Cumberland	Approve	New Palestine	Approve
Danville	Approve	Noblesville	Approve
Fishers	Approve	Pittsboro	Approve
Franklin	Approve	Plainfield	Approve
Greenfield	Approve	Westfield	Approve
Greenwood	Approve	IndyGo	Approve
Hamilton County	Approve	CIRTA	Approve
Hancock County	Approve	INDOT	Approve

Tom Klein moved to approve the 2021 Indianapolis MPO Membership Dues.
Mark Myers seconded the motion. A roll call vote was conducted.
 The 2021 Indianapolis MPO Membership Dues were approved.
MOTION PASSES.

STATUS REPORTS

7. NEW MPO BY-LAWS

Denise Barkdull presented a draft of what the new structure of the Indianapolis MPO would be after separation from the City of Indianapolis. Originally, Frost Brown Todd (the MPO’s legal consultant assisting with the transition) was evaluating whether the MPO should go under the Regional Planning Commission (RPC) model or the Regional Development Authority (RDA) model as a transitional framework before attaining their own organization model allowed by the State of Indiana. That model was signed into law by the State this past session, so the MPO will no longer have to transition through an RDA.

Barkdull explained that the bylaws will mostly stay similar to what exists now. The existing IRTC Administrative Committee will become the Executive Committee (EC), and the existing IRTC Policy Committee will become the Transportation Policy Committee (TPC), with a Transportation Technical Committee (TTC) serving under the TPC. Additional Policy Committees will include the Economic Development Policy Committee (EDPC), Environmental Policy Committee (EPC), and the Housing and Land Use Policy Committee (HLPC). The EC will have 9 to 12 members elected by the different Policy Committees and will meet monthly to handle operational issues, such as contract approvals.

The Chair and Vice Chair from each committee will be automatic members of the EC. The TPC will meet bi-monthly instead of quarterly. Membership will remain the same, with 1 vote per jurisdiction. The Chair will be elected with the most votes and the Vice Chair will have the second most votes. Officers would serve a 2-year term and would have to have 1 year of experience serving on a Policy Committee.

Dennis Buckley raised the point that he believed the head of the EC should be an elected official. **Brian Jessen** agreed. **Anna Gremling** said one thought is that since most MPO business is transportation-related, the TPC Chair could be the Executive Committee Chair. **April Fisher** asked what the argument would be for having an elected official be the head of the EC. **Buckley** responded, saying that elected officials are held accountable; people put confidence in them and that is why they were elected. **Andrew Klinger** asked why the MPO distinguishes between towns and cities in the voting process. He also pushed back on the idea of not letting community managers be able to serve as chairs. **Andy Cook** thinks an elected official should be chair the EC because of accountability. **Barkdull** asked if the fact that the EC's functionality is mostly operational made a difference in who leads the committee. **Rose Scovel** also pointed out that the Chair of the EDPC is not allowed to be an elected official under federal regulations of Economic Development Districts. **Gary Pool** said he understands the case for an elected official to serve as EC Chair, but also made the point that they are only accountable to residents in their jurisdiction, not the region.

Tom Klein said the accountability piece is not an issue to him and that the EC Chair does not have any power over other Policy Committees because their own chairs have the final say on their respective polices. **Robert Dirks** asked if the EC would have the authority to override the decisions of the TPC. **Gremling** said they would not and that the EC would only consider operational items such as lease and IT agreements. She also said they are looking into doing a 2-year staggered term for EC members so that there is not an entirely new board that comes in as the MPO works through its transition to an independent organization.

Ryan Wilhite asked if the MPO expands into other committees whose Chairs and Vice Chairs would automatically be elected to the EC, would that expand the EC to 20 members. **Gremling** said it would not and that it would most likely be the Chair and Vice Chair of the TPC and only the Chairs of other Policy Committees, unless another function receives a large amount of funding and requires increased operations from the MPO. In that case, the Vice Chair would also serve on the EC.

Barkdull said the real challenge for this process has been to take the existing bylaws and prepare for the future. They are trying to make bylaws flexible and allow for addendums when new operation areas are brought to the MPO. She also pointed out the independent statute allows for the MPO to retain similar bylaws, compared to transitioning through an RDA. **Tonya Galbraith** asked if there was a way that members can compare the difference between the existing and future bylaws. **Gremling** said the MPO will be working on a summarizing table that shows the differences between old and new bylaws. **Sean Northup** said it is true that the EC will be responsible for operational items, they will also serve as a sounding board for all topics. They will not have powers outside of operations, but will be able to agendas and topics beforehand and coordinate across different topic areas.

8. FEDERAL EXCHANGE

Anna Gremling said INDOT has proposed a 90% exchange rate to swap federal funds for state funds. The MPO received a draft agreement that is included in the packet for review and comment. She met with INDOT leadership to try and push for a more favorable exchange rate because the loss of 10% of annual allocation is about \$5 million. INDOT was not willing to change from that rate. The MPO also asked for more flexibility on the use of the annual allocation, which INDOT was open to. **Gremling** also asked if they would assist the MPO in recouping a portion of their PL funds (approx. \$700,000) that are being distributed to other MPOs in the state. INDOT did not respond to that point.

Tom Klein asked if the exchange is still worth accepting if INDOT holds at 90%. **Gremling** said there are a lot of benefits using state funds, but there are obviously some trade-offs that come with losing \$5 million. **Andy Cook** said that Westfield staff saw that there was a high amount of savings to be had by abandoning the federal fund process. He said their experience has been that previous exchanges with the state create time and cost savings that still have LPA projects come

out ahead, even if the MPO loses 10% of their federal allocation. **David Borden** agreed with him and said every way Indianapolis has looked at the agreement, they end up saving more than the 10% loss to INDOT on projects. The time savings component is just as critical as the funding component.

Klein asked if the MPO was considering countering the 90% rate for a 92% – 93% exchange instead. **Gremling** said the MPO was sure what the response would be because staff had not thoroughly examined the agreement yet. **Borden** did not think that a 92.5% agreement will really be something that will be considered by **Travis Underhill**. **Ryan Wilhite** asked if there was any value in examining cost savings for projects after transitioning to the new agreement. **Gremling** said the MPO will do that and will bring the data to INDOT if it warrants renegotiation.

9. SENATE ENROLLED ACT 350

Rick Cockrum commended staff and IRTC members that helped pass the independent statute for the future Indianapolis MPO structure. **Anna Gremling** said that the Asset Management Inventory was one of the items that were required by the State for the MPO to complete. She said the new anti-texting and driving law was passed during that sessions as well and thanked **Cockrum** and **Sydney Cseresznyes** for their work on getting the statute through. **Cockrum** said he did not understand why the asset management piece was required in the bill and commend MPO leadership on steering the legislature away from a more expensive asset management requirement. **Tonya Galbraith** asked what the purpose of the Asset Management Inventory was. **Cockrum** said there was no reason given to them. **Sean Northup** said that the bill only requires the MPO to do the Inventory once, not something that is required every few years.

10. REGIONAL BIKE PLAN

Jen Higginbotham presented the Regional Bike Plan Prioritization map to the members. She said the MPO completed bike counts across the region and they will be included in the final document. The MPO is currently in the process of writing the document and spent the last few months working on the prioritization tool. The map of ranked facilities reflects scoring assigned per facility taken from already approved plans and assigned points based on criteria. The amount of points assigned to that criteria were compiled from a public survey, steering community input, focus group input, and staff knowledge. This map could play a role in a future TAP fund or other scoring scheme and there would be an amendment process in that case. **Higginbotham** asked for feedback on the map from IRTC members by April 30th.

11. HUMAN RESOURCES MANUAL

Anna Gremling referred members to the sheet of differences between existing and draft proposed MPO human resources policies. She said the organization is attempting to at least maintain, if not improve benefits for staff, and highlighted changes that were included in the packet.

Gremling noted that many of these changes are similar to policies our IRTC members offer. This policy will be up for approval on June 1st. **Gremling** asked if members have any concerns to contact her. **Tom Klein** commended the MPO on its employee-friendly proposed policies.

12. RETIREMENT

Rose Scovel said the MPO is looking to maintain access to the Public Employee Retirement Fund (PERF) after separation from the City of Indianapolis. PERF has two programs: Hybrid and MyChoice. Hybrid is the defined benefit retirement and is essentially a 'pension' program. The defined benefit means that employees could calculate how much they would receive in certain time period and can vest the full amount after ten years. MyChoice is a defined contribution plan, similar to a 401k or 403b plan. Employers make contributions for employees and employees can contribute up to the federal limit. There is no guaranteed calculable return, but has a five-year vest for employer contributions. The MPO has recommended continuing to offer the Hybrid plan for staff that already have it, and only offer MyChoice to employees that were hired after January 1, 2017. New MPO employees moving forward after June 1 will automatically be enrolled in the MyChoice program. The MPO also recommends merging without liability, meaning any liability before June 1, 2020 would stay with the City of Indianapolis, and any liability afterward would be with the MPO. HR policy will be voted on in May.

13. FUNCTIONAL CLASSIFICATION

Anna Gremling said that the deadline for Functional Classification submissions are due to the MPO by May 25th. **Jennifer Dunn** should be contacted for any assistance.

14. 5307/5311 UPDATE

Anna Gremling said about a year ago INDOT was trying to change the 5307/5311 funding formula and would heavily impact rural transit providers. The MPO requested that INDOT wait until the new census data is released. INDOT agreed, but asked that the MPO conduct an analysis for a new formula.

Christy Campoll explained that the providers in the counties surrounding Marion County use FTA Section 5311 funds for operations outside of urbanized areas. Urbanized area providers use FTA Section 5307 funds. The surrounding counties now need to split their reporting data between travel across the urban and rural areas of the region. **Campoll** will be analyzing trip reporting methodologies and will forecast the impact of potential UZA boundary changes.

15. EXECUTIVE DIRECTOR UPDATES

a) Memorandums of Understanding (MOU)

a. IT

i. **Anna Gremling** said the MPO is currently working on an MOU with the City of Indianapolis IT provider to provide services after separation.

b. Finances

i. **Gremling** said the MPO is moving forward with Netsuite for financial and grant management software and NeoGov for payroll software.

c. Healthcare

i. **Gremling** said the MPO is currently working with the City of Indianapolis to remain on their existing health care plan. The MPO did go out to market and saw that costs were 15% to 20% higher than existing coverage.

b) Meeting Schedule

a. **Gremling** said a May meeting has been added because of the amount of work that needs to be done before transition.

OTHER BUSINESS

16. OTHER ITEMS OF BUSINESS

Anna Gremling provided an update on the 2020 split for Section 5307 funding. This letter was brought before IRTC in 2019 because of a controversial issue, but in 2020 there is no controversy. Due to COVID-19, an additional, supplemental allocation for all transit providers has been issued under the CARES Act and is thought to be a fast track item. Since IndyGo and CIRTA are in agreement on both the 5307 and CARES funding splits, and it needs to be finished before the next meeting, she wanted everyone on the board to know that she will be signing off on that letter.

17. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting. Below are the results of the roll call vote.

Member	Result
Avon	Approve
Bargersville	Approve
Brownsburg	Approve

Member	Result
McCordsville	Approve
Morgan County	Approve
New Palestine	Approve

Danville	Approve
Fishers	Approve
Greenfield	Approve
Hancock County	Approve
Lawrence	Approve

Noblesville	Approve
Plainfield	Approve
IndyGo	Approve
CIRTA	Approve
INDOT	Approve

Christine Altman moved to adjourn the April 15th IRTC Policy Meeting.
Tom Klein seconded the motion. A roll call vote was conducted.
The April 15th IRTC Policy Meeting was adjourned at 11:43 a.m.
MOTION PASSES.