

Indianapolis Metropolitan Planning Organization
Executive Committee Meeting Minutes
September 25th, 2020
9:00 a.m.
Online / Phone

Committee Members Present

Andy Cook – City of Westfield	Eric Wathen – Hendricks County
Andrew Klinger – Town of Plainfield	Brian Jessen – Town of Brownsburg
Dan Parker – City of Indianapolis	Inez Evans - IndyGo
Dennis Buckley – City of Beech Grove	Jason Taylor – City of Fishers

* = *Proxy*

Committee Members Absent

Mark Heirbrandt – Hamilton County	
-----------------------------------	--

Others Present

Anna Gremling – Indianapolis MPO	Sean Northup – Indianapolis MPO
Nick Badman – Indianapolis MPO	Danielle Gerlach – Indianapolis MPO
Kristyn Sanchez – Indianapolis MPO	Jen Higginbotham – Indianapolis MPO
Ryan Wilhite - IndyGo	Robert Dirks - FHWA

1. WELCOME

Andy Cook called the meeting to order at 9:03 a.m. He welcomed the members and turned the meeting over to **Anna Gremling**. She then took roll call attendance.

ITEMS FOR APPROVAL

2. MINUTES FOR AUGUST 28TH, 2020 EXECUTIVE COMMITTEE MEETING

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

Member	Result	Member	Result
Westfield	Approve	Plainfield	Approve
Hendricks County	Approve	Brownsburg	Approve
Fishers	Approve	Beech Grove	Approve
Indianapolis	Approve	IndyGo	Approve

Dan Parker moved to approve the August 28th Executive Committee Minutes.
Andrew Klinger seconded the motion. A roll call vote was conducted.
The August 28th Executive Committee Minutes were approved.
MOTION PASSES.

3. APPROVAL OF CONTRACTS (RES. #20-EXEC-009)

Anna Gremling said a series of four contracts require approval for both increased cost and time-only extensions. The first is a contract with KSM Consulting for \$23,246.35. KSM Consulting provides on-call financial services for the IMPO. The other three contracts were no-cost, time-only extensions for Bicycle Indiana, HNTB, and Matchbook Creative.

Member	Result	Member	Result
Westfield	Approve	Plainfield	Approve
Hendricks County	Approve	Brownsburg	Approve
Fishers	Approve	Beech Grove	Approve
Indianapolis	Approve	IndyGo	Approve

Dan Parker moved to approve Resolution 20-EXEC-009.
Andrew Klinger seconded the motion. A roll call vote was conducted.
Resolution 20-EXEC-009 was approved.
MOTION PASSES.

4. AUGUST FINANCIAL REPORT

Kristyn Sanchez provided overview of August's financial reports for the IMPO. Staff closed out banking from June, July and August and realized that no interest was being accrued. She will be speaking with the bank about that issue.

5. EXECUTIVE DIRECTOR SALARY ADJUSTMENT (RES. #2020-EXEC-010)

Sean Northup said IMPO staff called around to different planning agencies around the Midwest to get an overview of complete benefit packages, including health care coverage, salary, holidays, paid time off, and other benefits. This complete benefits comparison was used to inform the proposed salary for the Executive Director. Per bylaws, the Transportation Policy Committee must be involved in executive director hiring and firing, but compensation is set by the Executive Committee. **Northup** recapped the findings and the discussion to date, and asked Board Chair **Andy Cook** for his recommendation on compensation. **Cook** said the organization is far behind where it should be with similar agencies and thinks that the IMPO needs to make some serious adjustments to salary to remain competitive in the Midwest. The Executive Committee recommended a salary of \$115,000 per year, retroactive to the date of separation on June 1st, 2020.

Member	Result	Member	Result
Westfield	Approve	Plainfield	Approve
Hendricks County	Approve	Brownsburg	Approve
Fishers	Approve	Beech Grove	Approve
Indianapolis	Approve	IndyGo	Approve

Inez Evans moved to increase the IMPO Executive Director’s salary to \$115,000 per year, retroactive to June 1st, 2020.
Dennis Buckley seconded the motion. A roll call vote was conducted.
 Resolution 20-EXEC-010 was approved.
 MOTION PASSES.

STATUS REPORTS

6. BYLAWS

Anna Gremling said a few bylaws items needed to be addressed, including the structure of the Executive Committee. After discussion at the Committee’s August meeting, the IMPO has decided to leave the structure it the way it is for now. Staff will ask Frost Brown Todd for clarification on proxies and flat rate dues payments by transit agencies, which is to be determined by the Transportation Policy Committee. There will also be a change in nomenclature in relation to language about the termination of Executive Director. **Ryan Wilhite** asked if the changes needed to go in front of the Transportation Policy Committee. **Gremling** said that any changes to bylaws will have to go before them.

7. DIRECTOR’S UPDATE

1. **Federal Exchange**

Anna Gremling said within the last 10 days, the IMPO received the fully executed contract for the Federal Exchange from INDOT. Staff will begin looking into how that will affect MPO operations and projects.

2. **Asset Management Report**

Gremling said this document was required in Indiana Code. IMPO staff will spend 10 minutes at the next Transportation Technical and Policy Committees to provide an overview of data.

3. **Pedestrian and Bike Plan**

Gremling said the Regional Bikeways Plan’s Steering Committee will be meeting in early October, with public review of the draft opening in mid to late-October. IMPO staff anticipate a vote for the plan’s approval in December.

4. **TIP Amendments**

Gremling provided a heads up on several upcoming TIP amendments. INDOT's North Split project will be increasing cost by \$150 million; this does not affect the IMPO. IndyGo's Redline Phases 2 and 3 to the north and south county lines of Marion County is being amended, instead asking to use a portion of the funding for electric bus replacements, and return the \$1.5 million that would have initially been used for infrastructure improvements. The Town of Brownsburg has two projects up for amendment. The South Green Street project was awarded \$5.7 million, with an original cost estimate of \$7.1 million. The current estimate for the project cost increased to \$15 million, so Brownsburg is relinquishing that funding back to the TIP. The second project was for East County Road 700, which was awarded \$3.8 million. The original cost estimate was \$4.3 million, and has now increased to \$7 million. Brownsburg is now seeking an increase of funding in the amount to \$5.6 million. **Andy Cook** said that he had been asked for clarification on why there will be no call for projects this fall, and asked if IMPO staff could provide a memo to them. **Andrew Klinger** asked **Brian Jessen** what was behind the big discrepancy in the large cost increase. **Jessen** said the town originally used rough engineering estimates, however the more they examined the detailed expenses, the more the costs began to climb.

OTHER BUSINESS

8. OTHER ITEMS OF BUSINESS

There were no other items of business.

9. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Jason Taylor moved to adjourn the September 25th Executive Committee meeting.

Andrew Klinger seconded the motion.

The September 25th Executive Committee meeting was adjourned at 9:31 a.m.

MOTION PASSES.