

Indianapolis Regional Transportation Council
Administrative Committee Meeting Minutes
January 24, 2020
 9:00 a.m. – 11:00 a.m.
 IndyGo Board Room
 1501 West Washington Street, Indianapolis, IN 46222

Committee Members Present

Dennis Buckley – City of Beech Grove	Andy Cook – City of Westfield
Dan Parker – City of Indianapolis	Andrew Klinger – Town of Plainfield
Inez Evans – IndyGo	Gary Pool – Hancock County

* = Proxy

Committee Members Absent

Mark Myers – City of Greenwood	Craig Parks – Boone County
Tom Klein – Town of Avon	

* = Proxy

Others Present

Anna Gremling – MPO	Sean Northup – MPO
Nick Badman – MPO	Kristyn Sanchez – MPO
Steve Cunningham – MPO	Jason Taylor – City of Fishers
Andy Swenson – MPO	Denise Barkdull – Frost Brown Todd
Annie Dixon – MPO	Dean Munn – Convergence Planning
Jen Higginbotham - MPO	Cameron Radford – IndyGo
Ryan Wilhite – IndyGo	

1. WELCOME & INTRODUCTIONS

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

2. SINGLE MEETING CHAIR ELECTION

Anna Gremling explained that, due to the absence of the committee’s chair and vice chair, the committee needed to elect a single meeting chair.

Mayor Dennis Buckley moved to elect Andy Cook as Single Meeting Chair.
Gary Pool seconded the motion.
 The election of Andy Cook for Single Meeting Chair was approved. MOTION PASSES.

ITEMS FOR APPROVAL

3. APPROVAL OF MINUTES (SEEKING APPROVAL)

Mayor Dennis Buckley moved to approve the December 6th, 2019 minutes as presented.
Dan Parker seconded the motion.
 The minutes of the December 6th, 2019 IRTC Administrative Committee Meeting were approved. MOTION PASSES.

4. 2045 LONG RANGE TRANSPORTATION PLAN AMENDMENT #4 (RES. #20-IMPO-003)

Jen Higginbotham announced that four projects will be amended into the plan, including US-36 Widening in Avon, US-31 Intersection Improvements in Franklin, SR-135 Widening in Johnson County, and CR-100S Widening in Avon. There will also be a description correction in the document for the County Line Road Widening in Indianapolis. In addition to project amendments, recently approved Resolution 10-IMPO-017 (Federal Safety Targets) and Resolution 19-IMPO-021 (Transit Targets) will be added to 2045 LRTP's *Appendix S: Targets*.

Gary Pool moved to recommend approval of 2045 Long Range Transportation Plan Amendment #4 (Res. #20-IMPO-003).

Mayor Dennis Buckley seconded the motion.

The IRTC Administrative Committee recommended approval of 2045 Long Range Transportation Plan Amendment #4 (Res. #20-IMPO-003). MOTION PASSES.

5. **REGIONAL PEDESTRIAN PLAN (RES. #20-IMPO-001)**

Jen Higginbotham discussed the history of the Regional Pedestrian Plan. Work started in late 2018. There were three rounds of public input and the public comment period ended on January 22nd, 2020. Exposure of the plan was boosted by an interview with **Higginbotham** by the Indianapolis Star and WISH-TV. The MPO has received public comments mostly relative to where residents want to see sidewalks in their communities. These comments are being compiled by staff and will be sent to the LPAs. Comments on the plan include critiques of methodology, especially in relation to the weight of equity in the gap analysis, and a desire to see implementation methods.

Andy Cook asked for more information on the equity measure. **Higginbotham** gave a brief overview of the plan's methodology for the gap analysis and how the equity measures fits in the process. **Cook** asked how it will affect LPAs. **Higginbotham** said the plan is meant to be used as a tool and trainings for LPAs will be held to show them how to use it. **Cook** asked if there were any comparisons available between Central Indiana and other regions in terms of pedestrian infrastructure coverage. **Higginbotham** said gap network mapping for regions is something that is not widely done among MPOs. **Inez Evans** said IndyGo will provide biometrics data to the MPO that can be incorporated into pedestrian data.

Inez Evans moved to recommend approval of the Regional Pedestrian Plan (Res. #20-IMPO-001).

Mayor Dennis Buckley seconded the motion.

The IRTC Administrative Committee recommended approval of the Regional Pedestrian Plan (Res. #20-IMPO-001). MOTION PASSES.

6. **HOUSEHOLD TRAVEL SURVEY (RES. #19-IMPO-12)**

Gary Pool moved to remove the Household Travel Survey (Res. #19-IMPO-12) from the table.

Inez Evans seconded the motion.

The IRTC Administrative Committee removed the Household Travel Survey (Res. #19-IMPO-12) from the table.

Gary Pool requested that staff give an overview of the cost of conducting the survey. **Anna Gremling** said the MPO is requesting \$1.25 million out of the 2025 Call for Projects. **Andy Swenson** said that he led the 2009 survey effort and explained more in-depth what the survey is and what data it provides. The MPO expects to get information that relates how households in the region actually travel. It is the only tool that can provide statistically-significant information on how and why people are travelling and is very important to ensure the regional travel model is accurate. This survey is based on the National Household Travel Survey. In the 2017 national survey, INDOT did not ask for regional data from the federal government. The MPO's current understanding of travel is based in 2009 data.

The MPO's primary justification for the survey is that travel has changed since 2009. Changes in retail patterns are one example. There is a higher level of need from a practical standpoint to understand transportation trends in the region. Household survey data is also used to compare to other data sources, such as the Census Bureau's American Community Survey, but does not give us as much detailed information as the MPO needs. **Pool** asked if this was taking \$1.5 million out of projects. **Gremling** said it would. **Pool** questioned the importance of the long-range transportation plan (LRTP) and the modeling and data that supported the LRTP, including the household survey, were important in selecting MPO projects. **Pool** stated that he did not believe that the long-range transportation plan (LRTP) and the modeling and data that

supported the LRTP, including the household survey, were important in selecting MPO projects. Pool stated that he would not vote for the resolution.

Gremling asked **Dean Munn** how this data affects funding for large projects such as the North Split. **Munn** said this data is important for setting federal performance measures and the travel model is important for how it happens in the MPO. For his own personal experience, the model is used on other projects such as US-31 and local thoroughfare plans. He said that at the TIP-level, this model is used heavily to influence every project that uses the MPO's transportation model. He also reiterated the changes in transportation since 2009, such as trends in work and shopping. **Munn** observed that other metro areas have also been updating their models and the MPO's request is a modest amount compared to others. **Andy Cook** asked who would use this survey information. **Munn** highlighted projects like the North Split and US-31. **Cook** has issue with those projects because they are state projects and not local projects

Cook stated that he did not use the LRTP or model results to select projects for his community. Swenson responded saying that consultants hired by LPA's often make requests for model results, particularly travel growth rates, when preparing applications for LPA projects. Swenson responded saying that consultants hired by LPA's often made requests for model results, particularly travel growth rates, when preparing applications for LPA projects. **Pool** asked for examples of those requests.

Dan Parker moved to table discussion on the Household Travel Survey (Res. #19-IMPO-12) for more information. **Gary Pool** seconded the motion. The IRTC Administrative Committee tabled discussion on the Household Travel Survey (Res. #19-IMPO-12) for more information.

STATUS REPORTS

7. **BYLAWS**

Anna Gremling provided an overview of new organization structure and bylaws for the new organization. The MPO is currently exploring the idea of having a joint meeting between the Regional Development Authority (RDA) and the IRTC Administrative Committee. **Andrew Klinger** asked who are the current representatives on the RDA. **Gremling** responded that Chris Pryor (Representative for the City of Carmel), Mitch Frazier (Representative for the City of Westfield), Keith Lauter (Representative for the City of Greenwood), Frank Esposito (Representative for the City of Indianapolis), and Dr. Roderick Perry (Representative for the City of Indianapolis) are the current members of the Central Indiana RDA.

Denise Barkdull said current thoughts are that the future Administrative Committee would be an advisory committee made up of members of lower committees that would report back to the RDA what those committees are doing. **Gremling** asked if everyone is ok with the concept of a joint meeting. **Andrew Klinger** has some concerns on how that impacts the nature of the conversation, but he does not really know what they will be until it is attempted. **Barkdull** said this structure is hopefully bridging the gap between elected officials and the RDA, which cannot be made up of any elected officials. **Andy Cook** asked how RDA members would be elected. **Barkdull** said the Administrative Committee would take nominations, interview candidates, and make recommendations for the member communities to consider. **Sean Northup** added that neither the Administrative Committee nor RDA has the power to change the TIP process, which the Policy Committee controls.

Klinger asked when the current RDA members would be changed over. **Gremling** said there will be draft guidelines on how to join the RDA in the Technical and Policy Committee packets for their next meetings. **Klinger** asked, for example, if **Andy Cook's** chosen RDA representative decides to leave, is it his responsibility to pick the next representative. **Barkdull** said that the Policy Committee would take applications and vote on a recommendation on who the next representative would be. She recommended waiting until at least January 1st, 2021 to look at changing RDA members and staggering member terms. **Gremling** requested that members keep in mind that RDA members will be responsible for authorizing operations of the organization, which is currently controlled by the Indianapolis Metropolitan Development Commission. **Barkdull** said, in trying to come up for a plan for June 1, MPO staff and their consultants are trying to keep the elected officials involved in the operations of the organization. **Klinger** said he understands the importance of this temporary structure, and his only concern is that elected policy members have control over the organization.

Gremling brought up the topic of membership dues. She said all LPAs commit funds to MPO operations, and asked if

the members would like to take this as an opportunity to examine requiring IndyGo and CIRT A to pay into dues since they are recipients of federal funds. **Gary Pool** said they should. **Barkdull** said as the MPO expands beyond transportation into other funding sources and representatives, the way the MPO's overhead should be covered will have to change. **Dan Parker** asked how the dues for IndyGo and CIRT A would be assessed. **Gremling** said she has contacted other MPOs on this topic. Some use flat fees, others use revenue hours or ridership. The MPO will continue to look at the subject. **Gremling** said we need to take a closer look at the dues payment process to ensure timing of payment works for the organization. She also said that the MPO will be bumping down bylaw update notices from 45 days to 30 days, barring any federal requirements. **Barkdull** had one more point on RDA elections and appointments: Executive Director appointment is made by a recommendation of the IRTC membership.

8. TRANSITION UPDATE

A. Indianapolis – Separating Local Funds

- a. **Anna Gremling** announced the MPO is currently working on a memorandum of understanding with the City of Indianapolis on remaining funds that amount to approximately \$1 million dollars that the MPO can use for operations. The MPO may get 50% of the funds in 2020 and the remainder in 2021.

B. Human Resources Information System

- a. **Anna Gremling** said a vendor has been selected and the effort is being led by **Rose Scovel** (Indianapolis MPO).

C. Human Resources Benefits

- a. **Anna Gremling** said the MPO has received pricing from insurers. Staff will explore partnering with the City of Indianapolis to remain on their insurance. **Dennis Buckley** asked if the MPO plans on staying in PERF; **Gremling** said they are. **Buckley** also asked if the MPO would remain in the Indianapolis City-County Building; **Gremling** said that the MPO would for now.

D. Financial System

- a. **Anna Gremling** said the MPO is in negotiations with a new vendor that can provide grant management software and training.

E. Federal Exchange Update

- a. **Anna Gremling** said the MPO has received a contract from INDOT that is similar to an LPA contract. The MPO wants to move that contract to a grant template instead. **Travis Underhill** (INDOT) has given the MPO a June 2020 deadline. **Gremling** said IRTC approval of the agreement will be done at the Summer IRTC Joint Meeting. The MPO will also have conversations with **Underhill** on changing the exchange rate to a more favorable split. After moving to the exchange funding model, the MPO will explore procedure details such as bids, letting dates, etc.

9. DIRECTOR'S UPDATE

F. Legislative Update and Memorandum

- a. **Sean Northup** said MPO leadership had met with State Senator Travis Holdman, and he was open to considering regional governance in Senate Bill 350. There have been some changes in bill language and the MPO is waiting to see where it will go in the Statehouse. The language the MPO wants to insert only relates to structure and has nothing to do with Regional Cities or regional taxation. **Andy Cook** asked that members request that their constituents communicate support for Indiana House Bill 1070, which is a measure to reduce distracted driving.

Inez Evans moved to recommend approval of a resolution supporting House Bill 1070.
Gary Pool seconded the motion.
The IRTC Administrative Committee moved to recommend the creation and approval of a resolution supporting House Bill 1070.

G. TIP Amendment: Keystone over White River

- a. **Anna Gremling** said the project amendment is no longer moving forward and may be seen at a later date.

H. FY 2020 Update

- a. **Kristyn Sanchez** said the MPO has obligated about two-thirds of the \$72 million allocation. The December letting had six projects bid, three of which were unawardable and moved to the March letting. The MPO may go slightly over in their March letting, but there is a \$5 million to \$6 million project on the February letting. **Dennis Buckley** asked why three projects were unawardable in December. **Sanchez** said one did not receive any bids and the other two had higher bids than anticipated.

OTHER BUSINESS

10. OTHER ITEMS OF BUSINESS

Anna Gremling announced that **Jen Higginbotham** and **Kristyn Sanchez** are two finalists for the Junior Achievement’s Best and Brightest award.

11. ADJOURNMENT

Dan Parker moved to adjourn the meeting.
Mayor Dennis Buckley seconded the motion.
The Administrative Committee voted in favor of adjournment at 10:38 a.m.

**Indianapolis Regional Transportation Council
 Technical Committee Meeting Minutes
 February 2, 2020
 9:00 a.m. – 11:00 a.m.
 MIBOR Realtor Association
 1912 N Meridian St, Indianapolis, IN 46202**

Committee Members Present

Ryan Cannon – Town of Avon	Joe Scikos – Town of Bargersville
Dennis Buckley – City of Beech Grove	Nick Parr – Boone County
Todd Barker – Town of Brownsburg	David Littlejohn – City of Carmel
CJ Taylor – Town of Cicero	Mark Richards – City of Franklin
Jason Koch – Town of Greenfield	Daniel Johnston – City of Greenwood
Brad Davis – Hamilton County	John Ayers – Hendricks County
Erica Miller – City of Indianapolis	Neil VanTrees – Johnson County
Srikanth Venugopalan – City of Lawrence	Ryan Crum – Town of McCordsville
Anthony Hinkle – Morgan County	Alison Krupski – City of Noblesville
Sarah Reed – City of Noblesville	Jason Love- Town of Pittsboro
Scott Singleton – Town of Plainfield	Desiree Caldera – Shelby County
John Nail – City of Westfield	Lance Lantz – Town of Zionsville
Annette Darrow – IndyGo	Jennifer Gebhard – CIRTA
Robert Dirks - FHWA	

* = Proxy

Others Present

Anna Gremling – MPO	Jen Higginbotham – MPO
Sean Northup – MPO	Jennifer Dunn – MPO
Nick Badman – MPO	Danielle Gerlach – MPO
Kristyn Sanchez – MPO	Annie Dixon - MPO
Steve Cunningham – MPO	James Rinehart - MPO
Rose Scovel – MPO	Terry Cooper – Town of Cicero
Pete Peterson – RQAW	Marsha Craney – Blevins – GAI Consultants
Mark Turner – First Group	Amanda Johnson – EMCS
Amy Huebschman – EMCS	Stephanie Belch – INDOT
Jacob Phillips – INDOT	Shari Hinds O’Riley – USI
Amy Curtis – Etica Group	Dan Silverman – WSP
Matt Duffy – WSP	Roy Nunnally – INDOT
Kate Zale – Etica Group	Brandon Burgoa – INDOT
Caitlin Stankovich - INDOT	Jarvis Joiner – JQOL
Laura Parker – Morgan County	Valerie Cockrum – INDOT
Alison Redenz – Marion County Public Health	Logan Lane – Health by Design
Ryan Cannon – Town of Avon	Gerald Glover – Town of Avon
Jason Richey – Friends of West Indy	

1. WELCOME & INTRODUCTIONS

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

ITEMS FOR APPROVAL

2. APPROVAL OF OCTOBER 9TH, 2019 MINUTES

Mayor Dennis Buckley moved to approve the October 9th, 2019 minutes as presented.
John Ayers seconded the motion.
The minutes of the October 9th, 2019 IRTC Technical Committee Meeting were approved. MOTION PASSED

3. **APPROVAL OF DECEMBER 11TH, 2019 JOINT MEETING MINUTES**

Mayor Dennis Buckley moved to approve the December 11th, 2019 minutes as presented.
John Ayers seconded the motion.
The minutes of the December 11th, 2019 IRTC Joint Committee Meeting were approved. MOTION PASSED

4. **LONG-RANGE TRANSPORTATION PLAN AMENDMENT #4 (RES. 20-IMPO-003)**

Jen Higginbotham announced that four projects will be amended into the plan, including US-36 Widening in Avon (INDOT), US-31 Intersection Improvements in Franklin (INDOT), SR-135 Widening in Johnson County (INDOT), and CR-100S Widening in Avon (local dollars only). There will also be a description correction in the document for the County Line Road Widening in Indianapolis. In addition to project amendments, recently approved Resolution 10-IMPO-017 (Federal Safety Targets) and Resolution 19-IMPO-021 (Transit Targets) will be added to 2045 LRTP's *Appendix S: Targets*.

Mayor Dennis Buckley moved to recommend approval of Long Range Transportation Amendment #4 (Resolution 20-IMPO-003.)
Mark Richards seconded the motion.
The IRTC Technical Committee recommended approval of Long Range Transportation Amendment #4 (Resolution 20-IMPO-003). MOTION PASSED

5. **INDIANAPOLIS REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (RES. 20-IMPO-004)**

Kristyn Sanchez stated that the MPO received 13 INDOT amendment requests and 1 local amendment request that did not affect the MPO's annual allocation for the 1st Quarter.

Jason Taylor moved to recommend approval of the Indianapolis Regional Transportation Improvement Program (Resolution 20-IMPO-004).
Srikanth Venugopalan seconded the motion.
The IRTC Technical Committee recommended approval of the Indianapolis Regional Transportation Improvement Program (Resolution 20-IMPO-004). MOTION PASSED

Sanchez provided an update on the SFY 2020 spenddown. The MPO has spent down approximately 2/3rd's of the 2020 annual allocation. One project went to letting in February and four are scheduled for March. The MPO anticipates the remaining annual allocation balance will be spent down with the March letting.

Staff expects to bring the SFY 2025 Call for Projects recommendations to the IRTC meetings in April for review.

6. **REGIONAL PEDESTRIAN PLAN (RES. 20-IMPO-001)**

Jen Higginbotham gave a brief overview of the Regional Pedestrian Plan. Work started in late 2018. There were three rounds of public input and the draft document public comment period ended on January 22nd, 2020. Exposure of the plan was boosted by an interview with **Higginbotham** by the Indianapolis Star and WISH-TV. The MPO has received public comments mostly relative to where residents want to see sidewalks in their communities. These comments have been sent to the LPAs. Comments on the plan include critiques of methodology, especially in relation to the weight of equity in the gap analysis, and a desire to see implementation methods. **Higginbotham** also announced that MPO staff will host a training for the LPAs and others in March to learn how to apply and modify the plan's prioritization methodology for local communities.

Jason Taylor moved to recommend approval of the Regional Pedestrian Plan (Resolution 20-IMPO-001).
Steve Maple seconded the motion.
The IRTC Technical Committee recommended approval of the Regional Pedestrian Plan (Resolution 20-IMPO-001).
MOTION PASSED

7. INDIANA HOUSE BILL 1070 (RES. 20-IMPO-005)

Anna Gremling said the Administrative Committee recommended approval of a resolution of support for Indiana House Bill 1070. The Bill aims to reduce distracted driving, a goal that is in line with the Indianapolis MPO's crash reduction and Vision Zero missions.

John Nail moved to recommend approval of Support for HB 1070 (Resolution 20-IMPO-005).
Dan Parker seconded the motion.
The IRTC Technical Committee recommended approval of Support for HB 1070 (Resolution 20-IMPO-005). MOTION PASSED

STATUS REPORTS

8. INDIANA SENATE BILL 350

Sean Northup said there were three main actions for the new Indianapolis MPO: to separate from the City of Indianapolis, expand services, and receive a state statute under which it can operate. As of now, the only types of legislation the MPO can operate under are the Regional Development Authority or the Regional Planning Commission, neither of which are ideal for the Indianapolis MPO. The proposed legislation in Senate Bill 350 has two parts: one would expand the membership of the RDA and the other would expand the topic areas that can be serviced by the MPO. The bill was passed out of committee and will be voted on by the Indiana House of Representatives; it is being sponsored by Representative Brown. **Anna Gremling** explained the new structures and the differences between the future umbrella organization and the MPO.

9. SOCIAL MEDIA METRICS AND ANALYSIS

Danielle Gerlach presented metrics from the MPO's social media platforms over the past year. She highlighted increases in followers, engagements, and input. The organization is mostly impressed with 'shares' on Facebook, which allows posts to gain impressions from people outside of the MPO's followers. The top activity generators from 2019 included the preferences and concerns survey for the Regional Pedestrian Plan, a Farewell to Mike Terry from IndyGo, and Sean Northup's induction to SKL.

John Nail asked if there was anything the LPAs can do to help increase engagement with the MPO. **Gerlach** said that tagging the MPO in their own posts or sending them to staff so they can share it on MPO platforms would help greatly.

10. TRANSITION UPDATE

- HRIS
 - **Anna Gremling** said the MPO is still working on an HRIS to help with the onboarding process.
- Human Resources
 - **Gremling** said the MPO is still working on human resources details for the transition.
- Finance Software
 - **Gremling** said the MPO has decided to go with a second vendor for grant management software after having issues with the first chosen vendor.

11. DIRECTOR'S UPDATE

- Federal Exchange Agreement
 - **Anna Gremling** said the MPO has received a contract from INDOT that is similar to an LPA contract. The MPO wants to move that contract to a grant template instead. **Travis Underhill** (INDOT) has given the MPO a June 2020 deadline. **Gremling** said IRTC approval of the agreement will be done at the Summer IRTC Joint Meeting. The MPO will also have conversations with **Underhill** on changing the exchange rate to a more favorable split. After moving to the exchange funding model, the MPO will explore procedure details such as bids, letting dates, etc. **Steve Cunningham** noted that due to uncertainties associated with the exchange agreement, it is possible that the MPO will not hold a call for projects this October for SFY 2026. More will be known as the agreement progresses.
- ITE Freight Symposium
 - **Gremling** said the MPO has an opportunity to hold a freight symposium with the Institute of Transportation Engineers. She requested that if any members on the Technical Committee have ideas for sessions to please provide them to her for consideration.
- Indy's Best and Brightest
 - **Gremling** announced that both **Kristyn Sanchez** and **Jen Higginbotham** have been chosen as finalists for the Government section of the Indy's Best and Brightest competition.

OTHER BUSINESS

12. OTHER ITEMS OF BUSINESS

James Rinehart said **Jennifer Dunn** has received cleaned up incapacitating and fatal crash data from 2018 which has been added to the Regional Crash Dashboard on the MPO's website. There has also been a new filter added that can display accidents year by year. **Brad Davis** asked if the MPO had considered adding property damage to the dashboard. **Dunn** said it was considered, however there are issues with accurate location data for those crashes. **Anna Gremling** said it was something staff can look into adding.

13. ADJOURNMENT

Mayor Dennis Buckley moved to adjourn the meeting.
Todd Barker seconded the motion.
The Technical Committee voted in favor of adjournment at 9:35 a.m.

Indianapolis Regional Transportation Council
Policy Committee Meeting Minutes
February 19th, 2020
9:00 a.m. – 11:00 a.m.
Hornet Park Community Center
5245 Hornet Avenue
Beech Grove, IN 46107

Committee Members Present

Tom Klein – Town of Avon	Joe Csikos* – Town of Bargersville
Tom Santelli* – Boone County	Mike Hollibaugh* – City of Carmel
April Fisher – Town of Cumberland	Jason Taylor – City of Fishers
Steve Barnett – City of Franklin	Mark Richards* – City of Franklin
Mark Meyers – City of Greenwood	Daniel Johnston* – City of Greenwood
Gary Pool – Hancock County	Eric Wathen – Hendricks County
David Borden* – City of Indianapolis	Sri Venugopalan* – City of Lawrence
Ryan Crum* – Town of McCordsville	Josh Messmer* – Morgan County
Matt Light* – City of Noblesville	Jim Hellman – City of Noblesville
Andrew Klinger – Town of Plainfield	Andy Cook – City of Westfield
Cameron Radford* – IndyGo	Christine Altman – CIRTA
Clark Packer – INDOT	

* = *Proxy*

Others Present

Anna Gremling – Indianapolis MPO	Taylor Firestine – Health by Design
Nick Badman – Indianapolis MPO	Logan Lang – Health by Design
James Rinehart – Indianapolis MPO	Mark Turner – First Group
Jen Higginbotham – Indianapolis MPO	Kim Irwin – Health by Design
Rose Scovel – Indianapolis MPO	Catherine Kostyn – Indianapolis MPO
Andy Swenson – Indianapolis MPO	Kristyn Sanchez – Indianapolis MPO
Danielle Gerlach – Indianapolis MPO	Annie Dixon – Indianapolis MPO
Steve Cunningham – Indianapolis MPO	Anita Bjork – Indianapolis MPO
Sean Northup – Indianapolis MPO	Brittany White - INDOT

1. WELCOME & INTRODUCTIONS

Mayor Mark Myers called the meeting to order at 9:07 a.m. and welcomed Policy Committee members and visitors. Introductions were made around the room.

ITEMS FOR APPROVAL

2. APPROVAL OF MINUTES (SEEKING APPROVAL)

<p>Mayor Dennis Buckley moved to recommend the approval of the October 23, 2019 IRTC Policy Committee meeting minutes as presented. Steve Barnett seconded the motion. The minutes of the October 23, 2019 IRTC Policy Committee meeting were recommended for approval as presented. MOTION PASSED.</p>
<p>Eric Wathen moved to recommend the approval of the December 11, 2019 IRTC Joint Committee meeting minutes as presented. Steve Barnett seconded the motion. Christine Altman abstained from the vote. The minutes of the December 11, 2019 IRTC Joint Committee meeting were recommended for approval as presented. MOTION PASSED.</p>

3. 2020 ADMINISTRATIVE COMMITTEE ELECTIONS

Anna Gremling explained the election process to the committee members. **Myers** opened the floor for nominations or for anyone to express interest to be on the ballot. There were none. MPO staff members collected ballots and exited to tally.

4. LONG RANGE TRANSPORTATION PLAN AMENDMENT #4 RESOLUTION #20-IMPO-003

Jen Higginbotham briefed the committee on the Long Range Transportation Plan (LRTP) amendment #4. She described the included projects and a a minor typo correction. No comments were received during the public comment period. **Myers** opened the floor for questions. There were none. **Myers** opened the public hearing; there were no questions or comments from the public; the hearing closed.

Mayor Dennis Buckley moved to recommend the approval of resolution 20-IMPO-003.

Tom Klein seconded the motion.

Resolution #20-IMPO-003 was recommended for approval as presented.

MOTION PASSED

5. INDIANAPOLIS REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM RES #20-IMPO-004

Kristyn Sanchez briefed the committee about the proposed Transportation Improvement Program (TIP) amendment: there were 13 requests from INDOT and 1 local request. **Sanchez** noted that no comments were received from the public review and comment period and then asked for any questions from the Board. There were none. **Myers** opened the public hearing for comments or questions. There were none.

Mayor Dennis Buckley moved to recommend the approval of resolution 20-IMPO-004.

Chuck Fewell seconded the motion.

Resolution 20-IMPO-004 was recommended for approval as presented.

MOTION PASSED

Sanchez updated the group about the call for projects and explained the MPO is still reviewing the applications and waiting on eligibility determinations, as well as having conversations with the Indiana Department of Transportation (INDOT) regarding a potential Federal exchange. As result, the MPO hopes to have more information before the next meetings. **Sanchez** also updated the committee on the SFY 2020 annual allocation. The MPO is waiting on some purchase orders to be issued, but it is expected that the annual allocation will be spent down with the March letting.

6. REGIONAL PEDESTRIAN PLAN RESOLUTION #20-IMPO-001

Jen Higginbotham talked about the regional pedestrian plan and recapped previous presentations given to the board. She stated that public comments were received, but many requested a specific project or areas for work to be done. All comments were forwarded to the appropriate department of public works or equivalent in the respective community. Changes made to the document after the public review period were outlined in the agenda packet. **Higginbotham** said there will be a training session for IRTC members to attend, if they would like. The session will go over the data analysis that was conducted for prioritizing areas for pedestrian investment. There were no further questions. **Myers** opened the public hearing. **Kim Irwin** spoke, stating that she and her organization (Health by Design) has been providing input throughout the planning process and commended the staff and team working on the project. She urged local leaders to use the plan and take it further to improve pedestrian infrastructure at the local level. **Irwin** talked about addressing equity in a persistent and consistent way. She offered her organization's help if needed. **Tom Santelli** also commended staff for their work on the plan and stated Boone County has been using it in presentations. There were no other public comments and **Myers** closed the public hearing.

Christine Altman moved to recommend the approval of resolution 20-IMPO-001.

Mike Hollibaugh seconded the motion.

Resolution 20-IMPO-001 was recommended for approval as presented.

MOTION PASSED

ELECTIONS – REVISITED

The following results came in for the first round of Administrative Committee elections:

- Daniel Parker (Largest City – Indianapolis, by default)
- Dennis Buckley (Excluded City – Beech Grove)
- Andy Cook (City – Westfield)
- Tom Klein (Town – Avon)

- Mark Heirbrandt (County – Hamilton)
- Inez Evans (Transit – IndyGo)

Anna Gremling then opened the floor for at-large nominations. **Gary Pool** and **Eric Wathen** were nominated. **Gremling** closed nominations and members voted. Staff members collected the ballots and exited to tally.

7. HOUSE BILL 1070 RESOLUTION #20-MPO-005

Anna Gremling briefed the group about what was happening at the state house with the distracted driving bill. She explained the administrative committee wanted this to be on the agenda and the MPO should pass a resolution supporting the bill. **Christine Altman** stated CIRTAs has also adopted a similar resolution. **Gremling** explained the bill passed committee on Tuesday, February 18th 8-1 and there was an amendment added. Some senators feel that the \$500 fine is not tough enough. There were no further questions.

Jason Taylor moved to recommend the approval of resolution 20-IMPO-005.
Andrew Klinger seconded the motion.
 Resolution 20-IMPO-005 was recommended for approval as presented.
MOTION PASSED

8. SPECIAL RESOLUTION #20-IMPO-002

Anna Gremling explained the special resolution and why it was left off on purpose: the resolution is honoring Mayor Mark Myers for his leadership with the MPO and IRTC. **Gremling read the resolution and presented Myers** with an award.

Unanimously moved to recommend the approval of resolution 20-IMPO-002.
Tom Klein seconded the motion.
 Resolution 20-IMPO-002 was recommended for approval as presented.
MOTION PASSED

STATUS REPORTS

9. SENATE BILL 350 REGIONAL GOVERNANCE UPDATE

Sean Northup briefed the committee on Senate Bill 350. He explained the different components of the bill, including establishing the MPO as a standalone organization independent from the City of Indianapolis. He also explained the difference between the different existing designations the MPO was considering and why those did not work, leading to drafting legislation to establish something that would be more suitable for the MPO. **Northup** also explained that the proposed legislation is not creating a new level of government, nor is it a new organization. He said the bill passed the senate committee and the senate floor and is being heard by the Ways and Means committee on February 19, 2020.

10. SOCIAL MEDIA METRICS AND ANALYTICS

Danielle Gerlach briefed the committee on the MPO’s social media strategy. She gave a brief presentation on the particular metrics being tracked for different platforms. **Gary Pool** suggested adding how many views posts get as another metric he would like to see.

11. ELECTIONS – REVISITED

The following results came in for the at-large member vote:

- At-large members:
 - o Jason Taylor (City of Fishers)
 - o Andrew Klinger (Town of Plainfield)
 - o Eric Wathen (Hendricks County)

Tom Klein motioned for a voice vote for the slate. The committee members then voted for chair and vice-chair of the administrative committee, appointing Mayor Andy Cook as Chair and Andrew Klinger as Vice-Chair.

12. TRANSITION UPDATE

Anna Gremling updated the group about the transition: the human resource information system (HRIS) is in place. The MPO is still looking into benefits and is looking to establish an MOU for cost savings purposes to remain with the city's policy in this regard. She also explained challenges with the first financial services vendor, which led to another firm being contracted for those services.

Gremling explained there will be more information available in the next month following the legislative session and pending Senate Bill 350 approval or denial. In the case where the MPO would need to use the Regional Development Authority (RDA) temporarily, Frost Brown Todd, LLC created a document about how to join the RDA. **Christine Altman** asked if there was a lobbyist that was working on this. **Gremling** explained Rick Cockrum, of Capitol Assets, has been taking care of it. **Altman** asked about the risks of being housed under the RDA. **Gremling** explained there is a risk by default, but does not believe there is anything to worry about at this point. **Sean Northup** added that the plan is to move the employees from the City of Indianapolis to the RDA, who would then have authority over contract authorizations, payroll, raises, and reviews. The RDA would not handle any federal transportation funding, which would stay with the Policy Committee making those decisions. There were no further questions.

13. DIRECTOR'S UPDATE

Anna Gremling provided an update on the proposed Federal Funds Exchange agreement with the Indiana Department of Transportation (INDOT) noting that INDOT is proposing a 90/10 exchange rate. The MPO received a draft agreement from INDOT in December and anticipates providing feedback soon. INDOT has asked that an executed agreement be in place by June. **Gremling** stated there may not be a call for TIP projects in Fall 2020 to allow MPO staff to figure out policies and procedures moving forward if the agreement is executed. **Eric Wathen** requested a copy of the draft agreement; however, it is not able to be distributed at this time.

Tom Santelli asked what the advantage is of executing this agreement. **Gremling** explained this is a business decision for INDOT for the 90/10 split, but negotiations are ongoing. The MPO would incur cost increases while INDOT would incur savings. **Tom Klein** asked if there was research conducted to explore whether this would work. **Gremling** explained her review and analysis, which will be sent to the board at a later time. **Christine Altman** asked the MPO to look into whether there are requirements for using state funding under the swap.

14. OTHER ITEMS OF BUSINESS

Anna Gremling explained the MPO is partnering with ITE to do a symposium on freight in Central Indiana. She requested submissions from members for the symposium if they are experiencing issues with freight in their communities.

15. ADJOURNMENT

Tom Klein motioned to adjourn.
Dennis Buckley seconded.
The IRTC Technical Meeting of February 19, 2020 was adjourned at 10:14 a.m.
MOTION PASSED

**Indianapolis Regional Transportation Council
 Technical and Policy Committee Meeting Minutes
 April 8th, 2020
 10:30 a.m. – 11:30 a.m.
 Online - WebEx**

Committee Members Present

Tom Klein – Town of Avon	Julie Young – Town of Bargersville
Joe Csikos* – Town of Bargersville	Craig Parks – Boone County
Tom Santelli* – Boone County	Brian Jessen – Town of Brownsburg
David Littlejohn – City of Carmel	April Fisher – Town of Cumberland
Jason Taylor – City of Fishers	Mark Richards* – City of Franklin
Jason Koch – City of Greenfield	Mark Myers – City of Greenwood
Mark Heirbrandt – Hamilton County	Bradley Davis – Hamilton County
Ericka Miller – City of Indianapolis	Tonya Galbraith – Town of McCordsville
Alison Krupski – City of Noblesville	Steve Maple – Town of Pittsboro
Jacob Blasdel – Town of Speedway	Andy Cook – City of Westfield
John Nail – City of Westfield	Lance Lantz – Town of Zionsville
Jennifer Pyrz* - IndyGo	Inez Evans – IndyGo
Cameron Radford - IndyGo	Christine Altman - CIRTA
Scott Bailey - INDOT	Robert Dirks - FHWA
Scott Singleton – Town of Plainfield	

* = *Proxy*

Committee Members Absent

Dennis Buckley – City of Beech Grove	Karen Howard – Town of Brooklyn
CJ Taylor – Town of Cicero	Mark Morgan – Town of Danville
Gary Pool – Hancock County	Eric Wathen – Hendricks County
Luke Mastin – Johnson County	Steve Collier – City of Lawrence
Mark Mathis – Town of Mooresville	Ryan Goodwin – Morgan County
Jan Jarson – Town of New Palestine	Desiree Calderella – Shelby County
Russell McClure – City of Southport	Norm Gabehart – Town of Whiteland
Brittany Garriott – Town of Whitestown	Drew Genneken – Indianapolis Airport Authority
Jody Peacock – Ports of Indiana	Cecilia Crenshaw - FTA
Shawn Seals – IDEM	Tim Ping – MDC

* = *Proxy*

Others Present

Anna Gremling – Indianapolis MPO	Sean Northup – Indianapolis MPO
Nick Badman – Indianapolis MPO	Catherine Kostyn – Indianapolis MPO
James Rinehart – Indianapolis MPO	Kristyn Sanchez – Indianapolis MPO
Jen Higginbotham – Indianapolis MPO	Annie Dixon – Indianapolis MPO
Rose Scovel – Indianapolis MPO	Jennifer Dunn – Indianapolis MPO
Andy Swenson – Indianapolis MPO	Scott Krapf – Frost Brown Todd
Danielle Gerlach – Indianapolis MPO	Denise Barkdull – Frost Brown Todd
Steve Cunningham – Indianapolis MPO	Sydnee Cseresznyes – Capitol Assets

I. WELCOME & INTRODUCTIONS

Anna Gremling called the meeting to order at 10:35 a.m. and welcomed Technical and Policy Committee members and visitors. Attendance was taken.

Jen Higginbotham summarized how comments would be collected during a public hearing. Members need to state their name and comment. For the public, a list of names for those that would like to speak will be collected. Once all names are recorded, they will be called in order and have a limited time of two minutes to speak.

Gremling asked that everyone review the agenda for the meeting next week.

Sean Northup asked **Gremling** how the voting process would work. At the next IRTC committee meeting, she will ask for a voting member for each LPA present. Every vote will have to be a roll call vote. There was further discussion on how voting would be conducted. **Gremling** asked if there were any questions. A few questions were asked about how to use the system, which **Higginbotham** answered. **Gremling** thanked the members for participating in the practice session.

ITEMS FOR APPROVAL

2. *NONE*

STATUS REPORTS

3. *ADJOURNMENT*

Anna Gremling adjourned the IRTC Technical and Policy Committee Meeting of April 8, 2020 at 11:10 am.

**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.

Indianapolis Regional Transportation Council
Administrative Committee Meeting Minutes
May 22, 2020
 9:00 a.m. – 11:00 a.m.
 IndyGo Board Room
 1501 West Washington Street, Indianapolis, IN 46222

Committee Members Present

Dennis Buckley – City of Beech Grove	Andy Cook – City of Westfield
Dan Parker – City of Indianapolis	Andrew Klinger – Town of Plainfield
Inez Evans – IndyGo	Eric Wathen – Hendricks County
Jason Taylor – City of Fishers	Tom Klein – Town of Avon

* = Proxy

Committee Members Absent

Mark Heirbrandt – Hamilton County	
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* = Proxy

Others Present

Anna Gremling – MPO	Sean Northup – MPO
Nick Badman – MPO	Steve Cunningham – MPO
Jen Higginbotham - MPO	Danielle Gerlach - MPO
Denise Barkdull – Frost Brown Todd	Mark Myers – City of Greenwood
Robert Dirks – FHWA	

1. WELCOME & INTRODUCTIONS

Andy Cook called the Administrative Committee meeting to order at 9:07 a.m. and welcomed the members. He then turned the meeting over to **Anna Gremling**, who conducted roll call.

ITEMS FOR APPROVAL

2. APPROVAL OF MINUTES (SEEKING APPROVAL)

Anna Gremling asked if any members had corrections for the January 24th Administrative Committee Draft Minutes. **Tom Klein** said the date on the document was incorrect, saying the year was 2018 instead of 2020.

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

Dennis Buckley moved to approve the January 24th, 2020 minutes as amended.
Andrew Klinger seconded the motion.
 The minutes of the the January 24th, 2020 IRTC Administrative Committee Meeting were approved. MOTION PASSES.

3. INDOT FEDERAL EXCHANGE

Anna Gremling said the current Federal Exchange Agreement with INDOT is not in its final form, but she is requesting authorization from the IRTC to enter into an agreement with INDOT when the final form is agreed upon in the next 30 days. As of now, the agreement allows a 90-10 funding split for the MPO's entire federal allocation for three years, with some allocation flexibility until the swap is in full effect. The MPO is still waiting on clarification on a few items; if there is new stimulus funding, the MPO wants those funds to be exempt from the split and the MPO has requested some changes to the boilerplate contract language.

Robert Dirks said there is a redistribution every August that provides additional funding to each state and that the MPO may want to address that in the agreement. **Steve Cunningham** said that language is not currently in the agreement, instead it points to the sharing agreement INDOT has with all MPOs in the state, but staff will look into that. **Jason Taylor** asked if there is a new transportation bill or some kind of funding supplement, would that funding be subject to the proposed agreement. **Gremling** said that the supplemental funding would not be subject to the split under the MPO's proposed changes. **Cunningham** said there is language in the agreement that recognizes the MPO could get a new transportation bill that could change funding types or create new funding categories, and that those funds be included in the swap so as to not lose out on potential funding if a new bill is enacted. **Dirks** asked **Cunningham** if there was any language covering earmarks. He responded that earmarks were not addressed, but if a source of funding outside of the agreement was created, the MPO asked that it be exempt from the split.

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

Dan Parker moved to recommend approval to authorize the director of the MPO to enter into a funding split with INDOT.
Eric Wathen seconded the motion.
The IRTC Administrative Committee recommended approval to authorize the director of the MPO to enter into a funding split with INDOT. MOTION PASSES.

4. BYLAWS

Anna Gremling asked that **Denise Barkdull** go over any changes that were made since last week. **Barkdull** said there was discussion about whether a chair has to be an elected official and any issues that would be created with a non-elected official proxy in terms of allowable duties. Provisions on jurisdiction classification will remain as they exist now. The current intention is that the MPO will evaluate any changes in its election process between June 1, 2020 and January 2021. She also said they are considering having Executive Committee elections line up with municipal and county election cycles to ensure that the entire committee isn't lost at the same time. **Gremling** then asked the members to volunteer for the one and two year slots in the Executive Committee. Because Indianapolis is guaranteed a seat, **Dan Parker** would remain indefinitely. The two year seats will be filled by **Andy Cook, Andrew Klinger, Jason Taylor,** and **Eric Wathen**. The one year seats will be filled by **Tom Klein, Dennis Buckley, Inez Evans,** and **Mark Heirbrandt**. **Gremling** asked if there were any other questions regarding bylaw items. There were none.

Member	Result
IndyGo	Approve
Westfield	Approve
Avon	Approve
Indianapolis	Approve

Member	Result
Beech Grove	Approve
Plainfield	Approve
Fishers	Approve
Hendricks County	Approve

Tom Klein moved to recommend approval of new Bylaws.
Mayor Dennis Buckley seconded the motion.
The IRTC Administrative Committee recommended approval of new Bylaws. MOTION PASSES.

5. **HUMAN RESOURCES MANUAL**

Anna Gremling said MPO leadership tried to at least maintain or improve benefits for staff with the goal of recruiting and retaining high-quality staff. She also announced that the City of Indianapolis is not allowing benefit leave to roll over into the new organization and requires the MPO to pay out the remaining leave balances to staff. Frost Brown Todd has been negotiating with the City on the MPO's behalf as their legal counsel. The MPO is considering front loading the benefit leave staff would accrue from June 2020 to December 31, 2020, and going back to monthly accrual in January 2021.

Member	Result
IndyGo	Approve
Westfield	Approve
Avon	Approve
Indianapolis	Approve

Member	Result
Beech Grove	Approve
Plainfield	Approve
Fishers	Approve
Hendricks County	Approve

Tom Klein moved to recommend approval of the HR Policy Manual.
Inez Evans seconded the motion.
The IRTC Administrative Committee recommended approval of the HR Policy Manual.

6. **BUNDLE #1 (NEW ORGANIZATION CURRENT MEMBERS, APPROVAL OF EXECUTIVE DIRECTOR, EXECUTIVE COMMITTEE AND OFFICERS)**

Anna Gremling said this bundle would turn the Administrative Committee into the Executive Committee and carry over existing membership to the new organization. New bylaws will be included in this bundle as well.

Member	Result
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Member	Result
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IndyGo	Approve
Westfield	Approve
Avon	Approve
Indianapolis	Approve

Beech Grove	Approve
Plainfield	Approve
Fishers	Approve
Hendricks County	Approve

Dennis Buckley moved to recommend approval of Resolution Bundle #1.
Inez Evans seconded the motion.
The IRTC Administrative Committee moved to recommend approval of Resolution Bundle #1.

7. **BUNDLE #2 (INDOT GRANT AGREEMENT, FINANCIAL COMMITMENTS, 2020 MPO BUDGET)**

Sean Northup said this bundle includes the grant agreement with INDOT, bringing financial commitments to the new organization (includes moving existing contracts from Indianapolis to the new organization), and approval of a 2020 MPO budget. The grant agreement has been split into two parts, with 75% of the grant agreement disbursed for June 1st to December 31st. There will be some changes after reconciliation with the City of Indianapolis, so the numbers will be amended after that. The packet includes data contracts, open contracts, and the 2020 budget. **Northup** said budget sections for Economic Development, Housing, and Water will be added in the future. **Anna Gremling** said the MPO is presenting this for full transparency as they move forward from the City of Indianapolis to the new organization.

Member	Result
IndyGo	Approve
Westfield	Approve
Avon	Approve
Indianapolis	Approve

Member	Result
Beech Grove	Approve
Plainfield	Approve
Fishers	Approve
Hendricks County	Approve

Dennis Buckley moved to recommend approval of Resolution Bundle #2.
Jason Taylor seconded the motion.
The IRTC Administrative Committee moved to recommend approval of Resolution Bundle #2.

8. **BUNDLE #3 (HR BENEFITS MOU, INPRS, ISA INTERLOCAL AGREEMENT, LEASE MEMORANDUM OF UNDERSTANDING)**

Anna Gremling said this bundle includes approval of INPRS retirement plans and approval to enter into an interlocal agreement with ISA, the IT provider for the City of Indianapolis. Item D (office lease agreement) was not included in the bundle and may not be in the June 1 bundle. It will most likely be on the July agenda for the Executive Committee. The bundle also includes an MOU to acquire human resources benefits through the City of Indianapolis.

Member	Result
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Member	Result
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IndyGo	Approve
Westfield	Approve
Avon	Approve
Indianapolis	Approve

Beech Grove	Approve
Plainfield	Approve
Fishers	Approve
Hendricks County	Approve

Inez Evans moved to recommend approval of Resolution Bundle #3.
Andy Cook seconded the motion.
The IRTC Administrative Committee moved to recommend approval of Resolution Bundle #3.

9. AMENDMENTS

Anna Gremling said the contracts presented in the packet require time-only extensions, not increases in fund allocations. The contracts were expected to be completed by June 30, 2020 but for one reason or another were unable to be completed. She would like to have all contracts expire at the end of the year so that the MPO can more easily manage contract closures.

Member	Result
IndyGo	Approve
Westfield	Approve
Avon	Approve
Indianapolis	Approve

Member	Result
Beech Grove	Approve
Plainfield	Approve
Fishers	Approve
Hendricks County	Approve

Jason Taylor moved to recommend approval of contract amendments as presented.
Tom Klein seconded the motion.
The IRTC Administrative Committee moved to recommend approval of the contract amendments as presented.

10. NEW CONTRACTS

Anna Gremling said the final item for approval is the authorization of new contracts. The packet did not include the contract for Envision Sustainability Tools, which provides the MetroQuest survey tool that the MPO uses for public engagement, but the contract item was walked on during this meeting. **Gremling** said the tool is available for use by all LPAs, and the MPO can provide some training on how to use MetroQuest and highlighted some of its benefits. Other contracts include Gregory and Appel (human resources), Resource System Group (freight model), and Corradino Group (2019 ARIES crash data cleanup).

Member	Result
IndyGo	Approve
Westfield	Approve
Avon	Approve
Indianapolis	Approve

Member	Result
Beech Grove	Approve
Plainfield	Approve
Fishers	Approve
Hendricks County	Approve

Dennis Buckley moved to recommend approval of new contracts.
Inez Evans seconded the motion.
The IRTC Administrative Committee moved to recommend approval of new contracts.

OTHER BUSINESS

11. OTHER ITEMS OF BUSINESS

Anna Gremling said that because the Executive Committee will be the operating committee for the new organization, they will be meeting monthly. Those meetings will be added to the calendar. She also said that if LPAs have any amendments they need to submit to the LRTP, they must make sure to submit those by July 31st. She also thanked **Dan Parker** for the assistance he has provided the MPO as they separate from the City of Indianapolis. **Sean Northup** said the MPO does not know exactly what the agendas will look like every month, but the reason for monthly meetings will be contract approval.

Tom Klein asked if there will be an event to recognize the split from the City of Indianapolis. **Gremling** said the MPO is constrained by the COVID crisis, but they are hoping to do something for staff in the near future. **Klein** proposed that the IRTC do something to recognize staff and the City of Indianapolis for all of their work and help assisting in the separation. **Dan Parker** thanked **Mark Myers** for his help with the County Line grant agreement and **Inez Evans** for working with the City of Indianapolis to realign IndyGo’s transit lines as the City temporarily shuts down some roads to traffic.

12. ADJOURNMENT

Dennis Buckley moved to adjourn the meeting.
Andrew Klinger seconded the motion.
The Administrative Committee voted in favor of adjournment at 10:12 a.m.

Indianapolis MPO Joint Executive, Transportation Technical, and Transportation Policy Committees
Meeting Minutes
June 1st, 2020
9:00 a.m.
Online / Phone

Committee Members Present

Tom Klein – Town of Avon	Eric Wathen – Hendricks County
Joe Csikos* – Town of Bargersville	Ericka Miller* – City of Indianapolis
Dennis Buckley – City of Beech Grove	Luke Mastin – Johnson County
Nick Parr* – Boone County	Sri Venugopalan* - City of Lawrence
Todd Barker* – Town of Brownsburg	Tonya Galbraith – Town of McCordsville
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	Andrew Klinger – Town of Plainfield
Jason Taylor* – City of Fishers	Jacob Blasdel – Town of Speedway
Mark Richards* – City of Franklin	Andy Cook – City of Westfield
Chuck Fewell – City of Greenfield	Danny Powers* - Town of Whitestown
Daniel Johnston* – City of Greenwood	Inez Evans - IndyGo
Mark Heirbrandt – Hamilton County	Christine Altman - CIRTA
Gary Pool – Hancock County	Robert Dirks - FHWA

* = Proxy

Committee Members Absent

Karen Howard – Town of Brooklyn	Norm Gabehart – Town of Whiteland
CJ Taylor – Town of Cicero	Emily Styron – Town of Zionsville
Mark Mathis – Town of Mooresville	Drew Genneken – Indianapolis Airport Authority
Ryan Godwin – Morgan County	Jody Peacock – Ports of Indiana
Jason Love – Town of Pittsboro	Cecilia Crenshaw - FTA
Desiree Calderella – Shelby County	Shawn Seals – IDEM
Russell McClure – City of Southport	

Others Present

Anna Gremling – Indianapolis MPO	Alison Krupski – City of Noblesville
Nick Badman – Indianapolis MPO	Sarah Reed – City of Noblesville
Steve Cunningham – Indianapolis MPO	Scott Singleton – Town of Plainfield
Jen Higginbotham – Indianapolis MPO	Jennifer Gebhard - CIRTA
Danielle Gerlach – Indianapolis MPO	Denise Barkdull – Frost Brown Todd
Sean Northup – Indianapolis MPO	Mack Knolls – USI Consultants
Brandon Burgoa - INDOT	Brook Thomas – IndyGo
Jennifer Beck – INDOT	Cameron Radford – IndyGo
Ryan Cannon – Town of Avon	Annette Darrow - IndyGo
Jason Koch – City of Greenfield	Ryan Wilhite – IndyGo
Brad Davis – Hamilton County	Mike McBride – American Structurepoint
Ryan Crum – Town of McCordsville	

1. WELCOME

Mayor Cook called the meeting to order at 9:05 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.

2. ROLL CALL

Anna Gremling took roll call attendance.

ITEMS FOR APPROVAL

3. TIP AMENDMENT – RESOLUTION #20-IMPO-010

Steve Cunningham presented the Second Quarter Special TIP Amendment. There are 37 proposed amendments, 34 from INDOT and 3 from local agencies. This includes two local amendments being added with State funds and an STBG Project Amendment for the City of Lawrence for the Amy Beverland School Sidewalk Connection project, with a requested increase of \$262, 963. The amendment is consistent with the LRTP and did not receive any comments during the 10 day public comment period.

Dennis Buckley moved to approve Resolution #20-IMPO-010.
Jason Taylor seconded the motion. A roll call vote was conducted.
 Resolution #20-IMPO-010 was approved.
 MOTION PASSES.

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

* indicates voting as Executive Committee and Policy Committee Member

4. INDOT FEDERAL EXCHANGE - #20-IMPO-011

Anna Gremling said this agreement is something that has been discussed since August of last year and would exchange the entire federal funding pot at a 90-10 split. This resolution authorizes the director of the MPO to enter into the agreement with INDOT. The Indianapolis MPO would be the first MPO in Indiana to pilot the program. She asked **Steve Cunningham** if he had anything to add. He said that staff received another draft of the agreement to change some boilerplate language, but both the MPO and INDOT are very close to an agreement.

Jason Taylor moved to approve Resolution #20-IMPO-011.
Dennis Buckley seconded the motion. A roll call vote was conducted.
 Resolution #20-IMPO-011 was approved.
 MOTION PASSES.

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

* indicates voting as Executive Committee and Policy Committee Member

5. **BUNDLE #1 – RESOLUTION #20-IMPO-013**

Anna Gremling said this bundle includes approval of the creation of a new organization, approval of the executive director, creation and designation of the Executive Committee and its officers, and new bylaws. Existing Administrative Committee members will continue to serve in the Executive Committee with their current titles until 2021. The terms of the new Executive Committee have been staggered, with half of the committee members on one year terms and the other half on two year terms. Approval of the bundle would confirm **Gremling** as the Executive Director for the new organization. The proposed bylaws will be examined before the next round of elections for the Executive Committee. **Ryan Wilhite** asked if the Executive Committee is the only group that could vote on bylaw changes. **Gremling** said that was correct, unless they want a change in the distribution formula, in which case the Policy Committee would also have to vote on the proposal. **Christine Altman** said it is unusual for an Executive Committee to have the power to approve their own bylaw changes and would like to revisit that issue later on. **Sean Northup** explained the new differences in how voting would work in the new organization between the executive and policy committees. **Ryan Wilhite** said that there is some language about the removal of the executive director, where it says “may” remove director instead of “will” remove upon a vote, which may lead to some ambiguity issues. **Denise Barkdull** said the “may” in that language refers to the actual vote, not the removal itself.

Dennis Buckley moved to approve Resolution #20-IMPO-013.
Sri Venugopalan seconded the motion. A roll call vote was conducted.
 Resolution #20-IMPO-013 was approved.
 MOTION PASSES.

Member	Result	Member	Result	Member	Result
Avon*	Approve	Boone County	Approve	Indianapolis	Approve
Beech Grove*	Approve	Brownsburg	Approve	Johnson County	Approve
Fishers*	Approve	Carmel	Approve	Lawrence	Approve
Hamilton County*	Approve	Cumberland	Approve	McCordsville	Approve
Hendricks County*	Approve	Danville	Approve	New Palestine	Approve

Plainfield*	Approve	Franklin	Approve	Noblesville	Approve
Westfield*	Approve	Greenfield	Approve	Speedway	Approve
IndyGo*	Approve	Greenwood	Approve	Whitestown	Approve
Bargersville	Approve	Hancock County	Approve	CIRTA	Approve

* indicates voting as Executive Committee and Policy Committee Member

6. HUMAN RESOURCES MANUAL - #20-IMPO-012

Anna Gremling presented the changes between the existing and proposed HR policy. One change is that the City of Indianapolis notified the MPO they would be required to pay out the benefit leave that each employee has accrued. In order to provide leave for the MPO’s employees, the organization will be frontloading the total amount of leave each employee would have accrued from Jun 2020 to January 2021, after which point it will move back to monthly accrual.

Jason Taylor moved to approve Resolution #20-IMPO-012.
Mark Heirbrandt seconded the motion. A roll call vote was conducted.
 Resolution #20-IMPO-012 was approved.
 MOTION PASSES.

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

* indicates voting as Executive Committee and Policy Committee Member

7. BUNDLE #2 – RESOLUTION #20-IMPO-014

Sean Northup said that this is a financial bundle that includes the MPO’s grant agreement with INDOT, authorization to continue existing financial commitments, and the MPO’s budget for the remainder of 2020. There are \$2.1 million in outstanding funds under the agreement with INDOT. **Anna Gremling** thanked **Sean Northup, Kristyn Sanchez,** and **Anita Bjork** for their work on the financial aspect of the transition.

Dennis Buckley moved to approve Resolution #20-IMPO-014.
Inez Evans seconded the motion. A roll call vote was conducted.
 Resolution #20-IMPO-014 was approved.
 MOTION PASSES.

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

* indicates voting as Executive Committee and Policy Committee Member

8. BUNDLE #3 -RESOLUTION #20-IMPO-015

Anna Gremling said this bundle includes a Memorandum of Understanding with the City of Indianapolis to provide health insurance coverage for medical, dental, and vision for the new organization. The second item allows the MPO to use INPRS as a retirement provider. The third portion is an interlocal agreement that would allow the MPO to continue to use ISA to provide IT support and equipment. ISA is also the IT provider for the City of Indianapolis.

Mark Heirbrandt moved to approve Resolution #20-IMPO-015
Mark Morgan seconded the motion. A roll call vote was conducted.
Resolution #20-IMPO-015 was approved.
MOTION PASSES.

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

* indicates voting as Executive Committee and Policy Committee Member

9. AMENDMENTS AND NEW CONTRACTS – RESOLUTION #20-IMPO-016

Anna Gremling said this agenda item includes three amendments that are time-only extensions for the Regional Bikeways Plan, the Regional Pedestrian Plan, and the Vision Zero Toolkit. These projects are anticipated to be completed before the end of the year, but she would like to have all contracts expire at the same time. This item also includes four new contracts, one for the Regional Freight Travel Demand Model Update (RSG), On-Call HR (Gregory and Appel), renewal of the Metroquest Survey Tool contract (EcoVision Interactive), and the 2019 ARIES Crash Data Cleanup (Corradino Group). **Mark Heirbrandt** asked if the Corradino Group contract applies to just vehicle crashes or if it also includes bicycle and pedestrian crashes. **Gremling** said it includes fatal and incapacitating crashes for those groups.

Dennis Buckley moved to approve Resolution #20-IMPO-016
Jason Taylor seconded the motion. A roll call vote was conducted.
 Resolution #20-IMPO-016 was approved.
 MOTION PASSES.

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

* indicates voting as Executive Committee and Policy Committee Member

OTHER BUSINESS

10. OTHER ITEMS OF BUSINESS

There were no other items of business.

11. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Eric Wathen moved to adjourn the June 1st Joint Executive, Transportation Policy, and Transportation Technical Committees Meeting.
Inez Evans seconded the motion. A roll call vote was conducted.
 The June 1st Joint Executive, Transportation Policy, and Transportation Technical Committees Meeting was adjourned at 10:10 a.m.
 MOTION PASSES.

Indianapolis MPO Executive Committee
Executive Committee Meeting Minutes
June 26, 2020
9:00 a.m. – 11:00 a.m.
Online via Zoom

Committee Members Present

Dennis Buckley – City of Beech Grove	Dan Parker – City of Indianapolis
Inez Evans – IndyGo	Jason Taylor – City of Fishers
Eric Wathen – Hendricks County	

* = Proxy

Committee Members Absent

Mark Heirbrandt – Hamilton County	Andrew Klinger – Town of Plainfield
Andy Cook – City of Westfield	Town Representative (Vacant Seat)

* = Proxy

Others Present

Anna Gremling – MPO	Sean Northup – MPO
Nick Badman – MPO	Steve Cunningham – MPO
Jen Higginbotham – MPO	Danielle Gerlach – MPO
Annie Dixon – MPO	Kristyn Sanchez – MPO
Rose Scovel – MPO	Deandre Rhodes – CIRTA
Robert Dirks – FHWA	Dan Silverman – WSP

1. WELCOME & INTRODUCTIONS

Anna Gremling called the Executive Committee meeting to order at 9:05 a.m. and welcomed the members. She said that due to the absence of the committee’s chair, someone had to be elected to lead the committee meeting.

Member	Result	Member	Result
IndyGo	Approve	Beech Grove	Approve
Indianapolis	Approve	Hendricks County	Approve
Fishers	Approve	Town (vacant)	-
Westfield	-	Plainfield	-
Hamilton	-		

Dennis Buckley moved to allow **Anna Gremling** to lead the committee meeting
Inez Evans seconded the motion.
Anna Gremling was elected to lead the June 26, 2020 Executive Committee Meeting. MOTION PASSES.

ITEMS FOR APPROVAL

2. APPROVAL OF MINUTES (SEEKING APPROVAL)

Anna Gremling asked if any members had corrections for the May 22nd Administrative Committee Draft Minutes. There were none.

Member	Result	Member	Result
IndyGo	Approve	Beech Grove	Approve
Indianapolis	Approve	Hendricks County	Approve
Fishers	Approve	Town (vacant)	-
Westfield	-	Plainfield	-
Hamilton	-		

Eric Wathen moved to approve the May 22nd Administrative Committee Meeting Minutes as presented.
Jason Taylor seconded the motion.
 The May 22nd Administrative Committee Meeting Minutes were approved. MOTION PASSES.

3. FINANCIAL UPDATE (RES. 2020-EXEC-001)

Anna Gremling said the first item included in this resolution is a license agreement that allows for an 18-month lease with the City of Indianapolis. This would allow the Indianapolis MPO to remain in the Indianapolis City County Building as they continue to develop as an independent organization. The second item is a contract for Bicycle Indiana to administer the Pedal and Park program, a program that allows for secure valet bicycle parking at major events in Central Indiana.

Dan Parker said that because of his employment with the City of Indianapolis he would have to recuse himself from voting on the lease agreement portion of the resolution. He suggested splitting the resolution into two separate parts.

Member	Result	Member	Result
IndyGo	Approve	Beech Grove	Approve
Indianapolis	Approve	Hendricks County	Approve
Fishers	Approve	Town (vacant)	-
Westfield	-	Plainfield	-
Hamilton	-		

Eric Wathen moved to split Resolution 2020-EXEC-001 into two separate items for approval.
Inez Evans seconded the motion.
 Resolution 2020-EXEC-001 was separated into two separate items for approval. MOTION PASSES.

Member	Result
IndyGo	Approve
Indianapolis	Approve
Fishers	Approve
Westfield	-
Hamilton	-

Member	Result
Beech Grove	Approve
Hendricks County	Approve
Town (vacant)	-
Plainfield	-

Eric Wathen moved to approve the Pedal and Park contract portion of the resolution.
Dan Parker seconded the motion.
The Pedal and Park portion of Resolution 2020-EXEC-001 was approved. MOTION PASSES.

Member	Result
IndyGo	Approve
Indianapolis	Approve
Fishers	Approve
Westfield	-
Hamilton	-

Member	Result
Beech Grove	Approve
Hendricks County	Approve
Town (vacant)	-
Plainfield	-

Dennis Buckley moved to table the license agreement portion of the resolution.
Jason Taylor seconded the motion.
The license agreement portion of Resolution 2020-EXEC-001 was tabled. MOTION PASSES.

4. FISCAL AGENT FOR RDA (RES. 2020-EXEC-004, RES. 2020-EXEC-005)

Sean Northup said under the new structure, state statute allows the Executive Committee to serve as fiscal agent for staffing and financial decisions for the Indianapolis MPO. Other boards can also sit under the Executive Committee. At the previous Central Indiana Regional Development Authority (RDA) board meeting, the Authority passed a resolution that would allow the Executive Committee to be the fiduciary agent for the RDA, allowing approval of contracts, budgets, and staff time. **Jason Taylor** asked if there was anything the Executive Committee should have any concerns with holding the role as the RDA’s fiduciary agent. **Anna Gremling** said the RDA was originally created to go after a \$25 million grant, which they never received, so they seem to have little direction. However, now that the Comprehensive Economic Development Strategy (CEDS) is in motion, they now have more direction and work items. The Authority is also a regional organization and it would be better for the MPO as a whole to have more coordination and data sharing between the organizations.

Member	Result
IndyGo	Approve
Indianapolis	Approve
Fishers	Approve
Westfield	-
Hamilton	-

Member	Result
Beech Grove	Approve
Hendricks County	Approve
Town (vacant)	-
Plainfield	-

Jason Taylor moved to approve Resolution 2020-EXEC-004.
Dennis Buckley seconded the motion.
The IRTC Executive Committee approved Resolution 2020-EXEC-004. MOTION PASSES.

Anna Gremling introduced a walk-on resolution, Resolution 2020-EXEC-005. This resolution is approval of a letter of support for Hamilton County Tourism’s grant application to the Economic Development Administration for Economic Adjustment Assistance funds. These funds would improve technology to allow for more remote meeting opportunities and creation of virtual content that would allow the agency to continue to bring in revenue. **Eric Wathen** asked if the region needed to be designated as an Economic Development District (EDD) to apply for these funds. **Gremling** said that there were exceptions under the CARES Act that allowed entities to apply for grant funding without existing within an EDD.

Member	Result
IndyGo	Approve
Indianapolis	Approve
Fishers	Approve
Westfield	-
Hamilton	-

Member	Result
Beech Grove	Approve
Hendricks County	Approve
Town (vacant)	-
Plainfield	-

Jason Taylor moved to approve Resolution 2020-EXEC-005.
Eric Wathen seconded the motion.
The IRTC Executive Committee approved Resolution 2020-EXEC-005. MOTION PASSES.

STATUS REPORTS

5. **BYLAWS – NEXT UPDATE**

Anna Gremling said staff had conducted research into what other MPOs have been doing for their Executive Committee representation. **Annie Dixon** presented a sample of MPOs that were reviewed, which included Arlington, Texas, Cincinnati, Atlanta, Boston, Milwaukee, and Los Angeles. The different methods of representation included various thresholds in population, jurisdiction type, and geographic boundaries.

Dan Parker asked what option the current executive committee is most similar to. **Gremling** was unsure which option was closest, and that more work needs to be done to refine the option that were presented. **Parker** also expressed concern about the Executive Committee growing too large and asked if anyone had requested that Anna look into expanding the committee's membership. **Gremling** said there were not calls to expand the committee, but there were requests to look into other models of representation. **Sean Northup** also noted that subcommittee chairs will also have seats on the executive board. **Jason Taylor** asked if the committee needed to start having discussion now about any expansions to the MPA boundary and any new jurisdictions that would be coming into the organization. **Gremling** said this could wait until the new boundaries are presented in 2021 or 2022. She also said the MPO needs to clarify how to treat surprise vacancies on the board. There were conversations that one year of experience with the MPO was required before serving on the Executive Committee. **Gremling** was doubtful that this requirement should be instituted.

6. 5307/5311

Anna Gremling said in December 2018, INDOT realized that suburban transit providers were using rural transit funds (5311 dollars) for trips that took place in urbanized areas. The MPO requested that INDOT delay shifting funding away from the providers until the new census numbers are released. INDOT agreed, but asked the MPO to come up with new funding recommendations. **Jen Higginbotham** showed that a majority of trips being served by suburban transit providers are urban-to-urban trips. There are some rural-to-urban trips and almost no rural-to-rural trips. Johnson, Shelby, and Brown Counties operate together and Morgan and Hendricks Counties operate together. She then highlighted how 5307 funds (transit funding for urban areas) are typically distributed directly to the region by the FTA. 5311 funds (transit funding for rural areas) are given to the state, who then distributes them among local providers. **Higginbotham** then presented multiple options on how 5307 funds can be distributed among the region's transit providers. All options include a loss for at least some of the operators.

Another issue is the limitations imposed on the suburban transit operators based on their non-profit status. In order to directly receive 5307 funding without a procurement process, urban transit providers have to exist as either governmental entities or public transportation corporations to receive 5307 funds. **Higginbotham** highlighted the different administrative structure options for distributing funds.

7. REGIONAL DEVELOPMENT AUTHORITY

Anna Gremling wanted to make sure the committee was aware that new RDA legislation was passed for the State of Indiana when the MPO's legislation was also passed. There is an opportunity that a new RDA could be created and legislation could change again during the current session.

8. HUMAN RESOURCES UPDATE

Anna Gremling updated the committee on a change in benefit leave for the MPO's staff. The City of Indianapolis required the MPO to pay out any benefit leave that remained for an employee on May 31st, so the MPO prorated leave for staff from June 2020 to January 2021. Instead, the City included June 2020's leave as well, so the prorated leave was reduced by one month's accrual.

OTHER BUSINESS

9. OTHER ITEMS OF BUSINESS

Anna Gremling said at the June 1st Joint Committee meeting, she was given permission to enter into an agreement with INDOT to allow the federal exchange. There was a new federal transportation bill introduced in the House of Representatives, which requires Davis-Bacon contractor and prevailing wage requirements for projects funded by federal exchange dollars. There is a slim chance that it will be passed before the election, but it is something LPAs should be aware of. The MPO will be contracting a federal lobbyist and MPO leadership may visit Washington DC this year to meet with congressional members. A subcommittee may also be formed to explore impacts. **Dan Parker** said the intent is to make sure that people are not going around Davis-Bacon requirements. **Jason Taylor** and **Eric Wathen** agree that this reduces the benefits of getting a reduced exchange amount from INDOT. **Parker** raised the point that all major contractors in the region currently pay union wages already, so that would not change if it became a requirement. **Taylor** said that it still gives him pause just because it can make projects more cumbersome. **Robert Dirks** expressed concern that this could extend to other federal requirements including NEPA and ROW.

Gremling also said CIRT A is hiring for an Executive Director position. **Parker** said the City of Indianapolis has withdrawn financial support for CIRT A and at this moment in time, it seems to him that the Executive Committee needs to charge the MPO Executive Director to engage with CIRT A on this topic. He expressed his concern over duplication of planning work between CIRT A and the MPO and believes that the planning functions of the Agency should be housed under the MPO. **Wathen** and **Inez Evans** agreed. **Parker** believes transit operations can continue under CIRT A, but planning functions should be wrapped into the MPO. **Gremling** wanted to clarify what role exactly the MPO should have. **Parker** said that there should be conversations of having **Gremling** submit her name to be Executive Director and find a way to streamline planning work in the region. **Wathen** said he agrees. **Gremling** said she understands, but CIRT A is a transit operator, which is something the MPO is not interested in doing long term. She then asked **Annie Dixon** if there were any questions about CIRT A she could answer, as a former CIRT A employee. **Dixon** said there are six full-time staff members. They currently operate three small fixed-routes (two in Plainfield and one in Whitestown) that are funded with economic improvement districts, and the carpool and vanpool programs that are funded with MPO programs. Fixed route service is contracted out to entities selected through procurement by CIRT A. **Dennis Buckley** said that he had previously asked **Evans** if IndyGo could provide the same services as CIRT A. She said that they could. **Parker** again clarified that the committee should separate operations from administrative functions and fold planning under the MPO. **Gremling** said the MPO is happy to take one the planning functions and believes that IndyGo would be better suited for the transit operations that CIRT A provides. **Sean Northup** thinks that **Parker** draws an important distinction between operations and administration. He said it appeared to him that CIRT A’s board expressed interest in moving planning items under the MPO, but their board is apprehensive to hand operations over to IndyGo. **Parker** asked if most of their funding comes from the MPO. **Gremling** said that they are mostly funded by CMAQ grants, in addition to 5307 and CARES Act funding. **Parker** said the committee should explore creating a resolution that allows the MPO Executive Director to engage in conversations with CIRT A in combining administrative services and submit their name for Executive Director of CIRT A to consolidate administrative functions. (motion by Parker), Second by Evans. Buckley, Evans, Parker, Taylor, Wathen. Motion Passes.

Member	Result	Member	Result
IndyGo	Approve	Beech Grove	Approve
Indianapolis	Approve	Hendricks County	Approve
Fishers	Approve	Town (vacant)	-
Westfield	-	Plainfield	-
Hamilton	-		

Dan Parker moved to allow the MPO Executive Director to engage with CIRT A on consolidating planning functions under the Indianapolis MPO.
Inez Evans seconded the motion.
The IRTC Executive Committee approved motion moved to allow the MPO Executive Director to engage with CIRT A on consolidating planning functions under the Indianapolis MPO. MOTION PASSES.

10. ADJOURNMENT

Dennis Buckley moved to adjourn the meeting.
Inez Evans seconded the motion.
The Administrative Committee voted in favor of adjournment at 11:02 a.m.

Indianapolis MPO
Executive Committee Meeting Minutes
July 24, 2020
 9:00 a.m.
 Online via Zoom

Committee Members Present

Dennis Buckley – City of Beech Grove	Dan Parker – City of Indianapolis
Ryan Wilhite* – IndyGo	Jason Taylor – City of Fishers
Eric Wathen – Hendricks County	Andrew Klinger – Town of Plainfield
Mark Heirbrandt – Hamilton County	

* = Proxy

Committee Members Absent

Andy Cook – City of Westfield	Town Representative (Vacant Seat)
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* = Proxy

Others Present

Anna Gremling – MPO	Sean Northup – MPO
Nick Badman – MPO	Steve Cunningham – MPO
Jen Higginbotham – MPO	Danielle Gerlach – MPO
Annie Dixon – MPO	Kristyn Sanchez – MPO
Rose Scovel – MPO	Robert Dirks – FHWA

1. WELCOME & INTRODUCTIONS

Andrew Klinger called the Executive Committee meeting to order at 9:05 a.m. and welcomed the members.

ITEMS FOR APPROVAL

2. APPROVAL OF MINUTES (SEEKING APPROVAL)

Anna Gremling asked if any members had corrections for the June 26th Executive Committee Draft Minutes. **Ryan Wilhite** said there were references of the defunct “IRTC Administrative Committee”, and some errors in meeting location and the meeting attendance list.

Member	Result	Member	Result
IndyGo	Approve	Beech Grove	Approve
Indianapolis	Approve	Hendricks County	Approve
Fishers	Approve	Plainfield	Abstain
Westfield	-	Town (vacant)	-
Hamilton County	Approve		

Dennis Buckley moved to approve the June 26th, 2020 Executive Committee Meeting Minutes as amended. **Ryan Wilhite** seconded the motion. The amended June 26th, 2020 Executive Committee Meeting Minutes were approved. MOTION PASSES.

3. LEASE AGREEMENT AND FROST BROWN TODD CONTRACT (RES. 2020-EXEC-002)

Anna Gremling said the lease agreement with the City of Indianapolis did not have quorum to approve the contract at the June 26th, 2020 meeting and was tabled, and so needs to be removed from the table and voted on.

Member	Result	Member	Result
IndyGo	Approve	Beech Grove	Approve
Indianapolis	Abstain	Hendricks County	Approve
Fishers	Approve	Plainfield	Approve
Westfield	-	Town (vacant)	-
Hamilton County	Approve		

Jason Taylor moved to remove the lease agreement from the table.
Dennis Buckley seconded the motion.
 The lease agreement was removed from the table. MOTION PASSES.

Anna Gremling said the resolution includes a contract with Frost Brown Todd to provide legal services. They have served in legal review capacity for the MPO, examining the new organization’s bylaws and federal exchange agreement among other tasks, such as general contracting, and the future LPA contract agreements. The other item in this resolution includes a lease agreement with the City of Indianapolis to remain in the City County Building through the rest of 2020 and the entirety of 2021.

Jason Taylor asked **Gremling** if she thought there could be some unforeseen costs with Frost Brown Todd due to the stay at home orders. **Gremling** said that there have been many one-time costs that have come up and the MPO will reevaluate its legal needs when those projects are complete.

Member	Result	Member	Result
IndyGo	Approve	Beech Grove	Approve
Indianapolis	Approve	Hendricks County	Approve
Fishers	Approve	Plainfield	Approve
Westfield	-	Town (vacant)	-
Hamilton County	Approve		

Dan Parker moved to split the resolution into two separate items for approval.
Dennis Buckley seconded the motion.
 The resolution was split into two separate items for approval. MOTION PASSES.

Member	Result
IndyGo	Approve
Indianapolis	Approve
Fishers	Approve
Westfield	-
Hamilton County	Approve

Member	Result
Beech Grove	Approve
Hendricks County	Approve
Plainfield	Approve
Town (vacant)	-

Dennis Buckley moved to approve the Frost Brown Todd contract.
Ryan Wilhite seconded the motion.
The Frost Brown Todd contract was approved. MOTION PASSES.

Member	Result
IndyGo	Approve
Indianapolis	Abstain
Fishers	Approve
Westfield	-
Hamilton County	Approve

Member	Result
Beech Grove	Approve
Hendricks County	Approve
Plainfield	Approve
Town (vacant)	-

Eric Wathen moved to approve the MPO Lease Agreement with the City of Indianapolis.
Ryan Wilhite seconded the motion.
The MPO Lease Agreement with the City of Indianapolis was approved. MOTION PASSES.

4. **CEDS (RES. #2020-EXEC-003)**

Rose Scovel said the MPO submitted a grant request for a Comprehensive Economic Development Strategy (CEDS) to the Economic Development Agency (EDA). The EDA followed up the application with a list of requests, which included a resolution by the MPO’s board that allows **Scovel** to submit the application and for **Anna Gremling** the power to execute any grant agreements. **Gremling** clarified that the application does include letters of support from all counties.

Member	Result
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Member	Result
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IndyGo	Approve	Beech Grove	Approve
Indianapolis	Approve	Hendricks County	Approve
Fishers	Approve	Plainfield	Approve
Westfield	-	Town (vacant)	-
Hamilton County	Approve		

Marc Heirbrandt moved to approve Resolution 2020-EXEC-003.
Ryan Wilhite seconded the motion.
The Executive Committee approved Resolution 2020-EXEC-003. MOTION PASSES.

STATUS REPORTS

5. UNIFIED PLANNING WORK PROGRAM (UPWP)

Sean Northup said the work program is similar to the MPO’s budget. It is federally required so that there is increased transparency showing what the MPO is spending federal dollars on. The MPO will be back with a standard budget in September. The work program will be approved by Transportation Policy Committee and Executive Committee will approve the budget. He referenced the different sources of revenue that will be coming into the MPO, and described anticipated costs as shown in the Activities Table included in the packet. The Activities Table included new sections for economic development, housing/land use, and water/environment activities. These will be the future planning areas of the new MPO. **Ryan Wilhite** asked for a clarification on the amounts. **Northup** said that the numbers have not yet been finalized so it is fluid and the final version will balance costs and revenue ahead of the August Policy meeting. The Transportation Policy Committee is the final approver of the UPWP.

6. MONTHLY FINANCIAL SUPPORT - END OF JUNE 2020

Krystin Sanchez gave an overview of the MPO’s monthly balance sheet and income statement. Accounts receivable includes the 2021 dues for local match. The report includes existing assets which will be revised to reflect depreciation. Current liabilities include mostly insurance, parking, and storage rental. **Andrew Klinger** asked about how they receive money in the summer before budget decisions are typically made in January. **Sanchez** said that some checks typically come in during the initial call, but the majority are received in or after January each year.

7. BYLAWS

Anna Gremling said this item will provide an overview of MPO staff’s review of possible membership representation in the Executive Committee and transit membership dues. **Annie Dixon** said staff examined a couple scenarios for population-based and standing committee structures. The MPO’s proposed methods are district-based, with a Central, North, West, and East District. It also includes one at-large seat. Staff updated the model to redistribute the excluded cities to different districts outside of their original Central District.

Mark Heirbrandt expressed concern that the excluded cities would most likely not get elected in their districts. **Dan Parker** instead suggested that the Central District could go from three members to two, and dedicate an extra at-large member that can only be from an excluded city. But the excluded cities would still have an opportunity to run for a seat in their own district as well, with all communities limited to one seat on the Executive Committee. The MPO said they will consider the idea. **Jason Taylor** wanted to include a process for assigning an at-large member from all members if none of the excluded cities want to serve on the committee. **Ryan Wilhite** said that we should also be conscious that the 2020 Census currently under way, and asked if MPO should reevaluate these numbers once the census results are released. **Gremling** said the MPO will have to reevaluate when those results are released in the next couple of years. **Rose Scovel** also said that the MPO will need to consider the new members that would be added when the MPA boundary is adjusted. **Wilhite** asked what data source was being used for the current population analysis. **Dixon** said it

was 2018 American Community Survey-5 year population data. **Wilhite** requested that the MPO rerun the numbers with 2010 population data since that is how current dues are calculated.

Dixon said MPO staff also examined how other transit providers commit dues to their MPOs. Staff recommendation is a flat rate of \$5,000 per year per transit provider. The MPO examined a couple different scenarios, including dues based on ridership, revenue vehicle miles, and UPWP expenditures, but all were either too costly or unfair to the providers. **Wilhite** asked how this would affect everyone else's dues. **Gremling** said that this would just be a flat rate that would be paid in addition to the existing dues, so other LPAs' membership dues will remain the same.

8. DIRECTOR'S UPDATE

Anna Gremling said in December 2018, INDOT realized that suburban transit providers were using rural transit funds (5311 dollars) for trips that took place in urbanized areas. The MPO requested that INDOT delay shifting funding away from the providers until the new census numbers are released. INDOT agreed, but asked the MPO to come up with new funding recommendations. **Jen Higginbotham** said the MPO now has a list of tentative recommendations. Hamilton, Hancock, and Johnson Counties will act as single-county reporters and report 100% of their trips to the National Transit Database (NTD) as urban trips. Hendricks and Morgan Counties will act as a joint reporter. The next recommendation is to distribute 5307 funding in 2022 based on proportional loss. Staff also recommend that providers should research additional funding opportunities, and some resources will be listed in the final report. The Section 5339 program will have a small increase to this program, which funds capital expenses such as new vehicles. The MPO is still trying to understand the best method of reporting for Hendricks and Morgan Counties, and this may require an annual trip analysis that can be done by the MPO. Not-for-profits cannot receive 5307 money directly, so different administrative structures are being considered, which were presented. The MPO is still looking into what the administrative costs would be and CIRTAs has an upcoming study to consider consolidating scheduling between organizations. **Higginbotham** also presented different procurement scenarios that would be used to fund not for profit operators. There will be another provider meeting in the next week and presentations to the MPO, CIRTAs, and IndyGo boards will occur in August. The project team is planning to request board resolutions supporting the study's recommendations in October.

Gremling provided a series of director updates to the Committee. She stated that there is a resolution for the 2045 LRTP Amendment #5 heading to the Transportation Technical and Policy Committees. There are three projects being amended. **Gremling** notified the committee that the Federal Exchange Agreement is very close to being signed, there are just a few points of clarification the MPO is waiting on. Staff also needs to understand what the new MPO-LPA process will be under the funding scenario. **Gremling** provided an update on the CIRTAs directive from the previous Executive Committee meeting. CIRTAs said they are open to the idea, but are not slowing down the process of looking for someone to fill the role. Conversations are ongoing. **Gremling** stated that the Regional Activities Center work is substantially complete. This work resulted in a map of activity centers that will replace the employment clusters that were used in project scoring in the last LRTP update. That map will be updated before every LRTP update. **Gremling** said that staff is still working through the Vision Zero toolkit. **Gremling** notified the committee that the 2045 Long-Range Transportation Plan Performance Measure Update will be presented at the Transportation and Policy Committee meetings. **Gremling** stated that Scenario Planning will also be presented; this is another important piece for completing the upcoming LRTP update. The project's consultant will be creating land use scenario maps. Due to timing, the MPO will notify the Technical and Policy Committees about these maps via email when they are assembled, and they will be released for public comment before the October Technical and Policy Committee meetings. The MPO's regional land use advisory panel has been very helpful with the project. **Gremling** said she is working on finding a representative to fill **Tom Klein's** previous seat as a Town representative.

OTHER BUSINESS

9. OTHER ITEMS OF BUSINESS

Anna Gremling asked if there were any other items of business. There were not.

10. ADJOURNMENT

Jason Taylor moved to adjourn the meeting.
Dennis Buckley seconded the motion.
The Executive Committee voted in favor of adjournment at 10:37 a.m.

**Indianapolis Metropolitan Planning Organization
Transportation Technical Committee Meeting Minutes
August 5, 2020
9:00 a.m.
Online via Zoom**

Committee Members Present

Ryan Cannon – Town of Avon	Dennis Buckley – City of Beech Grove
Nick Parr – Boone County	Todd Barker – Town of Brownsburg
David Littlejohn – City of Carmel	Tami Houston* - City of Fishers
Mark Richards – City of Franklin	Daniel Johnston – City of Greenwood
Brad Davis – Hamilton County	Jason Koch – City of Greenfield
Ericka Miller – City of Indianapolis	John Ayers – Hendricks County
Srikanth Venugopalan – City of Lawrence	Neil VanTrees – Johnson County
Alison Krupski – City of Noblesville	Ryan Crum – Town of McCordsville
John Nail* – City of Westfield	Wendell Walters – Town of Speedway
Ryan Wilhite* – IndyGo	Lance Lantz – Town of Zionsville
Scott Bailey – INDOT	Jennifer Gebhard – CIRTA

* = Proxy

Others Present

Anna Gremling – MPO	Jen Higginbotham – MPO
Sean Northup – MPO	Nick Badman – MPO
Rose Scovel – MPO	Danielle Gerlach – MPO
Kristyn Sanchez – MPO	Steve Cunningham – MPO
Shari Hinds O’Riley – USI	John Myers - HNTB
Christy Campoll – RLS Associates	Jeremy Kashman – City of Carmel
Julia Surber – VS Engineering	

1. WELCOME & INTRODUCTIONS

Anna Gremling called the meeting to order at 9:03 a.m. and welcomed Technical Committee members. Roll call was conducted.

ITEMS FOR APPROVAL

2. APPROVAL OF FEBRUARY 5TH, 2020 MINUTES

Member	Result	Member	Result	Member	Result
Avon	Approve	Beech Grove	Approve	Boone County	Approve
Brownsburg	Approve	Carmel	Approve	Fishers	Approve
Franklin	Approve	Greenwood	Approve	Hamilton County	Approve
Hendricks County	-	Indianapolis	Approve	Johnson County	-
Lawrence	Approve	McCordsville	Approve	Noblesville	Approve
Speedway	Approve	Westfield	Approve	Zionsville	Approve
IndyGo	Approve	CIRTA	Approve	INDOT	Approve
Greenfield	-				

Mayor Dennis Buckley moved to approve the February 5th, 2020 minutes as presented.
Ryan Cannon seconded the motion.
 The minutes of the February 5th, 2020 Technical Committee Meeting were approved. MOTION PASSED

3. **LONG-RANGE TRANSPORTATION PLAN AMENDMENT #5 (RES. 20-IMPO-017)**

Jen Higginbotham announced that there are three proposed amendments, which includes two requests by INDOT and one from IndyGo. A public comment was submitted that focused primarily on requesting information on the role of bike infrastructure in the Long-Range Transportation Plan and has been posted to the MPO’s website in this meeting packet.

Member	Result	Member	Result	Member	Result
Avon	Approve	Beech Grove	Approve	Boone County	Approve
Brownsburg	Approve	Carmel	Approve	Fishers	Approve
Franklin	Approve	Greenwood	Approve	Hamilton County	Approve
Hendricks County	Approve	Indianapolis	Approve	Johnson County	Approve
Lawrence	Approve	McCordsville	Approve	Noblesville	Approve
Speedway	-	Westfield	Approve	Zionsville	Approve
IndyGo	Approve	CIRTA	Approve	INDOT	Approve
Greenfield	-				

John Ayers moved to recommend approval of Long Range Transportation Amendment #5 (Resolution 20-IMPO-017).
Jeremy Kashman seconded the motion.
 The Transportation Technical Committee recommended approval of Long Range Transportation Amendment #5 (Resolution 20-IMPO-017). MOTION PASSED

4. **INDIANAPOLIS REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS (RES. 20-IMPO-019)**

Kristyn Sanchez presented an update on the 3rd Quarter 2020 TIP and accompanying report. **Ryan Cannon** asked if the City of Indianapolis’ amendment would affect allocation for any other projects. **Sanchez** said this request in itself would not affect any other projects, however all projects scheduled for December and January could be affected and members should be aware that they are on the bubble. **Neil VanTrees** asked for clarification on Indianapolis’ cost increase. **Ericka Miller** said the original bid was too expensive and the city instead changed what elements and locations would be included. It was bid again and the cost still came back very high, therefore Indianapolis needs to request more funds to cover increased bid costs.

VanTrees asked if Indianapolis DPW had the ability to take care of smaller projects in house. **David Borden** said DPW’s operations division is focused on other maintenance issues and capital projects are not something their team can do in house. This is the fifth set of HSIP projects that Indianapolis has done and they have used bid data from these other projects to estimate cost on this project. The market has driven up costs and despite trimming the scope, the project still has higher than average costs. Indianapolis DPW has been working to drive down bid costs to accommodate project contractors.

Member	Result	Member	Result	Member	Result
Avon	Approve	Beech Grove	Approve	Boone County	Approve
Brownsburg	Approve	Carmel	Approve	Fishers	Approve
Franklin	Approve	Greenwood	Approve	Hamilton County	Approve
Hendricks County	Approve	Indianapolis	Approve	Johnson County	Approve
Lawrence	Approve	McCordsville	Approve	Noblesville	Approve
Speedway	-	Westfield	Approve	Zionsville	Approve
IndyGo	Approve	CIRTA	Approve	INDOT	Approve
Greenfield	-				

Dennis Buckley moved to recommend approval of the Indianapolis Regional Transportation Improvement Program Amendments (Resolution 20-IMPO-019).
Srikanth Venugopalan seconded the motion.
The Transportation Technical Committee recommended approval of the Indianapolis Regional Transportation Improvement Program Amendments (Resolution 20-IMPO-019). MOTION PASSED

Anna Gremling told members that she signed the federal exchange agreement on July 24th. The agreement is currently making its way through INDOT’s authorization process. The MPO will be examining what the process will be under the new funding agreement over the next year and will be hiring a consultant to assist with the project. **Gremling** also thinks that because of the new transportation bill that is being discussed in congress, it would be a good year to hire a federal lobbyist. She will also most likely travel to Washington DC to speak with Indiana’s legislators on proposed Davis-Beacon requirements and how it would adversely impact the MPO’s members projects under the federal exchange agreement.

5. **UNIFIED PLANNING WORK PROGRAM (RES. 20-IMPO-020)**

Sean Northup said the work program is similar to the MPO’s budget. It is federally required so that there is increased transparency showing what the MPO is spending federal dollars on. The MPO will be back with a standard budget in September. The work program will be approved by the Transportation Policy Committee and the Executive Committee will approve the MPO budget. He referenced the different sources of revenue that will be coming into the MPO, and described anticipated costs as shown in the Activities Table included in the packet. The Activities Table included new sections for economic development, housing/land use, and water/environment activities. These will be the future planning areas of the new MPO.

Ryan Wilhite asked how the UPWP aligns with the Data Analytics and Modeling Plan. **Northup** said it aligns almost exactly with the DAM plan. The only difference is that there was a pause on traffic counts, which will be reassessed in the future.

Member	Result	Member	Result	Member	Result
Avon	Approve	Beech Grove	Approve	Boone County	Approve
Brownsburg	Approve	Carmel	Approve	Fishers	Approve

Franklin	Approve	Greenwood	Approve	Hamilton County	Approve
Hendricks County	Approve	Indianapolis	Approve	Johnson County	Approve
Lawrence	Approve	McCordsville	Approve	Noblesville	Approve
Speedway	-	Westfield	Approve	Zionsville	Approve
IndyGo	Approve	CIRTA	Approve	INDOT	Approve
Greenfield	-				

Ryan Cannon moved to recommend approval of the 2021 Unified Planning Work Program (Resolution 20-IMPO-020). **Mark Richards** seconded the motion. The Transportation Technical Committee recommended approval of the 2021 Unified Planning Work Program (Resolution 20-IMPO-020). MOTION PASSED

STATUS REPORTS

6. 5307 FUNDING

Jen Higginbotham said the MPO now has a list of tentative recommendations. Hamilton, Hancock, and Johnson Counties will act as single-county reporters and report 100% of their trips to the National Transit Database (NTD) as urban trips. Hendricks and Morgan Counties will act as a joint reporter. The next recommendation is to distribute 5307 funding in 2022 based on proportional loss. Staff also recommend that providers should research additional funding opportunities, and some resources will be listed in the final report. The Section 5339 program will have a small increase to this program, which funds capital expenses such as new vehicles. The MPO is still trying to understand the best method of reporting for Hendricks and Morgan Counties, and this may require an annual trip analysis that can be done by the MPO. Not-for-profits cannot receive 5307 money directly, so different administrative structures are being considered, which were presented. The MPO received an estimate for administrative costs from IndyGo and is waiting on an estimate from CIRTA. CIRTA has an upcoming study to consider consolidating scheduling between organizations. **Higginbotham** also presented different procurement or other funding scenarios that could be used to fund service. The project team is planning to request board resolutions supporting the study's recommendations in October.

7. SCENARIO PLANNING

Rose Scovel referred the members to the detailed memo in the packet on scenario planning. She said the 2050 Long-Range Transportation Plan will be incorporating scenario planning for the first time in the organization's history. The MPO plans on inviting stakeholder and public comment on alternative scenarios, after which the MPO will create a preferred/hybrid scenario. Staff will need to determine how the hybrid scenario would affect performance measures and identify policy changes that would support that scenario's development. **Scovel** listed and described the different place types being used. The baseline scenario is developed by combining the region's future land use plans and developing a regional baseline land use plan. She provided an overview of four scenarios: Business as Usual (also known as the Baseline Scenario), Clean Suburban Scenario, Moderate Infill Scenario, and Transit-Supportive Scenario. **Scovel** also said that scenario planning will not affect the 2050 LRTP call for projects. The MPO will be incorporating the base scenario into the transportation-demand model, which generates outputs related to LRTP project scoring. The hybrid scenario will provide policy recommendations for the intersection of transportation and land use decisions.

8. REGIONAL ACTIVITY CENTERS

Rose Scovel presented the final PowerPoint that was provided by the project's consultant. She explained that activity centers are nodes of activity in a region; understanding where the centers are and how they work is important for understanding transportation needs in the region. Benefits include making efficient use of infrastructure and public investment and attract people to live, work, and play. The centers were determined by looking at high levels of

employment, population, and traffic. The MPO Land Use Advisory Panel provided input into identifying the centers as well. A technical report will be published and updated at least every five years. Typology boundaries were based on a grid that was converted to TAZ zones for use in performance measure analysis. **Scovel** gave an overview of the different center types and presented a map of the activity centers in the region. She also said the MPO is working towards using regional activity centers in the LRTP prioritization. The current employment, future employment, and freight corridor scores could be updated to include activity centers.

9. LONG-RANGE TRANSPORTATION PLAN PERFORMANCE MEASURES ANNUAL REPORT

Scovel provided a brief overview of the 2020 LRTP Performance Measures and their differences from the previous year. She said targets and trends have not been set, but next year there will be enough data to create them. **Ryan Cannon** asked about the reduction in people with access to fixed route transit. **Scovel** said that IndyGo had modified some of its routes to provide more frequent service instead of widespread service to increase efficiency.

OTHER BUSINESS

10. OTHER ITEMS OF BUSINESS

Anna Gremling said the Vision Zero Toolkit will be out in October. She also notified the committee that a direct email has been sent to all Transportation Policy Town members. Those members will have to vote on a new representative for the town seat on the Executive Committee.

Jeremy Kashman asked for a point of clarification on the call for projects. **Gremling** said the MPO is not doing a call for projects this year because they need to develop a process based on the new funding exchange agreement. The MPO is already programed out to 2025, and staff believes that the federal exchange will reduce the existing five-year time frame needed for project development. The next call for projects will be in fall of 2021 for partial 2025 and 2026.

11. ADJOURNMENT

Dennis Buckley moved to adjourn the meeting.
Ryan Cannon seconded the motion.
The Transportation Technical Committee voted in favor of adjournment at 10:48 a.m.

**Indianapolis Metropolitan Planning Organization
Transportation Policy Committee Meeting Minutes
August 19th, 2020
9:00 a.m.
Online / Phone**

Committee Members Present

Tom Santelli – Boone County	Mark Heirbrandt – Hamilton County
Brad Davis* – Hamilton County	Gary Pool – Hancock County
Eric Wathen – Hendricks County	Luke Mastin – Johnson County
Josh Messmer – Morgan County	Ryan Cannon – Town of Avon
Joe Scikos* – Town of Bargersville	Brian Jessen – Town of Brownsburg
April Fisher – Town of Cumberland	CJ Taylor – Town of Cicero
Jason Taylor* - City of Fishers	Tonya Galbraith – Town of McCordsville
Andrew Klinger – Town of Plainfield	Wayne DeLong* – Town of Zionsville
Dennis Buckley – City of Beech Grove	Mike Hollibaugh* – City of Carmel
Steve Barnett – City of Franklin	Mark Richards* – City of Franklin
Jason Koch* – City of Greenfield	Mark Myers – City of Greenwood
David Borden* – City of Indianapolis	Matt Light* – City of Noblesville
Andy Cook – City of Westfield	Clark Packer – INDOT
Inez Evans – IndyGo	Ryan Wilhite* - IndyGo
Christine Altman – CIRTA	Jen Gebhard* – CIRTA

* = *Proxy*

Committee Members Absent

Karen Howard – Town of Brooklyn	Mark Morgan – Town of Danville
Steve Collier – City of Lawrence	Mark Mathis – Town of Mooresville
Jan Jarson – Town of New Palestine	Jason Love – Town of Pittsboro
Desiree Calderella – Shelby County	Russell McClure – City of Southport
Jacob Blasdel – Town of Speedway	Brittany Garriott – Town of Whitestown
Norm Gabehart – Town of Whiteland	Drew Genneken – Indianapolis Airport Authority
Cecilia Crenshaw - FTA	Jody Peacock – Ports of Indiana
Shawn Seals – IDEM	Tim Ping – MDC
Clark Packer - FHWA	

Others Present

Anna Gremling – Indianapolis MPO	Steve Cunningham – Indianapolis MPO
Nick Badman – Indianapolis MPO	Annie Dixon – Indianapolis MPO
Kristyn Sanchez – Indianapolis MPO	Brandon Burgoa - INDOT
Jen Higginbotham – Indianapolis MPO	Sarah Reed – City of Noblesville
Rose Scovel – Indianapolis MPO	Patrick O’Neil
Danielle Gerlach – Indianapolis MPO	Daniel Johnston – City of Greenwood
Sean Northup – Indianapolis MPO	

1. WELCOME

Mayor Cook called the meeting to order at 9:02 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 JUNE 1ST, 2020 JOINT MEETING

Anna Gremling asked if there were any changes to the proposed minutes. Gary Pool said that the project listed by Hancock County is being funded with INDOT Category 4 funding.

Member	Result	Member	Result
Boone County	Approve	Plainfield	Approve
Hamilton County	Approve	Zionsville	Abstain
Hancock County	Approve	Beech Grove	Approve
Hendricks County	Approve	Carmel	Approve
Johnson County	Approve	Franklin	Approve
Morgan County	Approve	Greenfield	Approve
Avon	Approve	Greenwood	Approve
Bargersville*	Approve	Indianapolis	Approve
Brownsburg	Approve	Noblesville	Approve
Cumberland	Approve	Westfield	Approve
Cicero	Approve	INDOT	Approve
Fishers	Approve	IndyGo	Approve
McCordsville	Approve	CIRTA	Approve

*Proxy member vote

Dennis Buckley moved to approve the June 1st Transportation Policy Committee Minutes as amended.
 Mark Myers seconded the motion. A roll call vote was conducted.
 The amended Transportation Policy Committee Minutes from June 1st were approved.
 MOTION PASSES.

3. LONG-RANGE TRANSPORTATION PLAN AMENDMENT #5 (RES. #20-IMPO-017)

Jen Higginbotham referred the committee members to their packet for project details. She noted that Madison County Council of Governments (MCCOG) also submitted projects as part of the regional transportation conformity process. Their updated travel demand model outputs have been added to the IMPO's. During the public comment period, there was a comment that primarily asked about the presence of bikeways in the LRTP. That comment and the IMPO's response are in the packet. There were no comments during the public hearing.

Member	Result	Member	Result
Boone County	Approve	Plainfield	Approve
Hamilton County	Approve	Zionsville	Approve
Hancock County	Approve	Beech Grove	Approve
Hendricks County	Approve	Carmel	Approve
Johnson County	Approve	Franklin	Approve
Morgan County	Approve	Greenfield	Approve
Avon	Approve	Greenwood	Approve
Bargersville*	Approve	Indianapolis	Approve
Brownsburg	Approve	Noblesville	Approve
Cumberland	Approve	Westfield	Approve
Cicero	Approve	INDOT	Approve
Fishers	Approve	IndyGo	Approve
McCordsville	Approve	CIRTA	Approve

*Proxy member vote

Mark Heirbrandt moved to approve Resolution 20-IMPO-017.
Craig Parks seconded the motion. A roll call vote was conducted.
Resolution 20-IMPO-017 was approved.
MOTION PASSES.

4. TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENT (RES. #20-IMPO-019)

Steve Cunningham said there are 16 INDOT amendments proposed, and two local amendments: one for the IndyGo Purple Line which does not impact MPO funds and the other for the Indianapolis DPW Safe Routes to Transit – North project. He asked **David Borden** if he could elaborate more on the DPW amendment. **Borden** said this is the third time the city will be putting the project out to bid. They initially did not expect an increase in cost, based on estimates from previous bid costs. The pricing for the first bid was not awardable, so Indianapolis Department of Public Works (DPW) went back to reduce the scope of the project. The second round of bidding was more expensive than the first, even after the project’s scope was reduced. **Andy Cook** asked how much of the project was cut back between the first two bids. **Borden** said the project was cut back by about 30%.

Gary Pool asked what **Borden** thinks would be the reasoning for increasing costs and low number of bids. **Borden** believes this must be a market condition for the size of the project that may not be attractive to contractors that are working on other larger jobs. He said that hopefully with another letting in November, pricing will come back down. **Craig Parks** asked if the schedule was too aggressive. **Borden** said the original bid was a little aggressive, so staff worked on reducing the schedule, among other project factors including maintenance of traffic. DPW has been reaching out to firms to find ways to reduce bid costs and will continue to do so.

Pool asked how many projects are on the bubble this year that are roughly the size of this project’s proposed cost increase. **Steve Cunningham** said there are about six. **Pool** asked if those six projects would get bumped. **Cunningham** said they would not be affected that directly, and noted the increase in bid costs. **Pool** voiced concern about how the project could

affect Hancock County’s letting for the Pennsy Trail. **Cunningham** said the November letting is sizable, so there may be some wiggle room. **Pool** asked how over-programmed the TIP is for the year. **Cunningham** said they were at \$22 million. **Luke Mastin** said he appreciated the city’s attempt to reduce bid costs, but Johnson County also has projects on the bubble list, which makes it hard to vote for this amendment. **Borden** said the city is trying to be as thoughtful as possible when coming back and asking for additional funding.

Anna Gremling asked **Cunningham** to clarify if the November letting goes through, the projects that are in the December and January lettings will not receive funding. He said that was true. **Borden** said that IndyGo would also be affected by this change, because the project is meant to facilitate transit usage. **Pool** asked if anyone had contracts that won’t be going to letting; no one responded. **Cunningham** said that everyone that applied for November met the deadline. **Jason Taylor** said it seems that Indianapolis has done everything they could to meet financial needs of the project, and he is willing to have the difficult conversations with his elected officials on why their bubble list projects were bumped to fund this project.

Cunningham said this project was out for public comment; no comments were received. **Gremling** opened the floor for public comment. There were none.

Member	Result	Member	Result
Boone County	Approve	Plainfield	Approve
Hamilton County	Approve	Zionsville	Approve
Hancock County	Disapprove	Beech Grove	Approve
Hendricks County	Approve	Carmel	Approve
Johnson County	Disapprove	Franklin	Disapprove
Morgan County	Approve	Greenfield	Approve
Avon	Approve	Greenwood	Approve
Bargersville*	Disapprove	Indianapolis	Approve
Brownsburg	Approve	Noblesville	Approve
Cumberland	Approve	Westfield	Approve
Cicero	Approve	INDOT	Approve
Fishers	Approve	IndyGo	Approve
McCordsville	Approve	CIRTA	Approve

*Proxy member vote

Christine Altman moved to approve Resolution 20-IMPO-019
Craig Parks seconded the motion. A roll call vote was conducted.
 Resolution 20-IMPO-019 was approved.
 MOTION PASSES.

Anna Gremling asked **Cunningham** if he had any other updates. He said that as of August 18th, the IMPO has allocated almost \$18 million of the allocation. September will have a light letting, and October and November’s lettings will be larger.

5. UNIFIED PLANNING WORK PROGRAM (RES. #20-IMPO-020)

Sean Northup said the work program is similar to the MPO’s budget. It is federally required so that there is increased transparency showing what the MPO is spending federal dollars on. The MPO will be back with a standard budget in September. He referenced the different sources of revenue that will be coming into the MPO, and described anticipated costs as shown in the Activities Table included in the packet. The Activities Table included new sections for economic development, housing/land use, and water/environment activities. These will be the future planning areas of the new MPO.

Member	Result	Member	Result
Boone County	Approve	Plainfield	Approve
Hamilton County	Approve	Zionsville	Approve
Hancock County	Approve	Beech Grove	Approve
Hendricks County	Approve	Carmel	Approve
Johnson County	Approve	Franklin*	Approve
Morgan County	Approve	Greenfield	Approve
Avon	Approve	Greenwood*	Approve
Bargersville*	Approve	Indianapolis	Approve
Brownsburg	Approve	Noblesville	Approve
Cumberland	Approve	Westfield	Approve
Cicero	Approve	INDOT	Approve
Fishers	Approve	IndyGo*	Approve
McCordsville	Approve	CIRTA	Approve

*Proxy member vote

Christine Altman moved to approve Resolution 20-IMPO-020
Tonya Galbraith seconded the motion. A roll call vote was conducted.
 Resolution 20-IMPO-020 was approved.
 MOTION PASSES.

6. TITLE VI POLICY APPROVAL

Anna Gremling said a little less than a year ago, the City of Indianapolis Metropolitan Development Commission and the previous Indianapolis Regional Transportation Council Policy Committee approved an updated Title VI Policy for the IMPO. **Gremling** said that one change to the document should be elimination of any language referring to the Department of Metropolitan Development. She asked for a motion to amend the document and adopt the policy.

Member	Result	Member	Result
Boone County	Approve	Plainfield	Approve
Hamilton County*	Approve	Zionsville	Approve
Hancock County	Approve	Beech Grove	Approve
Hendricks County	Approve	Carmel	Approve
Johnson County	Approve	Franklin*	Approve
Morgan County	Approve	Greenfield	Approve
Avon	Approve	Greenwood*	Approve
Bargersville*	Approve	Indianapolis	Approve
Brownsburg	Approve	Noblesville	Approve
Cumberland	Approve	Westfield	Approve
Cicero	Approve	INDOT	Approve
Fishers	Approve	IndyGo	Approve
McCordsville	Approve	CIRTA*	Approve

*Proxy member vote

Christine Altman moved to approve Resolution 20-IMPO-018
Tonya Galbraith seconded the motion. A roll call vote was conducted.
Resolution 20-IMPO-018 was approved.
MOTION PASSES.

7. EXECUTIVE COMMITTEE ELECTION FOR TOWN SEAT

Anna Gemling said **Tom Klein** had served on the IRTC Administrative Committee and the Executive Committee for a long time. However, it is now time to elect a new member to his Town seat on the Executive Committee. **Brian Jessen** has indicated that he was interested. **Gremling** opened the floor for any other nominations; there were none. This roll call was just for Town members on the committee.

Member	Result	Member	Result
Avon	Approve	Cumberland	Approve
Bargersville*	Approve	McCordsville	Approve
Brownsburg	Approve	Zionsville	Approve
Cicero	Approve	Plainfield	Approve

*Proxy member vote

Tonya Galbraith moved to close nominations and commence the election.
April Fishers seconded the motion. A roll call vote was conducted.
 The nominations were closed and Town members cast their votes.
 MOTION PASSES.

Brian Jessen was selected to serve on the Town seat of the Executive Committee. **Gremling** said she needed a motion to approve his selection.

Member	Result	Member	Result
Avon	Approve	Cumberland	Approve
Bargersville*	Approve	McCordsville	Approve
Brownsburg	Approve	Zionsville	Approve
Cicero	Approve	Plainfield	Approve

Tonya Galbraith moved to approve **Jessen’s** election to the Executive Committee
April Fishers seconded the motion. A roll call vote was conducted.
Jessen’s election to the Executive Committee was approved.
 MOTION PASSES.

STATUS REPORTS

8. **BYLAWS**

Anna Gremling said bylaws were adopted by the new IMPO at the June 1st joint meeting. Conversation came up to explore the different solutions that could be used to draft a population-based election to the Executive Committee. **Annie Dixon** presented potential models for the committee makeup.

Proposed terms include an Executive Committee member term reset in 2021, and some changes in term length. If one or more excluded cities represents a district, the Excluded City at-large seat would be open to all at-large members. **Dixon** also asked for input on whether Beech Grove should be allocated to Southern or Eastern District.

Luke Mastin said part of the reason the MPO uses the existing model was to make sure that there is representation of each type of jurisdiction. **Gremling** agreed, but could not figure out a way around that in a District Model. **Mastin** asked why they should consider changing representation models. **Andrew Klinger** said the way he views it, municipal status (town or city) is more a choice of how each community decides to organize. For the most part, towns and cities are all treated the same under the law. He wanted to differentiate representation based on aspects such as size of community and geographic location, which speaks to the types of assets a community has. He wanted to see what the differentiators we want to use to make sure there is balanced representation on the Executive Board. **Klinger** noted that some of the IMPO’s member towns have large populations and may not be truly indicative of similar sized jurisdictions.

Mastin said that size still matters, and that is especially true for counties. He wants to ensure that there is fair representation of different jurisdiction types; he would not be comfortable with having a system that does not ensure a County is serving on the board. **Brian Jessen** said that Brownsburg had examined becoming a city and decided that they wanted to remain a town. **Gremling** reminded everyone about the role of the Executive Committee, that they are the fiduciary body for the MPO, and their duties include approving contracts and agreements, budgets, etc. **Craig Parks** agreed with **Mastin**, saying that the needs of a county are very different from the needs of a municipality. **Gremling** asked if the at-large seats could be reserved for election of classes that are not represented, so if a County and / or Excluded City were not elected to represent

a district, one member would have to be elected from that jurisdiction class for the at-large seat. The IMPO will revisit the proposed District Model to ensure that there is adequate representation between counties and municipalities.

Dixon also looked at methods for transit dues. IMPO staff examined six methods from other MPOs, most of which would be too costly or too unfair for the agencies, so the IMPO is looking at a flat rate of dues that would account for about \$5,000 per year per agency.

9. 5307 FUNDING ALLOCATION OPTIONS

Jen Higginbotham said the issue that the IMPO has been tasked with solving is that transit agencies in Hamilton, Hancock, Johnson, and Hendricks Counties have been receiving rural transit funding for trips that go into the urbanized area. The IMPO's tentative recommendations include having Hamilton, Hancock, Johnson Counties act as single-county reporters and they will report all trips to the National Transit Database as urban trips. Hendricks and Morgan County will report jointly. 5307 funds will be distributed in 2022 based on a proportional loss to each agency. Suburban providers should research opportunities for additional funding, some of which will be included in the final report. There will be a small increase in 5339 funds, which can be used for capital expenses, and the IMPO recommends a competitive application process. The public mass transportation funding will stay the same unless there are changes at the state level.

The remaining recommendations the IMPO still needs to assess is how Hendricks and Morgan County should classify their urban / rural trips. New administrative structures for the suburban providers are also being considered. Not for Profit agencies are not eligible to directly receive 5307 funds, so changes are required. The IMPO also needs to understand how to pay for 5307 Administrative Costs. IndyGo estimates that 5307 administration would cost \$100,000 in the first year and \$75,000 for each year after. CIRTAs has not submitted estimates yet. For either agency, administrative costs would be taken out of the 5307 share for operating transit in the counties, because costs would be directly tied to using 5307 for operating costs. CIRTAs is separately conducting a study to consider regional consolidation of scheduling, which could reduce costs long-term for providers. A list of goals and values for choosing an administrative structure has been shared with providers. **Higginbotham** highlighted five different proposed administrative structures.

10. SCENARIO PLANNING

Rose Scovel said that IMPO staff want any questions or comments on the scenarios they plan to use in the next LRTP. Scenario planning is being used to consider alternative future land use patterns for 2050. Stakeholders and public comment on alternative scenarios to develop a hybrid scenario will be used in the LRTP. There are a number of placetypes in the region that the program uses. Future land use maps from across the region were used to establish a baseline scenario and assign the uses to a place type. The Baseline Scenario is also known as the 'Business as Usual' scenario. It includes mostly new single-family homes and is primarily auto-centric. The other three scenarios are changes in the baseline:

- Scenario 2: Clean Suburban (low-density, more efficient technology and automated vehicles)
- Scenario 3: Moderate Infill (moderate-density infill with a combination of clean personal and shared mobility)
- Scenario 4: Transit-supportive (transit-focused, higher-density development with clean vehicles and shared mobility).

Scenario planning will not affect a call for projects for the 2050 LRTP, and the IMPO will be incorporating base scenario into their transportation demand model.

11. REGIONAL ACTIVITY CENTERS

Rose Scovel said IMPO staff are wrapping up a project that they have been working on for about a year. The primary takeaway is that, for the LRTP, last time projects were scored was with old Population and Employment Centers; they will now use the new activity centers instead. Staff still need to examine how the changes with activity centers would affect project scoring. Updated activity centers will be replacing the first draft of activity centers that are used in the performance measures.

12. LONG-RANGE TRANSPORTATION PLAN PERFORMANCE MEASURES ANNUAL REPORT

Rose Scovel referred members to their packets and if there were any questions to email her and she can answer them.

OTHER BUSINESS

13. OTHER ITEMS OF BUSINESS

There were no other items of business.

14. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Andy Cook moved to adjourn the August 19th Transportation Policy Committee meeting.
Andrew Klinger seconded the motion. A voice vote was conducted.
The August 19th Transportation Policy Committee meeting was adjourned at 11:30 a.m.
MOTION PASSES.

Indianapolis Metropolitan Planning Organization
Executive Committee Meeting Minutes
August 28th, 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

* = *Proxy*

Committee Members Absent

Mark Heribrandt – Hamilton County	Dennis Buckley – City of Beach Grove
Jason Taylor – City of Fishers	

Others Present

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

1. WELCOME

Andy Cook called the meeting to order at 9:04 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 JULY 24TH, 2020 JOINT 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
Indianapolis	-	IndyGo	Approve

Andrew Klinger moved to approve the July 24th Executive Committee Minutes as amended.
 Inez Evans seconded the motion. A roll call vote was conducted.
 The July 24th Executive Committee Minutes were approved.
 MOTION PASSES.

3. APPROVAL OF CONTRACTS (RES. #20-EXEC-007)

Anna Gremling said four contracts require approval for both increased cost and time-only extensions. The first is \$14,000 for phase two with Profit One, the implementing agency for the IMPO’s financial software. The next contract is a time-only extension for Crawford, Milly, and Tilley. Previously in boilerplate contracts, the director had the ability to extend contracts for six months if they were time-only extensions. That provision is not currently in the existing IMPO contract boilerplate and Gremling would like to restore that ability. Next is a \$5,000 contract for Frost Brown Todd to provide legal services for the Regional Development Authority (RDA), paid entirely out of the RDA member dues. The final contract for approval is EcoInteractive Inc, which operates the IMPO MiTIP site. The proposed contract is a three-year service agreement with an optional fourth year. The IMPO will be evaluating their need for this project over the next few years with the new federal exchange agreement.

Ryan Wilhite asked where the State currently stands with EcoInteractive. He thought they were working to create a statewide site. Gremling said INDOT originally pursued a statewide site, but that was before EcoInteractive was bought out, so now the state is looking to develop their own system. Wilhite asked if the IMPO should we consider transitioning to the state platform in the future. Gremling said the IMPO will consider it, however the State’s tools do not typically meet the organization’s needs, instead meeting the needs of the smaller MPOs in the state.

Member	Result	Member	Result
Westfield	Approve	Plainfield	Approve
Hendricks County	Approve	Brownsburg	Approve
Indianapolis	Approve	IndyGo	Approve

Dan Parker moved to approve Resolution 20-EXEC-007.
 Andrew Klinger seconded the motion. A roll call vote was conducted.
 Resolution 20-EXEC-007 was approved.
 MOTION PASSES.

4. TITLE VI (RES. #20-EXEC-006)

Anna Gremling said the Transportation Policy Committee adopted a Title VI policy for the transportation planning portion of the IMPO at their previous meeting. The new organization needs to approve a new Title VI policy to cover all planning areas of the IMPO, not just transportation planning.

Member	Result	Member	Result
Westfield	Approve	Plainfield	Approve
Hendricks County	Approve	Brownsburg	Approve
Indianapolis	Approve	IndyGo	Approve

Andy Cook moved to approve Resolution 20-EXEC-006.
Brian Jessen seconded the motion. A roll call vote was conducted.
Resolution 20-EXEC-006 was approved.
MOTION PASSES.

STATUS REPORTS

5. MONTHLY FINANCIAL UPDATE

Kristyn Sanchez said the IMPO submitted its first reimbursement invoice to INDOT under the new organization. The IMPO received that reimbursement quickly, within two weeks. That is the biggest difference from last month's financial report. One expense that has been cut is a storage unit that the IMPO used to house equipment. This equipment has been moved to the office and the storage unit has been vacated.

Andrew Klinger asked if there were any concerns in terms of cash flow, just in terms of when revenues come in and when expenses go out. **Anna Gremling** said since the organization is reimbursable, they have the ability to submit for reimbursement from INDOT every two weeks. INDOT has deposited reimbursements in a timely manner, so from a cash flow standpoint she thinks the organization is in a good position. **Sanchez** said she agreed with **Gremling**. **Northup** said the IMPO will generally receive the local membership dues in the first couple of months of the year, so local cash on hand is typically three to five months of expenses. If there were several months in a row where the IMPO had heavy spending and did not receive any reimbursement from the State, that would put the IMPO in a tough financial position, but he does not see that happening.

Gremling said they are in the process of reconciling with the City of Indianapolis. The IMPO received \$1 million when they separated from the city and there are some expenses that the IMPO incurred while under the city in the first half of 2020. Eighty percent of these expenses are reimbursable from the federal government.

6. DIRECTORS REVIEW AND SALARY ADJUSTMENT

Sean Northup said the IMPO is in the process of adjusting salaries for staff. The executive director has the ability to adjust staff salaries through the Unified Planning Work Program and budget process. However, only the Executive Committee can hire, fire, and adjust the Executive Director's salary. Staff are proposing a director review process that is coordinated by the Executive Committee Board Chair at the end of their 2-year term, or as determined by the Executive Committee, Chair, or Executive Director. A simple survey will be open to all Executive Committee members for two weeks. The Executive Committee Board Chair will compile survey results and meet with the Executive Director to deliver the review. The Chair will also provide written and verbal summary of review at an Executive Committee meeting, including commendations, corrective actions, compensation recommendations, and new goals.

The IMPO's compensation value proposition has taken major hits over the past decade, as talent competitors have increased both their salaries and fringe benefits. Retention and talent attraction are top priorities for the IMPO to support independence and expansion. Over the past five years, the IMPO has seen a 31% turnover rate, which is very high. There are data and modeling positions that have not been filled because compensation is not competitive. Two salary surveys

have been completed over the past few years. Fourth Economy completed the IMPO's Strategic Plan and saw that staff were making 60%-70% of the average around the state based on GlassDoor surveys and phone interviews. Total Reward Solutions analyzed the complete compensation package, including salaries, benefits, and holidays. The Executive Director makes about 68% of what other similar positions are earning in Indiana. Total Reward Solutions recommendations included an Executive Director base salary of \$115,000, and staff recommended a review of the Executive Director in the fall of 2020, then again at the end of each chair's second year. The amended Executive Director review process will also be written into bylaws.

Andrew Klinger asked if the salary numbers shown in for comparison were for total compensation comparisons, or just salary alone. **Sean Northup** said those comparisons were salary-only, and staff can provide a total compensation analysis that shows IMPO's benefits equal to or less than all talent competitors.

Inez Evans asked how raises for both the Executive Director and IMPO staff would impact the IMPO's finances. **Northup** said the Executive Director currently has the power to adjust salaries, that increases were baked into the approved 2021 UPWP, and these increases in staff compensation will reduce consultant costs. **Klinger** said the committee needs to understand what the right range would be for the position and then determine where the Executive Director fits in that range. **Northup** explained the ranges that they saw and how they estimated the salary point for the Executive Director. He will send the Committee the IMPO's new salary bands.

Ryan Wilhite asked about how salaries for other MPO directors are tied to the number of planning areas their organizations oversee. **Northup** said that the directors with more disciplines typically have much higher salaries and the IMPO is at the beginning of that process of bringing in different planning areas.

Andy Cook said he thinks this is a very important, if not the most important role, that the Executive Committee will face within the next couple of years. Adequate compensation across the board for staff and the Executive Director is imperative. The region is taking on new independence, and a new funding process with the federal allocation swap, and LPAs will be depending on staff competencies now more than ever.

Northup said if there is an occasion where there is an issue with the Executive Director, a provision where the Executive Director, the Executive Committee, or the Board Chair could trigger a review.

Wilhite asked when these changes would be implemented. **Northup** said it could be the end of 2020 or sooner if the Executive Committee thinks that is appropriate. **Evans** said she thinks they should do it sooner, and asked if they have the right to call for a special meeting; IMPO staff were unsure. **Cook** said if the committee does not have that ability, they should.

Wilhite asked if the committee could retroactively increase the Executive Director's salary dating back to June 1st, 2020. **Rose Scovel** and **Kristyn Sanchez** said that it's possible but they will have to review how that works with the payroll and finance systems.

Evans asked what the committee's next steps would be. **Northup** said he can present a review of the total compensation package at the next meeting and they can go from there. **Cook** said that he wanted to get this moving along, so he agreed. **Northup** said he will work to get the comparisons and get a survey sent to **Cook** to perform the review.

7. DIRECTOR'S UPDATE

Anna Gemling provided an update on the CIRTA planning consolidation directive; she said there have been conversations with their leadership and a committee will be created to explore the issue further.

Time-only extensions for contracts will have the ability to be approved by the Executive Director so that the Executive Committee does not have to approve them.

Economic Statements of Interest are requested form all committee members. As the fiduciary, the Executive Committee needs to complete these forms for record-keeping purposes.

OTHER BUSINESS

8. OTHER ITEMS OF BUSINESS

Gremling brought up Executive Committee membership. The proposed district model for Executive Committee membership was presented to the Transportation Policy Committee to gauge their interest in moving to this membership model. After much discussion, the counties and excluded cities wanted to have their own seats if they were not elected to represent a district, but she also received a few emails asking why the IMPO wants to change the current election system.

Andrew Klinger said there is a good point that counties and municipalities have different interests and they want to make sure they have a seat on the committee. The proposed organization is mostly geographical, but he wanted to differentiate more between size rather than class. He understands that was the original intent of the current elections system, but that just is not true anymore since cities and towns have wide ranges in population. **Cook** said with everything going on with the transition, he does not believe this is something that really needs to be focused on. **Parker** asked what the justification was for looking into this. **Gremling** said it was requested when the new organization was writing bylaws for separation and **Klinger** requested that we examine the class-based system to see if we can move to a population based model. Other members of the committee expressed that they did not believe this was something they should worry about right now.

Andy Cook asked what the schedule was for a call for projects. **Anna Gremling** said there will not be a call for projects this fall because the IMPO needs to review what the process will be for a new call for projects procedure and requirements, after which a new call will be done. **Gremling** said she has told consultants that have asked about an estimated timeline that the IMPO may be doing a new call for projects next fall, but it could happen sooner.

9. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Brian Jessen moved to adjourn the August 28th Executive Committee meeting.
Andrew Klinger seconded the motion.
The August 28th Transportation Policy Committee meeting was adjourned at 10:20 a.m.
MOTION PASSES.

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	
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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.

**Indianapolis Metropolitan Planning Organization
Transportation Policy Committee Meeting Minutes
October 21st, 2020
9:00 a.m.
Online / Phone**

Committee Members Present

Joe Scikos* – Town of Bargersville	Gary Pool – Hancock County
Dennis Buckley – City of Beech Grove	Eric Wathen – Hendricks County
Brian Jessen – Town of Brownsburg	David Borden – City of Indianapolis
Mike Holibaugh – City of Carmel	Matt Light* – City of Noblesville
CJ Taylor – Town of Cicero	Jacob Blasdel – Town of Speedway
Ben Lipps – Town of Cumberland	Wayne DeLong* – Town of Zionsville
Mark Morgan – Town of Danville	Jen Gebhard – CIRTA
Steve Barnett – City of Franklin	Inez Evans - IndyGo
Chuck Fewell – City of Greenfield	Clark Packer – INDOT
Mark Myers – City of Greenwood	Robert Dirks – FHWA
Mark Heirbrandt – Hamilton County	Tonya Galbraith – Town of McCordsville

* = *Proxy*

Committee Members Absent

Ryan Cannon – Town of Avon	Andrew Klinger – Town of Plainfield
Craig Parks – Boone County	Desiree Calderella – Shelby County
Karen Howard – Town of Brooklyn	Russell McClure – City of Southport
Scott Fadness – City of Fishers	Andy Cook – City of Westfield
Luke Mastin – Johnson County	Norm Gabehart – Town of Whiteland
Steve Collier – City of Lawrence	Brittany Garriott – Town of Whitestown
Jason Love – Town of Pittsboro	Drew Genneken – Indianapolis Airport Authority
Mark Mathis – Town of Mooresville	Jody Peacock – Ports of Indiana
Ryan Goodwin – Morgan County	Cecilia Crenshaw – FTA
Jan Jarson – Town of New Palestine	Shawn Seals – IDEM

Others Present

Anna Gremling – Indianapolis MPO	Denise Barkdull – Frost Brown Todd
Nick Badman – Indianapolis MPO	Daniel Johnston – City of Greenwood
Kristyn Sanchez – Indianapolis MPO	Marsha Craney-Blevins – GAI Consultants
Jen Higginbotham – Indianapolis MPO	Randy Warman – American Structurepoint
Sean Northup – Indianapolis MPO	Ryan Wilhite – IndyGo
Annie Dixon – Indianapolis MPO	Julia Surber – VS Engineering
Danielle Gerlach – Indianapolis MPO	Brad Davis – Hamilton County
Jennifer Dunn – Indianapolis MPO	Shawn Pabst – Town of Brownsburg
Amber Greany – IndyGo	Ali Krupski – City of Noblesville

I. WELCOME

Anna Gremling called the meeting to order at 9:02 a.m. She then took roll call attendance.

Gremling said, because the chair and vice-chair are absent from the meeting, someone needs to be elected to lead the meeting. **Dennis Buckley** asked if Anna could be that person; she said that according to the bylaws it has to be a member of the committee.

Member	Result	Member	Result
Hamilton County	Approve	Beech Grove	Approve
Hendricks County	Approve	Carmel	Approve
Hancock County	-	Franklin	Approve
Bargersville	Approve	Greenfield	Approve
Brownsburg	Approve	Greenwood	Approve
Danville	Approve	Indianapolis	Approve
Cicero	Approve	Noblesville	Approve
Cumberland	Approve	IndyGo	Approve
McCordsville	Approve	CIRTA	Approve
Speedway	Approve	INDOT	Approve
Zionsville	Approve		

Steve Barnett moved to elect **Mark Myers** to chair the October 21st, 2020 Policy Committee meeting. **Dennis Buckley** seconded the motion. A roll call vote was conducted. **Mark Myers** was elected to chair the October 21st, 2020 Policy Committee meeting. MOTION PASSES.

Mark Myers called the meeting to order and handed it over to **Anna Gremling**.

ITEMS FOR APPROVAL

2. MINUTES FOR AUGUST 19TH, 2020 TRANSPORTATION POLICY COMMITTEE MEETING

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

Member	Result	Member	Result
Hancock County	-	Beech Grove	Approve
Hamilton County	Approve	Carmel	Approve
Hendricks County	Approve	Franklin	Approve
Bargersville	Approve	Greenfield	Approve
Brownsburg	Approve	Greenwood	Approve

Danville	Approve	Indianapolis	Approve
Cicero	Approve	Noblesville	Approve
Cumberland	Approve	IndyGo	Approve
McCordsville	Approve	CIRTA	Approve
Speedway	Approve	INDOT	Approve
Zionsville	Approve		

Steve Barnett moved to approve the as amended.
Brian Jessen seconded the motion. A roll call vote was conducted.
The August 19th Transportation Policy Committee Minutes were approved.
MOTION PASSES.

Eric Wathen motioned to ask members if anyone had any no votes so that the rest of the members can be inferred as yes votes for future items. **Gremling** asked for guidance from **Denise Barkdull** on whether or not this is allowed. **Barkdull** said that she thinks that it can be done for this meeting. **Ryan Wilhite** asked if this motion could apply to future meetings as well. **Barkdull** said that the pandemic rules for public meeting are unclear on voice/group votes on virtual platforms and that roll call votes are clearer. **Christine Altman** asked if the IMPO could look into doing consent agendas instead. **Barkdull** said that is something that they could look at; the IMPO did bundle resolutions during the separation meeting on June 1st, but more research needs to be done going forward. **Eric Wathen** withdrew his motion, since only one vote remained for the meeting. **Gremling** said they will do research on alternative voting systems.

3. TRANSPORTATION IMPROVEMENT PROGRAM (IRTIP) AMENDMENTS (RES. #20-IMPO-021)

Kristyn Sanchez said there were six INDOT amendments (including a \$150 million increase for the North Split project) and three local amendments requests (one from IndyGo, and two from the Town of Brownsburg). The Technical Committee recommended approving the amendments for IndyGo and South Green Street, and tabling the East County Road 700 N project for further information. **Sanchez** asked if there were any comments or questions.

Brian Jessen provided information on why Brownsburg was deleting the South Green Street project from the TIP. **Gremling** opened up the public hearing. There were no comments. The public hearing was closed. **Wilhite** asked for clarification that the resolution would approve the IndyGo amendment, remove the South Green Street project from the TIP, and tabling of the funding increase request for more information for 700 County Road North. **Gremling** said that was correct. **Christine Altman** asked if IndyGo could explain their reasoning for not moving forward with infrastructure enhancement along the Red Line extensions. **Wilhite** said, at this time, neither Clay nor Pleasant Townships have moved to approve a transit tax, so IndyGo is not moving forward with infrastructure enhancements in the segments between University of Indianapolis to County Line Road to the south and 65th Street to 91st Street in the north. **Mike Hollibaugh** asked for clarification on the use of electric versus diesel bus use for IndyGo. **Wilhite** said that there has been some concern about the range of the electric vehicles. For the local fleet, IndyGo has been replacing them with hybrid diesel, however the BRT lines will still be serviced by 60 foot electric vehicles.

Member	Result	Member	Result
Hancock County	-	Beech Grove	Approve
Hamilton County	Approve	Carmel	Approve
Hendricks County	Approve	Franklin	Approve
Bargersville	Approve	Greenfield	Approve

Brownsburg	Approve	Greenwood	Approve
Danville	Approve	Indianapolis	Approve
Cicero	Approve	Noblesville	Approve
Cumberland	Approve	IndyGo	Approve
McCordsville	Approve	CIRTA	Approve
Speedway	Approve	INDOT	Approve
Zionsville	Approve		

Mark Myers moved to approve Resolution #20-IMPO-021.
Gary Pool seconded the motion. A roll call vote was conducted.
Resolution #20-IMPO-021 was approved.
MOTION PASSES.

Anna Gremling asked **Sanchez** to provide a fiscal update. She said that they had a successful October letting with 6 projects going for bid. There is \$17 million left in the program and that should be spent down after the November letting.

STATUS REPORTS

4. BYLAWS

Annie Dixon said the IMPO will be requesting approval of updated bylaws at the December Joint Committee and Executive Committee meetings. Changes include how to deal with executive committee seat vacancies and said that IMPO was not moving forward with restructuring the executive committee. Another change is that transit agencies will be charged a flat rate for dues. There were also some small changes to bylaw language, allowance of the executive committee to award contracts over \$25,000, and removal of the hosting agreement with the City of Indianapolis. **Christine Altman** asked why people are named in the bylaws. **Denise Barkdull** said that was a required for the resignation of the IMPO and the names would drop out of the bylaws once a new Executive Committee is elected.

5. ASSET MANAGEMENT IC 36-7-7.11

Jennifer Dunn said this report is a requirement for the legislation that made the IMPO an independent organization. Legislation requires the organization to compile asset management plans for all member organizations within the Central Indiana MPA. This report is not required to be submitted until October 2021, but the IMPO is compiling the report early to be proactive. INDOT has contracted with LTAP at Purdue to maintain an inventory of asset management plans in order for local agencies to apply for Community Crossings grant funding. Pavement management plans have three requirements: Objectives and Measures, Pavement Condition Inventory, and Five-Year Treatment Plans. Counties are also required to provide a bridge management report. The asset management plan will be available on the IMPO website. The last requirement of the plan is the Bridge Priority List, which prioritizes bridge work over the next ten years.

Christine Altman asked if the two pavement rating systems are similar in criteria. **Dunn** said there are some similarities and differences, with PASER using a 1-10 scale based on a visual inspection and a PCI score based on a 1-100 scale that measures the actual density of distress. **Altman** also asked if the numbers will be changed with the economic effects of the pandemic on city expenditures. **Gremling** said that the IMPO will most likely have to run this report again and will include the changes in funding plans by local jurisdictions.

6. REGIONAL BIKEWAYS PLAN

Jen Higginbotham presented an update of the Regional Bikeways Plan draft document's contents. The plan will go out for public comment on November 2nd, 2020 and will be presented for approval at the Joint Committee Meeting in December.

7. EXECUTIVE DIRECTOR UPDATE

Anna Gremling informed Policy members that they will receive a survey of the different scenarios being considered for the LRTP on November 13th. The Land Use Advisory Panel will not be holding a meeting on the scenarios until after the results of the survey are in.

Gremling shared that for the Pedestrian Plan Training, materials will be sent via flash drive to members that are interested.

Gremling said that the Federal Exchange agreement has been signed and an RFP will be put out for services to assist with the IMPO's transition to this funding method.

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 October 21st Transportation Policy Committee meeting.

Lance Lantz seconded the motion. A roll call vote was conducted.

The October 21st Transportation Policy Committee meeting was adjourned at 10:15 a.m.

MOTION PASSES.

Indianapolis Metropolitan Planning Organization
Executive Committee Meeting Minutes
November 20th, 2020
9:00 a.m.
Online / Phone

Committee Members Present

Andy Cook – City of Westfield	Dan Parker – City of Indianapolis
Ryan Wilhite* – IndyGo	Dennis Buckley – City of Beech Grove
Jason Taylor – City of Fishers	

* = *Proxy*

Committee Members Absent

Eric Wathen – Hendricks County	Andrew Klinger – Town of Plainfield
Brian Jessen – Town of Brownsburg	Mark Heirbrandt – Hamilton County

Others Present

Anna Gremling – Indianapolis MPO	Sean Northup – Indianapolis MPO
Nick Badman – Indianapolis MPO	Danielle Gerlach – Indianapolis MPO
Jen Higginbotham – Indianapolis MPO	Steve Cunningham – Indianapolis MPO

1. WELCOME

Andy Cook called the meeting to order at 9:05 a.m. He welcomed the members and congratulated **Anna Gremling** for receiving the Women’s Transportation Seminar Woman of the Year Award. He then turned the meeting over to **Gremling**. She took roll call attendance.

ITEMS FOR APPROVAL

2. MINUTES FOR SEPTEMBER 25TH, 2020 EXECUTIVE COMMITTEE MEETING

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

Member	Result	Member	Result
Beech Grove	Approve	Fishers	Approve
Indianapolis	Approve	IndyGo	Approve
Westfield	Approve		

Dan Parker moved to approve the September 25th Executive Committee Minutes.
Dennis Buckley seconded the motion. A roll call vote was conducted.
The September 25th Executive Committee Minutes were approved.
MOTION PASSES.

3. FINANCIAL RESOLUTIONS (RES. #20-EXEC-011 AND #20-EXEC-012)

Anna Gremling provided a brief overview of contract renewals that the IMPO is requesting for HNTB (Suburban Transit Study), Beam Longest Neff (Boone County Corridor Study), Matchbook Creative (Indianapolis MPO website), Caliper Corporation (travel demand model), Indy Translations (translation services), Resource Systems Group, Crawford Murphy and Tilly (Plainfield I-70/US-40 Interchange), Frost Brown Todd (IMPO legal services), and Capitol Assets (legislative lobbyist).

Member	Result	Member	Result
Beech Grove	Approve	Fishers	Approve
Indianapolis	Approve	IndyGo	Approve
Westfield	Approve		

Dennis Buckley moved to approve Resolution 20-EXEC-011.
Ryan Wilhite seconded the motion. A roll call vote was conducted.
Resolution 20-EXEC-011 was approved.
MOTION PASSES.

Sean Northup provided an overview on the proposed 2021 budget. It is based on the Unified Planning Work Program’s (UPWP’s) allocation of funds for each section of the organization. This is the first time the IMPO has done a budget in this way, because it was traditionally housed inside of the City of Indianapolis Department of Metropolitan Development budget.

Ryan Wilhite asked what the process would be if funds had to be reallocated from one section to another. **Northup** said that there is no statute that says staff could not overspend in one section, just not the overall allocation. However, if there were a large amount of funds that need to be reallocated, staff would bring a UPWP and a budget amendment to the Executive Committee for approval.

Member	Result	Member	Result
Beech Grove	Approve	Fishers	Approve
Indianapolis	Approve	IndyGo	Approve
Westfield	Approve		

Jason Taylor moved to approve Resolution 20-EXEC-012.
Ryan Wilhite seconded the motion. A roll call vote was conducted.
Resolution 20-EXEC-012 was approved.
MOTION PASSES.

STATUS REPORTS

4. AUGUST FINANCIAL REPORT

Sean Northup provided overview of the financial reports for the IMPO from June to November 2020.

5. DIRECTOR'S UPDATE

a. Bylaws

- i. **Anna Gremling** said updated bylaws will be brought to the December Joint Meeting for approval. The changes are mostly housekeeping items.

b. Transportation Improvement Program (TIP) Updates

- i. **Gremling** said the Town of Brownsburg has a substantial amendment request currently on the table that will be discussed at the joint meeting.

c. Performance Measures

- i. **Gremling** said safety targets will be set at the December Joint Meeting. The options for the IMPO are to either develop their own performance measures or adopt INDOT's measures. As of now, staff is leaning towards adopting INDOT's measures.

d. Regional Bikeways Plan

- i. **Gremling** said the plan is out for public comment and review. It will be up for adoption at the December Joint Meeting. No substantial comments had been collected as of the time of this meeting.

e. Metropolitan Transportation Plan

- i. **Gremling** said the IMPO has been mandated to change the terminology of the Long-Range Transportation Plan (LRTP) to the Metropolitan Transportation Plan (MTP) due to requirements in the FAST Act and INDOT's requirements. The IMPO will be looking at the resource allocation goals and scoring criteria. These goals are what helps the IMPO determine how the organization will allocate transportation funds. This may generate some conversation, but the IMPO needs to come to some kind of consensus on what the goals should be.

f. CARES Act Grant

- i. **Gremling** said the IMPO received a \$120,000 grant to update the Comprehensive Economic Development Strategy document for Central Indiana. This grant is made up of \$60,000 from the Economic Development Administration and \$60,000 in local match. The IMPO will be releasing an RFP for the document's creation on the day of the meeting.

g. Scenario Planning Survey

- i. **Gremling** said a survey for the Scenario Planning portion of the MTP is now live. The survey is relatively short and is accompanied with an explanation video. She requested that members assist with the survey's distribution.

OTHER BUSINESS

6. OTHER ITEMS OF BUSINESS

a. Safety Performance Measures Memorandum

i. **Gremling** said this item was touched on in the Director's Update section of the meeting.

b. MPO PL Fund Distribution

i. **Gremling** said she will be bringing a request to the Indiana MPO Council that proposes a more equitable distribution of PL funds across all MPOs in the state.

7. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Dennis Buckley moved to adjourn the November 20th Executive Committee meeting.

Andy Cook seconded the motion.

The November 20th Executive Committee meeting was adjourned at 9:38 a.m.

MOTION PASSES.

**Indianapolis Metropolitan Planning Organization
Joint Transportation Committee Meeting Minutes
December 2nd, 2020
9:00 a.m.
Online / Phone**

Committee Members Present

Ryan Cannon – Town of Avon	Joe Csikos* – Town of Bargersville
Dennis Buckley – City of Beech Grove	Brian Jessen – Town of Brownsburg
David Littlejohn* – City of Carmel	CJ Taylor – Town of Cicero
April fisher – Town of Cumberland	Mark Morgan – Town of Danville
Steve Barnett – City of Franklin	Chuck Fewell – City of Greenfield
Mark Myers – City of Greenwood	Mark Heirbrandt – Hamilton County
Gary Pool – Hancock County	Eric Wathen – Hendricks County
Ericka Miller – City of Indianapolis	Luke Mastin – Johnson County
Sri Venugopalan* – City of Lawrence	Tonya Galbraith – Town of McCordsville
Alison Krupski* – City of Noblesville	Andrew Klinger – Town of Plainfield
Jacob Blasdel – Town of Speedway	Andy Cook – City of Westfield
Danny Powers – Town of Whitestown	Wayne DeLong* – Town of Zionsville
Christine Altman - CIRTA	Ryan Wilhite* – IndyGo
Clark Packer – INDOT	

* = Proxy

Others Present

Anna Gremling – Indianapolis MPO	Sean Northup – Indianapolis MPO
Nick Badman – Indianapolis MPO	Danielle Gerlach – Indianapolis MPO
Jennifer Dunn – Indianapolis MPO	Steve Cunningham – Indianapolis MPO
Jen Higginbotham – Indianapolis MPO	Denise Barkdull – Frost Brown Todd
Rose Scovel – Indianapolis MPO	Robert Dirks – FHWA
Doug Flanagan – Traffic Control Corporation	Matthew Miller - HNTB
Melissa Burgess – Health By Design	Kim Irwin – Health By Design
Julia Surber – VS Engineering	Brandon Burgoa - INDOT
John Ayers – Hendricks County	David Borden – City of Indianapolis
Shawn Pabst – Town of Brownsburg	Daniel Johnston – City of Greenwood
Neil VanTrees – Johnson County	Jason Koch – City of Greenfield
Lance Lantz – Town of Zionsville	John Seber - CIRTA
Ian Kuzma	John Nail
Amy Curtis	DeAndre Rhodes - CIRTA
Trent Newport	Rob Duckworth - ICJI
Bill Hall	Chris Hamm
Matt Light	Jeff Hill
Tim Dombrovsky	Patrick O’Neil

1. WELCOME

Andy Cook called the meeting to order at 9:01 a.m. He welcomed the members and turned the meeting over to **Anna Gremling**.

2. Roll Call

Anna Gremling took roll call attendance.

ITEMS FOR APPROVAL

3. TRANSPORTATION IMPROVEMENT PLAN AMENDMENTS (RES. #20-IMPO-025)

Steve Cunningham notified the committees that **James Rinehart** had left the IMPO in October and **Kristyn Sanchez** is on maternity leave until February 1st. There were two local amendment requests and 11 INDOT amendment requests. The amendment was put out for public comment; none were received. The first local request is from IndyGo and the second amendment request is from the Town of Brownsburg for CR 700 N. **Anna Gremling** said the committee members had to vote on a motion to remove the Brownsburg amendment from the table for discussion.

Member	Result	Member	Result	Member	Result	Member	Result
Avon	Approve	Danville	Approve	Indianapolis	Approve	Westfield	Approve
Bargersville	Approve	Franklin	Approve	Johnson County	Approve	Whitestown	Approve
Beech Grove	Approve	Greenfield	Approve	Lawrence	Approve	Zionsville	Approve
Brownsburg	Approve	Greenwood	Approve	McCordsville	Approve	CIRTA	Approve
Carmel	Approve	Hamilton County	Approve	Noblesville	Approve	IndyGo	Approve
Cicero	-	Hancock County	-	Plainfield	Approve	INDOT	Approve
Cumberland	Approve	Hendricks County	Approve	Speedway	Approve		

Dennis Buckley moved to remove the Brownsburg Project Amendment from the table.
John Ayers seconded the motion. A roll call vote was conducted.
 The Brownsburg Project Amendment was removed from the table.
 MOTION PASSES.

Eric Wathen moved to use voice votes for the rest of the meeting’s items for approval.
Clark Packer seconded the motion. A voice vote was conducted.
 There were no Nay votes. There were no Abstains.
 The motion for voice voting was approved.
 MOTION PASSES.

Shawn Pabst said unforeseen costs of pavement, maintenance of traffic, and drainage increased the cost of the project and warranted the amendment. **Brian Jessen** said when Brownsburg started looking at the CR 700 N, there was a lot more development being proposed in that area, and the increased demand for development warrants this project.

Dennis Buckley asked how much of an increase the project was requesting. **Anna Gremling** said the amount requested is \$3.9 million, which is a 101% increase. He asked how much more local money is being put up by Brownsburg for the project. **Shawn Pabst** said \$973,000 in local funds will be committed. **Christine Altman** asked if they had taken right-of-way into account. **Pabst** said the town is prepared to acquire the right-of-way. The new ratio of would be 35% local, 65% federal. **Brad Davis** said the IMPO has had LPAs reapply for projects before, should this project reapply? **Cunningham** said since the scope has not changed, only the cost, they would not have to reapply.

Andy Cook asked if this project had been adequately estimated with this number, would the score have been different. He also asked where this requested funding was coming from. **Cunningham** said the cost change would not have impacted scoring, but may have impacted where the project would be in order, based on available funds. With the cancelled Green Street project, this project will not be taking money from any other projects in FY 2023. **Jessen** said Brownsburg has taken on more rigorous project estimates for future projects. There was discussion on the particulars and design of asphalt for this project.

Luke Mastin said the Green Street project was defunded at the last meeting and asked if Brownsburg would pursue that project again in the future. **Jessen** said the town is not looking at bringing that project back in the future. **Gremling** asked if this project would have any delays in letting dates if it were to move forward. **Pabst** said everything is on track to meet the existing letting date. **Jessen** emphasized that there is now a project manager on staff to ensure capital projects stay on track.

Gremling opened up for public comment. There were none.

Mark Myers moved to approve Resolution 20-IMPO-025 by voice vote.
Christine Altman seconded the motion. A voice vote was conducted.
Nay Votes: Johnson County.
Resolution 20-IMPO-025 was approved.
MOTION PASSES.

4. **BYLAWS (RES.#20-IMPO-024)**

Denise Barkdull said this version of the bylaws is just a cleanup of the bylaws that existed when the IMPO separated from the City of Indianapolis on June 1, 2020. There are not many substantive changes, just some small changes that were noted after operating under them for the past six months. **Christine Altman** believes that voting members of the Transportation Policy Committee should be the final body voting for bylaws, not the Executive Committee. She also noted it was unusual to give powers to a subset of the Policy Committee instead of the entire Policy Committee. **Denise Barkdull** responded by saying part of the reasoning behind this structure was to account for future Policy Committees (such as a future committee for Economic Development) that will function similar to the TPC. **Ryan Wilhite** said he believes that there are certain powers that the Executive Committee cannot vote on or override, particularly when it comes to transportation funding. **Altman** reiterated her point. There was further discussion on the roles and responsibilities between the TPC and Executive Committee.

Gary Pool moved to table Resolution #20-IMPO-024.
Mark Heirbrandt seconded the motion. A voice vote was conducted.
There were no Nay votes.
The motion to table Resolution #20-IMPO-024 was approved.
MOTION PASSES.

5. **METROPOLITAN TRANSPORTATION PLAN (MTP) (RES. #20-IMPO-026)**

Jen Higginbotham presented a memo on the changes proposed for the 2050 MTP. The first change is the name of the plan from Long-Range Transportation Plan to the Metropolitan Transportation Plan. **Higginbotham** highlighted proposed process changes for LPAs and proposed methodologies and updates for performance measures, resource allocation, and project scoring criteria. There is a resolution that needs to be voted on for this and the call for projects will open December 3rd. There will also be a training session on the MTP for the Call for Projects on December 8th. **Brad Davis** asked what types of projects are going to be submitted for the MTP. **Higginbotham** said it is primarily capacity expansion projects, but the resource allocation is required by the MTP, and allows us to fiscally constrain how much funds are available for each year by project type. **Gary Pool** asked for clarification on submission of projects for bridge and pavement preservation. **Higginbotham** said in the call for projects, only expansion projects would be submitted. **Daniel Johnston** asked **Higginbotham** if she could clarify the safety countermeasures required for each application. She said the list of countermeasures are in the packet, and went through them. She said that though the IMPO understands that these long-term commitments to projects, they request that LPAs select the countermeasures that they typically include in their projects, or if there are some they intend to try for a particular project. The highlighted countermeasures are those that have proven to be substantially successful in their implementation, and will be worth more in scoring. There are sections for vehicle and pedestrian countermeasures. **Davis** asked when the call for projects would close. **Higginbotham** said the call for projects will be open from December 3rd, 2020 to January 31st, 2021.

Mark Myers moved to approve Resolution 20-IMPO-026.
Ryan Wilhite seconded the motion. A voice vote was conducted.
There were no Nay votes.
Resolution 20-IMPO-026 was approved.
MOTION PASSES.

6. **REGIONAL BIKEWAYS PLAN (RES. #20-IMPO-027)**

Jen Higginbotham said the IMPO did put the plan out for public comment and had a Facebook Live Q&A event. There were a few comments that came in, mostly about particular facility locations. Last night a comment was received about a specific project. The safe routes coordinator for IPS School 55 requested the installation of a striped bike lane on 54th street from the Monon Trail to Keystone to allow safer travel. **Anna Gremling** opened the item for public hearing. **Kim Irwin** thanked the staff for their work on updating the plan. She also emphasized the important connection between equity and active transportation, and that it is necessary for the entire region to consider equity in their planning processes.

Mark Myers moved to approve Resolution 20-IMPO-027.
Ryan Wilhite seconded the motion. A voice vote was conducted.
There were no Nay votes.
Resolution 20-IMPO-027 was approved.
MOTION PASSES.

7. **FEDERAL PERFORMANCE MEASURES – PAVEMENT, BRIDGE CONDITIONS AND TRUCK TRAVEL TIME RELIABILITY (RES. #20-IMPO-023)**

Jennifer Dunn said the IMPO has the option to adopt INDOT’s targets or create their own. The IMPO is in the mid-performance period and they have the option to choose which path to pursue. Jennifer highlighted INDOT’s bridge, pavement, and truck travel time reliability index. **Andy Cook** asked, if these are state goals, where the IMPO stands in each of these categories, and asked if it is this a requirement by the Federal Highways Administration. **Dunn** said it is a requirement. **Cook** asked **Robert Dirks** how a bridge that is primarily in Kentucky was listed on Indiana’s inventory. **Dirks** said he was unsure how it happened and that border bridge responsibilities can be confusing. **Dunn** said INDOT is working with Kentucky on getting that bridge off of Indiana’s inventory. **Dirks** said the inventory systems are set up at FHWA headquarters and local offices work with that inventory. **Ryan Cannon** asked how the adjusted four-year target rate was developed. He said that in the past few year, the IMPO has out-performed those target, and asked if it would be worth improving those target percentages. **Gremling** said the only thing she can assume is that INDOT would be penalized if they didn’t meet these targets, which is why they have set the targets they have. **Clark Packer** said INDOT tries to strike a balance for the next five years over different categories and predict which projects are in most need. **Ryan Wilhite** thinks it would be helpful for INDOT to provide their methodologies to the committee so they can examine the agency’s reasoning for their performance measures.

Ryan Wilhite moved to approve Resolution 20-IMPO-023.
Mark Heirbrandt seconded the motion. A voice vote was conducted.
There were no Nay votes.
Resolution 20-IMPO-023 was approved.
MOTION PASSES.

8. **FEDERAL PERFORMANCE MEASURES – SAFETY (RES. #20-IMPO-022)**

Jennifer Dunn said these are annual targets that need to be revisited each year. She provided an overview of the actual and predicted numbers for the safety performance measures shown in the packet. The IMPO has been using INDOT’s numbers for the past three years, and are recommending that they use the targets again. **Dunn** asked if there were any questions. There were none.

John Ayers moved to approve Resolution 20-IMPO-022.
Mark Myers seconded the motion. A voice vote was conducted.
There were no Nay votes.
Resolution 20-IMPO-022 was approved.
MOTION PASSES.

9. INTELLIGENT TRANSPORTATION SYSTEMS INVENTORY UPDATE (RES. #20-IMPO-029)

Nick Badman said the IMPO has been working on an update to their Intelligent Transportation Systems inventory, as a requirement of their recertification. Staff communicated with INDOT's ITS Engineering Director and some LPAs to document any new ITS technology in the region that was installed since the last plan was created in 2014. There weren't many significant changes documented, but the ones that were found are listed in the memo. A significant update to the 2014 Central Indiana ITS Architecture is planned for the future. He asked if there were any questions. There were none.

Mark Heirbrandt moved to approve Resolution 20-IMPO-029.
Ryan Wilhite seconded the motion. A voice vote was conducted.
There were no Nay votes.
Resolution 20-IMPO-029 was approved.
MOTION PASSES.

STATUS REPORTS

None.

OTHER BUSINESS

10. OTHER ITEMS OF BUSINESS

- a. 2021 IMPO Committee and Deadline Schedule
 - i. **Anna Gremling** said the schedule is posted in packet.
- b. Travel Demand Model Committee
 - i. **Gremling** said the IMPO is looking for committee members for some guidance on our travel demand model, especially engineers and policy makers.
- c. **Gremling** also noted that 2021 Invoices have been sent out to LPAs.

11. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Mark Myers moved to adjourn the December 2nd Joint Committee meeting.
Gary Pool seconded the motion.
The December 2nd Joint Committee meeting was adjourned at 10:48 a.m.
MOTION PASSES.

Indianapolis Metropolitan Planning Organization
Executive Committee Meeting Minutes
December 18th, 2020
9:00 a.m.
Online / Phone

Committee Members Present

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

* = *Proxy*

Committee Members Absent

Mark Heirbrandt – Hamilton County	
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* = *Proxy*

Others Present

Anna Gremling – Indianapolis MPO	Sean Northup – Indianapolis MPO
Nick Badman – Indianapolis MPO	Danielle Gerlach – Indianapolis MPO
Jen Higginbotham – Indianapolis MPO	Rose Scovel – Indianapolis MPO
Annie Dixon – Indianapolis MPO	Steve Cunningham – Indianapolis MPO

1. WELCOME

Andy Cook called the meeting to order at 9:12 a.m. He then turned the meeting over to **Anna Gremling**. She took roll call attendance.

ITEMS FOR APPROVAL

2. MINUTES FOR NOVEMBER 20TH, 2020 EXECUTIVE COMMITTEE MEETING

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

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

Dan Parker moved to approve the November 20th Executive Committee Minutes.
Brian Jessen seconded the motion. A roll call vote was conducted.
The November 20th Executive Committee Minutes were approved.
MOTION PASSES.

3. FINANCIAL RESOLUTIONS (RES. #20-EXEC-014)

Anna Gremling provided a brief overview of new contracts and renewals that the IMPO is requesting for NeoGov (Human Resources), ProphetOne Solutions (IMPO Invoice Portal), American Structurepoint (Federal Exchange), Shrewsberry and Associates (Brownsburg Transportation Plan), RLS and Associates (5307/5311), and Data Axel (Data Provider).

Ryan Wilhite asked about the contracting process for the federal exchange contract. **Gremling** said the IMPO received two responses, both from qualified vendors. There were multiple people on the selection committee, including members of the Executive Committee. She said the selection team felt that American Structurepoint’s project team seemed more aware of the political implications of the exchange agreement. **Jason Taylor** agreed, and said American Strucutrepoint’s team was aware of the impacts that COVID could have on infrastructure and had a lot of ideas on engaging stakeholders on the issue. **Steve Cunningham** added that the Structurepoint team had a deeper bench with extensive local public agency project delivery experience.

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

Andrew Klinger moved to approve Resolution 20-EXEC-014.
Ryan Wilhite seconded the motion. A roll call vote was conducted.
Resolution 20-EXEC-014 was approved.
MOTION PASSES.

STATUS REPORTS

4. BYLAWS

Annie Dixon said IMPO staff is considering structurally changing the bylaws to separate Executive Committee bylaws from Transportation Policy Committee bylaws. The body of the proposed bylaws will be for the Executive Committee, with an addendum for the Transportation Policy Committee, and future addendums for any new policy boards that the IMPO convenes. The proposal would restrict the Executive Committee's ability to amend their own bylaws, instead requiring votes of approval from all policy committees. Each policy committee would amend their own addendums independently.

Andy Cook asked if there was significant opposition to the bylaws within the Transportation Policy Committee, or if it was just a few members. **Anna Gremling** said one person did take issue with the proposed bylaws, and one or two other people also echoed their sentiment. She also reminded the Executive Committee this process would make it more difficult for them to amend their processes. **Cook** said he did not think it was worth going through all this trouble if only a few members of the TPC take issue. **Ryan Wilhite** agreed. There was further discussion on the limitations these bylaws would have on the Executive Committee's ability to conduct the administrative operations of the IMPO. The Executive Committee requested that staff examine a bylaw structure that allows them to amend their own bylaws, with no power to amend other policy committee addendums.

5. DECEMBER FINANCIAL REPORT

Sean Northup provided overview of the IMPO's cash flow statement, balance sheet, and accounts receivable aging summary. **Ryan Wilhite** asked about the values present in the aging summary; **Northup** said it included local dues and local matches for projects.

OTHER BUSINESS

6. OTHER ITEMS OF BUSINESS

There were no other items of business.

7. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Dennis Buckely moved to adjourn the December 18th Executive Committee meeting.

Andy Cook seconded the motion.

The December 18th Executive Committee meeting was adjourned at 9:47 a.m.

MOTION PASSES.