

Indianapolis Metropolitan Planning Organization
Executive Committee Meeting Minutes
March 26th, 2021
9:00 a.m.
Online / Phone

Committee Members Present

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

* = *Proxy*

Committee Members Absent

Mark Heirbrandt – Hamilton County	Eric Wathen – Hendricks County
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Others Present

Anna Gremling – Indianapolis MPO	Sean Northup – Indianapolis MPO
Nick Badman – Indianapolis MPO	Cole Jackson – Indianapolis MPO
Rose Scovel - Indianapolis MPO	Steve Cunningham – Indianapolis MPO
Andrew Swenson – Indianapolis MPO	Jennifer Higginbotham – Indianapolis MPO
Nicholas Badman- Indianapolis MPO	Ryan Wilhite - IndyGo

1. WELCOME

Andy Cook called the meeting to order at 9:09 a.m. and turned the meeting over to **Anna Gremling**. She then took roll call attendance.

ITEMS FOR APPROVAL

2. MINUTES FOR FEBRUARY 26TH, 2021 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
IndyGo	Approve	Beech Grove	Approve
Fishers	Approve	Brownsburg	-
Indianapolis	Approve		

Andrew Klinger moved to approve the February 26th Executive Committee Minutes.
Dan Parker seconded the motion. A roll call vote was conducted.
The February 26, 2021 Executive Committee Minutes were approved.
MOTION PASSES.

3. MONTHLY FINANCIAL REPORT

Anna Gremling stated that the committee will be provided a monthly financial report before contract approvals. **Gremling** continued stating that the IMPO has received reimbursement from INDOT on funds. The IMPO has received an additional purchase order after close-out with the City of Indianapolis including both PL funding and STBG funding. This occurred after the remaining funds were rolled over from Indianapolis’s grant agreement to the IMPO.

4. FINANCIAL RESOLUTION (RES. 2021-EXEC-006)

Anna Gremling stated that five financial resolutions were before the Committee including CPCS for a freight plan update, HNTB for cost estimating services, Streetlight for traffic data, HNTB for the development of the Metropolitan Transportation Plan, and KSM for consulting during the IMPO’s audit.

Jason Taylor questioned if the HNTB cost estimating is something that IMPO would roll into the new process with the new federal exchange. **Gremling** responded that HNTB will review applications for cost estimating and catch issues early for the LPAs and IMPO. **Steve Cunningham** stated that HNTB has been used for the last several calls. He continued stating that in the past the IMPO has worked with LPAs to make corrections based on HNTB’s feedback. **Taylor** asked Streetlight’s data will be available for LPAs for regional mapping or if only the IMPO will have access. **Gremling** stated that the IMPO and up to ten consultants will have a license to access the data but the IMPO is unsure how they will determine which consultants will have a license. **Andrew Swenson** stated that the IMPO will coordinate with the LPAs to provide data. **Gremling** stated that traffic count from the last year was canceled due to the pandemic’s effect on traffic. **Gremling** stated that it may be too expensive to purchase the traffic data on an annual basis, so the IMPO will have to consider how much to use the IMPO and the LPAs use the data.

Ryan Wilhite questioned if there will be an online map of the traffic data; **Gremling** responded that an online map will be available. **Swenson** stated that LPAs will be able to email him or **Jennifer Dunn** for data requests. **Swenson** also stated that the software will provide more than traffic counts as it also has analytic tools.

Member	Result
Westfield	Approve
IndyGo	Approve
Fishers	Approve
Indianapolis	Approve

Member	Result
Plainfield	Approve
Beech Grove	Approve
Brownsburg	Approve

Jason Taylor moved to approve Resolution 2021-EXEC-006.
Dennis Buckley seconded the motion. A roll call vote was conducted.
 Resolution 2021-EXEC-006
 MOTION PASSES.

5. **INDIANA PUBLIC RETIREMENT SYSTEM (RES. 2021-EXEC-009)**

Anna Gremling shared a PowerPoint concerning four pillars by which the IMPO is organized. **Gremling** stated that the IMPO is trying to create growth opportunities for staff. **Gremling** then showed a breakdown of new staff title organization meant to produce more growth opportunities and more accurately describe positions in the organization including finance analyst career tracks and data modeling career tracks. **Gremling** stated that this resolution will provide the IMPO the opportunity to move staff through these positions without coming to the committee separately each time. **Rose Scovel** mentioned that new positions will be in the MyChoice system. **Scovel** also said the effective date could be updated from April 1st, to May 1st.

Dennis Buckley questioned when the IMPO’s fiscal year starts and when salaries are discussed. **Gremling** stated the fiscal year starts January 1 and salaries are discussed at the end of the year in preparation of the next budget cycle.

Member	Result
Westfield	Approve
IndyGo	Approve
Fishers	Approve
Indianapolis	Approve

Member	Result
Plainfield	Approve
Beech Grove	Approve
Brownsburg	Approve

Dennis Buckley made a motion to approve.
Andrew Klinger seconded the motion. A roll call vote was conducted.
 Resolution 2021-EXEC-009 was approved.
 MOTION PASSES.

STATUS REPORTS

6. INDIANAPOLIS REGIONAL TRANSPORTATION IMPROVEMENT PROGRAM (IRTIP)

Steve Cunningham stated that the new Transportation Improvement Program (TIP) is in development covering State fiscal years 2022-2025 which will add fiscal years 2024-25 to the active years of the TIP. **Cunningham** continued stating that this will add the 2024 illustrative projects to the active TIP and add 24-25 INDOT projects to the TIP. **Cunningham** noted that this year's TIP totals roughly \$2.1 Billion, largely due to INDOT funding. **Cunningham** mentioned that the public comment and INDOT comment periods have ended and, other than agencies stating that the TIP is fiscally constrained, there were no comments. **Cunningham** stated that the draft TIP will go to the Technical Committee on April 7 and the Policy committee on April 21. This will not add IMPO funded projects as the last call was skipped due to the federal exchange discussions. Cunningham then noted that IMPO funded projects will have a call for projects this summer.

Ryan Wilhite questioned if the call will be similar to what has been done in past in terms of funding levels.

Cunningham stated that it will be very similar and will go through the same MiTIP system. **Gremling** mentioned that findings from a recent federal exchange survey will be shared at the upcoming Technical Committee meeting. **Wilhite** questioned if there was strong participation in the survey and **Cunningham** stated that there was.

7. Public Involvement Plan

Anna Gremling stated the Public Involvement Plan (PIP) will be on the upcoming Technical and Policy Committee meetings. **Nicholas Badman** stated that the PIP has been updated to take care of housekeeping items and show changes to the meeting process. **Badman** continued stating that the terms and language reflect the new organization chart, names, meeting accessibility, online engagement opportunities, press release requirements for amendments, and social media uses. **Badman** mentioned that staff also analyzed the IMPO's translation and access plan requirements. **Badman** stated that the public comment period is open and staff has not received any public comments yet. He elaborated that the PIP will be brought to the Technical and Policy Committees. **Gremling** mentioned that press releases for TIP and LRTP amendments will be removed from the procedures because there was limited engagement.

OTHER BUSINESS

8. OTHER ITEMS OF BUSINESS

Anna Gremling stated that conflict of interest forms may be required, and she will contact anyone who still needs to sign one. **Gremling** reminds the Committee that the functional classification call is currently open. **Rose Scovel** stated that the CEDS consultant is under contract and invitations have been sent to join the strategy committee which will launch April 6.

9. ADJOURNMENT

Anna Gremling asked for a motion to adjourn the meeting.

Andrew Jensen moved to adjourn the March 26, 2021 Executive Committee meeting.

Jason Taylor seconded the motion.

The March 26 Executive Committee meeting was adjourned

MOTION PASSES.