

Indianapolis Metropolitan Planning Organization
Joint Transportation Technical and Transportation Policy Committee Meeting Minutes
June 02, 2021

9:00 a.m.

Ivy Tech Community College Culinary and Conference Center
2820 N Meridian St, Indianapolis, IN 46208

Policy Committee Members Present

✓	Boone County	Tom Santelli*		City of Lawrence	Steve Collier
	Hancock County	Gary Pool		Town of McCordsville	Tonya Galbraith
	Morgan County	Ryan Goodwin		Town of Mooresville	Mark Mathis
	Hamilton County	Mark Heirbrandt		Town of New Palestine	Stephen Pool
✓	Hendricks County	Tim Dombrosky*	✓	City of Noblesville	Matthew Light*
	Johnson County	Luke Mastin		Town of Pittsboro	Jason Love
	Shelby County	Desiree Calderella	✓	Town of Plainfield	Andrew Klinger
✓	Town of Avon	Ryan Cannon		City of Southport	Jim Cooney
	Town of Bargersville	Joe Csikos*		Town of Speedway	Jacob Blasdel
✓	City of Beech Grove	Dennis Buckley	✓	City of Westfield	Andrew Cook
	Town of Brooklyn	Karen Howard		Town of Whiteland	Kevin McGinnis
	Town of Brownsburg	Brian Jessen	✓	Town of Whitestown	Todd A. Barker
✓	City of Carmel	Mike Hollibaugh*		Town of Zionsville	Emily Styron
	Town of Cicero	CJ Taylor	✓	IndyGo	Cameron Radford*
	Town of Cumberland	Ben Lipps	✓	CIRTA	Christine Atman
✓	Town of Danville	Mark Morgan	✓	INDOT	Clark Packer
	City of Fishers	Jason Taylor		Indianapolis Airport Authority	Drew Genneken
✓	City of Franklin	Steve Barnett		Ports of Indiana	Jody Peacock
✓	City of Greenfield	Jason Koch*		FHWA	Robert Dirks
✓	City of Greenwood	Daniel Johnson*		FTA	Cecilia Crenshaw
	City of Indianapolis	David Borden		IDEM	Shawn Seals

* = Proxy

Technical Committee Members Present

	Boone County	Nick Parr		City of Lawrence	Sri Venugopalan
	Hancock County	Gary Pool	✓	Town of McCordsville	Ryan Crum
	Morgan County	Anthony Hinkle	✓	Town of Mooresville	David Moore
	Hamilton County	Brad Davis		Town of New Palestine	Stephen Pool
✓	Hendricks County	John Ayers	✓	City of Noblesville	Alison Krupski
✓	Johnson County	Lucas Mastin*		Town of Pittsboro	Steve Maple
	Shelby County	Desiree Calderella	✓	Town of Plainfield	Scott Singleton
✓	Town of Avon	Ryan Cannon		City of Southport	Diana Bossingham
	Town of Bargersville	Joe Csikos	✓	Town of Speedway	Robert Wetnight
✓	City of Beech Grove	Dennis Buckley		City of Westfield	John Nail
	Town of Brooklyn	Karen Howard		Town of Whiteland	Carmen Parker
	Town of Brownsburg	Al Geans	✓	Town of Whitestown	Danny Powers
✓	City of Carmel	Jeremy Kashman	✓	Town of Zionsville	Lance Lantz
	Town of Cicero	CJ Taylor	✓	IndyGo	Annette Darrow
	Town of Cumberland	Christine Owens	✓	CIRTA	John Seber
	Town of Danville	Rob Roberts		INDOT	Scott Bailey
	City of Fishers	Jason Taylor		Indianapolis Airport Authority	Drew Genneken
	City of Franklin	Mark Richards		Ports of Indiana	Jody Peacock
	City of Greenfield	Jason Koch		FHWA	Robert Dirks
✓	City of Greenwood	Daniel Johnston		FTA	Cecilia Crenshaw
	City of Indianapolis	Ericka Miller		IDEM	Shawn Seals

* = Proxy

Others Present

Kate Zale – EMCS, Inc.	Julia Surber – VS Engineering
Mike McBride – American Structurepoint	Mike Maurovich – American Structurepoint
Trent Newport – Crossroads Engineers	Anna Gremling – IMPO
Sean Northup – IMPO	Jen Higginbotham – IMPO
Steve Cunningham – IMPO	Cole Jackson – IMPO
Annie Dixon – IMPO	Danielle Gerlach – IMPO
Nicholas Badman - IMPO	Rose Scovel – IMPO

1. WELCOME

Mayor Andrew Cook called the meeting to order at 9:13 a.m. and **Anna Gremling** asked attendees to introduce themselves. **Gremling** asked members to fill out attendance slips and explained meeting protocols.

ITEMS FOR APPROVAL

2. EMERGENCY MEETING POLICY (RESOLUTION #21-IMPO-010)

Anna Gremling introduced **Annie Dixon** who introduced a draft emergency meeting policy and noted the policy is an item for approval. **Dixon** stated the IMPO will not track vaccination status, and members will be expected to meet in person unless emergency meeting policies are invoked. **Dixon** continued stating the Executive Committee is empowered to amend the emergency meeting policy but the IMPO would like the Policy Committee to review and approve the policy. **Dixon** continued stating the policy is meant to address disasters and was written to accommodate State of Indiana legislation. The Indiana Code requires at least 50% of members to meet in-person and virtual members must be seen and heard for their votes to count. **Dixon** stated vaccinated members will not need to wear masks unless there is a local, State, or Federal mask requirement. **Dixon** outlined procedures for this meeting including masks and distancing. **Dixon** also reminded members they should let Director **Anna Gremling** know if they experience Covid-19 symptoms after the meeting. **Mayor Cook** asked for questions and heard none.

Dennis B. Buckley moved to approve Resolution #21-IMPO-010
Steve Barnett seconded the motion. A roll voice vote was conducted.
Resolution #21-IMPO-010 was unanimously approved.
MOTION PASSES.

3. 2045 LONG RANGE TRANSPORTATION PLAN AMENDMENT #7 (Resolution #21-IMPO-012) (PUBLIC HEARING)

Jen Higginbotham stated Amendment #7 to the Long-Range Transportation Plan (LRTP) includes one project which is an interchange modification at I-495 and I-69 / Clearpath but also includes the Madison County Council of Government (MCCOG) TIP adoption. **Higginbotham** informed the group the modification is largely for consolidation purposes and clean up of the plan. **Higginbotham** asked for questions and, hearing none, **Mayor Cook** opened the public hearing at 9:26. No comments were received, and **Mayor Cook** closed the public hearing.

Tom Santelli moved to approve Resolution #21-IMPO-012
Lucas Mastin seconded the motion. A voice vote was conducted.
Resolution #21-IMPO-012 was unanimously approved.
MOTION PASSES.

4. Transportation Improvement Program Amendment (Resolution #21-IMPO-013) (PUBLIC HEARING)

Cole Jackson stated that the IMPO received 3 local TIP amendment requests and 3 INDOT amendment TIP requests. **Jackson** continued stating that only one amendment would affect MPO-managed funds and that was a Hamilton County request for 191st and Grassy Branch Road roundabout. **Jackson** stated Hamilton County was requesting an increase of approximately \$336,000 in federal CMAQ funds or an increase of 15.2%. **Jackson** asked for questions and, hearing none, **Mayor Cook** opened the public hearing. Hearing no comments, **Mayor Cook** closed the public hearing.

Dennis B. Buckley moved to approve Resolution #21-IMPO-013
Steve Barnett seconded the motion. A voice vote was conducted.
Resolution #21-IMPO-013 was unanimously approved.
MOTION PASSES.

5. Membership Dues (Resolution #21-IMPO-009)

Sean Northup stated the Unified Planning Work Program (UPWP) Federal funding requires a local match of 20% and that match requirement is distributed to IMPO member communities by population. **Northup** continued stating the local match requirements for year 2022 are lower than the previous year and are not due until the beginning of next year. **Northup** was asked if these numbers are distributed based on the 2020 Census and **Northup** responded by stating the numbers are distributed based on the available 2010 Census but that the 2020 Census numbers will be used for the next year.

Andrew Klinger moved to approve Resolution #21-IMPO-009
Lucas Mastin seconded the motion. A voice vote was conducted.
Resolution #21-IMPO-009 was unanimously approved.
MOTION PASSES.

6. Coronavirus Response & Relief Supplemental Appropriations Act (CRSSA)

Anna Gremling stated the Coronavirus Response & Relief Supplemental Appropriations Act (CRSSA) will provide \$13.4 million in funds and staff recommends using these funds to push existing projects more quickly through the pipeline. **Steve Cunningham** stated using funds in this manner is in line with INDOT recommendations, the funds must be used within the designated urban area, and the funds must be obligated by September 2024. **Cunningham** continued stating these funds will help the IMPO avoid pushing projects out of their target fiscal years.

Steve Barnett moved to approve Resolution #21-IMPO-011
Tom Santelli seconded the motion. A voice vote was conducted.
Resolution #21-IMPO-011 was unanimously approved.
MOTION PASSES.

STATUS REPORTS

7. FEDERAL EXCHANGE PRESENTATION

Mike Maurovich with American Structurepoint began a presentation on the Federal Funds Exchange Program and stated a draft of the Federal Fund Exchange Guidance Document was under review by the Steering Committee. **Maurovich** continued stating Steering Committee comments will be incorporated into the document by June 10 at which time the Technical and Policy Committees will receive a copy to review. **Maurovich** stated he expects the Transportation Technical Committee to approve the document August 4 and the Transportation Policy Committee approval on August 18. After the approvals, the IMPO will begin its call for projects and offer trainings on the new process.

Maurovich continued the presentation by giving an overview of the Federal Fund Exchange Guidance Document organization and its key features. Under the program, funding will not be awarded over the programmed amount and a formal close-out process will require any unused funds to be returned to the MPO. INDOT qualifications and QBS will still apply and environmental review will involve SEPA, offering areas of increased efficiency in the environmental review process. Public involvement will be guided by IMPO policy with the involvement required tiered by project size thresholds. **Maurovich** continued stating plan preparation will be an LPA process without INDOT oversight and, therefore, LPAs should follow best practices and best practice recommendations will be provided in the document. Consultant selection will follow local processes.

Maurovich was asked how detailed best practices guidance will be in the document and **Maurovich** responded it will be an overview. **Maurovich** continued the presentation informing the group right-of-way and utility procedures will be similar to local procedures and follow State Code. The letting process will also be a local process. Contractors must be pre-qualified by INDOT but lettings may be on a local schedule. There will be some restrictions on project delays as, if an LPA delays more than one year, they may lose funding. **Maurovich** stated he expects a faster turnaround for purchase orders and contract executions. Full-time construction inspection will be required. The LPA is responsible for all construction activity and approving all change orders. When a purchase order is issued it will be based on the awarded bid amount up to the programmed amount. **Maurovich** then concluded the presentation and asked for questions. **Anna Gremling** stated the PowerPoint presentation will be emailed out.

Lucas Mastin asked if in-house inspections will be reimbursed and **Mike McBride** with American Structurepoint responded that this has not been clarified yet, but the goal is not to change existing procedures and this issue will be discussed. **Mike Maurovich** was questioned if subcontractors will need to be pre-qualified and **Maurovich** stated the intent is to have the same requirements as INDOT. **Anna Gremling** stated it is the intent that qualified contractors work on these projects. **Gremling** gave an overview of programming process and gave an example of programming in which a project will be paid the bid amount but not the maximum programmed amount if the bid is lower than the programmed amount. **Trent Newport** questioned the reasoning for the cost increase process change and **Gremling** responded stating the intent is to program all available funds and not have set-asides for increases. **Steve Cunningham** stated the Steering Committee expressed a desire to control costs and reduce increase requests. **Cunningham** clarified that there is a permitted 15% contingency allowed in cost estimates submitted with applications. **Gremling** stated if a project sees a significant cost increase, they may reapply at a future call for projects. **Gremling** continued stating the intent is to use any funds returned to

the IMPO for more infrastructure projects. **Gremling** was asked if this new process would apply to projects programmed in 2023 and **Gremling** responded stating the IMPO is aiming for approval of this document in August after which there would be a new call for projects and this process would affect projects under that call which would be for State Fiscal Year 2025. **Gremling** was asked if the MPO would require proof of funds in relation to cost increases that fall on LPAs and **McBride** responded stating the responsibility for that falls on the LPA. **Tom Santelli** stated he liked the changes, offered examples of local cost increases, and stated LPAs will need to better scrutinize cost estimates. **McBride** agreed and informed the group that LPAs will have more flexibility under the Federal Exchange Program to alter plans to reduce costs as long as the altered plans still meets the original application intent of the project.

8. HUMAN COORDINATED SERVICES PLAN

Annie Dixon stated the IMPO is in the process of updating the Human Coordinated Services Plan which is required of any agency applying for federal funds specific to transportation for older individuals with those with disabilities. **Dixon** stated the IMPO will draft a plan and present it to this Committee by the end of the year.

OTHER BUSINESS

9. OTHER ITEMS OF BUSINESS

Anna Gremling stated a progress report on performance measures will be released via email shortly.

10. ADJOURNMENT

Mayor Andrew Cook stated he wished to acknowledge the IMPO for accomplishments relating to navigating independence from the City of Indianapolis, the Federal Funding Exchange Program, and Covid challenges. **Mayor Cook** then adjourned the meeting at 10:23.