**MEETING AGENDA**

1. **Welcome & Introductions**
   - Mayor Cook, City of Westfield
   - Duration: 5 min.

**ITEMS FOR RECOMMENDATION**

2. **Minutes from January 24, 2020 Administrative Committee Meeting**
   - Mayor Cook, City of Westfield
   - Duration: 5 min.

3. **INDOT Federal Exchange**
   - **a. Memorandum**
   - **b. Agreement**
   - Anna Gremling, MPO
   - Duration: 5 min.

4. **Bylaws**
   - Denise Barkdull, Frost Brown Todd
   - Duration: 20 min.

5. **Human Resources Manual**
   - **a. Memorandum**
   - **b. Summary**
   - Anna Gremling, MPO
   - Duration: 10 min.

6. **Bundle #1**
   - **a. New Organization Current Members**
   - **b. Approval of Executive Director**
   - **c. Executive Committee and Officers**
   - Anna Gremling, MPO
   - Duration: 10 min.

7. **Bundle #2**
   - **a. Memorandum**
   - **b. INDOT Grant Agreement – Ratify**
   - **c. Financial Commitments, including software**
   - **d. 2020 MPO Budget**
   - Sean Northup, MPO
   - Duration: 10 min.

8. **Bundle #3**
   - **a. Human Resource Benefits MOU**
   - **b. Indiana Public Retirement System (INPRS)**
   - **c. ISA Interlocal Agreement**
   - **d. Lease Memorandum of Understanding**
   - Anna Gremling, MPO
   - Duration: 10 min.

9. **Amendments**
   - **a. Memo**
   - **b. Toole Design – Bike Plan**
   - **c. Taylor Siefsker Williams (TWS) Pedestrian Plan**
   - **d. REA – Safety Study**
   - Anna Gremling, MPO
   - Duration: 10 min.

10. **New Contracts**
    - **a. Memo**
    - **a. Resource System Group**
    - **b. Gregory and Appel**
    - **c. The Corradino Group**
    - Anna Gremling, MPO
    - Duration: 10 min.

**OTHER BUSINESS**

11. **Other Items of Business**
    - Anna Gremling, MPO
    - Duration: 5 min.

12. **Adjournment**
    - Mayor Cook, City of Westfield
    - Duration: 1 min.