

**2020 | 1<sup>st</sup> Quarter**

January 21, 2020  
3:00 p.m. – 4:30 p.m.

**AGENDA**

*MIBOR Realtor Association – Board Room*  
1912 Meridian Street  
Indianapolis, IN 46202

- 1. Welcome Chris Pryor, City of Carmel
- 2. Member Introductions and Swearing-In Chris Pryor, City of Carmel

**ITEMS FOR APPROVAL**

- 3. Meeting Minutes from 10/7/19 Chris Pryor, City of Carmel
- 4. Officer Elections Anna Gremling, MPO
- 5. External Audit RFQ Anna Gremling, MPO
  - a. Resolution 2020-RDA-001

**STATUS UPDATES**

- 6. Comprehensive Economic Development Strategy (CEDS) Update Rose Scovel, MPO
- 7. Bylaws Anna Gremling, MPO
- 8. Transition Update Anna Gremling, MPO
  - a. Financial, Legal, and HR updates
  - b. How to join the RDA
- 9. Government Relations Sean Northup, MPO
- 10. Financial Report Sean Northup, MPO

**OTHER ITEMS**

- 11. Other Items of Business Anna Gremling, MPO
- 12. Adjournment Chris Pryor, City of Carmel

**Next Meeting: Wednesday, February 26<sup>th</sup>, 2020**

I do hereby certify that the above notice was posted on 1/15/2020 at the meeting location, on the Central Indiana Regional Development Authority (CIRDA) website ([www.ci-rda.org](http://www.ci-rda.org)), and at the Indianapolis Metropolitan Planning Organization (MPO) office, located at 200 E. Washington St., Suite 2322, Indianapolis, IN 46204.

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If special accommodations are necessary in order for you to participate in this meeting, please communicate your needs *in advance* to the Indianapolis Metropolitan Planning Organization by contacting Danielle Gerlach by phone at (317) 327-5135 or by e-mail at [Danielle.Gerlach@IndyMPO.org](mailto:Danielle.Gerlach@IndyMPO.org).

**Central Indiana Regional Development Authority**  
**Meeting Minutes**  
**October 7, 2019**  
3:00 p.m.  
MIBOR Board Room  
1912 North Meridian Street, Indianapolis, IN 46202

Committee Members Present, Representing Quorum:

Keith Lauter, City of Greenwood  
Dr. Roderick Perry, City of Indianapolis  
Chris Pryor, City of Carmel  
Tavonna Harris Askew, City of Indianapolis

Committee Members Absent:

Mitch Frazier, City of Westfield

Others Present:

Anna Gremling, Indianapolis Metropolitan Planning Organization (MPO)  
Sean Northup, MPO  
Danielle Gerlach, MPO  
Rose Scovel, MPO  
Aryn Schounce, City of Indianapolis – Department of Metropolitan Development (DMD)  
Jeff Hasser, City of Indianapolis – DMD  
Chris Steinmetz, City of Indianapolis—Office of Corporation Counsel (OCC)

1. ***Welcome and Introductions***

**Chair Chris Pryor** called the meeting to order at 3:07 p.m. and introductions were made around the room.

ITEMS FOR APPROVAL

2. ***Meeting Minutes***

**MOTION by Keith Lauter to approve meeting minutes from August 19, 2019, SECOND by Dr. Roderick Perry. Motion passed.**

3. ***Resolution 2019-RDA-004 Termination of MOU with City of Indianapolis***

**MOTION by Keith Lauter to un-table Resolution 2019-RDA-004 Termination of MOU with City of Indianapolis, SECOND by Dr. Roderick Perry. Motion passed.**

**Anna Gremling** briefed those in attendance about the steps the MPO is following to be separated from the City of Indianapolis and explained why the Indianapolis Regional Transportation Council (IRTC) would like the Central Indiana Regional Development Authority (RDA) to serve as the fiscal agent of the MPO. **Gremling** clarified that the RDA would be responsible for contracts, employee salaries, and raises, and that the MPO Policy Board would be responsible for the distribution of MPO-received in federal funding. The RDA would fulfill the administrative duties currently being done by the City of Indianapolis. **Gremling** further explained the Memorandum of Understanding (MOU) must be terminated officially first, then a resolution must be adopted to establish the RDA as the new fiscal agent for the MPO. Frost Brown Todd, the MPO's legal consultant during the transition, is developing new bylaws for this committee. **Gremling**

hopes this would be a short-term solution while awaiting codification from the State. **Chair Chris Pryor** opened the topic for discussion and asked for any further questions or comments. **Keith Lauter** asked if anyone had asked the mayors of the different communities about this to which **Gremling** responded all were onboard with the exception of Carmel, who had not yet responded. There is a meeting scheduled to discuss. **Lauter** then asked about adequate insurance coverage for the additional liability that would come with this change. **Gremling** explained there would be additional insurance added for both this board and the IRTC boards. **Chris Pryor** asked when the bylaws would be available for review and whether the board would review and approve them. **Gremling** is hoping to receive a draft soon, however staff may review first, but the board would review and approve them. **Tavonna Harris Askew** asked about what the City of Indianapolis Mayor's office stance was on the topic, to which **Gremling** responded Department of Public Works (DPW) Director Parker spoke with Dr. Perry and Indianapolis' incoming representative, Frank Esposito, and expressed his support. **Keith Lauter** asked who would take on these responsibilities after state legislation passed for the MPO, to which **Gremling** explained a new group would need to be formed. **Sean Northup** further explained the new group would not replace the RDA, but there is a possibility of rolling the RDA into the new group, especially because the Economic Development District (EDD) area would be similar, if not parallel. **Rose Scovel** added multiple regional organizations in Indiana have multiple designations, but the MPO needs an "umbrella" at the state legislation level, which is what is currently, being worked on. **Chair Chris Pryor** opened the topic for further questions or comments. There were none.

**MOTION by Dr. Roderick Perry to approve Resolution 2019-RDA-004, SECOND by Keith Lauter. Motion passed.**

4. **Resolution 2019-RDA-007 MPO Housed under RDA**

**Anna Gremling** explained terminating the MOU with the City of Indianapolis would move the RDA into the City's old operations under this resolution and highlighted new language that was added by Frost Brown Todd to make RDA board members aware of the change. **Tavonna Harris Askew** stated some of the language created loopholes, which she was not in favor of. **Chris Steinmetz** clarified why he had requested the language be added and offered to table the resolution until the RDA board meeting on November 15<sup>th</sup> in order to make adjustments. **Keith Lauter** asked whether a subsequent resolution could be passed in the future if changes were deemed necessary, to which **Steinmetz** responded it would be an option. **Gremling** expressed her preference to pass subsequent resolutions with changes rather than tabling for later. **Harris Askew** suggested amending the resolution in the final paragraph to remove "the Chairman to" and replace with "shall" in order to take the authority away from the Chairman explicitly, but still includes the language. The other board members agreed.

**MOTION by Keith Lauter to approve Resolution 2019-RDA-007, SECOND by Dr. Roderick Perry, with amendments. Motion passed.**

## STATUS REPORTS

5. **Financial Report**

**Northup** presented the financial report. He noted that no expenses have been incurred since the previous meeting. He also stated an invoice has not yet been received for the audit. **Northup** covered dues payments. **Pryor** asked for any additional questions. There were none.

6. **September 30 Legislative Committee Update**

**Gremling** provided a brief summary of their testimony at the Statehouse. She explained there was interest in keeping non-elected officials as RDA board members, but AIM and some other organizations would like elected officials because the RDA deals with tax dollars. **Northup** added there was confusion between AIM and Regional Cities going after additional funding whereas the MPO is not currently seeking funding, but governance. **Pryor** asked if additional meetings were scheduled, to which **Gremling** stated there is a schedule posted for all meetings, but agendas have only one topic. There were no additional questions.

7. ***Comprehensive Economic Development Strategy (CEDS)***

**Rose Scovel** briefed attendees about the goals of the CEDS and what the MPO has done thus far to attain the designation and attain the necessary funding. She explained the process can take 9-12 months to develop the strategy and it could be up to 18 months to receive the designation from the Indiana Economic Development Corporation (IEDC). **Gremling** followed up with more details about how it would work with member communities. **Scovel** added there will be a steering committee for this project and the MPO will be partnered with the Indy Chamber. **Pryor** asked if an Economic Development District (EDD) is developed, if there was a board. **Scovel** answered yes, and it would be an additional board from the RDA and IRTC boards. **Pryor** followed up by asking what the difference would be between the boards. **Scovel** explained the EDD board applies for and administrates economic development dollars. **Northup** clarified there could be one board and **Gremling** added that it is currently written as such that the RDA development district and the EDD planning area will be the same. There were no further questions.

OTHER ITEMS OF BUSINESS

8. ***Other Items of Business***

**Gremling** thanked **Tavonna Askew Harris** for her time on the board.

9. ***Adjournment***

**MOTION by Tavonna Askew Harris to adjourn meeting, SECOND by Dr. Roderick Perry. Motion passed.**

Meeting adjourned at 4:03 p.m.

Central Indiana Regional Development Authority

Resolution No. 2020-RDA-001

A RESOLUTION authorizing the Central Indiana Regional Development Authority ("CIRDA"), by and through City of Indianapolis, Department of Metropolitan Development, Division of Metropolitan Planning Organization ("MPO") as the fiscal agent for CIRDA, to authorize Katz, Sapper, & Miller ("KSM") to conduct an audit for the year of 2019 and authorize the Board Chairman to execute related documents required by KSM as part of the audit process.

WHEREAS, Indiana Code § 36-7.6-2-14 requires the state board of accounts to allow each development authority to contract with a certified public accountant for an annual financial audit of each development authority of the state and further requires CIRDA to pay the cost of said financial audit of CIRDA; and

WHEREAS, Indiana Code § 36-7.6-2-14 further provides that the audit report be completed not later than four (4) months after the end of each calendar year; and

WHEREAS, the total amount to be paid for the audit shall not exceed \$10,000; and

NOW THEREFORE BE IT RESOLVED, that the Central Indiana Regional Development Authority Board hereby authorizes CIRDA, by and through the City of Indianapolis, Department of Metropolitan Development, Division of Metropolitan Planning Organization, as the designated fiscal agent for CIRDA, to authorize Katz, Sapper, & Miller to conduct an audit for 2019 and authorize the Board Chairman to execute related documents required by KSM as part of the audit process.

*Signatures Appear on the Following Page*

**2020-RDA-001**

DATE: \_\_\_\_\_

Central Indiana Regional Development Authority Board Members

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APPROVED AS TO LEGAL FORM  
AND ADEQUACY THIS 15<sup>th</sup> DAY  
OF JANUARY 2020

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Christopher Steinmetz  
Assistant Corporation Counsel



# CEDS, Regional Development Plan, and EDD

A brief overview



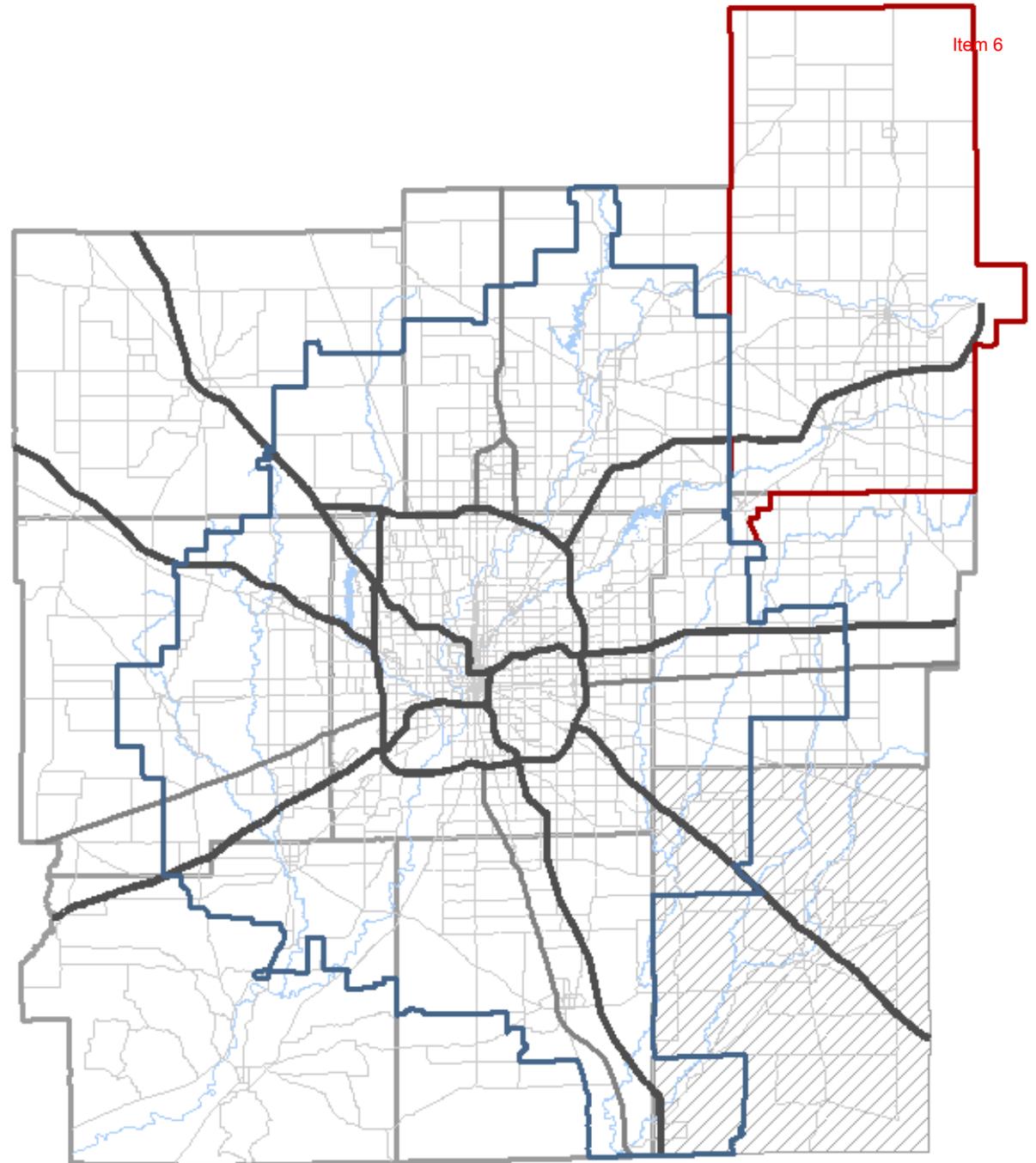
# CEDS Overview

Comprehensive Economic Development  
Strategy

US Economic Development  
Administration

## Counties Included

- Boone (committed)
- Hamilton (committed)
- Madison (invited)
- Hendricks (committed)
- Marion (committed)
- Hancock
- Morgan (committed)
- Johnson (committed)



## Economic Distress/Thresholds (CFR 13 1 301.3)



An unemployment rate that is at least 1% higher than the national average unemployment rate for the most recent 24-month period that data is available



Per capita income 80% or less of the national per capita income

# Required Elements

CEDS Strategy Committee

A continuing economic development planning process

Broad and diverse participation

Summary of economic conditions

SWOT analysis

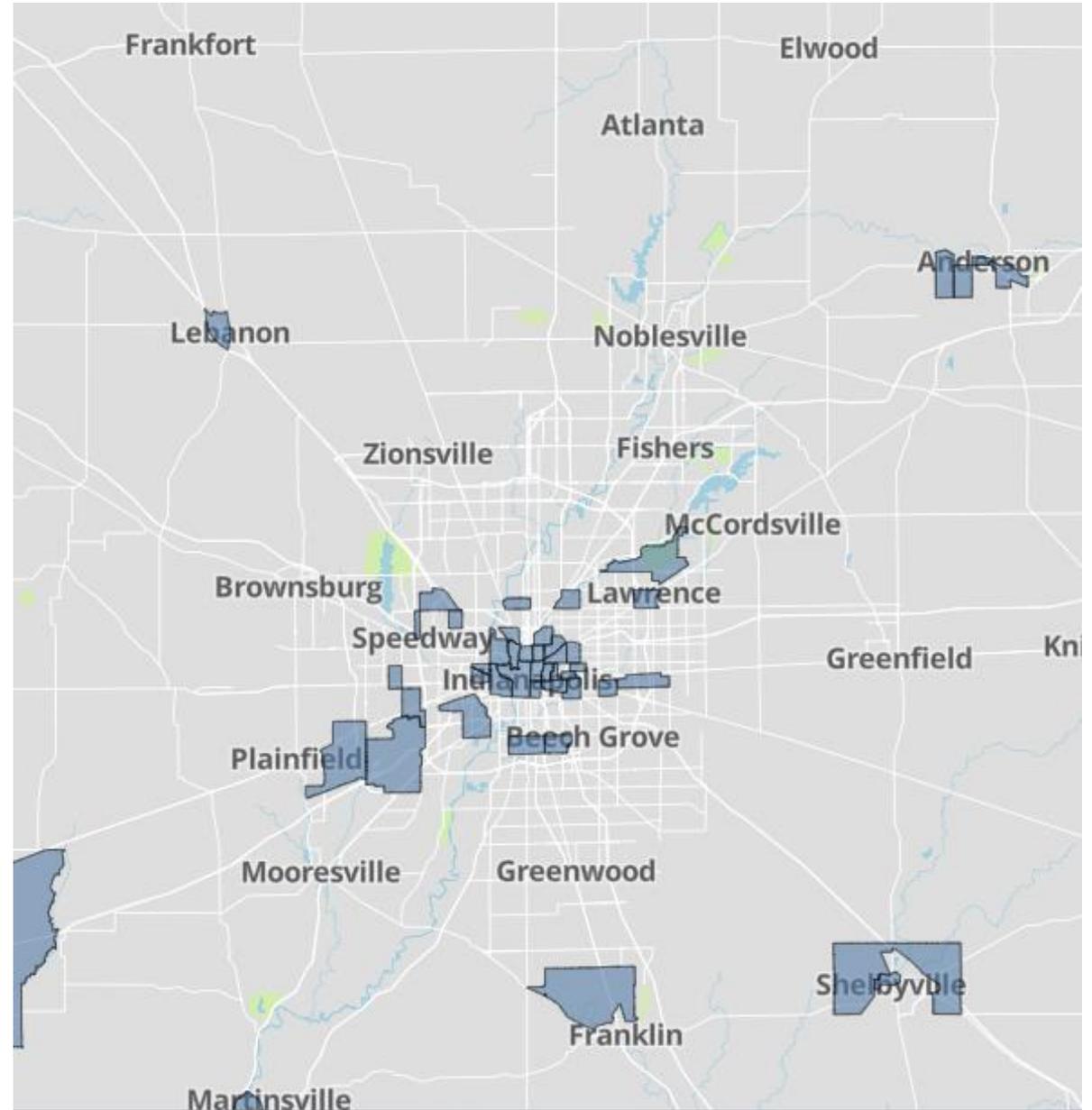
Strategies and an implementation plan consistent with state and local strategies

Performance measures

Economic resilience

Public notice and comment

# EDA Opportunity Zones



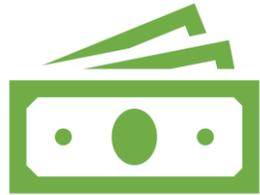


# Stakeholders

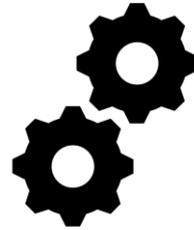
Key Partners

Others to Engage

# Key Partners



Indy Chamber/Indy Partnership  
(\$ partner)



Indiana Economic Development  
Corporation (concurrence)



County Commissioners  
(commitment)

Strategy  
Committee and  
Working Groups





# RDA Development Plan

Requirements

# Indiana Code RDA Development Plan

- IC 36-7.6-3-5
  - Comprehensive strategic development plan that includes:
    - Proposed projects to be undertaken or financed by the RDA with timeline, budget, ROI, projected/expected need for ongoing subsidy, projected/expected federal matching funds



# Economic Development District Application

Requirements

Criteria

# Requirements for Designation



Contain at least one geographic area meeting economic distress criteria



Have an EDA-approved CEDS that:

Contains a specific program for intra-district cooperation and investment  
Is approved by the state and the Assistant Secretary of EDA/Department of Commerce



Obtains commitments from a majority of counties in the proposed district to support the economic development activities of the district



Obtains concurrence with the designation request from the state

# District Organization

Public organization by inter-governmental agreement for the joint exercise of local government powers OR

Public organization established by the state enabling legislation for the creation of multi-jurisdictional area-wide planning OR

Non-profit organization incorporated under state non-profit statutes



# Economic Development District Operations

Board  
Funding  
Other  
Review

# Board and Staff

Governing body broadly representative of the principal economic interests of the region (private sector, public officials, community leaders, workforce boards, higher education, minority and labor groups)

Governing body must demonstrate capacity to implement the CEDS plan

Must be assisted by a professional staff drawn from qualified persons in economic development, planning, business development or related disciplines

# Funding

\$70,000 per year (may be a few years before funding is allocated by EDA)

1:1 local match required

# Other Requirements

Meetings open to public at least twice a year with meeting date/location/agenda published

Develop a parliamentary procedure

Adequate public information ahead of decision making on proposals

Audited financials, budgets, minutes made available to the public

Financial reporting and conflict of interest

# Federal Review

## Initial:

- EDA shall evaluate management standards, financial accountability, and program performance of each district within 3 years of initial investment

## Ongoing:

- EDA shall evaluate the same every 3 years thereafter as long as the EDD receives investment assistance from EDA

## Criteria:

- Continuing eligibility for a district
- Management of the district organization
- Implementation of the CEDS
- Peer review by another EDD



<b>RDA Dues</b>	<b>2020 Dues</b>	<b>Date invoiced</b>	<b>Date rcvd</b>
Indianapolis	\$15,586	5/20/2019	
Greenwood	\$653	5/20/2019	
Carmel	\$1,038	5/20/2019	5/22/2019
Westfield	\$481	5/20/2019	12/20/2019

Central Indiana Regional Development Authority  
Resolution No. 2019-RDA-007 (**Amended**)

A RESOLUTION authorizing the Central Indiana Regional Development Authority (the “CIRDA”) to host the Metropolitan Planning Organization (“MPO”) and combine its purposes hereunder as of June 1, 2020.

WHEREAS, the Indianapolis Metropolitan Planning Organization (“MPO”) is currently hosted by the Department of Metropolitan Development of the City of Indianapolis (“DMD”); and

WHEREAS, the MPO, DMD and the Governor of the State of Indiana have all approved of the MPO terminating its hosting agreement with DMD and beginning to operate as an independent organization as of June 1, 2020; and

WHEREAS, following an analysis of the available options for structuring the MPO as a separate governmental organization under Indiana law, the MPO has determined that it will be operated as a “Regional Development Authority” under I.C. 36-7.6 and will be combined with CIRDA as of June 1, 2020; and

WHEREAS, on August 21, 2019 the Indianapolis Regional Transportation Council (“IRTC”) Policy Committee, the approval body for all transportation-related activities of the MPO, adopted a resolution approving an RDA structure and approving CIRDA as the Regional Development Authority for the MPO beginning June 1, 2020; and

WHEREAS, this CIRDA board now shall consider, and through adoption of this resolution shall approve, the assumption of the MPO into the CIRDA.

NOW THEREFORE BE IT RESOLVED, that the Central Indiana Regional Development Authority Board hereby agrees to act as the host entity of the MPO beginning June 1, 2020 and shall approve and execute any document or agreement necessary to accomplish the purposes of this resolution.

*Signatures Appear on the Following Page*

DATE:

Central Indiana Regional Development Authority Board Members

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APPROVED AS TO LEGAL FORM  
AND ADEQUACY THIS \_\_\_\_ DAY  
OF \_\_\_\_\_, 2019

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Christopher Steinmetz  
Assistant Corporation Counsel

For execution by:

Lauter  
Perry  
Pryor