

**Central Indiana Regional Development Authority**  
**Meeting Minutes**  
**August 19, 2019**  
3:00 p.m.  
MIBOR Board Room  
1912 North Meridian Street, Indianapolis, IN 46202

Committee Members Present, Representing Quorum:

Chris Pryor, City of Carmel Representative  
Mitch Frazier, City of Westfield Representative  
Keith Lauter, City of Greenwood Representative  
Tavonna Askew, City of Indianapolis Representative  
Dr. Roderick Perry, City of Indianapolis Representative

Others Present:

Anna Gremling, Indianapolis Metropolitan Planning Organization (MPO)  
Sean Northup, MPO  
Taylor Firestine, MPO  
Danielle Gerlach, MPO  
Chris Steinmetz, City of Indianapolis, Office of Corporation Counsel (OCC)  
Rick Cockrum, Capitol Assets, LLC  
Brian Cherry, LWG  
James Higgins, LWG

1. **Welcome and Introductions**

**Chris Pryor** called the meeting to order at 3:05 p.m. and introductions were made around the room.

2. **Legislative Session Update**

**Rick Cockrum** of Capitol Assets, LLC, briefed those in attendance. He noted that a committee hearing was scheduled for September 30<sup>th</sup> regarding regional “investment hubs” legislation. Committee Chair is State Senator Travis Holdman. Eight of the 14 committee members represent districts in Central Indiana. The Central Indiana RDA and MPO will be following this legislation closely in the next legislative short session, which begins in January. **Cockrum** noted that there was not information on who would be providing testimony, in response to a question posed by **Chris Pryor**.

**Anna Gremling** mentioned that the MPO is currently working on a legislative roadmap, piecing together the best parts of regional planning commission (RPC) and regional development authority (RDA) statutes to develop new legislation specific to Central Indiana.

**Mitch Frazier** asked if the regional “investment hubs” legislation would add taxation. **Cockrum** answered that it would be based on a local income tax to allow flexibility to municipalities. Additional funding mechanisms could be food and beverage and/or income taxes. **Sean Northup** confirmed that the original bill contained a menu of taxing mechanisms. A “regional income TIF” was a regional compromise discussed. However, the Central Indiana governance legislation is most important for the MPO as it transitions out from the City of Indianapolis.

ITEMS FOR APPROVAL

3. **Meeting Minutes**

**Keith Lauter** noted a revision to Item 6 in the May 3, 2019 minutes. Clarifying language is needed in the motions. **Gremling** suggested adding “in lieu of **Tavonna Askew** vacating her position as Vice Chair.”

**MOTION by Lauter to approve meeting minutes from May 3, 2019, pending noted revisions, SECOND by Frazier. Motion passed.**

4. **Resolution 2019-RDA-006: 2018 Audit**

**Brian Cherry** and **James Higgins** of London Witte Group (LWG) presented a summary overview of the Central Indiana RDA’s 2018 Audit. There was a clean opinion with no adjusting journal entries, meaning all financial information was accurate. Expenses decreased by \$100,000 between 2017 and 2018. They noted that future audits will be reviewed by the State Board of Accounts (resulting from a legislative change that went into effect on July 1, 2019). A new engagement letter with specific language should be expected.

**Lauter** asked if this change would cause delays. **Cherry** replied that there should be no noticeable changes.

**Gremling** confirmed with LWG associates that the process will remain the same, regardless of funds. However, additional grant funding will receive more oversight.

**Lauter** noted a revision to the last paragraph of the resolution. The final sentence should read ...”approve the results of the 2018 audit conducted by London Witte Group...”, not 2017.

**MOTION by Tavonna Askew to approve Resolution 2019-RDA-006, with modification noted by Lauter, SECOND by Keith Lauter. Motion passed.**

5. **Resolution 2019-RDA-004: Termination of MOU**

**Anna Gremling** described the MPO’s proposed temporary organization structure via PowerPoint presentation. She summarized findings of strategic planning effort and recommendations to adopt four pillars of work (Convene, Inform, Plan, and Fund). The next step for the agency is to codify its role as a new regional governance structure for Central Indiana. She noted that the regional planning commission statute is what most MPOs are organized as in Indiana. However, the MPO’s board (the Indianapolis Regional Transportation Council—or IRTC) recommended temporarily adhering to the regional development authority (RDA) statute to simplify board structure while the new Central Indiana governance legislation is considered in the Statehouse. This would be presented to the IRTC Policy Committee meeting on Wednesday, August 21<sup>st</sup>. **Gremling** stressed this was a short-term solution.

**Tavonna Askew** mentioned that she would not voting in favor of this resolution after brief conversation with the City of Indianapolis Mayor’s Office. **Gremling** and **Askew** agreed to meet with the Mayor’s Office to answer any outstanding questions on the MPO’s plan.

**Mitch Frazier** noted that internal control needs to be put in place. He also mentioned the need to be thoughtful in how the Central Indiana RDA applies appropriate controls on funding administration should the board takes on this role.

**Northup** discussed the membership requirements set by RDA statute. Any RDA members who are contiguous with other members may join. There is opt-in, opt-out language. He noted there is no rush to have the MPO’s 37-member governments to pass ordinances becoming RDA members. He mentioned that current RDA statute does not adequately define how members are selected. However, the RDA statute will receive more attention in the next legislative session.

**Lauter** asked about a possible two-phased approach—1.) Changing the structure with existing members, then 2.) Expand and invite others to join.

**Gremling** suggested scheduling a follow-up meeting between August 19<sup>th</sup> and the next Central Indiana RDA board meeting scheduled for November 15<sup>th</sup> to work out any questions or concerns on the resolution with each RDA member's elected officials.

**Northup** noted that the MPO is federal designation, while the RDA is state-designated. **Gremling** answered **Frazier's** question on the number of members currently on the IRTC Policy Committee.

**Askew** asked if the MPO could provide the PowerPoint presentation to Central Indiana RDA board members.

**Pryor** questioned how the Central Indiana RDA board responsibilities might change if it were to become the MPO's interim fiduciary agent. **Gremling** responded that monthly meetings would most likely be the norm, rather than quarterly. Responsibilities for the RDA board would include contract approvals, financials, approving base pay ranges, etc. She further explained that 100 percent of overhead costs will come directly from the MPO. As the agency diversifies into other areas, finances will evolve to cover other non-MPO functions. Some discussion ensued on flexing monies to special projects, local match, etc.

**Pryor** asked that if the RDA board approved this arrangement, when would it take effect. **Gremling** replied that June 1, 2020 (second quarter of 2020) is the anticipated start date. This would be built into the Central Indiana RDA's 2020 meeting schedule that will be finalized in the fourth quarter of 2019. **Gremling** encouraged RDA members to contact her with any questions or concerns over the ensuing 30 days.

**MOTION by Tavonna Askew to table Resolution 2019-RDA-004, SECOND by Keith Lauter. Motion passed.**

6. **Resolution 2019-RDA-005: Matchbook Creative**

**Gremling** presented the resolution for approval. The MPO negotiated the amount with Matchbook Creative to maintain and service the Central Indiana RDA website. This agreement includes a clause to incorporate the option the RDA becomes the MPO's fiduciary agent.

**MOTION by Mitch Frazier to approve Resolution 2019-RDA-005, SECOND by Tavonna Askew. Motion passed.**

STATUS REPORTS

7. **Financial Report**

**Northup** discussed the latest financial report. He mentioned that the MPO has received local matches from the three of the four communities. The City of Indianapolis is waiting on end of fiscal year. There have been no RDA expenses to update. Sean noted that 2020 invoices have been mailed to member communities.

8. **Strategic Plan**

**Anna Gremling** spoke on this item during discussion of Item 5. Resolution 2019-RDA-004: Termination of MOU.

OTHER ITEMS

9. **Other Items of Business**

**Gremling** updated the Central Indiana RDA board on the MPO's Comprehensive Economic Development Strategy (CEDS) project. She mentioned that the Indy Chamber led the effort in 2014 but wasn't quite finished for a number of reasons. The MPO agreed to shoulder the updated CEDS process and seek Economic Development District (EDD) designation to open Central Indiana to federal funding currently being missed-out on. The MPO's fundraising goal is \$120,000. Indy Chamber has agreed to match 50 percent to the MPO's \$30,000 set aside for Indiana Economic Development Corporation (IEDC) Innovation Grant (\$60,000), plus another \$60,000 Technical Assistance Grant from Economic Development Administration (EDA).

**Frazier** asked for clarification on a timeline. **Gremling** explained what's expected and the possibly of the MPO convening a regional economic development panel. **Gremling** confirmed with **Pryor** that the CEDS process will probably kickoff around June 1, 2020.

In other items, **Gremling** mentioned that Vice Chair **Askew** will be stepping down once the City of Indianapolis Mayor's Office appoints a new member. **Gremling** and board members thanked her for her service to the board.

**Pryor** suggested scheduling an RDA meeting immediately after the September 30<sup>th</sup> legislative committee meeting to invite **Rick Cockrum** to update Central Indiana RDA members.

10. **Adjournment**

**MOTION by Keith Lauter to adjourn meeting, SECOND by Mitch Frazier. Motion passed.**

Meeting adjourned at 4:20 p.m.