

Indianapolis Metropolitan Planning Organization

Executive Committee Meeting Minutes

August 22, 2025

9:00 a.m.

IndyGo West Campus

1801 W Washington St, Indianapolis, IN 46222

Committee Members Present

Eric Wathen - Hendricks County	Ryan Cannon – Town of Avon
James Coffman – City of Beech Grove	Mark St. John – City of Indianapolis
Andrew Klinger – Town of Plainfield	Ryan Wilhite - IndyGo
Steve Barnett – City of Franklin	

* = *Proxy*

Others Present

Anna Gremling – Indianapolis MPO	Sean Northup – Indianapolis MPO
Kristyn Sanchez – Indianapolis MPO	Jennifer Krull – Indianapolis MPO

1. WELCOME

Steve Barnett called the meeting to order at 9:03 and asked for introductions.

ITEMS FOR APPROVAL

2. MINUTES FROM APRIL 25, 2025, EXECUTIVE COMMITTEE MEETING

Steve Barnett asked for changes to the minutes and heard none.

Member	Result	Member	Result
Wathen	Approve	Klinger	Approve
Coffman	Approve	Cannon	Approve
Wilhite	Approve		

Coffman moved to approve the minutes as presented.

Wilhite seconded the motion. A voice vote was conducted.

The Committee approved to approve the minutes as presented.

MOTION PASSES.

3. ACCEPTANCE OF FINANCIAL REPORTS

Kristyn Sanchez discussed the Income Statement, Cashflow Statement, and the Balance Sheet. She discussed the 2024 PL funds have all been used and we have moved onto the 2025 PL funds. The READI 70/40 has 74% of the money delegated and READI 180 Alliance has 71% of the funds delegated. The 2026 budget is getting set up in the system. Wilhite with IndyGo asked for a memo to be attached for each meeting going over the bullet points that were going to be discussed by Sanchez. She also went onto discuss about trying to get a better method of reporting the interest incurred on the investment policy.

Wilhite moved to accept the financial report.
Coffman seconded the motion. A voice vote was conducted.
MOTION PASSES.

4. IMPO 2026 BUDGET

Sean Northup discussed the \$7M budget for 2026. Sean proceeded to review the budget spreadsheet along with the memo with the assumptions. The breakdown discussed was Grant Revenue with matching revenue. He then discussed the budget for salaries and benefits along with the administrative expense and consulting fees Sean stated 2026 will be a busy planning year.

Wathen moved to approve 2025-EXEC-0012
Wilhite seconded the motion. A voice vote was conducted.
Resolution 2025-EXEC-0012 was approved.
MOTION PASSES.

5. IMPO INVESTMENT POLICY

Anna Gremling stated there was a minor wording changes to the policy from what was presented last year. Mayor Barnett asked if the change was discussed with an attorney. Anna answered that the initial policy approved last year was, but since this was so minor, it was not needed.

Klinger moved to approve of Resolution 2024-EXEC-014
Coffman seconded the motion. A voice vote was conducted.
Resolution 2024-EXEC-014 was approved.
MOTION PASSES.

6. IMPO FINANCIAL RESOLUTIONS

Anna Gremling reviewed the financial resolutions. Caliper Corporation for the Travel Demand Model. The Corradino Group is going to help with road way safety audits and high crash sites, Fourth Economy for the strategic planning vendor, ETC (Red/Purple on-board survey) and the City of Indianapolis for IMPO renting the IMPO office. There were questions asked about the Travel Demand contract and it was confirmed this contract is for (2) years and will provide updates and 7 new modules. It was asked how the model is used and Anna Gremling stated it is used for long range transportation plan and for reports for consultants working with different cities.

Wathen moved to approve of Resolution 2024-EXEC-008
Klinger seconded the motion. A voice vote was conducted.
Resolution 2024-EXEC-008 was approved.
MOTION PASSES.

7. ETC ONBOARD SURVEY

Anna Gremling presented a contract with ETC for an on-board survey for all lines. A similar project was presented last year, but the funding source has changed now to 80% IMPO funds and 20% local match funds. This is a larger study looking at items system wide about riders – working with INDOT.

Coffman moved to approve of Resolution 2024-EXEC-026

Wilhite seconded the motion. A voice vote was conducted.

Resolution 2024-EXEC-026 was approved.

MOTION PASSES.

8. IMPO HUMAN RESOURCE MANUAL UPDATES

Anna Gremling presented the requested updated for the IMPO Human Resource manual. This included Interns now being paid for mileage. Clarifications on remote work and overtime pay. Updates to the policy for nursing mothers and reference to the pregnant workers fairness act that was recently passed. Update to the public transit pass or parking pass and each employee can only have one or the other. PTO and final pay were covered to include providing 2-week notification if leaving the agency. Those last 2 weeks must be worked for an easier transition instead of giving 2 weeks' notice and then using vacation time for the 2 weeks. Changed from education leave to volunteer leave. It was mentioned the IMPO works with an outside consultant for HR matters including changes at the Federal level.

Wilhite moved to approve of Resolution 2024-EXEC-013

Coffman seconded the motion. A voice vote was conducted.

Resolution 2024-EXEC-013 was approved.

MOTION PASSES.

9. AUDIT FINDINGS FOR 2024

Kristyn Sanchez presented the findings of the audit. She stated the audit went smoothly. A deep dive was started in June of this year and was wrapped up in August. There were a couple of clarification questions from the auditors, but other than that, there were no outstanding issues, and the audit was completed with the IMPO in good standing.

Coffman moved to approve of Resolution 2024-EXEC-0

Klinger seconded the motion. A voice vote was conducted.

Resolution 2024-EXEC-013 was approved.

MOTION PASSES.

10. OTHER ITEMS

It was noted that Mark St. John has joined the meeting. Anna Gremling discussed the different training opportunities coming up this year along with an active TIPS scoring committee being established and have started to meet. Call for projects opens in early October. There were updates to the CMAQ Tool, and training was provided last week. With the 2026 budget approved, there will be several RFP's being conducted. Sean Northup noted that the Travel is now called Hoosier Travel Counts which has had less of a response than what was planned and a salary survey was completed and will be discussed at a future time.

ADJOURNMENT

Mayor Barnett asked for a motion to adjourn the meeting.

Wilhite moved to adjourn the August 22, 2025, Executive Committee meeting.

Coffman seconded the motion.

The August 22, 2025 Executive Committee meeting was adjourned.

MOTION PASSES.