



6100 Southport Road
Portage, Indiana 46368
(219) 763-6060
www.nirpc.org

**NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
FULL COMMISSION MEETING**
December 7, 2023 at 9:00 A.M.
NIRPC Lake Michigan Room, 6100 Southport Road, Portage

- 1.0 Call to Order and Pledge of Allegiance – Richard Hardaway
- 2.0 New Appointments to the Commission – Attorney Dave Hollenbeck
- 3.0 Roll Call – Candice Eklund
- 4.0 Public Comment on Current Agenda Items
Members of the audience who have signed up to comment on agenda items will be recognized by the Chair. Time is limited to 3 minutes per commenter.
- 5.0 Approval of the Minutes of the October 19, 2023, Executive Board Meeting (pp. 1-2)
ACTION REQUESTED: Approval
- 6.0 Report of the Chair – Richard Hardaway
 - 6.1 NIRPC Commission Meeting Calendar for 2024 (p. 3)
- 7.0 Report of the Executive Director - Ty Warner
 - 7.1 Staff Recognition
- 8.0 Environmental Management Policy Committee – Bill Emerson (pp. 4-5)
- 9.0 Finance and Personnel Committee (F&P) – Wendy Mis (pp. 6-24)
 - 9.1 NIRPC Resolution #23-15: Calendar Year 2024 Budget (pp. 8-19)
ACTION REQUESTED: Approval
 - 9.2 Executive Director Contract: 2024 Addendum to Employment Agreement (p.20)
ACTION REQUESTED: Approval
 - 9.3 Resolution #23-16: Local Appropriations Adjustment (pp. 21-24)
ACTION REQUESTED: Approval
 - 9.4 NIRPC Building Lease
NOTE: The materials for this item will be made available once received from Portage RDC.
ACTION REQUESTED: Approval
- 10.0 Technical Planning Committee (TPC) - Kevin Breitzke (pp. 25-31)
 - 10.1 Resolution #23-03: [Sensible Tools Handbook+](#), Eman Ibrahim (p. 28)
ACTION REQUESTED: Approval
 - 10.2 Planning Agreement with the Southwest Michigan Planning Commission (SWMPC), Tom Vander Woude (pp. 29-30)
ACTION REQUESTED: Approval
 - 10.3 Res #23-14: [Title VI Program](#), Stephen Hughes (p. 31)
ACTION REQUESTED: Adoption

11.0 NIRPC Economic Development District Report - Denarie Kane

12.0 INDOT, Matt Deitchley, La Porte District Deputy Commissioner

13.0 Other Business

14.0 Announcements

15.0 Adjournment

The next meeting on January 18, 2024, at 9:00 a.m. will be a Full Commission meeting.

NIRPC Executive Board Meeting
6100 Southport Road, Portage, IN
October 19, 2023 Minutes

Call to Order

Chairman Richard Hardaway called the meeting to order at 9:03 a.m. with the Pledge of Allegiance. The meeting was streamed live on YouTube.

New Appointments to the Commission

Dave Hollenbeck announced there were no new appointments to the Commission.

Roll call - Taken by Candice Eklund.

Present

The 10 Executive Board members present at the meeting included Kyle Allen (Lake County Commissioner), Kevin Breitzke (Porter County Surveyor), Tom Dermody (La Porte), Denise Ebert (Wanatah), Bill Emerson (Lake County Surveyor), Richard Hardaway (Merrillville), Justin Kiel (LaPorte County Council), Sue Lynch (Portage), Wendy Mis (Munster), and Jim Ton (Chesterton).

The 6 other Commissioners present at the meeting included Robert Carnahan (Cedar Lake), Don Craft (Porter), Ellen Hundt (Beverly Shores), Jane Jordan (Burns Harbor), Tom Schmitt (Schererville), and George Topoll (Union Township). A representative from INDOT was not in attendance.

Absent

Executive Board member, Jim Pressel (Governor Appointee) was not in attendance.

Kingsbury and The Pines have appointed no representatives to NIRPC.

Staff present included Ty Warner, Tom Vander Woude, Kathy Luther, Talaya Jones, Grace Benninger, Eman Ibrahim, Kevin Polette, and Candice Eklund.

Public Comment – There were no public comments.

Approval of Minutes

The minutes of the September 21, 2023, Executive Board meeting were approved on motion by Kevin Breitzke and seconded by Wendy Mis.

Report of the Chair – Richard Hardaway

Richard Hardaway had no updates to report.

Report of the Executive Director - Ty Warner

Each Commissioner in attendance received a copy of the Sensible Tools Handbook+ that will go before the Full Commission on December 7, 2023 for a vote. Ty explained the handbook was expanded from its initial release in 2007 due to NIRPC's commitment to try and provide more capacity building for communities. The handbook created in 2007 focused on zoning and subdivision review and provided a checklist for officials to use for review development proposals. This handbook is an extension of the 2007 handbook and tries to make the connection between plans that are adopted on a regional scale and the decisions that get made on a local level. After some formatting and grammatical changes are made, a presentation will be given at the meeting in December. It was noted that the December meeting will take place on the first Thursday of the month instead of the normal 3rd Thursday due to the holidays. There must of a quorum of at least 27 in attendance to approve NIRPC's 2024 budget.

Ty congratulated NIRPC's finance team for having zero findings for this year's audit.

Environmental Management Policy Committee (EMPC) – Bill Emerson

Bill Emerson announced there was an Electric Vehicle (EV) bootcamp held at NIRPC on October 5 that was well attended. Ryan Lisek, Drive Clean Indiana (DCI), provided an update on the event where they made their official announcement of the GOEVIN (Go Electric Vehicle INdiana) program. The GOEVIN program is the state's campaign

for EV's and is going through the deployment of 61 direct current fast charging stations. The press attended the event and NIPSCO discussed the program and its inclusion. The next EMPC meeting is scheduled for November 2.

Finance & Personnel Committee (F & P) – Wendy Mis

Wendy Mis reported the F&P Committee met this morning to review financial reports, bank reconciliations, and claim registers for September 2023, and also reviewed NIRPC's 2024 preliminary budget. The final budget will go before the Full Commission for a vote at the December 7 meeting. Wendy reiterated the good news that this year's audit resulted in zero findings for the finance department. The F&P Committee brought the action item below to the Executive Board for approval on the non-profit transportation feasibility study between NIRPC and TransSystems partnership with TransPro Corporation. The contract amount is \$58,170.20. The next F&P meeting is scheduled for December 7 at 8:00 a.m.

- **Contract for Non-Profit Transportation Feasibility Study:** Tom Vander Woude presented stating NIRPC is conducting this study in partnership with a number of non-profit transportation services organizations. The local match portion is being funded by the Legacy Foundation of Crown Point and the Porter County Community Foundation; each contributing \$4,000. The project consists of stakeholder interviews with 16 non-profit organizations. The consultants will evaluate their services and look at ways to coordinate a potential collaborative structure they can work together with. The plan will begin in November and be completed in seven months. On motion by Kevin Breitzke and seconded by Jim Ton, the Executive Board approved the contract for the non-profit transportation feasibility study.

Technical Planning Committee (TPC) - Kevin Breitzke

Kevin Breitzke reported the TPC met on October 3, 2023, and heard a presentation on the Climate and Environmental chapter of *NWI 2050+*. Kevin also noted the *Sensible Tools Handbook+* will be postponed for a vote until December 7 to allow for further improvements. The TPC brought the action item below to the Executive Board for consideration with a favorable recommendation. The next TPC meeting is scheduled for November 28, 2023.

- **Resolution #23-13: Adjusted Urban Area Boundaries:** Grace Benninger presented the final action of the 2020 Census Urban Area Boundary Adjustment. The main reason to create adjusted boundaries is for the Federal Highway Administration (FHWA), who allows for the smoothing and adjusting of the census-designated urban area boundary, resulting in a slightly larger area more suited to transportation needs. The three urban areas in Northwest Indiana with a population of 50,000 or greater are Chicago, IL-IN, Michigan City-LaPorte, IN-MI, and Valparaiso-Shorewood Forest, IN. Once approved, NIRPC staff will send the adjusted urban area boundaries to INDOT for review, who will be submitted to FHWA for approval by December 29, 2023. On motion by Tom Dermody and seconded by Justin Kiel, the Executive Board approved Resolution #23-13.

Other Business

No other business was reported.

Announcements

Bob Carnahan relayed announcements of various events in Cedar Lake. Mayor Sue Lynch announced Fronius USA in Portage will have their open house today. They will be adding 300 new jobs next year.

Adjournment

Hearing no other business, Richard Hardaway adjourned the meeting at 9:31 a.m. The next meeting on December 7, 2023, will be a Full Commission meeting.

The livestream video recording of this meeting is available on NIRPC's YouTube Channel at [Commission Meeting 9-21-23 - YouTube](#)



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2024 NIRPC Commission Meeting Dates

January 18	Full Commission
February 15	Executive Board
March 21	Executive Board
April 18	Full Commission
June 20	Executive Board
August 15	Executive Board
September 19	Full Commission
October 17	Executive Board
December 5	Full Commission

Confirm meetings at www.NIRPC.org or see postings outside NIRPC's offices at 6100 Southport Road in Portage.

Last Modified 11/27/2023

Environmental Management Policy Committee
Lake Michigan Room
August 3, 2023
Minutes

Bill Emerson called the meeting to order at 9:00 a.m. with the Pledge of Allegiance.

In attendance were Bill Emerson (Lake County), Reggie Korthals (MS4), Ryan Lisek (DCI), Robert Forester Kouts), Kay Nelson (Forum), Brenda Scott-Henry (Gary), Kevin Brietzke, Jan Bapst, Joe Exl (DNR), Jenny Orsburn (DNR), Susan MiHalo, Nancy Molnar and Daina Dumbrys.

NIRPC staff present were Kathy Luther, Jennifer Birchfield, Kevin Polette, and Flor Baum.

The meeting minutes of May 4, 2023 were approved on motion by Reggie Korthals and second by Robert Forester.

Public Comments

No public comments were submitted.

NWI Region Resilience Effort to Obtain Wildlife Habitat Certification for Northwest Indiana

Kathy Sipple (NWIRR) spoke on the resilience effort to obtain wildlife habitat certification for NWI. Municipalities are encouraged to be involved by certifying parks, buildings, schools, and other public areas. Residents are also encouraged to certify their own homes too. To achieve certification through the National Wildlife's Community Wildlife Habitat program, you must create or restore wildlife habitat and do education and outreach. Four of the basic wildlife needs are as follows: food, water, cover, and places to raise young. Online certification is available at www.nwf.org/certify.

Climate Change Primer for Gary Resiliency Workshops

Isioma Nwayor presented on the Climate Trend Primer for the Gary Resiliency Workshops. A climate trend primer provides an overview of key climate trends and typically presents information of long-term patterns, changes, and shifts in climate variables. The purpose is to help individuals, organizations, policymakers, and stakeholders understand the current state of climate and its direction. Climate change was discussed, and global averages of surface temperatures were presented. Emissions scenarios were also presented for low, moderate, and very high scenarios. It is assumed that by the end of the century, very high future emissions will render CO2 emissions three times higher than present. Energy through fossil fuels use will further increase. Indiana's average surface temperature has increased .1 degrees F per decade from 1895 to 2016. Climate change in Indiana could lead to reduced water and air quality, a loss of species (Karner Blue butterfly), and an increase in heavy rainfall that may cause potential flooding. Climate change in Indiana could also lead to record-breaking heat waves, an increased demand for cooling, delayed fall freeze, shorter winters, and decreased productivity of crops. Flooding impacts may increase death and injuries, loss of properties, homelessness, and disruption of services. Areas within NWI may run the risk of wildfires. Wildfires degrade air quality, destroy property, and has long-term environmental changes. The City of Gary surpasses 5% of days where the air quality fails to meet the particulate matter standard of 2.5 which impacts reduced visibility, respiratory issues, allergies, and irritation. Data collection on more climate vulnerabilities has been gathered for Gary using community surveys, stakeholders workshops, and geospatial data. A workshop is slated in October to create a resiliency plan.

Climate Action Plan Framework Status Update Presentation

Kathy spoke on the Climate Action NWI (CAN) update. NIRPC's goal and commitment is to develop a regional framework for Climate Action (CA) with science-based carbon reduction targets for communities to build their CA plans around. CAN is a multi-stakeholder effort that encourages long-term action, engagement and implementation of local climate action places including the following:

- NWI Regional Greenhouse Gas (GHG) Inventory
- NWI Regional Climate Action Framework
- NWI Regional Climate Resilience Plan (CAP)

A 2017 baseline for CO₂e emissions was established for Lake, Porter, and LaPorte counties, totaling 54.5M tons. 54.9% CO₂e emissions come from industrial energy, 24.7% is from industrial processes and fugitive, 8.7% is from transportation and mobile, commercial energy contributes 5.2%, and residential energy is at 5.9%. It is estimated that between 2016-2019, trees and forests removed a net 442,000 tons of CO₂e emissions. The Framework coordinates local efforts to achieve a regional goal of 63.4% reduction in 2017 GHG emissions levels by 2030 and a carbon neutral region, or net zero by 2050. NIRPC completed a Business-as-Usual emissions forecast. Planning assumptions for growth in population on vehicle miles traveled were aligned with land use, housing, and travel demand portions of NWI 2050+. By 2050, future GHG emissions would increase to 58M tons.

NIRPC staff continues to work on developing community typologies and strategies. A local CAP support plan and performance metrics are also being developed. NIRPC staff is working on an internal/stakeholder draft regional CAP (RCAP) framework that will be released for public comment. Once finalized, the NWI RCAP will be presented to the Commission for adoption by the end of 2023.

Comments can be emailed to nirpc@nirpc.org, or call 219-763-6060.

Reports from Planning Partners

Ryan Lisek (DCI) reported on events and programs with Drive Clean Indiana. For more information, please visit <https://drivecleanindiana.org/>.

Announcements were made.

The next EMPC meeting is slated for November 2, 2023, at 9:00 a.m. in the NIRPC offices.

Hearing no further business, the meeting adjourned at 11:11 a.m.

NORTHWESTERN INDIANA REGIONAL PLANNING
COMMISSION FINANCE AND PERSONNEL COMMITTEE
September 21, 2023 / NIRPC Dune Room – 8:00 a.m.

Members present

Bob Carnahan, Don Craft, Wendy Mis, George Topoll

Staff and others present

Ty Warner, Talaya Jones, Thomas Vander Woude, Darin Sherman, Marisol Manley, Mitch Barloga, David Hollenbeck

Approval of Minutes

The minutes of the July 20, 2023 meeting were presented. On motion by Don Clark, second by Bob Carnahan and no opposition, the minutes were approved.

Review of Financial Status – July 2023 Budget vs Actual

Talaya Jones presented the July 2023 bank reconciliations for the NIRPC general account, the CARES Revolving Loan Fund account, and the Revolving Loan Fund Account.

Talaya presented the July 2023 general fund financial reports. Total expenditures for the period ending July 31, 2023, were \$3,361,930 of the \$15,899,219 budgeted. Total general fund revenue for the period was \$1,261,066 of the \$4,164,925 budgeted. Talaya noted that quarterly reimbursements were done and would be reflected in the August reports.

Talaya presented the Coronavirus Aid, Relief and Economic Securities (CARES) Act financial reports, year to date July 2023. Total NIRPC CARES fund expenditures for the period ending July 31, 2023, was \$19,123 of the \$162,250 budgeted. Total CARES revenue collected for the period was \$18,821 of the \$150,368 budgeted.

Approval of Claims Registers – July 2023

Talaya presented the July 2023 General Fund claims register totaling \$246,662.89 to the Committee for approval. On motion by George Topoll, second by Don Craft and no opposition, the General Fund register of claims in the amount of \$246,662.89 was approved. The CARES Act register of claims totaling \$4,429.04 was presented for approval. On motion by George Topoll, second by Don Craft and no opposition, the CARES Act register of claims in the amount of \$4,429.04 was approved.

Review of Financial Status – August 2023 Budget vs Actual

Talaya Jones presented the August 2023 bank reconciliations for the NIRPC general account, the CARES Revolving Loan Fund account, and the Revolving Loan Fund Account.

Talaya presented the August 2023 general fund financial reports. Total expenditures for the period ending August 31, 2023, were \$3,682,085 of the \$15,899,219 budgeted. Attorney Dave Hollenbeck reported that nothing has changed regarding receipt of invoices for utilities. None have been received. Total general fund revenue for the period was \$1,126,628 of the \$4,164,925 budgeted.

Talaya presented the Coronavirus Aid, Relief and Economic Securities (CARES) Act financial reports, year to date August 2023. Total NIRPC CARES fund expenditures for the period ending August 31, 2023, was \$19,329 of the \$162,250 budgeted. Total CARES revenue collected for the period was \$19,153 of the \$150,368 budgeted.

Approval of Claims Registers – August 2023

Talaya presented the August 2023 General Fund claims register totaling \$298,018.43 to the Committee for approval. On motion by Bob Canahan, second by George Topoll and no opposition, the General Fund register of claims in the amount of \$298,018.43 was approved.

EcolInteractive Inc. – Addendum IV, exercise of option to extend for year seven (7)

EcolInteractive provides and services the Electronic Transportation Improvement Program (eTIP) System for NIRPC. Addendum IV exercises the option to extend the agreement with EcolInteractive for one year. The extension would be in effect from October 1, 2023, until September 30, 2024, as stipulated in the signed agreement executed September 2017. On motion by Bob Carnahan, second by George Topoll and no opposition, Addendum IV exercising the option to extend the agreement with EcolInteractive was approved.

Marquette Greenway Interlocal Agreement – Michigan City

Mitch Barloga updated the Committee on the Marquette Greenway project and discussed that both the City of Michigan City and City of Gary wanted the NIRPC Board's approval for the interlocal agreement before signing their respective agreements. Attorney Hollenbeck noted that NIRPC will not be signing the agreements, until they have been executed by the municipalities. On motion by Bob Carnahan, second by George Topoll and no opposition, the Committee recommended forwarding the Michigan City Marquette Greenway Interlocal Agreement to the NIRPC Executive Board with a recommendation for approval.

Marquette Greenway Interlocal Agreement – City of Gary

On motion by Bob Carnahan, second by Geroge Topoll and Don Craft, the Committee recommended forwarding the City of Gary Marquette Greenway Interlocal Agreement to the NIRPC Executive Board with a recommendation for approval.

NIRPC Building Lease

Attorney Hollenbeck advised that he and Ty met with Portage concerning a 5- or 10-year lease. Their attorney has been contacted, but no answer has been returned.

Personnel updates

NIRPC is fully staffed. Ty commented that possibly adding additional staff has been discussed.

Other Business

The 2024 preliminary budget is in development, but there are still a lot of unknowns.

The NIRPC audit has been completed and the exit interview scheduled for September 21 at 11:00 am.

The next Finance & Personnel Committee meeting is scheduled for October 19, 2023.

Adjournment

There being no further business, the meeting was adjourned.



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RESOLUTION 23-15

A RESOLUTION OF THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION ADOPTING THE YEAR 2024 APPROPRIATION BUDGETS FOR THE COMMISSION'S GOVERNMENTAL FUNDS

WHEREAS, a budget is required for governmental funds; and

WHEREAS, it is anticipated that sufficient revenues and other financing sources will be available to support the budgets herein proposed; and

WHEREAS, it is the responsibility of the Commission, as a whole, to approve the appropriations budget of the Commission;

NOW THEREFORE BE IT RESOLVED, that the Commission adopt as its Year 2024 budget for the General Fund for the budget identified in Attachment A to this resolution; and

BE IT FURTHER RESOLVED, that the Commission adopt as its Year 2024 budget for the Transit Capital Projects Funds the budget identified in Attachment B to this resolution; and

BE IT FURTHER RESOLVED, that the Commission adopt as its Year 2024 budget for the Transit Operating Projects Funds the budget identified in Attachment C to this resolution; and

BE IT FURTHER RESOLVED, that the Commission adopt as its Year 2024 budget for the Revolving Loan Funds the budget identified in Attachment D to this resolution; and

BE IT FURTHER RESOLVED, that the Finance and Personnel Committee of the Commission be designated to oversee the administration of these budgets within the framework of more detailed budget guidelines it might establish.

Duly adopted by the Northwestern Indiana Regional Planning Commission this 7th day of December 2023.

Richard Hardaway
Chair

ATTEST:

Sue Lynch
Secretary

2024 BUDGET

12/7/2023

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

2024 GENERAL FUND APPROPRIATIONS BUDGET

PERSONNEL - SALARIES	1,581,161
PERSONNEL - FRINGE BENEFITS	681,484
OCCUPANCY	300,000
EQUIPMENT SERVICE/MAINTENANCE	80,565
DEPARTMENTAL	123,750
CONTRACTUAL	1,446,920
CAPITAL OUTLAYS - Equipment & Furniture	120,000
TOTAL FUND BUDGET	4,333,880

ATTACHMENT B

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

2024 TRANSIT CAPITAL PROJECTS FUND APPROPRIATIONS BUDGET

CAPITAL OUTLAYS - TRANSIT EQUIPMENT	4,097,859
CARES ACT 2020 CAPITAL OUTLAYS - TRANSIT EQUIPMENT	397,666
TOTAL FUND BUDGET	4,495,525

ATTACHMENT C

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

2024 TRANSIT OPERATING PROJECTS FUND APPROPRIATIONS BUDGET

OTHER SERVICES AND CHARGES	8,673,149
TOTAL FUND BUDGET	8,673,149

ATTACHMENT D

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

2024 REVOLVING LOAN FUND APPROPRIATIONS BUDGET

OTHER SERVICES AND CHARGES- LAPORTE COUNTY	250,000
OTHER SERVICES AND CHARGES- CARES	22,000
TOTAL FUND BUDGET	272,000

TOTAL BUDGET OF 17,774,555

NIRPC FY 2024 Budget

	<u>FY 2023 Budget</u>	<u>FY 2024 Budget</u>	<u>Change %</u>
REVENUES			
COUNTY APPROPRIATIONS	549,032	549,033	
FEDERAL AGENCIES	656,000	1,145,000	
STATE AGENCIES	2,812,279	2,517,097	
LOCAL AGENCIES	44,800	65,000	
NON-GOVERNMENTAL	15,000	-	
INTEREST INCOME	17,814	57,750	
TOTAL REVENUES	4,094,925	4,333,880	6%
EXPENDITURES			
SALARY	1,672,788	1,581,161	-6%
FRINGE BENEFITS			
FICA CONTRIBUTIONS	127,968	120,959	
WORKERS COMPENSATION	5,000	5,000	
UNEMPLOYMENT COMPENSATION	3,000	4,000	
PERF CONTRIBUTIONS	212,540	198,531	
HEALTH INSURANCE	247,200	283,000	
LIFE & DISABILITY INSURANCE	24,000	26,000	
ICMA CONTRIBUTIONS	24,996	25,994	
STAFF DEVELOPMENT	20,000	18,000	
	664,704	681,484	2%
OCCUPANCY			
OFFICE LEASE	242,626	235,000	
PROPERTY INSURANCE	6,500	14,000	
BUILDING MAINTENANCE	19,860	18,000	
UTILITIES	52,025	33,000	
	321,010	300,000	-7%
EQUIPMENT SERVICE/MAINTENANCE			
COPIER LEASING/MAINTENANCE	17,120	17,656	
COMPUTER SERVICE	44,569	45,689	
TELEPHONE & INTERNET SERVICE / MAIN.	19,440	14,720	
OTHER EQUIPMENT MAINTENANCE	2,000	2,500	
	83,129	80,565	-3%
DEPARTMENTAL			
COMMISSION/EXECUTIVE DIRECTOR	35,000	28,000	
PLANNING	74,767	43,775	
SUBGRANTEE MANAGEMENT	25,000	6,000	
ENVIRONMENTAL PROGRAMS	7,500	4,000	
PARTNER AGENCIES	1,000	1,000	
ALLOCATED FUNCTIONS	25,000	20,000	
ENVIRONMENTAL PROMOTIONS	14,953	17,000	
ECONOMIC DEVELOPMENT DISTRICT	3,183	225	
GENERAL USE SUPPLIES	4,250	3,750	
	190,653	123,750	-54%
CONTRACTUAL			
LEGAL SERVICES	25,000	27,000	
AUDIT & ACCOUNTING	35,000	30,000	
LA PORTE RLF SERVICES	2,000	2,000	
TRANSIT OVERSIGHT	25,000	15,000	
ENVIRONMENTAL CONTRACTS	401,932	530,000	
PLANNING	425,381	773,670	
BOARD DEVELOPMENT	2,000	2,000	
ORGANIZATIONAL DEVELOPMENT	2,000	2,000	
E-TIP	64,328	65,250	
	982,641	1,446,920	32%
FURNITURE & EQUIPMENT	180,000	120,000	-50%
TOTAL EXPENSES	4,094,924	4,333,880	6%
FUND BALANCE - ENDING	(0)	(0)	

NIRPC FY 2024 Revenue Detail
COUNTY APPROPRIATIONS

LAKE COUNTY	349,090
PORTER COUNTY	121,251
LA PORTE COUNTY	78,692
TOTAL	549,033

FEDERAL AGENCIES

FTA OVERSIGHT	150,000
CARES FEDERAL TRANSIT ADMINIS- FIXED ASS	75,000
AMERICAN RESCUE PLAN ACT FUNDS	100,000
USDA FOREST SVC	135,000
READI	300,000
RAISE (FHWA)	300,000
LAKE MICHICAGN COASTAL PROGRAM	15,000
EDA PARTNERSHIP GRANT- Salaries	70,000
TOTAL	1,145,000

STATE AGENCIES

INDOT- TRAFFIC AREA COUNTING	25,000
INDOT PL 2023	985,000
INDOT PL 2024	1,086,097
STBG	61,000
CMAQ 2024	236,000
CMAQ 2023	124,000
TOTAL	2,517,097

LOCAL AGENCIES

LOCAL AGENCIES	55,000
PARTNERS for CLEAN AIR	10,000
TOTAL	65,000

NON-GOVERNMENTAL
INTEREST INCOME

BANK INTEREST INCOME	50,000
RLF INTEREST INCOME	7,750
TOTAL FY 2024 REVENUE	4,333,880

NIRPC FY 2024 Budget

	Grant	Federal	Req. Match	Total
Support Vehicle	2016-033	28,000	7,000	35,000
Computers/Sound System	2016-033	25,082	6,271	31,353
Support Equipment	2016-033	2,800	700	3,500
Support Vehicles	2017-027	87,054	12,076	99,130
Rehab/Renovate - Admin Facility	2017-028	19,200	4,800	24,000
Replace 3 Revenue Vehicles	2018-026	276,000	69,000	345,000
Replace 2 Revenue Vehicles	2018-026	176,000	44,000	220,000
Replace 1 Communter Vehicle	2018-026	637,500	155,000	792,500
Replace Vehicles	2018-026	30,633	8,372	39,005
Replace Staff Computers	2019-029	80,000	20,000	100,000
Replace Communter Vehicles	2019-029	59,857	19,952	79,809
Associated Transit Improv	2019-029	220,000	55,000	275,000
Tablets and Vehicle Devices	2019-029 #	3,600	900	4,500
Office Computer Equipment	2019-029	2,800	700	3,500
Office Computer Equipment	2019-029	5,200	1,300	6,500
Replace ChicaGO Dash	2019-029	495,966	123,999	619,965
Replace 1 Vehicle	2019-030	48,000	12,000	60,000
Replace Bus Stop Signs	2019-030	45,747	11,436	57,183
Transit Improvements	2019-030	81,539	20,385	101,924
Vehicle Replacement	2020-039	118,400	29,600	148,000
Buy Replacement	2021-054	65,600	16,400	82,000
Buy Replacement	2021-054	112,000	28,000	140,000
Buy Replacement	2021-054	104,000	26,000	130,000
Buy Replacement	2022-020	457,992	91,598	549,590
Vehicle replacement	2022-020	548,179	137,045	685,224
	TOTAL	<u>2,851,798</u>	<u>696,471</u>	<u>4,097,859</u>
	Contingency			-
	TOTAL BUDGET			<u>4,097,859</u>

** new projects for 2024 not included

Attachment B

CY 2024 CARES ACT 2020 TRANSIT CAPITAL PROJECTS FUND				
Subrecipient	Grant	Project	Total	Federal Funds
ECT	CARES Act 2020-014	Support Vehicle (2)	\$ 50,561	\$ 50,561
City of Valpo	CARES Act 2020-014	Misc Support Equipment	\$ 1,897	\$ 1,897
OE	CARES Act 2020-014	Vehicle Replacements	\$ 202,008	\$ 202,008
City of LaPorte	CARES Act 2020-014	Vehicle Replacements	\$ 143,200	\$ 143,200
TOTAL BUDGET			\$ 397,666	\$ 397,666

CY 2024 TRANSIT OPERATING PROJECTS FUND

	Federal	Req. Match	Total
City of East Chicago 2024			
Preventative Maintenance	375,511	93,878	469,389
Complementary Paratransit	285,164	71,291	356,455
Operating Assistance	493,652		493,652
Existing Grants	1,055,860	374,493	1,430,353
City of LaPorte 2024			
Operating Assistance	132,513		132,513
Existing Grants	123,940	103,120	227,060
City of Valparaiso 2024			
Capital Cost of Contracting	1,025,081	256,271	1,281,352
Dash Expansion	269,600	67,400	337,000
Shuttle Connect Expansion	165,514	41,378	206,892
Existing Grants	779,597	247,803	1,027,400
North Township 2024			
Preventative Maintenance	28,415	7,104	35,519
Operating Assistance	479,132		479,132
Existing Grants	255,954	255,954	511,908
Opportunity Enterprises 2024			
Operating Assistance	132,513		132,513
Preventative Maintenance	184,458	46,114	230,572
Existing Grants	21,524	5,214	26,738
Porter County Community Services 2024			
Operating Assistance (Enhanced Mobility)	343,600		343,600
Existing Grants	234,286	159,369	393,655
Southlake Community Services 2024			
Preventative Maintenance	101,102	25,276	126,378
Operating Assistance	881,492		881,492
Enhanced Mobility	376,701	213,683	590,384
Existing Grants	385,857	335,939	721,796
PMTF Funds (NT,SLCS,PCCS, OE & CV)			
Public Mass Transportation Fund	541,683		541,683
TOTAL	8,673,149	2,304,287	10,977,436

CY 2023 LAPORTE COUNTY REVOLVING LOAN FUND

	2023 Budget	2024 Budget
New Loans	220,000	250,000
TOTAL	<u>220,000</u>	<u>250,000</u>
TOTAL BUDGET		<u>250,000</u>

LaPorte RLF 2024 Administration Budget

Per RLF Management Plan 50% of interest can be used for Administrative Cost

REVENUES

RLF INTEREST INCOME	5,000
CLOSING CHARGES	750
TOTAL REVENUES	5,750

EXPENDITURES

SALARY	1,250
FRINGE BENEFITS ALLOC	925
INDIRECT COST ALLOC	1,088
	3,263

DEPARTMENTAL

COMMUNICATION	364
GENERAL USE SUPPLIES	123
	487

CONTRACTUAL

LA PORTE RLF SERVICES	2,000
	2,000

TOTAL EXPENSES **5,750**

FUND BALANCE - ENDING **-**

CY 2023 LAPORTE COUNTY REVOLVING LOAN FUND

	2023 Budget	2024 Budget
New Loans	18,000	22,000
TOTAL	<u>18,000</u>	<u>22,000</u>
TOTAL BUDGET		<u>22,000</u>

CARES ACT RLF 2024 Administration Budget

Per RLF Management Plan 50% of interest can be used for Administrative Cost

REVENUES

RLF INTEREST INCOME	2,000
CLOSING CHARGES	1,000
TOTAL REVENUES	3,000

EXPENDITURES

SALARY	300
FRINGE BENEFITS ALLOC	234
INDIRECT COST ALLOC	276
	810
DEPARTMENTAL	
COMMUNICATION	90
GENERAL USE SUPPLIES- AF Loan	100
	190
CONTRACTUAL	
CARES RLF SERVICES	2,000
	2,000
TOTAL EXPENSES	3,000
FUND BALANCE - ENDING	-

**SECOND ADDENDUM TO EXECUTIVE DIRECTOR
EMPLOYMENT AGREEMENT**

This addendum to the Executive Director Employment Agreement is entered into the 7th day of December, 2023, by and between the NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION, hereinafter referred to as "NIRPC", and MR. TYSON WARNER, hereinafter referred to as "Executive Director", for purposes of establishing salary for the Executive Director during the third year (2024) of the current three year executive director employment agreement.

WHEREAS, NIRPC and the Executive Director entered into a three-year employment agreement on the 20th day of January, 2022 which established the salary for the first year (2022) of the Executive Director Employment Agreement; and

WHEREAS, NIRPC and the Executive Director are desirous of establishing the Executive Director salary for the third year (2024) of the current Executive Director Employment Agreement.

NOW, THEREFORE, BE IT RESOLVED that the parties to this addendum hereby do mutually agree as follows:

- A. This addendum is intended by the parties so as to establish the Executive Director salary for the third year (2024) of the Executive Director Employment Agreement and in so doing comply with Section D of the current Executive Director Employment Agreement which provides that the Executive Director salary for the third year of the agreement shall be determined through discussions with the Executive Director and any salary increases shall be predicated upon positive performance evaluations, availability of funding and the approval of the Full NIRPC Commission
- B. That upon completion of the evaluation and performance criteria, NIRPC and Executive Director have mutually agreed to a 4% salary increase resulting in a 2024 calendar year salary of One Hundred Eighty-Three Thousand Fifty-Five Dollars and 00/100 (\$183,055.00). The Executive Director salary increase shall be effective as of January 1, 2024.
- C. Any and all other provisions of the current Executive Director Employment Agreement shall remain in full force and effect unless and until subsequent written modification.

This Addendum establishing an Executive Director salary for calendar year 2024 is approved by the Full Commission of the Northwestern Indiana Regional Planning Commission on this the 7th day of December, 2023.

NORTHWESTERN INDIANA REGIONAL
PLANNING COMMISSION

By: _____
Chairperson

ATTEST:

Tyson Warner



RESOLUTION 23-16

A RESOLUTION OF THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION REQUESTING THAT THE INDIANA GENERAL ASSEMBLY ADJUST ITS LOCAL APPROPRIATION FROM 1992 DOLLARS TO CURRENT DOLLARS

DECEMBER 7, 2023

WHEREAS, the Northwestern Indiana Regional Planning Commission is a regional Council of Governments whose purpose is to institute and maintain a comprehensive planning and programming process for transportation, economic development, and environmental policy and provide a coordinative management process for Lake, Porter, and LaPorte Counties; and

WHEREAS, per Indiana Code 36-7-7.6, the three (3) counties of Lake, Porter, and LaPorte Counties their forty-one (41) municipalities are represented on the Northwestern Indiana Regional Planning Commission and desire that the Commission provide services of regional benefit to these counties and municipalities; and

WHEREAS, in order to carry out its statutory purpose, IC 36-7-7.6-18 provides for an appropriation from the counties of Lake, Porter, and LaPorte for the Commission to carry out its purpose, which provides the local match dollars that enable these counties to receive certain Federal, State, and other funding through the Commission; and

WHEREAS, NIRPC's county appropriation was set in 1992 at 70 cents per capita, was not indexed for inflation, and has not been increased since it was set in 1992; and

WHEREAS, this amount of appropriation has not kept pace with the real dollar value of the funding and activities to which this appropriation is applied; and

WHEREAS, NIRPC purposes every dollar of the appropriation it receives, is prevented from expanding its services to the region, and cannot leverage this appropriation for additional funding for the region of Lake, Porter, and LaPorte Counties without an increase in its per capita appropriation by the Indiana General Assembly; and

WHEREAS, in 2019, the Commission received designation as an Economic Development District from the Economic Development Administration of the United States Department of Commerce, which leverages additional funds for economic development within Lake, Porter, and LaPorte Counties but also requires that additional local match be made available to administer those funds; and

WHEREAS, the local dollars allocated to NIRPC leverage additional benefits for its member communities, and these communities in Lake, Porter, and LaPorte Counties desire NIRPC to provide

additional assistance and services that are currently constrained by the fixed per capita appropriation from 1992 that has not kept pace with inflation and is worth far less today than in 1992; and

WHEREAS, the Commission desires to increase NIRPC's per capita appropriation to adjust to current dollar value and to index that per capita appropriation to keep pace with future years in order to support activities for the benefit of Lake, Porter, and LaPorte Counties and its municipalities; and

WHEREAS, on February 21, 2019, the NIRPC Commission, by unanimous vote, adopted Resolution 19-06 supporting this increase in county appropriations; and

WHEREAS, on September 19, 2019, the NIRPC Commission unanimously re-affirmed the above resolution via Resolution 19-27; and

WHEREAS, in order to put into place the local funding necessary to provide these services and to provide other service and support to the people of these counties, the Commission desires that the legislative change necessary to effect this appropriations adjustment be adopted by the Indiana General Assembly,

NOW THEREFORE BE IT RESOLVED, that the Commission affirms its continued support of an increase in NIRPC's per capita county appropriation and to index the per capita rate according to the schedule in the attachment to this resolution.

BE IT FURTHER RESOLVED, that the Commission requests of its representatives and the Indiana General Assembly that the attached legislative modifications be incorporated into IC 36-7-7.6 to put into effect the adjustment to NIRPC's local appropriation.

Duly adopted by the Northwestern Indiana Regional Planning Commission this seventh day of December, 2023.

Richard Hardaway
Chairperson

ATTEST:

Sue Lynch
Secretary

IC 36-7-7.6-18 Annual appropriation budget; tax levy; use of funds

Sec. 18. (a) The commission shall prepare and adopt an annual appropriation budget for its operation. The appropriation budget shall be apportioned to each participating county on a pro rata per capita basis. After adoption of the appropriation budget, any amount that does not exceed an amount for each participating county equal to ~~seventy cents (\$0.70)~~ **one dollar and fifty cents (\$1.50)** per capita for each participating county shall be certified to the respective county auditor.

(b) [NEW] In subsequent years the per capita rate shall be adjusted by either the consumer price index or by the growth quotient described in IC. 6-1.1-18.5-2, whichever is greater. The Department of Local Government Finance shall provide to the commission the value of each quotient by August 1 of each year to be used in the ensuing year.

~~(b)~~**(c)** A county's portion of the commission's appropriation budget may be paid from any of the following, as determined by the county fiscal body:

(1) Property tax revenue as provided in subsections ~~(c)~~**(d)** and ~~(d)~~**(e)**.

(2) Any other local revenue, other than property tax revenue, received by the county, including local income tax revenue under IC 6-3.6, excise tax revenue, riverboat admissions tax revenue, riverboat wagering tax revenue, riverboat incentive payments, and any funds received from the state that may be used for this purpose

(3) [NEW] Any combination of the sources described in subdivisions (1) and (2).

~~(e)~~**(d)** The county auditor shall:

(1) advertise the amount of property taxes that the county fiscal body determines will be levied to pay the county's portion of the commission's appropriation budget, after the county fiscal body determines the amount of other local revenue that will be paid under subsection ~~(b)~~**(c)** (2); and

(2) establish the rate necessary to collect that property tax revenue; in the same manner as for other county budgets.

~~(d)~~**(e)** The tax levied under this section and certified shall be estimated and entered upon the tax duplicates by the county auditor and shall be collected and enforced by the county treasurer in the same manner as other county taxes are estimated, entered, collected, and enforced. The tax collected by the county treasurer shall be transferred to the commission.

~~(e)~~**(f)** In fixing and determining the amount of the necessary levy for the purpose provided in this section, the commission shall take into consideration the amount of revenue, if any, to be derived from federal grants, contractual services, and miscellaneous revenues above the amount of those revenues considered necessary to be applied upon or reserved upon the operation, maintenance, and administrative expenses for working capital throughout the year.

~~(f)~~**(g)** After the budget is approved, amounts may not be expended except as budgeted unless the commission authorizes their expenditure. Before the expenditure of sums appropriated as provided in this section, a claim must be filed and processed as other claims for allowance or disallowance for payment as provided by law.

~~(g)~~**(h)** Any two (2) of the following officers may allow claims:

- (1) Chairperson.
- (2) Vice chairperson.
- (3) Secretary.
- (4) Treasurer.

~~(h)~~**(i)** The treasurer of the commission may receive, disburse, and otherwise handle funds of the commission, subject to applicable statutes and to procedures established by the commission.

~~(i)~~**(j)** The commission shall act as a board of finance under the statutes relating to the deposit of public funds by political subdivisions.

~~(j)~~**(k)** Any appropriated money remaining unexpended or unencumbered at the end of a year becomes part of a non-reverting cumulative fund to be held in the name of the commission. Unbudgeted expenditures from this fund may be authorized by vote of the commission and upon other approval as required by statute. The commission is responsible for the safekeeping and deposit of the amounts in the nonreverting cumulative fund, and the state board of accounts shall prescribe the methods and forms for keeping the accounts, records, and books to be used by the commission. The books, records, and accounts of the commission shall be audited periodically by the state board of accounts, and those audits shall be paid for as provided by statute.

As added by P.L.165-2003, SEC.6. Amended by P.L.39-2007, SEC.5; P.L.197-2016, SEC.124.

Technical Planning Committee
NIRPC Lake Michigan Room
YouTube Recording:
[Technical Planning Committee Meeting 7/11/23 - YouTube](#)
October 3, 2023
Minutes

Kevin Breitzke called the meeting to order at 10:03 a.m. with the Pledge of Allegiance. In attendance were Kevin Breitzke (Porter County), George Topoll (Union Township), Beth Shrader (Valpo Transit), Maxwell Rehlander (Valparaiso), Ryan Lisek (DCI), Dean Button (Hammond), and David Wright (GPTC).

Also in attendance, Steve King (Merrillville).

NIRPC staff present were Mitch Barloga, Tom Vander Woude, Grace Benninger, Kevin Polette, and Flor Baum.

On motion by Dean Button, second by Mark O'Dell, the Technical Planning Committee (TPC) approved the minutes of September 12, 2023 as presented.

There were no public comments.

Planning

Kathy spoke on the overview draft *NWI 2050+* and Climate Action NWI (CAN). NIRPC is required by Federal law to update the long-range plan every four years and must have at least a 20-yr horizon. CAN is a multi-stakeholder effort that encourages long-term action, engagement and implementation of local climate action places including the following:

- Develop a Regional Framework for Climate Action with science-based carbon reduction targets for communities to build their Climate Action Plans around.
- Adopt SBTs and Regional Climate Action Plan into Long Range Transportation Plan.
- Provide support and assistance to local governments wanting to create and adopt local Climate Resilience Plans (CAP)
- Maintain and Update Inventory and Plans on 5-year cycle.

A 2017 baseline for CO₂e emissions was established for Lake, Porter, and LaPorte counties, totaling 54.5M tons. 54.9% CO₂e emissions come from industrial energy, 24.7% is from industrial processes and fugitive, 8.7% is from transportation and mobile, commercial energy contributes 5.2%, and residential energy is at 5.9%. It is estimated that between 2016-209, trees and forests removed a net 442,000 tons of CO₂e emissions. The Framework coordinates local efforts to achieve a regional goal of 63.4% reduction in 2017 GHG emissions levels by 2030 and a carbon neutral region by 2050. NIRPC completed a Business-as-Usual emissions forecast. Planning assumptions for growth in population on vehicle miles traveled were aligned with land use, housing, and travel demand portions of *NWI 2050+*. By 2050, future GHG emissions would increase to 58M tons.

Examples of corporate goals to reduce industrial energy include Cleveland Cliffs. Their corporate goal is a 25% GHG reduction from 2017 by 2030 and designing 50-70% CO₂ capture from blast furnace gas at Burns Harbor (2M tons/year). US Steel's corporate goal is to have a 20% GHG reduction by 2030. NIPSCO has made efforts in decarbonization of energy generation and committed to continued investment in renewable energy.

Regional contributions and local government are the primary metrics that will be used to prioritize emission source categories for CA planning. NIRPC will provide climate action plan templates and technical support to cities and towns interested in pursuing a local CAP.

Transportation accounts for 40% of NWI total GHG emissions. Diesel vehicles and freight rail can lessen the impact by reducing idling and congestion. Promoting transitioning to electric where appropriate, was discussed. An increase in electric vehicle (EV) adoption is part of transportation decarbonization. A map of EV charging stations within the Region was presented. Regional transit expansion will consist of collaboration with public transit to enhance regional transit and expand capacity by establishing a regional fixed route mass transit system.

Plans to increase Resilience are as follows:

- Climate friendly parks - Indiana Dunes National Lakeshore Action Plan: The plan aims to reduce vehicular and waste related emissions in the park and provide robust educational programming to staff and visitors on sustainable park practices.
- IDNR Wetland Action Plan: instituted an in-lieu fee program for mitigation of impacts to aquatic resources.
- Cooperative Invasive Species Management Areas (CISMAs): The plan is to protect, restore, and enhance Indiana's landscapes by coordinating efforts to identify, prevent, and control invasive species.
- Watershed Management Plans: The plan is intended to be a practical tool with specific recommendations on practices to improve and sustain water quality.
- Conservation Action Plans

For more information, please contact Kathy at kluther@nirpc.org.

Eman Ibrahim spoke on Resolution 23-03, Sensible Tools Handbook+ (STH+). NIRPC previously adopted the STH+ in 2007, which covered the basic requirements of applying sensible growth principles in Indiana on planning, zoning, and subdivision of land for cities, towns, and counties based upon Indiana planning and zoning law. The 2023 Sensible Tools Handbook+ is to supplement the broad suite of planning tools and best practices available to address new opportunities and challenges.

The five sections of the STH+ are as follows:

- Resilient: Mitigation efforts undertaken before a natural disaster to reduce/eliminate risks from hazards. Hazard Mitigation tools (HMT) will update land use codes, zoning, development standards, incentive programs, and plans /policies to better prepare for stresses from natural disasters. HMT will assist in developing procedures that allow for action in an unexpected event. Green Infrastructure for s Stormwater runoff is a major contributor to water pollution in urban areas. Design and modeling tools were presented.
- Healthy: Integrates health considerations into cities' urban planning processes, programs, and projects with a focus on air and water quality, sanitation, green cities, transportation alternatives and transit, the aging population, school siting, and safety.
- Sustainable: Directs local governments to become low carbon, resilient, and livable communities. The Sustainable element includes urban forestry, wetland protection, farmland preservation, water conservation, urban agriculture, affordable housing, energy, brownfields, and redevelopment.
- Equitable: Prioritizes and protects low-income and minority communities by ensuring equitable growth. The Equitable element includes environmental justice, equitable transit, universal design, parks & recreation. Without a specific equity framework, lower-income people near rapid transit will be displaced.
- Smart: Urges communities to shift to smart cities. Smart cities bring together infrastructure and technology to improve citizens' quality of life and enhance their interactions with the urban environment. The Smart elements include the internet of things (IoT), smart mobility, connected & automated vehicles, micro mobility, and smart communication.

Updating to the STH+ was recommended in the *NWI 2050+* as it will continue to support cities, towns, and counties in making community-shaping decisions in the future.

On motion by George Topoll, second by David Wright, the TPC approved to recommend Res 23-03 to the Commission.

Grace Benninger spoke on Resolution #23-13, Adjusted Urban Area Boundaries (UA/UAB). The Census Bureau (CB) conducted a decennial census of the US population in 2020. Following the census, the CB designates UAs that represent densely developed land, and encompass residential, commercial, and other non-residential urban land uses. To improve transportation planning and programming consistency, the Federal Highway Administration (FHWA) allows for the adjustment of the UAB. Which in this case, resulted in a larger area. The three urban areas in the Region with a population of 50,000+ are Chicago, IL-IN, Michigan City-LaPorte, IN-MI, and Valparaiso-Shorewood Forest, IN. Maps of the proposed AUBs were presented. Upon Commission approval, NIRPC staff will send the adjusted UABs to INDOT for review and will also be submitted to the FHWA for approval by the end of the year.

On motion by Dean Button, second by George Topoll, the TPC approved to recommend Res 23-13 to the Commission.

Programming

Nothing to report.

Topical Committee Reports

Nothing to report.

Reports from Planning Partners

Ryan Lisek (DCI) reported on grant funding, project updates, and events within NWI. Drive Clean Indiana (DCI) is Indiana's only U.S. Department of Energy-designated Clean Cities Coalition. If your community is looking to implement any clean transportation activity, please reach out to Drive Clean Indiana at 219-644-3690, or visit www.drivecleanindiana.org for more information.

Adjournment

Hearing no further business, the meeting adjourned at 11:31 a.m.

The next TPC meeting is slated for November 28, 2023, at 10:00 a.m. in the NIRPC building.



6100 Southport Road
Portage, Indiana 46368
(219) 763-6060
www.nirpc.org

RESOLUTION 23-03

A RESOLUTION OF THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION ADOPTING THE SENSIBLE TOOLS HANDBOOK+ FOR INDIANA, 2023, BEST PRACTICES FOR A CHANGING LANDSCAPE

December 7, 2023

WHEREAS, the Northwestern Indiana Regional Planning Commission was created by the State of Indiana to provide a coordinative management process for Lake, Porter, and LaPorte Counties and to institute and maintain a comprehensive planning and programming process for transportation, economic development, and environmental policy under the provisions of Indiana Code 36-7-7.6; and

WHEREAS, the Northwestern Indiana Regional Planning Commission was designated as the Metropolitan Planning Organization (MPO) for the Chicago Urbanized Area in Lake and Porter Counties and the Michigan City-LaPorte Urbanized Area in LaPorte County under the requirements of 23 USC 134; and

WHEREAS, the Northwestern Indiana Regional Planning Commission previously adopted the Sensible Tools Handbook on June 2007, which covered the basic requirements of applying sensible growth principles in Indiana on planning, zoning, and subdivision of land for cities, towns, and counties based upon Indiana planning and zoning law; and

WHEREAS, Updating the Sensible Tools Handbook was recommended as a high-priority implementation project in the most recently adopted *NWI 2050*, adopted on May 16, 2019. As a result, the *Sensible Tools Handbook+ for Indiana, 2023*, was developed by NIRPC staff with assistance from Indiana planners; and

WHEREAS, the 2023 Handbook is developed to supplement the 2007 Handbook by broadening the planning tools and best practices to address new opportunities and challenges. It continues to support cities, towns, and counties as they make decisions to shape the future of their communities. This handbook's common themes: resilient, healthy, sustainable, equitable, and smart are designed for strong, high-quality, and competitive communities; and

WHEREAS, the Technical Policy Committee (TPC) has duly voted to recommend the *Sensible Tools Handbook+ for Indiana, 2023, Best Practices for a Changing Landscape*.

NOW, BE IT RESOLVED that the Northwestern Indiana Regional Planning Commission duly adopts *the Sensible Tools Handbook+ for Indiana, 2023, Best Practices for a Changing Landscape*, as a community guide for sensible growth on this 7th day of December two thousand and twenty-three.

ATTEST:

Richard Hardaway
Chair

Sue Lynch
Secretary

**A COOPERATIVE ACCORD FOR COORDINATION OF
LAND USE AND TRANSPORTATION PLANNING
IN THE MICHIGAN PORTION OF THE
MICHIGAN CITY-LA PORTE, IN-MI URBAN AREA
BETWEEN THE**

**NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION
AND THE
SOUTHWESTERN MICHIGAN COMMISSION**

This Cooperative Accord is made by and among the Northwestern Indiana Regional Planning Commission, hereafter referred to as “NIRPC”, and the Southwestern Michigan Planning Commission, hereafter referred to as “SWMPC.”

WHEREAS, NIRPC and SWMPC actively coordinate land use and transportation planning and transportation project development along the border between the States of Indiana and Michigan in their respective jurisdictions; and

WHEREAS, NIRPC and SWMPC coordinate planning activities and carry out such activities cooperatively so that principal metropolitan area planning products reflect consistency with best practices and with broader bi-state goals; and

WHEREAS, The Michigan City-La Porte, IN-MI urban area (UA) established by Census 2020 extends into Berrien County, Michigan along Lake Michigan and must be serviced by a metropolitan planning organization (MPO). The Michigan portion of the UA is 8.81 square miles with a population of 4,054 (Census 2020). The UA is also designated air quality non-attainment and must have a cooperative process (organizational and technical) to demonstrate air quality conformity; and

WHEREAS, the Michigan portion of the Michigan City-La Porte, IN-MI UA is part of the SWMPC MPO’s Benton Harbor/St. Joseph transportation planning area (known as TwinCATS study area) for purposes of achieving coordinated land use-transportation-air quality management planning in the State of Michigan; and

WHEREAS, per 23 CFR 450.308 a metropolitan planning area boundary shall be established to service the area likely to become urbanized within the 20-year forecast period, and

WHEREAS, the existing regional transportation planning processes in both Indiana and Michigan are fully adequate to meet all of the Federal planning requirements that may attach to the UA.

IT IS HEREBY AGREED, that NIRPC is and remains responsible for metropolitan area transportation planning within its three-county planning area boundary in Indiana, including all responsibilities of an MPO; and SWMPC assumes all the MPO responsibilities of the Michigan portion of the Michigan City-La Porte, IN-MI UA; and

FURTHERMORE, that NIRPC and SWMPC hereby agree to continue to actively coordinate planning and related public notification and involvement activities and development of products,

including annual work programs, transportation plans, air quality related information, and transportation improvement programs, for their respective planning jurisdictions (keeping an example list of coordination activities on file), thereby fully meeting the Federal planning requirements for both states and the MPO planning area boundaries; and

FURTHERMORE, this coordination will be achieved by periodic meetings of the regional planning agency Executive Directors, and subsequent interagency staff meetings as called for by the Executive Directors. In addition, each agency shall have a representative on the other agency's transportation committee; and

FURTHERMORE, that NIRPC and SWMPC hereby agree to provide notification to each other of planning activities, project developments, and related events and activities that may have a significant bearing upon the outcome of land use and transportation system development in the UA; and

FURTHERMORE, any conflicts that may arise between the MPOs will be resolved by the executive directors of the two agencies; in the event that conflicts remain unresolved, a temporary, four-member bi-state commission made up of two officers appointed by each of the chairs of the boards from both MPOs will resolve the conflict.

IN WITNESS WHEREOF, the parties hereto have caused this accord to be executed by their proper officers and representatives.

Richard Hardaway
Chairman, Northwestern Indiana Regional
Planning Commission

Date

Chair, Southwestern Michigan Planning Commission

Date



RESOLUTION 23-14

December 7, 2023

A RESOLUTION OF THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION AUTHORIZING AND ADOPTING THE TITLE VI PROGRAM OF THE U.S. DEPARTMENT OF TRANSPORTATION UNDER PROVISION OF FTA CIRCULAR 4702.1b

WHEREAS, the U.S. Department of Transportation requires recipients of federal funding to comply with policies and regulations related to Title VI of the Civil Rights Act of 1964, as amended; and

WHEREAS, the Commission is a Direct Recipient of federal funding and is required to develop a Title VI Program and to report Title VI compliance to the Federal Transit Administration for the activities in which it is a Direct Recipient; and

WHEREAS, in compliance with Title VI non-discrimination laws, in regard to providing appropriate access to services and activities provided by federal agencies and recipients of federal assistance, the Northwestern Indiana Regional Planning Commission will ensure that individuals are not excluded from participation in, denied benefits of, or otherwise subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, national origin, age, sex, disability, religion, or language; and

WHEREAS, in compliance with Title VI non-discrimination laws, in regard to providing appropriate access to services and activities provided by federal agencies and recipients of federal assistance, the Limited English Proficiency requirement mandates that the Northwestern Indiana Regional Planning Commission accommodate persons with Limited English Proficiency,

NOW, THEREFORE, BE IT RESOLVED by the Northwestern Indiana Regional Planning Commission:

The Commission approves and submits the 2023 Title VI Program to the Federal Transit Administration and/or U.S. Department of Transportation in compliance with the Title VI of the Civil Rights Act of 1964, on behalf of the Northwestern Indiana Regional Planning Commission.

Duly adopted by the Northwestern Indiana Regional Planning Commission on this seventh day of December, 2023

Richard Hardaway
Chair

ATTEST:

Sue Lynch
Secretary