

NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION

LEADERSHIP COMMITTEE

September 16, 2025 / NIRPC Dune Room – 8:30 a.m.

Members present

Denise Ebert, Wendy Mis, Bob Carnahan

Staff and others present

George Topoll, David Hollenbeck, Ty Warner, Talaya Jones, Meredith Stilwell, Lisa Todd, Darin Sherman, Mitch Barloga

Call to Order and Pledge of Allegiance

Wendy Mis called the meeting to order.

Approval of Minutes

July 8, 2025, Leadership Committee meeting minutes were presented. The minutes were approved on a motion by Denise Ebert, seconded by Bob Carnahan, and with no opposition.

Review of Financial Status – June 2025 Budget vs Actual

The June 2025 financials, bank reconciliations for the NIRPC general fund, CARES funds, and Marquette Greenway accounts, and expense and revenue reports for the NIRPC general and CARES funds were provided electronically for review before the meeting. The reports were also provided in the Committee meeting packet.

Year-to-date, June 30, 2025, total expenditures were \$4,865.646, of the \$20,218,721 budgeted. Total General Fund revenue for the period was \$1,541,524 of the \$5,632,731 budgeted.

Total NIRPC CARES fund expenditures year-to-date, June 30, 2025, were \$369,296 of the \$272,569 budgeted. Total CARES revenue collected for the period was \$371,311 of the \$235,800 budgeted.

Approval of Claims Registers – June 2025

The June 2025 General Fund claims totaling \$1,468,124.26 were presented to the Committee. The claims of \$1,468,124.26 were approved by a motion from Bob Carnahan, seconded by Denise Ebert, with no opposition.

The June 2025 Marquette Greenway claims totaling \$12,768.41 were then presented for approval. The CARES fund claims of \$12,768.41 were approved on a motion by Bob Carnahan, seconded by Denise Ebert, and with no opposition.

Review of Financial Status – July 2025 Budget vs Actual

The July 2025 financials, bank reconciliations for the NIRPC general fund, CARES funds, and Marquette Greenway accounts, and expense and revenue reports for the NIRPC general and CARES funds were provided electronically for review before the meeting. The reports were also provided in the Committee meeting packet.

Year-to-date, July 31, 2025, total expenditures were \$5,188.144 of the \$20,218,721 budgeted. Total General Fund revenue for the period was \$2,086,677 of the \$5,632,731 budgeted.

Total NIRPC CARES fund expenditures year-to-date, May 31, 2025, were \$369,311 of the \$272,569 budgeted. Total CARES revenue collected for the period was \$371,186 of the \$235,008 budgeted.

Approval of General Claims Register – July 2025

The July 2025 General Fund claims totaling \$303,266.05 to the Committee. The claims of \$303,266.05 were approved by a motion from Bob Carnahan, seconded by Denise Ebert, with no opposition.

RLF Management Plan update

Denarie Kane presented an update to the Revolving Loan Fund (RLF) Management Plan, noting that the plan was originally adopted in 2020, amended in 2021, and requires updates every five years.

As the governing body for the RLF, the Leadership Committee has the authority to adopt changes without NIRPC Board approval. Denarie explained that introductory pages of the plan will remain unchanged until the Comprehensive Economic Development Strategy (CEDS) document is finalized.

She also clarified that the Leadership Committee is responsible for appointing RLF Board members. The Committee may either appoint members directly or delegate that responsibility to the Leadership Committee Chair. It was decided that the Chair will serve as the appointing authority.

Following discussion, the Committee approved the RLF Management Plan update on a motion by Bob Carnahan, seconded by Denise Ebert, with no opposition.

Marquette Greenway Contract (pending legal review and approval of amendment #2 from FHWA)

Mitch Barloga presented the contract for the Marquette Greenway project covering the west Gary segment from Cline Avenue to Bridge Street. The contract total is not to exceed \$2,792,240, with \$1,262,000 already secured and \$1,529,000 still pending.

It was emphasized that even if the contract is recommended and approved, NIRPC must issue written authorization before any funds beyond the secured \$1,262,000 can be spent.

A favorable recommendation to the NIRPC Board is being sought, contingent on three conditions:

1. Approval of Amendment #2 from FHWA
2. Completion of legal review
3. Receipt of an executed Purchase Order from INDOT

During discussion, Dave Hollenbeck noted that progress should not be hindered. The Committee voted to recommend the contract to the NIRPC Board with the stated contingencies, following a motion by Bob Carnahan, seconded by Denise Ebert, with no opposition

Drive Clean Indiana Contract

Talaya Jones presented the Drive Clean Indiana (DCI) contract totaling \$438,000, noting that it is the same contract previously approved. The funding includes \$350,400 in federal CMAQ funds, with the remaining 20% provided as matching funds by DCI. NIRPC acts as the pass-through agency for the federal funds to DCI.

Ty Warner informed the Committee that Carl Lisek from DCI will provide an update at the upcoming Executive Board meeting.

The Committee gave the DCI contract a favorable recommendation to the NIRPC Board for approval, following a motion by Bob Carnahan, seconded by Denise Ebert, with no opposition.

Personnel updates

Ty reported that Ishan Parek filled the Technical Assistant position.

Other Business

Ty reported that the 2024 audit is wrapping up.

Due to the second Tuesday in October falling right after the Columbus Day holiday, the next Leadership meeting will be held the first Tuesday, October 7, 2025.

Adjournment

There being no further business, the meeting was adjourned at 9:41 am.