



Flint Hills Metropolitan Planning Organization

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Policy Board Meeting

Wednesday, January 17, 2024

3:30 pm

In Person:

Auditorium
 Manhattan Public Library
 629 Poyntz Ave
 Manhattan, KS 66502

Virtual:

Zoom meeting
 Meeting ID: 919 154 6755
 Passcode: 148813

VOTING MEMBERS PRESENT		
x	Keith Ascher	Geary County Commission
x	Mike Moriarty	KS Dept of Transportation
x	Peter Oppelt	Manhattan City Commission
	Dee McKee	Pottawatomie Co. Commission
x	Ronna Larson	Junction City Commission
x	John Ford	Riley County Commission
	Clifford Baughman	Wamego City Commission
NON-VOTING MEMBERS PRESENT		
	Matt McDonald	Federal Highway Admin.
	Owen Washburn	Fort Riley Representative
	Eva Steinman	Federal Transit Admin.
x	Anne Smith	Flint Hills ATA

Staff Present		
x	Jared Tremblay	MPO
x	Abigal Danner	MPO

Guests Present		
	Eleanor Matheis	KDOT

1. Welcome

- The Policy Board meeting was called to order at 3:35p by chairperson Ronna Larson.

2. Public Comment Opportunity (for items not on the agenda)

3. Financial Update

- Jared Tremblay gave an overview of the accounts and noted no changes save for interest in the money market account, and standard transactions in the checking. He then showed a series of charts plotting the MPO account balances over the last 24 months, and noted that the 2023 Q4 reimbursement from KDOT should be deposited in the next few weeks.

Special Accommodations: Please notify the MPO at (785) 620-3070 or FHMPO@FlintHillsMPO.org at least 72 hours in advance if you require special accommodations to attend this meeting. We will make every effort to meet reasonable requests. The MPO does not discriminate against anyone on the basis of race, color, or national origin, according to Title VI of the Civil Rights Act of 1964. For more information or to obtain a Title VI Complaint Form, visit the MPO office at the address above or www.FlintHillsMPO.org.

- Jared Tremblay gave a back story to the money market account for the new City of Manhattan member, Peter Oppelt. He noted that account was set using City of Manhattan funds up to cover costs from 2019-21 when CPG reimbursement was delayed and there was a need to have cash on hand to cover expenses. Any funds used in the account would be reimbursed when the KDOT funds were deposited.

4. Staff Updates

- Quarterly Reconciliation:
 - Jared Tremblay provided the Board the quarterly Loss-Profit balance sheet, noting that the 'profit' numbers are off as 2024 Local Match invoice #1 was included.
 - John Ford requested this report be emailed directly to Board members the week before the meeting so that they can review it before the meeting.
- Quarterly Leave & Comp Time Summary
 - Jared Tremblay provided the Board with the quarterly comp time and leave report, per the Operations Manual.
 - John Ford and Ronna Larson recommended omitting this information from future meetings.
 - Anne Smith recommended a simple statement noting how much PTO each employee accrues per pay period, but not showing when and how much has been used.
- US-24 Corridor Committee
 - Jared Tremblay noted the FHMPO partook in the semi-annual US-24 Corridor Committee meeting. He noted KDOT's recent speed study along the roadway and the vast amount of speeding. He highlighted that the City of Manhattan is working on a East Gateway Plan and that the MPO will be doing public outreach/input with the City as their plan parallels the Long-Range Plan update.
- TCP Grant
 - Jared Tremblay noted that the City of Ogden heard back on a federal Thriving Communities Program grant, of which the MPO is a key partner. He noted a letter of support for the Chair to sign.

5. KDOT Update:

- Mike Moriarty noted the feedback summaries from Local Consult has been released, and a link will be sent to Board members.
- Mike Moriarty also noted that the first ever Drive to Zero Day at the Capital will be Feb. 29 from 9a to noon.

6. **ACTION ITEM:** Approval of the December 20, 2023 Meeting Minutes

- John Ford motioned and Keith Ascher seconded. Peter Oppelt abstained. The motion passed unanimously.

7. **ACTION ITEM:** Approval of the 2024 Unified Planning Work Program (UPWP) Amendment #1

- Jared Tremblay gave an overview of the summary of changes, and including that item 3.5 Complete Streets had been adjusted to correctly reflect 2.5% of the required amount of item 3.0 Regional Planning, instead of the previous 2.5% of the entire UPWP budget. Second, he noted the creation of item 3.6 – Electric Vehicle Readiness Plan so as to make administering the project easier.
- Keith Ascher motioned and John Ford seconded. Motion passes unanimously.

8. **ACTION ITEM:** Approval of Preservation – Transit Performance Measures

- Jared Tremblay provided highlights of the region's Transit measures noting specifically the changes from 2020 when they were first set, to 2023. Of key concern is the amount of buses exceeding their Useful Life Benchmark (ULB).
- John Ford asked if there was a timeline for new buses.
- Anne Smith stated that no, there is no timeline as none of the three vehicles purchased and under contract to be delivered by the end of 2023 have been delivered. Further, she noted that she is looking to purchase vehicles through another state's contract.
- John Ford stated that given this situation, the targets are not likely to be met and may need to be changed.
- Jared Tremblay replied that there is no solution to this problem, but the MPO still must track the data. Further, he noted there is no penalty for not meeting the target, and that this target matches the state's TAM.
- Mike Moriarty asked how long the ULB had been set at this target.

- Anne Smith stated that it has been 25% since she was aware of the metric. She noted ATA has been tracking this data for years, and right now over half of ATA's fleet should have been replaced in the last three years, but no buses have. Additionally, costs have doubled, so ATA is beginning to look at other options for buses.
- Jared Tremblay noted this metric will be reassessed in three years. If at that time the target needs to be raised, it can.
- Ronna Larson stated she would interested to see how to data changes in 2026, and that it may be useful to do yearly updates.
- Jared Tremblay noted the target, matching the state's TAM, has never been changed
- John Ford recommended reviewing this info and revisiting the topic at the next meeting.
- Peter Oppelt asked what the goal or reason would be for moving the target.
- John Ford noted that by changing the target it may cause some in FTA to notice, thus showing that the issue is affecting local agencies
- Anne Smith stated she would be on board with changing targets if there were consequences for missing them. She stated if KDOT changed its TAM target, ATA and the MPO should match.
- Anne Smith noted however, that she has spoken with FTA officials and while they are aware of the issues, they have not moved forward with guidance on how to improve the situation.
- The item was tabled until the following meeting

9. DISCUSSION ITEM: Approval of the Operations Manual Updates

- Jared Tremblay presented the proposed updates, including the removal of the use of the online portal due to limited use. Instead, certain items will be presented at quarterly meetings and sent to board members directly.
- Anne Smith recommended the use of executive sessions at quarterly meetings to discuss personal information.
- John Ford motioned and Mike Moriarty seconded. The motion passed.

10. DISCUSSION ITEM: 2023 End-of-Year Expenditures Report & Carryover

- Jared Tremblay presented the 2023 expenditures report and the accompanying carryover documents. He noted that there has been CPG and local match carryover

the last three years, and that a portion of each will be used in 2024 to help pay for the EV Readiness Plan.

- John Ford requested that local match carryover be broken down by jurisdiction, with the info emailed to Board members.

Jared Tremblay noted the reasons for carryover, namely changes to CPG funding by KDOT thanks to BIL, as well as the start of quarterly billing in 2022 vs monthly previously; the result being less adjustments of the final budget.

11. **DISCUSSION ITEM:** IRS Update

- Jared Tremblay stated he had sent all documents to Senator Moran's staff, who have accountants who work specifically on such matters. He will update the Board going forward.

12. Motion for Adjournment

- Jared Tremblay reminded the board that EV Readiness Plan proposals will be submitted by Feb. 9th, and from there a committee will review them, before selecting a consultant.
- John Ford motioned and Peter Oppelt seconded. The meeting was adjourned at 4:32p

Next Meeting February 21, 2024

Anna Far 03/21/2024