



Flint Hills Metropolitan Planning Organization

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Policy Board Meeting

Wednesday, October 18, 2023

3:30 pm

Manhattan Public Library – Groesbeck Room

Zoom – Meeting ID: 919 154 6755 passcode: 148813

VOTING MEMBERS PRESENT		
x	Keith Ascher	Geary County Commission
x	Ryne Dowling	KS Dept of Transportation
x	Linda Morse	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.
x	Kelley Paskow	Fort Riley Representative
	Eva Steinman	Federal Transit Admin.
x	Anne Smith	Flint Hills ATA

Staff Present		
x	Jared Tremblay	MPO
x	Abigail Danner	MPO

Guests Present		
	Allison Smith	KDOT
	Michael Moriarty	KDOT

1. Welcome

- The Policy Board meeting was called to order at 3:34p 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. As of 10.10.2023 there was \$160,971.29 in checking, but in the week since then the KDOT Q3 reimbursement has cleared the bank and the balance is back above \$190,000. The money market account has \$102,995.41.
- Jared Tremblay then showed a series of charts plotting the MPO account balances over the last 24 months.

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.

4. Staff Updates

- TDM: Jared Tremblay gave an update of the process on-going with the Transportation Demand Model (TDM), stating that the consultant is finalizing work on the 2022 Base Year model. This work should be done in November. From there future scenarios will be run based on meetings and data from local planning staffs.
- SRTS: Jared Tremblay noted that the report is complete and has been sent to City and USD staff for review and adoption. He will be giving a presentation to the USD board on November 1st. He noted that once adopted, the City and USD will be eligible to apply for KDOT TA grants.
- EV Readiness Plan: Jared Tremblay noted that he is working on the RFP for the plan, and that the RFP will go out on 1.2.2024 so as to leverage 2024 UPWP funding.
 - John Ford noted the need for Evergy to be a partner, to which Mr. Tremblay agreed.
 - Allison Smith of KDOT stated that she will supply Evergy contacts
 - Keith Ascher asked questions on how many megawatts of power will be needed and that this region is a lower priority for Evergy than their service areas to the east.
 - Jared Tremblay noted that the EVRP will look at these questions and hopefully will apply a scenario approach, asking what needs are required if X% of vehicles become EVs in X years.
 - John Ford brought up his interest in having Exit 313 be a potential EV charging site. There was discussion about the issues with utilities at the location.
 - Allison Smith noted that to be eligible for NEVI funding for chargers, potable water, wifi, restrooms, food and things to do are required, and Exit 313 doesn't meet any of these.

5. KDOT Update:

- Ryne Dowling noted that UPWP Amendment #3 had been reviewed
- Mike Moriarty stated that KDOT had completed all in-person local consult meetings. There will be one virtual meeting to be held on Oct. 24th, 2023 at 5p. After this meeting, KDOT will release a summary of the local consult process by the end of November. He noted statewide there have been over 1,000 attendees.

6. **ACTION ITEM:** Approval of the August 16th, 2023 Meeting Minutes

- John Ford motions and Linda Morse seconded. The motion passed unanimously.

7. **ACTION ITEM:** Approval of 2023 Unified Planning Work Program (UPWP) Amendment #3

- Jared Tremblay introduce the UPWP and went over the changes. He noted specifically that funds were being adjusted based on review of the budget after the 3rd Quarter billing. He also noted the Wamego Sidewalk Master Plan update.
- Keith Ascher motioned and John Ford seconded. The motion passed unanimously.

8. **DISCUSSION ITEM:** KDOT Carbon Reduction Program (CRP)

- Allison Smith presented slides on KDOT's new CRP, and how those funds identified for the FHMPPO area for FY 2022 & 2023 (~\$305,000) will be spent. Specifically, she noted the two EV charging proposals from the region, once each from Junction City and K-State, that had a total funding request of over \$750,000.
- Keith Ascher asked about how funding would be split since more was requested than is available. Could the projects be made smaller, two charges each, to fund both.
- Allison Smith stated that could not happen as there are requirements for four chargers, however the projects have not been scored yet. It could end up one project is chosen over the others.
- John Ford asked if BIL funding will actually come through to KDOT considering the issues in Congress and the hold up of the appropriations funding.
- Allison Smith replied that the funding for FY 2022 & 2023 has been awarded and can be spent. Future calls for projects will open in spring of 2024, and KDOT is assuming the funding will be there by then. There will be a series of webinars for guidance. Projects can include ITS updates; more than just EV charging and sidewalks. She will send out FHWA fact sheet/guidance document.
- There was general discussion about local government involvement in EV charging and level of interest from private companies, to which Allison Smith noted that the NEVI RFP received many private applications. Further, she stated as both Love's & Caseys gas stations are very interested in EV charging.

9. **EXECUTIVE SESSION:** Planning Manager Review

- Linda Morse moved to hold a 15-minute executive session. All non-voting members left the room

10. **DISCUSSION ITEM:** 2024 Unified Planning Work Program (UPWP)

- Jared Tremblay gave an overview of the future 2024 UPWP, and noted the new line item 3.5 Complete Street. This new line item must account for at least 2.5% of planning budget.
- Local Match: Jared Tremblay noted the updated 2024 UPWP has a slightly higher budget but lower local match as the 2.5% Complete Streets work is covered at 100% by CPG funds. Therefore, the final 2024 request will be lower than May 2023 estimate as required.
- 2024 COLA: Jared Tremblay went over a table showing the 2024 COLA percentages of all local FHMPO members and asked for guidance on what the COLA for the FHMPO should be set at.
- The Board was in favor of a 5% COLA, which will be used to update the 2024 UPWP budget. Additionally, the Board will vote to formally approve the 5% COLA at the November 2023 meeting.

11. **DISCUSSION ITEM:** Operations Manual – Federal Holidays

- Jared Tremblay noted that with Juneteenth becoming a federal holiday, the MPO should align their policy. He suggested removing Columbus Day and adding Juneteenth.
- John Ford suggested instead to just add Juneteenth as a holiday, and keep Columbus Day as most institutions will not be open those days. This would provide for 13 holidays.
- The Board will vote on this at the November 2023 meeting

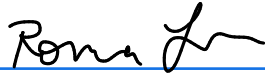
12. **DISCUSSION ITEM:** 2022 Audit Report

- Jared Tremblay gave an overview of the auditor's report and noted specifically that the comments refereeing to STIC items were due to lack of communication between him and the bookkeeper. This has been remedied. He then noted that the item noted three missed receipts is an error, as those receipts are accounted for. He stated he had spoken to the auditor and none of the findings were considered large issues.
- The Board requested to address one comment, that the minutes note the Chairperson.
- The Board will formally vote to approve the audit at the November 2023 meeting.

13. Motion for Adjournment

- The meeting was adjourned at 5:09p

Next Meeting November 15, 2023



Ronna Larson (Nov 16, 2023 14:10 CST)

16/11/2023






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Final Audit Report

2023-11-16

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