



Flint Hills Metropolitan Planning Organization

206 Southwind Place, Suite 2B | Manhattan, KS | 66503
785.620.3070 | FHMPO@FlintHillsMPO.org
www.FlintHillsMPO.org

Policy Board Meeting

Wednesday, July 20, 2022

Manhattan Public Library – Study Room 1

3:30 pm

Zoom

Meeting ID: 919 154 6755

1. Welcome
2. Public Comment Opportunity (for items not on the agenda)
3. Financial Update
 - As of 7/12/2022: \$99,091.30 in checking, \$100,385.62 in money market account. Awaiting reimbursement from KDOT for Q1 (\$42,228.11) and Q2 (\$35,736.23).
4. Staff Updates
 - CPG Agreement
 - Project timelines
5. KDOT Update: Available on KDOT's website, [here](#)
6. **Action Item:** Approval of the June 15, 2022 Meeting Minutes
7. **Discussion Item:** Staff hiring update
 - Position Advertising
 - Executive session
8. Motion for Adjournment

Next Meeting Aug. 17, 2022

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.

2022 Budgeted	2022 CPG Agreement
\$180,849.40	\$266,813.55
	\$85,964.15
	+47.5%

UPWP Funding	2019	2020	2021	2022 Budgeted	2022 CPG agreement	2023 Estimate (May 2022)	2023 Estimate (CPG agreemnt)*
Consolidated Planning Grant (CPG)	80%	79%	72%	77%	80%	74%	80%
Local Funds	20%	22%	28%	23%	20%	26%	20%

Jurisdiction	2019	2020	2021	2022 Budgeted	2022 CPG agreement ^	2023 Estimate (May 2022)	2023 Estimate (CPG agreemnt)*
Manhattan	\$27,780.45	\$29,692.61	\$38,560.08	\$47,954.75	\$20,608.98	\$34,881.10	\$26,413.75
Junction City	\$12,409.28	\$13,263.43	\$17,224.11	\$21,420.96	\$8,723.58	\$15,581.08	\$11,180.68
Pottawatomie Co	\$3,881.09	\$4,148.23	\$5,384.15	\$6,699.56	\$3,771.33	\$4,873.09	\$4,833.57
Riley Co	\$3,012.95	\$3,220.34	\$4,187.10	\$5,200.97	\$1,904.71	\$3,783.06	\$2,441.20
Wamego	\$2,298.02	\$2,456.19	\$3,224.59	\$3,966.84	\$1,828.53	\$2,885.39	\$2,343.55
Geary Co	\$1,685.21	\$1,801.21	\$2,319.61	\$2,909.02	\$1,257.11	\$2,115.95	\$1,611.19
Total	\$51,067.00	\$54,582.00	\$70,899.64	\$88,152.10	\$38,094.24	\$64,119.67	\$48,823.93

* The 2023 budget has not been finalized

^ The MPO will be covering the second local match installment (~\$17,000) with funds in checking our account.



Flint Hills Metropolitan Planning Organization

206 Southwind Place, Suite 2B | Manhattan, KS | 66503
 785.620.3070 | FHMPPO@FlintHillsMPO.org
 www.FlintHillsMPO.org

**Policy Board Meeting Minutes
 June 15, 2022 3:30pm**

Manhattan Public Library – Study Room 1 & via Zoom

VOTING MEMBERS PRESENT		
x	Keith Ascher	Geary County Commission
x	Cory Davis (alt)	KS Dept of Transportation
	Usha Reddi	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		
x	Cecelie Cochran (Zoom)	Federal Highway Admin.
X	Wilford Rose (Alt)	Fort Riley Representative
	Eva Steinman	Federal Transit Admin.
	Anne Smith	Flint Hills ATA

Staff Present		
x	Jared Tremblay	MPO
x	Courtney Wise	MPO

Guests Present	
Jeff Underhill	City of Junction City
Ryne Dowling	KS Dept of Transportation
Rene Hart	KS Dept of Transportation

1. Welcome

- The Policy Board meeting was called to order by Chairperson John Ford at 3:31 pm.

2. Public Comment Opportunity

- There were no public comments.

3. Financial Update

- Jared Tremblay gave a brief update of the financial accounts, with statements included on the public agenda.

4. Staff Updates

- Jared Tremblay provided an update of MPO projects including the Limited English Proficiency and Title VI documents. He then informed the board that the transition since Stephanie Peterson's exit from the MPO has gone smoothly thus far.
- Jared Tremblay gave an update on the CPG agreement with KDOT, highlighting the documents attached in the agenda. Of note was the large increase in CPG funding available for fiscal year 2022. With this new funding it was confirmed the MPO would cover the remaining local match for 2022, as was discussed at the previous meeting. Jared noted the new CPG funds will allow for the MPO budget to be split at 80/20 in 2023.
- Corey Davis mentioned KDOT was able to accommodate the increase with the passing of the Federal BIL legislation, which allotted more funds for MPOs.
- John Ford asked about unused CPG funds. Corey mentioned no other MPO's currently have large unused funds

5. KDOT Update:

- Corey Davis introduced Ryne Dowling.
- Corey will be sending out adjusted MPO Liaison responsibilities around Kansas, with Ryne Dowling working with the FHMPO.
- John Ford thanked KDOT for their work on adjustments to work zone layouts; specifically, US-24, in regards to last month's board request in light of several severe crashes in late April and early May.

6. Action Item: Approval of May 18, 2022 Meeting Minutes

- John Ford requested the adjustment of the date from April 20th, 2022 to May 18th, 2022.
- Keith Ascher motioned to approve the minutes. Ronna Larson seconded. Motion carried 4-0.

7. Discussion Item: Staff hiring update

- Jared Tremblay noted the position had been relisted on Planetizen and APA websites.
- Anne Smith suggested posting the position on Indeed.com. ATA has had success with this for their hiring process using this platform.
- John Ford supported Anne's proposal as he noted the trend is staff movement to the private sector. Ronna Larson and Keith Ascher both agreed.
- Jared Tremblay noted that Matt Messina has been out of town, and as he is responsible for checking the email address for applications, some could have come through in the last week.
- Anne Smith noted that one outside the box idea was to hire someone who could work remotely, or allow for in-office half the time and expand the search to allow those living within a hundred-mile radius. The board discussed this option, noting the Flint Hills Regional Council was having issues with out-of-town personnel due to the disconnect caused by the distance and lack of local connection. Keith Ascher mentioned that there would be a need for any new person to be a good fit for existing staff and how that long-distance working relationship would work.

- Anne Smith mentioned that ATA could have some capacity to help with the administration side in the interim.
- Anne Smith mentioned SWTA (Southwest Transit Association) as a possible location to post the position, stating to do so would be free if ATA, as a member organization, posted the position for the MPO.
- Keith Ascher asked about moving fees for an out-of-town hire. John Ford mentioned it would likely be a salary and benefits discussion.
- Keith requested an update from Matt; sent to board. Corey Davis noted Mr. Messina will return next week and provide an update to the board via email.

8. Discussion Item: Personnel discussion

- At 4:03 voting members went into a private break-out room to discuss personnel. Keith Ascher motioned. Ronna seconded. Motion passed 4-0.
- At 4:13 the meeting was closed.
- At 4:16 a second 10-minute executive session including Jared Tremblay was motioned by Ronna Larson and seconded by Keith Ascher. Motion passed unanimously.
- As 4:26 the second executive session was closed. Keith Ascher made a motion to appoint Jared Tremblay as interim Director with an annual salary of \$80,000, with retroactive pay back to the beginning of May. Ronna Larson seconded. Motion passed 4-0.

9. Motion for Adjournment

- John Ford stated that the Board would meet on July 20, 2022 to discuss the status of the hiring process. Keith Ascher made a motion at 4:31 to adjourn. Ronna Larson seconded. Motion passed 4-0.

Advertising: Director position		
Date	Details	Cost
4.1.2022	AMPO	\$ 125.00
4.11.2022	Planetizen	\$ 99.95
4.12.2022	APA	\$ 295.00
6.8.2022	Planetizen	\$ 99.95
6.8.2022	APA	\$ 295.00
7.1.2022	Indeed	\$ 228.00
Total		\$ 1,142.90