



## Flint Hills Metropolitan Planning Organization

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

### Policy Board Meeting

**Wednesday, October 19, 2022**  
**Manhattan Public Library – Study Room 2**  
**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 10/12/2022: \$147,696.69 in checking, \$100,524.58 in money market account.
4. Staff Updates
  - Title VI – Minority Populations Criterion
5. KDOT Update: Available on KDOT's website, [here](#)
6. **Action Item:** Approval of the September 21, 2022 Meeting Minutes
7. **ACTION ITEM:** Approval of Amendment #2 to the Unified Planning Work Program (UPWP)
8. **DISCUSSION ITEM:** 2023 UPWP and Local Match
9. **DISCUSSION ITEM:** Transportation Planner position
10. Motion for Adjournment

**Next Meeting October 16, 2022**



**Flint Hills Metropolitan Planning Organization**

323 Poyntz Avenue, Suite 101 | Manhattan, KS | 66502  
 Phone: 785.620.3070  
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DATE: October 1, 2022  
 TO: MPO Policy Board  
 FROM: Jared Tremblay, Planning Manager  
 RE: Title VI Minority Population Criterion

During the September 2022 Policy Board meeting, board members requested information on the FHMPO’s Environmental Justice (EJ) criterion for minority populations. Concern was raised that the existing MPO threshold (20% or greater than the regional average) was too restrictive, resulting in some minority populations being overlooked, and therefore potentially limiting funding opportunities.

I have researched the minority population EJ thresholds and practices of comparable Kansas MPOs. An overview of these criteria can be found in the table below. In short, there is no standard criterion, and each MPO creates their own based on their specific demographics. The findings show that the FHMPO’s existing minority criterion is not only acceptable but less restrictive than all other comparable criteria.

Further, contact with KDOT’s Environmental Coordinator confirmed these findings.

For these reasons I believe the FHMPO’s existing minority populations criterion is acceptable and should be maintained.

MPO	Minority Criteria	Details
Flint Hills MPO	20% or greater than the regional average	MPO-wide minority population = 27.8%. Threshold = 33.3% (27.8 x 1.2)
Lawrence-Douglas County MPO	99% Confidence Interval for the Mean Minority	MPO-wide mean = 12.87%, 99% confidence interval = ±3.46%, Minority Threshold = 16.3% (27% above the average)
Metropolitan Topeka Planning Organization	Title VI Concentration Area	Census blocks were divided into approximate quartiles based on percent minority populations. The boundary of the Title VI Concentration Area was drawn to encompass all blocks with the highest quartile of minority population, with lower quartile blocks added to make a cohesive area.
Wichita Area MPO	Regional Average Threshold & EJ Threshold	WAMPO-wide average minority population = 23.4%. Regional Average Threshold blocks = minority populations between 33.37% & 50% (42% - 112% above the regional average). The EJ Threshold (Minority) blocks = minority populations > 50% (>113% above the regional average).



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### Policy Board Meeting

**Wednesday, September 21, 2022**  
**Manhattan Public Library – Study Room 1**  
**3:30 pm**

**Zoom**

Meeting ID: 919 154 6755

Manhattan Public Library – Study Room 1 & via Zoom

VOTING MEMBERS PRESENT		
x	Keith Ascher	Geary County Commission
x	Matt Messina	KS Dept of Transportation
x	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.
	Wilford Rose (Alt)	Fort Riley Representative
	Eva Steinman	Federal Transit Admin.
	Anne Smith	Flint Hills ATA

Staff Present		
x	Jared Tremblay	MPO

Guests Present		
	Ryne Dowling	KS Dept of Transportation

1. Welcome

- The Policy Board meeting was called to order at 3:30p by John Ford

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

3. Financial Update

- Jared Tremblay gave an update of the MPO’s accounts as of 9/13/2022: \$157,935.35 in checking, \$100,470.9 in money market account.
- Jared Tremblay highlighted the recent additions to the Policy Board member webpages, including historical bank account balances. Matt Messina suggested adding some information to the financial page, so as to provide context and insight into the graphs.

#### 4. Staff Updates

- Short Term Disability
  - Jared Tremblay updated the board on the recently executed private short term insurance contract, with monthly reimbursement by the MPO's bookkeeper.
  - John Ford asked about issues and opportunities once a second person is hired. Jared Tremblay mentioned the contract continues monthly until notice to stop. Jared continued that once a second person is hired, the MPO will be eligible to rejoin the state's short term group plan.
  - John Ford recommended the MPO transition back to the state plan when possible. He recommended at the proper time we have a formal vote to confirm the decision.
  - Matt Messina asked if someone had short term insurance already through private what would we do.
  
- 2021 Audit
  - Jared Tremblay gave an overview of the 2021 audit to be completed by Vonfeldt Bauer & Vonfeldt (VBV). He noted the process will be done later in autumn.
  - John Ford stated he would like VBV to present on the completed audit to the Policy Board later in the autumn. Further he felt the presentation would be useful for new and future policy board members, and help with their transition to the board.
  
- 2023 UPWP
  - John Ford requested it be sent to the board before the Oct. meeting.
  - Matt Messina recommended that the final draft be presented and highlights all work and accomplishments, new initiatives, etc.

#### 5. KDOT Update: Available on KDOT's website, [here](#)

- Matt Messina mentioned the KDOT homepage will be the most up-to-date info with key links.
- Matt Messina mentioned Manhattan will be hosting the Governor and KDOT secretary on Oct. 6<sup>th</sup>. When details will become available, they will be sent to board members. Further, Matt recommended all Policy Board members be invited and attend the event if possible.

- Matt Messina mentioned a shift in planning at KDOT. Matt will be part of the new Multi-modal Transportation & Innovation department, and so he will no longer be in Transportation Planning division. Therefore Ryne Dowling or Michael Moriarty filling in for Matt Messina going forward.
- John Ford asked about more details about BIL clarification on what's coming through KDOT.
- Matt Messina mentioned a fact page and sent the on KDOT's webpage and sent the following link: [https://www.fhwa.dot.gov/bipartisan-infrastructure-law/fact\\_sheets.cfm](https://www.fhwa.dot.gov/bipartisan-infrastructure-law/fact_sheets.cfm) Matt went into a few details of how BIL is beyond transportation and the HUB website outlines all of these possibilities. He mentioned 60% is formula funding and 40% will be discretionary with competitive grant processes.
- Jared Tremblay will be sending out updates and announcements to Policy Board as well going forward.
- Matt Messina mentioned KDOT is working to increase their tactical and administrative capabilities to help local governments apply and manage their federal grants.
- Matt Messina recommended the creation of a tech sheet for each community/organization, with demographic and other requested information from each grant opportunity available for ease of grant application.
- Matt Messina mentioned the next round of Cost Share projects should be coming out in the autumn and he would expect a few projects to be in the Flint Hills region.

6. **Action Item:** Approval of the July 20, 2022 Meeting Minutes

- Jared Tremblay mentioned the date at the top of page 1 needs adjusting
- John Ford stated we'll amend the minutes
- Usha Reddi motioned with changed of date, and Keith Ascher seconded. The motion approved unanimously.

7. **ACTION ITEM:** Approval of Amendment #3 to the Transportation Improvement Program

- Jared Tremblay gave overview of the updates to the TIP, specifically the Summary of Changes. Jared highlighted several projects across the region including the I-70 and K-18 interchange.

- Keith Ascher mentioned his pleasure with new design but expressed concern about potential issues with right-of-way and the existing volunteer fire station.
- Usha Reddi asked about Kimball & Denison project. Jared Tremblay detailed the location and dates of the project identified in the TIP.
- John Ford commented/questioned about RL county USD-24 & K13 project. Jared Tremblay highlighted the details identified in the TIP.
- Keith Ascher motioned approval, and Usha Reddi seconded. The motion passed unanimously

8. **ACTION ITEM:** Approval of 2022 Limited English Proficiency Plan

- Jared Tremblay gave overview of the updates to the LEP, noting changes since the last update in 2020. Of note was the change in US Census Bureau population in the region, with the MPO estimated to have lost 6,000 residents.
- The board discussed this loss of population. Jared Tremblay noted the final 2020 data is due out this autumn.
- Cecelie Cochran noted and shared the US Census bureau links and shapefile data
- John Ford questioned if the LEP should be tables until final data is released. Cecelie Cochran suggested we wait on release of finalized data from the Census Bureau.
- Matt Messina mentioned this is a core MPO document and key that it be approved to meet state deadlines.
- Usha Reddi motioned, and Ronna Larson seconded. The motion passed unanimously

9. **ACTION ITEM:** Approval of 2022 Title VI Program Guidance

- Jared Tremblay gave overview of the updates to the LEP, noting changes since the last update in 2018. Of note again was the change in US Census Bureau population in the region, with the MPO estimated to have lost 6,000 residents.
- John Ford asked what happens if new census data comes out shortly and changes need to be made to the document.
- Matt Messina suggested the MPO use the data available at the time of publication. Cecelie Cochran agreed, stating that it should be approved, and if new data shows an update is required then do so then. Further she stated that since the plan is updated every two years, this frequency is enough to keep current.

- Usha Reddi asked details about the 20% above average EJ criteria for Minority populations, including who sets that metric. Matt Messina recommended we follow up with Allison Smith at KDOT. Usha Reddi was concerned we are excluding some populations because we are using too high a value/criteria.
- Jared Tremblay will research the topic and reach out to KDOT on what is done across the state.
- Keith Ascher state that if we can amend the document, there is no harm in adopting it today.
- John Ford stated he would be in support of tabling the item until the October meeting.
- Matt Messina stated KDOT's deadline is the end of October, so approval in October is not a concern. Matt recommended sending Allison Smith an email for clarification.
- Matt Messina then mentioned Title VI sets the minimum standards to ensure all people are taken into account for projects.
- Usha Reddi motioned approval and Ronna Larson seconded. The motion passed unanimously.
- Matt Messina provided a link to USDOT Transportation Disadvantaged Census Tracts link showing existing tracts identified as Disadvantaged.  
<https://usdot.maps.arcgis.com/apps/dashboards/d6f90dfcc8b44525b04c7ce748a3674a>

#### 10. Motion for Adjournment

- Jared Tremblay asked about the board's desire to alter meeting location to allow for a larger public space for all Policy Board members
- Ronna Larson, Keith Ascher, Matt Messina, and John Ford stated they prefer zoom to cut travel time and costs.
- Usha Reddi recommended a retreat or a Policy Board meeting in-person to build relationships.
- Matt Messina recommended the UPWP planning session in the summer being a good opportunity for in-person meetings.
- At 4:55 Usha Reddi motioned, and Ronna seconded to adjourn the meeting. The motion passed unanimously.

**Next Meeting October 19, 2022**