



## Flint Hills Metropolitan Planning Organization

2805 Claflin Rd. Ste. 100 | Manhattan, KS | 66502  
785.620.3070 | FHMPO@FlintHillsMPO.org  
www.FlintHillsMPO.org

### **Policy Board Meeting**

**Wednesday, November 20, 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

1. Welcome
2. Public Comment Opportunity (for items not on the agenda)
3. Financial Update
  - As of 11/13/2024: \$156,183.54 in checking, \$106,407.24 in money market account
  - Monthly statement balances
4. Staff Updates
  - TDM & EVRP progress
  - US-24 Corridor Study
    - Committee meeting on Dec. 3<sup>rd</sup>, 2p at the Joint Maintenance Facility
    - Letters of Intent to update the US-24 MOU sent to local officials and public works directors; step 1 in process
    - Current timing: Late winter/early spring 2025 timeline for RFP release
5. KDOT Update:
6. **ACTION ITEM:** Approval of the October 16<sup>th</sup>, 2024 Meeting Minutes
7. **ACTION ITEM:** Approval of Amendment #5 of the Transportation Improvement Plan (TIP)
8. **ACTION ITEM:** Approval of the 2025 COLA
9. **ACTION ITEM:** Approval of 2025 Unified Planning Work Program (UPWP)

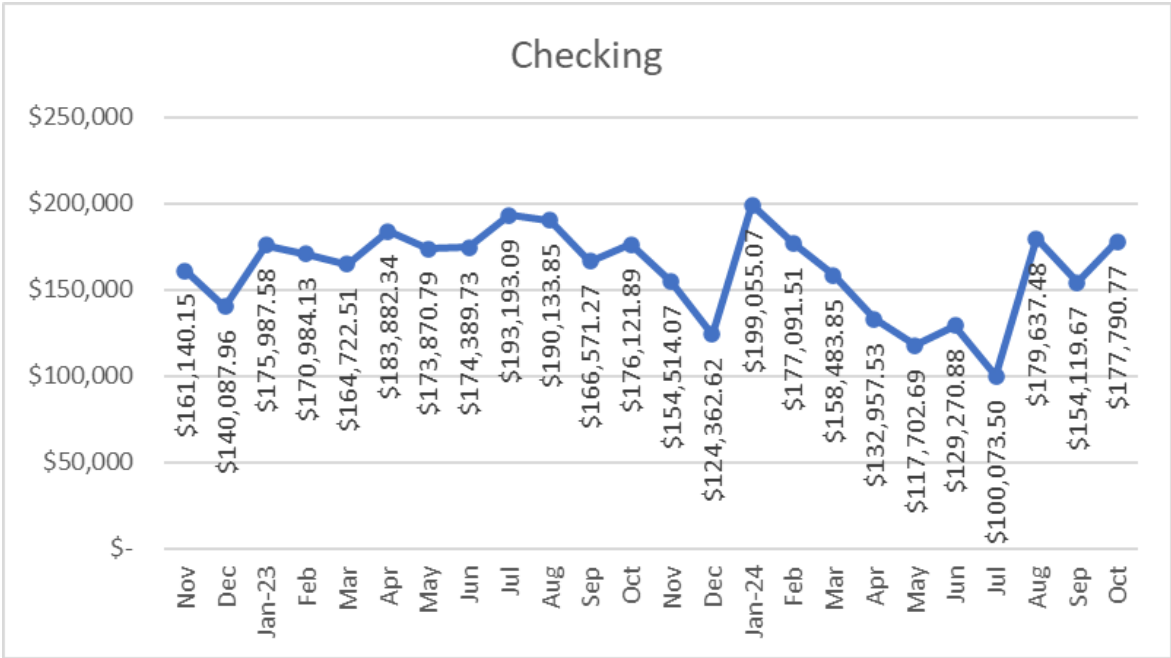
**Special Accommodations:** Please notify the MPO at (785) 620-3070 or FHMPO@FlintHillsMPO.org at least 72 hours in advance if you require special accommodations to attend this meeting. We will make every effort to meet reasonable requests. The MPO does not discriminate against anyone on the basis of 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.

10. **DISCUSSION ITEM:** City of Junction City DCIP Application

11. Motion for Adjournment

**Next Meeting December 18<sup>th</sup>, 2024, Manhattan Public Library**

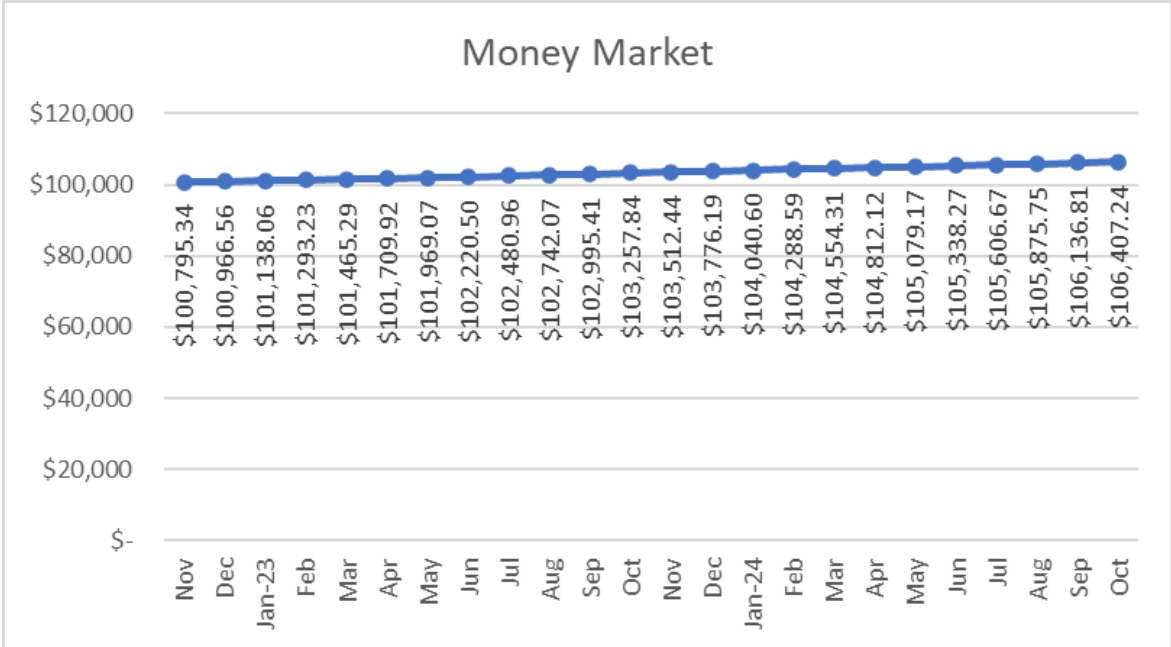
**Monthly Statement Balances**



As of 10.13.2024 balance = **\$156,183.54**

Large expenses in Oct/Nov

- 1. Olsson EVRP Invoice: \$13,868.02



**TDM Progress**

Total Paid	\$ 32,208.75	72%
Contract Total	\$ 44,580.00	
Remaining	\$ 12,371.25	28%

- Future scenario model runs should be completed in next few weeks
  - o Future TAC & PB meetings will review results
- Public Open house meetings will be scheduled after future scenario results completed

**EVRP Progress**

Total Paid	\$43,641.16	44%
Contract Total	\$99,348.50	
Remaining	\$55,707.34	56%

- FHMPO staff holds monthly meeting with consultant
- Last meeting was on 11.5.2024, discussions on policy recommendations for local jurisdictions & FHMPO
- FHMPO has setup early Dec. meeting with City of MHK ComDev staff to review policy recommendations



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**Policy Board Meeting**

**Wednesday, October 16, 2024**

**3:30 pm**

In Person:

Groesbeck Room  
 Manhattan Public Library  
 629 Poyntz Ave  
 Manhattan, KS 66502

Virtual:

Zoom meeting  
 Meeting ID: 919 154 6755  
 Passcode: 148813

<b>VOTING MEMBERS PRESENT</b>		
x	Keith Ascher	Geary County Commission
x	Ryne Dowling	KS Dept of Transportation
x	Peter Oppelt	Manhattan City Commission
x	Dee McKee	Pottawatomie Co. Commission
x	Ronna Larson	Junction City Commission
	John Ford	Riley County Commission
	Clifford Baughman	Wamego City Commission
<b>NON-VOTING MEMBERS PRESENT</b>		
x	Will Sharp	Federal Highway Admin.
	Kelley Paskow	Fort Riley Representative
	Eva Steinman	Federal Transit Admin.
x	Anne Smith	Flint Hills ATA

<b>Staff Present</b>		
x	Jared Tremblay	MPO
x	Abigail Danner	MPO

<b>Guests Present</b>		
	Desree Pettera	
	Randy Pettera	

1. Welcome
  - Meeting called to order at 3:31p
  
2. Public Comment Opportunity (for items not on the agenda)
  - Desree Pettera commented on the ATIIP memorandum provided by MPO staff at the September 2024 Policy Board meeting, and noted she has yet to see a copy of the June 12<sup>th</sup> letter of support from Junction City Mayor Landes.
    - Jared Tremblay stated he had a copy and would send it via email
  
3. Financial Update
  - Jared Tremblay gave an overview of the accounts and monthly statements.
  - Jared Tremblay then showed updates on the expenses in Sept. and Oct. in regards to the audit and two consultant projects.

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4. Staff Updates

- Project Updates – Jared Tremblay reviewed the document sent in the agenda on the road projects the Board had inquired about at the Sept. meeting.
- TERS Awards – Jared Tremblay reviewed the document in the agenda showing the revised timeline and noting that awards letters had been sent, and that local staff should be working with KDOT’s Bureau of Local Projects.
- TDM & EVRP progress – Jared Tremblay provided an update on the timelines and funds spent
- US-24 Corridor Study – Jared Tremblay noted that funding had been secured from all three local governments involved and that a meeting with KDOT staff had started the process to move forward. A US-24 Corridor Committee meeting will be held in early December.

5. KDOT Update:

- Ryne Dowling noted that he had received the MPO’s Q3 billing and that he would be reviewing and reimbursing shortly.
- Jared Tremblay asked about the complete streets reimbursement since the paperwork had been signed.

Ryne Dowling stated that in 2024 the funds will likely be a lump sum at the end of the year. However, in 2025 he hoped that they funds would be sent quarterly.

6. **ACTION ITEM:** Approval of the September 18, 2024 Meeting Minutes

- Keith Ascher moved and Dee McKee seconded. Motion passed.

7. **ACTION ITEM:** Approval of the 2023 Audit Report

- Jared Tremblay gave an overview of the items that required action. He stated he had met with the bookkeeper and all issues had been resolved via simple drop down reassignments. Going forward the issues will not be present.
- Dee McKee motioned and Keith Ascher seconded. Motioned passed.

8. **EXECUTIVE SESSION:** Planning Manager Annual Review

- Keith Ascher moved to have a 10 minute executive session. Peter Oppelt seconded. Motion passed and session began at 4:05p.
- No action was taken in the Executive Session.

9. **DISCUSSION ITEM:** 2025 UPWP

- Dee McKee asked for acronyms to be spelled out in future agendas/meetings

- Jared Tremblay provided an overview of the proposed 2025 UPWP noting local match and the key projects the MPO will be working on.
  - Dee McKee asked about the economic impact of removing oil/gas jobs and funding with the adoption of EVs. She stated this should be part of the EVRP.

10. **DISCUSSION ITEM:** City of Junction City DCIP Application

- Jared Tremblay noted he had attended a meeting hosted by the JC Chamber of Commerce and attended by Ft. Riley and numerous other community members. The goal of the project is to be awarded funds to reconstruction Grant Avenue.
- Keith Ascher questioned the prioritization of the East Street extension. He stated the county's priority is Grant Avenue. He questioned who would be responsible for the new East Street since it would pass through the county, not the City.
  - Ronna Larson stated the East Street extension would be for improved access directly to the interstate from Ft. Riley, and that if built the City would likely annex the ROW along the road. She stated the last meeting was just an exchange of ideas, and nothing had been solidified yet.
- Jared Tremblay noted the DCIP application is due in late spring 2025.

11. Motion for Adjournment

Dee McKee motioned and Peter Oppelt seconded. Motion passed at 4:25p

**Next Meeting November 20, 2024, Groesbeck Room, Manhattan Public Library**

## 2025 COLA (Cost of Living Adjustment)

	2025		
	COLA	Merit	Total
MHK	0.0		<b>0.0</b>
JC	6.0		<b>6.0</b>
RL	3.8		<b>3.8</b>
PT	4.5		<b>4.5</b>
GE	2.0		<b>2.0</b>
WAM			
Social Security	2.6		<b>2.6</b>
<b>Average</b>	<b>3.2</b>		<b>3.3</b>
<b>Avg w/ Social Sec.</b>	<b>3.3</b>		<b>3.2</b>
<b>MPO</b>		<b>2.0*</b>	

- Wamego provides merit increases every 18 months & wage adjustments every 18 months

- PT County providing 4% merit for employees hitting 5, 10, 15, 20 anniversaries

\* MPO provides a 2% merit increase every two years, when budget allows, and per satisfactory performance. Included in odd year budgets only

## Past 4 Years COLAs

	2021	2022	2023	2024
	COLA	COLA	COLA	COLA
MHK	0.0	2.0		4.0
JC	3.0	3.0		6.0
RL	0.0	1.0		5.0
PT	1.6	1.6		5.0
GE	2.0	1.0		1.0
WAM				
Social Security	1.3	5.9		3.0
<b>Average</b>	<b>1.3</b>	<b>2.4</b>		<b>4.0</b>
<b>Avg w/SS</b>	<b>1.3</b>	<b>1.7</b>		<b>4.2</b>
<b>MPO</b>	<b>2.0</b>	<b>2.0</b>	<b>n/a**</b>	<b>5.0</b>

- Wamego provides merit increases every 18 months & wage adjustments every 18 months

- PT County providing 4% merit for employees hitting 5, 10, 15, 20 anniversaries

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\*\* No COLA request as current Planning Manager was hired in late 2022



## 2025 UPWP Budget Options

Based on Cost of Living Adjustment (COLA) direction of Policy Board

### COLA Options - Local Match Comparison

2025 UPWP Budget									
	0% COLA	1% COLA	2% COLA	2.5% COLA	3% COLA	3.5% COLA	4% COLA	5% COLA	
<b>Total Budget</b>	<b>\$ 330,796.69</b>	<b>\$ 334,354.93</b>	<b>\$ 335,468.77</b>	<b>\$ 336,025.69</b>	<b>\$ 336,582.61</b>	<b>\$ 337,139.53</b>	<b>\$ 337,696.45</b>	<b>\$ 340,122.65</b>	
CPG	\$ 265,667.14	\$ 268,535.11	\$ 269,429.93	\$ 269,877.34	\$ 270,324.75	\$ 270,772.16	\$ 271,219.57	\$ 273,168.69	
Local Match	\$ 65,129.55	\$ 65,819.82	\$ 66,038.84	\$ 66,148.35	\$ 66,257.86	\$ 66,367.37	\$ 66,476.88	\$ 66,953.96	
<b>Jurisdiction</b>	<b>% of pop</b>	<b>Local Match Breakout</b>							
Manhattan	54.1%	\$ 35,235.09	\$ 35,608.52	\$ 35,727.01	\$ 35,786.26	\$ 35,845.50	\$ 35,904.75	\$ 35,963.99	\$ 36,222.09
Junction City	22.9%	\$ 14,914.67	\$ 15,072.74	\$ 15,122.90	\$ 15,147.97	\$ 15,173.05	\$ 15,198.13	\$ 15,223.21	\$ 15,332.46
Pottawatomie County	9.9%	\$ 6,447.83	\$ 6,516.16	\$ 6,537.85	\$ 6,548.69	\$ 6,559.53	\$ 6,570.37	\$ 6,581.21	\$ 6,628.44
Riley County	5.0%	\$ 3,256.48	\$ 3,290.99	\$ 3,301.94	\$ 3,307.42	\$ 3,312.89	\$ 3,318.37	\$ 3,323.84	\$ 3,347.70
Wamego	4.8%	\$ 3,126.22	\$ 3,159.35	\$ 3,169.86	\$ 3,175.12	\$ 3,180.38	\$ 3,185.63	\$ 3,190.89	\$ 3,213.79
Geary County	3.3%	\$ 2,149.28	\$ 2,172.05	\$ 2,179.28	\$ 2,182.90	\$ 2,186.51	\$ 2,190.12	\$ 2,193.74	\$ 2,209.48
<b>TOTAL</b>	<b>100.0%</b>	<b>\$ 65,129.55</b>	<b>\$ 65,819.82</b>	<b>\$ 66,038.84</b>	<b>\$ 66,148.35</b>	<b>\$ 66,257.86</b>	<b>\$ 66,367.37</b>	<b>\$ 66,476.88</b>	<b>\$ 66,953.96</b>