



**Flint Hills Regional Council Board of Directors
Meeting Minutes of April 18, 2014**

**Flint Hills Regional Council Board of Directors
Board Meeting Minutes – April 18, 2014
USD 473 Central Office
Chapman, KS**

Present from Board of the Regional Council: **John Armbrust**, Governor's Military Council; **Cecil Aska**, Junction City Mayor; **Ben Bennett**, Geary County Commissioner; **Robert Boyd**, Riley County Commissioner; **Scott Briggs**, Lyon County Commissioner; **Vic Enns**, Wamego City Commissioner; **Honey Grant**, Grandview Plaza Vice-Mayor; **Stan Hartwich**, Pottawatomie County Commissioner; **Vern Hay**, Morris County Commissioner; **Rich Jankovich**, Manhattan City Commissioner; **John Ray**, City of Abilene Commissioner; **MarySue Roller**, City of Woodbine Mayor; **David Shover II**, City of Riley Mayor; **Jimmy Thatcher**, City of Clay Center Mayor; and **Phil Weishaar**, City of Chapman Mayor.

Absent from the Board: **Dan Deiter**, Alma City Councilman; **Jon Geitz**, City of Emporia Commissioner; **Jackie Hartman**, Kansas State University; **Linda Hoeffner**, Fort Riley Deputy Garrison Commander; **Keith Kahnt**, White City Councilman; **Joe Kormanik**, City of Alta Vista Commissioner; **Debi Schwerdtfeger**, Council Grove Councilwoman; and **Brande Studer**, Chase County Clerk.

Present from the Greater Regional Council Membership: *No additional members present.*

Present from Staff Support: **Jeff Adams**, Regional Planner; **Shelley Carver**, Community Development Manager; **William J. Clark**, Director; **Unique Hiram**, Administrative Manager; **Gary Stith**, Deputy Director; and **Stephanie Watts**, Transportation Planner.

Guests: **Abby Amick**, Wabaunsee County Economic Development Director; **Karen Davis**, City of Manhattan Community Development Director; **Kay Hutchinson**, Greater Morris County Development Corporation Executive Director; **Bruce McMillan**, CEDS Chair; **Michael Ryan**, Junction City Mayor; **Mike Sellman**, Daily Union Reporter; **Luan Sparks**, USD 473 Schools Principal/Chapman City Councilwoman; **Mark Swope**, Olsson Associates Planner; **Monty Wedel**, Riley County Planning Director; and **David Yearout**, Junction City/Geary County Director of Planning & Zoning.

WELCOME:

- Ben Bennett, FHRC President, called the meeting at 9:00 a.m.
- City of Chapman Mayor Phil Weishaar welcomed the board, staff and meeting guests to the local area and meeting venue.
- There will be a new bank opening up in several weeks and the previous bank building will be used for the city administration offices. During Summer 2014, a local grocery store will be opened in the community. Additionally, the

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construction of a Dollar General store is underway with a grand opening scheduled in 2015.

APPROVAL OF LAST MEETING'S MINUTES:

- Member Honey Grant motioned for the March 21, 2014 meeting minutes to be approved with no corrections. Member Phil Weishaar seconded. The vote was carried unanimously.

DIRECTOR'S UPDATE:

➤ **TOP 10**

- 1) FHRC Sustainability – The organization is currently being sustained by two funding sources.
- 2) Flint Hills Frontiers – Four of the six scheduled Spring Toolbox meetings have been completed and planning for the Winter meetings will be underway.
- 3) FHEDD (Flint Hills Economic Development District) – Vern Hay was appointed as the FHEDD Chair. The first meeting was held in Alta Vista and there will be a meeting held today at The Lumber Yard, 114 West 4th Street in Chapman, 12:30 p.m.
- 4) Expansion of Membership – No responses have been received from the cities and counties who were invited to become members of the FHRC – Clay, Dickinson, Marshall and Washington Counties along with the City of Marysville.
- 5) FHMPO MTP (Metropolitan Transportation Plan) – There will a quarterly update from Stephanie Watts, Transportation Planner.
- 6) FHMPO TDM (Travel Demand Model) – There will be a quarterly update from Stephanie Watts, Transportation Planner.
- 7) FHTRA (5307 Funds) – This item will be discussed later on in the meeting by Gary Stith.
- 8) Strategic Plan – Jeff Adams is the lead on this effort and he will be providing the outline for this process.
- 9) Strategic Communications – Outreach is being completed by staff through their travels within the region.
- 10) Capabilities Worksheet – This item is currently on hold.

➤ **NOTES**

- 1) There are five TAGs (Targeted Action Groups) and the committees that FHRC staff members are involved with include: Regionalism in Practice (Bill Clark); Regionalism Preparation (Gary Stith); Regionalism Workforce/Industries (Jeff Adams); Regional Transportation (Stephanie Watts); and Regional Branding (Gary Stith/Shelley Carver).
- 2) FHEDD – The Chair is Past President/Member Vern Hay. The board's first meeting was held in Alta Vista. Future meetings will normally be held after the FHRC Board Meeting since most of the members attend this monthly meeting.
- 3) FHRTA – Approximately two weeks ago, there was a meeting held at the regional office in Kansas City. Revisions were requested to the Interlocal Agreement with comments from both the Kansas Department of Transportation (KDOT) and Federal Transit Administration (FTA). It was noted that if the FHRC

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misses the 07/01/14 submission deadline, there would still be access to the funds once the organization is approved to be a recipient.

➤ **FINANCE & BUDGET REVIEW**

- 1) Currently, 73% of the HUD Grant is spent to date.
- 2) The FHRC is planning on applying for a no cost extension that would extend the life of the grant by 90 days.

DISCUSSION TOPICS:

- Gary Stith talked with the board about forming a nominating committee. He referenced "Section 8.4 Election of Officers" which would dictate an election to be held in July 2014. A nominating committee will need to be formed. FHRC President Ben Bennett will be looking for volunteers.
- Jeff Adams, Regional Planner, briefly discussed how the strategy sessions would be conducted in regards to the Strategic Play Way Forward. There will be a Brown Bag Lunch Series held at the Discovery Center. It will be held from 12:00 p.m. – 1:30 p.m. beginning in May 2014. There was a handout provided with the specific dates and the name of the sessions is "Thinking As The Box." The strategic partners who will be included in this process will need to think strategically where the organization wants to be in 10 years and reevaluate relationships and partnerships.

UPDATES:

- FHMPO Update
 - Stephanie Watts, Transportation Planner, provided a four-page handout detailing the 2013 Transportation Year-End Report.
 - There was a video shown which both Big Poppi/502 Media Group collaborated on in regards to area transportation.
- Small Town COMP Plans
 - John Keller PhD, KSU Professor, shared with the board and meeting guests the process of how his students participate in the creation/organization of COMP Plans.
 - The graduate student projects begin in January and get completed in May.
 - A few of the communities that the students have worked on include Westmoreland, Wamego, Cottonwood Falls and Hoyt.
 - The COMP Plan include developmental history, community trends/issues, demographics, complete housing survey (good, better, best), downtown area, local economic analysis, SWOT analysis, public engagement and establish community goals.
 - There is \$2500 granted to run the project and may vary depending on community location.
 - There is only one community that is worked on in a year.
 - The State of Kansas does not have a statutory requirement for COMP Plans.

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- Transit Regionalization
 - Josh Powers, KDOT State Transportation Manager, and Mark Swope, Olsson Associates, gave a brief presentation on transit regionalization.
 - There are 105 Kansas counties and 20 of those have no public transportation available.
 - The designation of a lead transportation agency was granted to the Flint Hills aTa in Manhattan, KS. This was implemented as a pilot project.
 - The funds available in rural transit increased from \$6M to \$11M.
 - There are currently 15 coordinated transit districts and the goal is to restructure to nine coordinated transit districts.
 - The strategies to address transportation needs include implementing regional routes, coordinated dispatch and hiring a Mobility Transportation Manager.
 - The governing body for the regional transportation organization would consist of eight or nine mobility representatives throughout the state. The goal is to work with the Flint Hills Regional Council to create and hire the Mobility Transportation Manager. This individual would work in the FHRC workspace. The program funding would be 5311 funds. 100% funding for this position would be in effect for the first year only; after that time a 20% match would be needed to fund the position and project.
 - In regards to the proposed boundaries, this could be modified because they currently reflect the travel patterns.

COUNTY/CITY/PARTNER UPDATES:

- John Armbrust, Governor's Military Council Executive Director, gave a brief update.
 1. The Community Listening Sessions are currently being planned.
 2. There are still federal discussions about BRAC (Base Realignment And Closure). It is important that intellectual resources are identified in the area such as schools.
 3. Sequestration will have an impact among the various branches of service.
- Jackie Hartman, Kansas State University, was not in attendance at the meeting.
- Linda Hoeffner, Fort Riley Deputy Garrison Commander, was not in attendance at the meeting.
- City of Abilene – Current priorities include economic development, organizational development and infrastructure. The challenges/FHRC assistance required are legislative advocacy, regional marketing/roundtable discussions and procurement/reciprocal contracts.
- City of Chapman – Current priorities include opening of grocery store and bank. The challenges/FHRC assistance required include addition/incentive package, 2012 changes in FEMA Flood Plain Regulations and funds to finance move.

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- City of Clay Center – Current priorities include construction of new streets & pool, manhole cover re-mapping (completed) and new belt press (95% complete). The challenges/FHRC assistance required new permits completed for Trans Canada Pipeline (infrastructure in place) and information sharing on water/power capabilities.
- Geary County – Current priorities include economic development, Health Department transition, aTa progress and relationships with Fort Riley/surrounding areas. The challenges/FHRC assistance required include nested legislative issues, progress with NDAA2013 and advocacy for members.
- City of Grandview Plaza – Current priorities include lift station, water pressure challenge, sewer line maintenance and Exit# 299 right turn lane & stripping. The challenges/FHRC assistance required includes cost of electricity.
- City of Junction City – Current priorities include finalizing comprehensive plan, usage/development of vacant lots, casino, municipal court facility, master storm management plan and infrastructure system improvements (water & wastewater). The challenges/FHRC assistance required includes grant opportunities, facilitation of information sharing, KDOT US 77 improvements and “E” Street project.
- City of Woodbine – Current priorities include repayment of loans on water project, recruiting/retaining volunteers & homeowners and community sustainability. The challenges/FHRC assistance required include small volunteer-led community, project funding assistance and policy/statue assistance.
- The next FHRC Board Meeting will be held on May 16, 2014 at Wamego City Hall, 430 Lincoln Avenue, Wamego, KS 66547.

REVIEW (DUE OUTS):

- HUD Budget Adjustments
- Feedback on Communities to Join
- Move to New Location (Fort Riley)
- Form Nominating Committee
- Bring Jurisdiction View on Increased Assessments
- Strategic Planning Begins May 7, 2014

ADJOURNMENT:

- Member Phil Weishaar motioned for the meeting to be officially adjourned at 11:57 a.m. Member Jimmy Thatcher seconded. The motion was carried unanimously.