

**Flint Hills Regional Council Board of Directors
Board Meeting Minutes – September 27, 2013**

Hays House
Council Grove, KS

Present from Board of the Regional Council: **Cecil Aska**, Junction City Mayor; **Ben Bennett**, Geary County Commissioner; **Dan Deiter**, Alma City Councilman; **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; **Galen Johnson**, Dwight City Mayor; **Keith Kahnt**, White City Councilman; **Joe Kormanik**, Alta Vista Commissioner; **Debi Schwerdtfeger**, Council Grove Councilwoman; **David Shover II**, Riley City Mayor; **Megan Umscheid**, Kansas State University and **Phil Weishaar**, Chapman City Council.

Absent from the Board: **John Armbrust**, Governor's Military Council; **Robert Boyd**, Riley County Commissioner; **Linda Hoeffner**, Fort Riley; **John Ray**, Abilene City Commissioner; **MarySue Roller**, City of Woodbine Councilwoman; and **Jimmy Thatcher**, Clay Center Mayor.

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

Present from Staff Support: **William J. Clark**, Executive Director; **Jeff Adams PhD**, Regional Planner; and **Amy Denker**, Frontiers Intern.

Guests: **Debbie Adcock**, Council Grove Chamber of Commerce Director; **Abby Amick**, Wabaunsee County Economic Development Director; **Karen Davis**, Manhattan Community Development Director; **Ron Fehr**, Manhattan City Manager; **Bruce McMillan**, CEDS Chair; **Danny Matthews**, Council Grove City Manager; **Lyle Peterson**, Kansas Dept. of Commerce; **Robert Reece**, Pottawatomie County Administrator; **Angie Schwerdtger**, TCT Public Relations Director; **Traci Scott**, First Division Regional Liaison; **Steve Shepard**, Council Grove Mayor; **Monty Wedel**, Riley County Planning & Development Director; **Tim Weideman**, Junction City Daily Union Reporter; and **David Yearout**, Geary County / Junction City Planning & Zoning Director.

MEETING START TIME:

- FHRC President Ben Bennett called the meeting to order at 9:09 a.m.

WELCOME:

- Mayor Steve Shepherd welcomed the board, staff and guests to Council Grove
- The city pool opened in July, \$2.8 million project
- Restructured city employees, public works
- City Lake, 350 cabins, zebra muscles station
- Next phase promoting Council Grove, rural issues

APPROVAL OF MINUTES:

Member Vic Enns motioned for the July 26, 2013 meeting minutes to be approved. Member Rich Jankovich seconded. The motion was carried unanimously.

FINANCIAL REPORT:

There were no questions from the board members about the current financial report. It will be filed for audit purposes; no vote is required for approval.

FHRC Organizational Overview:

Bill Clark, FHRC Executive Director: Layout organization status presentation

- Current Council organization
 - Organization Status
 - Personnel
 - Jeff, Unique, Stephanie, Gary
 - Organizational structure-efficiency
 - Facilities
 - Flooded original office
 - New permanent location
 - Henry Gate Airfield exit
 - Old Welcome Center
 - Finances
 - OEA Grant
 - HUD Grant-\$1.98 million
 - MPO Grant
 - Council Structure Chart
 - Expiration of Funds
 - Budget-end of 2014 Council loses income from grant
 - 5307 Funds-Urban transportation-Federal
 - Council is able to use, board needs to make decision
 - Will have to change articles of incorporation
 - OEA Grant
 - National defense act allows military/local community partnerships
 - FT Riley leading initiative – take program and expand through entire regional council
 - John Armbrust will provide assistance
 - Initial meeting with NCRPC
 - Self sustaining-use as case study/partner with committee
 - Provide options to board later
 - Discussions with HUD

- Deliverables
 - Semi-annual report (1st already turned in)
 - Match from local – \$1.2 million
 - Behind meeting requirement-corrective action plan
 - Planning meeting for those who have matched
 - AOR change over
 - From Gary to Bill
 - Staff salaries under grant
 - Extension of HUD expenditures
 - 58% done
 - Extend life of grant will by us time to become self sustaining (90-100 days)
 - Possible, need to explain why extension is necessary
- Funding Basics
 - Spending broken down into separate pillars (some over some under)
 - Can move some money from one to another – up to 10% without permission
 - Time Frame: $\frac{3}{4}$ of the way through
 - Personnel is almost all the way spent
 - Direct Costs=internet, copier, specific consultants, flexibility
 - Budget of 2014
 - Over \$800,000 total expenditure
 - Revenue exceeds expenditures by \$20,000 because of HUD
 - MPO-pays 25% of Executive Director Salary and 30% of Administrative Manager Salary but will decrease in 2015
 - Budget in 2015
 - In the red \$200,000
 - Gary is no longer on Council as well as Interns
 - MPO- Bill is 20%
 - FHEDD completed will have increase \$60,000
 - 5307 and OEA potential funding
 - Will present more options for 2015
- Directors Top 10
 - FHRC Sustainability-
 - Funding avenues
 - Find funding streams for next couple of years till build sustainability (3-5 years)

- Frontiers project
 - Strategic plan of 19 counties
 - Jeff Adam's sole focus
- FHEDD
 - Specific five counties plus Lyon and Chase
 - Economic strategies
 - Gary is the current project manager
 - Lyon and Chase interested in joining FHRC
- Strategic communications
 - Getting messages to the public - social, civic, etc.
- 2014 FHRC Budget
- Expansion of FHRC membership
- FHMPO Travel demand model
 - Transportation network through FHMPO
 - On contract with local
- FHMPO 2014 Work Plan
- Hiring of Planner/Grant writer
- Changing articles of incorporation
- Questions:
 - FHEDD-work so far, citizens strategy committee (chambers, economic development, or others)
 - Leaders retreat coordination
 - Grant Writer-considering giving communities options for grant writing
 - For communities and sustaining organization
 - Hire in Oct. come back with deliverables
 - Still accepting resumes
 - Articles and Bylaws- some tweaking for allowing changes
 - Verbiage for amendment is already drafted, council has to adopt
 - Oct final vote
 - Directors top 10 allows more visibility of what is going on- more focused
 - Legislative issues with Council-organization with legislature, standing operation for future
 - Board discussion points
- Format of Meeting
 - Welcome
 - Approval of last meetings minutes
 - Directors Top 10
 - Budget review
 - Select topic updates-more in depth
 - County/city updates

- Methodology for sharing/transparency throughout region
 - Chart formatted
 - Rotation of a third of members (6-7) each meeting, location based on who is briefing (include staff from those areas)
 - Includes current priorities, opportunities, initiatives, & challenges/FHRC assistance required
 - Director will meet with each municipality of that meeting prior to meeting
 - Fort Riley/GMC/KSU update
 - Update from key figures in region
 - Discussion topics
 - Led by president
 - Pre-chosen (pluses and minuses)
 - Sent out a quarter out from meeting
 - Review due outs/taskings
 - Close out
- Board Discussion Points: Ben Bennett & Bill Clark
- Discussion of city/county update
 - Encourages more open discussion
 - Transparency
 - Each meeting will include updates from the county and each city within that county
 - Accountability increases
 - Director will facilitate whichever way municipality deems needed
 - Due it on case by case basis-no motion
 - Meetings change to the 3rd Friday of each month
 - Discussion with Clay Center on continuing involvement in Council-where next meeting at?
 - November 2013 will be held in Pottawatomie County
 - Emails changing
- October 2013
- Audit review
 - MPO update
 - Oct 18 Clay Center
 - Board of Discussion points:
 - 2014 legislative session
 - Develop topics to take forward; internal
 - January 13 Legislature is back in session, talk to them prior

- Expand to other counties and members/representatives
 - Defend important topics (Representative Tom Moxley)
 - Flint Hills region welcome center
 - Discuss county recovery board
- November 2013
 - FHEDD Update
 - Nov 15 Pottawatomie County meeting
 - Board of Discussion points:
 - Organization Culture review
 - (Mission, Vision, Values, Imperatives)
 - Packet
- December 2013
 - None
 - No meeting
- Proceed with FHEDD
 - Extend offer to Lyon and Chase to join Council and Commission?
 - Allows for more legislative pull
 - Broadens economic opportunity
 - Chase and Lyon are open to both Board and EDD membership
 - Change Bylaws for eligibility of FHEDD
 - Already talked to attorneys to change
 - Due you need motion to change? Yes
 - Endorsement and Approval
 - Formation of FHEDD based on those counties that do not already have a EDD
 - Will still need approval from those counties not within district
 - Will it dilute Council boards leadership? No
 - Not uncommon to other parts of state-luckily the board and EDD are under similar boundaries
 - Member David Shover motioned to continue FHEDD work. Member Honey Grant seconded. The motion was carried unanimously.
 - Motion to expand/extend FHRC Board discussion about Articles of Incorporation. Member David Shover seconded. The motion was carried unanimously.
 - Currently 90 day period before they can incorporate to council

- Wabaunsee how to reincorporate? They need to come to the table
 - Requirement to have elected official on council but can partner with other community for representation
- Change FHRC Bylaws:
 - Currently 90 days before entity can fully join Council, change to 30 days?
 - Just 90 days because no one changed it
 - Member Rich Jankovich motioned for the FHRC Bylaws to be revised. Member Joe Kormanik seconded. The motion was carried unanimously.
- Change FHRC Articles of Incorporation: First step
 - 5307 funds (public transit)
 - See presentation for amendment
 - Paragraph (f) have multiple options for restructuring Council
 - To date there have been discussions with lawyer, ATA
 - Match funding? How much? Don't know
 - How does it affect other transit systems besides ATA?
 - Understanding 5307 is tied to MPO or MSA
 - Not tied to rural
 - Time diminished from current projects to facilitate 5307 funds
 - Hire another staff member to oversee 5307 funding for sustainability
 - Would not lose non-profit status
 - Requirement is viewed as public entity
 - Showcase how operation is like public entity- representation is public servants
 - Does not change volunteer membership
 - Understand rules of federal/state funding (to do list)
 - 5307 funds take over current 5311 funds and does not affect anything outside of urban area
 - Steps: pass resolution, 15-60 day window for vote to amend or deny 9270213 Resolution
 - Member Joe Kormanik motioned for Resolution 9272013 Resolution to be accepted. Member Stan Hartwich seconded. The motion was carried unanimously.
- Short Break
- KDOT meeting in Emporia
 - Take away is networking and idea sharing

- Organizational Culture
 - Retreat (Aug)
- Standard Brief
 - Open invitation from Bill to go through brief personally
 - Why Regionalism?
 - Who we are
 - Not a controlling agent, convening agent
 - Why established
 - Aid to other sectors
 - Vision
 - Tied to discussion for November
 - Values
 - FLINT*
 - Imperatives
 - Current initiatives
 - How you can help
- Questions/Comments
 - “Convening Organization”-not controlling
 - Cheaper airplane tickets to Rome from Manhattan Airport
 - Need to get email addresses straightened out

OTHER BUSINESS & NEXT MEETING:

Next meeting will be in Clay Center on Friday, October 18, 2013. Location (TBD)

MEETING ADJOURNMENT:

Member Joe Kormanik motioned for the meeting to be adjourned. Member Cecil Aska seconded. The motion was carried unanimously and meeting officially adjourned at 11:55 a.m.