



METROPOLITAN TOPEKA  
PLANNING ORGANIZATION  
**POLICY BOARD**

**POLICY BOARD AGENDA**

April 25<sup>th</sup>, 2024 - 1:30PM  
Zoom Videoconference (Only)

**Call to Order/Opening Business**

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1. Roll Call
2. Approval of Minutes for March 28<sup>th</sup>, 2024
3. Public Comment

**Presentations/Action Items**

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1. 2024 UPWP Amendment #1 (Budget Reapportionment: Attached) (Carlton Scroggins)

(Request approval to forward to OneDot)

**Quick Updates**

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1. Pedestrian Master Plan Update (Carlton Scroggins)

**Adjourn**



**ADA Notice & Title VI Compliance:** For special accommodations for this event, please contact the Planning Division at 785-368-3728 at least three working days in advance. The MTPO assures that no person shall, on the grounds of race, color, or national origin, as provided by Title VI of the Civil Rights Act of 1964 and the Civil Rights Restoration Act of 1987, be excluded from participation, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity.

CITY OF TOPEKA  
**METROPOLITAN TOPEKA PLANNING ORGANIZATION  
POLICY BOARD**

**MINUTES**

March 28, 2024

**Voting Members present:** Sylvia Ortiz, Brett Kell , Mike Moriarty, Bob Nugent, Bill Riphahn Jim Tobaben  
(6)

**Voting Members absent:** Brett Kell (1)

**City Staff present:** Carlton Scroggins, Transportation Planning Manager;  
Amanda Tituana-Feijoo, Administration Officer

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**Welcome** – Mrs. Ortiz called the meeting to order with 6 members logged in for a quorum.

Approval of Minutes for February 22, 2024 - **Motion by Mr. Kell to approve, second by Mr. Tobaben**  
**Approved 6-0-0**

**Public Comments** – NA

**Action Items:**

1. 2024-2027 TIP-Amendment #2 (Attached) (Carlton Scroggins)
  - a. **C-5033-01:** (Revision) KDOT: Upgrade traffic signals with protected lefts for RR Crossing and at intersections with left turn bays. Topeka Blvd at 57th, University & Gary Ormsby. Revised fiscal year from 2023 to 2024. No cost change.
  - b. **KA-7198-01:** (Amendment) KDOT: Resurfacing. I-70: from 0.41 mile west of Urish Road, east to west edge wearing surface of MacVicar Avenue.(70% cost increase)
  - c. **KA-7239-01:** (Amendment) KDOT: Resurfacing. I-70: from SW 6th Ave, east to .47 mi. east of Croco Road.(73% cost increase)
  - d. **KA-7240-01:** (Amendment) KDOT: Resurfacing: I-470: in SN CO. from 0.1 mi. West of Martin Dr. east to KTA (350% cost increase)

**Motion by Mr. Nugent, seconded by Mr. Kell to forward to OneDot for inclusion into the STIP.**  
**Approved 6-0**

2. Resolution for TA Application (Bikeways Phase 5) (Carlton Scroggins)- Request MTPO support  
**Motion by Mr. Kell, seconded by Mr. Kell to forward to OneDot for inclusion into the STIP.**  
**Approved 6-0**

**Quick Updates**

City of Topeka is applying for a “Raise Grant” for sidewalks.

1. Raise Grant (Carlton Scroggins)
2. Pedestrian Master Plan Update (Carlton Scroggins)

**The meeting was adjourned at 2:13pm**

TRANSPORTATION  
**IN MOTION**

# **UPWP** **AMENDMENT**

**2024**

## **Amendment #1:**

**Policy Board Date: 4/25/24**

### **Amendment Summary:**

- 1) **Update Budget Item Pedestrian Master Plan Update:** Change total budget allocation for the Ped. Master Plan Update from \$125,000 to \$242,000. Consultant submissions exceeded our anticipated estimates, thus necessitating an amendment to increase the budget allocation for this item.



**METROPOLITAN TOPEKA  
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2024 Itemized UPWP Budget	UPWP#	*(MPO Total CPG Eligible) Activities- 2.5%	*Comp. Streets 2.5%	Total MPO CPG Costs-(2.5%)
<b>Program Support &amp; Administration</b>	1			
1.1 General Admin.		\$ 36,471		\$ 36,471
1.2 Committee Support		\$ 30,946		\$ 30,946
1.3 UPWP & Budget		\$ 21,958		\$ 21,958
1.4 Training		\$ 4,795		\$ 4,795
<b>MTP</b>	2	\$ 3,468		\$ 3,468
<b>TIP</b>	3	\$ 19,518		\$ 19,518
<b>Public Participation Plan</b>	4	\$ 9,161		\$ 9,161
<b>Corridor and Special Studies</b>	5			\$ -
5.1 Bikeways Activities		\$ 47,605	\$ 1,190	\$ 46,415
5.2 Pedestrian Planning Activities		\$ 30,785	\$ 770	\$ 30,015
5.3 General Studies		\$ 30,496		\$ 30,496
5.4 Performance Measures		\$ 5,417		\$ 5,417
5.5 BCBS MTPO Staff Activities		\$ 9,488	\$ 237	\$ 9,251
<b>Regional ITS Architecture</b>	6	\$ 2,253		\$ 2,253
<b>Transit Planning Activities (TMTA)</b>	7	\$ 63,936	\$ 1,598	\$ 62,338
<b>Transit Planning Activities (COT)</b>		\$ 1,038	\$ 26	\$ 1,012
<b>Consultant Contracts</b>				\$ -
<b>Ped. Plan Consultants</b>		\$ 242,000	\$ 6,050	\$ 235,950
BCBS Grant Planner		\$ 12,625	\$ 316	\$ 12,309
Transit Oriented Development Plan		\$ 190,000	\$ 4,750	\$ 185,250
<b>Direct Non-staff Charges</b>				\$ -
Software License		\$ 10,889		\$ 10,889
Office Supplies/Printing/Advertising		\$ 3,520		\$ 3,520
Staff Conference Costs /Travel		\$ 4,500		\$ 4,500
I.T. Fees		\$ 10,317		\$ 10,317
Tech.Support Group (TSG)		\$ 6,491		\$ 6,491
Topeka Speaks Software		\$ 19,218		\$ 19,218
<b>TOTAL:</b>		\$ 816,894	\$ 14,937	\$ 801,957

\*2.5% of the Cost for Complete Streets related projects/activities are reimbursed at 100% as opposed to 80% (BIL change)

CPG & Matching Share	Source Total
Federal Funds (80%)	\$ 653,515
Federal Funds (C.S. 100%)	\$ 14,937
Topeka Cash (Local Match)	\$ 104,003
TMTA Cash (Local Match)	\$ 44,439
Total Expenditures	\$ 816,894

Estimate of 2024 available CPG funds	Source Total
2024 CPG (1st Allocation)	\$ 428,152
2023 Carryover Estimate	\$ 158,899
Total 2024 CPG Estimate	\$ 587,051
2024 CPG funds programmed	\$ 653,515
Unencumbered 2024 funds Estimate	\$ -66,464