



Transportation Policy Body (TPB) Meeting Notice

Tuesday, December 13, 2022, @ 3:00 pm

In-Person

271 W. 3rd St
Room 203
Wichita, KS 67202

Virtual

After registering you will receive an email with how to access the Zoom Meeting.

[HERE](#)

Tentative Meeting Agenda	Page #
I. Welcome	
II. Regular Business	
A. Approval of TPB Agenda: December 13, 2022	1 - 2
B. Approval of TPB Meeting Minutes: October 11 and November 8, 2022	3 - 10
C. Director's Report	
I. MTP 2050 Development Phases	11
II. Quarterly UPWP Tasks List	12
III. Economic Development Presentations	13
IV. Events to Table at for MTP 2050 Public Engagement	
V. Potential Agenda Packet Changes	14- 16
D. Consent Agenda	
i. Employee and Operations Manual Revisions	17 - 20
ii. Intern Pay Scale	21
iii. TPB Bylaws Amendment	22 - 29
iv. TAC Bylaws Amendment	30 - 36
v. New TAC Public Health and Regional Pathways Appointments	37 - 38
vi. 2023 TAC, TPB, and Executive Committee Meeting Schedule	39
vii. Derby Safety Plan Agreement	40 - 42
viii. Fiscal Agent Services by the City of Wichita	43 - 56
ix. Economic Development Report Consultant Contract <i>(item & hyperlink added 12/9)</i>	
III. Public Comments	
Open forum for the public to provide comments about specific items on this month's agenda, as well as any other issues directly pertaining to WAMPO's policies, programs, or documents. Matters related to personnel and litigation are not appropriate for public comment. Rules of decorum will be observed. Comments are limited to three (3) minutes per individual. Comments are requested to be emailed to wampo@wampo.org at least one day prior to the meeting.	57
IV. Action	
A. Public Participation Plan – Ashley Bryers and Emily Thon, WAMPO	58 - 123
B. 2023 UPWP – Ashley Bryers and Chad Parasa, WAMPO	124 - 162
C. 2050 MTP Plan Advisory Committee – Ashley Bryers, WAMPO	163 - 164
D. Project Selection Committee (PSC) Recommendation: Year-End Balance Guidance – Ashley Bryers and Nick Flanders, WAMPO	165 - 174
E. Project Selection Committee (PSC) Recommendation: FFY2023 Year-End Balance Allocations – Ashley Bryers and Nick Flanders, WAMPO	175 - 177
V. Discussion/Updates	
A. 5310 Call for Projects, Closing February 28, 2023 – Emily Thon and Dora Gallo, WAMPO	178

B. 2022 Bike/Ped Count Results – Dora Gallo, WAMPO	179 - 181
VI. Committee & Partnership Updates	
A. Executive Committee	
B. Active Transportation Committee	
C. Safety & Health Committee	
D. Kansas Department of Transportation (KDOT)	
E. Wichita Metro Division, KDOT	
F. Federal Highway Administration (FHWA)	
VII. Other Business	
VIII. Adjournment	
IX. WAMPO Reference Material	
A. WAMPO Region Population Table and Map	182 - 183
B. WAMPO Area Public Transit Ridership Table	184
C. WAMPO Acronym Glossary	185
D. WAMPO TPB Roster	186
E. WAMPO 2022 TPB Meetings Schedule	187 - 188

Chad Parasa, TPB Secretary

December 8, 2022

Meeting Minutes



Transportation Policy Body (TPB) Meeting Minutes

Tuesday, October 11, 2022, @ 3:00 PM

Hybrid Meeting, Online & 271 W. 3RD STREET, STE. 203, WICHITA, KS 67202

Meeting Duration: 109 minutes

Members in Attendance:¹

David Dennis, **TPB Chair**

Jim Benage, *Bel Aire*

Ronald Colbert, *Valley Center*

Tom Hein, *KDOT*

Jack Hezlep, *Derby*

Tom Jones, *Park City*

Russ Kessler, *Haysville*

Richard LaMunyon, *Maize*

Jennifer McCausland, *Andover*

Pete Meitzner, *Sedgwick County*

Mike Moriarty, *KDOT*

Warren Porter, *Rose Hill*

Micah Scoggan, *Goddard*

Terry Somers, *SCAC*

Kamme Sroufe, *Kechi*

Becky Tuttle, **TPB Vice Chair**

Dan Woydziak, *Butler County*

Alternatives

Allison Smith, *KDOT*

Other Attendees:

Rick Backlund, *FHWA*

Donata Ball, *WAMPO*

Jacob Borchers, *WSP*

Ashley Bryers, *WAMPO*

Cecelie Cochran, *FHWA*

Elizabeth DiPaola, *WSP*

Haley Dougherty, *KDOT*

Nick Flanders, *WAMPO*

Danielle Gabor, *Haysville*

Dora Gallo, *WAMPO*

Evan Hathaway, *Hite, Fanning & Honeyman LLP*

Alicia Hunter, *WAMPO*

Gary Janzen, *Wichita*

David LaRoche, *FHWA*

Brett Letkowski, *TranSystems*

Chase Null, *KDOT*

Austin O'Regan, *Parkonect*

Lynn Packer, *Sedgwick County*

Chad Parasa, *WAMPO*

Kelly Rundell, *Hite, Fanning & Honeyman LLP*

Paul Schiffelbein, *MAPD*

Brad Shores, *JEO*

Mike Tann, *Wichita Transit*

Emily Thon, *WAMPO*

Cailyn Trevaskiss, *WAMPO*

James Wagner, *Wichita*

Jessica Warren, *Sedgwick County*

Jim Weber, *Sedgwick County*

Kristen Zimmerman, *PEC*

1. Chairman David Dennis called the meeting to order at 3:03 PM.

2. Regular Business

A. Approval of October 11, 2022, Agenda

Discussion: None

Action: Approve October 11, 2022, agenda, as proposed (16-0).

Motion: Tom Jones

Second: Jack Hezlep

B. Approval of September 13, 2022, Meeting Minutes

Discussion: None

Action: Approve September 13, 2022, meeting minutes, as proposed (16-0).

Motion: Richard LaMunyon

Second: Dan Woydziak

¹ 1 member was absent during the approval of the October 11, 2022, agenda and the September 13, 2022, minutes, then present for the remainder of the meeting

C. Director's Report

i. **MTP 2050 Development Phases**

Ashley Bryers and Chad Parasa presented key milestones for the development of the 2050 MTP. The formation of a Plan Advisory Committee is underway from September to December 2022. WAMPO staff will update the TPB at every meeting on where the process is on this project.

ii. **RFP Updates**

Comprehensive Safety Action Plan

Ashley Bryers said the RFP closed on September 2nd, 2022, and the selection committee is currently reviewing the proposals. This plan will help to reduce fatalities and serious injuries. By having this plan, WAMPO will then be eligible to apply for a Safe Streets and Roads for All (SS4A) grant from the Federal government, applications for which are due in September 2023.

Economic Development

Ashley Bryers said the Economic Development RFP that was posted will help WAMPO create a cost/benefit analysis for transportation projects while identifying objectives of diversifying and growing the economy. The RFP was issued on September 20, 2022, and will close on November 4, 2022, at 5:00 pm (CT). **It was later adjusted to November 14, 2022.*

iii. **Bicycle/Pedestrian Count Update**

Since 2012, WAMPO has conducted annual counts of bicycles and pedestrians at various locations throughout the region. Staff is working on processing the counts that were conducted in September. Thank you again to all the volunteers who assisted with the counts.

iv. **KDOT Funding Program Opportunities**

A summary of potential KDOT funding program opportunities was attached to the agenda packet. There are two programs: Cost Share and Economic Development. Contact Michelle Needham for more information at 785.296.1939 or michelle.d.needham@ks.gov.

v. **Public Participation Plan: 9/30 – 11/14 public comment period**

The Public Participation Plan is out for public comment and available on the WAMPO website. It will be brought before the TPB in December 2022.

vi. **2023 UPWP: 9/30 – 10/30 public comment period**

The 2023 Unified Planning Work Program is out for public comment and available on the WAMPO website. The UPWP is the primary budgeting document for planning activities in the year. Priorities in 2023 include developing the 2050 MTP, administering the FFY2023-FFY2026 TIP, and much more. The UPWP will be brought before the TPB at their November 8, 2022, meeting. **After the meeting it was determined the UPWP would be entertained at the December 13, 2022, meeting.*

D. Quarterly UPWP Report

WAMPO staff submit monthly UPWP reports to KDOT. In December 2020, an audit team recommended developing a process for submitting these reports to TPB. WAMPO and KDOT staff coordinated and agreed to present quarterly UPWP reports at TPB meetings.

E. Consent Agenda

i. Employee and Operations Manual Revisions

Chair Dennis asked the committee if they had any questions regarding the Employee and Operations Manual that was presented at the last TPB meeting.

Discussion: None

Action: Approve Employee and Operations Manual revisions, as proposed (17-0).

Motion: Chair Dennis

Second: Jack Hezlep

3. Public Comments

There were no public comments.

4. Discussion/Updates

A. Action: FFY2023 – FFY2026 Tip Amendment 1

Ashley Bryers spoke about the proposed Amendment #1 to the WAMPO FFY2023–FFY2026 Transportation Improvement Program (TIP). This is a regularly scheduled amendment. It is the first scheduled amendment for this TIP, adding five new projects and modifying nine existing projects. The Public Comment period for Amendment #1 was open from September 3, 2022, through October 2, 2022. No public comments were received. The FFY2023–FFY2026 TIP took effect on October 1, 2022, and may be found at www.wampo.org/transportation-improvement-program.

Table 1 shows the lead agency, project title, and the high-level action that is being taken for each project in this amendment. The WAMPO FFY2023-FFY2026 TIP Amendment 1 Project Funding Levels attachment shows in greater detail the changes being made with this amendment.

Table 1: Summary of Proposed TIP Changes

Lead Agency	Project Title	Action
Andover	North Andover Rd. Improvements Redbud Trail to Ira Ct.	Cost increase, paid with local funds
Garden Plain	Harry and Main Street Sidewalks	New project with KDOT-allocated TA funds
Haysville	Seneca & 63rd Street Bike Ped Pathway	Increase TA funding to 80%
Wichita	Douglas, Seneca to Meridian	Increase STBG funding to 80%
KDOT	Replace Bridge #184 on K-15 in Sedgwick County	Cost increase; changes to phases and funding; title change
KDOT	Repair Bridges #143 & #317 on US-54 in Sedgwick County	Cost increase, changes to funding

Lead Agency	Project Title	Action
KDOT	I-235: Bridge #320 located 0.81 Miles East of West Street	New project
KDOT	US-54: Bridge #132 located 0.2 Miles East of Hoover Road	New project
KDOT	I-135: Bridge #036 located 0.42 Miles North of I-235	New project
KDOT	I-235, I-135, K-254 & K-96 Interchange-Gold Project-Wichita	Cost increase; changes to phases and funding
KDOT	Intelligent Transportation System Devices in Wichita-US 54 and K96 in Wichita	New project
KDOT	US-54 (E. Kellogg Ave) in Sedgwick/Butler counties	Update scope and funding
Wichita Transit	Wichita Bicycle Master Plan Update	Change scope to “plan” bike parking rather than “implement” bike parking
WAMPO	MTP 2050 Planning Assistance	Change from CMAQ to STGB funds

A public-comment period was held for this amendment, and no comments were received. The amendment is consistent with the MTP and fiscally constrained. It adds \$20.1 million in project costs. The TAC recommended approving the amendment as proposed.

Discussion: None

Action: Approve FFY2023-FFY2026 Transportation Improvement Program (TIP) Amendment #1, as proposed (17-0).

Motion: Dan Woydziak

Second: Jack Hezlep

B. K-96 Improvements Project

Jacob Borchers, WSP, presented the K-96 Improvements Project aims to upgrade the K-96 corridor between I-135 and I-35. Improvements are needed to enhance safety, relieve traffic congestion, and increase capacity to keep Kansans moving. The project is currently underway with early stages of investigative work. From 2022 to 2023 KDOT will explore potential design concepts along with environmental review to assess environmental, economic, and social impacts. KDOT will need your input on the findings from both the design and environmental review work – information on these meetings coming soon!

Starting in 2024, KDOT will finalize the design of the K-96 improvements and complete preconstruction activities, construction could begin as early as 2026.

To receive more information, go to: <https://www.k96improvements.com/>

C. Safe System Approach

David LaRoche, FHWA, shared the Safe System Approach with the board, Implementing the Safe System approach is a shared responsibility, and we all have a role. It requires shifting how we think about transportation safety and how we prioritize our transportation investments. Consider applying a Safe System lens to upcoming projects and plans in your community: put safety at the forefront and design to accommodate human mistakes and injury tolerances. Whereas traditional road safety strives to modify human behavior and prevent all crashes, the Safe System approach also refocuses transportation system design and operation on anticipating human mistakes and lessening impact forces to reduce crash severity and save lives.

Visit safety.fhwa.dot.gov/zerodeaths to learn more.

Haley Dougherty, KDOT, presented on the Safe System Approach. This has been embraced by the transportation community as an effective way to address and mitigate the risks inherent in our enormous and complex transportation system. It works by building and reinforcing multiple layers of protection to both prevent crashes from happening in the first place and minimize the harm caused to those involved when crashes do occur. It is a holistic and comprehensive approach that provides a guiding framework to make places safer for people.

This is a shift from a conventional safety approach because it focuses on both human mistakes AND human vulnerability and designs a system with many redundancies in place to protect everyone.

U.S. DOT's National Roadway Safety Strategy and the Department's ongoing safety programs are working towards a future with zero roadway fatalities and serious injuries. In support of this approach, safety programs are focused on infrastructure, human behavior, responsible oversight of the vehicle and transportation industry, and emergency response.

D. Economic Development: Haysville

Danielle Gabor shared information on economic development in Haysville. To watch her entire presentation, please visit: <https://www.wampo.org/regional-connections>

E. Economic Development: Goddard

Micah Scoggan shared an update on the City of Goddard's economic development. To watch his entire presentation, please visit: <https://www.wampo.org/regional-connections>

5. Committee & Partnership Updates

A. Executive Committee

Chair Dennis shared that the Executive Committee meeting scheduled for 11/3/2022 may have to be moved to later in the afternoon or to a different day.

B. Active Transportation Committee

No report.

C. Safety and Health Committee

No report.

D. Transit

Mike Tann presented transit updates regarding the several government-provided transit services within the WAMPO region, including Wichita Transit, Derby Dash, Haysville Hustle, Sedgwick County Transportation, and Butler County Transit. A table was included in the agenda packet.

E. Kansas Department of Transportation (KDOT)

No report.

F. Wichita Metro Division, KDOT

Tom Hein spoke about the north junction project the Comprehensive Safety Action Plan t will finish up in September 2023, and the K-96 project that should begin in 2023.

G. Federal Highway Administration (FHWA)

Rick Backlund spoke on the Safe Streets and Roads for All grant program, for which the application window is closed. More information on discretionary grants, of which there are a lot under the Bipartisan Infrastructure Law, is expected in January & February 2023. Please go to [Transportation.gov](https://www.transportation.gov) to find out more about grants that are upcoming/open. Kansas is approved for a National Electric Vehicle Infrastructure Plan. Other issues being worked on in Kansas are truck parking and tribal outreach.

6. Other Business

There was no other business.

7. Meeting adjourned at 04:52 PM

The next regular meeting will be held **ONLINE on Tuesday, November 08, 2022, at 3:00 PM.**

Meeting Minutes

Transportation Policy Body (TPB) Meeting Minutes

Tuesday, November 08, 2022, @ 3:00 PM

Online Only (in-person if necessary)



Meeting Duration: 6 minutes

Members in Attendance:

David Dennis, **TPB Chair**
Ronald Colbert, *Valley Center*
Bryan Frye, *Wichita*
Tom Hein, *KDOT*
Michael Hoheisel, *Wichita*

Russ Kessler, *Haysville*
Richard LaMunyon, *Maize*
Pete Meitzner, *Sedgwick County*
Mike Moriarty, *KDOT*
Kamme Sroufe, *Kechi*

Troy Tabor, *Andover*
Becky Tuttle, **TPB Vice Chair**
Burt Ussery, *Clearwater*

Alternatives

Other Attendees:

Donata Ball, *WAMPO*
Ashley Bryers, *WAMPO*
Cecelie Cochran, *FHWA*
Nick Flanders, *WAMPO*
Dora Gallo, *WAMPO*
Tonja Howard, *Wichita Transit*

Brett Letkowski, *TranSystems*
Lynn Packer, *Sedgwick County*
Chad Parasa, *WAMPO*
Kelly Rundell, *Hite, Fanning & Honeyman LLP*
Allison Smith, *KDOT*

Emily Thon, *WAMPO*
Cailyn Trevaskiss, *WAMPO*
Tyler Voth, *WSP*
James Wagner, *Wichita*
Jim Weber, *Sedgwick County*

1. Chairman David Dennis called the meeting to order at 3:09 PM.

2. Regular Business

A. Approval of November 8, 2022, Agenda

Discussion: None

Action: Approve November 8, 2022, agenda, as proposed (13-0).

Motion: Chair Dennis

Second: Vice Chair Tuttle

3. Public Comments

There were no public comments.

4. New Business

A. Action: Comprehensive Safety Action Plan Contract

Chad Parasa and Ashley Bryers presented the proposed contract with Burgess & Niple, Inc., teamed with TranSystems and Vireo, for a Comprehensive Safety Action Plan.

The US Department of Transportation (DOT) published a notice of funding opportunity for the Safe Streets and Roads for All (SS4A) Discretionary Grant. This program requires an agency to have an existing Comprehensive Safety Action Plan (CSAP) approved or updated on or after 2017. WAMPO's last safety plan was approved in 2011, thus WAMPO needed to issue a Request for Proposal (RFP) for a consultant to develop an updated CSAP that meets the requirements of the SS4A Grant.

The CSAP would address various transportation safety issues, with the goal of reducing fatalities and serious injuries.

WAMPO issued an RFP for this project from July 22, 2022, to September 2, 2022. WAMPO received responses from five consulting firms. A Consultant Selection Group (CSG) was convened, consisting of staff from KDOT, Sedgwick County, and the City of Wichita, to review the proposals. Based on the CSG rating of the proposals, the top three rated firms were interviewed. After the interviews and discussions, the CSG agreed to recommend the team of Burgess & Niple, Inc., with TranSystems and Vireo.

The contract would run from November 2022 through December 2023, for an amount not to exceed \$299,713. \$300,000 has been budgeted in the WAMPO Unified Planning Work Program (UPWP) to cover this.

WAMPO staff anticipate that the \$300,000 in CPG funds programmed for this project in the 2022 and 2023 UPWP will be sufficient to fund all project costs.

Discussion: None

Action: Approve the Comprehensive Safety Action Plan contract with Burgess & Niple, Inc., teamed with TranSystems and Vireo, as presented (13-0)

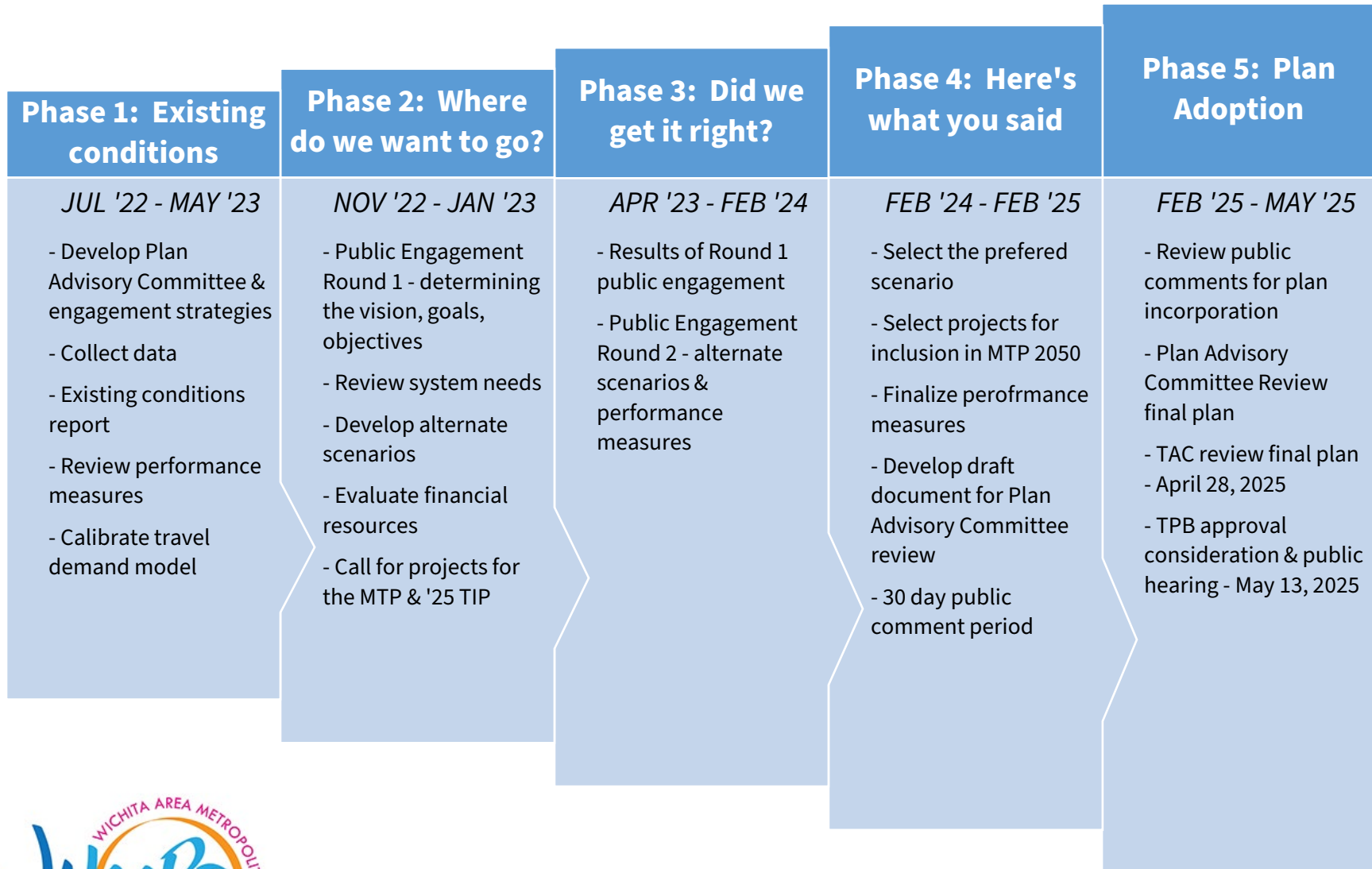
Motion: Chair Dennis

Second: Vice Chair Tuttle

5. Meeting adjourned at 3:15 PM

The next regular meeting will be held on Tuesday, December 13, 2022, at 3:00 PM.

MTP 2050: 5 Phase Development Process





Agenda Item 2Cii: Director’s Report

Quarterly UPWP Tasks List

Chad Parasa, WAMPO

Background

At the February 8, 2022, Transportation Policy Body (TPB) meeting, Chad Parasa presented a list of projects WAMPO staff will work on in 2022. It was requested that the quarters of the year in which each project will be undertaken be added to the list so TPB members can track their progress.

The table below shows the projects and the quarters in which each project will be completed. Several projects will continue into 2023 and two are ongoing projects, which do not have end dates. The “Status” column has been updated to reflect work completed through December 6, 2022.

Project	Quarters*	Status
2021 Audit	1	Completed.
TIP 2021-2024 amendments	1, 2, 3	Completed.
TIP 2023-2026 update	1, 2, 3	Approved at the 8/9 TPB meeting. Amendments will be processed.
Travel Demand Forecasting Model update	2, 3, 4, 2023	The contract was signed at the 9/13 TPB meeting. Work has begun.
Safety Plan	1, 2, 3, 4, 2023	The contract was signed at the 11/8 TPB meeting. Work has begun.
Economic trends/indicators + transportation study	1, 2, 3, 4, 2023	The contract is in negotiations now. Ideally, it will be ready for approval at the 12/13 TPB meeting.
LEP	2	Approved on July 12, 2022.
Title VI	2, 3	Approved on July 12, 2022.
Public Participation Plan	2, 3, 4	Will be considered by TPB at their 12/13 meeting.
Transportation Performance Management (Federally Required)	1, 2, 3, 4, ongoing	In-progress
Data development and coordination among jurisdictions	1, 2, 3, 4, ongoing	In-progress
Partnering with Wichita Bike/Ped Study	2, 3, 4, 2023	Working with Wichita on their Bike Master Plan will work on the Regional Active Transportation Plan when the Wichita plan concludes

*Quarter 1: January - March, Quarter 2: April - June, Quarter 3: July - September, Quarter 4: October - December



Background

Per the advice of WAMPO TPB Chair Commissioner Dennis, presentations are encouraged from regional member jurisdictions and regional partners on “How can WAMPO Region attain a Unified Vision in the Regional Economic Development”.

WAMPO Member Jurisdiction or Partner Agency on Economic Development

Presentation (15 minutes + or -) from City/Jurisdiction regarding the following topic “**Economic Development connecting with the Regional Economic Goals**”. The topic can be subdivided as follows:

1. Economic Indicators and Trends – Major Employers, Population, Housing, Jobs, ‘employment centers’
2. Local, Regional, and State perspective on Economic Development
3. How can we contribute to future economic development growth?

SCHEDULE		
TPB MEETING DATE	WAMPO Member/partner Agency	Notes
2022/02/08	GWP (Andrew Nave)	https://youtu.be/30iVKoWyYmU
2022/04/12	WSU (Jeremy Hill)	https://youtu.be/asTwsR6KdLk
2022/05/10	Derby (Dan Squires)	https://youtu.be/pTlos0WWMGNE
2022/06/14	Wichita (Kathy Sexton)	https://youtu.be/tLDyDfwXjll
2022/07/12	Park City (Sean Fox) & Valley Center (Brent Clark)	https://youtu.be/AFvalsaNTEw https://youtu.be/ilsOEFKfPI
2022/08/09	Kansas Global Trade - Services (Laura Lombard)	https://youtu.be/oDmtuK6eJ9o
2022/09/13	KDOT (Michelle Needham)	https://youtu.be/PA3p_wsqK1l
2022/10/11	Haysville (Danielle Gabor) Goddard (Micah Scoggan)	https://youtu.be/LNziJD1ZwQ https://youtu.be/2m98xmwSJkM
2022/12/13	Maize (Jolene Graham)	

Next Steps

These presentations will be summarized by WAMPO staff and will be included in the development of the Regional Metropolitan Transportation Plan (MTP).



**Agenda Item 2Cv: Director’s Report
Potential Agenda Packet Changes**

Ashley Bryers, Transportation Planning Manager


Background

WAMPO’s current agenda packets for TPB, TAC, and other committee meetings can be quite large (100+ pages) and cumbersome to use. Therefore, WAMPO staff have developed some recommended ways to make agenda packets easier to comprehend and not use as much paper.

Proposed Changes

- » Each agenda item would have an executive summary at the top of its staff report (Figure 1).
- » Executive summaries for each agenda item would be added to the agenda page(s).
 - » There could be two versions of the agenda packet:
 1. Full agenda packet: Includes executive summaries on the agenda page(s) and on the staff reports for each agenda item. Documents associated with staff reports (e.g., plans and contracts submitted for approval, disapproval, or modification) would be hyperlinked, as opposed to attached (and printed) with the agenda packet.
 2. Condensed agenda packet: Includes executive summaries on the agenda page(s) for each agenda item. Staff reports and associated documents would be accessed online through hyperlinks and QR codes (Figure 2).

Figure 1: Executive Summaries on Staff Reports



**Agenda Item 4A: Action
Public Participation Plan**

Ashley Bryers, Transportation Planning Manager
Emily Thon, Public Outreach Coordinator

Executive Summary

The Public Participation Plan (PPP) guides how WAMPO interacts and receives meaningful public participation over the next 5 years. The public comment period was 9/30 – 11/14, 2022. No public comments were received. The recommended action is to recommend approval of the Public Participation Plan, as presented.

Background

The Public Participation Plan (PPP) is a document that describes WAMPO’s strategies and techniques for informing and engaging the public throughout the 3-C (Continuing, Cooperative, and Comprehensive) transportation planning process. WAMPO’s commitment to meaningful stakeholder engagement is the foundation of this plan. All quality transportation planning and project development require meaningful input from the public. This plan guides our processes and informs public expectations of WAMPO. Since



**Agenda Item 2Cv: Director’s Report
Potential Agenda Packet Changes**
Ashley Bryers, Transportation Planning Manager



**Agenda Item 4B: Action
2050 MTP Plan Advisory Committee**
Ashley Bryers, Transportation Planning Manager

Executive Summary

The TPB needs to form a Plan Advisory Committee (PAC) to help develop the next Metropolitan Transportation Plan (MTP). The 2050 MTP must be approved by June 2025. Staff discussed the draft PAC and Roundtable idea with TAC on October 24. The attached roster includes TAC’s suggestions. The recommended action is to recommend approval of the 2050 MTP Plan Advisory Committee, as presented.

Background

REIMAGINED MOVE 2040, WAMPO’s long-range Metropolitan Transportation Plan (MTP), was adopted in June 2020. It sets the vision for the region’s transportation system, and all federally funded or regionally significant



**Agenda Item 4C: Action
Project Selection Committee (PSC) Recommendation: Year-End Balance Guidance**
Ashley Bryers, Transportation Planning Manager
Nick Flanders, Senior Transportation Planner

Executive Summary






The Project Selection Committee (PSC) met on 11/10/2022 to develop Year-End Balance Guidance to be incorporated into the larger WAMPO-Suballocated Funding Programs Management Procedure. The draft guidance gives strategies, in prioritized order, to serve as a basis for staff support of PSC project-funding recommendations. The PSC recommends that the TAC recommend the TPB approve the Year-End Balance Guidance, as presented.

Background

For various reasons (e.g., deobligated funds, canceled projects, new funding programs, revised obligation limitations for existing funding programs), it may be projected during a given Federal Fiscal Year (FFY) that one or more WAMPO suballocated funding programs (Surface Transportation Block Grant (STBG)



Figure 2: Executive Summaries, URLs, and QR Codes on Agenda Page(s)

<p>C. <u>Project Selection Committee (PSC) Recommendation: Year-End Balance Guidance</u> – Ashley Bryers and Nick Flanders, WAMPO</p> <p><i>The Project Selection Committee (PSC) met on 11/10/2022 to develop Year-End Balance Guidance to be incorporated into the larger WAMPO-Suballocated Funding Programs Management Procedure. The draft guidance gives strategies, in prioritized order, to serve as a basis for staff support of PSC project-funding recommendations. The PSC recommends that the TAC recommend the TPB approve the Year-End Balance Guidance, as presented.</i></p>	 <p>Staff Report</p>
<p>D. <u>Project Selection Committee (PSC) Recommendation: FFY2023 Year-End Balance Allocations</u> – Ashley Bryers and Nick Flanders, WAMPO</p> <p><i>At the PSC meeting on 11/10/2022, the guidance discussed in 4C was used to make year-end balance allocations for FFY2023. \$1,120,923 of funding is projected to be available through a combination of two WAMPO projects removed from the TIP, carryovers from FFY2022, moving one KDOT project to FFY2024, and more accurate FFY2023 estimations. Three projects would receive additional funding: “West St., Harry to Pawnee” (Wichita), “Zoo Boulevard Bridge over M.S. Mitch Mitchell Floodway” (Sedgwick County), and “Meridian, from Ford (77th St. N.) to Seward (69th St. N.) and Main to 5th (85th St. N.)” (Valley Center). If approved by the TPB, these allocations will be implemented through TIP Amendment 2, scheduled for a 2/14/2023 TBP vote.</i></p>	 <p>Staff Report</p>
<p>V. Discussion/Updates</p>	
<p>A. <u>Reasonable Progress Policy</u> – Ashley Bryers and Nick Flanders, WAMPO</p> <p><i>Page 25 of the WAMPO Transportation Improvement Program (TIP) Policy (Appendix I of the FFY2023-FFY2026 TIP) establishes a Reasonable Progress Policy, with two primary provisions. Staff recommends carrying out the provision for brief project updates to TAC/TPB every two months and removing the provision that current-FFY projects that are not obligated by March 31st could have their suballocated funding removed.</i></p>	 <p>Staff Report</p>
<p>B. <u>Electric Vehicle Technology & Funding Opportunities</u> – Alicia Hunter and Dora Gallo, WAMPO</p> <p><i>The Bipartisan Infrastructure Law contains significant new funding for electric vehicle (EV) charging stations. Funding is offered via formula and discretionary funds to advance EV charging infrastructure. Kansas will benefit from an estimated \$40 million over five years. In addition, Kansas agencies and communities will be eligible to apply for additional funding through \$2.5 billion in discretionary programs. There are four types of electric vehicles, and three types of electric vehicle chargers.</i></p>	 <p>Staff Report</p>
<p>C. <u>2022 Bike/Ped Count Results</u> – Dora Gallo, WAMPO</p> <p><i>WAMPO conducted our annual bike/ped counts on September 21, 22, 24, and 28. Fifty-seven volunteers assisted in the counting process. The counts were then projected into annual average daily traffic (AADT) numbers. An interactive map of the counts can be found at www.wampo.org/bicycle-pedestrian.</i></p>	 <p>Staff Report</p>
<p>VI. Committee & Partnership Updates</p>	
<p>A. Active Transportation Committee</p>	
<p>B. Safety & Health Committee</p>	
<p>VII. Other Business</p>	
<p>VIII. Adjournment</p>	



Background

A large update to the Employee and Operations Manual was approved by the TPB on October 11, 2022.

After the Manual was updated, it was discovered two additional changes need to be addressed.

- 1) WAMPO employees request to observe Juneteenth instead of President’s Day.
- 2) The Training and Professional Conference Policy needed to be incorporated into the Manual.
- 3) Updating the start date of insurance.

Proposed Changes

This staff report contains screenshots of the two changes. Go to –

https://www.wampo.org/files/ugd/bbf89d_76d669c9246b4456bc65756e8649da7b.pdf#page=60 – to view the full version of the Employee and Operations Manual approved on October 11, 2022

Figure 1: Revised Holiday List on Page 11

VI. LEAVES

A. Holidays

Listed below are the holidays that are observed by the WAMPO. If the holiday falls on a Saturday, it will be observed on the preceding Friday; if the holiday falls on a Sunday, it will be observed on the following Monday.

- New Year’s Day
- Martin Luther King Day
- Memorial Day
- Juneteenth Day
- Independence Day
- Labor Day
- Veterans Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Eve
- Christmas Day



Figure 2: New Training and Professional Conferences Section Beginning on Page 34

G. Training and Professional Conferences

1. Conferences and training advance the professionalization of staff, by providing valuable opportunities to keep current on various tools necessary to perform day-to-day job responsibilities, to be knowledgeable of industry standards, to learn new tips and techniques, and to build an informed network of colleagues. WAMPO will provide staff members with the opportunity to attend training or professional development conferences. There are two types of training or conferences: those requiring an overnight stay and those that do not require an overnight stay.

- Staff will be provided the opportunity to attend **overnight** training or professional development conferences after they have completed their probationary period and have shown a track record of meeting deadlines.
- Staff will have the opportunity to attend training sessions or professional development conferences that **do not require an overnight** stay prior to completing their probationary period and have shown a track record of meeting deadlines.

Staff is encouraged to take advantage of the many free and low-cost workshops and conferences available in Wichita.

2. Staff members can request to attend a training or conference, but generally, the Executive Director will identify training or conferences for a staff member to attend based on the work they are doing.

A rotation will be developed for staff member conference attendance. Generally, a staff member will be allowed to attend one conference every other year pertaining to their work.

Staff should limit attendance to the same conference or training by individuals in the same department to two people or fewer unless waived by the Executive Director.



3. Types of Training.

Training and conferences will pertain to the staff member's job duties.

- If a staff member is certified in something specific, such as AICP, training or conferences that help staff achieve their continuing education credits will be prioritized.
- Staff members will typically attend either the APA, APBP, and the ESRI User Conference.

34

- Staff members can only attend the TRB, AMPO, or NARC conferences if they are presenting. It is possible, that the staff member will help the Executive Director prepare a presentation, but the Executive Director may decide whether the staff member is needed or not to help present it at the conference. There may be exceptions such as, e.g., when the contributions of staff are well recognized that the Executive Director may identify specific benefits in a certain conference.

4. Approval Required

- The Executive Director must approve all training and conference attendance. Training and conference attendance are subject to budget and workload.
- There is a line item in the Unified Planning Work Program for staff training and travel. The Executive Director, Supervisor, or Accountant needs to determine if there is adequate funding for the travel before it is approved.



- After this is determined, the Accountant will fill out a Travel Request Form detailing the expected travel costs and submit it to our KDOT Liaison. Once approval is granted by KDOT, the staff member can use a WAMPO credit card to make the necessary travel arrangements. Credit card policies are in the Employee and Operations Manual.

Figure 3: Updated Insurance Start Date on Page 22

A. **Health, Dental, and Vision Insurance**

WAMPO has an insurance program available to employees, other than part time employees who regularly work less than 20 hours per week, temporary employees and student interns. The types, amounts, provisions, and providers of these optional insurance programs are subject to change by the WAMPO Transportation Policy Body at any time. The terms of WAMPO's written insurance policies are controlling and override any statements made in this or other documents describing the various programs. If you have any questions concerning eligibility for a particular benefit or the applicability of a policy or practice to you, you should address your specific questions to the WAMPO accountant.

1. **Enrollment:** Newly hired employees are eligible to enroll for health, dental, and/or or vision insurance on the first of the month following their employment start date. **If they enroll at that time, they will join on the first of the month after their hire date.** Newly hired employees that do not enroll at their first opportunity can enroll during open enrollment.

All employees can enroll or change their insurance selections during open enrollment; open enrollment is held annually during a two-week period during November and/or December. Changes at other times can only be made if there is a statutorily defined qualifying event. Contact the WAMPO accountant or the carrier for more information.



**Agenda Item 2Dii: Consent Agenda
Intern Pay Scale**

Chad Parasa, Executive Director

Background

The WAMPO Staff Salaries Ranges were adopted by the TPB in December 2020 and revised in January 2021. The Executive Committee recommended a cost of living raise for all employees at their meeting on November 3, 2022, meeting; however, the intern pay scale is currently maxed out at \$15 per hour. To provide the ability to give the interns the same raise, the max pay range needs to be altered. Adjusting the max pay range to \$20 per hour will provide more flexibility in providing the cost of living raise and future hiring.

WAMPO Staff Salaries Ranges Adoption			
		Min	Max
<i>Intern</i>	<i>Current</i>	\$13 per hr.	\$15 per hr.
<i>Intern</i>	<i>Revised</i>	\$13 per hr.	\$20 per hr.

Staff Recommendation

- » Approve the intern pay scale adjustment, as presented.



Agenda Item 2Diii: Consent Agenda
TPB Bylaws Amendment

Chad Parasa, Executive Director
Ashley Bryers, Transportation Planning Manager

Background

Staff evaluated the TPB and TAC bylaws and member rosters for opportunities to provide clarification on voting membership. TPB bylaws may be amended by a two-thirds vote of TPB quorum at any regular meeting, provided that the members have been notified at least five (5) calendar days in advance, and the proposed amendment is on the agenda.

TPB Bylaws Amendment

Two (2) proposed changes:

1. Add a new member seat to WAMPO’s Executive Committee
 - » “Wichita Metro area representative from the Kansas Department of Transportation”
 - » Article 4.1 Executive Committee Membership (Page 3)
2. Add clarifying text for public comment opportunities
 - » “Matters related to personnel and litigation are not appropriate for public comment. Rules of decorum will be observed.”
 - » Article 5.7 Public Comment Opportunity (Page 5)

Staff Recommendation

- » Approve the TPB bylaws amendment, as presented.

Attachment

- » TPB Bylaws – 9-13-22



Wichita Area Metropolitan Planning Organization Transportation Policy Body Bylaws

Article 1 - TRANSPORTATION POLICY BODY (TPB) MEMBERSHIP

1.1 Voting Representatives. The TPB consists of voting representatives from the MPO Member Jurisdictions participating in the financial support of the MPO. The membership is as follows:

- a) Four (4) City of Wichita elected officials or their designated alternate(s), as appointed by the Wichita City Council;
- b) Four (4) Sedgwick County elected officials or their designated alternate(s), as appointed by the Sedgwick County Board of County Commissioners;
- c) Two (2) Kansas Department of Transportation (KDOT) representatives appointed by the Secretary of Transportation;
- d) One (1) Sedgwick County Association of Cities (SCAC) elected official or designated alternate representing jurisdictions in "Good Standing" under 2,000 population; and
- e) One (1) elected official or designated alternate each for all other jurisdictions in "Good Standing" over 2,000 population.

Member Jurisdictions must remain in Good Standing as defined in the WAMPO Redesignation Agreement for Cooperative Transportation Planning, 2013 (Redesignation Agreement) to retain voting privileges.

1.2 Designation of Alternates. Participating Member Jurisdictions may designate an official alternate or alternates as the official representative to the TPB as prescribed in the Redesignation Agreement. The intent of this provision is to have Member Jurisdictions designate alternates who can attend TPB meetings on a consistent basis, providing continuity in Jurisdictions' participation. The designation must be made in writing and submitted to the WAMPO prior to the alternate's or alternates' participation at a TPB meeting.

1.3 Attendance. Because regular attendance at TPB meetings is important, WAMPO will alert a member jurisdiction whenever its representative misses three or more consecutive meetings.

1.4 Non-Voting Members. Non-voting members represent WAMPO Member Jurisdictions that do not participate in the financial support of WAMPO, Member Jurisdictions represented by the

WAMPO TPB Bylaws

[Adopted August 14, 2007](#)

[Amended December 9, 2008](#)

~~[Adopted](#)~~ ~~[Amended](#)~~ ~~[July 23](#)~~ [November 12, 2013](#)

Amended March 12, 2019

Amended March 9, 2021

Anticipated Amendment December 13, 2022

Sedgwick County Association of Counties, and representatives from the Federal Highway Administration and the Federal Transit Administration.

Article 2 - VOTING

2.1 Voting. Each voting representative or designated alternate will be allowed one (1) vote on matters of business before the TPB. Non-voting members will have no voting privileges, but may participate in meetings.

The affirmative vote of a majority of quorum shall be sufficient for the passage of all motions, except for amendments to these Bylaws or for any other action where a different vote is specifically required by the Redesignation Agreement or these Bylaws.

Any voting member remaining silent on a vote shall be considered to have voted in the affirmative. Representatives shall abstain from voting on any matter in which he or she has a substantial interest, as defined in Article 9.

2.2 Weighted Voting. Weighted voting will be allowed as provided for under procedures established in Section 4.1 of the Fiscal Agreement for the Operation of the Wichita Area Metropolitan Planning Organization.

2.3 Proxy Votes. The use of proxy voting is not allowed. Voting members must be present to vote, except as provided in Article 6.

Article 3 - OFFICERS

3.1 Chair and Vice-Chair. The TPB shall annually elect a Chair and Vice-Chair from among the voting representatives. The election shall be by an affirmative vote of the quorum present at the regular February meeting of the TPB. The newly elected Chair and Vice-Chair shall assume office immediately following the election. In the event the TPB does not meet in February, elections will be at the next scheduled meeting. The Chair and Vice-Chair are eligible to succeed themselves but shall not represent the same Jurisdiction. The Chair and the Vice-Chair shall serve a term of one (1) year. No person elected as Chair shall serve more than two consecutive terms as Chair and no person elected as Vice-Chair shall serve more than two consecutive terms as Vice-Chair.

The Chair shall preside at TPB meetings and at all public hearings conducted by the TPB; appoint subcommittees as needed; sign all letters, agreements and documents, as authorized by the TPB; and perform such other duties as appropriate. The Vice-Chair shall serve as Chair in the absence of the Chair.

3.2 Secretary. The WAMPO Director, or designee, shall serve as Secretary. The Secretary will not have TPB voting privileges. The Secretary shall conduct all business on behalf of the TPB. The Secretary will perform other actions and responsibilities as may be delegated to that position by the Chair.

3.3 Removal of Officers. The Chair and Vice-Chair may be removed from their respective offices for good and sufficient cause. The cause of the removal will be documented in the meeting minutes and shall require an affirmative vote of seventy-five percent (75%) of the voting representatives present in a meeting where a quorum is present.

3.4 Vacancies. In the event of a vacancy in the office of Chair or Vice-Chair, a voting representative shall be elected to serve the remainder of the term of office. Notice of such election shall be placed as an agenda item and the election shall be conducted in the manner consistent with the election of a Chair or Vice-Chair.

Article 4 - EXECUTIVE COMMITTEE

4.1 Executive Committee Membership. The TPB may, at its discretion, create an Executive Committee to which it may refer matters regarding the budget and finances, personnel, and law. The Executive Committee shall be composed of:

- Chair
- Vice-Chair
- Chairperson of TAC
- [Wichita Metro area representative from the Kansas Department of Transportation](#)
- Two (2) at large members of the Executive Committee are voting representatives of the TPB and appointed by the Chair of the TPB

No more than one representative from any one Jurisdiction may participate on the Executive Committee. If a member of the Executive Committee cannot attend a meeting of the Executive Committee, the jurisdiction's designated alternate may attend.

The Executive Committee shall include, in some capacity, one member from the City of Wichita and one member from Sedgwick County. Representatives of the City of Wichita and Sedgwick County may be Chair, Vice-Chair, Chairperson of TAC, or members at large.

The Executive Committee will serve until the next election of officers, at which time the Executive Committee will be re-selected. No member of the Executive Committee can serve more than two consecutive terms in a particular position, but may serve two consecutive terms in as Chair, Vice Chair, member at large and TAC chair.

The Executive Committee will also include as non-voting, ex officio members:

WAMPO TPB Bylaws
[Adopted August 14, 2007](#)
[Amended December 9, 2008](#)
~~[Adopted](#)~~ ~~[Amended](#)~~ ~~[July 23](#)~~ ~~[November 12](#)~~, 2013
Amended March 12, 2019
Amended March 9, 2021
Anticipated [Amendment](#) December 13, 2022

- Immediate past Chair of the TPB. In the event the immediate past chair of WAMPO is no longer representing a jurisdiction, this position shall not be filled.

The Secretary shall attend these meetings to provide staff support, unless an item pertains to a ~~_____~~ personnel issue related to the Secretary.

4.2 Meetings. Executive Committee meetings shall be called at the discretion of the Chair or Vice-Chair.

4.3 Duties and Powers. The Executive Committee shall:

- a) exercise the duties and powers assigned to it by the TPB;
- b) have the authority to take action on behalf of the TPB (between regular meetings of the TPB or when a necessary quorum is lacking at a regular meeting of the TPB); and
- c) supervise the affairs of the TPB between regular meetings.

All actions taken by the Executive Committee are subject to prior direction and subsequent ratification by the TPB.

Article 5 - MEETINGS

5.1 Regular Meetings. The TPB shall determine the time, date, and place of its regular meetings, which will be held in accordance with a schedule of meeting dates approved in the fourth quarter of the preceding calendar year.

5.2 Notice of Meetings. Written notice stating the time, date, and place of all regular meetings and an agenda enumerating items of business to be considered shall be distributed to each voting representative and non-voting member. Notice to the general public of regular meetings will follow procedures prescribed in the most current Public Participation Plan.

5.3 Special Meetings. The Chair, Secretary, or a majority of the voting members may call special meetings. In calling a special meeting, the requirements of the most current Public Participation Plan must be considered. Items of business to be considered at special meetings shall be limited to the items listed in the meeting agenda. The Secretary shall give public notice and notice to all members of special meetings not less than 24 hours prior to the meeting.

5.4 Executive Sessions. The Chair may recess a regular meeting into executive session as permitted by Kansas laws.

5.5 Meeting Cancellations. The Secretary may cancel a regularly scheduled meeting as deemed necessary, with the consent of the Chair.

5.6 Quorum. The presence of a majority of the total voting membership of the TPB shall constitute quorum. No action shall be taken without a quorum of the TPB in attendance at that meeting. Quorum is not lost when one or more members abstain from voting.

If quorum is present at the scheduled meeting time and the Chair and Vice-Chair are absent, the Secretary or other WAMPO staff representative may call for election of a temporary Chair. Upon the arrival of the Chair or Vice-chair, the temporary Chair shall relinquish the position upon conclusion of the business item immediately before the TPB.

If a quorum is not reached within fifteen minutes of the scheduled meeting time, those members present may, by unanimous agreement, elect to continue the meeting as a public information meeting or workshop to discuss items on the agenda that do not require approval or action by the TPB. In this event, the names of the members present at such public information meeting or workshop and brief minutes of items discussed shall be recorded.

Quorum for the Executive Committee shall be the presence of three members.

5.7 Public Comment Opportunity. Opportunities for public comment shall be provided at each meeting. Locations for all meetings shall be accessible by persons with disabilities. [Matters related to personnel and litigation are not appropriate for public comment. Rules of decorum will be observed.](#)

5.8 Record of Proceedings. The Secretary or designee will record a roll of members, minutes of proceedings, and votes and will maintain those records. The minutes recorded are subject to review and approval by the TPB and the Secretary shall make them available for public review.

Article 6 - VIDEO AND TELECONFERENCE ATTENDANCE

Members of the Transportation Policy Body may participate in a meeting by means of conference telephone, video conference device, or similar communications equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting pursuant to this subsection shall constitute presence in person at such meeting.

If communication is lost and cannot be restored in a timely fashion, the person participating through electronic devices will be considered to have left the meeting. In that event, the Chair will ascertain whether quorum continues. The lack of quorum present will be addressed through procedures identified in Section 5.6.0

Article 7 - CONDUCT OF BUSINESS

WAMPO TPB Bylaws
[Adopted August 14, 2007](#)
[Amended December 9, 2008](#)
~~[Adopted](#)~~ [Amended July 23 November 12, 2013](#)
Amended March 12, 2019
Amended March 9, 2021
Anticipated [Amendment](#) December 13, 2022

Meetings will be held in accordance with the Kansas Open Meetings Act (KOMA). Roberts Rules of Order (current edition) shall govern the conduct of meetings where not otherwise specifically provided by these Bylaws. The presiding officer shall have authority to limit discussion or presentation by members and non-members of the TPB or to take other appropriate actions necessary to conduct all business in an orderly manner.

Article 8 - COMMITTEES

8.1 Technical Advisory Committee. The Technical Advisory Committee (TAC) will serve as an advisory board and technical support for the TPB. During the regular February meeting of the TPB, the TPB shall elect by an affirmative vote of a quorum present one of its members to serve as the Chair of the TAC. In the event the TPB does not meet in February, the election will be at the next scheduled meeting. The appointed Chair of the Technical Advisory Committee shall be appointed to serve no more than two 1-year terms. No other TPB voting representative or designated alternate shall serve simultaneously on both the TPB and the TAC.

8.2 Other Committees. The TPB may designate other committees or subcommittees as necessary to investigate and report on specific subject areas of interest to it. Such committee members may, or may not, be members of the TPB.

Article 9 - CONFLICT OF INTEREST

No member of the TPB shall participate in, discuss, or vote on a matter in which he or she has a substantial interest as defined by K.S.A.46-229, et seq (Attachment 1). Should any member

have such a substantial interest on a matter coming before the Body or its committees, he or she shall declare the substantial interest.

Article 10 - AMENDMENTS TO BY-LAWS

These Bylaws may be amended by a two-thirds vote of quorum at any regular meeting, provided that the members have been notified in writing of the proposed change at least five (5) calendar days in advance, and the proposed amendment has been placed on the agenda. All amendments to these Bylaws shall be recorded by date and incorporated into these Bylaws. Revised Bylaws shall be delivered to members (both voting and non-voting) at the next regular meeting following the Bylaws amendments.

Article 11 - SUPERSESION OF PREVIOUS BYLAWS

Adoption of these Bylaws hereby supersedes and renders null and void all previous Bylaws of the WAMPO Transportation Policy Body, but does not affect any other existing official actions by WAMPO special purpose agreements or contracts between WAMPO and other general or special purpose units of governments, boards, agencies, commissions, or authorities.

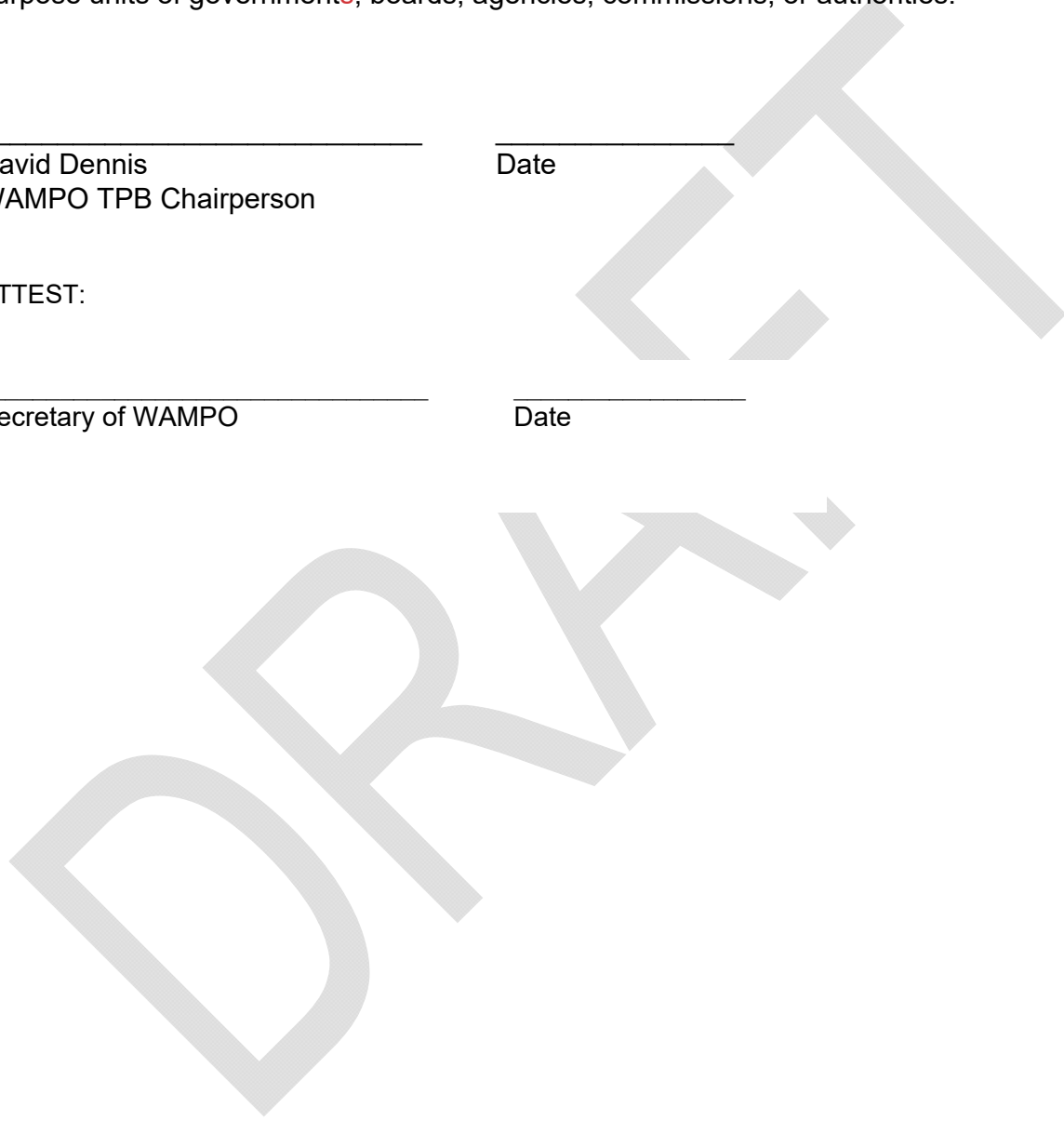
David Dennis
WAMPO TPB Chairperson

Date

ATTEST:

Secretary of WAMPO

Date



WAMPO TPB Bylaws
[Adopted August 14, 2007](#)
[Amended December 9, 2008](#)
~~[Adopted](#)~~ ~~[Amended July 23](#)~~ [November 12, 2013](#)
Amended March 12, 2019
Amended March 9, 2021
Anticipated [Amendment](#) December 13, 2022



Agenda Item 2Div: Consent Agenda

TAC Bylaws Amendment

Chad Parasa, Executive Director

Ashley Bryers, Transportation Planning Manager

Background

Staff evaluated the TPB and TAC bylaws and rosters for opportunities to provide clarification on voting membership. TAC bylaws may be amended by a majority vote of the WAMPO TPB voting membership at any regular meeting, provided that the members have been notified in writing of the proposed change at least five (5) calendar days in advance and the proposed amendment has been placed on the agenda.

TAC Bylaws Amendment

Five (5) proposed changes:

1. Rename three (3) Voting Member seats (Page 2)
 - » “Regional Pathways Representative from the WAMPO Regional Pathways System Plan (RPSP) Project Advisory Committee” to “Regional Pathways Representative”
 - » “Air Quality Representative for the Metropolitan Statistical Area” to “Air Quality Representative”
 - » “At-Large Representative for Freight Movement Orientation (Named by the TPB)” to “At-Large Representative for Freight Movement (Named by the TPB)”.
2. Move a Voting Member seat to an Ex-Officio Non-Voting Member seat
 - » “Kansas Turnpike Authority Representative.” Staff spoke with the KTA representative informing them of their voting rights and they requested to be moved to a non-voting role. (Page 2)
3. Add a new subsection to Section 3.3 Member Selection and Termination
 - » Sub Section 3.3.4 “WAMPO and TPB will be mindful of racial and gender diversification of TAC when identifying technically qualified individuals to be appointed to TAC.” (Page 3)
4. Add a new subsection to Section 6.1 Meetings
 - » Sub Section 6.1.4 “Opportunities for public comment shall be provided at each meeting. Matters related to personnel and litigation are not appropriate for public comment. Rules of decorum will be observed.” (Page 4)
5. Add a new section 6.2 Special Meetings
 - » “The Chair, Secretary, or a majority of the voting members may call special meetings. In calling a special meeting, the requirements of the most current Public Participation Plan must be considered. Items of business to be considered at special meetings shall be limited to the items listed in the meeting agenda. The Secretary shall give public notice and notice to all members of special meetings not less than 24 hours prior to the meeting.” (Page 4)

Staff Recommendation

- » Approve the TAC bylaws amendment, as presented.

Attachment » TAC Bylaws – 12-5-22



Wichita Area Metropolitan Planning Organization Technical Advisory Committee

SECTION 1.0 NAME

The name of the Committee will be the Technical Advisory Committee (TAC).

SECTION 2.0 ORGANIZATION

2.1 Authority

The Wichita Area Metropolitan Planning Organization (WAMPO) Transportation Policy Body (TPB) is the authorizing body for the TAC.

2.2 Purpose

The purpose of the TAC is to provide technical support to the WAMPO TPB. Activities include but are not limited to:

- 2.2.1 Provide technical support to the WAMPO TPB, and other agencies, on transportation--related studies and issues.
- 2.2.2 Advise the WAMPO TPB on technical and policy matters with accompanying recommendations and support information.
- 2.2.3 Provide technical support in the preparation of the Metropolitan Transportation Plan (MTP) and recommend its adoption to the WAMPO TPB.
- 2.2.4 Review the Transportation Improvement Program (TIP), including reviewing projects and recommending adoption to the WAMPO TPB.
- 2.2.5 Assist the WAMPO TPB and staff in preparation of the Unified Planning Work Program (UPWP), and recommend its adoption by the WAMPO TPB.
- 2.2.6 Coordinate in the development of regional transportation planning activities. Review and provide technical critique on the products and processes associated with regional transportation planning for the WAMPO area.

SECTION 3.0 MEMBERS

3.1 Committee Composition:

The membership of the TAC will consist of twenty-~~three~~two (2~~3~~2) voting members and ~~two~~three (3~~2~~3) Ex-Officio non-voting members.

3.1.1 Voting Members:

- One (1) WAMPO TPB Member (Chair, elected by the TPB)
- -Three (3) City of Wichita Representatives
- One (1) City of Wichita Transit Representative
- One (1) Coordinated Transit District Representative
- One (1) Sedgwick County Representative
- Two (2) Kansas Department of Transportation Representatives
- One (1) Butler County/Sumner County Representative
- Three (3) Sedgwick County Association of Cities (SCAC) Representatives
- One (1) Regional Economic Area Partnership (REAP) Representative
- One (1) Regional Pathways Representative ~~from the WAMPO Regional Pathways System Plan (RPSP) Project Advisory Committee~~
- One (1) Air Quality Representative ~~for the Metropolitan Statistical Area~~
- ~~One (1) Kansas Turnpike Authority Representative~~
- One (1) At--Large Representative for Freight Movement ~~Orientation~~ (Named by the TPB)
- One (1) Railroad Freight Representative (Named by the TPB)
- One (1) Economist (Named by the TPB)
- One (1) Technologist (Named by the TPB)
- One (1) Urban land use planning and development trends expert (Named by the TPB)
- One (1) Public Health Representative (Named by the TPB)

3.1.2 *Ex-Officio Non-Voting Members

- One (1) Federal Highway Administration Representative*
- One (1) Federal Transit Administration Representative*
- One (1) Kansas Turnpike Authority Representative*

3.2 Alternate Members

Alternates will be allowed to replace the designated member maintaining all rights and voting privileges as the designated member.

3.2.1 Alternates will advise the Chairperson for the record, at the beginning of each meeting, that they will be replacing the designated member.

3.3 Member Selection and Termination

Members will be approved by the WAMPO TPB. Staff will provide recommendations on membership.

3.3.1 The represented agencies shall select the member(s) to represent that agency according to their represented agency's own practices and the ~~proposed~~ listing outlined in the

Bylaws. These selections will be submitted to WAMPO staff through an email or letter for documentation purposes.

3.3.2 A person's membership on the TAC shall be terminated upon the member leaving his or her position named for membership on the TAC, or by the group represented by the person choosing a replacement representative.

3.3.3 If a member or the member's alternate misses three (3) meetings within a calendar year, TAC may vote to remove the member and request a new appointee.

3.3.4 WAMPO and TPB will be mindful of racial and gender diversification of TAC when identifying technically qualified individuals to be appointed to TAC.

SECTION 4.0 OFFICERS AND COMMITTEES

4.1 Chairperson

4.1.1 The TPB shall elect one of its members to serve as the Chairperson of the TAC.

4.1.2 Elections shall take place during the regular February monthly meeting of the TPB. In the event the TPB does not meet in February, elections will be at the next scheduled meeting.

4.1.3 The term of the office shall be -1 year, or until such time the new officers are elected. The Chairperson of the TAC may serve up to two consecutive 1--year terms.

4.1.4 In the event of a vacancy in the office of Chairperson, a TPB member shall be elected by the TPB to serve the remainder of the term of office.

4.2 Duties of the Chairperson

The Chairperson shall preside at TAC meetings, assuring a comprehensive, cooperative, and continuing planning process.

4.3 Duties of the Secretary

It is the duty of the Secretary to conduct meetings in the absence of the Chairperson. The Secretary is responsible for the preparation of agendas, the handling of administrative matters and the maintenance of records, minutes, and the official roster of members. The Director of the WAMPO will act as Secretary of the TAC.

SECTION 5.0 QUORUM

In order for business to be transacted, there must be a recognized quorum of voting members. A quorum shall consist of a majority of the TAC voting members appointed at any given time.

A quorum is not lost when a member or members abstain from voting. If a quorum is not reached within fifteen minutes of the scheduled meeting time, those members present may, by unanimous agreement, select to continue the meeting as an informational meeting to discuss items on the agenda that do not require approval or action by the TAC voting membership.

SECTION 6.0 MEETINGS

6.1 Meetings

The TAC shall typically hold meetings ~~7~~ two weeks ahead of the WAMPO TPB meeting ~~4~~, whenever possible. The WAMPO TPB approves the schedule of meeting dates each year. When the date of a meeting falls on a legal holiday, the TAC meeting will be held the following calendar day or as scheduled by the Secretary.

6.1.1 The Secretary may cancel a regularly scheduled meeting or call an additional meeting as deemed necessary, with the consent of the Chairperson.

6.1.2 Changes to meeting time, place, or date and any cancellations of regular meetings shall be made at least twenty-four (24) hours prior to when such meeting was to have taken place or as soon as practicable.

6.1.3 Publication of the meetings and information will be posted on the WAMPO website. Public involvement activities will follow the currently adopted Public Participation Plan (PPP).

6.1.4 Opportunities for public comment shall be provided at each meeting. Matters related to personnel and litigation are not appropriate for public comment. Rules of decorum will be observed.

6.2 Special Meetings

The Chair, Secretary, or a majority of the voting members may call special meetings. In calling a special meeting, the requirements of the most current Public Participation Plan must be considered. Items of business to be considered at special meetings shall be limited to the items listed in the meeting agenda. The Secretary shall give public notice and notice to all members of special meetings not less than 24 hours prior to the meeting.

6.3 Conduct of Meetings

6.2.1 The meetings of the TAC will be held in accordance with Robert's Rules of Order and the Kansas Open Meetings Act (KOMA).

6.2.2 Meetings of the TAC may be held in person, virtually ~~4~~, or in a combination of both in ~~9~~-person and virtually ~~4~~.

6.2.3 Locations for all TAC meetings shall be accessible by persons with disabilities.

6.4 Agendas

6.3.1 There shall be an official agenda for every regular meeting of the TAC, which shall determine the order of business conducted at the meeting.

6.3.2 The Secretary ~~4~~, in consultation with the Chairperson ~~4~~, shall draft a meeting agenda.

6.3.3 Meeting agendas sent to Members shall include appropriate materials (e.g., staff reports, draft documents, etc.).

6.3.4 Regular meeting agendas shall be distributed to Members at least five (5)

calendar days in advance of the meetings.

6.5 Record of Proceedings

6.4.1 At all meetings of the TAC, the Secretary shall record a roll of members, minutes of proceedings, and votes.

6.4.2 The Secretary shall record the minutes of each meeting as a matter of public record and ~~should~~ shall present such minutes to the TAC for approval. Approved minutes of the TAC meetings shall be available for public inspection at the office of the Secretary and posted on the WAMPO web-site.

6.6 Voting

Any member remaining silent on a vote shall be considered to have voted in the affirmative, unless the Chairperson has granted permission to a member to refrain from voting, in which event the member shall be recorded as abstaining.

6.7 Conflict of Interest

No member of the TAC shall participate in, discuss, or vote on a matter in which he or she has a substantial interest as defined by K.S.A.75-4301 et seq.

Should any member have such a substantial interest on a matter coming before the TAC or its committees, the Chairperson shall declare an abstention for each affected TAC member for that item on the agenda.

SECTION 7.0 AMENDMENTS TO BYLAWS

These Bylaws may be amended by a majority vote of the WAMPO TPB voting membership at any regular meeting, provided that the members have been notified in writing of the proposed change at least five (5) calendar days in advance and the proposed amendment has been placed on the agenda.

All amendments to these Bylaws shall be recorded by date and incorporated into these Bylaws. An official copy will be maintained by the Secretary.

SECTION 8.0 EFFECTIVE DATE

The above and foregoing bylaws are hereby adopted as the bylaws of the TAC.

Adopted this 19th day of January 2006

Amended this 14th day of October 2008

Amended this 9th day of August 2011

Amended this 8th day of August 2017

Amended this 9th day of March 2021

Anticipated Amendment this 13th day of December 2022

WAMPO TPB Chairperson
David Dennis

Date

ATTEST:

WAMPO Secretary

Date

DRAFT



Agenda Item 2Dv: Consent Agenda
TAC Public Health and Regional Pathways Appointments
Chad Parasa, Executive Director
Ashley Bryers, Transportation Planning Manager

Background

Staff evaluated the TAC roster for opportunities to provide clarification on voting membership. Currently, there are four (4) vacant voting positions for representatives in the fields of At Large Freight, Rail Freight, Technology, and Public Health.

TAC Roster Changes

WAMPO staff spoke with Jack Brown, who is the current Regional Pathways Representative, about serving as the TAC representative for Public Health due to his related profession. He agreed.

Moving Jack Brown to serve as the representative for Public Health leaves a vacancy for the Regional Pathways Representative position. Staff spoke with Tia Raamot to see if she would be interested in serving as the Regional Pathways Representative due to her work as the City of Wichita's Transportation Planner and her involvement in pedestrian and bicycle planning. She agreed.

Staff would like to recommend the following representatives for voting positions on TAC.

- » Jack Brown –Kansas University School of Medicine-Wichita Research Instructor – Public Health Representative
- » Tia Raamot, City of Wichita Transportation Planner – Regional Pathways Representative

WAMPO staff has attempted and will continue to identify people who might be interested in serving as representatives for the At Large Freight, Rail Freight, and Technology positions.

TPB reviews and approves, or denies, all recommended representatives.

Staff Recommendation

- » Approve the TAC Public Health and Regional Pathways Appointments, as presented.

Attachment

- » TAC Roster as of October 26, 2022

2022 TAC Representatives and Contact Information			
VOTING MEMBERS & ALTERNATES	REPRESENTATIVES	MEMBER EMAIL	ALTERNATE EMAIL
Air Quality Representative	Nina Rasmussen	nasmussen@wichita.gov	
Butler/Sumner Counties Representative	Les Mangus	lmangus@andoverks.com	
City of Wichita Representative	Gary Janzen	gjanzen@wichita.gov	
City of Wichita Representative	Mike Armour	marmour@wichita.gov	
City of Wichita Representative	Shawn Mellies	smellies@wichita.gov	
Coordinated Transit District #9 Representative	Annette Graham, alt. Dorsha Kirksey	annette.graham@sedgwick.gov	dorsha.kirksey@sedgwick.gov
Economist Representative	Jolene Graham	jgraham@maizeks.gov	
Kansas Department of Transportation (KDOT)	Allison Smith, alt. David Schwartz	allison.smith@ks.gov	davids@ksdot.org
Kansas Department of Transportation (KDOT)	Tom Hein	tom.hein@ks.gov	
Regional Economic Area Partnership (REAP)	Laura Rainwater, alt. Keith Lawing	lrainwater@workforce-ks.com	klawing@workforce-ks.com
Kansas Turnpike Administration	Glen Scott, alt. David Jacobson	gscott@ksturnpike.com	djacobson@ksturnpike.com
Regional Pathways Representative	Jack Brown	jbrown4@kumc.edu	
Sedgwick County Association of Cities (SCAC)	Dan Squires	dansquires@derbyweb.com	
Sedgwick County Association of Cities (SCAC)	Danielle Gabor	dgabor@haysville-ks.com	
Sedgwick County Association of Cities (SCAC)	Justin Shore	jshore@clearwaterks.org	
Sedgwick County Representative	Jim Weber, alt. Lynn Packer	jim.weber@sedgwick.gov	Lynn.Packer@sedgwick.gov
Transportation Policy Body (TPB) Representative	Burt Ussery, TAC Chair	bussery@clearwaterks.org	
Urban Land Use Planning Representative	Mary Hunt	mmhunt@wichita.gov	
Wichita Transit Representative	Raven Alexander, alt. Tonja Howard	ralexander@wichita.gov	thoward@wichita.gov
Public Health Representative	Vacant		
At Large Freight Representative	Vacant		
Rail Freight Representative	Vacant		
Technology Representative	Vacant		
NON-VOTING MEMBERS & ALTERNATES	REPRESENTATIVES	MEMBER EMAIL	ALTERNATE EMAIL
KDOT - Wichita Metro Office Representative	Don Snyder	donald.snyder@ks.gov	
Federal Highway Administration	Cecelie Cochran	cecelie.cochran@dot.gov	
Federal Transit Administration	Eva Steinman, alt. Daniel Ngyen	eva.steinman@dot.gov	daniel.nguyen@dot.gov
WAMPO Representative	Chad Parasa	chad.parasa@wampo.org	
WAMPO Representative	Ashley Bryers	Ashley.Bryers@wampo.org	
WAMPO Representative	Nicholas Flanders	Nicholas.Flanders@wampo.org	
WAMPO Representative	Dora Gallo	Dora.Gallo@wampo.org	
WAMPO Representative	Alicia Hunter	Alicia.Hunter@wampo.org	
WAMPO Representative	Marcela Quintanilla	Marcela.Quintanilla@wampo.org	
WAMPO Representative	Emily Thon	Emily.Thon@wampo.org	
WAMPO Representative	Cailyn Trevaskiss	Cailyn.Trevaskiss@wampo.org	
WAMPO Representative	Eldon Taskinen	Eldon.Taskinen@wampo.org	

*Current quorum is 10 based on appointed positions

2023 WAMPO MEETING SCHEDULE

Meeting Location: ZOOM or 271 W 3rd St, Suite 203, Wichita, KS 67202

Meeting times and dates are subject to change by the Chair of that committee's discretion.

Transportation Policy Body	Technical Advisory Committee	Executive Committee	Active Transportation Committee	Safety & Health Committee
<i>3:00 PM Unless otherwise stated</i>	<i>10:00 AM Unless otherwise stated</i>	<i>11:00 AM unless otherwise stated</i>	<i>9:30 AM Unless otherwise stated</i>	<i>9:30 AM Unless otherwise stated</i>
JANUARY 10	JANUARY 23			
FEBRUARY 14	FEBRUARY 27	FEBRUARY 2		FEBRUARY 1
MARCH 14	MARCH 27		MARCH 1	
APRIL 11	APRIL 24			
MAY 9	MAY 22	MAY 4		MAY 3
JUNE 13	JUNE 26		JUNE 7	
JULY 11	JULY 24			
AUGUST 8	AUGUST 28	AUGUST 3		AUGUST 2
SEPTEMBER 12	SEPTEMBER 25		SEPTEMBER 6	
OCTOBER 10	OCTOBER 23			
NOVEMBER 14	NOVEMBER 27	NOVEMBER 2		NOVEMBER 1
DECEMBER 12			DECEMBER 6	





Background

WAMPO is planning on applying for the [Safe Streets & Roads for All \(SS4A\)](#) Implementation Grant in September 2023. To apply for the Implementation Grant, WAMPO must have a safety plan that was adopted or updated after 2017, our last plan was completed in 2011. WAMPO issued a Request for Proposals (RFP) over the summer seeking a consultant to develop a Comprehensive Safety Action Plan (CSAP) that meets the requirements set by USDOT. The CSAP will identify specific projects and strategies or complementary planning efforts eligible to receive funds from the Implementation Grant within the WAMPO region.

On Tuesday November 8, 2022, WAMPO's Transportation Policy Body (TPB) signed a contract for consulting services for the Comprehensive Safety Action Plan (CSAP).

In support of the development of the CSAP, the City of Derby has agreed to contribute to the cost of the CSAP contract. Derby agrees to contribute \$5,000 to WAMPO for the total cost of the CSAP contract.

Staff Recommendation

- » Approve the Derby Safety Plan Agreement, as presented.

Attachment

- Derby CSAP Agreement

Contract for a Comprehensive Safety Action Plan
Between the
the City of Derby, Kansas
and
the Wichita Area Metropolitan Planning Organization

THIS AGREEMENT made and entered into this ___ day of November, 2022 by and between the Wichita Area Metropolitan Planning Organization, (hereinafter referred to as "WAMPO"), and the City of Derby, Kansas (hereinafter referred to as "the City").

WHEREAS, the United States Department of Transportation (DOT) will be issuing Safe Streets and Roads for All (SS4A) Discretionary Grants to provide funding for the implementation of a safety action plan which meet specific criteria.

WHEREAS, WAMPO and the City **desire** to contract for services to develop a WAMPO Comprehensive Safety Action Plan (CSAP) which meet the specified program criteria required to pursue an Implementation Grant available under the SS4A program and for assistance in applying for an FY 2023 SS4A Implementation Grant; and

WHEREAS, WAMPO is in the position to publicly solicit proposals for the same, and contract with a selected vendor; and

WHEREAS, the City desires to contribute to the costs of the contract WAMPO enters into with a vendor in exchange for inclusion in, and full access to, the Comprehensive Safety Action Plan.

NOW, THEREFORE THE PARTIES AGREE AS FOLLOWS:

- 1) WAMPO will select and contract with a vendor to develop a WAMPO Comprehensive Safety Action Plan (CSAP) which meet the specified program criteria required to pursue an Implementation Grant available under the SS4A program.
- 2) The City will cooperate with WAMPO and the selected vendor to provide information as necessary to develop the CSAP.
- 3) The City will pay WAMPO Five Thousand Dollars (\$5,000.00), at the request of WAMPO, after WAMPO contracts for the services of the selected vendor.
- 4) WAMPO will, at the request of the City, provide documentation of the invoices from the selected vendor and proof of payment of the invoices.
- 5) WAMPO will provide the City full access to the completed CSAP prepared by the selected vendor.
- 6) In the event that WAMPO and/or the selected vendor terminate their agreement and the CSAP is not completed, a pro rata portion of the funds paid by the City will be returned to the City, after all obligations to the vendor under the terminated agreement have been satisfied.
- 7) It is specifically understood that this agreement is between these parties and this agreement does not create any contractual relationship between the City and the selected vendor.

IN WITNESS WHEREOF, the parties hereto have executed this Contract to be effective the day and year first above written.

APPROVED AS TO FORM:

By _____
Kelly Rundell
Hite, Fanning & Honeyman, L.L.P.
WAMPO Contract Attorney

_____ Date

WICHITA AREA METROPOLITAN PLANNING ORGANIZATION:

_____ Date
David Dennis
Transportation Policy Body (TPB) Chairperson

ATTEST:

_____ Date
Chad Parasa
WAMPO Transportation Policy Body (TPB) Secretary

APPROVED AS TO FORM:

By Jacqueline R. Butler _____
Jacqueline R. Butler
City Attorney for the City of Derby, Kansas

11/9/22
Date

CITY OF DERBY, KANSAS:

Kiel Mangus _____
Kiel Mangus
City Manager

11/09/22
Date



Agenda Item 2Dviii: Consent Agenda **Fiscal Agent Services by the City of Wichita**

Chad Parasa, Executive Director

Background

The City of Wichita has acted as WAMPO's Fiscal Agent for many years. This action is to extend the contract from January 1, 2023, to December 31, 2025. The contract may be renewed for four (4) additional one-year terms upon the written mutual agreement of the parties.

As part of this agreement, WAMPO will continue to provide monthly statements within 10 business days after the first of the month. If WAMPO's bank balance is below twenty percent (20%) of its current fiscal year budget, upon the request from WAMPO for replenishment, then the City of Wichita will transfer additional funds to WAMPO sufficient to replenish its cash balance up to the amount requested by WAMPO, but in no event more than twenty percent (20%) of its current fiscal year budget, within ten (10) business days of receipt of the Monthly Statement from WAMPO barring any unanswered questions/ issues the City of Wichita has brought up. The City of Wichita will charge WAMPO interest on its outstanding payable balance due to the City of Wichita at a rate not to exceed the higher of (1) the City of Wichita's weighted average yield to maturity on its pooled cash and investments or (2) the 91-day Treasury Bill yield.

It is agreed and understood by and between the parties that any funds advanced to WAMPO by the City of Wichita are owed to the City of Wichita, The City of Wichita will not be held responsible for any expenses incurred for disallowed or ineligible expenses by the CPG nor any funds misappropriated by WAMPO personnel.

Staff Recommendation

- » Approve the Fiscal Agent Services by the City of Wichita Contract, as presented.

Attachment

- » [WAMPO/City of Wichita Fiscal Agreement Contract](#)

**CONTRACT FOR FISCAL AGENT SERVICES BETWEEN
THE WICHITA AREA METROPOLITAN PLANNING ORGANIZATION**

AND

THE CITY OF WICHITA, KANSAS

THIS CONTRACT entered into this ____ day of _____, 2022, by and between the Wichita Area Metropolitan Planning Organization ("WAMPO") and the City of Wichita, Kansas (CITY)

WITNESSETH THAT:

WHEREAS, WAMPO is the designated Metropolitan Planning Organization ("MPO") for the greater Wichita metropolitan area and is responsible for the continuing, cooperative, and comprehensive transportation planning process mandated by federal law and state regulations; and

WHEREAS, WAMPO is a legally independent government entity authorized by federal regulation, is distinct from any of its Member Jurisdictions and is governed by the Transportation Policy Body ("TPB"); and

WHEREAS, WAMPO is comprised of Member Jurisdictions representing at a minimum the units of general purpose local government that together represent at least 75 percent of the existing Metropolitan Planning Area Boundary ("MPAB") population (including the City of Wichita which is the largest incorporated city); and

WHEREAS, WAMPO receives operating assistance through federal transportation planning funds identified annually in a Consolidated Planning Grant Agreement ("CPG") between WAMPO and the Kansas Department of Transportation ("KDOT"). Under the CPG, KDOT reimburses WAMPO the eligible federal share of TPB-authorized Unified Planning Work Program ("UPWP") expenditures, with the balance (the nonfederal participation) to be provided by WAMPO Member Jurisdictions; and

WHEREAS, the WAMPO Redesignation Agreement for Cooperative Transportation Planning of 2013 ("Redesignation Agreement") provides for a separate Fiscal Agreement to collect local, non-federal participation funds for the operation of WAMPO; and

WHEREAS, participating WAMPO Member Jurisdictions entered into a Fiscal Agreement for the provision of local, non-federal funding to meet the local match requirement for federal transportation planning funds identified in the CPG Agreement and to, as may be needed from time to time, supplement deficiencies in the annual operating expenses experienced by WAMPO; and

WHEREAS, the Fiscal Agreement provides that WAMPO will contract the services of a Fiscal Agent(s) from the pool of Member Jurisdictions to provide itemized services for WAMPO, The duties of the designated Fiscal Agent(s) will be determined by agreement between WAMPO and the designated Fiscal Agent(s); and

WHEREAS, WAMPO desires to enter into a contract with the CITY for Fiscal Agent Services; and

WHEREAS, CITY is a Member Jurisdiction of WAMPO with proven financial capacity and capabilities sufficient to serve the needs of WAMPO and the CITY desires to enter into a contract with WAMPO to provide Fiscal Agent Services.

NOW, THEREFORE, the contracting parties do mutually agree as follows:

SECTION 1. SCOPE OF SERVICES The CITY shall provide and perform the Scope of Services under this Contract and at the negotiated rates and charges as specified in Attachment A. Any changes in the Scope of Services and/or budget under this Contract shall be made by written amendment, and signed by all parties, as provided by SECTION 16 of this Contract. Deviation from this approved Scope of Services during

the contract period must be approved by WAMPO. Deviation from the Scope of Services, unless approved by WAMPO, may result in termination of the Contract. Termination will follow the procedures under SECTION 17 of this Contract.

SECTION 2. TIME OF PERFORMANCE

A. Period of Contract This Contract shall cover services performed or to be performed by the CITY commencing January 1, 2023 and ending December 31, 2025. This Contract shall not bind nor purport to bind WAMPO for any contractual commitment in excess of this contract period.

B. Option to Extend This Contract may be renewed for four (4) additional one-year terms upon the written mutual agreement of the parties. After the additional renewal periods have been executed, if it is deemed to be desirable by WAMPO and the CITY, a new Contract shall be executed. In the event the Contract is extended, all terms, conditions, and provisions of the original Contract shall remain the same and apply during any extension period(s), unless modified via a formal Contract amendment approved by mutual agreement of the parties. Absent such an extension, the obligations of the City as set out in the Scope of Services shall cease at the end of the Contract period,

SECTION 3 FUNDING AND COMPENSATION FOR CITY SERVICES

A. Information to CITY WAMPO shall provide a Monthly Statement on WAMPO letterhead signed by its Director to the CITY within ten (10) business days after the first of each month. At a minimum the monthly statement will include the following information/ support: (1) WAMPO's bank balance at the end of the month just ended; (2) proof of its bank balance via an online statement from its bank; (3) a summarized rollforward of receipts and disbursements from the previous month's bank balance to the current bank balance; and (4) reports from its accounting system that supports the amounts presented in the rollforward.

Within thirty days (30) of each new fiscal year, WAMPO is to provide to the CITY supporting documentation of approval of its upcoming annual fiscal budgets.

B. Funding of WAMPO If WAMPO's bank balance is below twenty percent (20%) of its current fiscal year budget, upon the request from WAMPO for replenishment, then the CITY will transfer additional funds to WAMPO sufficient to replenish its cash balance up to the amount requested by WAMPO, but in no event more than twenty percent (20%) of its current fiscal year budget, within ten (10) business days of receipt of the Monthly Statement from WAMPO barring any unanswered questions/ issues the CITY has brought up.

The CITY will deposit funds, as discussed above, directly into WAMPO's designated bank account, as provided via its vendor file with the CITY. WAMPO will register as a vendor of the CITY as provided by completion of the CITY vendor registration and vendor ACM authorization forms. Each transfer of funds will be recorded as a payable from WAMPO to the CITY.

C. Interest Charges The CITY will charge WAMPO interest on its outstanding payable balance due to the CITY at a rate not to exceed the higher of (1) the CITY'S weighted average yield to maturity on its pooled cash and investments or (2) the 91-day Treasury Bill yield.

SECTION 4. ESTABLISHMENT AND MAINTENANCE OF RECORDS CITY agrees to retain all its records, books, papers, or documents related to the current contract term for a period of not less than four (4) years after the current period ends. The aforementioned records will be retained beyond three (3) years if any litigation, audit, finding of a questioned cost (either an independent, State or Federal audit) has begun or if a claim is instituted involving the grant or agreement covered by the records *and* WAMPO notifies CITY of the triggering event within that three year period. In these instances, the records will be retained three (3) years from the final resolution of the litigation, audit, finding or claim. No records shall be disposed of outside of the agreed upon retention period without prior written notice to WAMPO.

SECTION 5. DOCUMENTATION OF FEES FOR CITY SERVICES Payments for charges under this Contract may include fixed-price, negotiated fees for service and expense reimbursements as agreed upon by the CITY and WAMPO. Photocopies will be billed at the CITY's internal rate per page. All

reimbursable expenses shall be supported by documentation in the form of a monthly bank statement, evidencing in proper detail the nature and propriety of the Expenses.

Unless otherwise agreed pursuant to SECTION 5, the reasonable fees charged by the CITY in performance of SECTION 7(A) and SECTION 7(B) shall not exceed the actual hourly rate for the actual time worked by the CITY employee performing such work. The rate charged by the CITY of salaried employees shall be converted to an hourly rate for the purpose of seeking reimbursement from WAMPO.

Individuals employed in activities authorized under this Contract shall be paid wages which shall not be less than the highest of: (A) the minimum wage under section 6(a)(1) of the Fair Labor Standards Act of 1938 as amended; (B) the minimum wage under the applicable state or local minimum wage law; or (C) at the prevailing rates of pay for individuals employed in similar occupations by the same employer, after accounting for education, training and experience.

SECTION 6. **REPORTS AND INFORMATION TO WAMPO**

A. The CITY, at such times (usually not more often than once monthly) and in such forms as WAMPO may request, shall furnish to WAMPO such statements, records, reports, data and information as WAMPO may reasonably request pertaining to matters covered by this Contract. All reports, information, data and other related materials, prepared or assembled by the CITY under this Contract, are subject to the Kansas Open Records Act set forth in K.S.A. 45-215 et seq.

B. The CITY may provide the documents and information described in SECTION 6 in electronic format, original format or photocopies. The CITY may retain, at its own expense, copies of any of the information described in Section 6. In the event WAMPO requests other information or documentation from the CITY in the future, the CITY will invoice WAMPO for the costs of labor and supplies related to furnishing the requested documents and information based on rates in SECTION 5.

SECTION 7. **AUDITS AND INSPECTIONS**

A. Audit and Inspection — WAMPO's Rights The CITY shall, at any time and as often as WAMPO, the State of Kansas, the Comptroller General of the United States and/or any of their duly authorized representatives may reasonably deem necessary, make available for examination all its records and data that pertain to work performed under this Contract for the purpose of making audits, examinations, excerpts, transcriptions and photocopies. Access includes any books, documents, papers or records, including computer records, of any contractor or subcontractor within the control of the CITY, which are directly pertinent to charges made under this Contract. Rights shall also include timely and reasonable access to personnel for the purpose of making audit, examination, excerpts, transcriptions, interviews and discussions related to such documents.

CITY shall be entitled to fees for services rendered pursuant to such audit and inspection activities. Said services will be considered "other services" as defined in SECTION 5 and subject to fees as provided therein.

B. Audit and Inspection — CITY's Rights WAMPO shall, at any time and as often as the CITY, the State of Kansas, the Comptroller General of the United States and/or any of their duly authorized representatives may reasonably deem necessary, make available for examination all its records and data that pertain to work performed under this Contract for the purpose of ensuring the Contract terms are properly upheld. Access includes any books, documents, papers or records, including computer records, of any contractor or subcontractor within the control of WAMPO, which are directly pertinent to charges made under this Contract. Rights shall also include timely and reasonable access to personnel for the purpose of making audit, examination, excerpts, transcriptions, interviews and discussions related to such documents.

CITY shall be entitled to reimbursement of reasonable fees related to an AUP (Agreed Upon Procedure) performed by its Auditor to ensure WAMPO's compliance with this Contract and proper documentation of its records as provided to the CITY.

C. Audited Financial Statements and Internal Controls WAMPO shall provide to the CITY a copy of its most recent audited financial statements and Single Audit, if required, within 30 days of the issuance. WAMPO shall also provide the CITY a copy of the auditor's letter of internal control observations and communication to governance when providing its audited financial statements. These documents are to be provided to assure the CITY that WAMPO has adequate controls and safeguards to protect and properly expend the advanced funds by the CITY.

SECTION 8. FUNDS EXPENDED BY WAMPO AND HOLD HARMLESS

- A. It is agreed and understood by and between the parties that any funds advanced to WAMPO by the CITY are owed to the CITY, The CITY will not be held responsible for any expenses incurred for disallowed or ineligible expenses by the CPG nor any funds misappropriated by WAMPO personnel
- B. WAMPO shall save, defend, hold harmless and indemnify CITY form and against any and all losses, damages, liabilities, claims and costs of whatsoever kind and nature for any loss or damage in connection with or resulting from the performance or failure to perform by WAMPO, its employees or agents.

SECTION 9. ASSIGNABILITY Except as provided in SECTION 12 and SECTION 19 of this Contract, the CITY shall not assign this Contract or any part thereof, without the written consent of WAMPO. In no case shall such consent relieve the CITY from the obligation under, or change the terms of this Contract. The transfer or assignment of any part of this Contract to include contract funds, either in whole or part, and interest therein, which shall be due or become due to the CITY, without the written consent of WAMPO, shall cause the annulment of said transfer or assignment.

SECTION 10. SUBCONTRACTING The CITY agrees to notify WAMPO if any of its responsibilities arising out of this Contract are subcontracted and the CITY must receive prior written approval from WAMPO authorizing said subcontracting of services,

In the event that the CITY elects to subcontract any of the services relative to this Contract, the CITY will notify WAMPO of the subcontractor and the nature of the services to be performed. All subcontractors will be required to meet all laws, regulations and State policies pertaining to the administration of the CPG,

SECTION 11. INDEPENDENT CONTRACTOR The CITY is an independent contractor and not an employee of WAMPO. Neither the CITY nor any agent or employee of the CITY shall be considered an employee of WAMPO for any purpose whatsoever. The CITY agrees that it has or will, secure at its own expense all personnel required in performing all the services required under this Contract, The CITY agrees that CITY will be responsible for all employment taxes, social security payments, unemployment compensation and personnel benefits it chooses to provide to its employees, The parties agree that the CITY has no authority nor responsibility in the operation or management of WAMPO, and has only that degree of input into project selection and funding as is afforded to the CITY through its voting representatives on the Transportation Policy Body,

SECTION 12. COPYRIGHTS If the services in this Contract result in a book or other copy-rightable material, WAMPO may copyright the work, but members of WAMPO, including the CITY, KDOT and FHA reserve the right to reproduce, publish or otherwise to use the work for legitimate operational purposes.

SECTION 13. PATENTS Any discovery or invention arising out of or developed in the course of work aided by this Contract shall promptly and fully be reported to WAMPO for determination as to whether patent protection on such invention or discovery shall be sought and how the rights in the invention or discovery, including rights under any patent issued thereon, shall be disposed of and administered in order to protect the public interest. All such determinations are subject to any regulation of the KDOT, which is directly applicable to matters under the CPG.

SECTION 14. LOBBYING PROHIBITED None of the funds provided under this Contract shall be used for lobbying and/or propaganda purposes designed to support or defeat legislation pending before the Congress of the United States of America, the Legislature of the State of Kansas, or any local governments. In the event the grand total of the Contract is in excess of \$100,000, the CITY agrees to complete a Federal lobbying certification form.

SECTION 15. MODIFICATION OF CONTRACT As a result of additional requirements imposed, WAMPO may require modification of this Contract. The CITY agrees to accept this Contract with the understanding that the Contract may be modified. In the event the CITY is unable or unwilling to comply with any required Contract modification, WAMPO shall be notified by the CITY within 30 days, at which time WAMPO may declare this Contract canceled and proceed under the Contract termination provisions herein provided. Further, in the event the CITY is unable to meet the contractual goals and/or obligations as specified herein or in any subsequent contract amendment, the CITY may request modification of the Contract. The Contract may also be modified upon agreement of all parties to this Contract.

Any request for modification of the Contract by the CITY must be provided to WAMPO in writing and must state the reason(s) and provide justification. In the event WAMPO is unable or unwilling to comply with any required Contract modification, the CITY shall be notified by WAMPO within 30 days, at which time, the CITY may declare this Contract canceled and proceed under the Contract termination provisions herein provided.

Any modifications to this Contract shall be in accordance with the following provisions:

A. To provide necessary flexibility for the most effective execution of this Contract, subject to subsection B below, changes to this Contract may be made by placing them in written form and incorporating them into this Contract. WAMPO and the CITY must both approve any modification in writing.

B. Prior to any financial or programmatic change that would substantially alter the original intent of this Contract, a written amendment shall be approved and signed by all signatories to the original contract.

SECTION 16. CONTRACT TERMINATION

A. Termination for Material Breach This Contract may be terminated upon the failure by either Party to comply with any of the material obligations contained in this Contract or referenced herein, exhibits and/or provisions of any subsequent extension or amendment to this Contract. Such a breach shall entitle the other Party to give to the Party in default notice specifying the nature of the default and requiring it to cure such default. If such default is not cured within fourteen (14) business days after the receipt of such notice or, if such default cannot be cured within such period, if the Party in default does not commence and diligently continue actions to cure such default, the notifying Party shall be entitled, without prejudice to any of its other rights conferred on it by this Contract, in addition to any other remedies available to it by law or in equity, to terminate this Contract on the fourteenth (14)th business day following receipt of the default notice. The right of either Party to terminate this Agreement, as hereinabove provided, shall not be affected in any way by its waiver or failure to take action with respect to any previous default. Within thirty (30) business days of termination, WAMPO shall pay to CITY all undisputed outstanding advances and interest charges through the termination date and the CITY will pay WAMPO any funds held by the CITY as the fiscal agent for WAMPO.

B. Termination Due to Lack of Funding if the funds anticipated for the continued fulfillment of this Contract are at any time not forthcoming to WAMPO, this Contract shall terminate. WAMPO shall pay to CITY all outstanding advances and related interest charges through the termination date within thirty (30) business days.

C. Termination for Convenience This Contract may also be terminated for the convenience of any party upon forty-five (45) days written notice to the other parties. WAMPO shall pay to CITY all outstanding advances and related interest charges through the termination date within ten (10) business days.

D. In the Event of Termination Upon receipt of notice of termination or cancellation the CITY shall: (1) discontinue advances of funds and provision of services to WAMPO; (2) settle, with the approval of WAMPO, all outstanding advances, interest and services; and 3) turn over copies of all records including, but not limited to, financial records, case files, and all other documents relating to this Contract.

SECTION 17. NOTIFICATION WAMPO and CITY agree that all notices to be given with respect to this Contract shall be:

A. In writing and personally delivered or sent by certified mail.

B. Notification to WAMPO shall be sent or delivered to:

Wichita Area Metropolitan Planning Organization
271 W. Third, Suite 208
Wichita, KS 67202

C. Notification to CITY shall be sent or delivered to:

Finance Department
City of Wichita
455 N. Main
Wichita, KS 67202

SECTION 18. COMPLIANCE WITH AMERICANS WITH DISABILITIES ACT All parties to this contract shall comply with all provisions as contained in the Americans with Disabilities Act of 1990, as amended.

SECTION 19. ANTITRUST LITIGATION For good cause, and as consideration for executing this Contract, the CITY, acting herein by and through its authorized agent, hereby conveys, sells, assigns and transfers to WAMPO all right, title, and interest in and to all causes of action it may now or hereafter acquire under the anti-trust laws of the United States and the State of Kansas relating to the particular product, products, or services purchased or acquired by the CITY pursuant to this Contract.

SECTION 20. JURISDICTION WAMPO and the CITY agree that any legal action brought as a result of an alleged breach of contract shall be brought in the County of SEDGWICK, Kansas and subject to laws of the State of Kansas,

SECTION 21. APPENDICES All exhibits referenced herein and all amendments or mutually agreed upon modification(s) to this contract are hereby incorporated in this contract as though fully set forth herein.

IN WITNESS WHEREOF, the parties hereto have executed this contract amendment the day and year first above written.

Approved as to form:

By _____
Kelly J. Rundell
Attorney for WAMPO

_____ Date

WICHITA AREA METROPOLITAN PLANNING ORGANIZATION:

Chairperson
Transportation Policy Body Chairperson

_____ Date

ATTEST:

Chad Parasa
WAMPO Secretary

_____ Date

Approved as to form:

By _____
Jennifer Magana
City Attorney and Director of Law

_____ Date

CITY OF WICHITA:

Brandon Whipple
Mayor

_____ Date

ATTEST:

Jamie Buster
City Clerk

_____ Date

CONTRACT ATTACHMENTS

- A. Revised Equal Employment Opportunity/Affirmative Action Program Requirements
- B. Certification Regarding Lobbying
- C. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

**REVISED NON-DISCRIMINATION AND
EQUAL EMPLOYMENT OPPORTUNITY/AFFIRMATIVE ACTION PROGRAM
REQUIREMENTS STATEMENT FOR CONTRACTS OR AGREEMENTS**

During the term of this contract, the contractor or subcontractor, vendor or supplier of WAMPO, by whatever term identified herein, shall comply with the following Non-Discrimination--Equal Employment Opportunity/Affirmative Action Program Requirements:

- A. During the performance of this contract, the contractor, subcontractor, vendor or supplier of WAMPO, or any of its agencies, shall comply with all the provisions of the Civil Rights Act of 1964, as amended: The Equal Employment Opportunity Act of 1972; Presidential Executive Orders 11246, 11375, 11131; Part 60 of Title 41 of the Code of Federal Regulations; the Age Discrimination in Employment Act of 1967; the Americans with Disabilities Act of 1990 and laws, regulations or amendments as may be promulgated thereunder.

- B. Requirements of the State of Kansas:
 - 1. The contractor shall observe the provisions of the Kansas Act against Discrimination (Kansas Statutes Annotated 44-1001, *et seq.*) and shall not discriminate against any person in the performance of work under the present contract because of race, religion, color, sex, disability, and age except where age is a bona fide occupational qualification, national origin or ancestry;
 - 2. In all solicitations or advertisements for employees, the contractor shall include the phrase, "Equal Opportunity Employer," or a similar phrase to be approved by the "Kansas Human Rights Commission";
 - 3. If the contractor fails to comply with the manner in which the contractor reports to the "Kansas Human Rights Commission" in accordance with the provisions of K.S.A. 1976 Supp. 44-1031, as amended, the contractor shall be deemed to have breached this contract and it may be canceled, terminated or suspended in whole or in part by the contracting agency;
 - 4. If the contractor is found guilty of a violation of the Kansas Act against Discrimination under a decision or order of the "Kansas Human Rights Commission" which has become final, the contractor shall be deemed to have breached the present contract, and it may be canceled, terminated or suspended in whole or in part by the contracting agency;

5. The contractor shall include the provisions of Paragraphs 1 through 4 inclusive, of this Subsection B, in every subcontract or purchase so that such provisions will be binding upon such subcontractor or vendor.
- C. Requirements of WAMPO, relating to Non-Discrimination -- Equal Employment Opportunity/Affirmative Action Program Requirements:
1. The vendor, supplier, contractor or subcontractor shall practice Non-Discrimination -- Equal Employment Opportunity in all employment relations, including but not limited to employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The vendor, supplier, contractor or subcontractor shall submit an Equal Employment Opportunity or Affirmative Action Program, when required, to WAMPO in accordance with the guidelines established for review and evaluation;
 2. The vendor, supplier, contractor or subcontractor will, in all solicitations or advertisements for employees placed by or on behalf of the vendor, supplier, contractor or subcontractor, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, "disability, and age except where age is a bona fide occupational qualification", national origin or ancestry. In all solicitations or advertisements for employees the vendor, supplier, contractor or subcontractor shall include the phrase, "Equal Opportunity Employer", or a similar phrase;
 3. The vendor, supplier, contractor or subcontractor will furnish all information and reports required by WAMPO for the purpose of investigation to ascertain compliance with Non-Discrimination -- Equal Employment Opportunity Requirements. If the vendor, supplier, contractor, or subcontractor fails to comply with the manner in which he/she or it reports to WAMPO in accordance with the provisions hereof, the vendor, supplier, contractor or subcontractor shall be deemed to have breached the present contract, purchase order or agreement and it may be canceled, terminated or suspended in whole or in part by WAMPO, and further Civil Rights complaints, or investigations may be referred to the State;
 4. The vendor, supplier, contractor or subcontractor shall include the provisions of Subsections 1 through 3 inclusive of this present section in every subcontract, sub-purchase order or sub-agreement so that such provisions will be binding upon each subcontractor, sub-vendor or sub-supplier;

5. If the contractor fails to comply with the manner in which the contractor reports to the Department of Finance as stated above, the contractor shall be deemed to have breached this contract and it may be canceled, terminated or suspended in whole or in part by the contracting agency;

D. Exempted from these requirements are:

1. Those contractors, subcontractors, vendors or suppliers who have less than four (4); employees, whose contracts, purchase orders or agreements cumulatively total less than five thousand dollars (\$5,000) during the fiscal year of WAMPO are exempt from any further Equal Employment Opportunity or Affirmative Action Program submittal.
2. Those vendors, suppliers, contractors or subcontractors who have already complied with the provisions set forth in this section by reason of holding a contract with the Federal government or contract involving Federal funds; provided that such contractor, subcontractor, vendor or supplier provides written notification of a compliance review and determination of an acceptable compliance posture within a preceding forty-five (45) day period from the Federal agency involved.

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee with Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, a officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, United States Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. Note: In these instances, "All" in the Final Rule is expected to be clarified to show that it applies to covered contract/grant transactions over \$100,000 (per OMB).

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
INELIGIBILITY AND VOLUNTARY EXCLUSION
LOWER TIER COVERED TRANSACTIONS**

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pp. 19160-19211).

1. The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
2. Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.



Agenda Item 3
Public Comment Opportunity
Commissioner David Dennis, TPB Chair

The Public Comment Opportunity is an open forum for the public to provide comments about specific items on this month's agenda, as well as any other issues directly pertaining to WAMPO's policies, programs, or documents. Matters related to personnel and litigation are not appropriate for public comment. Rules of decorum will be observed.

Comments are requested to be emailed to wampo@wampo.org at least one day prior to the meeting. Comments are limited to three (3) minutes per individual during the meeting.



Agenda Item 4A: Action **Public Participation Plan**

Ashley Bryers, Transportation Planning Manager
Emily Thon, Public Outreach Coordinator

Background

The Public Participation Plan (PPP) is a document that describes WAMPO's strategies and techniques for informing and engaging the public throughout the 3-C (Continuing, Cooperative, and Comprehensive) transportation planning process. The PPP is crafted through a strategic, federally mandated process. This ensures consistency of WAMPO's practices from year to year and allows members of the public to know what to expect and how to be involved.

WAMPO's commitment to meaningful stakeholder engagement is the foundation of this plan. This plan guides our processes and informs public expectations of WAMPO. All quality transportation planning and project development require meaningful input from the public. In keeping with the requirements of Title VI of the Civil Rights Act of 1964, WAMPO encourages inclusive participation from everyone in the region. This includes WAMPO working to make meetings and the planning process, including meeting times and locations, as accessible as possible.

There are many ways for the public to get involved with WAMPO, as outlined in the PPP. WAMPO's advisory committees are open and accessible, and there are numerous ways to volunteer. The Techniques Toolbox lists many ways to get involved and stay informed, including public meetings, workshops, newsletters, and other activities held during the development of transportation plans, studies, and projects.

Since WAMPO's last PPP update, in 2017, the structure, content, and style have been updated to reflect the program's growth and development. WAMPO conducted a public comment period that took place from September 27th to November 11th, 2022. There were no public comments.

TAC Recommendation

- » Approve the Public Participation Plan, as presented.

TPB Action Options

- » Approve the Public Participation Plan, as presented.
- » Not approve the Public Participation Plan.
- » Approve the Public Participation Plan, with specific changes.

Attachment

- » Draft Public Participation Plan

WAMPO

2022

PUBLIC PARTICIPATION PLAN



This page is intentionally left blank

The preparation of this report has been financed in part through funds from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

WAMPO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Title VI Discrimination Complaint Form visit www.wampo.org or call 316.779.1313. WAMPO’s public participation process also satisfies Wichita Transit’s public participation requirements for their Program of Projects.

Contained herein are WAMPO’s current public participation goals, policies, and techniques including long-term improvements.

This Public Participation Plan is a tool to aid in WAMPO’s commitment to engage member communities, State partners, and Federal partners in support of the region’s economic, health, social, and environmental transportation goals.

More information about the WAMPO decision-making process, plans, programs, or general information may be found at:

Office | [271 W. Third Street, Suite 208, Wichita, KS 67202](https://www.wampo.org/271-W-Third-Street-Suite-208-Wichita-KS-67202)

Phone | 316.779.1313

E-Mail | wampo@wampo.org

Website | www.wampo.org

Twitter | [@wampoks](https://twitter.com/wampoks)

Instagram | [@wampoks](https://www.instagram.com/wampoks)

Facebook | www.facebook.com/wampoks/

LinkedIn | www.linkedin.com/company/wampo-ks

WAMPO Transportation Policy Body (TPB) Approval History

2007	2009	2011	2017	2022
November 13, 2007	March 10, 2009	November 8, 2011	January 1, 2017	[insert date, 2022]*

*TAC Approved without changes on November 28, 2022

Table of Contents

Introduction	7
Purpose.....	7
WAMPO’s Commitment	7
Access for All.....	8
Title VI Requirements	8
Accessible Information.....	8
Traditionally Underserved Populations	9
Consider the Communications Strategy.....	10
Environmental Justice Considerations	10
WAMPO’s Direction for the Future	11
Accessible Meetings.....	12
Meeting Notice to the Public.....	13
What is a Metropolitan Planning Organization?	14
Overview	14
Wichita Area MPO	14
Wichita Area Metropolitan Planning Organization.....	14
WAMPO’s Mission, Vision, and Core Values.....	16
WAMPO’s Committees Structure	17
Committees	17
Transportation Policy Body (TPB).....	18
Technical Advisory Committee (TAC).....	18
Executive Committee.....	18
Active Transportation Committee (ATC).....	19
Safety & Health Committee (SHC).....	19
Regional Transit Committee (RTC)	19
Freight Committee (FC)	20
Project Selection Committee (PSC)	20
2022 Public Participation Plan Development.....	21
Key Survey Results	22
WAMPO Required Planning Documents.....	24
Metropolitan Transportation Plan (MTP)	25
MTP Amendments.....	25

MTP Administrative Adjustments.....	25
Transportation Improvement Program (TIP).....	26
TIP Amendments.....	26
Emergency TIP Amendments.....	26
TIP Administrative Adjustments.....	27
Unified Planning Work Program (UPWP).....	27
UPWP Administrative Adjustments.....	27
Public Participation Plan (PPP).....	28
PPP Amendments (for small changes).....	28
PPP Administrative Adjustments.....	28
Title VI Program Manual/Limited English Proficiency (LEP) Plan.....	29
Title VI/LEP Amendment.....	29
Title VI/LEP Administrative Adjustments.....	29
Other Plans.....	30
Data Reports.....	30
Public Comment Procedures.....	30
Development and Approval Procedures.....	31
Techniques Toolbox.....	32
Brochures and Fact Sheets.....	33
Document Availability for Review and Comment.....	33
Print Document Locations.....	33
Optional Document Locations to Explore.....	33
Drop-in Hours.....	33
E- Subscription Lists (Email and Texting).....	34
Texting SMS Option for the Public.....	34
Local Media Articles, Advertisements, & Paid Public Notices.....	34
Newsletter.....	35
Neighborhood Newsletters.....	35
On-Site Tour/Discussion.....	35
Open Houses.....	35
Partnership Collaboration and Connection.....	36
Posters/Flyers.....	36
Public Hearings.....	36
Public Meetings.....	36

Respond to Comments.....	37
Social Media.....	37
Staffing Information Tables at Local Events & Gatherings.....	37
Stakeholder Interviews & Direct Agency Consultation	38
Surveys.....	38
Videos.....	39
Visualization	39
Voting Activities	39
Websites.....	40
Workshops	40
Evaluation.....	41
Performance Measures	41
A. Appendix A – Public Engagement	42
Public Outreach Survey.....	42
Correlations and Conclusions.....	53
Title VI Correlations	54
Public Comments on the PPP Development.....	56
B. Appendix B – Media Contacts.....	57
C. Appendix C – Stakeholder Agencies.....	58
D. Appendix D – Public Participation Tracking	59
E. Appendix E – PPP Plan Development	60
F. Appendix F – WAMPO Area Connections.....	61

Introduction

Purpose

The Public Participation Plan (PPP) is a document that describes WAMPO’s strategies and techniques for informing and engaging the public throughout the 3-C (continuing, cooperative, and comprehensive) transportation planning process. The goal and purpose of a PPP is to maximize public participation and its effectiveness at reaching audiences. Public participation is integral to the development of transportation policies, programs, and projects. WAMPO is responsible for actively involving all affected parties in an open, cooperative, and collaborative process that provides meaningful input opportunities that influence transportation decisions. WAMPO is committed to understanding its community’s diverse transportation needs, concerns, and ideas related to the transportation system in the region.

WAMPO’s Commitment

WAMPO’s commitment to meaningful stakeholder engagement is the foundation of this plan. All quality transportation planning and project development requires meaningful input from the public. WAMPO understands that people are often genuinely interested in what is happening in their community but do not know how they can effectively provide input to influence the outcomes of transportation plans or projects. The purpose of this plan is to make accessing information and opportunities for input easier for those interested in contributing.

Whether it be serving on a committee, providing written public comments, or sharing information at an open house, WAMPO recognizes the importance of input from the public and key stakeholders. This input is essential to the continuous improvement of the local transportation system.

Access for All

Title VI Requirements

Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WAMPO receives federal financial assistance.

Thus, the Wichita Area Metropolitan Planning Organization (WAMPO) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with WAMPO. Any such complaint must be in writing and filed with WAMPO's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. To view the process please visit www.wampo.org/title-vi.

Complaints can be filed directly with the Federal Transit Administration's Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

Accessible Information

Information on transportation plans, processes, and issues are available electronically on the WAMPO website. Hard copy versions of all information and documents are also available upon request. Reference copies of both the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) documents may be found at local WAMPO regional public libraries as shown in Figure 1. Wichita Public Libraries, or in City Hall offices in jurisdictions where no library exists.

Figure 1 Wichita Public Libraries

ADVANCED LEARNING LIBRARY 711 W. 2nd	FRIENDS USED BOOKSTORE 711 W. 2nd	ALFORD BRANCH 3447 S. Meridian	ANGELOU N.E. BRANCH 3051 E. 21st
EVERGREEN BRANCH 2601 N. Arkansas	ROCKWELL BRANCH 5939 E. 9th	WALTERS BRANCH 4195 E. Harry	WESTLINK BRANCH 8515 Bekemeyer

All WAMPO vital documents are available on the WAMPO website in English, Spanish and Vietnamese. These vital documents include the Title VI Notice, Title VI complaint form, Title VI rights brochure, and the WAMPO Citizen’s Guide. All remaining WAMPO plan and program documents, meeting notices, and other technical information can be translated individually upon request.

Traditionally Underserved Populations

Based on analysis of the geographic distribution and resident input, WAMPO has narrowed down specific outreach activities that include efforts to seek out, consider, and involve persons who have been traditionally underrepresented by existing transportation systems.

Efforts are tailored within communities where traditionally underrepresented populations (specifically minority and/or low-income persons) live, work, and access resources. Figure 2 highlights outreach approaches by population characteristics. The following outreach approaches will be considered individually for each community.

- » Publish ads and notices in local print media, radio, and other relevant outlets, particularly media targeted to minority and low-income populations.
- » Develop language outreach strategies, as determined by the Limited English Proficiency (LEP) Plan.
- » Hold public meetings in locations that are accessible via transit.
- » Location of a public event be physically accessible and ADA compliant i.e., an elevator if to meeting room is above the first floor.
- » Hold meetings outside core business hours near transit-accessible locations throughout the WAMPO region.
- » Develop and maintain partnerships with local leaders and advocates
- » Coordinate with schools, churches, affinity organizations and other relevant access points.

Figure 2 Traditionally Underserved Outreach Procedures

Outreach Approach	Minority	Low-Income	LEP	Disabled	Older Adults	Zero-Car Household
Targeted Ads & Notices	X	X	X	X	X	X
Language Outreach Strategies	X		X			
Transit-Accessible Meetings		X		X	X	X
Convenient Meeting Times & Locales		X		X	X	X
Partnerships	X	X	X	X	X	X
Coordination	X	X	X	X	X	

Consider the Communications Strategy

Bridging the gap between government and underserved communities can be daunting as there are multiple potential points of conflict, miscommunication, or even failure. While these systemic societal inequities won't dissolve overnight, a multichannel digital communications strategy can perform a lot of the heavy lifting. A multichannel approach enables an agency to meet its audience where they are, using the communication platforms they find most familiar and comfortable. That can be email, SMS/texting, partnerships with trusted community members, or a combination of several tools. WAMPO is making sure to continue its research into what we can do to be a more understanding and accommodating to all walks of life.

Environmental Justice Considerations

Environmental Justice (EJ) responsibilities involve identifying and addressing disproportionately adverse effects of WAMPOs programs, policies, and activities on minority populations and low-income populations to achieve an equitable distribution of benefits and burdens.

Environmental Justice considerations are analyzed in part through the public involvement approaches and techniques outlined in this document. For more information on EJ and the metropolitan planning process, please review the WAMPO metropolitan transportation plan online at www.wampo.org/metropolitan-transportation-plan.



Q-Line Shuttle



Bike & Pedestrian Count

WAMPO's Direction for the Future

The fundamental objective of WAMPO's public involvement effort is to ensure that the concerns and issues of all those with a stake in transportation decision-making are identified and addressed. In addition to the WAMPO Transportation Policy Body and committees, transportation system stakeholders also include public and private transportation owners/operators, users of the system (freight, paratransit, bicyclists, etc.), taxpayers, and other resource agencies, to name a few.

Through public involvement, individuals will be given opportunities to gain insight to help define plan alternatives, as well as assist with identifying potential transportation related problems.

The following is a broad grouping of the three major constituency groups (Figure 3) identified based on the varying levels of engagement and understanding of the regional transportation planning process and associated issues:

- » *The Involved Public:* is both knowledgeable about transportation policy issues in general, as well as WAMPO's role in the regional transportation planning process. These individuals/organizations already actively participate in the process and have an extensive understanding of regional transportation issues and policy. Among others, this category may include elected officials.
- » *The Informed Public:* has some knowledge of transportation policy issues but is not familiar with WAMPO's role in the regional transportation planning process. This group also may not be fully aware of the regional context underlying the transportation challenges experienced throughout the region. This middle tier often includes community leaders and opinion leaders who work at the local level.
- » *The Interested Public:* has an inherent interest in transportation challenges but possesses little direct knowledge of transportation policy issues. This group, which is the largest of the three, includes the "general public," but it may also include community leaders or even elected officials who have limited exposure to transportation planning at any level.

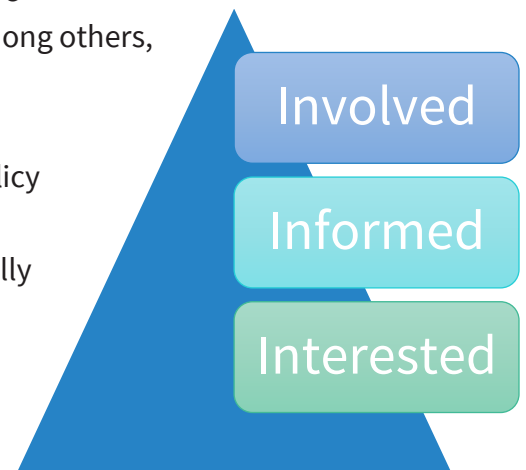


Figure 3 Engagement Triangle

This plan recognizes that transportation planning can be a complex and technical process. Many individuals may never have the time and/or interest to develop a full understanding of the system or process. Therefore, the associated plan goals and policies seek to utilize techniques that will be appropriate for gathering the input and opinions of people with varying amounts of available time, interest, and understanding. The goal of this plan is to move individuals up from the lower levels of engagement (interested/informed) into a knowledgeable, involved state.

Accessible Meetings

No one should be excluded from participating in the transportation planning process. To ensure the location and setup of public meetings do not exclude people from participating, public meetings should be held in locations accessible by transit and in buildings compliant with the Americans with Disabilities Act (ADA).

WAMPO meetings are typically held at venues that are easily accessible to a broad cross-section of individuals. When possible, public meetings and events are planned to include meeting space which offers free and/or accessible parking with accessibility to public transit routes and hours. All WAMPO meetings and advisory committees are held in facilities that are compliant with the Americans with Disabilities Act requirements.

WAMPO will, upon request and adequate notice, aid those with hearing and visual impairments, those with limited English proficiency, individuals who have a transportation disadvantage, and others requiring special assistance. Requests for translation and or interpretation services will be accommodated according to the WAMPO Limited English Proficiency (LEP) plan.

The WAMPO Limited English Proficiency (LEP) plan identifies populations within the WAMPO service area who have limited (or no) proficiency in the English language. The plan also provides guidelines to help ensure that information and services are accessible to all individuals with LEP. View the plan at www.wampo.org/title-vi.

Members of the public wishing to address topics that require translation/language assistance/services or other support during their presentation are urged to make their request in advance by 2 days of the meeting by emailing wampo@wampo.org or calling 316.779.1313.

Members of the public who may require special accommodations to participate in WAMPO meetings are asked to request assistance at least 48 hours in advance of the meeting by emailing wampo@wampo.org or calling 316.779.1313. WAMPO will make every effort to meet reasonable requests.

Meeting Notice to the Public

Official agendas for every regular public meeting, including Transportation Policy Body (TPB), Technical Advisory Committee (TAC), Executive Committee (EC) meetings, will determine the order of business for each meeting. Public notice of these regular meetings will be announced the prior year in November on the WAMPO website via the posted calendar, and reminders sent out through WAMPO social media and email lists.

TPB and Executive Committee meetings are announced through a paid public notice in the Wichita Eagle prior to each meeting. Agenda packets will be posted to the WAMPO website and distributed at least five (5) calendar days prior to the meeting via the e-subscription list and social media to those on the public notification list.

Requests to be added to the public notification list may be made at any time by emailing wampo@wampo.org or calling the main WAMPO phoneline at 316.779.1313.

Public notice information is also located in the “Meetings & Events” section of the WAMPO website at www.wampo.org/events. For more information about timely notice of other specific involvement activities refer to Figure 9 in 2022 Public Participation Plan Development section.



What is a Metropolitan Planning Organization?

Overview

A Metropolitan Planning Organization (MPO) carries out metropolitan transportation planning processes, usually including multiple municipalities, counties, or other units of local government. MPOs are required to represent all urbanized areas with populations over 50,000, as determined by the U.S. Decennial Census. MPOs are designated by an agreement between the governor(s) of the relevant state(s) and local governments. MPOs recognize the critical links between transportation and other societal goals, such as economic health, air quality, social equity, environmental resource consumption, and overall quality of life.

It is the job of an MPO to develop a regional transportation vision, direct planning, allocate federal funds, and engage the public and other stakeholders in this process.

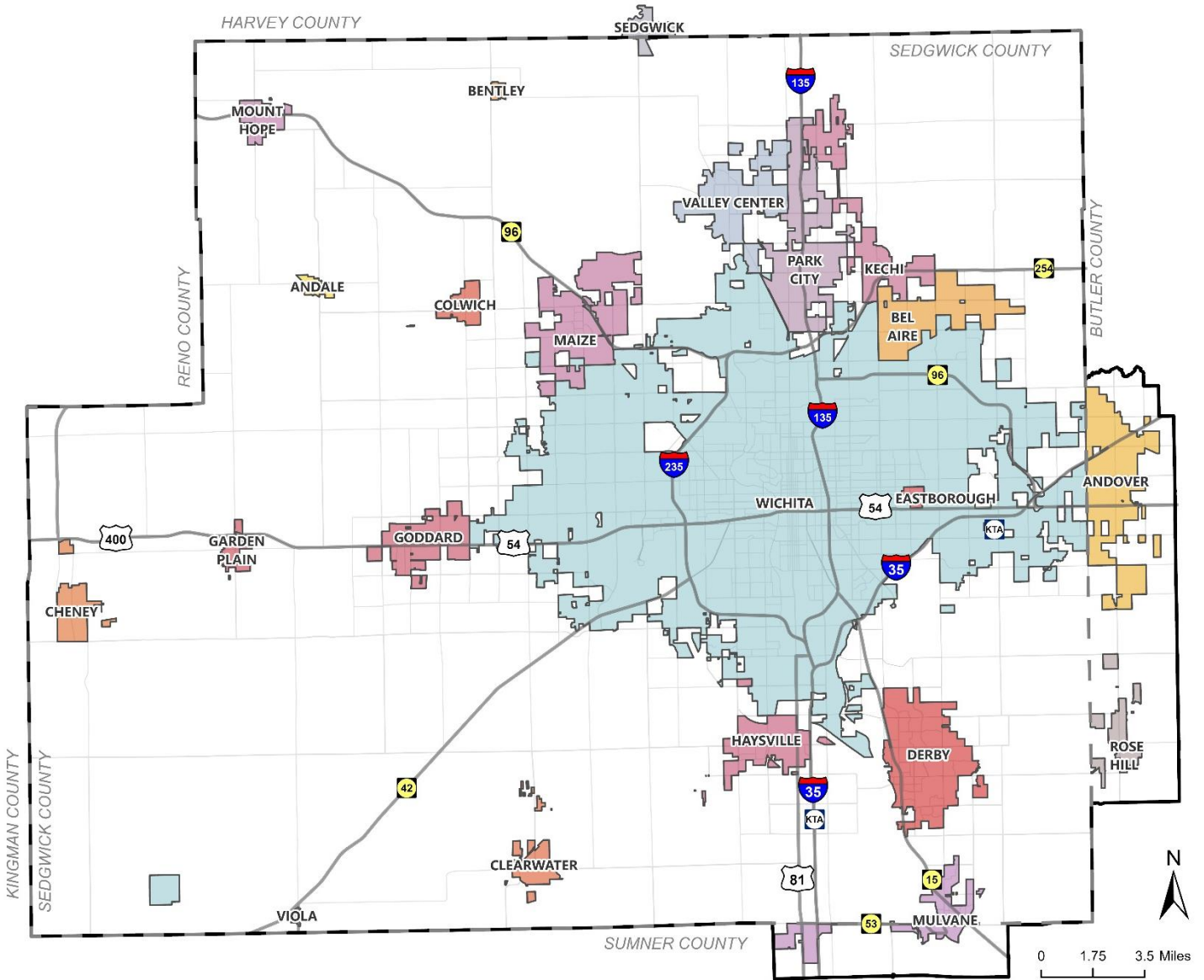
Wichita Area MPO

Wichita Area Metropolitan Planning Organization

The Wichita Area Metropolitan Planning Organization (WAMPO) is the designated MPO for the Wichita metropolitan region, with a planning area of over 1,036 square miles that includes urban, suburban, and rural communities. WAMPO's geographic boundary includes all of Sedgwick County and parts of Butler and Sumner Counties (Figure 4).

The Wichita Area Metropolitan Planning Organization (WAMPO) is responsible, in cooperation with the Kansas Department of Transportation and Wichita Transit, for carrying out the metropolitan transportation planning process in 22 cities and 3 counties in South Central Kansas. Appendix F has information about each of the cities in the WAMPO area.

Figure 4 WAMPO Area Map



WAMPO's Mission, Vision, and Core Values

WAMPO's Mission, Vision, and Core Values are what lead us to seek partnerships in the community and encourage us to look into the future to be a better version of ourselves.

MISSION STATEMENT

The Wichita Area Metropolitan Planning Organization (WAMPO) is the lead independent agency for coordinating priorities for regionally significant transportation investments in roads, highways, transit, rails, and bicycle and pedestrian facilities. In engagement with its member communities, and state and federal partners, WAMPO supports the region's economic and transportation goals.

VISION

WAMPO aspires to develop an integrated regional transportation network that safely and efficiently moves people and goods to their intended destinations and aligns investments in the region's economic and transportation goals.

CORE VALUES

Fairness

To all member communities and other regional stakeholders in establishing priorities and making high return on investment decisions.

Transparency

In openly communicating the when, what, how, and why of Board and Staff Decision making.

Public Engagement

Actively inviting, listening, and considering the ideas of those who have a stake in the agency's decisions.

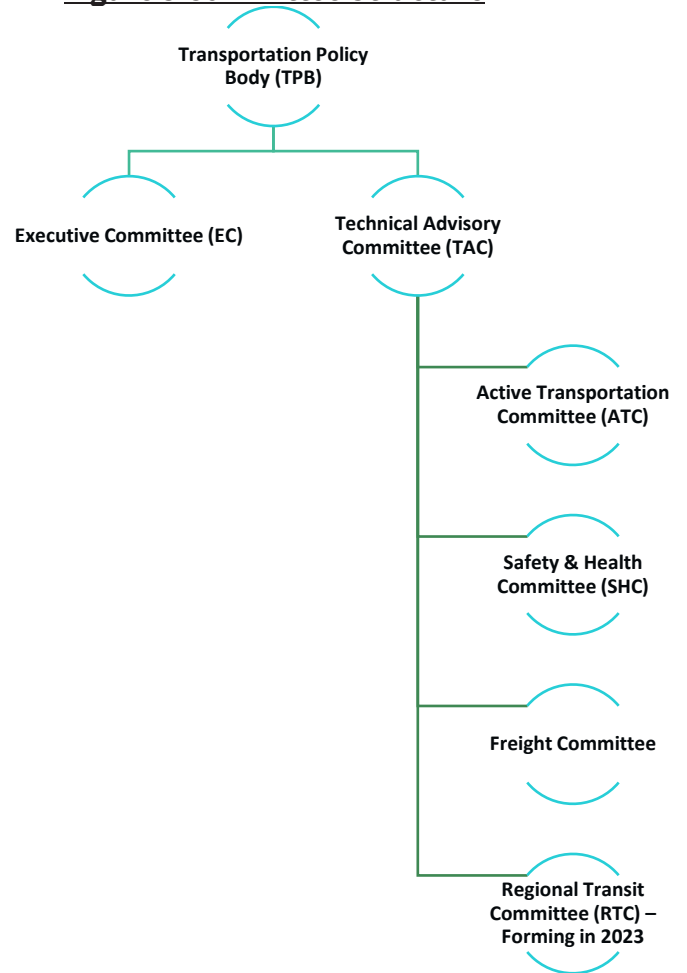
WAMPO's Committees Structure

The WAMPO Transportation Policy Body (TPB) holds the authority to approve transportation plans and federal transportation spending in the region (Figure 5). In making transportation decisions, they consider, among other things, recommendations from local advisory committees. These committees offer input from interested individuals, transit users, bicycle and pedestrian interests, businesspeople, representatives of special interest groups, and local technical experts like municipal engineers and planners. The advisory committees are a fundamental way for communities to involve themselves in planning transportation projects. Figure 4 shows the decision-making flow among the WAMPO board and committees.

Committees

The TPB chairperson has the authority to organize subcommittees, task forces, steering groups and other advisory groups or workgroups to guide the development of projects and agency activities as well as provide expertise on technical transportation issues. These groups (not TPB or TAC) are typically called together on an ad hoc basis. The composition of these groups is established at the discretion of the TPB and may include members of the public. Meeting agendas are distributed no less than 5 calendar days prior to the meeting.

Figure 5 Committee Structure



Collaborative Public Meetings

Transportation Policy Body (TPB)

<https://www.wampo.org/transportation-policy-body>

The Transportation Policy Body is made up of local elected officials, as well as regional and state representatives. The TPB provides comments, expertise, and guidance, and votes to give final approval to transportation plans any amendments to them. The TPB is the regional forum for transportation planning and establishes the vision for the future of the metropolitan area's transportation system. According to the TPB bylaws, special TBP meetings can be held with at least 24-hour notice prior to the meeting. The TPB bylaws and yearly meeting schedule can be accessed on the TPB webpage.

Technical Advisory Committee (TAC)

<https://www.wampo.org/technical-advisory-committee>

The Technical Advisory Committee (TAC) reviews technical information about transportation studies and issues, as well as provides the TPB with their professional recommendations on documents, plans, and activities. They also help with the adoption of transportation documents such as the biennial Transportation Improvement Program. The TAC bylaws do not specify a notice requirement for special meetings. Therefore, the TPB requirements of 24 hours prior to the meeting is utilized.

The TAC bylaws and yearly meeting schedule can be accessed on the TAC webpage.

Executive Committee

<https://www.wampo.org/executive-committee>

The Transportation Policy Body (TPB) first created the Executive Committee in January 2014. The Executive Committee's primary function is to provide strategic direction to staff on administrative service provision and other organizational, administrative matters. As per the bylaws, the Executive Committee membership includes the TPB Chair, the TPB Vice Chair, three voting TPB representatives who are nominated by the Chair and confirmed by the entire TPB, and a representative from KDOT. The bylaws also state that its membership is re-selected each year with the election of the Chair and Vice Chair.

The Executive Committee's duties and powers consist of the following, as per the TPB bylaws:

- » Exercise the duties and powers assigned to it by the TPB
- » Have the authority to act on behalf of the TPB (between regular meetings of the TPB or when a necessary quorum is lacking at a regular meeting of the TPB)
- » Supervise the affairs of the TPB between regular meetings

All actions taken by the Executive Committee are subject to prior direction and subsequent ratification of the TPB.

Active Transportation Committee (ATC)

<https://www.wampo.org/active-transportation>

The primary activities of this committee are updating reports on pedestrian/bicycle/trails infrastructure and reviewing and updating regional data and mapping. This committee updates the Technical Advisory Committee through reporting discussions on:

- » Inventory of pedestrian/bicycle/trails infrastructure
- » Review of regional pedestrian/bicycle/trails plans
- » System Connectivity in the Region
 - Identifying gaps, prioritizing proposed improvements through Inter-agency cooperation
- » Inventory of existing facilities including on street & off-street bike lanes, multi-use paths, as well as parking
- » Prioritize Regional Corridors
 - Integration with Transit Network
- » Safety

Safety & Health Committee (SHC)

<https://www.wampo.org/safety-committee>

The primary responsibilities of this committee are updating regional technical reports on Safety and Health. This committee will review and update regional data, and will also amend the technical reports through discussions regarding:

- » Updating Safety & Health Data Reports
- » Strategies for Reducing Crashes in the Region
- » Safety concerning all modes of transportation
- » Environment Air Quality including Ozone levels
- » Assisting in the creation of Educational Awareness Tools
- » Exploring new initiatives such as Vision-Zero Goals

Regional Transit Committee (RTC)

<https://www.wampo.org/regional-transit-committee>

This committee will be formed in 2023. It will focus on both the urban and rural area needs, goals, and strategies of public transit. Service transportation includes a broad range of transportation service options designed to meet the needs of transportation disadvantaged populations including older adults, disabled persons and/or those with lower income. This committee will provide the form to update and implement WAMPO's Coordinated Public Transit-Human Services Transportation Plan (found at www.wampo.org/public-transit).

Freight Committee (FC)

<https://www.wampo.org/freight-committee>

The primary responsibility of this committee is to address freight needs in a comprehensive manner and integrate freight planning into the ongoing multimodal transportation planning process.

Project Selection Committee (PSC)

<https://www.wampo.org/project-selection-committee>

The Project Selection Committee (PSC) is formed to evaluate candidate projects and develop recommendations for the assigned projects it is selected to review. It is composed of individuals appointed by the Chair of the Transportation Policy Body (TPB). Membership includes representatives from the TPB and member-jurisdiction engineering and/or planning staff. The PSC meets several times, as needed, throughout a given round of evaluating project needs and developing guidance on which projects should be funded or pursued. At these meetings, the PSC reviews project applications, discusses candidate projects, and develops a recommended list of projects.

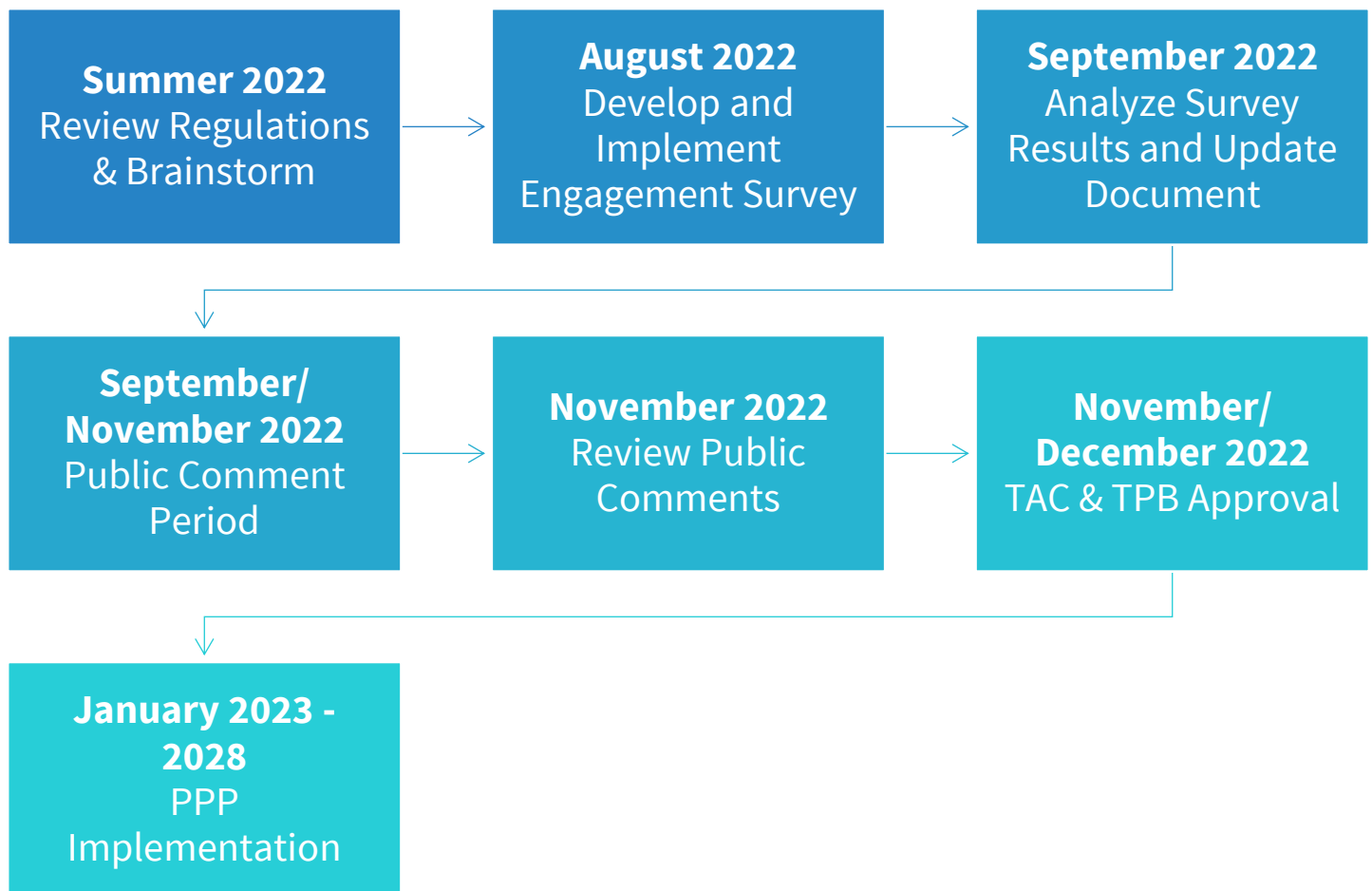
Transportation
Policy Body
Meeting



2022 Public Participation Plan Development

Staff began developing this plan over the summer of 2022. There was a brief public survey period in August with the results from that survey analyzed by staff to inform the plan of next steps and opportunities to enhance involvement. A public comment period took place from September to November 2022, giving the public 45 days to comment, suggest changes, and ask questions. In December (insert date) 2022, the Transportation Policy Body approved the approved the 2022 Public Participation Plan for WAMPO’s use over the next five years. See Figure 6 for a graphic of this development process. For more information, See [Appendix E: Plan Development](#).

Figure 6 Public Participation Plan Development



Key Survey Results

The Public Participation Survey was available August 15 – August 31, 2022. WAMPO Staff distributed the survey through email, at schools, a grocery store, and a laundry mat. 113 surveys were collected, none of the questions were skipped. The survey results helped inform this plan, especially the question asking how the respondent would prefer to provide input to WAMPO (Figure 7) and the analysis linking ages with communication preferences, as shown in Figure 7.

Full data results can be found in Appendix A.

When asked “How would you most prefer to provide your input about transportation planning to WAMPO?” respondents selected up to three:

Figure 7 Preferred Public Input Method

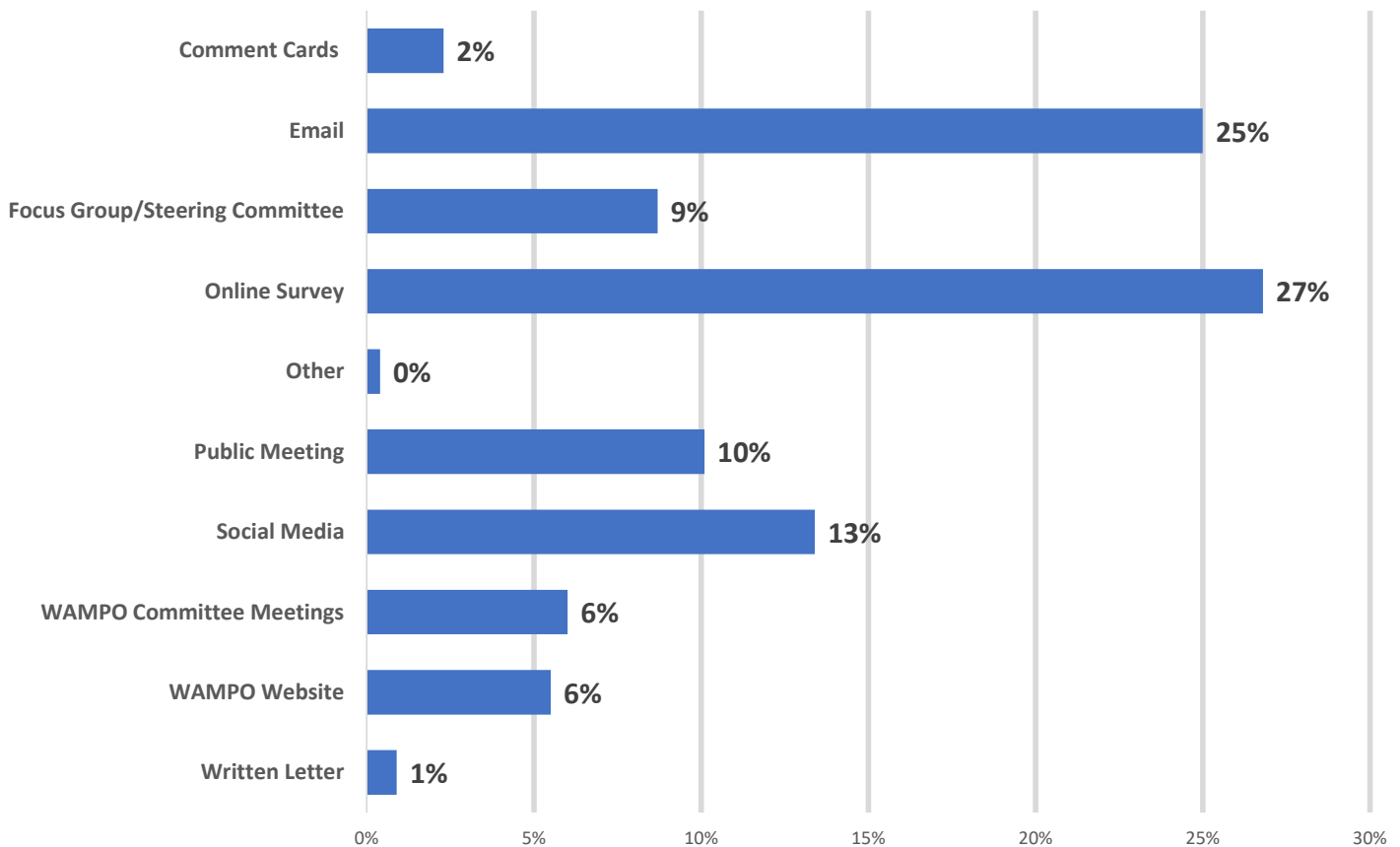
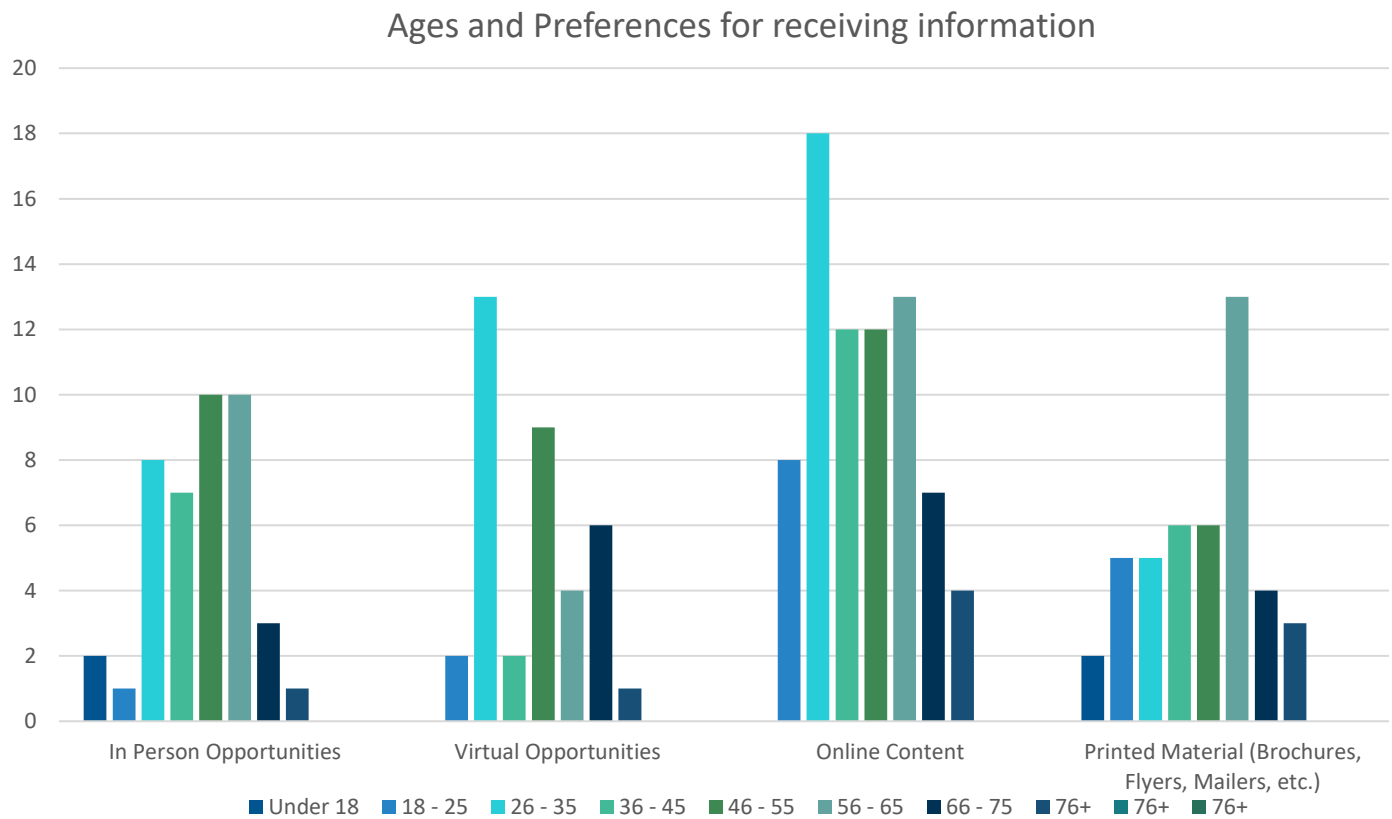


Figure 8 Ages and Preferences



WAMPO staff analyzed the correlation between age and how each age group prefers to give input. People ages ‘Under 18-35’ prefer to give input through online surveys, social media, and emails. People ages ‘35-55’ prefer to also give input through online surveys, social media, and emails. People ages ‘56-76+’ prefer to give input through online surveys, social media, emails, and public meetings. Below, each age group has listed its’ top 5 ways in which people would prefer to give input. Within the list, which online surveys, social media, and emails were the same across all three age groups with an addition to public meetings for age group 56-76+.

Considering these findings, WAMPO plans to increase their use of online surveys, social media, and emails since that is the common-most way to contact the public.





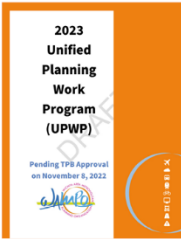

WAMPO Required Planning Documents


WAMPO maintains federally required plans, as well as other important planning documents. Federally required plans shown in Figure 9 include the Metropolitan Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, Public Participation Plan, and the Title VI Program Manual/Limited English Proficiency Plan. This section describes the different planning projects and the public participation process for developing and amending the plans.

Figure 9 WAMPO Planning Documents

WAMPO REQUIRED PLANNING DOCUMENTS

WAMPO maintains federally required plans, as well as other important planning documents. Federally required plans include the Metropolitan Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, Public Participation Plan, and the Title VI Program Manual/Limited English Proficiency Plan. This section describes the different planning projects and the public participation process for developing and amending the plans.

 <p>Sets the vision and strategy for all regional transportation decision-making for the next 20 years.</p>	 <p>Outlines how WAMPO works to achieve public participation in all planning activities.</p>	 <p>Includes administrative/oversight activities, regional demographics, board/committee demographic make-up, and planning/programming activities per federal requirements.</p>
 <p>Identifies specific projects planned to be implemented on the transportation system in the WAMPO region over a four-year period.</p>	 <p>Outlines the status of WAMPO planning activities, gives details about WAMPO work done in the previous year, and describes the WAMPO work that is scheduled for the upcoming year.</p>	 <p>Includes the number and proportion of LEP persons served, the frequency of contact with LEP persons, the importance of programs and services to LEP persons, and the resources available and overall costs of providing language services.</p>



Metropolitan Transportation Plan (MTP)

www.wampo.org/metropolitan-transportation-plan

The Metropolitan Transportation Plan (MTP) sets the vision and strategy for all regional transportation decision-making for the next 20 years. Updated every five years, the plan includes a multimodal list of priority transportation projects and strategies that fit within the region's anticipated funding capacity. If WAMPO is ever designated as an air quality non-attainment area, the MTP will need to be updated every 4 years to comply with requirements set forth in 42 U.S.C. 7407.

After the TPB approves the MTP, it becomes the official long-range plan for the WAMPO region. The MTP is sent to the WAMPO member jurisdictions, who may choose to adopt the MTP. The MTP is sent to KDOT, FHWA, and FTA for informational purposes. Full MTP updates require the TPB to release the plan for a 30-day public comment period. See Figure 6 for the public participation process for the development and review of the MTP.

REIMAGINED MOVE 2040 was approved by the TPB on June 9, 2020. The next full MTP update is required to be completed by June 2025.

MTP Amendments

Amendments to the MTP may be made between full updates to add or change projects, programs, or their Local, State, and Federal funding sources. Additionally, data updates are considered amendments. The TPB releases the draft MTP amendment for public comment prior to official adoption. The appropriate strategies listed in the Techniques Toolbox will be used to engage the public on the development of the plan and the public comment period. The TPB is required to release the plan for public comment. The public comment period is 30-days for full updates and for amendments that add new MTP projects, but 15-days if a project is already in the MTP but moving from the illustrative list to the fiscally constrained list or having its Funding Menu amount updated. Only chapters and appendices of the MTP to which modifications are proposed will be presented for public comment and approval.

MTP Administrative Adjustments

Administrative adjustments are minor revisions to the MTP that do not require public review and comment or redemonstration of fiscal constraint. Revisions may be made to correct minor inaccuracies or minor language/grammar mistakes, or other corrections that do not change the approved intent or content of the document. If a project needs to be adjusted from one time band to the next time band, this change can be addressed as an administrative adjustment. Once the administrative adjustment is processed, it will be posted on the WAMPO MTP Webpage online and shared with the TAC and the TPB at their next regularly scheduled meetings.

Transportation Improvement Program (TIP)

www.wampo.org/transportation-improvement-program

The Transportation Improvement Program (TIP) is an ongoing program that identifies specific projects planned to be implemented on the transportation system in the WAMPO region over a four-year period. It also identifies which entities and funding sources are committed to paying for the projects. The TIP is developed in cooperation with the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Kansas Department of Transportation (KDOT), Wichita Transit, the area's local governments, and other agencies that sponsor TIP projects. The TIP also serves as the Program of Projects (POP) for Wichita Transit. The TIP approval process satisfies the FTA's public hearing requirements for federal transit funds.

The TIP is federally required to be updated at least every 4 years; however, WAMPO typically updates it every 2 years. Once the TPB approves the TIP, it is sent to KDOT, FHWA, and FTA for further approval and then incorporated by reference into the State Transportation Improvement Program (STIP). Full TIP updates require a 30-day public comment period. See Figure 6 the public participation process for the development and review of the TIP.

The FFY2023-FFY2026 TIP was approved by the TPB on August 9, 2022. The next full TIP update will be completed for FFY2025-FFY2028 in 2024.

TIP Amendments

While the full TIP is typically updated every two years, amendments are scheduled approximately quarterly to maintain the accuracy of the program. Projects are added, removed, or altered through a regular amendment process. Amendments to the TIP often include major changes to total project cost, but the TIP is required to remain fiscally constrained. TIP Amendments require a 15-day public comment period. The following types of project changes are handled as formal TIP amendments, rather than as administrative adjustments:

- » Addition or removal of a project
- » Increase in the total cost of a project listed in the TIP by more than 25% or \$5,000,000, whichever is less
- » Any increase in the amount of WAMPO-suballocated federal funding on a project
- » Change to a project scope and/or location (project limits)
- » If the change does not qualify as an administrative adjustment and the change is not occurring during the full 4-year update, then the change will be processed as an amendment.

Emergency TIP Amendments

In the event of a declared state and/or federal emergency, or at the discretion of the WAMPO Director, WAMPO may elect to process emergency-related TIP amendments through an expedited public participation process — with a seven-day, rather than fifteen-day (as indicated in Figure 10, public comment

period. It is not intended to be used for normal amendments to circumvent the regular public comment period.

The public-comment-period notice will be shared through the same process as for regular TIP Amendments. The TAC and TPB can have special meetings with at least 24 hours' notice prior to each meeting.

TIP Administrative Adjustments

TIP Administrative adjustments include all revisions that are not formal amendments. Qualifying revisions are limited to:

- » Reducing the cost of/funding for a project
- » Increasing the cost of/funding for a project by no more than either 25% or \$5,000,000, whichever is less (this rule cannot be evaded by having multiple administrative adjustments to a project that are each below the limit but collectively above the limit), if there is no increase in WAMPO-suballocated funding
- » Changing the programmed Federal Fiscal Year(s) for a project
- » Minor editorial changes that do not alter a project's scope or design

No public-participation requirements apply to TIP administrative adjustments. Once an administrative adjustment is processed, it should be posted on the WAMPO TIP webpage online and shared with the TAC and TPB at their respective next regularly scheduled meetings, and with the State. It will also be reflected in the TIP when the next formal amendment is approved.

Unified Planning Work Program (UPWP)

www.wampo.org/upwp

The UPWP outlines the status of WAMPO planning activities, gives details about WAMPO work done in the previous year, and describes the WAMPO work that is scheduled for the upcoming year. WAMPO staff, in consultation with planning partners (FHWA, FTA, KDOT, and Wichita Transit) and TAC members, draft a new UPWP for the coming year. Typically, the UPWP for the next year is approved at the October or November TPB meeting of the previous year. The UPWP also requires KDOT and FHWA/FTA approval. Full UPWP updates required a 30-day public comment period. See Figure 6 for the public participation process for the development and review of the UPWP.

Amendments are necessary to make major changes to the UPWP including when projects/work tasks are either added or deleted, or when significant changes are made to the UPWP text and/or budget that exceed 10% of the overall UPWP budget amount. UPWP amendments also require a 15-day public review period as well as official approval from KDOT and FHWA/FTA.

UPWP Administrative Adjustments

Minor corrections or changes and routine data updates can be made to the UPWP through administrative adjustments. These include corrections of errors such as grammatical, calculations, etc., updates of hourly

rates for staff to reflect salary increases, document formatting revisions, and graphic improvements in the document.

Adjustments are used for routine technical changes and updates to the UPWP text, graphics, and minor budget changes of 10% or less (of the UPWP budget total). Changes to the non-staff budget items (e.g., equipment and supplies budget and movement of hours between tasks) may be changed by more than 10% through an administrative adjustment if they do not change the UPWP budget total cost by 10% or more.

UPWP administrative adjustments do not require public participation. Once the administrative adjustment is processed, it will be posted on the WAMPO UPWP webpage online and shared with the TAC and TPB at their next regularly scheduled meeting.

Public Participation Plan (PPP)

www.wampo.org/public-participation

The Public Participation Plan outlines how WAMPO works to achieve public participation in all planning activities. It recommends techniques for engaging the public, and states how members of the public can be involved in planning processes. Evaluating the effectiveness of identified techniques for this engagement is an ongoing process between the plan update cycles. This information will be used for subsequent updates to the PPP.

Typically, the Public Participation Plan is updated at least once every five years prior to the Metropolitan Transportation Plan (MTP) development.

Utilizing a new public participation survey would constitute a full update. Full PPP updates require a 45-day public comment period. See Figure 6 5 for the public participation process for the development and review of the PPP.

PPP Amendments (for small changes)

Amendments consist of small changes including clarifying or making minor changes to processes or strategies and incorporating federal requirements. This change is required to have TAC and TPB input and comment, along with the public's knowledge and a 30-day Public Comment Period.

PPP Administrative Adjustments

Administrative adjustments are minor revisions to the PPP that do not require public review and comment. Adjustments may be made to correct minor inaccuracies or minor language/grammar corrections, or other corrections that do not change the approved intent or content of the document. PPP administrative adjustments do not require a public comment period. Once the administrative adjustment is processed, it will be posted on the WAMPO Public Participation webpage online and shared with the TAC and TPB at their next regularly scheduled meeting.

Title VI Program Manual/Limited English Proficiency (LEP) Plan

www.wampo.org/title-vi

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance.

The Civil Rights Restoration Act of 1987 broadened the scope of Title VI coverage by expanding the definition of the terms “program or activity” to include all programs or activities of Federal Aid Recipients, sub-recipients, and consultants/contractors, whether such programs and activities are federally assisted or not. In addition, Executive Order 12898 and Executive Order 13166 further extend Title VI provisions to specifically consider low-income, minority, and limited English proficient persons in the planning process.

WAMPO split the Title VI and LEP requirements into two plans. WAMPO’s Title VI program includes administrative/oversight activities, regional demographics, board/committee demographic make-up, and planning/programming activities per federal requirements. WAMPO’s Limited English Proficiency Plan (LEP) plan includes a four-factor analysis recommended by the USDOT that includes the number and proportion of LEP persons served, the frequency of contact with LEP persons, the importance of programs and services to LEP persons, and the resources available and overall costs of providing language services. The LEP plan also includes LEP implementation strategies and complaint procedures regarding LEP activities. To date, no LEP or Title VI complaints have been filed on WAMPO.

The FTA requires WAMPO to document its compliance with Title VI by submitting a Title VI Program once every three years. The most recent Title VI Program Manual and Limited English Proficiency Plan were approved by the TPB on July 12, 2022. Thus, the next update is anticipated to occur in 2025.

The Title VI Program Manual and LEP Plan do not require public comment. FTA, FHWA, and KDOT review the documents prior to official approval. The draft plans are also presented to TAC prior to TPB approval consideration. Once the TPB approves the plans, they are sent to KDOT, FHWA, and FTA. The plans are posted on the WAMPO Title VI/LEP webpage.

Title VI/LEP Amendment

Minor updates to the Title VI or LEP plans would be processed as an amendment. No public participation requirements apply to these amendments. Once the amendment is presented to TAC and then approved by TPB the amended plan is posted on the WAMPO Title VI/LEP webpage and sent to KDOT, FHWA, and FTA.

Title VI/LEP Administrative Adjustments

Updates to contact information would be considered an administrative adjustment. Like other updates to the Title VI or LEP plan, no public participation requirements apply to these administrative adjustments. Once the administrative adjustment is processed, it will be posted on the WAMPO Title VI/LEP webpage and shared with the TAC and TPB at their next regularly scheduled meeting.

Other Plans

Non-core planning documents do not have specific requirements regarding public comment periods. However, plans will generally utilize a 30-day public comment period for full updates, which are not required for Administrative Adjustments.

Data Reports

In general, WAMPO's data reports do not require a public comment process as they are technical in nature.

Public Comment Procedures

Once a planning product is ready for public comment, the following process will be followed.

1. Develop a press release to be sent to the Wichita Eagle for a paid notice to run on the first day of the public comment period. The Wichita Eagle requires notices to be submitted by noon before the day it is requested to be published.
2. Add "Pending TPB Approval on [insert date]" on the front cover of the document.
3. Insert the press release to the front of the plan adding a comment to scroll down to view the plan.
4. Post the document to the website to the "Public Comment Opportunities" section of www.wampo.org/public-participation and the appropriate specific modal webpage.
 - a. If the document is deemed important to the public understanding the transportation planning process and is more than 10 pages, staff will create an Executive Summary to be translated into the languages identified in the LEP plan, currently Spanish and Vietnamese.
 - b. When offered online, the people have the option to change the language of our website.
 - i. This will not change the language of a PDF, but Executive Summaries will be offered in Spanish and Vietnamese.
 1. If there is a request for a document translation, the feasibility of translating the document will be evaluated. Depending on the size of the document only specific sections could be translated.
5. Distribute the press release through WAMPO's e-subscription service. The press release should link to the appropriate WAMPO webpage and be sent to the applicable e-subscription lists including the media, general interest, TAC, and TPB. Specific modal lists should be included based on the content of the plan that is opening for public comment.
6. Print a copy (English and other languages as needed) for the WAMPO office and the Wichita Public Library and its extensions—and other locations as determined.

Development and Approval Procedures

Figure 10 Development and Review for Plans

	MTP				TIP			UPWP			PPP			Title VI/LEP		Other Plans	
	Full Update	Amendment - Includes New MTP Project	Amendment - Project Already in MTP	Administrative Adjustment	Full Update	Amendment	Administrative Adjustment	Full Update	Amendment	Administrative Adjustment	Full Update	Amendment	Administrative Adjustment	Full Update	Administrative Adjustment	Full Update	Administrative Adjustment
How Often	5 yrs	As needed	As needed	As needed	4 yrs	Quarterly	As needed	Annually	As needed	As needed	5 yrs	As needed	As needed	3 Yrs	As needed	As needed	As needed
DEVELOPMENT PROCESS																	
Discuss the plan with TAC and/or TPB during development																	
Public Engagement Strategies																	
- Survey/data collection	Required	As needed	As needed		As needed	As needed		As needed	As needed		As needed			As needed		As needed	
- Open house/public meeting/workshop/presentation																	
- Other techniques, i.e. social media engagement																	
REVIEW PROCESS																	
KDOT and FHWA/FTA reviews the draft																	
Committee/TPB approval to release Draft for public comment																	
Paid newspaper notice announcing public comment period																	
Place draft for review on WAMPO website																	
Draft Available: WAMPO Office																	
Draft Available: Wichita Public Library - Advanced Learning Library Branch																	
Public comment period --> WAMPO Website Posting and Email Notice about comment period to E-Subscription Lists (includes media) (in days)	30	30	15	As needed	30	15		30	15		45	30				30	
Public Meeting during public comment period - options include:																	
- Open House																	
- Presentation	Required				As needed			As needed			As needed			As needed		As needed	
- Workshop																	
- TAC/TPB, Etc.																	
Review public comments received																	
Provide a summary of how comments were considered and/or addressed to TAC and TPB																	
TAC reviews draft making a recommendation to TPB																	
TPB considers the final draft for approval																	
Open Office hours for public or interested parties to visit and discuss with a team member their thoughts, questions, or concerns																	
The approved document is sent to KDOT, FHWA, FTA and posted online																	
- Hand deliver or mail copies of final product to WAMPO area connections (full update printed, others emailed)																	
Teal indicates the row is applicable to the item																	

Updated 9/8/22

Techniques Toolbox

There are many techniques that can be used in public participation processes. WAMPO uses a variety of techniques to involve the public in making transportation decisions; including public meetings, workshops, exhibits, and other activities held during the development of transportation plans, studies, and projects. The techniques in this toolbox may not be used for every planning process but are available to be selected based on the particulars of the planning process and the requirements WAMPO has laid out in this plan for specific planning documents. Each technique can be found after the summary of all the tools in Figure 11.

Figure 11 WAMPO Techniques



Brochures and Fact Sheets



Brochures and fact sheets provide key points of interest in an easy-to-read manner. They often contain graphics, lists, and answers to common questions. In some cases, these may be a summary of a larger document.

Document Availability for Review and Comment



Printed documents are available at the locations below.

Print Document Locations

- » WAMPO Office, 271 W. 3rd St., Ste. 208, Wichita, KS 672-2
- » Wichita Public Library – Advanced Learning Library, 711 W. 2nd St., Wichita, KS 67203
 - Various other Wichita Library branches

Optional Document Locations to Explore

- » Various City Halls across the region
 - Specific locations have yet to be determined and are currently being explored according to capacity and accessibility during this plan period. This section will be updated before or with the 2027 PPP update.

These locations provide people the opportunity to review printed versions of the plans during the public comment period. After members of the public have reviewed the documents, they can provide comments via wampo@wampo.org or calling in at 316.779.1313.

After plans are approved, final copies of each plan will be kept at the document review locations as well.

Drop-in Hours



These are specific hours where staff will be prepared to talk about a particular project or planning process at the WAMPO office. This is the same format as information tables at public events, but at the WAMPO offices. Handouts and other materials will be prepared for this time. Members of the public can stop by the WAMPO office at any time, but these hours will ensure staff is prepared to speak about requested and/or specified topics. The days and hours will be determined for each planning process and will be included in press releases, posted through social media, pushed through email, and posted on the office's front door.

E- Subscription Lists (Email and Texting)



Currently, WAMPO uses Constant Contact for its e-subscription lists.

Lists include:

- » 2022 Bike/Ped Count Volunteers
- » Active Transportation Committee
- » City/County Managers/Administrators
- » Engaged Stakeholders
- » Freight Committee
- » General Public Outreach
- » Media Contacts
- » Project Advisory Committee (PAC)
- » Regional Safety Coalition (RSC)
- » Safety and Health Committee Members
- » TAC Meeting Notice List
- » TIP List
- » TPB Executive Committee
- » TPB Meeting Notice List
- » Transit-Paratransit
- » TPB Transportation Policy Body

Members of the public can sign up for WAMPO General Public subscription list by going to <https://www.wampo.org/subscribe-to-wampo> and clicking our ‘Subscribe here to our emails’ button. Additionally, requests to be added to a specific list or other questions regarding our email process may be made at any time by emailing wampo@wampo.org or calling the main WAMPO line at 316.779.1313.

Texting SMS Option for the Public

Many low-income and rural households do not have reliable internet access through smartphones or broadband connections. However, many people have a mobile phone with SMS and texting capabilities. That makes text/SMS messages a critical tool for disseminating information to hard-to-reach populations, and one with the potential for outsized impact compared to other channels.

Using the SMS and Texting option will allow staff to reach more people in a direct way for reminders and event alerts.

Local Media Articles, Advertisements, & Paid Public Notices



Staff will work with local media, including newspapers, radio, and TV, to provide information about WAMPO’s planning processes. Press releases for notable planning activities (including survey periods and public comment periods) will be sent to local media (newspaper, radio, and tv) outlets, as shown in Appendix B. Staff will be available to answer media questions.

Paid public notices to notify of public comment periods for major planning processes including the MTP and TIP. Further, TPB and Executive Committee meetings will be announced with paid public notices as well.

These will be published in the Wichita Eagle newspaper. Advertisements may be placed in the various local media outlets depending on the scope of the planning project. A poster/flyer developed for the project could be used for this advertisement. Staff will work to establish relationships with local media to provide coverage of public participation events and air public service announcements.

Newsletter



The WAMPO newsletter is distributed quarterly online through all our email lists, and on our WAMPO website. There is also a printed copy that will be provided at the WAMPO office. The newsletter includes announcements of upcoming events/public meetings, results of recent activities, highlights regional transportation news, and requests public participation.

Neighborhood Newsletters



Neighborhood newsletters are distributed through neighborhood association contacts. Including articles in neighborhood newsletters can be a great way to get the information to people who are already interested in their neighborhood. These articles can be tailored to specific areas or be broad in nature announcing a survey opportunity. Information about the City of Wichita neighborhood associations can be found at <https://tinyurl.com/4dcys6s2>.

On-Site Tour/Discussion



These tours happen where proposed projects are slated to happen so that staff and guests the opportunity to “get a feel” for the transportation planning issues and/or proposed improvements that are being discussed including opportunities and constraints. Participants can ask questions of staff during the tour/discussion. These tours will happen as staff at WAMPO can coordinate with project managers.

Open Houses



Open houses are typically an informal “come and go” educational type of public meeting. Staff is available to answer questions for a set period and participants can attend at any time during that time frame. A formal presentation is normally not given at an open house. Instead, it features various informational stations where participants can ask questions and provide feedback at each station.

These meetings will be held at a variety of locations throughout the WAMPO region that are convenient (e.g., time, day, and location) and accessible for the people intended to be reached. Ideally meeting notices/announcements will be posted at least 5-15 days in advance of the scheduled meeting. Notices will be posted on the WAMPO website, distributed using the e-subscription lists, and included in a quarterly newsletter (if the timing works).

Partnership Collaboration and Connection



Staff can attend existing meetings, such as local civic group meetings, schools, conferences, and community events, to discuss WAMPO’s purpose and the transportation planning processes. This is a good instance of “going to where the people” are to enhance public knowledge and engagement with WAMPO.

Posters/Flyers



Signage/posters/flyers can and will be used as necessary to convey information about planning opportunities (including surveys, meetings, or overall processes). Ideal places to hang posters include city halls, community boards, transit centers, buses, etc.

Public Hearings



Public hearings are official meetings where the TPB makes final planning process decisions. These typically occur at the monthly TPB meetings. Agendas for the TPB meetings are posted to the WAMPO website and distributed via the e-subscription list at least 5 days prior to the meetings. Public comment will be asked for prior to voting on action items.

Public Meetings



There are several different types of public meetings including traditional public meetings with a set presentation and time for questions, open houses, or workshops. Ideally meeting notices/announcements will be posted at least 5-15 days in advance of the scheduled meeting. Notices will be posted on the WAMPO website, distributed using the e-subscription lists, and included in a quarterly newsletter (if the timing works).

Respond to Comments



WAMPO staff are committed to providing a timely acknowledgement and response to all comments and inquiries. When written and oral comments are received because of a planned public participation process or interagency consultation, a summary analysis report on the disposition of comments shall be made. This report will become part of the final plan, program, or initiative documentation and made available in advance of final decision-making. When asking Kansas Department of Transportation for comments, the document approval actions will be relayed to them as it progresses.

Social Media



Social media is a fast way to connect with people who would not normally interact with WAMPO through “traditional” forms of communication. Social media posts are used to convey engagement opportunities including surveys, open houses, volunteering etc.

WAMPO is in the process of building our social media presence. Interact with WAMPO through one of our accounts below.

Twitter | [@wampoks](https://twitter.com/wampoks)

Instagram | [@wampoks](https://www.instagram.com/wampoks)

Facebook | [Wichita Area Metropolitan Planning Organization](https://www.facebook.com/WichitaAreaMetropolitanPlanningOrganization)

LinkedIn | www.linkedin.com/company/wampo-ks

Staffing Information Tables at Local Events & Gatherings



It can be difficult to entice people to add another meeting to their day. To circumvent this challenge, a good strategy is to “go to where the people are” by attending existing public events or community gatherings. Staff can set up a table with material about the planning process and talk to people as they wander by the table. This approach is also effective for asking people to take surveys, especially if people must wait in line for something. They are more likely to take a quick survey as they wait! These outreach/education displays should especially be utilized in traditionally underserved communities.

It is important for the information table to include information about what WAMPO is, the Title VI brochure, the language identification card (from the LEP Plan)¹, and specific materials related to the planning process. This can include paper versions of a survey and business cards with a link and QR code to the online survey.

Various existing events to pursue having information tables include Final Fridays, Farmer’s Markets, Public spaces, Nasfsgar Park, school events, etc.

Stakeholder Interviews & Direct Agency Consultation



One-on-one conversations can help staff determine appropriate and feasible solutions to planning issues. Providing opportunities for key stakeholders to meaningfully participate in the transportation planning process is important. In developing the MTP and TIP, WAMPO will consult and/or coordinate planning activities with agencies and officials responsible for other planning activities affected by transportation within the region. In addition to this, the MTP and TIP shall be developed with due consideration of these other related planning activities and the process shall provide for the design and delivery of transportation services within the WAMPO planning area.

WAMPO will also make a good faith effort to coordinate its public involvement processes with area transportation planning partners whenever possible. Area planning partners include the Kansas Department of Transportation (KDOT), Wichita Transit, local government jurisdictions, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). Increased coordination will assist in enhancing opportunities for public consideration on issues, plans, and programs while reducing costs and duplication of efforts within the region. Appendix C lists various stakeholder agencies.

WAMPO also plans to begin reaching out to groups that interact with people who speak Spanish and Vietnamese so that those groups are not left out of the discussions that WAMPO is needing feedback on.

Surveys



Surveys are a good way to gather widespread public opinion, especially from people who are not able to attend in person meetings. These surveys are conducted online and are either linked or embedded in the WAMPO website. Staff will also prepare paper versions of the survey to take to engagement opportunities or in case someone would rather complete a paper survey. Staff will go to places people already frequent to ask them to participate in the WAMPO planning process by taking a survey. This could include, but are not limited to, farmer’s markets, Final Friday events, on busses,

¹ <https://www.lep.gov/sites/lep/files/media/document/2022-06/i-speak-booklet.pdf>

and in transit centers. Additional locations are listed in the Staffing Information Tables at Local Events & Gatherings technique above.

Staff will also assess the feasibility of translating surveys into the region’s LEP identified languages, which are currently Spanish and Vietnamese.

Survey opportunities are shared through WAMPO’s e-subscription list, social media, newsletters, etc. Surveys will be available for a minimum of 15 days. Staff will develop and analyze survey results for inclusion in the planning process. For surveys that are part of a formal public comment period, staff will include the results as part of the appropriate plan and share the results with TAC and TPB as part of the document approval process.

Videos



Videos are a useful tool to explain concepts or planning processes. There are many ways to create videos: recording a TPB/TAC meeting or presentation, creating a narrated PowerPoint video, creating animated videos, or developing a scripted video.

TPB and TAC meetings recordings are uploaded to YouTube at <https://www.youtube.com/channel/UCZ21qWQmLQ6sGJbt1Rv3xJA>.

Visualization



Visualization techniques help people understand complex information in a graphic format. This could include diagrams, photos, charts, static maps, or interactive mapping.

Voting Activities



Voting activities allow participants to provide anonymous, instant feedback showing the preferred option. When this is done in person with dot stickers, other people’s preferences can potentially sway other’s responses. Using voting technology, such as Poll Everywhere, provides the ability to participate without seeing other’s responses because the results can be hidden until everyone has voted.

Websites



The WAMPO website provides information about WAMPO activities, plans, reports, meeting agendas, meeting minutes, and staff contacts. Access the website at: www.wampo.org.

Workshops



A workshop is a collaborative type of public meeting. Workshops allow the public to hear a presentation on a particular issue/challenge or project. Then the audience is split into smaller group discussions to develop and/or discuss alternatives and ideas. Next, the small groups are reconvened into the larger group, where workshop outcomes are shared with decision makers. Ideally meeting notices/announcements will be posted at least 5-15 days in advance of the scheduled meeting. Notices will be posted on the WAMPO website, distributed using the e-subscription lists, and included in a quarterly newsletter (if the timing works).

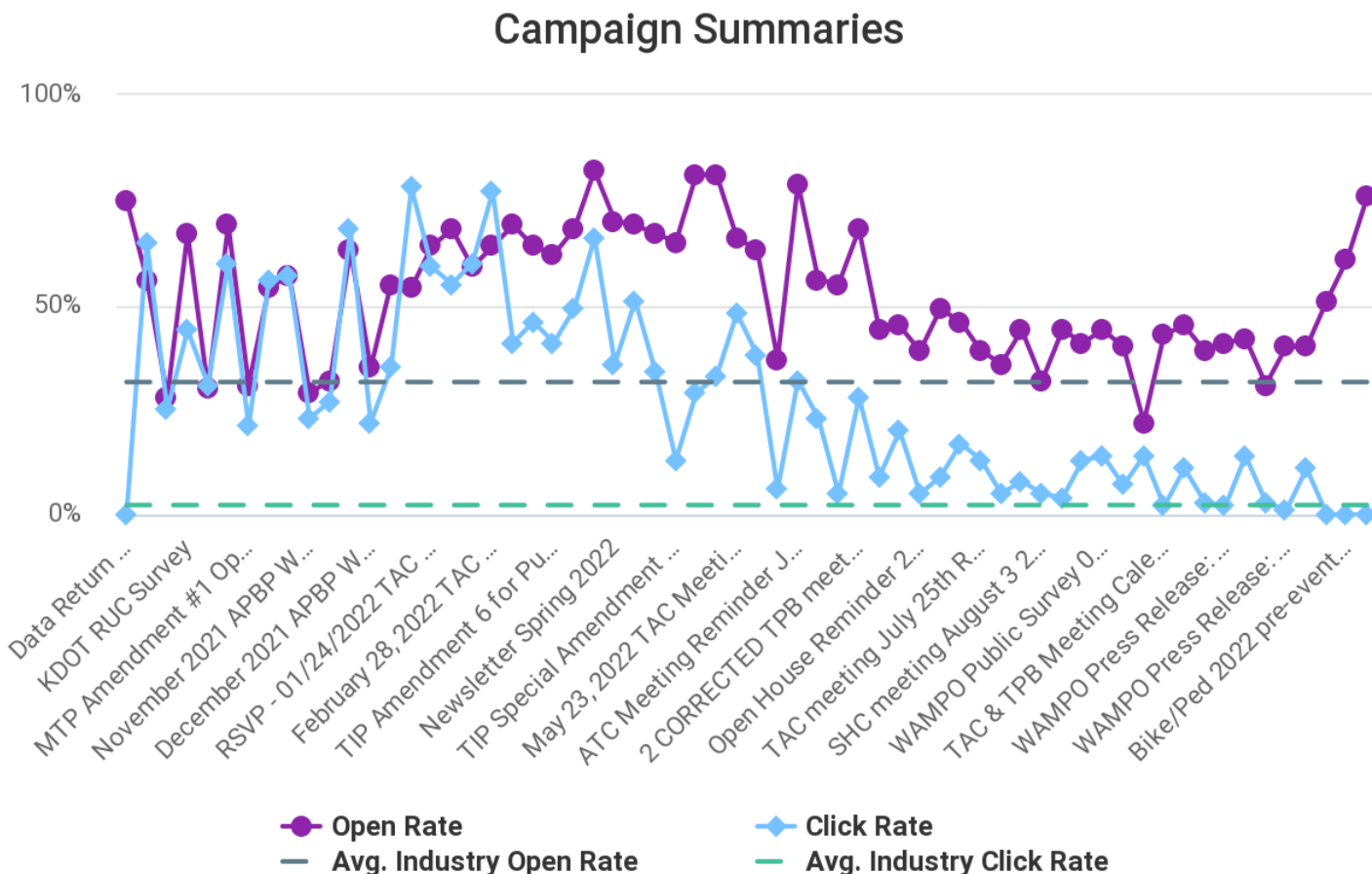
Evaluation

Performance Measures

WAMPO will develop an annual report about WAMPO’s interactions with the public. It will include the number and demographics of people WAMPO interacted with. Evaluating the PPP goals on an ongoing basis will assist WAMPO staff in managing public involvement activities and highlight opportunities for improvement. Assessing the outcome of these interactions will assist staff in identifying progress at regular intervals as well as provide indicators of satisfaction and/or met expectations among members, stakeholders, and the public. Outcomes may be shared with these same groups through annual reporting, progress reports and/or citizen reports. Appendix D shows an example of the type of information WAMPO will start collecting.

WAMPO staff will keep track of the number of people who have opened or interacted with the email as shown for the last 12 months in Figure 12.

Figure 12 Constant Contact emails



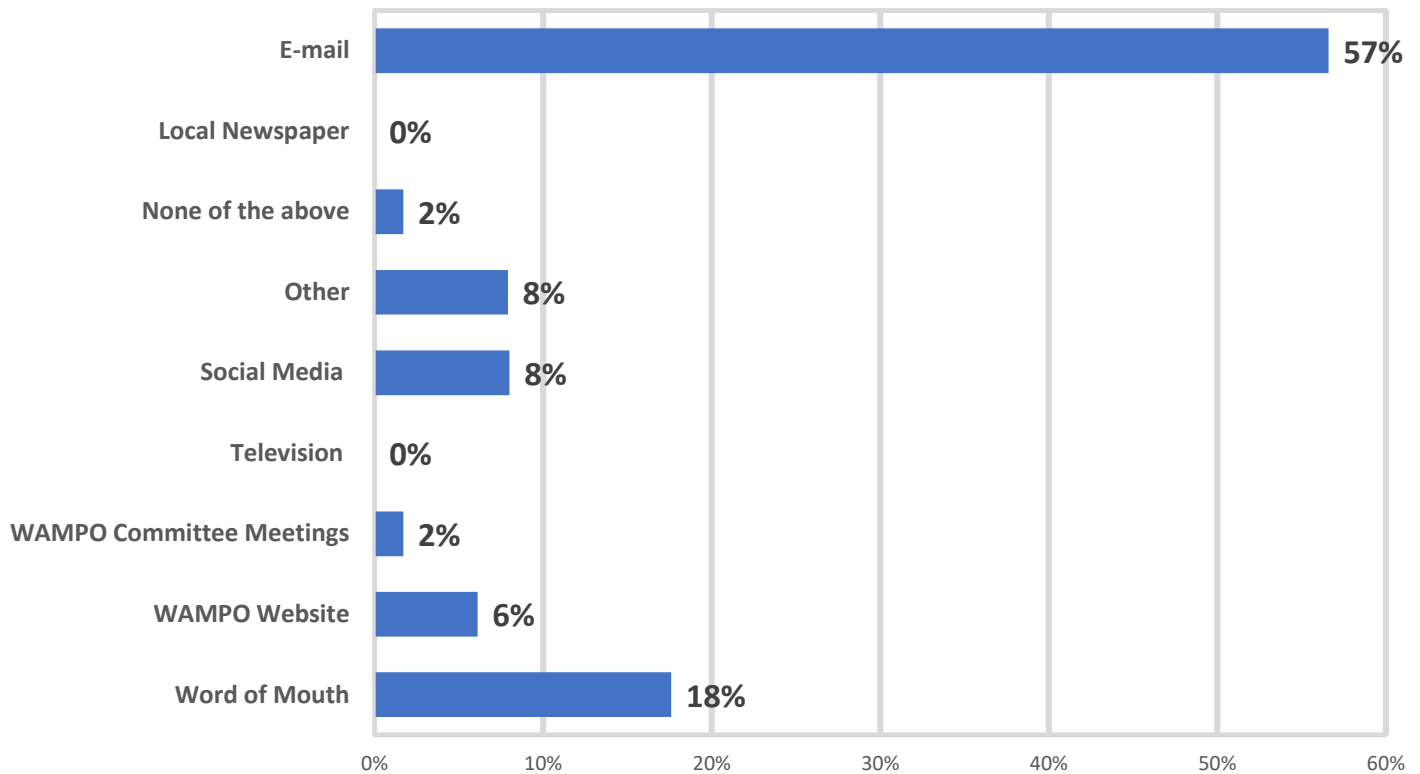
A. Appendix A – Public Engagement

Public Outreach Survey

The Wichita Area Metropolitan Planning Organization Public Participation Plan Survey was available August 15– August 31, 2022. WAMPO Staff distributed the survey through email, at area schools, grocery stores, and laundry mats. A total of 113 surveys were collected, none of the questions were skipped.

When asked “How did you hear about this survey?” respondents indicated:

Figure A1 PPP Survey Question 1

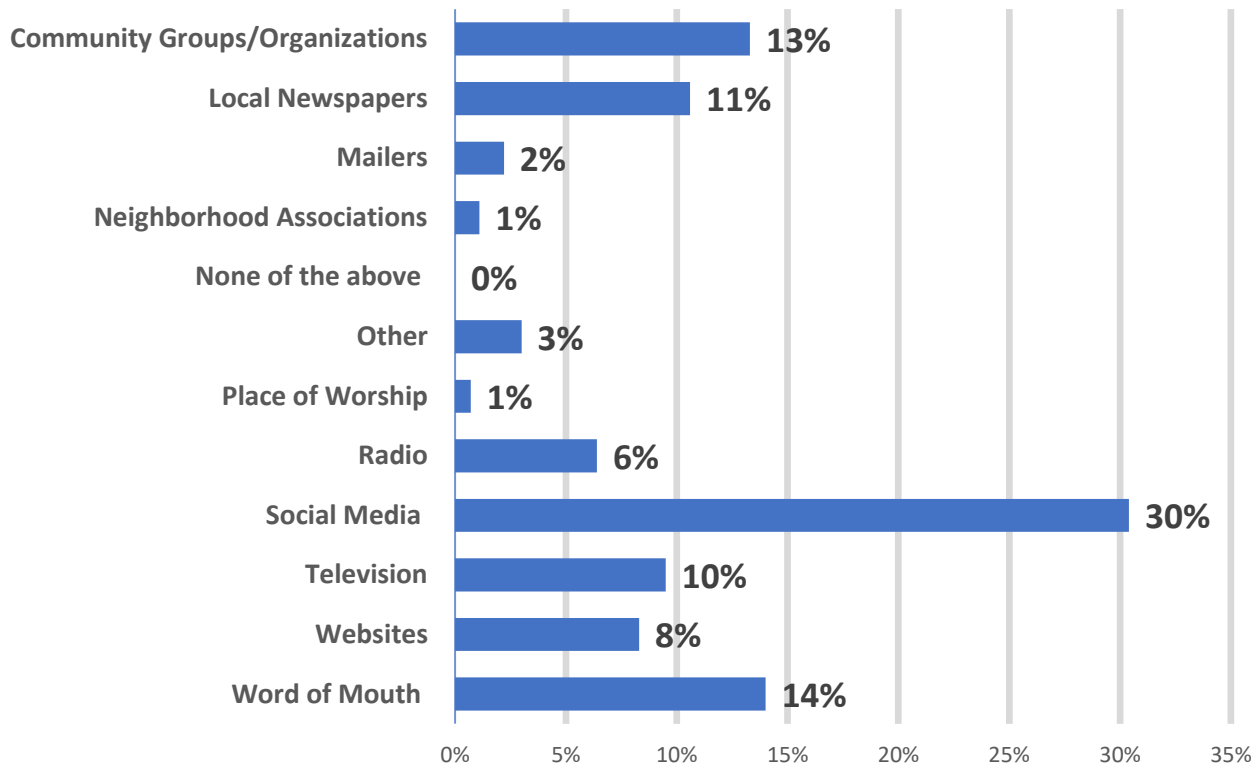


Other:

- » “Poster”

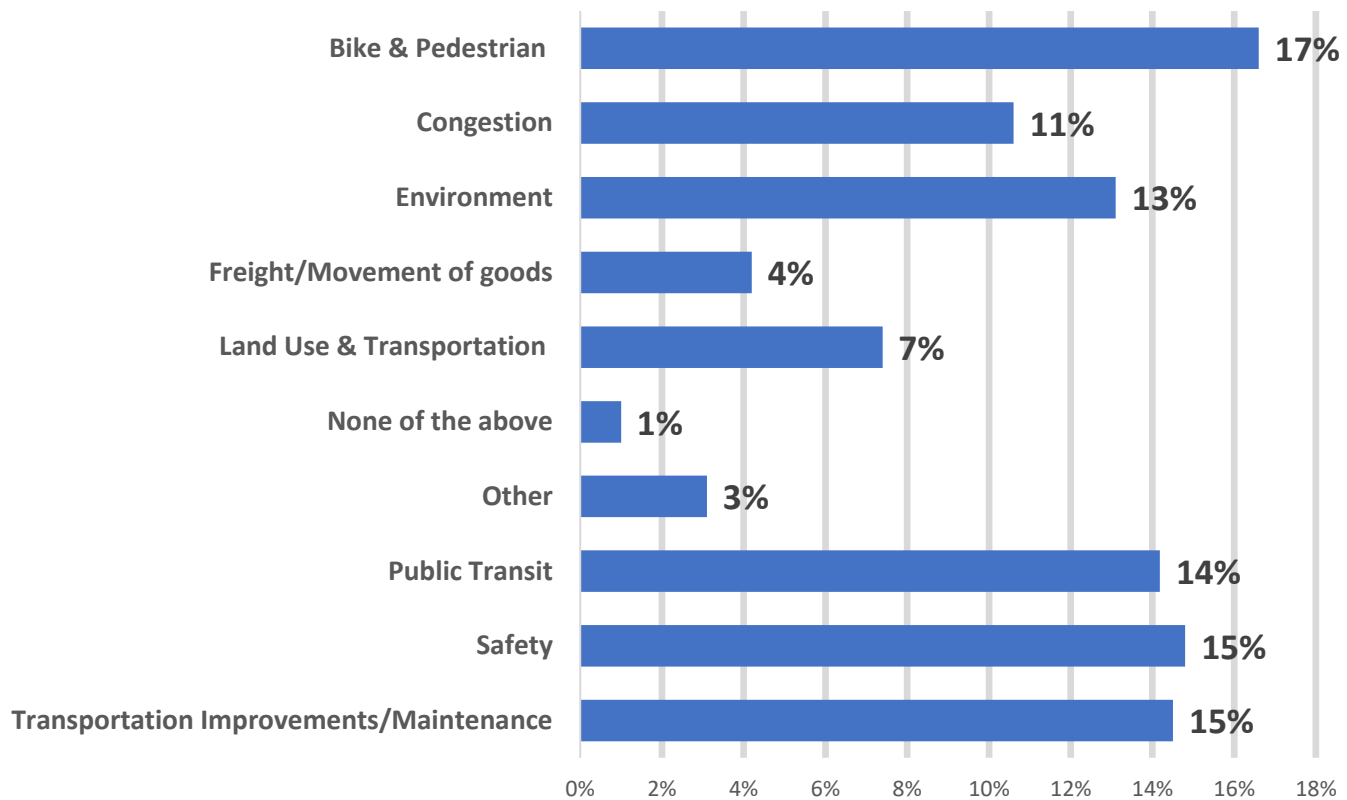
When asked “In general, how do you usually hear about news and events in your community?” respondents selected up to three responses:

Figure A2 PPP Survey Question 2



When asked “What regional transportation issues are you most interested in?” respondents selected up to three responses:

Figure A3 PPP Survey Question 3

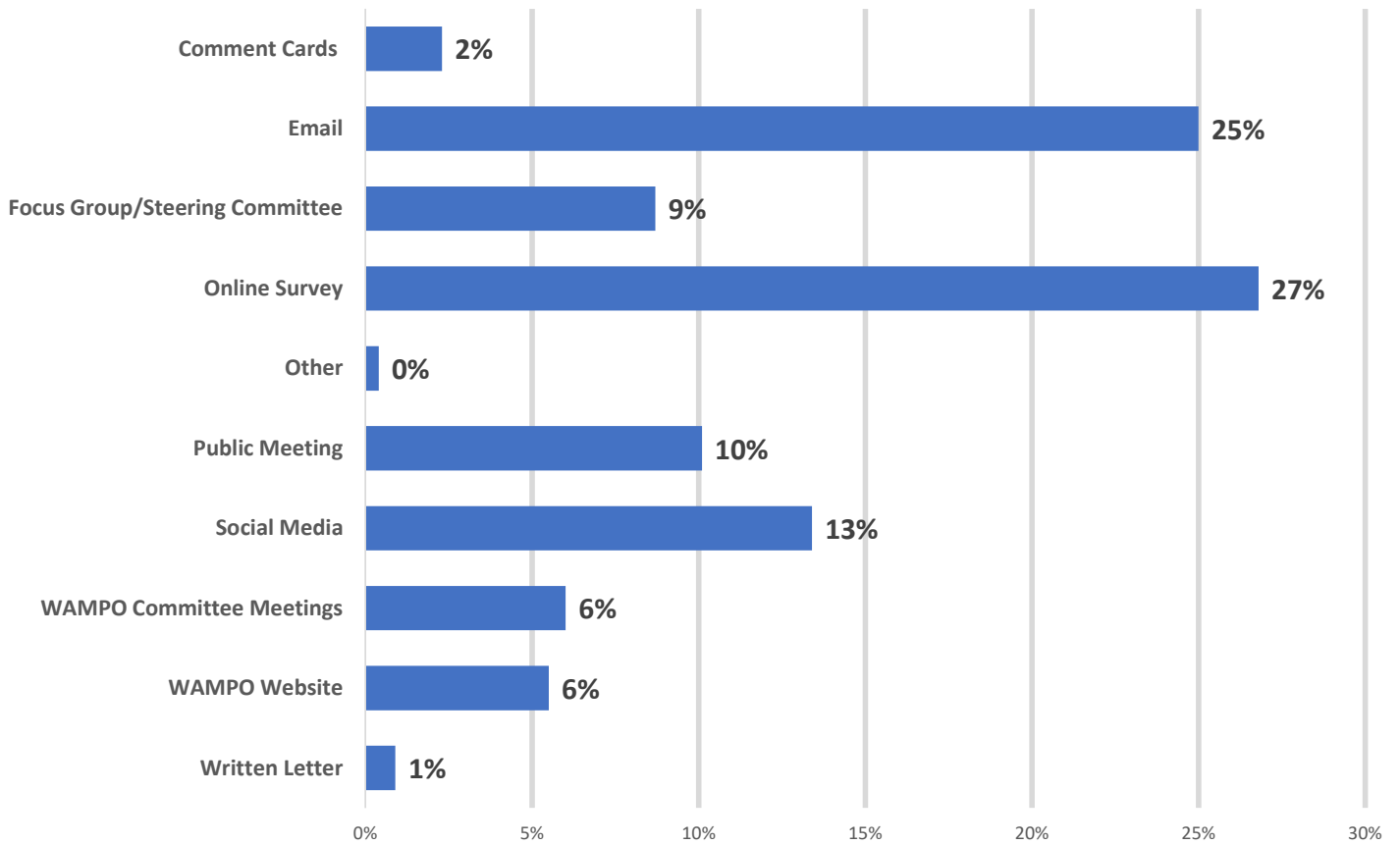


Other:

- » “Rail service”
- » “Ensuring that our transportation infrastructure meets the needs of new and future modes of transportation (i.e., electric vehicles, autonomous vehicles, air taxis, etc.)”
- » “Accessibility in sidewalk paths connecting and appropriate ramps for bikes, wheelchairs, scooters, etc. to get on and off sidewalks.”
- » “We need more/better transportations to/from Park City that are affordable.”
- » “Access to transportation services for the disabled/elderly”
- » “Paratransit (transportation for folks with disabilities)”

When asked “How would you most prefer to provide your input about transportation planning to WAMPO?” respondents selected up to three:

Figure A4 PPP Survey Question 4

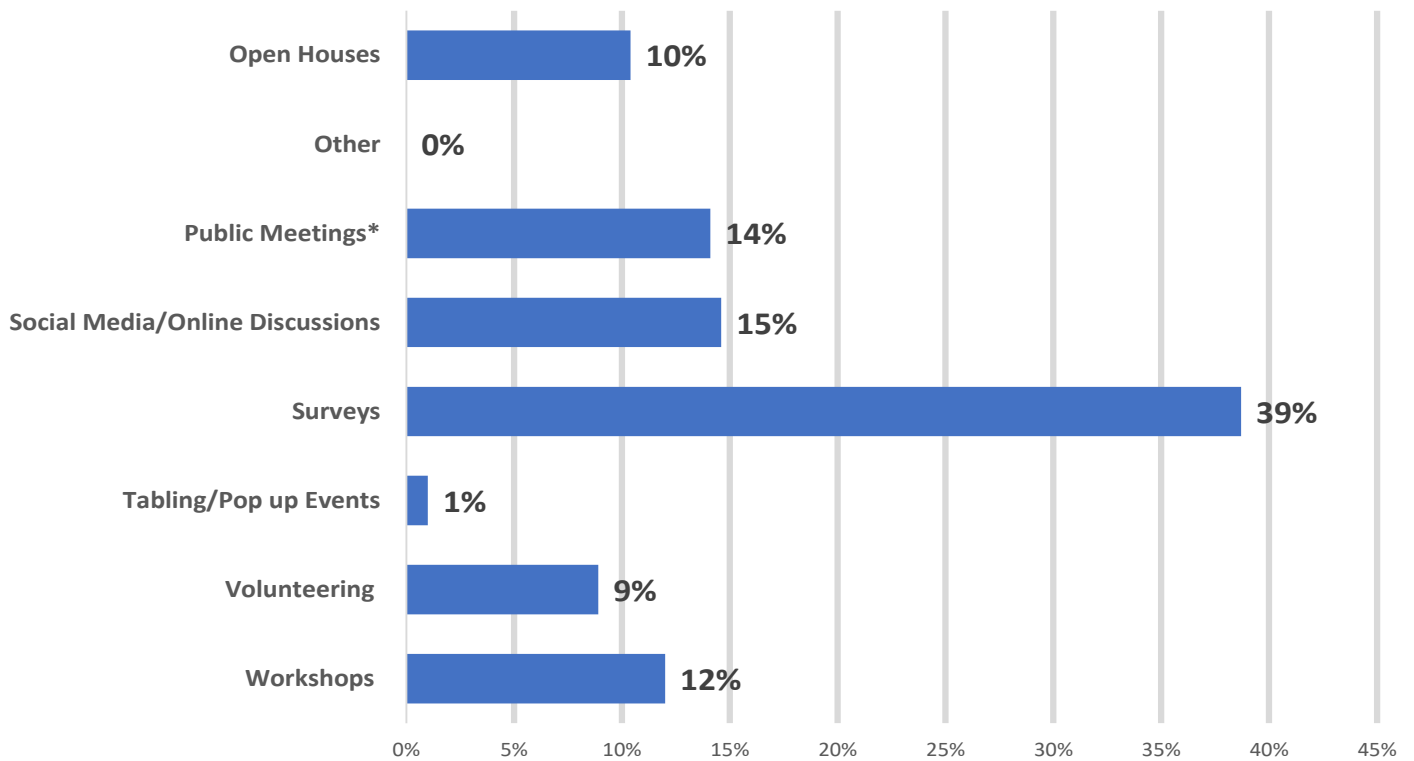


Other:

- » “Who cares the director sure doesn’t”

When asked “What type of WAMPO-sponsored community engagement activities would you be most likely to participate in?” respondents selected up to two:

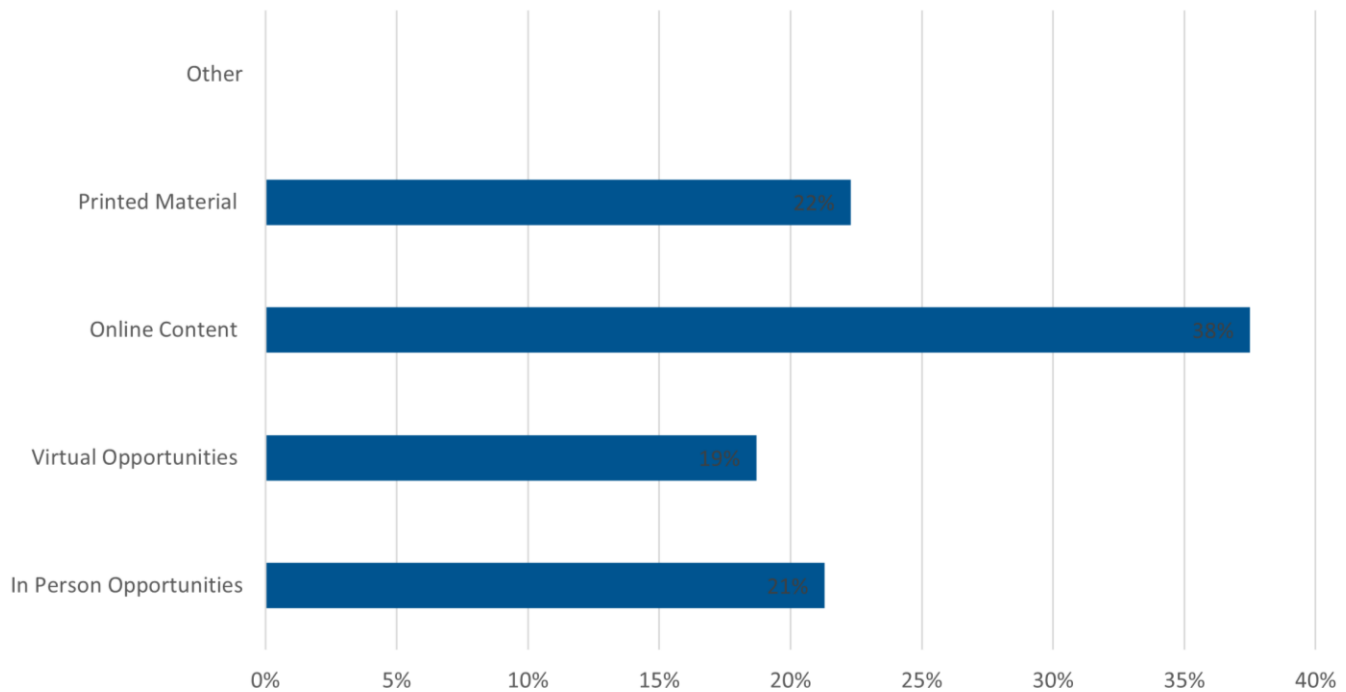
Figure A5 PPP Survey Question 5



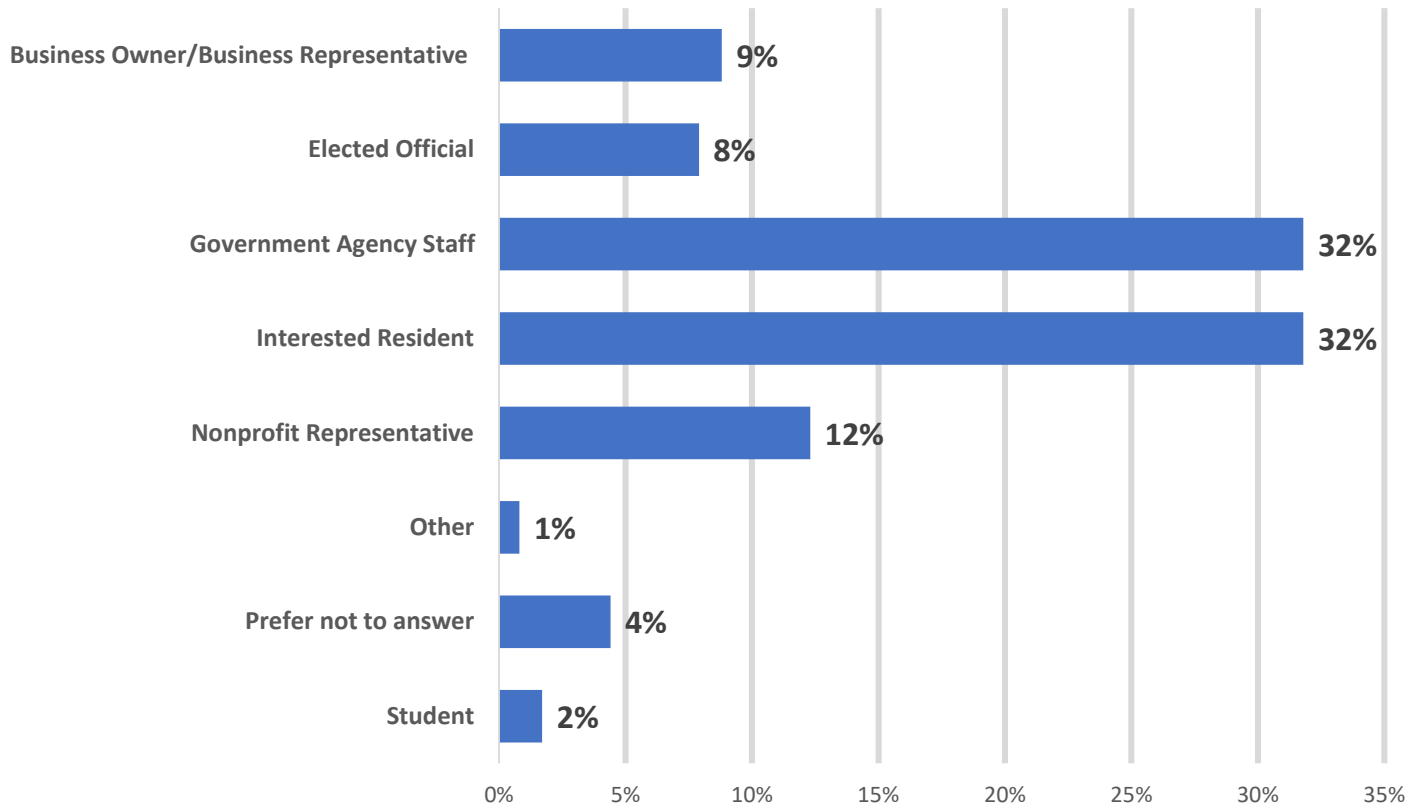
*Public Meetings: WAMPO Committee Meetings, e.g., Transportation Policy Body

When asked “How would you prefer to have information presented?” respondents selected up to two:

Figure A6 PPP Survey Question 6



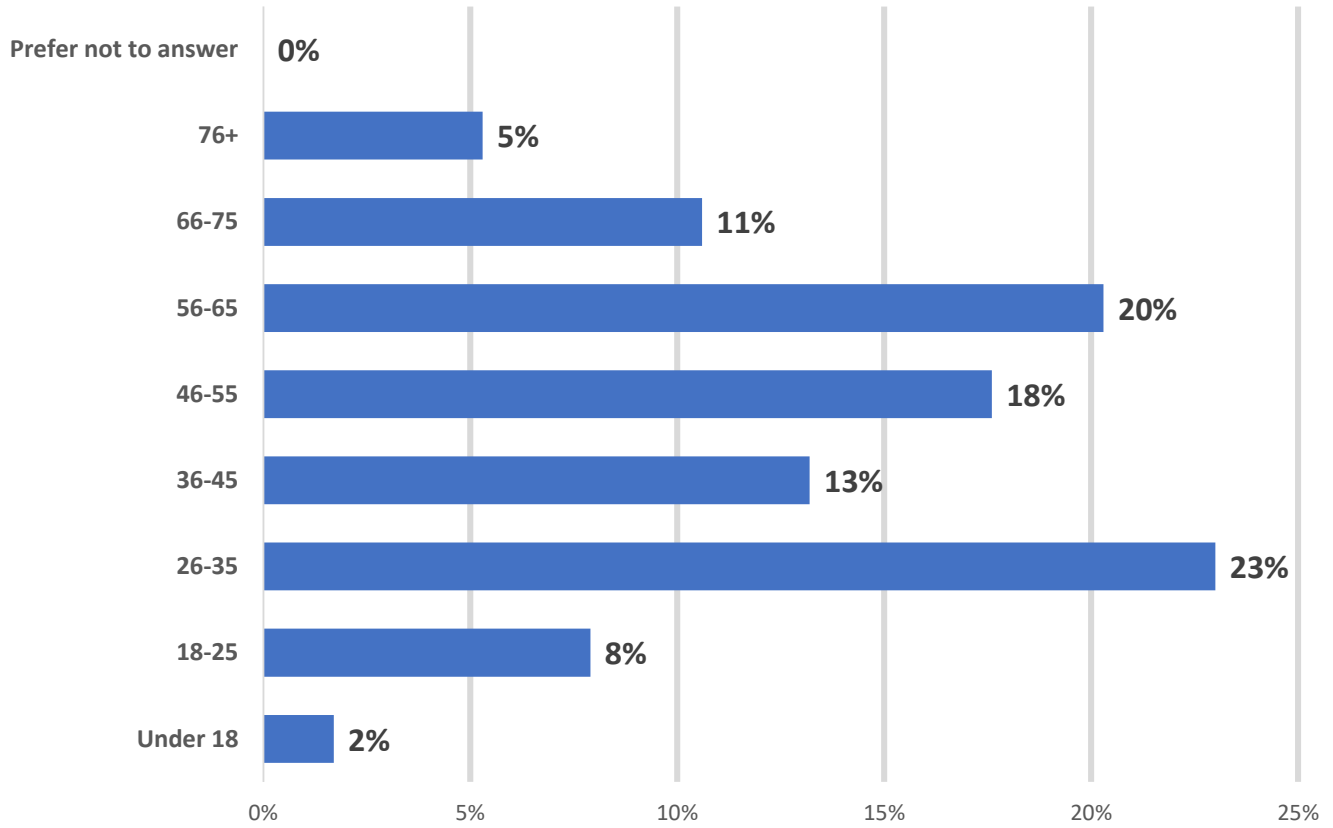
**When asked “Which of the following best describes you?” respondents indicated:
Figure A7 PPP Survey Question 7**



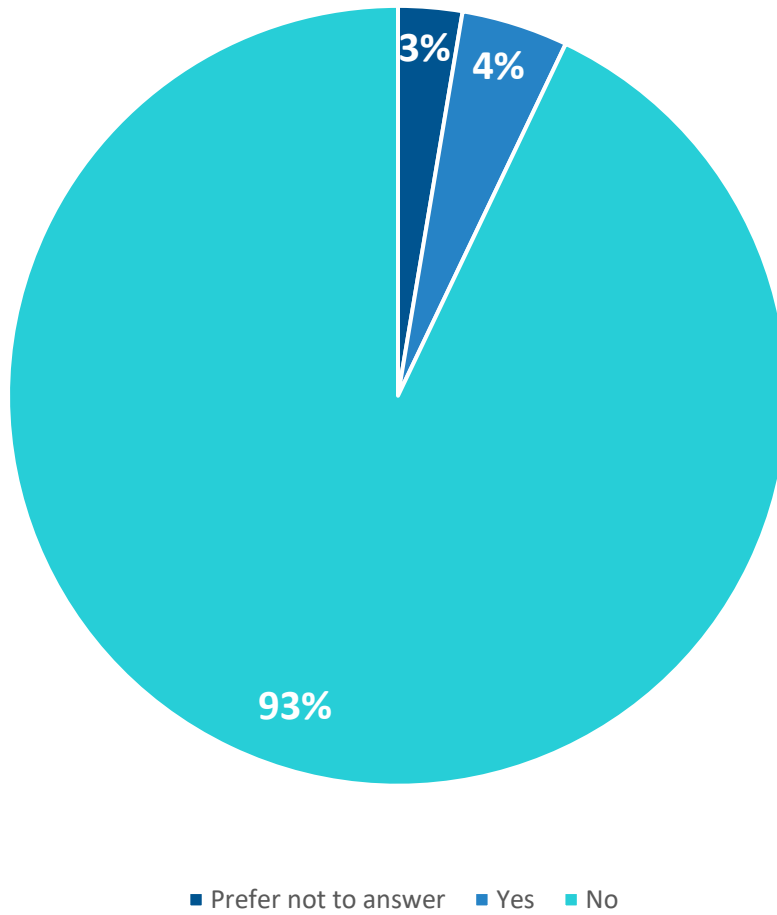
Other:

- » “Registered nurse”

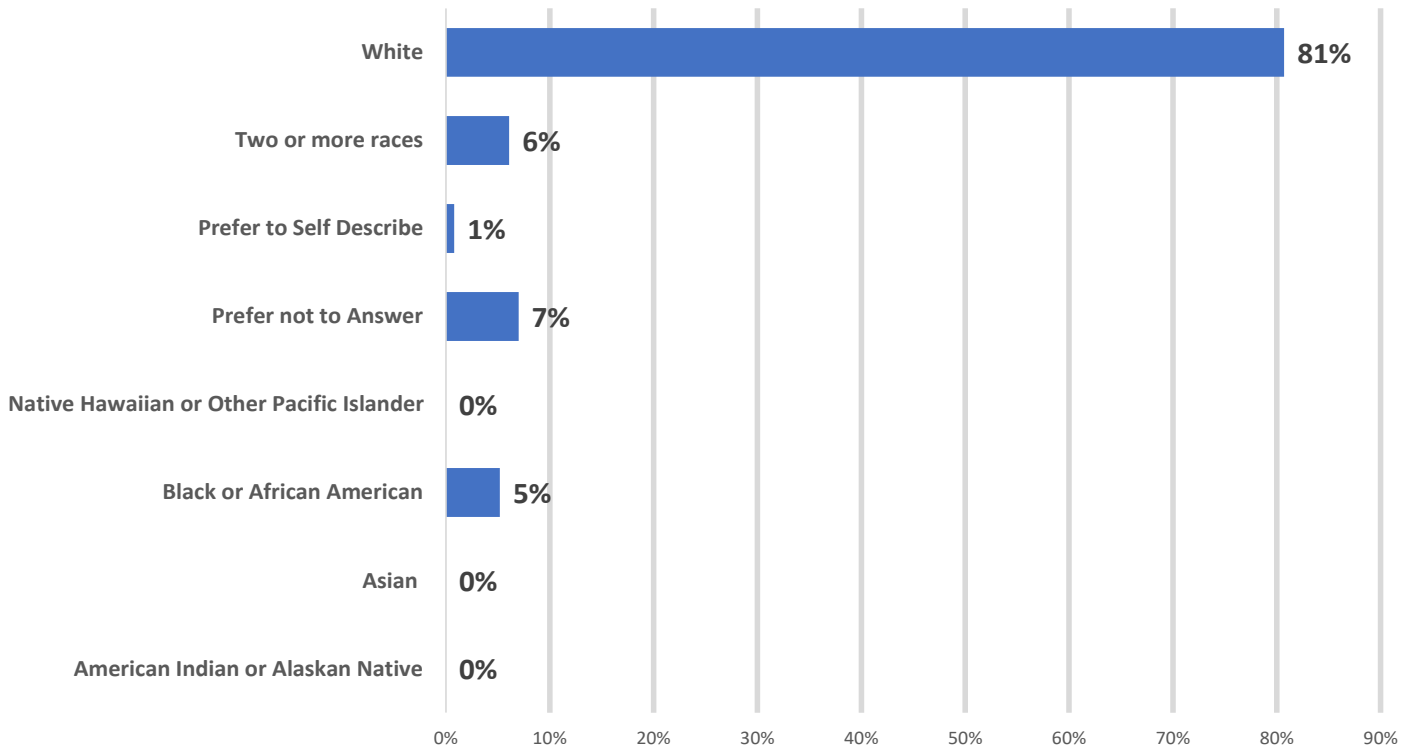
**When asked “What is your age” respondents indicated:
Figure A8 PPP Survey Question 8**



**When asked “Are you Hispanic, Latino, or of Spanish origin?” respondents indicated:
Figure A9 PPP Survey Question 9**



**When asked “How would you describe yourself?” respondents selected all that applied:
Figure A10 PPP Survey Question 10**

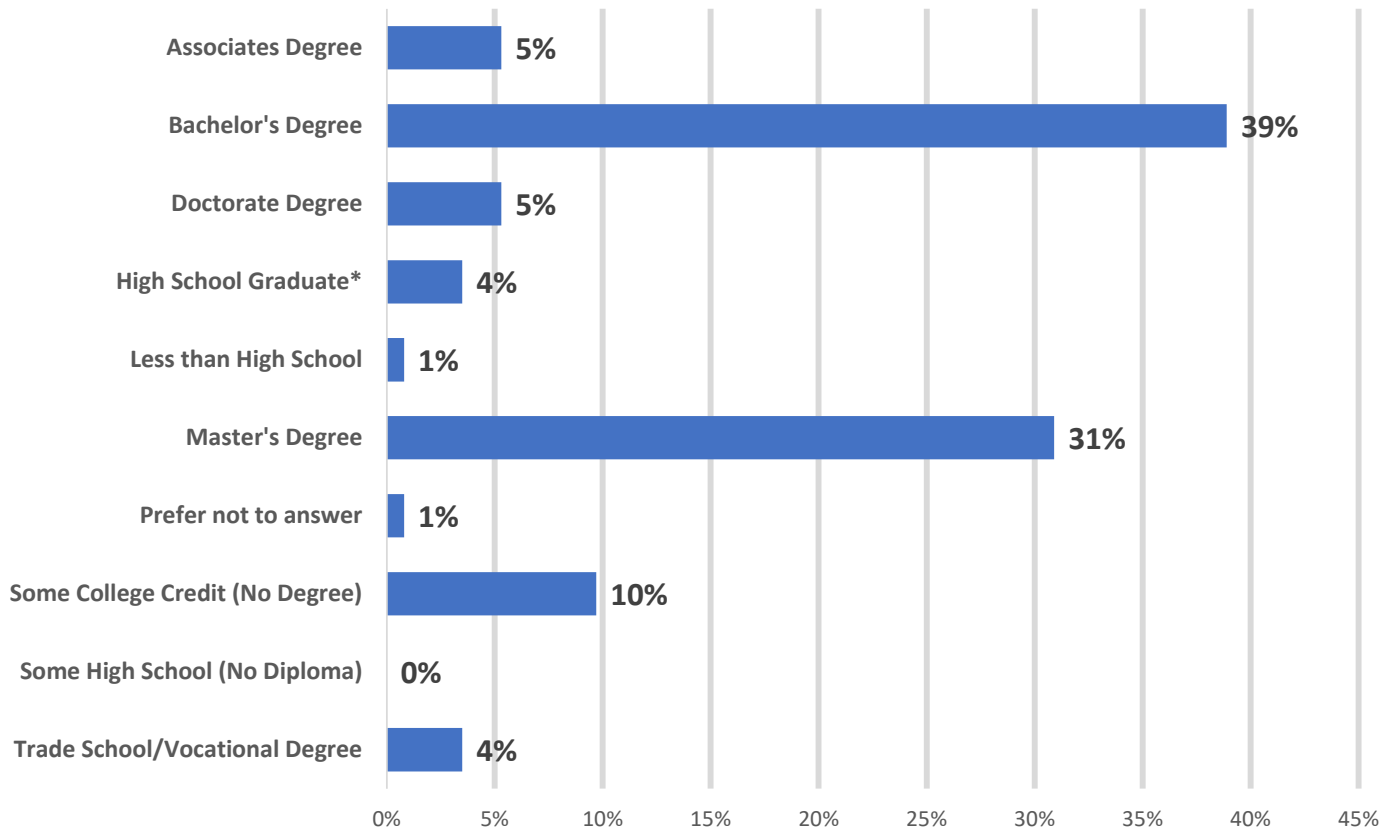


Prefer to Self-Describe:

- » “American”

When asked “What is the highest degree or level of education you have completed?” respondents indicated:

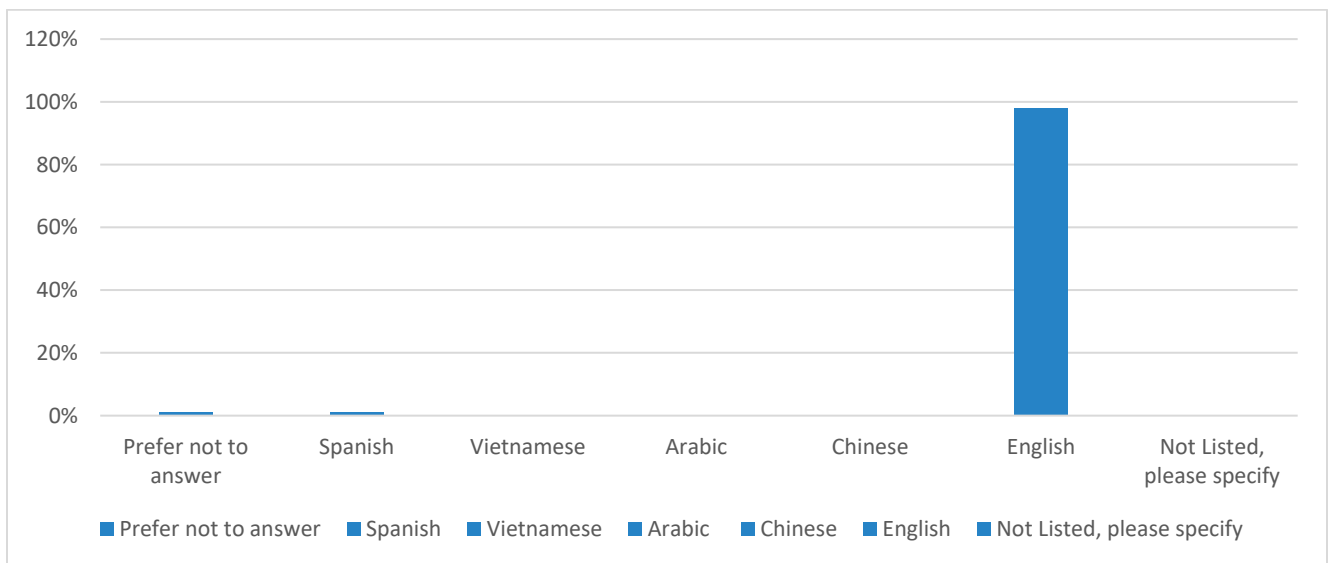
Figure A11 PPP Survey Question 11



» *High School Graduate: Diploma, GED, or Alternative Credential

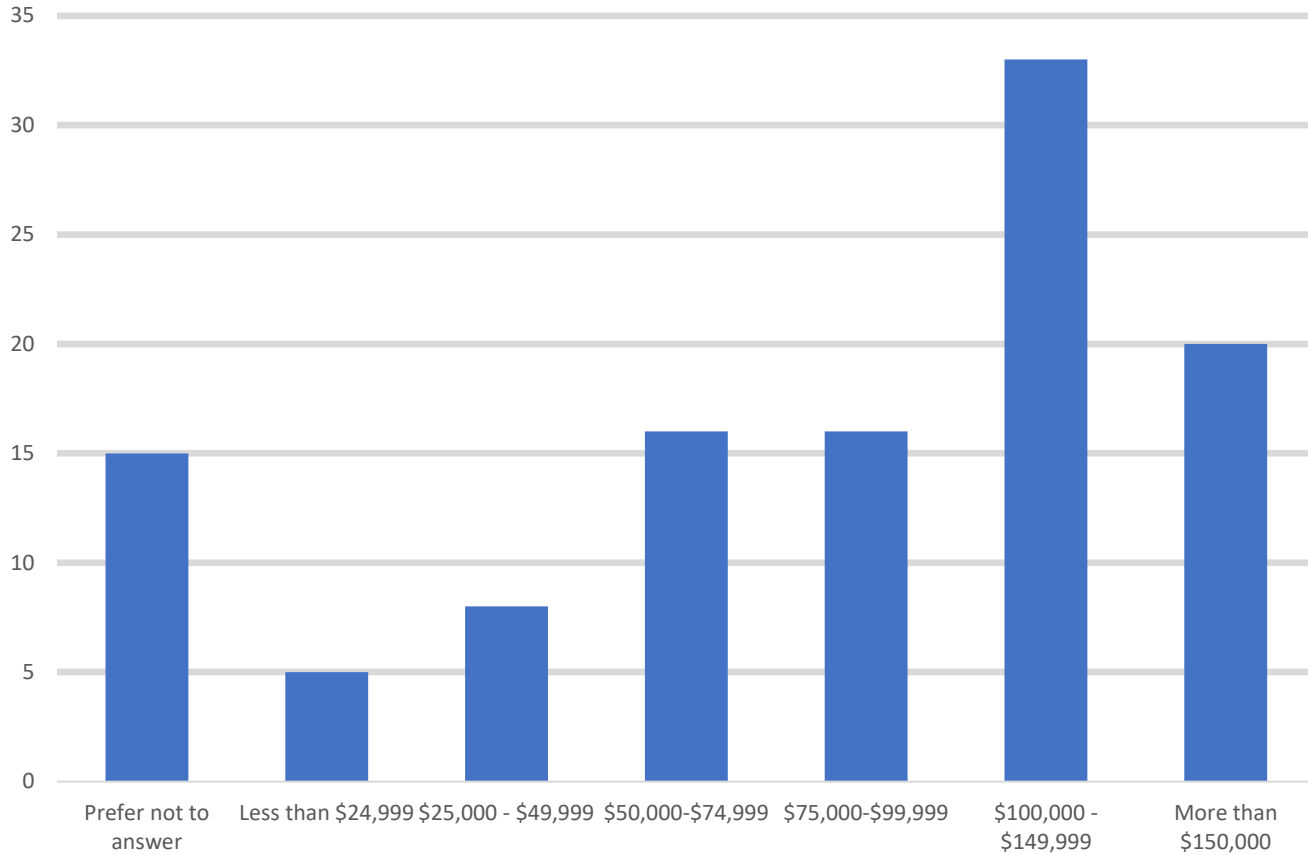
When asked “What is your preferred language?” respondents selected all that applied:

Figure A12 PPP Survey Question 12



When asked “What is your household income?” respondents indicated:

Figure A13 PPP Survey Question 13

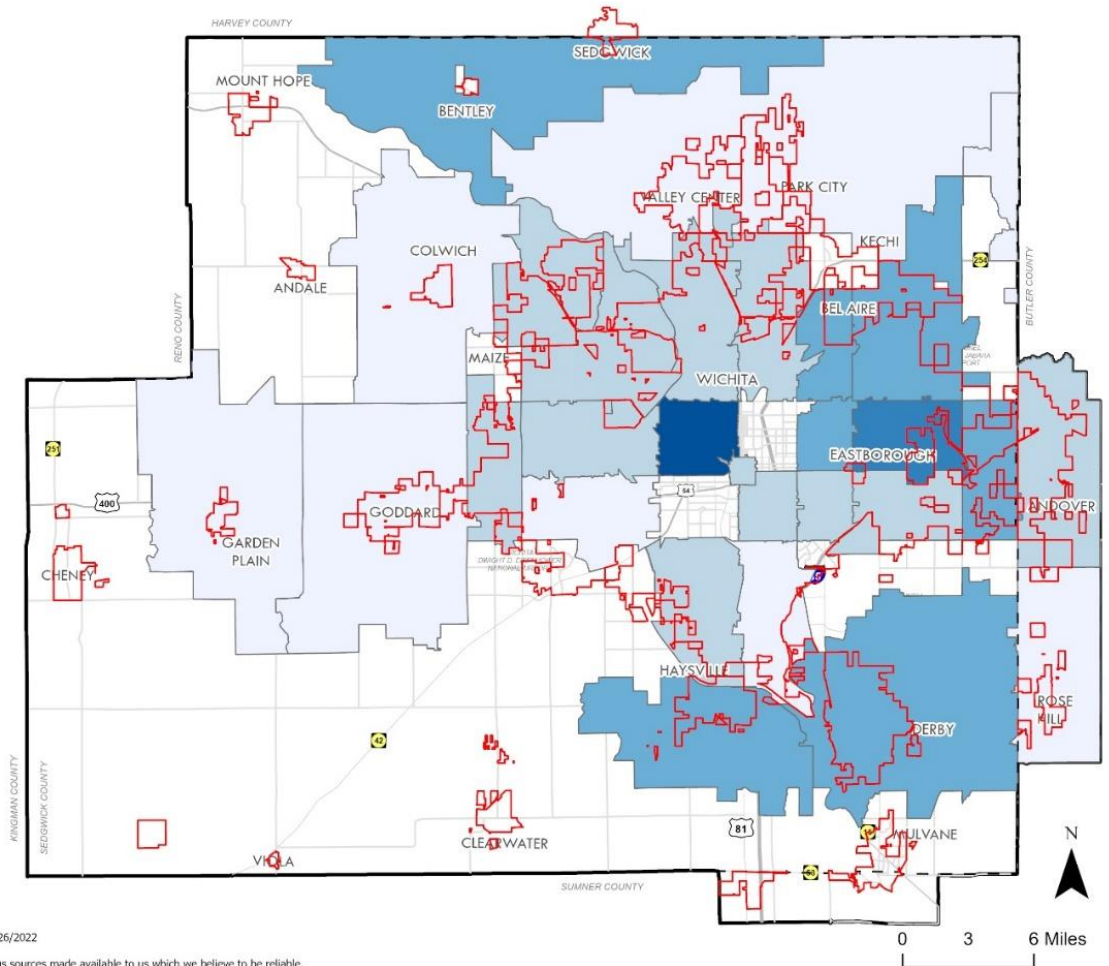


When asked "What is your zip code?" respondents indicated:
Figure A14 PPP Survey Question 14



Public Participation Plan Survey Responses

- WAMPO Cities
- Number of responses received per ZIP Code:
- 1
- 2 - 4
- 5 - 7
- 8 - 10
- 11 - 15
- County Boundaries
- WAMPO Planning Boundary



Source: WAMPO. Produced by: WAMPO. Date Exported: 9/26/2022
 Folder: G:\Population\PPP\Projects\PPP_Survey\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable.

Correlations and Conclusions

WAMPO staff analyzed the correlation between age and how each age group prefers to give input. People ages 'Under 18-35' prefer to give input through online surveys, social media, and emails. People ages '35-55' prefer to also give input through online surveys, social media, and emails. People ages '56-76+' prefer to give input through online surveys, social media, emails, and public meetings. Below, each age group has listed its' top 5 ways in which people would prefer to give input. Within the list, the top 3 choices are underlined, which online surveys, social media, and emails were the same across all three age groups with an addition to public meetings for age group 56-76+.

Considering these findings, WAMPO plans to take steps to utilize and increase the number of online surveys, social media, and emails we send out since that is the majority of how people want their information. This increase of online interaction will help WAMPO reach those who don't typically interact with WAMPO.

Table A15 Age Group Preference to Give Input

Ages: Under 18-35	Ages: 36-55	Ages: 56-76+
<u>Online Surveys - 21</u>	<u>Online Surveys - 25</u>	<u>Online Surveys - 27</u>
<u>Social Media - 12</u>	<u>Social Media - 8</u>	<u>Social Media - 9</u>
<u>Email - 10</u>	<u>Email - 18</u>	<u>Email - 26</u>
Public Meeting - 8	Focus Group - 7	<u>Public Meeting - 9</u>
Focus Group - 4	WAMPO Committee Meetings - 5	Focus Group - 8

Title VI Correlations

The following questions correlate with Title VI requirements:

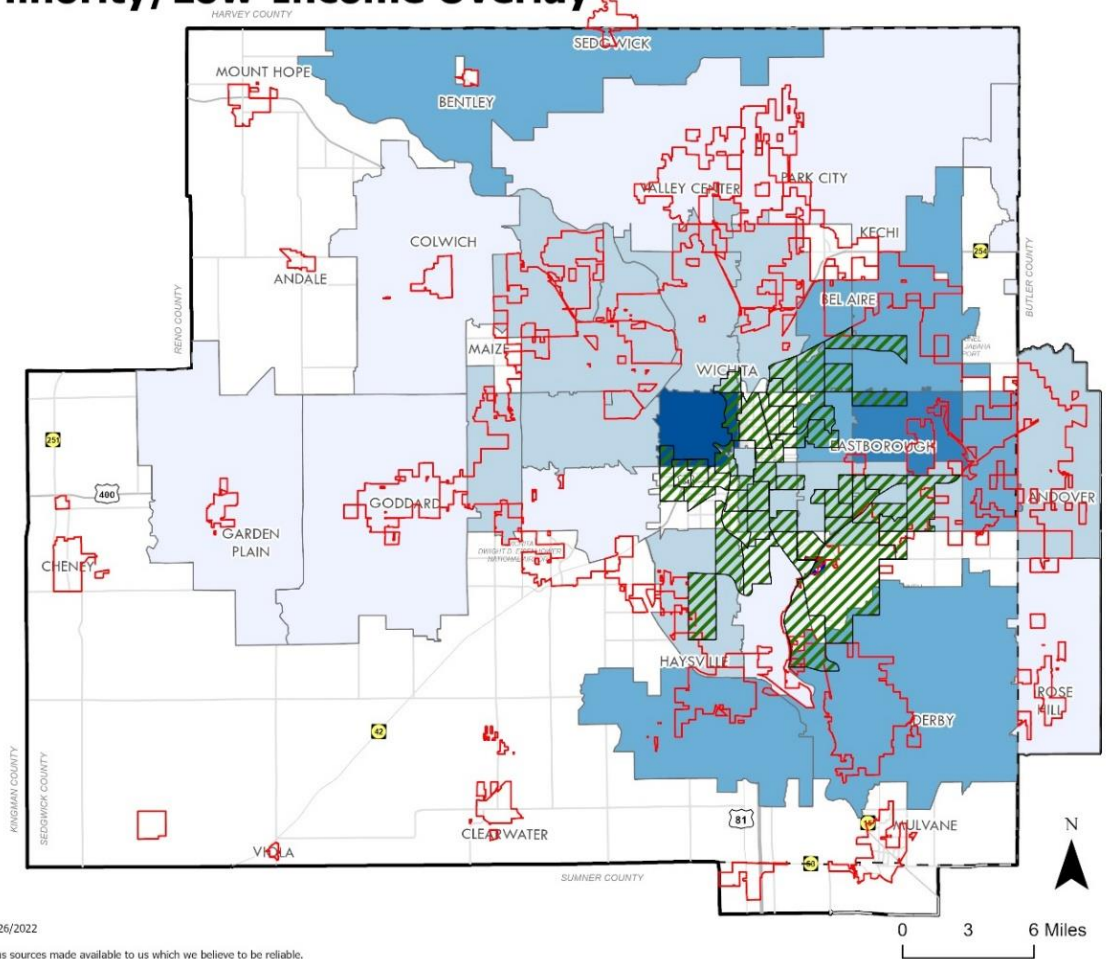
- » How would you most prefer to provide your input about transportation planning to WAMPO?
- » What type of WAMPO-sponsored community engagement activities would you be most likely to participate in?
- » How would you prefer to have information presented?
- » What is your Preferred Language?

Figure A16 PPP Survey Responses with Minority/Low Income



Public Participation Plan Survey Responses with Minority/Low-Income Overlay

- WAMPO Cities
- Number of responses received per ZIP Code:
- 1
- 2 - 4
- 5 - 7
- 8 - 10
- 11 - 15
- Environmental Justice Census Tracts
- County Boundaries
- WAMPO Planning Boundary



Source: WAMPO. Produced by: WAMPO. Date Exported: 9/26/2022
 Folder: G:\Population\PPP\Projects\PPP_Survey\
 The information shown on this map is compiled from various sources made available to us which we believe to be reliable.

Public Comments on the PPP Development

A 45-Day Public comment period took place from September 27th, 2022, to November 11th, 2022.

WAMPO received zero comments during the comment period.

B. Appendix B – Media Contacts

American Towns » pr@americantowns.com	Biz Journals » broy@bizjournals.com » Bill Roy » dhmccoy@bizjournals.com » Daniel McCoy	KCTU » rjdickens@kctu.com » R. J. Dickens
AP » rhegeman@ap.org » Roxana Hegeman » apkansascity@ap.org » AP Kansas City	City of Wichita » mmayta@wichita.gov » Mike Mayta » City7feedback@wichita.gov » City of Wichita Channel 7 » dnelson@wichita.gov » De Nelson » mlovely@wichita.gov	KDOT » tom.hein@ks.gov » Tom Hein
Ark Valley News » news@arkvalleynews.com	Derby Informer » mail@derbyinformer.com » Derby Weekly Informer	KFDI » news@kfdi.com
Maize Newspaper » clarionpublisher@gmail.com » Joey Young, Maize Newspaper (The Clarion)	KCTU » kctu@kctu.com	KPTS » tv8@kpts.org » Channel 8 Kansas Public TV
Wichita Eagle » letters@wichitaeagle.com » mwerts@wichitaeagle.com » Marcia Werts » dlefler@wichitaeagle.com » Dion Lefler	KFDI » glawson@kfdi.com » George Lawson	TCV Pub » press@tcvpub.com » The Community Voice
Sedgwick County » nicole.gibbs@sedgwick.gov	KMUW » eckels@kmuw.org » Carla Eckels (E-mail)	Sherman Broadcast Group » ddcsherman@aol.com » Sherman Broadcast Group (E-mail)
Wichita Life » wichitalifeict@gmail.com	KSN » connect3news@ksn.com » news@ksn.com » KSN (E-mail) » rich.wood@ksn.com » Rich Wood	The Beacon » hello@thebeacon.media

C. Appendix C – Stakeholder Agencies

The following *Consultation Procedures* table highlights the typical agencies and officials that WAMPO consults and/or coordinates with for the development of the MTP and TIP.

Figure C1 Consultation Procedures

Contact	Agency Role	Involvement
Wichita Sedgwick County Metropolitan Area Planning Department (MAPD), Planning departments of member jurisdictions	Representatives of State and local land use entities	Agency representatives will be engaged in consultation at the initiation of both the MTP and TIP document development, with ongoing communication until approval.
Greater Wichita Partnership	Economic development representatives	
Kansas Department of Health and Environment, U. S. Fish and Wildlife Service, Environmental Protection Agency, United States Army Corps of Engineers	Environmental protection and resource agencies)	Participating representatives will have the opportunity to review and comment on draft material prior to approval.
Coordinated Transit District #9, Greyhound, Taxi companies	Private Providers of transportation	
Owners/Operators of Airports in the WAMPO planning area	Airport Representatives	
Kansas Motor Carriers Association, Railroad operators in area	Freight Representatives	Consultation will match the public review and comment timeline and procedures outlined in the “Public Involvement Procedures” found on page 4 of this document.

D. Appendix D – Public Participation Tracking

WAMPO will create a tracking sheet documenting what we did for each public comment process.

Public Participation Tracking Sheet

Type of document	Public comment period	Date of constant contact notice	Date of paid newspaper notice	Date of newsletter - if applicable	Lists sent the constant contact notice	Social media used to get the word out	Number of people sent the constant contact notice	Number of people who opened the constant contact email	Number of comments	Number of public citizens at the public meeting - > open house	Number of public citizens at TAC and TPB	Other Comments?

E. Appendix E – PPP Plan Development

Summer 2022 WAMPO began the process of renewing and updating the past 2017 Public Participation plan. This process required updating the old plan from 2017 to what is been currently presented. Since the last plan, Title VI and the LEP Plan have become increasingly important to consider, especially since WAMPO is striving to become a more welcoming atmosphere for people to feel safe in leaving public comments and making the Transportation of this MPO more transparent.

Reviewing federal regulations to make sure WAMPO was compliant led to sending a survey to the community and requesting what they wanted regarding receiving or giving information helped craft this plan.

Once the survey helped craft how to send and receive public input, WAMPO staff sent this plan to various Federal agencies to review and comment for clarification. Once complete, WAMPO adjusted the document from those comments and submitted to the public for a 45-day comment period where we preformed various tabling events, an open house, and open office hours to give the public time to come and visit with WAMPO regarding the new Public Participation Plan.

Once the 45-day comment period was over and comments were taken under consideration, the PPP was sent to the TAC and TPB committees for review and acceptance.

Once accepted this PPP was put into effect: (Insert date here)

F. Appendix F – WAMPO Area Connections

WAMPO’s jurisdictions are described below.

Areas that WAMPO Covers	
WICHITA	Wichita is the largest city in Kansas, the primary hub of the greater WAMPO area, and the county seat of Sedgwick County. Incorporated in 1870, it is the principal city of the greater Wichita metropolitan area. Wichita has the largest school district in Kansas and employees over 5,600 full-time employees. As of 2020, Wichita’s population was 397,532, of which approximately 67% are in the labor force ² . It has been dubbed the “Air Capital of the World” because of the presence of various aircraft design and manufacturing facilities, such as Textron Aviation, Bombardier Learjet, Airbus, Spirit AeroSystems, as well as housing major airports such as Dwight D. Eisenhower National, Colonel James Jabara, Westport, Beech Factory, and Cessna Aircraft Field.
DERBY	Derby was incorporated in 1903 but was originally named El Paso until 1956. McConnell Air Force Base is located between Wichita and Derby with a Wichita ZIP code, and many found a home in Derby when space on base became occupied. As of 2020, Derby’s population was 25,625, of which approximately 67% are in the labor force ³ . Many jobs in the Derby area are based in either construction, retail, or real estate. Derby supports home-based businesses and large manufacturing companies like BRG Precision. Derby is served by their own public school district, as well as two private schools.
ANDOVER	Andover was incorporated in 1957. As of 2020, Andover’s population was 14,892, approximately 70% of which are in the labor force ⁴ . Surrounded by farmland, the city was devastated by an F5 tornado that forced the town to rebuild in 1991. Andover again experienced extensive damage from an F3 tornado in April 2022. Updated streets, sewers, and water lines encouraged fresh development. Andover is served by their own public school district and is also home to a branch campus of Butler Community College. Andover has placed a great emphasis on newer retail properties, education, and building residential properties for young families. Vornado Air is currently headquartered in Andover.
HAYSVILLE	Incorporated in 1951 and colloquially known as the “Peach Capital of Kansas,” for their historic peach orchard, Haysville has a population of 11,262 as of 2020. Haysville has approximated 60% labor force ⁵ . Like Andover, Haysville faced a destructive tornado in 1999 that damaged 150 homes and 27 businesses. Norland Plastics Co., a subsidiary of Teleflex, Inc. was among the facilities rebuilt since the tornado and is a major employer in the area.

² US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2079000&tid=ACSDP5Y2020.DP03>

³ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2017800&tid=ACSDP5Y2020.DP03>

⁴ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2001800&tid=ACSDP5Y2020.DP03>

⁵ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2031125&tid=ACSDP5Y2020.DP03>

	Haysville is served by their own public school district. Included in their school district is Campus High School, located in Wichita.
PARK CITY	Park City is one the newest city in the WAMPO region, which was incorporated in 1980. As of 2020, Park City's population was 8,333, of which approximately 74% are in the labor force ⁶ . Many of the workers are gainfully employed, in part, due to recent employment growth from industries such as Crosswinds Casino, Hartman Area, and an Amazon fulfillment center." The city does not have their own public school district, rather, students are split between the Wichita and Valley Center school districts.
BEL AIRE	Bel Aire is another newer city in this region and was incorporated in 1980. As of 2020, Bel Aire's population was 8,262, of which approximately 67% are in the labor force ⁷ . The city does not have their own public school district. They are served by both the Wichita and Towanda school districts.
VALLEY CENTER	The city of Valley Center was first incorporated in 1885 and conveniently located near I-135, US-81, and K-15. As of 2020, Valley Center's population was 7,340, of which approximately 69% are in the labor force ⁸ . The Valley Center Public School District and alternative school serves communities from all over the WAMPO area, including Park City, Kechi, and Wichita.
MULVANE	Mulvane is the second oldest city in the region, being first incorporated in 1883. When it was founded, it was located at the junction of five Santa Fe rail lines and is still a convenient point today, south of Wichita. As of 2020, Mulvane's population was 6,286, of which approximately 68% are in the labor force ⁹ . Mulvane is served by their own public school district. The Kansas Star Casino and a Cowley County Community College satellite campus are in Mulvane.
MAIZE	The city of Maize was first incorporated in 1915. Growth really hit the area in the 1950s and has continued rapidly in recent years as Wichita expands further northwest. As of 2020, Maize's population was 5,735, of which approximately 68% are in the labor force ¹⁰ . Maize is served by their own public school district, including an alternative, nontraditional school.
GODDARD	Goddard is also one of the older municipalities in the region and was first founded in 1883 and incorporated in 1910. As of 2020, Goddard's population was 5,084 of which approximately 69% are in the labor force ¹¹ . Manufacturing, educational services, health care, and social assistance are the main labor draws for Goddard. Because US-54 and US-400 run concurrently through Goddard, it is easy for citizens to flow in and out of the city. Goddard is served by their own public school district. There is also a Catholic private school in the city.

⁶ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2054450&tid=ACSDP5Y2020.DP03>

⁷ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2005337&tid=ACSDP5Y2020.DP03>

⁸ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2073250&tid=ACSDP5Y2020.DP03>

⁹ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2049100&tid=ACSDP5Y2020.DP03>

¹⁰ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2044200&tid=ACSDP5Y2020.DP03>

¹¹ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2026725&tid=ACSDP5Y2020.DP03>

ROSE HILL	Rose Hill is located in Butler County and was incorporated in 1955. As of 2020, Rose Hill’s population was 4,185, of which approximately 69% are in the labor force. ¹² Cook Airfield is a recreational airport located nearby and is a major draw for the city. The community has their own public school district.
CLEARWATER	Clearwater is one of the older cities in Sedgwick County and was incorporated in 1885. On the Chisholm Trail, the city began as a small trading post and has consistently increased in population ever since. Clearwater is served by their own public school district. As of 2020, Clearwater’s population was 2,653, of which approximately 67% are in the labor force. ¹³
KECHI	Kechi is a city located to the northeast of Wichita and was incorporated in 1957. Kechi is served by both the Wichita and the Valley Center Public School Districts. The city is 15 minutes from the Dwight D. Eisenhower National Airport and Downtown Wichita. As of 2020, Kechi’s population was 2,217, of which approximately 71% are in the labor force. ¹⁴
CHENEY	The City of Cheney was first founded in 1883 as a station and shipping point on the Santa Fe Railway and Cheney State Park. The Cheney Reservoir has since become a popular recreation destination for many in the area. Cheney is served by their own public school district, operating. As of 2020, Cheney's population was 2,181, of which approximately 63% are in the labor force. ¹⁵
SEDGWICK	The city of Sedgwick lies within both Harvey and Sedgwick Counties and calls itself “a little town with a big heart.” Sedgwick is one of the earliest incorporated cities, second to Wichita, in the WAMPO region and was incorporated in 1872. The city positions itself to have the pleasures of small-town living but close to big city jobs—ideal for commuters. Sedgwick is served by their own public school district. As of 2020, Sedgwick’s population was 1,603, of which approximately 63% are in the labor force. ¹⁶
COLWICH	A rural-suburban city, Colwich has faced continued population expansion and economic growth. Colwich was found in in 1887 and is located approximately 5-miles northwest of Wichita. Colwich does not have their own school district. They are served by the Renwick Public School District, which supports Andale and Garden Plain, as well. As of 2020, Colwich’s population was 1,455, of which approximately 74% are in the labor force. ¹⁷
GARDEN PLAIN	Located west of Wichita, Garden Plain was founded as a junction between Wichita and Kingman on the Wichita and Western Railroad. Since its incorporation in 1903, the city has seen an increase in population because of its family-oriented community. Garden Plain is

¹² US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2061250&tid=ACSDP5Y2020.DP03>

¹³ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2013925&tid=ACSDP5Y2020.DP03>

¹⁴ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2036225&tid=ACSDP5Y2020.DP03>

¹⁵ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2012775&tid=ACSDP5Y2020.DP03>

¹⁶ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2063800&tid=ACSDP5Y2020.DP03>

¹⁷ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2015100&tid=ACSDP5Y2020.DP03>

	served by the Renwick Public School District, which supports Andale and Colwich as well. As of 2020, Garden Plain’s population was 948, of which approximately 77% are in the labor force. ¹⁸
ANDALE	Andale was founded as a station and shipping point on the Missouri Pacific Railroad in the 1880s and incorporated in 1901. Andale is supported by the Renwick Public School District, which supports Garden Plain and Colwich, as well. As of 2020, Andale’s population was 941, of which approximately 74% are in the labor force. ¹⁹
MOUNT HOPE	Mount Hope was founded in 1874 and incorporated in 1887. They are served by the Haven Public School District in Reno County, outside of the WAMPO area. As of 2020, Mount Hope’s population was 806, of which approximately 65% are in the labor force. ²⁰
EASTBOROUGH	Eastborough was incorporated in 1937 and is an enclave of the city of Wichita, dubbed “Wichita’s finest residential section.” ²¹ Being surrounded by Wichita, Eastborough does not have their own school district, instead sending their students to the Wichita Public School District or Wichita area private schools. As of 2020, Eastborough’s population was 756, of which approximately 63% are in the labor force. ²²
BENTLEY	Bentley was founded as a depot on the Kansas Midland Railway in 1888 but was not incorporated until 1959. The rail line has since been abandoned but the city is growing as a residential destination. Bentley does not have their own school district. They are served by the Halstead Public School District in Harvey County, outside of WAMPO boundaries. As of 2020, Bentley’s population was 560, of which approximately 58% are in the labor force. ²³
VIOLA	Viola was first founded in 1870 as a town off the Englewood branch of the Santa Fe railroad but has faced a decreasing population since the late nineteenth century. The city was incorporated in 1909. Viola is home to Lake Afton, a popular recreation spot. Viola does not have their own school district. Instead, the community is served by the Conway Springs Public School District in Sumner County which is outside of WAMPO boundaries. As of 2020, Viola’s population was 115, of which approximately 72% are in the labor force. ²⁴

¹⁸ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2025375&tid=ACSDP5Y2020.DP03>

¹⁹ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2001775&tid=ACSDP5Y2020.DP03>

²⁰ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2048900&tid=ACSDP5Y2020.DP03>

²¹ City of EastBorough Newsletters, www.eastborough-ks.gov/history/history.php City of EastBorough Newsletters, www.eastborough-ks.gov/history/history.php

²² US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2019300&tid=ACSDP5Y2020.DP03>

²³ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2006125&tid=ACSDP5Y2020.DP03>

²⁴ US Census 2020: ACS 5-Year Estimates Data Profiles

Retrieved from: <https://data.census.gov/cedsci/table?g=1600000US2074025&tid=ACSDP5Y2020.DP03>

This page has been left intentionally blank.



Background

Every year WAMPO must adopt a UPWP, which is the primary budgeting document for planning activities WAMPO will undertake in the upcoming fiscal year. Every summer WAMPO begins preparing the next year's UPWP by considering existing activities and adding new activities based on federal requirements, budgets, and input from FHWA, FTA, KDOT, Wichita Transit, TAC, and TPB. Potential 2023 UPWP tasks were presented and discussed with the TAC on July 25 and the TPB on August 9 and September 13.

For the 2023 UPWP, the planning priorities and activities include:

- Beginning to develop the 2050 MTP
- Administering the FFY2023-FFY2026 TIP
- Updating the Coordinated Public Transit Human Services Transportation Plan
- Completing a fiscally constrained regional transit study
- Finishing the Comprehensive Safety Action Plan
- Completing an Economic Development Report
- Updating our Intelligent Transportation Systems Architecture

Fiscal/Budget Considerations

Funding for the UPWP comes from various sources, including federal Comprehensive Planning Grant (CPG) funds, which require a 20% local match (i.e., 80% funding, 20% local funding). The 2023 UPWP total expenditures are \$2,115,250.

Public Comment Period

The WAMPO Public Participation Plan requires a 30-day public comment period, which began on September 30 and closed on October 30. No public comments were received.

TAC Recommendation

- Approve the 2023 Unified Planning Work Program, as proposed.

TPB Action Options

- Approve the 2023 Unified Planning Work Program
- Not approve the 2023 Unified Planning Work Program.
- Approve the 2023 Unified Planning Work Program, with specific changes

Attachment

- 2023 Unified Planning Work Program (UPWP)



For Immediate Release: September 30, 2022

WAMPO Public Comment Period – 2023 UPWP

The Wichita Area Metropolitan Planning Organization (WAMPO) has opened the public comment period for its 2023 Unified Planning Work Program (UPWP), **September 30, 2022, through October 30, 2022.** Public comments received during this period will be reported to and considered by the WAMPO Transportation Policy Body (TPB), which will decide whether to approve the 2023 UPWP at their November 8, 2022, meeting.

The Unified Planning Work Program is WAMPO’s primary budgeting document for planning activities during the year (January 1-December 31). Funding for the UPWP comes from various sources, including federal Comprehensive Planning Grant (CPG) funds, which require a 20% local match (i.e., 80% funding, 20% local funding). The CPG expenditures in the 2023 UPWP total \$2,115,250.

In 2023, the planning priorities and activities include:

- Beginning to develop the 2050 MTP Plan
- Administering the FFY2023-FFY2026 TIP
- Updating the Coordinated Public Transit Human Services Transportation Plan
- Completing a fiscally constrained regional transit study
- Finishing the Comprehensive Safety Action Plan
- Completing an Economic Development Report
- Beginning to develop a Regional Active Transportation Plan
- Updating our Intelligent Transportation Systems Architecture

The draft and information about the public comment period and the UPWP, more generally, are available on the WAMPO website: www.wampo.org/public-participation.

A paper copy of the draft 2023 UPWP may be viewed at the WAMPO offices: 271 W. 3rd St., Ste. 208, Wichita, KS 67202.

Please submit comments, questions, and concerns to Emily Thon at wampo@wampo.org.

Scroll Down to View Document

####

271 W 3rd St., Ste. 208, Wichita, KS 67202 | wampo@wampo.org | 316.779.1313 | www.wampo.org | wampo@wichita.gov

Andale - Andover - Bel Aire - Bentley - Butler County - Cheney - Clearwater - Colwich - Derby - Eastborough - Garden Plain - Goddard - Haysville - Kechi - Maize -

2023 Unified Planning Work Program (UPWP)

Pending TPB Approval
on November 8, 2022



Electronic copies of this document are available online at www.wampo.org. Hard copy versions will be provided upon request. For more information, please contact:

Wichita Area Metropolitan Planning Organization
271 W 3rd St, Suite 208, Wichita, KS 67202
Office: (316) 779-1313 | Fax: (316) 779-1311

The preparation of this report has been financed in part through funds from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(d) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

The Wichita Area Metropolitan Planning Organization (WAMPO) hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WAMPO receives federal financial assistance. Requests for special accommodation and/or language assistance should be made by calling (316) 779-1313.

Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with WAMPO. Any such complaint must be in writing and filed with WAMPO's Title VI Coordinator within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discrimination Complaint Form, please visit www.wampo.org/title-vi or call (316) 779-1313.

TABLE OF CONTENTS

INTRODUCTION	5
<i>Purpose</i>	6
<i>Our Role</i>	6
<i>Vision</i>	6
<i>Mission</i>	6
<i>Membership & Oversight Structure</i>	7
<i>Decision-Making Structure</i>	8
<i>Representation and Voting</i>	8
<i>Staff</i>	8
PLANNING ISSUES IN THE REGION	8
<i>MTP/Work Program Integration</i>	9
<i>Transportation System Optimization</i>	9
<i>Multimodal Opportunities</i>	10
<i>Freight System Enhancement</i>	10
<i>Data Collection, Analysis, and Modeling</i>	10
<i>Planning Element Coordination</i>	11
PLANNING PRODUCTS	11
2023 ANTICIPATED PRIORITIES & ACTIVITIES	12
TASK 1: MANAGEMENT, CLERICAL, & ADMINISTRATION	14
<i>Sub-Task 1.1 – Operations, Management, Clerical & Administration</i>	14
<i>Sub-Task 1.2 – Budget and Financial Monitoring Systems and Preparation of 2024 UPWP</i>	16
<i>Sub-Task 1.3 – TPB, TAC, and Executive Committee Support</i>	16
<i>Sub-Task 1.4 – Professional Development, Education & Training</i>	17
TASK 2: LONG RANGE PLANNING	17
<i>Sub-Task 2.1 – Overall Development of the MTP</i>	18
<i>Sub-Task 2.2 – Equity & Diversity</i>	19
<i>Sub-Task 2.3 – Consultant Services: Comprehensive Safety Action Plan</i>	19
<i>Sub-Task 2.4 – Consultant Services: Economic Development Report</i>	20
<i>Sub-Task 2.5 – Consultant Services: MTP 2050 Planning Assistance</i>	20
TASK 3: MULTIMODAL PLANNING	20

Sub-Task 3.1 – Bicycle & Pedestrian Planning21

Sub-Task 3.2 – Consultant Services: Regional Active Transportation Plan22

Sub-Task 3.3 – Transit & Paratransit Planning22

Sub-Task 3.4 – Consultant Services: Regional Transit Feasibility Study.....23

Sub-Task 3.5 – Bicycle & Pedestrian Counting Equipment Purchase24

TASK 4: COMMUNITY ENGAGEMENT24

Sub-Task 4.1 – Public Participation.....25

Sub-Task 4.2 – Inter-Agency Coordination26

TASK 5: SHORT RANGE PLANNING.....26

Sub-Task 5.1 – Suballocated Funding Program Management.....26

Sub-Task 5.2 – Transportation Improvement Program (TIP) Management27

TASK 6: TRANSPORTATION DATA & MODELING27

Sub-Task 6.1 – Performance Measures28

Sub-Task 6.2 – Travel Demand Model28

Sub-Task 6.3 – Transportation Data.....29

Sub-Task 6.4 – Transportation Systems Management and Operations30

REVENUES AND EXPENDITURES.....30

2023 Anticipated Revenues32

2023 Anticipated Expenditures.....32

2023 Unified Planning Work Program Budget33

APPENDIX A – 2022 UPWP ACCOMPLISHMENTS.....34

APPENDIX B – PLANNING TASKS & MTP/PLANNING FACTOR ALIGNMENT35

APPENDIX C – SUB-TASK 1.1 OPERATING EXPENSES LINE ITEMS36

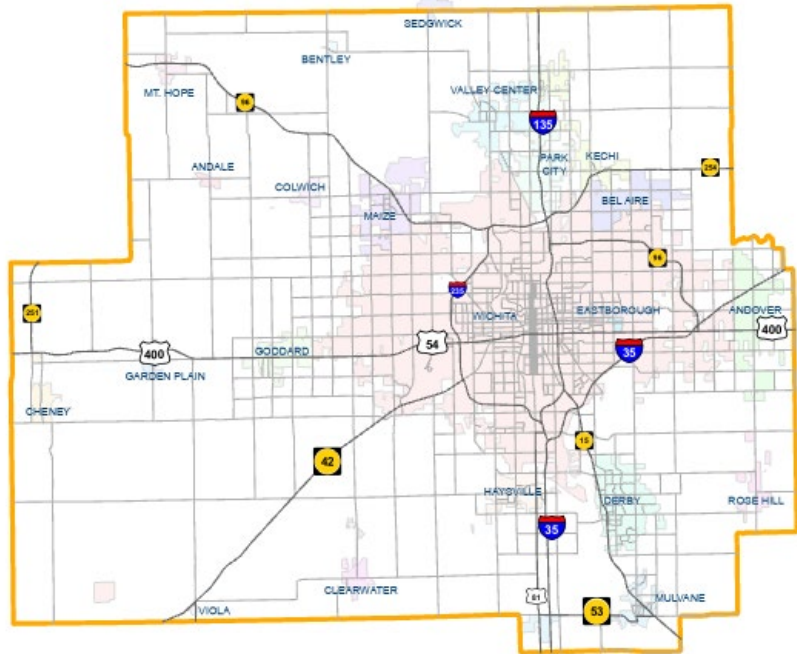
APPENDIX D – 2023 WAMPO MEETING SCHEDULE37

INTRODUCTION

Since the Federal-Aid Highway Act of 1962, Metropolitan Planning Organizations (MPOs) have been required by federal law and supported by federal funds in urbanized areas with a population greater than 50,000.

The Wichita Area Metropolitan Planning Organization (WAMPO) acts as the formal transportation body for all of Sedgwick County, and small portions of Butler and Sumner counties, carrying out the intent of Title 23 of the U.S. Code of Federal Regulations (CFR), Part 450.

In 1974, the Governor of Kansas designated WAMPO as the official MPO for the Wichita Urbanized Area, as defined by the U.S. Census Bureau. WAMPO functions as a Transportation Management Area (TMA) as well, as it exceeds the population threshold of 200,000 persons established in 23 CFR 450.104. The U.S. Department of Transportation (DOT) reviews and certifies the Wichita Area MPO every four years.



On October 28, 1993, the U.S. Department of Transportation, under the joint sponsorship of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), released updated regulations covering the urban transportation planning and programming process. These regulations specified that:

(a) In Transportation Management Areas (TMAs), the TMA(s), in cooperation with the State and operators of publicly owned transit, shall develop unified planning work programs (UPWPs) that meet the requirements of 23 CFR Part 420, Subpart A and:

(1) Discuss the planning priorities facing the metropolitan planning area and describe all metropolitan transportation and transportation-related air quality planning activities (including the corridor and subarea studies discussed in 450.318 of this part) anticipated

within the area during the next one or two-year period, regardless of funding sources or the agencies conducting the activities. The description should indicate who will perform the work, the schedule for completing it and the products that will be produced.

(2) Document planning activities to be performed with funds provided under Title 23, U.S.C., and the Federal Transit Act (Federal Register, Vol. 58, No. 207, p. 58040).

Purpose

The purpose of the WAMPO Unified Planning Work Program (UPWP) is to describe the transportation planning and programming activities for the fiscal year and comply with the Federal Planning regulations identified above.

WAMPO Unified Planning Work Program (UPWP) not only describes the transportation-related work activities (and associated budget) during current fiscal year, but also summarizes the planning activities completed during the prior fiscal year.

Our Role

WAMPO provides a regional forum for local, state, and federal agencies and the public to coordinate around transportation planning issues. Our organizational mission and vision are as follows:

Vision

WAMPO aspires to develop an integrated regional transportation network that safely and efficiently moves people and goods to their intended destinations and aligns investments in the region's economic and transportation goals.

Mission

WAMPO is the lead independent agency for coordinating priorities for regionally significant transportation investments in roads, highways, transit, rails, and bicycle and pedestrian facilities.

In engagement with its member communities, and state and federal partners, WAMPO supports the region's economic and transportation goals.

WAMPO is also responsible for the development of both long- and short-range multimodal transportation plans, the selection and approval of projects for federal funding based on regional priorities, and the development of ways to manage traffic congestion.

Transportation planning includes various activities. Some of these are led by the MPO, while others are led by other entities and may include:

- Identification of short/long-range multimodal transportation needs;
- Analysis and evaluation of transportation improvements;
- Provision of technical and policy guidance to member communities;
- Estimation of future traffic volumes;
- Informing the public about planning activities;
- Studying the movement of traffic along major corridors; and
- Conducting various other planning studies.

Membership & Oversight Structure

Voting membership is open to any county or city government located, wholly or partially, in the designated planning area. Currently, WAMPO membership includes the following cities and counties:

City of Andale	City of Garden Plain	City of Rose Hill
City of Andover	City of Goddard	City of Sedgwick
City of Bel Aire	City of Haysville	City of Valley Center
City of Cheney	City of Kechi	City of Viola
City of Clearwater	City of Maize	City of Wichita
City of Colwich	City of Mount Hope	Bugler County
City of Derby	City of Mulvane	Sedgwick County
City of Eastborough	City of Park City	Sumner County

The Kansas Department of Transportation (KDOT) is also a voting member on both the Transportation Policy Body and the Technical Advisory Committee.

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) serve as advisory, non-voting representatives to WAMPO.

Decision-Making Structure

The following three groups form the oversight and advising structure of WAMPO:

- The Transportation Policy Body (TPB)
- The TPB Executive Committee
- The Technical Advisory Committee (TAC)

The WAMPO TPB is comprised of elected officials from the above-listed member governments. Participating Member Jurisdictions may designate an official alternate to represent their jurisdiction. Alternates can be anyone appointed to represent the city (i.e., City Managers, Community Planners, Engineers, etc.) and do not need to be elected officials. From this body, the TPB chairperson nominates the five-member Executive Committee,

The TAC is comprised primarily of representatives of member governments and participating agencies' technical staffs.

Representation and Voting

Population determines voting representation on the TPB. Each member government within the planning area over a minimum population receives at least one representative.

WAMPO bylaws provide for additional voting members for the City of Wichita and Sedgwick County in the Policy Body, based on predetermined population thresholds, as determined by the U.S. Census.

Staff

The WAMPO staff positions include a full-time Director and 14 fulltime – data, planning, GIS, and support positions. Potential internships are supported by WAMPO to promote career growth and talent from local universities and community colleges.

PLANNING ISSUES IN THE REGION

Many issues will influence what types of transportation infrastructure will require investment and what mode choices people will make. The region is facing some of the largest demographic, land-use, and shopping-choices shifts and changes in the ways people, goods, and services are moved since the end of World War II. This annual work program is shaped by

ongoing planning efforts, major project needs, issues related to transportation funding, and possible legislation that will help shape both near- and long-term planning efforts.

While the region will see substantial changes in the ways people, goods, and services are moved, cities and counties are still responsible for preserving and maintaining billions of dollars' worth of previous investments in the transportation system.

A balance of preserving the existing system and planning for future changes is very difficult, but very necessary. Some of the existing infrastructure does not serve the same purpose that it did when it was originally constructed. The primary question that looms on the horizon for the system is:

Do communities want to continue to invest in the same sorts of infrastructure that they have always invested in, or should they look at repurposing (or even disinvesting in) that infrastructure to accommodate current and future needs?

MTP/Work Program Integration

The region's long-range Metropolitan Transportation Plan (MTP), REIMAGINED MOVE 2040, was adopted in 2020. WAMPO will continue to work towards the implementation of the MTP. WAMPO staff plan to visit local jurisdictions to discuss goals and priorities ranging from choice and connectivity to economic vitality and infrastructure condition. As WAMPO moves forward by engaging communities in discussions related to emerging technology, demographic changes, and the uncertainty of state and federal funds, the 2023 UPWP will attempt to show how current trends in such planning elements will impact transportation and infrastructure systems in the future. View the MTP at www.wampo.org/metropolitan-transportation-plan.

Transportation System Optimization

Most of the region's guiding documents, including REIMAGINED MOVE 2040, outline the need to manage and optimize (i.e., preserve and maintain) the existing transportation system. REIMAGINED MOVE 2040 incorporates this direction, placing increased emphasis on opportunities to maintain the current system and less emphasis on expanding the system.

Multimodal Opportunities

Increased transit ridership, development and completion of hike and bike trail systems, and increased commuting levels by biking, walking, transit, and carpooling are becoming more important goals for the region. WAMPO recently expended substantial funds to allow member communities to expand active transportation elements such as developing hike and bike trail systems and trying to improve transit accessibility throughout the region. The UPWP also includes funding for the development of best planning practices for bicycle and pedestrian safety. Regional Active Transportation Committee work is planned to progress in 2023 through community engagement. This work will contribute to the development of the next MTP, with a horizon year of 2050.

Freight System Enhancement

It is estimated that the WAMPO region will experience a 45% to 60% increase in freight movements over the next planning period. While this will no doubt create some traffic-related concerns, freight movement increases could also be a significant catalyst in economic development. The 2023 UPWP will continue to coordinate with the statewide freight plan. Freight activities in the region will be monitored, and this work will contribute to the development of the next MTP, with a horizon year of 2050.

Data Collection, Analysis, and Modeling

In the year 2021, new initiatives on data development and maintenance started. Staff developed a report on 'Travel Commuting Patterns within the Region.' Demographic and socioeconomic data development was also documented in the year 2021. This data development and maintenance will continue in the year 2023. WAMPO will continue to allocate resources to develop a data management plan, as well as collect transportation-system data to assist member communities in system maintenance and preservation. WAMPO staff will also correlate data with performance measures so that member communities will have a better idea of where to invest limited resources and how they might tie improvements together to improve regional functionality.

These functions will be tied to all forms of infrastructure and modes so that communities and WAMPO policymakers can make more data-driven decisions on where financial investments make the most sense and provide the best return on investment. To accomplish these tasks related to data collection and maintenance, the 2023 UPWP will continue tasks on data

analysis and GIS Analysis. This data maintenance will form a solid foundation for the development of the MTP and Transportation Improvement Program (TIP).

Planning Element Coordination

With the probability of change in terms of demographics, mode and shopping choices, lifestyle, and other guiding factors, it is becoming more and more apparent that substantial focus should be given to how these factors will influence transportation infrastructure and land use. Building trends show a growing change in housing types. The 2023 UPWP continues the task of determining what and whom we should be planning for. While preparing for the unknown is stressful, it is much more cost-effective than reacting after the fact.

The 2023 UPWP also programs resources for enhancing community engagement to find out more about what people expect in terms of transportation, what they are willing to pay for, and what they think transportation of the future will look like.

PLANNING PRODUCTS

Plans need to be updated on a regular schedule to ensure they are accurate. Table 1 shows the status of the WAMPO's Planning Products. WAMPO conducts other planning processes besides the federally required processes including the development of a Safety Plan, Freight Plan, or Active Transportation Plan. However, these plans are not required and are not shown on the Table.

Table 1: Planning Products Status

	2023				2024				2025				2026				2027			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Metropolitan Transportation Plan (MTP)																				
<i>Update required June 2025</i>																				
Last approved in June 2020.																				
Transportation Improvement Program (TIP)																				
<i>Approved biennially in October</i>																				
The FFY23-FFY26 TIP was approved on August 9, 2022.																				
Unified Planning Work Program (UPWP)																				
<i>Approved annually in November</i>																				
The 2023 UPWP will be approved on November 9, 2022.																				
Congestion Management Process (CMP)																				
<i>Update required June 2025</i>																				
Last approved in June 2020 as part of the MTP.																				
Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP)																				
<i>Update required June 2023</i>																				
The last plan was approved in 2018.																				
Title VI of the Civil Rights Act of 1964 (Title VI)																				
<i>Update required July 2025</i>																				
The 2022 update was approved on July 12, 2022.																				
Limited English Proficiency Plan (LEP)																				
<i>Update required July 2025</i>																				
The 2022 update was approved on July 12, 2022.																				
Public Participation Plan (PPP)																				
<i>Update required December 2027</i>																				
The last plan was approved in 2017. A new plan will be approved by December 2022.																				

Rev. 9/17/22

2023 ANTICIPATED PRIORITIES & ACTIVITIES

- Development of the 2050 MTP to replace REIMAGINED MOVE 2040 by June of 2025 including an update to the travel demand model & congestion management program (TIP project 40-514) and the MTP 2050 planning assistance consultant project.
- Administration of the FFY2023-FFY2026 TIP.
- Transit activities including developing a transit committee to assist with the update of the Coordinated Public Transit Human Services Transportation Plan last updated in 2018, assisting Wichita Transit with their Network System Redesign project (TIP project 40-509), and completing a fiscally constrained regional transit study following

the 2018 Connecting Communities Plan (as a companion product to the Wichita Transit Network System Redesign project).

- Coordinating with our partners to implement REIMAGINED MOVE 2040 by developing a Comprehensive Safety Action Plan, Economic Development Report, Regional Active Transportation Plan, obtaining bicycle and pedestrian count data, developing a revised Greater Wichita Bike Map (as a product of the Regional Active Transportation Plan), and Safe Routes to School planning (TIP project - P-23-03).
- Preparing for and assessing potential Bipartisan Infrastructure Law (BIL) grant opportunities (for example: Safe Streets and Roads for All, Railroad Crossing Elimination, Reconnecting Communities, etc) and developing necessary documentation to support grant applications including developing an Electric Vehicle Network Plan with our partners.
- Updating our Intelligent Transportation Systems Architecture, which was last updated in 2006.
- Completing various required tasks, such as a Federal Certification Review (completed every four years) and an annual single audit.
- Hiring staff to assist WAMPO in supporting our member jurisdictions.

Appendix B correlates the UPWP tasks with the MTP goals, the planning factors in federal code, the DOT Planning Emphasis Areas, the Safe Transportation Options Set-aside requirement in BIL, and MPO requirements.

TASK 1: MANAGEMENT, CLERICAL, & ADMINISTRATION

Objective: Support ongoing regional planning activities by offering professional staff services and committee support, administering the work program and budget, and execute agreements with partner agencies.

UPWP Task/ Sub-task	DESCRIPTION	Original CPG
1.0	Management & Administration	\$ 515,250
1.1	Operations, Management, Clerical & Administration	\$ 393,250
	Salaries and Benefits	\$ 100,000
	Total Operating Expenses	\$ 293,250
1.2	Budget & Financial Monitoring System (salaries & benefits)	\$ 70,000
1.3	TPB, TAC, & EC Support (salaries & benefits)	\$ 10,000
1.4	Professional Development, Educ./Training	\$ 42,000
	Salaries and Benefits	\$ 10,000
	Outside Training Consultants/Guest Speakers	\$ 2,000
	Staff Travel & Training	\$ 30,000

Sub-Task 1.1 – Operations, Management, Clerical & Administration

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 393,250

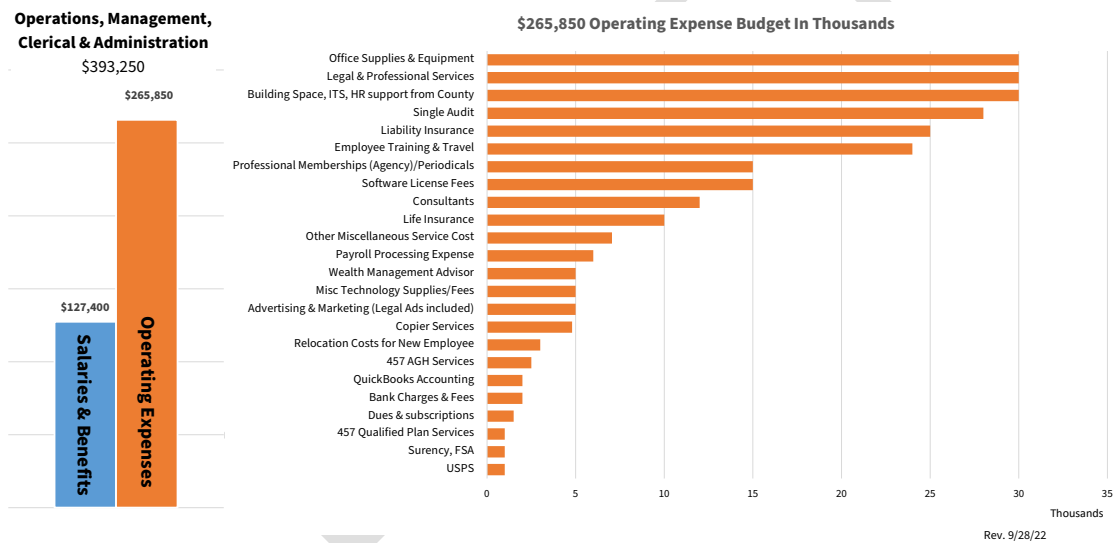
WAMPO has been efficiently and effectively managed and administered in compliance with local, state, and federal regulations since being designated as the regional MPO. The region's transportation planning tasks will continue to develop with support from activities included in operations, management, clerical, and administrative tasks.

- Acquisition of equipment, supplies, and services for the office.
- Administer WAMPO's policies and procedures in compliance with local, state, and federal regulations.
- Develop, maintain, and implement the agency's administration and personnel policies and procedures.
- Internal staff meetings and meetings with KDOT.

- Make travel arrangements and process travel paperwork.
- Monitor federal and state legislation related to transportation planning issues.
- Perform personnel tasks, such as staff performance evaluations and hiring processes.
- Preparing for and participating in the Federal Certification Review process.
- Process payroll in coordination with the payroll administrator.
- Provide overall agency leadership and management.
- Staff the reception area.

Products

- Complete and submit monthly activity and reimbursement reports to KDOT.
- WAMPO staff will prepare for and participate in the Federal Certification Review process submitted any necessary documentation to OneDot prior to and after the review.



View the individual amounts for each of the line items in the Operating Expense budget in Appendix C.

Sub-Task 1.2 – Budget and Financial Monitoring Systems and Preparation of 2024 UPWP

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 70,000

WAMPO staff will continuously monitor the 2023 UPWP to ensure it is adequate to cover WAMPO’s operating and consultant-based expenditures. WAMPO staff will also develop the 2024 UPWP and have an audit firm conduct an audit.

Products

- WAMPO staff will work with the audit firm to ensure accurate detail for the annual 2022 audit in the 4th quarter of 2023. The consultant will develop a Single Audit.
- Draft, finalize, and adopt the 2024 UPWP and maintain the 2023 UPWP as necessary.

Sub-Task 1.3 – TPB, TAC, and Executive Committee Support

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 10,000

WAMPO staff will make presentations to the Transportation Policy Body (TPB), the Technical Advisory Committee (TAC), and the Executive Committee (EC). Staff will work with TPB, TAC, the Executive Committee in reporting budget changes and needs. Staff will coordinate TPB and TAC meetings with board/committee members, stakeholders, and presenters and prepare reports and information for them.

Products

- Routinely prepare and distribute meeting agendas, minutes, website updates, and supporting documents for the TPB, TAC, and Executive Committee. (Modal specific committees will be coded to their applicable mode.)

Sub-Task 1.4 – Professional Development, Education & Training

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 42,000

Staff will attend relevant training classes and provide proportional funding to bring speakers to town who will address topics of vital concern for the region. The primary training focus will be on performance-based planning functions and planning principles that are focused on the probabilities of trends and how those trends could be addressed in the planning period and beyond. The principal travel and training focus will be attendance of Association of Metropolitan Planning Organizations, Kansas Area Metropolitan Planning Organization, American Planning Association, Association of Pedestrian and Bicycle Professionals, Institute of Transportation Engineers, National Association of Regional Councils, Transportation Research Board, scenario-planning, and smart-region-planning seminars.

TASK 2: LONG RANGE PLANNING

Objective: Maintain and update the long-range MTP to reflect the region's vision and goals, support it with best practices and the latest available data, and ensure that it is financially constrained. Manage and optimize regionally significant transportation infrastructure and services. The MTP update is due June 2025.

UPWP Task/ Sub-task	DESCRIPTION	Original CPG
2.0	Long-Range Planning	\$ 575,000
2.1	Overall Development of MTP (salaries & benefits)	\$ 100,000
2.2	Equity & Diversity (salaries & benefits)	\$ 15,000
2.3	Consultant Services: Safety Plan	\$ 300,000
2.4	Consultant Services: Economic Development Study*	\$ 60,000
2.5	Consultant Services: MTP 2050 Planning Assistance*	\$ 100,000

Sub-Task 2.1 – Overall Development of the MTP

Lead Agency	Timeframe	Budgeted Amount
WAMPO w/Stakeholders	January 2023 - December 2023	\$ 100,000

WAMPO initiated the development of the MTP 2050 Plan in August 2020. Many aspects of WAMPO’s work will lead into the development of the new MTP. This includes safety planning, investigating the nexus between transportation and economic development, the future of transportation technologies, and data development. WAMPO has begun the process of Performance-Based Planning by establishing baseline standards and will continue to develop those standards during the period leading up to the completion of the next MTP (June 2025).

With the uncertainty of future funding sources and the built-in stabilization of critical funding sources due to trend-related changes, the region needs to investigate how it will pay its share of major transportation-related projects. Staff will devote time and resources to determining what potential revenue sources are available to the region to invest in funding projects.

Building on our functional classification update from 2022 and the designation of Critical Urban Freight Corridors (CUFC) in the WAMPO region from 2022, WAMPO staff will monitor developments in trip patterns and truck freight traffic in 2023 to judge whether updates to functional classes or CUFCs are required.

- Maintain and implement *REIMAGINED MOVE 2040* by continuing discussions around goals, policies, strategies, and priorities. Any necessary amendments or administrative revisions will be made.
- Research potential revenue sources for projects including grant opportunities.
- Support the Safety & Health Committee and Freight Committee.

Products

- Develop GIS data and databases and monitor demographic, land-use, shopping, freight loads, and other trends for their impact on our region.
- Develop the 2050 MTP by June of 2025.
- Maintain and distribute the 2022 Federal Roadway Functional Classification Map by conducting revisions as necessary.
- Conduct the MTP Call for Projects in 2023-2024.

- Update the data in the Safety and Finance REIMAGINED MOVE 2040 Appendix to become the MTP 2050 Appendix in 2023 and again in 2024 as part of developing the MTP 2050.
- Begin the development of an Economic Development Appendix in 2023/2024, and complete the Regional Connections Appendix, which was started in the summer of 2022 in 2023.
- Begin to develop an Electric Vehicle Network Plan with our partners. It is anticipated this will carry over into 2024.

Sub-Task 2.2 – Equity & Diversity

Lead Agency	Timeframe	Budgeted Amount
WAMPO w/Stakeholders	Ongoing	\$ 15,000

WAMPO staff is developing regional data on all types of populations within the region, including minority populations and low-income populations. This data will be used to develop all activities in both urban and rural transportation planning, being mindful of equality equity and accessibility for all and opportunities for all. Urban and rural equity is also important in transportation planning.

- Our transportation infrastructure welcomes all users without any bias towards any population groups.

Products

- Develop, as part of an ongoing process, equity data for planning processes and document how the planning processes are striving for equity and inclusion of diversity.

Sub-Task 2.3 – Consultant Services: Comprehensive Safety Action Plan

Lead Agency	Timeframe	Budgeted Amount
WAMPO w/Stakeholders	November 2022 - December 2023	\$ 300,000

Staff released an RFP for a Comprehensive Safety Action Plan on July 22, 2022. A consultant was hired in the fall of 2022. Staff will work with the consultant to develop the plan in 2023. The RFP also includes assisting WAMPO applying for a Safe Streets and Roads for All grant in 2023.

Sub-Task 2.4 – Consultant Services: Economic Development Report

Lead Agency	Timeframe	Budgeted Amount
WAMPO w/Stakeholders	November 2022 - December 2025	\$ 60,000

Staff released an RFP for an Economic Development report in the fall of 2022. The study will develop economic indicators for the region, cost-benefit analysis for transportation projects, and develop demographic and socioeconomic data. The report will be completed in 2023, but the on-call contract will go through 2025 with up to \$60,000 allocated per year.

Sub-Task 2.5 – Consultant Services: MTP 2050 Planning Assistance

Lead Agency	Timeframe	Budgeted Amount
WAMPO w/Stakeholders	January 2023 - June 2025	\$ 100,000

Staff will release an RFP in early 2023 to hire consultants to assist WAMPO staff in the preparation of the next WAMPO Metropolitan Transportation Plan, which will have a horizon year of 2050 and is due to be completed in 2025. WAMPO staff and consultants would assist member jurisdictions with making planning level conceptual cost estimates, Consultants would also assist WAMPO staff with preparing the overall MTP document and its appendices.

TASK 3: MULTIMODAL PLANNING

Objective: Provide support to expand multimodal transportation options in the region to increase mobility and accessibility for people and the movement of goods and services.

UPWP Task/ Sub-task	DESCRIPTION	Original CPG	Wichita Transit	
			FTA 5310	FTA 5307
3.0	Multimodal Planning	\$ 650,000	\$ 25,000	\$ 80,000
3.1	Bicycle and Pedestrian Planning (salaries & benefits)	\$ 25,000	\$ -	\$ -
3.2	Consultant Services: Active Transportation Plan*	\$ 200,000	\$ -	\$ -
3.3	Transit and Paratransit Planning (salaries & benefits)	\$ 25,000	\$ 25,000	\$ -
	Wichita Transit Planning Activities	\$ -	\$ -	\$ 80,000
3.4	Consultant Services: Regional Transit Feasibility Study*	\$ 300,000	\$ -	\$ -
3.5	Bicycle & Pedestrian Counting Equipment Purchase	\$ 100,000	\$ -	\$ -

*Please note that the FTA 5310 budgeted amount of \$25,000 covers July 1, 2021 to June 31, 2023. This process is set up through the MOU that is signed every two years. WAMPO sends

the hours staff spends on the 5310 selection process/awards as an invoice to Wichita Transit. This invoice includes documentation of the staff hours.

Sub-Task 3.1 – Bicycle & Pedestrian Planning

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 25,000

WAMPO will incorporate bicycle-pedestrian planning into the metropolitan transportation planning process by actively participating in local and regional bicycle-pedestrian planning meetings, cooperatively and continually interacting with local stakeholders, producing reports that provide information and data about bicycle-pedestrian modes of transportation, including safety data, and maintaining and implementing the WAMPO Regional Pathways System Plan (RPSP). Other activities may include:

- Make presentations about bicycle and pedestrian issues at public, stakeholder, TAC, and TPB meetings as needed.
- Provide analysis concerning improved pedestrian safety.
- Staying current on bicycle and pedestrian planning issues.
- Support the Active Transportation Committee.
- Support the Wichita Bicycle Master Plan work and the development of the Regional Active Transportation Plan.

Products

- Carry out the annual regional bicycle-pedestrian count and associated reporting. Task includes volunteer recruitment, coordinating project logistics, and reporting (April – November).
- Identifying locations for automatic counters and useful “big data” locations in 2023. (However, evaluating site locations for new counters will be an ongoing process each year.) Purchases of the necessary technology and/or “big data” will be purchased through sub-task 3.5. This will be an ongoing process with subsequent upkeep costs (service fees, new batteries etc). Ideally the original purchase will take place in 2023.
- Update the data in the Bicycle and Pedestrian REIMAGINED MOVE 2040 Appendix to become the MTP 2050 Appendix in 2023 and again in 2024 as part of developing the MTP 2050.

Sub-Task 3.2 – Consultant Services: Regional Active Transportation Plan

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 200,000

Staff is assisting the City of Wichita to complete their Bicycle Master Plan. The Regional Active Transportation Plan will be a companion plan completed as the Bicycle Master Plan concludes. Staff will release an RFP to hire a consultant to complete this regional bicycle and pedestrian plan that will tie in with the Wichita Bicycle Master Plan (which is scheduled to be completed in September 2023). WAMPO will wait to release the RFP until the Wichita Bicycle Master Plan is coming to its conclusion to ensure there aren't any conflicts.

Sub-Task 3.3 – Transit & Paratransit Planning

Lead Agency	Timeframe	Budgeted Amount
WAMPO & Wichita Transit	Ongoing	\$ 25,000

Carry out coordinated public transit and paratransit planning activities in the region in coordination with Wichita Transit, KDOT, and private and public transit services.

WAMPO Program Activities:

- The FTA 5310: Enhanced Mobility for Seniors and People with Disabilities program Call for Projects and selection process occurred in 2022, but work may carry over into 2023.
- Develop a committee comprised of regional transit to help staff update the Coordinated Public Transit Human Services Transportation Plan in 2023. This committee could become a standing WAMPO committee.
- Coordinate with planning partners regarding transit planning activities including attendance at Wichita Transit Advisory Board (TAB) meetings and other Wichita Transit meetings, as needed.
- Assist in the Wichita Transit Network Redesign Plan. Wichita Transit will be leading this, but WAMPO staff will provide support.
- Coordinate with planning partners regarding paratransit planning activities, including participation in Coordinated Transit District #9 (CTD 9) and Wichita-Sedgwick County Access Advisory Board (WSCAAB) meetings, as needed.
- Make presentations at public, stakeholder, TAC, and TPB meetings.
- Stay current on transit and paratransit issues.

Products

- Conclude the 5310 Call for Projects and Selection Process if it carries over to 2023.
- Update of the Coordinated Public Transit Human Services Transportation Plan in the 2nd quarter of 2023.
- Form a committee to assist in the development of the Coordinated Public Transit Human Services Transportation Plan and have regular communication after the plan is completed.
- Update the data in the Transit/Paratransit REIMAGINED MOVE 2040 Appendix to become the MTP 2050 Appendix in 2023 and again in 2024 as part of developing the MTP 2050.

Wichita Transit Program Activities:

- Network Redesign Study
- Amenities planning to determine what amenities can be added or removed from stops based on usage and accessibility.
- Route level planning to make plans for detours, minor route adjustments for routes to run more efficiently, pilot developments, etc.
- Establish, track, and report performance measures targets
- Participate in the WAMPO planning process, including updating the TIP and UPWP
- Wichita Transit staff will continue to participate in annual ongoing planning activities (short-range planning, grant development, maintenance planning and reporting, and other activities)
- Community education and public engagement-Wichita Transit continues to provide travel training to individuals and groups interested in learning how to use the fixed route system. Transit Orientation is provided to social services agency staff to better assist their clients needing or currently using paratransit services or the fixed route system.

Sub-Task 3.4 – Consultant Services: Regional Transit Feasibility Study

Lead Agency	Timeframe	Budgeted Amount
WAMPO & Wichita Transit	January 2023 - December 2023	\$ 300,000

Staff will release an RFP at the beginning of 2023 to hire a consultant to conduct a Regional Transit Feasibility Study. This study would involve coordinating with transit agencies within the region. The study will evaluate the steps for developing a regional transit authority, the

costs associated with expanding regional service, and examine why transit operates the way it does in the Wichita area. It will be a fiscally constrained follow up to the 2018 Connecting Communities: Wichita Area Transit Feasibility Study and act as a companion study to the Wichita Transit Network System Redesign.

Sub-Task 3.5 – Bicycle & Pedestrian Counting Equipment Purchase

Lead Agency	Timeframe	Budgeted Amount
WAMPO w/Stakeholders	Ongoing	\$ 100,000

Staff will conduct Bicycle & Pedestrian Planning through sub-task 3.1. \$100,000 is programmed in this task to purchase automated bicycle/pedestrian count data through automatic counters or “big data” data purchases. WAMPO staff has begun to review potential options for equipment and “big data”. Staff will have a discussion with KDOT to potentially coordinate this purchase.

Products

- Purchase of bike/ped count equipment or big data. This will be an ongoing process with subsequent upkeep costs (service fees, new batteries etc). Ideally the original purchase will take place in 2023.
-

TASK 4: COMMUNITY ENGAGEMENT

Objective: Engage the public, the media, and other stakeholders in the WAMPO regional planning process.

UPWP Task/ Sub-task	DESCRIPTION	Original CPG
4.0	Community Engagement	\$ 30,000
4.1	Public Participation (salaries & benefits)	\$ 25,000
4.2	Inter Agency Coordination (salaries & benefits)	\$ 5,000

Sub-Task 4.1 – Public Participation

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 25,000

Engage and involve the general public and stakeholders in transportation decision-making in the region. Maintain and implement the WAMPO Public Participation Plan (PPP), Title VI Program, and Limited English Proficiency (LEP) plan. Develop, update, and distribute general information about the regional planning process and planning partners.

- WAMPO updated the Public Participation Plan in the Fall of 2022. Implementation of the PPP will occur in 2023. The MTP development will involve implementing the PPP.
- Ensure compliance with state and federal civil rights regulations and requirements by carrying out WAMPO’s Title VI program and preparing, maintaining, and submitting required Title VI reporting documentation.
- Stay current on public participation topics, and coordinate with planning partners regarding PPP activities.
- Develop and maintain materials and outreach/education plans for use with identified WAMPO stakeholders.
- Develop, update, and distribute general information about the WAMPO planning process and products, including the following detailed activities:
 - General website maintenance.
 - Maintain and develop social media accounts.
 - Draft and distribute quarterly newsletters.
 - Draft and develop publications for use with strategic outreach and communications.
 - Produce and distribute media releases, videos, and other outreach materials.
 - Provide technical staff support for sponsoring, co-sponsoring, or developing public forums and workshops.
 - Provide WAMPO presentations as requested.
- Public and stakeholder outreach and coordination.
- Member jurisdiction and planning partner outreach and coordination.
- Coordinate with members on community plan objectives.
- Assist member jurisdictions in implementing the REIMAGINED MOVE 2040 plan by developing model policies and best practices, such as Complete Streets Policies and Safety Plans.
- WAMPO’s Title VI and Limited English Proficiency Plans updates were approved on July 12, 2022. Staff will implement the two plans in 2023.

Products

- Maintain and implement the 2022 Public Participation Plan.
- Develop quarterly newsletters.
- Begin updating the information in the Public Engagement REIMAGINED MOVE 2040 Appendix to become the MTP 2050 Appendix in 2023 and again in 2024 as part of developing the MTP 2050.

Sub-Task 4.2 – Inter-Agency Coordination

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 5,000

WAMPO will explore opportunities to assist and coordinate with regional & partner agencies, such as Wichita Transit, the Regional Economic Area Partnership (REAP), the Wichita Area Chamber of Commerce, KDOT, Wichita State University (WSU), the University of Kansas (KU), and local government entities. This coordination will also increase engagement with communities and promote a region that is well-connected and integrated with the goals of various entities.

TASK 5: SHORT RANGE PLANNING

Objective: Maintain the Transportation Improvement Program and manage WAMPO's Suballocated Funding Programs.

UPWP Task/ Sub-task	DESCRIPTION	Original CPG
5.0	Short Range Programming	\$ 60,000
5.1	Sub allocated Funding Program Management (salaries & benefits)	\$ 10,000
5.2	Transportation Improvement Program (salaries & benefits)	\$ 50,000

Sub-Task 5.1 – Suballocated Funding Program Management

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 10,000

Manage WAMPO's Suballocated Funding Programs, including monitoring obligation activity, monthly balance reporting, carrying out the biennial (once every two years) WAMPO funding

cycle, coordinating with KDOT and project sponsors, and designing and implementing additional programs to assist WAMPO with its management responsibilities.

Products

- Develop and monitor policies and methodologies for suballocated project selection.
- Develop a prioritized list of suballocated funded projects for the MTP/TIP.

Sub-Task 5.2 – Transportation Improvement Program (TIP) Management

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 50,000

Develop and maintain a fiscally constrained TIP that programs regional transportation system improvement projects that are consistent with WAMPO’s current MTP, to be implemented over the next four years. This includes developing and maintaining related documents, reports, maps, and spreadsheets to provide consistent and accurate project information, as well as coordinating with project sponsors and state and federal regulators.

Products

- TIP Amendments, approximately four per year
- Annual federal reporting documents:
 - Annual Listing of Obligated Projects (ALOP) in the 4th quarter.
 - Submit information to KDOT for their Transportation Alternatives report in the 4th quarter.

TASK 6: TRANSPORTATION DATA & MODELING

Objective: Support planning activities with data collection and analysis, mapping, technical writing, and modeling.

UPWP Task/ Sub-task	DESCRIPTION	Original CPG
6.0	Transportation Data and Modeling Task Budget	\$ 180,000
6.1	Performance Measures (salaries & benefits)	\$ 20,000
6.2	Travel Demand Model (salaries & benefits)	\$ 80,000
6.3	Transportation Data (salaries & benefits)	\$ 70,000
6.4	Transportation Systems Management and Operations (salaries & benefits)	\$ 10,000

Sub-Task 6.1 – Performance Measures

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 20,000

WAMPO staff will monitor the performance of the region on federally mandated performance measures, as well as local performance measures adopted as part of the MTP.

WAMPO staff will continue to monitor the transportation network and system indicators to determine if there are congestion points and if those areas that are classified as bottlenecks are changing for the better or for the worse. Based on this analysis, WAMPO staff will make recommendations on how to improve the systems and work with member communities to develop solutions or other related improvements.

WAMPO will continue to monitor air quality in the region and make periodic reports on its findings. WAMPO will update monitoring criteria should guidelines change/be amended.

Products

- Staff will implement Transportation Performance Management (TPM) by developing transportation system performance measures based on safety, infrastructure condition, reliability, and congestion.
- Update the System Performance Report Appendix from REIMAGINED MOVE 2040 Appendix to become the MTP 2050 Appendix in 2023 and again in 2024 as part of developing the MTP 2050.

Sub-Task 6.2 – Travel Demand Model

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 80,000

WAMPO staff hired a consulting firm to update, calibrate, and validate the regional transportation model, as well as develop the Congestion Management Program (CPM) the Fall of 2022. This contract will continue in 2023. WAMPO staff will work with the consulting firm to complete the tasks listed in the TDM RFP scope of work (TIP project 40-514; funded with CRRSAA funds).

WAMPO staff will work with the consultant to respond to requests for model data from member jurisdictions and others. WAMPO staff will incorporate projects selected as part of the new MTP into the model and generate analyses supporting the MTP.

Based on community engagement activities and planned infrastructure improvements, the consultants hired by WAMPO will develop optimal uses for correlating travel- and traffic-demand modeling with potential changes in how people, goods, and services are moved in the region. Plans will be based on community and stakeholder input and will become part of the overall MTP planning process and documentation. Further, staff will update the data in the Travel Demand Model REIMAGINED MOVE 2040 Appendix to become the MTP 2050 Appendix in 2023 and again in 2024 as part of developing the MTP 2050.

Products

- Respond to TDM data requests.
- Develop the Congestion Management Program by December 2023.
- Validate and calibrate Travel Demand Forecasting Model by December 2024.

Sub-Task 6.3 – Transportation Data

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 70,000

Data is extremely important for effective transportation decision-making. WAMPO will develop a centralized data hub to consolidate transportation-related data that would be useful to our member jurisdictions and planning partners. Staff will continue to assist member communities with their data and mapping needs. This may include developing GIS data sets for sidewalks, ramps, street signs, wayfinding signs, bus stops, transit infrastructure, and other transportation infrastructure. Data may be evaluated for vulnerable populations including children, the elderly, and people with disabilities.

Staff will review the REIMAGINED MOVE 2040 plan and appendices to determine data that needs to be updated for the 2050 MTP. This data will have periodical maintenance and updates to be able to develop trends, which will be used in planning work. This includes data in the following REIMAGINED MOVE 2040 appendices: freight, environment, environmental justice, and projects.

In addition, in light of the ongoing release of 2020 Census results, WAMPO will work with other stakeholders to determine relevant data needs that can be supported by new census data, and determine which types of uses, warehousing, and accessibility formats would best serve those using the data.

Products

- Staff will develop a centralized data hub for transportation-related data.

Sub-Task 6.4 – Transportation Systems Management and Operations

Lead Agency	Timeframe	Budgeted Amount
WAMPO	Ongoing	\$ 10,000

Staff will investigate smart technology and data in making transportation infrastructure and the various transportation modes more effective and efficient. Technology will bring changes to the types of vehicles and mode choices available in the future and will create a need to repurpose streets and other forms of transportation infrastructure. Based on trends and funding uncertainties, identifying the best and highest uses of transportation elements will be key to stretching budget dollars.

WAMPO will work with member communities, KDOT, and the USDOT to identify possible “smart” improvements to the transportation system and potential timing for their implementation, based on available resources. Elements to be considered could include signalization or improving interactive mapping capabilities. WAMPO will also continue to conduct data collection and analysis related to Performance Measure requirements.

The Wichita Area Regional ITS Architecture was approved in November 2006. A great deal of ITS implementation work has occurred since 2006, so the Architecture plan is due for an update.

Products

- Staff will update the Regional ITS Architecture in the 3rd and 4th quarters.
- Update the data in the Technology REIMAGINED MOVE 2040 Appendix to become the MTP 2050 Appendix in 2023 and again in 2024 as part of developing the MTP 2050.

REVENUES AND EXPENDITURES

WAMPO’s funds come from two primary sources: federal planning funds and member-community assessments of dues and fees on obligated projects in the TIP. WAMPO receives an annual allocation of federal planning grant funds to perform the functions of an MPO, as defined in 23 CFR.

Federal grants are eligible to cover up to 80% of total project costs, requiring the remaining 20% to be nonfederal matching funds. WAMPO assesses the member communities' annual dues to assist in meeting the 20% matching amounts. Another source of matching funds is TIP assessments paid by member communities on annual allocations of Surface Transportation Block Grant (STBG), Congestion Mitigation and Air Quality (CMAQ), and Transportation Alternatives (TA) funds distributed by WAMPO. Each community that receives STBG, CMAQ, or TA funds pays a TIP Fee.

WAMPO also receives nominal administrative fees from Wichita Transit for the pass-through of FTA 5310 Federal Funds.

The following charts indicate the anticipated revenues, expenditures, and matching-fund requirements for the 2023 UPWP.

DRAFT

2023 Anticipated Revenues

WAMPO	Federal CPG Grant			
	CPG	Federal Funding	Local Match	Total
	Anticipated Carryover From 2021	\$346,562	\$86,641	\$433,203
	Anticipated Carryover From 2022	\$700,000	\$175,000	\$875,000
	2023 Estimate	\$1,549,893	\$387,473	\$1,937,366
	Total	\$2,596,455	\$649,114	\$3,245,569
WAMPO	FTA Section 5310			
		Federal Funding	Local Match	Total
	FTA 5310 Administrative Funding Shared by WT	\$25,000	\$0	\$25,000
	Total WAMPO Funding Programs	\$2,621,455	\$649,114	\$3,270,569
Wichita Transit	FTA Section 5307			
		Federal Funding	Local Match	Total
	FTA 5307 Program Regional Transportation Planning Activities	\$80,000		\$80,000
	Total Wichita Transit Planning	\$80,000		\$80,000
Total Regional Transportation Planning Funding		\$2,701,455	\$649,114	\$3,350,569

Rev. 9/28/2022

2023 Anticipated Expenditures

WAMPO	Federal CPG Grant			
	CPG	Federal Funding	Local Match	Total
	WAMPO staff transportation planning tasks	\$840,200	\$210,050	\$1,050,250
	Consultant expenses planned	\$768,000	\$192,000	\$960,000
	Total	\$1,608,200	\$402,050	\$2,010,250
	WAMPO	FTA Section 5310		
		Federal Funding	Local Match	Total
FTA 5310 Administrative Funding Shared by WT		\$25,000		\$25,000
Total WAMPO Funding Programs		\$1,633,200	\$402,050	\$2,035,250
Wichita Transit	FTA Section 5307			
		Federal Funding	Local Match	Total
	FTA 5307 Program Regional Transportation Planning Activities	\$80,000		\$80,000
	Total Wichita Transit Planning	\$80,000		\$80,000
Total Regional Transportation Planning Anticipated		\$1,713,200	\$402,050	\$2,115,250
Total Anticipated Unprogrammed Funding		\$988,255	\$247,064	\$1,235,319

Rev. 9/28/2022

2023 Unified Planning Work Program Budget

UPWP Task/ Sub-task	DESCRIPTION	CPG + Local Match	Wichita Transit	
			FTA 5310	FTA 5307
	Total Expenses	\$ 2,010,250	\$ 25,000	\$ 80,000
	Transportation Planning Consultants Work	\$ 960,000		
	WAMPO Staff & Operating	\$ 1,050,250	\$ 25,000	
1.0	Management & Administration	\$ 515,250		
	Operations, Management, Clerical & Administration	\$ 393,250		
1.1	Salaries and Benefits	\$ 100,000		
	Total Operating Expenses	\$ 293,250		
1.2	Budget & Financial Monitoring System (salaries & benefits)	\$ 70,000		
1.3	TPB, TAC, & EC Support (salaries & benefits)	\$ 10,000		
	Professional Development, Educ./Training	\$ 42,000		
1.4	Salaries and Benefits	\$ 10,000		
	Outside Training Consultants/Guest Speakers	\$ 2,000		
	Staff Travel & Training	\$ 30,000		
2.0	Long-Range Planning	\$ 575,000		
2.1	Overall Development of MTP (salaries & benefits)	\$ 100,000		
2.2	Equity & Diversity (salaries & benefits)	\$ 15,000		
2.3	Consultant Services: Safety Plan	\$ 300,000		
2.4	Consultant Services: Economic Development Study*	\$ 60,000		
2.5	Consultant Services: MTP 2050 Planning Assistance*	\$ 100,000		
3.0	Multimodal Planning	\$ 650,000	\$ 25,000	\$ 80,000
3.1	Bicycle & Pedestrian Planning (salaries & benefits)	\$ 25,000		
3.2	Consultant Services: Active Transportation Plan*	\$ 200,000		
3.3	Transit & Paratransit Planning (salaries & benefits)	\$ 25,000	\$ 25,000	
	Wichita Transit Planning Activities			\$ 80,000
3.4	Consultant Services: Regional Transit Feasibility Study*	\$ 300,000		
3.5	Bicycle & Pedestrian Counting Equipment Purchase	\$ 100,000		
4.0	Community Engagement	\$ 30,000		
4.1	Public Participation (salaries & benefits)	\$ 25,000		
4.2	Inter Agency Coordination (salaries & benefits)	\$ 5,000		
5.0	Short Range Programming	\$ 60,000		
5.1	Sub allocated Funding Program Management (salaries & benefits)	\$ 10,000		
5.2	Transportation Improvement Program (salaries & benefits)	\$ 50,000		
6.0	Transportation Data and Modeling Task Budget	\$ 180,000		
6.1	Performance Measures (salaries & benefits)	\$ 20,000		
6.2	Travel Demand Model (salaries & benefits)	\$ 80,000		
6.3	Transportation Data (salaries & benefits)	\$ 70,000		
6.4	Transportation Systems Management and Operations (salaries & benefits)	\$ 10,000		

* This sub-task may change throughout the year and may occur in 2024.

Rev. 9/28/2022

APPENDIX A – 2022 UPWP ACCOMPLISHMENTS

Task 1 – Management, Clerical, and Administration
Continued to refine budgeting process to be better focused on strategic future planning aspects.
Expanded internal accounting controls, continued internal accounting system and provided more transparency of accounting with KDOT.
Completed annual, single audit.
Hired MPO staff as needs occurred.
Changed staffing roles to better coordinate work efforts and coordinate budget with work product completion.
Task 2 – Long Range Planning
Held Active Transportation Committee and Safety & Health Committee quarterly meetings to begin developing information to feed into the new MTP.
Continued to monitor relevant growth and development data and patterns in the region.
Continued to monitor trends that could impact regional investment in infrastructure and in mode choices.
Participated in a REAP (Regional Economic Area Partnership) sponsored regional refocus in developing a stronger south- central Kansas voice.
Participated in a regional transportation council work group at Wichita Chamber of Commerce, focused on the highest priority regional transportation projects.
Task 3 – Multimodal Planning
Updated pedestrian and bike counts.
Sought community input on accuracy of Bicycle Maps and Trails Maps.
Progressed on tasks related to the Active Transportation Committee and Safety & Health Committee.
Task 4 – Community Engagement
Updated the WAMPO website.
Developed periodic newsletters and published press releases and public notices.
Continued to monitor compliance with the previously adopted Public Participation Plan and developed a new Public Participation Plan.
Published periodic reports on performance measurement.
WAMPO staff participated in several community functions, including being panel members for several community information events.
Task 5 – Short Range Planning
Investigated options for programming WAMPO year-end funding balances.
Completed the biannual Transportation Improvement Program update.
The Project Selection Committee assisted with funding decisions for the FFY2023-2026 TIP.
Task 6 – Transportation Data & Modeling
Started the process for developing data warehouses and protocols for accessing data.
Updated the commuter travel patterns report.
Continued to update the existing travel demand model and utilize data in planning efforts. Further, began the process to update the travel demand model for the new MTP.
Initiated data-accuracy coordination via committees. Progressed on tasks related to the Safety/Health Committee and Active Transportation Committee.

APPENDIX B – PLANNING TASKS & MTP/PLANNING FACTOR ALIGNMENT

The following table correlates the UPWP tasks with the MTP goals, the planning factors in federal code, the DOT Planning Emphasis Areas, the Safe Transportation Options Set-aside requirement in BIL (requires each MPO use ≥2.5% funds on activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities, and the MPO requirements.

	Area	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6
Long-Range Metropolitan Transportation Plan Goals	Choice & Connectivity	X	X	X	X	X	X
	Economic Vitality	X	X	X	X	X	X
	Freight Movement	X	X		X	X	X
	Improving Air Quality	X	X	X		X	X
	Infrastructure Condition	X	X			X	X
	Quality of Place	X	X	X	X	X	X
	Safety	X	X	X	X	X	X
	System Reliability & Bottlenecks	X	X	X	X	X	X
	Investment Strategy	X	X	X	X	X	X
Planning Factors in Federal Code (1)	Increase safety of the system	X	X	X	X	X	X
	Increase accessibility & mobility	X	X	X		X	X
	Enhance integration & connectivity	X	X	X	X	X	X
	Promote conservation of resources	X	X	X		X	X
	Promote efficiency	X	X	X		X	X
	Emphasize preservation of the system	X	X		X	X	X
	Improve resiliency, reliability & coordinate land use	X	X	X	X	X	X
	Decrease outmigration of prime wage earners	X	X	X	X	X	X
	Monitor demographic, land use & development trends	X	X				X
	Determine Smart growth criteria	X	X	X	X	X	X
Safe Transportation Options Set-aside (3)		X	X		X		
DOT Planning Emphasis Areas (2)	Tackling the Climate Crisis - Transition to Clean Energy, Resilient Future		X				X
	Equity and Justice ⁴⁰ in Transportation Planning		X		X		
	Complete Streets		X	X		X	
	Public Involvement		X		X		
	Strategic Highway Network (STRAHNET)/US Dept. of Defense (DOD) Coordination		X				
	Federal Land Management Agency (FLMA) Coordination		X				
	Planning and Environmental Linkages (PEL)		X				
	Data in Transportation Planning		X	X	X	X	X
MPO Requirements	Metropolitan Transportation Plan	X	X		X		X
	Transportation Improvement Program	X				X	
	Public Participation Plan	X			X		
	Congestion Management Process	X					X
	Award Federal Funding	X				X	
	Decision Making Structure	X	X	X	X	X	X

1 - Management and Operations in Metropolitan Transportation Planning, Title 23 U.S.C. Sec. 134., https://ops.fhwa.dot.gov/plan4ops/policy_reg/map_21.htm

2 - 2021 Planning Emphasis Areas, DOT, 12/30/21, <https://www.transit.dot.gov/sites/fta.dot.gov/files/2022-01/Planning-Emphasis-Areas-12-30-2021.pdf>

3 - Bipartisan Infrastructure Law, Set-aside for Increasing Safe and Accessible Transportation Options, Section 11206, https://www.fhwa.dot.gov/bipartisan-infrastructure-law/metro_planning.cfm

APPENDIX C – SUB-TASK 1.1 OPERATING EXPENSES LINE ITEMS**\$ 265,850 Operating Expense Budget**

UPWP Task/ Sub-task	Expense	Budget
1.1	USPS	\$ 1,000
1.1	Surency, FSA	\$ 1,000
1.1	457 Qualified Plan Services	\$ 1,000
1.1	Dues & subscriptions	\$ 1,500
1.1	Bank Charges & Fees	\$ 2,000
1.1	QuickBooks Accounting	\$ 2,000
1.1	457 AGH Services	\$ 2,500
1.1	Relocation Costs for New Employee	\$ 3,000
1.1	Copier Services	\$ 4,800
1.1	Advertising & Marketing (Legal Ads included)	\$ 5,000
1.1	Misc Technology Supplies/Fees	\$ 5,000
1.1	Wealth Management Advisor	\$ 5,000
1.1	Payroll Processing Expense	\$ 6,000
1.1	Other Miscellaneous Service Cost	\$ 7,050
1.1	Life Insurance	\$ 10,000
1.1	Consultants	\$ 12,000
1.1	Software License Fees	\$ 15,000
1.1	Professional Memberships (Agency)/Periodicals	\$ 15,000
1.1	Employee Training & Travel	\$ 24,000
1.1	Liability Insurance	\$ 25,000
1.1	Single Audit	\$ 28,000
1.1	Building Space, ITS, HR support from County	\$ 30,000
1.1	Legal & Professional Services	\$ 30,000
1.1	Office Supplies & Equipment	\$ 30,000
Total Operating Expenses		\$ 265,850

Rev. 9/28/22

APPENDIX D – 2023 WAMPO MEETING SCHEDULE



2023 Meetings

Meeting Location: ZOOM or 271 W 3rd St, Suite 203, Wichita, KS 67202

Transportation Policy Body		Technical Advisory Committee	
<i>3:00 PM Unless otherwise stated</i>		<i>10:00 AM Unless otherwise stated</i>	
JANUARY 10		JANUARY 23	
FEBRUARY 14		FEBRUARY 27	
MARCH 14		MARCH 27	
APRIL 11		APRIL 24	
MAY 9		MAY 22	
JUNE 13		JUNE 26	
JULY 11		JULY 24	
AUGUST 8		AUGUST 28	
SEPTEMBER 12		SEPTEMBER 25	
OCTOBER 10		OCTOBER 23	
NOVEMBER 14		NOVEMBER 27	
DECEMBER 12		NO TAC MEETING	



Agenda Item 4C: Action 2050 MTP Plan Advisory Committee

Ashley Bryers, Transportation Planning Manager

Background

REIMAGINED MOVE 2040, WAMPO's long-range Metropolitan Transportation Plan (MTP), was adopted in June 2020. It sets the vision for the region's transportation system, and all federally-funded or regionally significant transportation projects are required to be consistent with it. Federal regulations require MPOs to update their MTPs every five years, meaning the next MTP must be approved by June 2025. In light of that deadline, it is time to start planning for the 2050 MTP. WAMPO staff have begun developing a proposed Plan Advisory Committee (PAC), based on the committee that was formed to develop *REIMAGINED MOVE 2040*.

WAMPO staff propose a two-tier structure. The first tier is the Plan Advisory Committee, which would guide the planning process and be comprised of local/state government staff and representatives of professional organizations. The second tier is a "roundtable" of interested residents. Roundtable meetings would be held in alternating months from those of the Plan Advisory Committee. WAMPO would ask interested residents what their priorities are, to help ensure a balance of points of view in discussions.

Please refer to the MTP 2050 Development Phases in the Director's Report to see a development timeline.

The TAC provided suggestions for PAC members at their October 24th, 2022, meeting. The attached roster has been updated to reflect those suggestions, and the TAC voted to recommend approval of that roster at their November 28th, 2022, meeting.

Action Options

- » Approve the 2050 MTP Plan Advisory Committee, as presented.
- » Not approve the 2050 MTP Plan Advisory Committee.
- » Approve the 2050 MTP Plan Advisory Committee, with specific changes.

TAC Recommendation

- » Approve the 2050 MTP Plan Advisory Committee, as presented.

Attachment

- » Draft Plan Advisory Committee Roster

Draft

WAMPO MTP 2050 Plan Advisory Committee

Name	Title	Agency	Interest
Lynn Packer	Deputy Director of Public Works	Sedgwick County	Roads
James Wagner	Capital Improvement Engineer	City of Wichita	Roads
Will Black	Chief Administrative Officer (Haysville)	Sedgwick County Association of Cities	Roads
Kim Neufeld	Executive Director	Bike Walk Wichita	Bike/Ped
Tia Raamot	Transportation Planner	City of Wichita	Bike/Ped
Troy Anderson	Assistant City Manager for Development Services	City of Wichita	Economic development
Mary Hunt	Principal Planner - Advance Plans	Wichita-Sedgwick Co. Planning	Land use planning
Les Mangus	Director of Community Development	City of Andover	Land use planning
Kim Edgington	Planning Administrator	City of Maize	Land use planning
Mike Tann	Transit Director	Wichita Transit	Transit
?	Representative - Will select at the mtg on 12/15	Transit Coordination Coalition	Transit
Jessica Warren	Mobility Manager	South Central KS CTD	Transit
Nina Rasmussen	Environmental Quality Specialist	City of Wichita	Air quality/EV
Wendell Nicholson	Captain - Central/ Special Operations Bureau	City of Wichita Police Department	Safety
Scott Knebel	City Planner	City of Derby	Government policy
Matt Messina	Chief of Multimodal Transportation	KDOT	Freight, Bike/Ped, EV
Allison Smith	Environmental Coordinator/MPO Liaison	KDOT	KDOT
Cecelie Cochran	Community Planner	FHWA	FHWA
Eva Steinman-Daetwiler	Community Planner	FTA	FTA

Rev. 11/28/22

WAMPO MTP 2050 MTP 2050 Roundtable

Name	Interest



Project Selection Committee (PSC) Recommendation: Year-End Balance Guidance

Agenda Item 4D: Action

Ashley Bryers, Transportation Planning Manager

Nick Flanders, Senior Transportation Planner

Background

For various reasons (e.g., deobligated funds, canceled projects, new funding programs, revised obligation limitations for existing funding programs), it may be projected during a given Federal Fiscal Year (FFY) that one or more WAMPO-suballocated funding programs (Surface Transportation Block Grant (STBG), Congestion Mitigation and Air Quality (CMAQ), Transportation Alternatives (TA)) will have a nonzero balance at the end of the FFY. Such balances are addressed by convening the Project Selection Committee (PSC), submitting the PSC's recommended solution to the Technical Advisory Committee (TAC) and Transportation Policy Body (TPB) for approval, and then starting the process to amend the Transportation Improvement Program (TIP) accordingly.

The PSC convened on November 10, 2022, and recommended the adoption of Year-End Balance Guidance text clarifying the solutions the PSC/TAC/TPB should prioritize in the event of one or more WAMPO-suballocated funding programs having a projected nonzero year-end balance. On November 28, 2022, the TAC also recommended adoption of the Year-End Balance Guidance. Although the TAC voted to recommend approval of the Year-End Balance Guidance as presented, their discussion included the proposal that a clarifying note be added to the guidance (see the footnote on the next page). *It is the recommendation of WAMPO staff, based on the TAC's discussion, that the Year-End Balance Guidance be adopted with this clarifying note added.*

The TPB is asked to consider whether or not to adopt the Year-End Balance Guidance that the TAC has recommended.

Year-End Balance Guidance, as Recommended by the TAC

The below guidance would be added to the FFY2023-FFY2026 TIP, Appendix I ("Transportation Improvement Program Policy"), Attachment B ("WAMPO-Suballocated Funding Programs Management Procedure"). It would clarify the strategies the PSC should prioritize when deciding how to address projected nonzero balances at the end of the current FFY.

In the event of a WAMPO-suballocated funding program being projected to have a surplus or deficit at the end of the current Federal Fiscal Year (FFY), the following strategies are to be prioritized to get the projected balance as close to zero as possible. These strategies are listed in priority order; if it is not possible to implement a given strategy or that strategy only partially addresses the nonzero balance, proceed to the next listed strategy to address whatever portion of the nonzero balance still remains.



Project Selection Committee (PSC) Recommendation: Year-End Balance Guidance

Agenda Item 4D: Action

Ashley Bryers, Transportation Planning Manager

Nick Flanders, Senior Transportation Planner

If a WAMPO-suballocated funding program is projected to have a **surplus** at the end of the current FFY:

1. If another WAMPO-suballocated funding program has a projected deficit, identify (an) unobligated project(s) in the current FFY that is/are currently programmed to receive funds from the program with a projected deficit but which also qualify/ies for funding from the program with a projected surplus, then change some or all of the funding programmed for that/those project(s) from the program with a projected deficit to the program with a projected surplus, without changing the overall amount of WAMPO-suballocated funding on any given project.
2. Increase funding on unobligated current-FFY projects with more than 0% and less than 80% federal funding on their qualifying phases. If all such projects already have the same percent federal funding on their qualifying phases, increase their funding proportionally, so that they will continue to have the same percent federal funding on their qualifying phases. If they do not all have the same percent federal funding on their qualifying phases, start by increasing funding on the project with the lowest percent federal funding on its qualifying phases until it ties the second-lowest project, and so on until all projects have the same percent federal funding on their qualifying phases or the projected surplus has been drawn down. *For this step, a given project's federal funding is capped at 80% of its qualifying-phase costs, as estimated at the time of the original adoption of the current TIP (as opposed to the time of the most recent amendment to that TIP) or the time when the project's funding was most recently considered by the PSC outside of the regular new-TIP-adoption cycle (if applicable), whichever occurred more recently.*
3. If there is/are (an) unobligated project(s) that currently has/have zero WAMPO-suballocated funding programmed on it/them but which the PSC, TAC, and TPB have placed on a waitlist for funding, contact the project sponsor(s) to confirm whether or not they would be willing and able to start the project(s) in the current FFY if the projected funding-program surplus for that FFY were programmed on their project(s). If one or more project sponsors respond in the affirmative, start by funding whichever project on the waitlist was assigned the highest priority, and so on down the list.¹
4. Move up Advance Construction (AC) conversions that had been scheduled for a later FFY to the current FFY.
5. Ask project sponsors if they would be willing and able to move up a project that had been programmed for a later FFY to the current FFY.
6. If inflation or scope changes have caused (an) unobligated project's/s' estimated costs of qualifying phases to increase since the last time either a new TIP was adopted (as opposed to amended) or the project's/s' funding level(s) was/were considered by the PSC, qualify that/those project(s) for funding up to 80% of its/their revised qualifying-phase costs. If more than one project qualifies, increase their

¹ The ability of a waitlisted project to obligate in the current FFY is dependent upon where the project is in KDOT's approval/funding processes and whether all necessary steps could be completed before the end of the FFY.



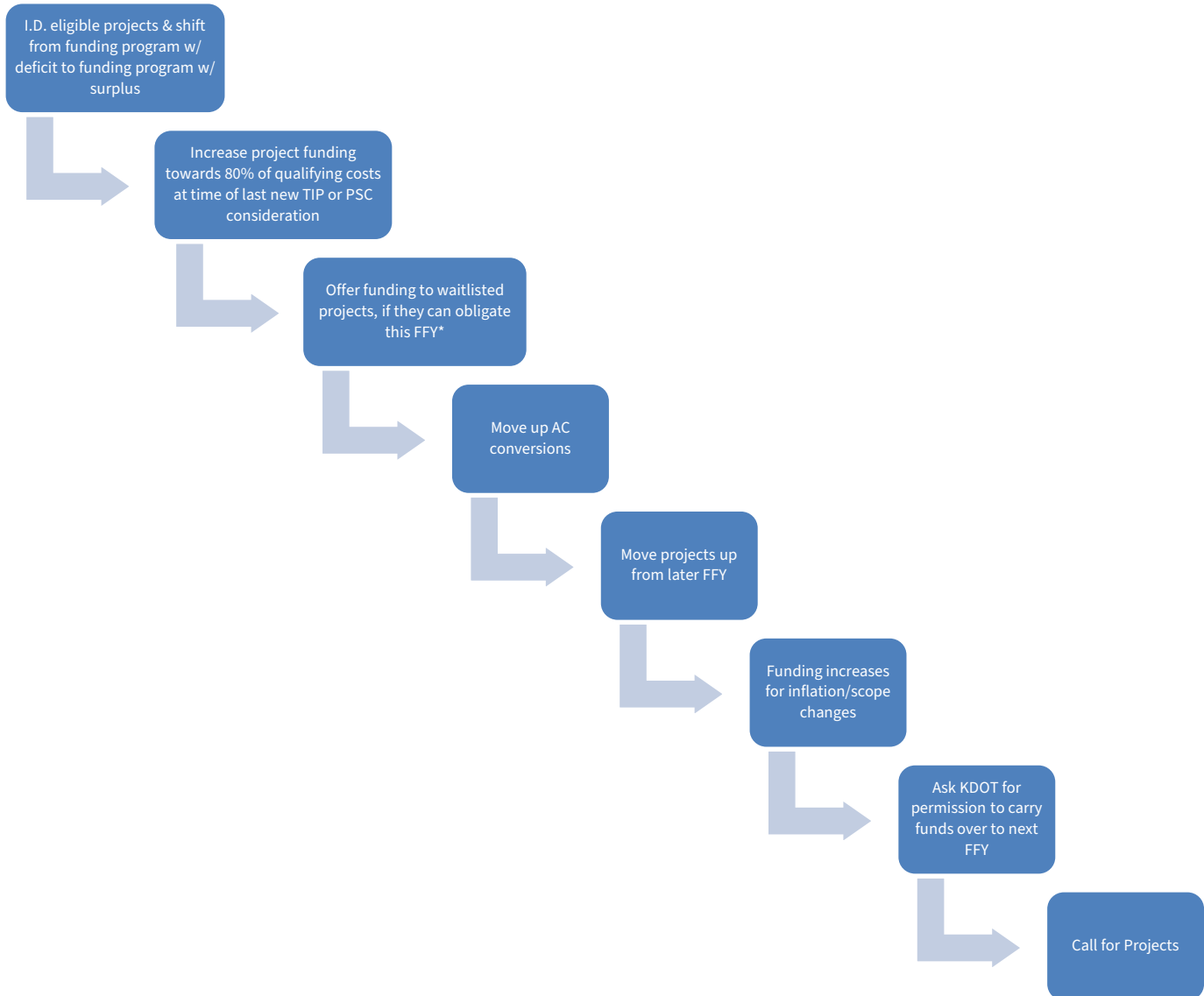
Project Selection Committee (PSC) Recommendation: Year-End Balance Guidance

Agenda Item 4D: Action

Ashley Bryers, Transportation Planning Manager
Nick Flanders, Senior Transportation Planner

funding proportionally relative to what they previously qualified for (as opposed to relative to their revised cost estimates), up to 80% of their respective revised estimates of qualifying-phase costs.

7. Ask KDOT for permission to carry funds over to the next FFY.
8. Issue a Call for Projects, focused on projects/activities that could obligate before the end of the current FFY (e.g., planning studies, preliminary engineering, public transit projects).



* The ability of a waitlisted project to obligate in the current FFY is dependent upon where the project is in KDOT's approval/funding processes and whether all necessary steps could be completed before the end of the FFY.

If a WAMPO-suballocated funding program is projected to have a **deficit** at the end of the current FFY:

1. If another WAMPO-suballocated funding program has a projected surplus, identify (an) unobligated project(s) in the current FFY that is/are currently programmed to receive funds from the program with a projected deficit but which also qualify/ies for funding from the program with a projected surplus,



Project Selection Committee (PSC) Recommendation: Year-End Balance Guidance

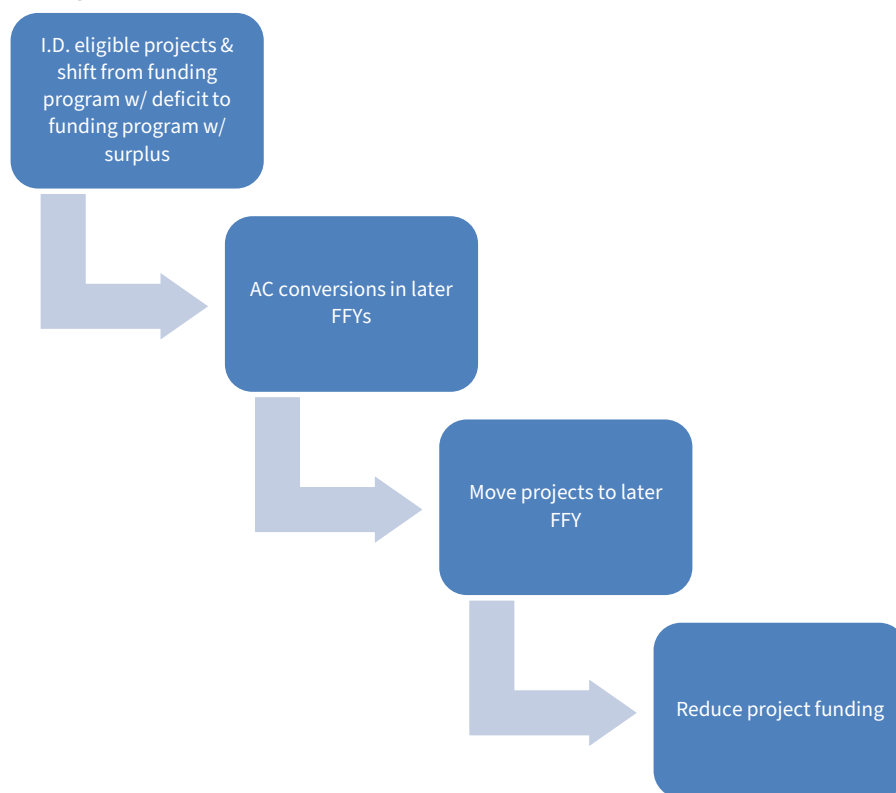
Agenda Item 4D: Action

Ashley Bryers, Transportation Planning Manager

Nick Flanders, Senior Transportation Planner

then change some or all of the funding programmed for that/those project(s) from the program with a projected deficit to the program with a projected surplus, without changing the overall amount of WAMPO-suballocated funding on any given project.

2. Use Advance Construction (AC) arrangements to move unobligated project funding to a later FFY without delaying the start of the project or reducing the overall amount of funding it will ultimately receive, provided the project sponsor has the financial means to carry the corresponding project costs until the AC funds are reimbursed.
3. Ask the sponsors of unobligated current-FFY projects if they are willing to delay the start dates of their projects to a later FFY, when more funding is expected to be available.
4. Reduce funding on unobligated current-FFY projects. If all such projects already have the same percent federal funding on their qualifying phases, reduce their funding proportionally, so that they will continue to have the same percent federal funding on their qualifying phases, according to cost estimates at the time of the original adoption of the current TIP (as opposed to the time of the most recent amendment to that TIP) or the time when the projects' funding was most recently considered by the PSC outside of the regular new-TIP-adoption cycle (if applicable), whichever occurred more recently. If they do not all have the same percent federal funding on their qualifying phases, start by reducing funding on the project with the highest percent federal funding on its qualifying phases until it ties the second-highest project, and so on until all projects have the same percent federal funding on their qualifying phases or the projected deficit has been eliminated.





Project Selection Committee (PSC) Recommendation: Year-End Balance Guidance

Agenda Item 4D: Action

Ashley Bryers, Transportation Planning Manager

Nick Flanders, Senior Transportation Planner

Action Options

- » Approve the Year-End Balance Guidance, as presented.
- » Not approve the Year-End Balance Guidance.
- » Approve the Year-End Balance Guidance, with specific changes.

PSC & TAC Recommendation

- » Approve the Year-End Balance Guidance, as presented.

Attachment

- » FFY2023-FFY2026 TIP, Appendix I, Attachment B, as it would appear with the Year-End Balance Guidance added

13. ATTACHMENT B: WAMPO-SUBALLOCATED FUNDING PROGRAMS MANAGEMENT PROCEDURE

February 2021

Issue Background

- WAMPO awards approximately \$12 million per year in federal funding to transportation projects across the region. Collectively, these funding programs are called WAMPO funding or WAMPO sub-allocated funding.
- WAMPO's overall planning and programming processes are intended to make sure funds are awarded to the types of projects and programs that are in-line with the outcomes set by the Policy Board as defined in the Metropolitan Transportation Plan (MTP).
- KDOT generally allows up to 7% or \$1 million of WAMPO's annual suballocated funding to carry over to the next year if needed, and this change provides an opportunity for WAMPO to develop a comprehensive approach to fund management.
- This document is intended to clarify WAMPO's funding management procedures. Because this is an on-going program, WAMPO must develop processes and procedures to ensure its managed appropriately, accounting for both changes on both the cost side (e.g., construction materials) and on the funding side (e.g., annual amount)
- This document accounts for de-obligated funding, advance construction, end of year balance, and many other related issues that are part of the larger sub-allocated funding management.

Highlights

- Allows all WAMPO funded projects to compete for additional funding, if additional need is demonstrated, approximately half way between initial programming and bid letting.
- Accounts for WAMPO's outstanding liability.
- Plans, Specs and Estimates (PSE) to be submitted to KDOT by May (at the latest) of year of obligation.

Project Cost Estimates and WAMPO Funding Awards

Project concepts enter the WAMPO planning and programming processes up to 10 years before they are implemented, beginning with programming the project into the MTP, as noted in the WAMPO Cost Estimated Guidance at the end of this document. As the ideas and concepts move thru project development process, details about the scope of the project emerge and are refined and eventually finalized.

As projects move from ideas to final design, cost estimates can change greatly due to changes in cost of

materials and changes in the project scope. As such, project sponsors are provided opportunities to update cost estimates and request additional funding, should the need be demonstrated. The WAMPO funding amount may not be adjusted after the project is obligated, so it is important to monitor cost estimate changes throughout the project development process and update accordingly.

Procedures:

With each WAMPO Call for Projects (every two years), sponsors with projects already in the TIP may compete for additional funding, in competition with other applications for new funding. Each project that is awarded WAMPO funding will have a total of two opportunities to request funding – at initial programming and again approximately half way between the initial programming and bid letting.

- WAMPO funding can only be used on the project phase associated with it in the TIP. For capital construction projects, this is usually construction and construction engineering costs.
- The entirety of the WAMPO funding award is in place during the entirety of the project. If the entirety of the WAMPO funding award is not used during the course of the project, it is released back (“de-obligated”) into WAMPO’s funding program, thus creating a surplus of funding that requires obligation by the end of the current fiscal year. See “Outstanding Liability” section below.
- The WAMPO funding amount that is programmed in the TIP at the time of obligation is capped, meaning that it cannot be increased after obligation.
- WAMPO’s commitment is for funding on the year(s) programmed in the TIP and cannot guarantee it will be available either before or after that year. The project development process can take up to three years; KDOT Bureau of Local Projects carries out this process. They have developed a comprehensive process and schedule to ensure the project development complies with applicable federal law. Given the importance of staying on schedule, WAMPO requires the Plans, Specs and Estimates (PSE) to be submitted to the KDOT Project Manager by May 1 of the scheduled year of obligation. Should the PSE be submitted after May 1, WAMPO cannot guarantee the funding and it may be reprogrammed to another eligible project.
- WAMPO assesses a TIP fee on all WAMPO funded projects. Depending on the year of obligation, the TIP % fee is as agreed upon by the TPB, and is due the month before the start of the federal fiscal year that obligation is expected to take place.

Advance Construction (“Split Projects”)

WAMPO follows the “Advance Construction” or AC approach that was put in place by the Federal Highway Administration (FHWA). This is the amount of funding WAMPO has committed to reimburse to the project sponsor at some point in the future. This approach allows large scale, multi-year projects to move forward without the entirety of the federal funding being in place. WAMPO uses it as a management tool to handle unanticipated increases and decreases in its annual funding amount, adjust project obligation schedules if unanticipated issues arise during project development, and give flexibility in WAMPO’s overall funding program so that we can provide an opportunity for additional funding requests.

Currently, project sponsors that have been certified by KDOT to administer (e.g., bid, and oversee the contractor) their own projects are set up as AC type projects. At this point, City of Wichita and Sedgwick County are the only project sponsors that fall into this category. WAMPO needs to increase the number of

projects that are set up as AC to continue to allow this flexibility and cover its outstanding liabilities. The only difference between AC projects and non-AC projects is that AC projects require the project sponsor to “front” a portion or the entirety of the federal funding portion of the project, and then be reimbursed the federal portion in future programmed years.

Outstanding Liability

WAMPO currently carries “Outstanding Liability.” This represents the amount of funding that WAMPO has committed to previously awarded projects, should it be needed to carry out the project. It results from project bids that come in under the amount programmed in the TIP. After the contract for these projects has been executed, the difference between the amount programmed in the TIP and the contracted amount is released or “de-obligated,” back into WAMPO’s funding account. Should additional funding (e.g., change orders) above the contracted amount be needed during the course of the project, that amount is made available, or “obligated” to the project up to the amount programmed in the TIP. Once the project closes out, WAMPO erases any outstanding liability associated with it.

Procedure: Maintain at least the same amount of AC bank as outstanding liability per funding program per year. This approach would not “take away” funding from any currently funded project, just delay reimbursement to project sponsors.

De-Obligated Funds Toolkit

If none of the outstanding liability is cashed in the funds for each fiscal year will be programmed using the following set of options:

- \$1 million may be rolled over to next fiscal year, if desired
- Existing project cost updates for the current year, if not already obligated
- Advanced construction (split projects)
- Transit and Technology that can be obligated within the same fiscal year
- *Regionally significant project expenses, if timing will allow – the TAC and TPB can allow this to trump all, if desired

Year-End Balance Guidance

In the event of a WAMPO-suballocated funding program being projected to have a surplus or deficit at the end of the current Federal Fiscal Year (FFY), the following strategies are to be prioritized to get the projected balance as close to zero as possible. These strategies are listed in priority order; if it is not possible to implement a given strategy or that strategy only partially addresses the nonzero balance, proceed to the next listed strategy to address whatever portion of the nonzero balance still remains.

*If a WAMPO-suballocated funding program is projected to have a **surplus** at the end of the current FFY:*

1. If another WAMPO-suballocated funding program has a projected deficit, identify (an) unobligated project(s) in the current FFY that is/are currently programmed to receive funds from the program with a projected deficit but which also qualify/ies for funding from the program with a projected surplus, then change some or all of the funding programmed for that/those project(s) from the program with

a projected deficit to the program with a projected surplus, without changing the overall amount of WAMPO-suballocated funding on any given project.

2. Increase funding on unobligated current-FFY projects with more than 0% and less than 80% federal funding on their qualifying phases. If all such projects already have the same percent federal funding on their qualifying phases, increase their funding proportionally, so that they will continue to have the same percent federal funding on their qualifying phases. If they do not all have the same percent federal funding on their qualifying phases, start by increasing funding on the project with the lowest percent federal funding on its qualifying phases until it ties the second-lowest project, and so on until all projects have the same percent federal funding on their qualifying phases or the projected surplus has been drawn down. *For this step, a given project's federal funding is capped at 80% of its qualifying-phase costs, as estimated at the time of the original adoption of the current TIP (as opposed to the time of the most recent amendment to that TIP) or the time when the project's funding was most recently considered by the PSC outside of the regular new-TIP-adoption cycle (if applicable), whichever occurred more recently.*
3. If there is/are (an) unobligated project(s) that currently has/have zero WAMPO-suballocated funding programmed on it/them but which the PSC, TAC, and TPB have placed on a waitlist for funding, contact the project sponsor(s) to confirm whether or not they would be willing and able to start the project(s) in the current FFY if the projected funding-program surplus for that FFY were programmed on their project(s). If one or more project sponsors respond in the affirmative, start by funding whichever project on the waitlist was assigned the highest priority, and so on down the list.
4. Move up Advance Construction (AC) conversions that had been scheduled for a later FFY to the current FFY.
5. Ask project sponsors if they would be willing and able to move up a project that had been programmed for a later FFY to the current FFY.
6. If inflation or scope changes have caused (an) unobligated project's/s' estimated costs of qualifying phases to increase since the last time either a new TIP was adopted (as opposed to amended) or the project's/s' funding level(s) was/were considered by the PSC, qualify that/those project(s) for funding up to 80% of its/their revised qualifying-phase costs. If more than one project qualifies, increase their funding proportionally relative to what they previously qualified for (as opposed to relative to their revised cost estimates), up to 80% of their respective revised estimates of qualifying-phase costs.
7. Ask KDOT for permission to carry funds over to the next FFY.
8. Issue a Call for Projects, focused on projects/activities that could obligate before the end of the current FFY (e.g., planning studies, preliminary engineering, public transit projects).

*If a WAMPO-suballocated funding program is projected to have a **deficit** at the end of the current FFY:*

1. If another WAMPO-suballocated funding program has a projected surplus, identify (an) unobligated project(s) in the current FFY that is/are currently programmed to receive funds from the program with a projected deficit but which also qualify/ies for funding from the program with a projected surplus, then change some or all of the funding programmed for that/those project(s) from the program with a projected deficit to the program with a projected surplus, without changing the overall amount of WAMPO-suballocated funding on any given project.

2. Use Advance Construction (AC) arrangements to move unobligated project funding to a later FFY without delaying the start of the project or reducing the overall amount of funding it will ultimately receive, provided the project sponsor has the financial means to carry the corresponding project costs until the AC funds are reimbursed.
3. Ask the sponsors of unobligated current-FFY projects if they are willing to delay the start dates of their projects to a later FFY, when more funding is expected to be available.
4. Reduce funding on unobligated current-FFY projects. If all such projects already have the same percent federal funding on their qualifying phases, reduce their funding proportionally, so that they will continue to have the same percent federal funding on their qualifying phases, according to cost estimates at the time of the original adoption of the current TIP (as opposed to the time of the most recent amendment to that TIP) or the time when the projects' funding was most recently considered by the PSC outside of the regular new-TIP-adoption cycle (if applicable), whichever occurred more recently. If they do not all have the same percent federal funding on their qualifying phases, start by reducing funding on the project with the highest percent federal funding on its qualifying phases until it ties the second-highest project, and so on until all projects have the same percent federal funding on their qualifying phases or the projected deficit has been eliminated.

14. ATTACHMENT C: WAMPO COST ESTIMATE GUIDANCE

Updated: September 2019

As per federal regulations, the entirety of the project cost (not just the WAMPO funding) must be shown in the MTP and in the TIP.

MTP: (5 – 10 years prior to letting)

Approved projects with planning level cost estimates based on a local government's experience with similar projects Estimate should take into account the following stages of project development for a capital project.

- Refinement studies
- Engineering design plans/preliminary engineering
- Right of way acquisition
- Utility relocation
- Construction & construction engineering
- Railroad coordination
- Contingency

TIP: Use increasingly more refined cost estimates

Initial WAMPO Call for Projects: (4 years prior to letting)

- First opportunity to request WAMPO funding



Agenda Item 4E: Action
Project Selection Committee (PSC) Recommendation:
FFY2023 Year-End Balance Allocations

Ashley Bryers, Transportation Planning Manager
 Nick Flanders, Senior Transportation Planner

Background

Since the start of Federal Fiscal Year (FFY) 2023, updated estimates have been received from the Kansas Department of Transportation (KDOT) of the FFY2023 obligation limitations and carryovers from FFY2022 for the Surface Transportation Block Grant (STBG), Congestion Mitigation and Air Quality (CMAQ), and Transportation Alternatives (TA) WAMPO-suballocated funding programs. In addition, through Amendment 2 to the FFY2023-FFY2026 Transportation Improvement Program (TIP), two FFY2023 WAMPO-sponsored projects will be removed from the TIP (on which \$420,000 of CMAQ funds is currently programmed) and KDOT staff have requested that one KDOT-sponsored project be moved from FFY2023 to FFY2024 (on which \$400,000 of STBG funds is currently programmed). As a result, a cumulative STBG+CMAQ+TA end-of-FFY2023 surplus of \$1,120,923 is projected.

	<i>Surface Transportation Block Grant (STBG)</i>	<i>Congestion Management and Air Quality (CMAQ)</i>	<i>Transportation Alternatives (TA)</i>	Total
Estimated Carryovers from FFY2022	\$5,194,831	-\$1,944,481	\$998,002	\$4,248,352
Estimated FFY2023 Obligation Limitations	\$9,752,651	\$1,947,571	\$1,463,284	\$13,163,506
Spending Currently Programmed	-\$14,703,639	-\$420,000	-\$1,987,295	-\$17,110,934
WAMPO-Sponsored Projects to Be Removed from TIP	--	\$420,000	--	\$420,000
KDOT Project Requested to Be Moved to FFY2024	\$400,000	--	--	\$400,000
Projected End-of-FFY2023 Balance	\$643,842	\$3,090	\$473,991	\$1,120,923

**Does not include any deobligations that may happen during FFY2023.*

When the Project Selection Committee (PSC) met on November 10, 2022, to recommend the Year-End Balance Guidance presented for TPB action in Agenda Item 4D, they also recommended a specific application of that guidance for eliminating the projected end-of-FFY2023 surplus. The recommended application of the guidance involves increasing the WAMPO-suballocated funding on three FFY2023 projects. At their November 28, 2022, meeting, the Technical Advisory Committee (TAC) recommended that the PSC’s recommended project funding amounts be approved. This action item asks the TPB to decide whether or not to approve the WAMPO-suballocated project funding increases that the PSC and TAC have recommended.



Agenda Item 4E: Action
Project Selection Committee (PSC) Recommendation:
FFY2023 Year-End Balance Allocations

Ashley Bryers, Transportation Planning Manager
 Nick Flanders, Senior Transportation Planner

FFY2023 WAMPO-Suballocated Funding Changes, as Recommended by the PSC and TAC

Lead Agency	Project Title	Changes in WAMPO-Suballocated Funds				
		STBG	CMAQ	TA	TA (STBG uses)	Total
Wichita	West St., Harry to Pawnee	\$318,985*	\$3,089	-\$853,347	\$576,054	\$44,781
Sedgwick County	Zoo Boulevard Bridge over M.S. Mitch Mitchell Floodway	\$189,368	--	--	--	\$189,368
Valley Center	Meridian, from Ford (77th St. N.) to Seward (69th St. N.) and Main to 5 th (85th St. N.)	\$135,489	--	\$751,284	--	\$886,773
Total		\$643,842	\$3,089	-\$102,063	\$576,054	\$1,120,922

*In addition, the Wichita project “West St., Harry to Pawnee” would receive a \$1,011,353 Advance Construction (AC) conversion of STBG funds in FFY2025, making the project’s overall increase in STBG funds \$1,330,338 (and its overall increase in WAMPO-suballocated funds \$1,056,134). This is reflected in the attached table showing before-and-after funding amounts for each project.

- These recommended funding increases would result in projected end-of-FFY2023 STBG, CMAQ, and TA balances of between \$0 and \$1.
- The following FFY2023 WAMPO-suballocated projects are not recommended for funding increases at this time, because they are already funded at 80% of their qualifying-phase costs, as estimated at the time of the original adoption of (as opposed to the time of the most recent amendment or administrative adjustment to) the FFY2023-FFY2026 TIP:
 - Haysville: “Seneca & 63rd Street Bike Ped Pathway”
 - Wichita Transit: “Wichita Transit Network Redesign Plan”

If approved, these funding changes would be implemented through FFY2023-FFY2026 TIP Amendment 2, which is scheduled for a February 14, 2023, TPB vote.

Action Options

- » Approve the FFY2023 WAMPO-suballocated funding changes, as presented.
- » Not approve the FFY2023 WAMPO-suballocated funding changes.
- » Approve the FFY2023 WAMPO-suballocated funding changes, with specific changes.

PSC & TAC Recommendation

- » Approve the FFY2023 WAMPO-suballocated funding changes, as presented.

Attachment

- » Before-and-after breakdown of TAC-recommended WAMPO-suballocated funding changes (w/ AC)



Agenda Item 4E: Action
Project Selection Committee (PSC) Recommendation:
FFY2023 Year-End Balance Allocations

Ashley Bryers, Transportation Planning Manager
 Nick Flanders, Senior Transportation Planner

Lead Agency	Project Title	Current		Recommended		Difference
		Source	Amount	Source	Amount	
City of Wichita	West St., Harry to Pawnee	STBG	\$6,231,812	STBG (part is AC)	\$7,562,150	\$1,330,338
		CMAQ	\$0	CMAQ	\$3,089	\$3,089
		TA	\$1,230,643	TA	\$377,296	-\$853,347
		TA (STBG uses)	\$0	TA (STBG uses)	\$576,054	\$576,054
		CRRSAA	\$3,089,097	CRRSAA	\$3,089,097	\$0
		Total	\$10,551,552	Total	\$11,607,686	\$1,056,134
		% Fed. Funding	67.43%	% Fed. Funding	74.18%	
Sedgwick County	Zoo Boulevard Bridge over M.S. Mitch Mitchell Floodway	STBG	\$1,323,150	STBG	\$1,512,518	\$189,368
		HIP	\$683,064	HIP	\$683,064	\$0
		Total	\$2,006,214	Total	\$2,195,582	\$189,368
		% Fed. Funding	67.78%	% Fed. Funding	74.18%	
City of Valley Center	Meridian, from Ford (77th St. N.) to Seward (69th St. N.) and Main to 5th (85th St. N.)	STBG	\$6,486,542	STBG	\$6,622,031	\$135,489
		TA	\$0	TA	\$751,284	\$751,284
		HIP	\$556,717	HIP	\$556,717	\$0
		Total	\$7,043,259	Total	\$7,930,032	\$886,773
		% Fed. Funding	65.88%	% Fed. Funding	74.18%	
		Total	\$19,601,025	Total	\$21,733,300	\$2,132,275



Agenda Item 5A: Discussion **5310 Grant Program: Call for Projects**

Emily Thon, Public Outreach Coordinator
Dora Gallo, Transportation Planner

Background

The Section 5310 federal program (49 U.S.C. 5310) provides funding in the WAMPO urbanized area to assist with meeting the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate. The program aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding transportation mobility options.

The Section 5310 Program is a cost-reimbursement program, as opposed to a standard grant or fixed amount award. All projects will require some level of matching funds. The Section 5310 Program is unique in that it is permitted to match federal funds with federal funds, provided that those funds do not originate from the Department of Transportation.

Section 5310 Call for Projections

WAMPO is hosting a call for projects for those in the WAMPO area community to apply for the grant. This is taking place online on: www.wampo.org/wampo-5310 . There is a list of steps to apply on the website.

Eligible projects include both “traditional” capital investment and “nontraditional” investment beyond the Americans with Disabilities Act (ADA) complementary paratransit services. The federal funding amount available for this year’s 5310 program is made up of money from the Federal Fiscal Years (FFY) 2021 (\$436,945) and 2022 (\$640,199). The program timeline for this year’s funding is July 1, 2021 - June 30, 2023.

Eligible applicants include private nonprofit organizations or a state or local governmental authority that is approved by a state to coordinate services for seniors and individuals with disabilities; or certifies that there are no nonprofit organizations readily available in the area to provide the service.

WAMPO staff hosted a Section 5310 Grant workshop on December 8th, 2022. The workshop was designed to walk potential participants through what the grant is for, can be used for, and how to fill out the application in its entirety. The workshop presentation was recorded and posted on the website:

www.wampo.org/wampo-5310

Call for Projects Timeline:

- » Public Notice Survey Due: **Friday, December 30, 2022**
- » Project Submittals Are Due: **Tuesday, February 28th by 5:00 PM**
- » Program Timeline: **July 1, 2023 - June 30, 2025**
- » Next Section 5310 Call for Projects: **Fall/Winter 2024**

To apply or receive more information on what is required for the application please see: www.wampo.org/wampo-5310.



Background

The general planning process for bicycle and pedestrian projects consists of identifying and prioritizing bicycle and pedestrian improvements based on existing conditions, existing plans, and the needs of bicycle riders and pedestrians.

Since 2012, WAMPO has conducted annual counts of bicycles and pedestrians at various locations throughout the region. These counts measure non-motorized travel within the WAMPO region. This helps to determine long-term walking and biking trends as well as where the emphasis should be placed by member jurisdictions in terms of road improvements, repairs, and new non-motorized transportation projects.

WAMPO Bicycle and Pedestrian Count Projections

WAMPO's Annual Bicycle and Pedestrian Count took place on September 21st, 22nd, and 24th. Counts were measured at 42 site locations; four new site locations were added due to our bicycle and pedestrian facility growth in the region. Due to there being more bicycle and pedestrian facilities, there has been an increase in bicycle and pedestrian activity. WAMPO staff received complete data for half of the designated count sites. Each site was measured for six hours on two weekdays (am and pm)- either Wednesday or Thursday and one weekend, Saturday. The sites are counted based on whether it is a screenline (a line along a path or road that when crossed, is counted) or an intersection (where passage through the intersection is counted). WAMPO enlisted support from approximately 57 community volunteers this year to collect the count information. If it wasn't for the help and efforts of the volunteers, WAMPO wouldn't have the resources to gather this data.

Calculating projections from daily counts is used to predict and analyze daily, weekly, monthly, and yearly volumes and averages. These counts and their methodology are based on national standards from the [National Bicycle and Pedestrian Documentation Project](#). This methodology allows planners to predict the AADT (Average Annual Daily Traffic) for bicycle and pedestrian counts each year.

Attached are charts and maps for the 2022 bicycle and pedestrian count projections. The pie chart shows the traffic distribution between pedestrians, bicycle riders, and others (scooters, skateboards, rollerblades, etc.). WAMPO has an accessible [online interactive map](#). The interactive map allows the public access to past count data and current projections.

Attachments:

- 2022 Bicycle and Pedestrian Projections Report

2022

Bicycle & Pedestrian Count Results Report



The project goal of this event is to collect data that is representative of actual levels of biking and pedestrian activity in the WAMPO region. Understanding the trends and locations of existing bicycle and pedestrian activity helps WAMPO and its partners plan for future system improvements in the places where people use them. This year marked the eleventh annual count of bicycle and pedestrian activity across different locations within the WAMPO region (all of Sedgwick County and parts of Butler and Sumner Counties). This year, the number of count sites increased to 42 from the previous year's 38, to better help our municipal partners in understanding their own unique active transport needs.

Held on Wednesday, September 21st, Thursday, September 29th, and Saturday, September 24th, this year's count would not have been possible without the assistance and commitment of our 57 (10 WAMPO employees) volunteers! The National Bicycle and Pedestrian Documentation Project (NBPDP) methodology was used for the 2022 count.

An interactive report is available at:

<https://wampo.maps.arcgis.com/apps/webappviewer/index.html?id=098e4737763d4fc485e406c0716e5303>

Bicycle and Pedestrian Count Event

At each of the WAMPO-area sites, volunteers manually count the number of people using bicycle and pedestrian facilities over the course of two hours. Volunteer affiliations included a wide variety of service organizations, advocacy groups, and interested individuals from across the region.

Count Site Categories

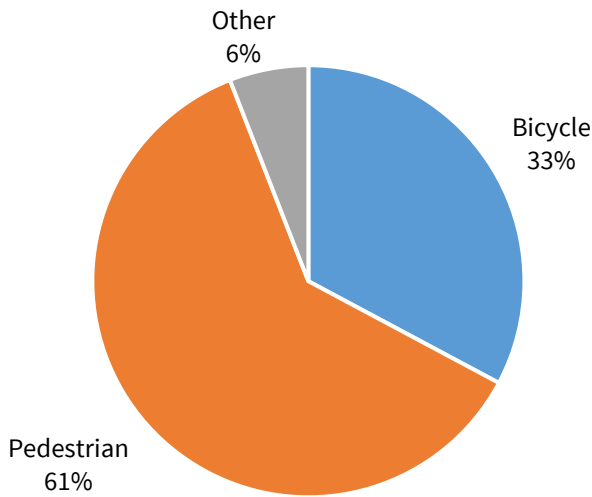
There were three categories of individuals counted during the 2022 event: bicycle riders, pedestrians (including people using wheelchairs or other mobility devices and children in strollers), and an "other" category that captured individuals traveling via other equipment (roller skates, skateboard, scooter, Segway, etc.).

Results

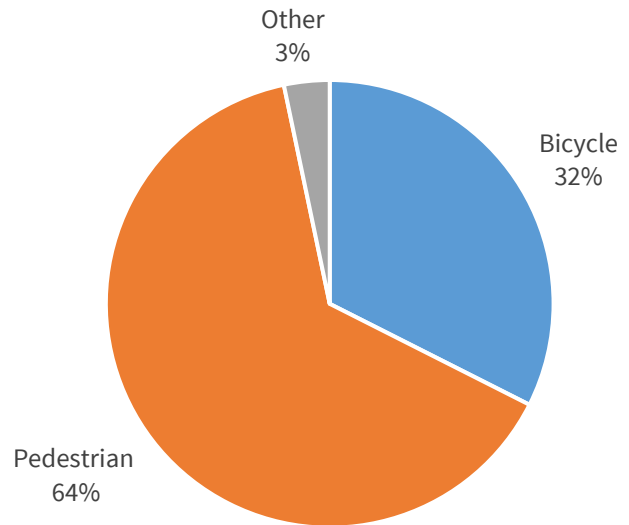
In 2022, the majority of individuals counted by volunteers fell into the “pedestrian” category. The percentage share of traffic in the “bicycle rider” category slightly decreased from 2021 to 2022. As the pandemic has simmered down since the prior years, there was an increase of individuals walking. The makeup of people counted stayed consistent—about 1 out of every 3 persons counted was a bicycle rider. Bicycle and pedestrian activity across all sites have been on a steady rise.

2022 Top 10 Count Sites			
City	Site Name	Site #	AADT
Wichita	Douglas and Washington	25	2752
Wichita	Broadway and 1st	37	2249
Wichita	Sedgwick County Park at 21st Street	112	1700
Wichita	Sedgwick County Park at 13th Street	111	1583
Andover	Redbud Path, Patrica Ln	116	1448
Wichita	Ark River Path, at Keeper of the Plains	43	1324
Wichita	Pawnee and Broadway	15	1261
Wichita	1st and Waco	81	1255
Wichita	Central at Nims	78	1007
Wichita	Broadway and Central	84	1002

2021 Traffic Distribution



2022 Traffic Distribution





WAMPO-REGION POPULATION TRENDS, 1900-2020

Population	1900	1910	1920	1930	1940	1950	1960	1970	1980	1990	2000	2010	2020
Wichita	24,671	52,450	72,217	111,110	114,966	168,279	254,698	276,554	279,272	304,011	344,284	382,368	397,532
Derby	-	235	247	294	256	432	6,458	7,947	9,786	14,699	17,807	22,158	25,625
Andover	-	-	-	-	-	-	186	1,880	2,801	4,047	6,698	11,791	14,892
Haysville	-	-	-	-	-	-	5,836	6,483	8,006	8,364	8,502	10,826	11,262
Park City	-	-	-	-	-	-	2,687	2,529	3,778	5,050	5,814	7,297	8,333
Bel Aire	-	-	-	-	-	-	-	-	-	3,695	5,836	6,769	8,262
Valley Center	343	381	486	896	700	854	2,570	2,551	3,300	3,624	4,883	6,822	7,340
Mulvane	667	1,084	1,239	1,042	940	1,387	2,981	3,185	4,254	4,674	5,155	6,111	6,286
Maize	-	-	189	229	198	266	623	785	1,294	1,520	1,868	3,420	5,735
Goddard	225	225	255	255	248	274	533	955	1,427	1,804	2,037	4,344	5,084
Rose Hill	-	-	-	-	-	-	273	387	1,557	2,399	3,432	3,931	4,185
Clearwater	368	569	647	669	591	647	1,073	1,435	1,684	1,875	2,178	2,481	2,653
Kechi	-	-	-	-	-	-	245	229	288	517	1,038	1,909	2,217
Cheney	429	734	636	669	714	777	1,101	1,160	1,404	1,560	1,783	2,094	2,181
Colwich	225	258	262	260	284	339	703	879	935	1,091	1,229	1,327	1,455
Garden Plain	-	296	361	336	323	323	560	678	775	731	797	849	948
Andale	-	237	259	255	289	316	432	500	538	566	766	928	941
Mount Hope	327	519	513	466	442	473	539	665	791	805	830	813	806
Eastborough	-	-	-	-	312	708	1,001	1,141	854	896	826	773	756
Bentley	-	-	-	-	-	-	204	260	311	360	368	530	560
Sedgwick**	85	86	100	114	101	100	150	149	202	197	211	192	194
Viola	-	156	173	159	131	132	203	193	199	185	211	130	115
Sedgwick County*	16,826	16,076	14,890	19,778	22,998	47,252	61,213	43,035	48,259	48,345	47,447	37,214	36,474
Butler County*	1,316	2,184	2,755	4,073	4,281	6,641	9,795	8,210	6,592	5,613	3,399	2,666	2,344
Sumner County*	107	183	256	531	589	927	1,268	1,269	1,147	1,265	1,436	1,233	1,050
WAMPO Region	45,589	75,673	95,485	141,136	148,363	230,127	355,332	363,059	379,454	417,893	468,835	518,976	547,230

*Unincorporated portion inside of 2021 WAMPO boundary

**Portion of city inside of 2021 WAMPO Boundary

	Last Census year before incorporation
	El Paso City

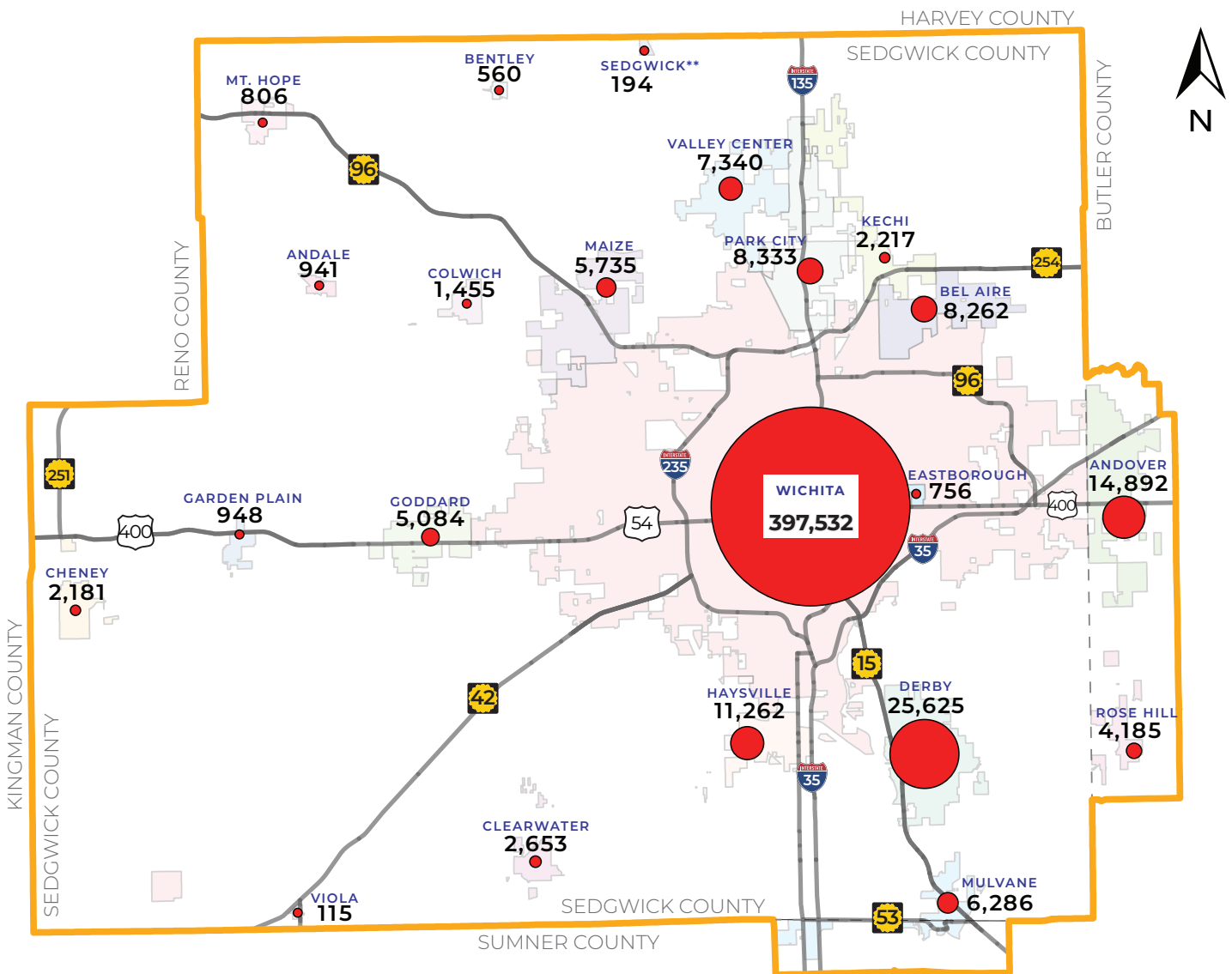
Populations of Entire Counties

Population	1900	1910	1920	1930	1940	1950	1960	1970	1980	1990	2000	2010	2020
Sedgwick County	44,037	73,095	92,234	136,330	143,311	222,290	343,231	350,694	366,531	403,662	452,869	498,365	523,824
Butler County	23,363	23,059	43,842	35,904	32,013	31,001	38,395	38,658	44,782	50,580	59,482	65,880	67,380
Sumner County	20,812	30,271	25,631	30,654	29,213	23,646	25,316	23,553	24,928	25,841	25,946	24,132	22,382

Source: 1900-2020 US Decennial Censuses



WAMPO REGION 2020 POPULATION



WAMPO Region Total Population: 547,230

Unincorporated Population: 39,868

**Portion of population within WAMPO boundary



Ridership

There are several government-provided transit services within the WAMPO region including Wichita Transit, Derby Dash, Haysville Hustle, Sedgwick County Transportation, and Butler County Transit. The table below highlights the annual ridership for each of the three transit providers. Haysville Hustle began operations in November 2020, so ridership information prior to that date is not available. Butler County Transit numbers include ridership for the entire county.

Transit Provider	Annual Ridership				
	2018	2019	2020	2021	2022*
Wichita Transit	1,181,807	1,373,944	759,330	768,717	624,453
Derby Dash	11,013	10,394	7,098	9,289	5,328
Haysville Hustle	-	-	31	2,192	2,308
Sedgwick County Transportation	9,789	11,016	9,692	10,666	6,364
Butler County Transit	18,422	19,307	17,107	18,681	13,699

*January through August 2022

Point of Contact

Transit Provider	Name	Email	Phone
Wichita Transit	Raven Alexander	ralexander@wichita.gov	316.352.4868
Derby Dash	Sonya Dalton	sonyadalton@derbyweb.com	316.788.7433
Haysville Hustle	Kristen McDaniel	kmcdaniel@haysville-ks.com	316.529.5903
Sedgwick County Transportation	Dorsha Kirksey	dorsha.kirksey@sedgwick.gov	316.660.5158
Butler County Transit	Crystal Noles	cnoles@bucoks.com	316.775.0500



WAMPO Transportation Acronym Glossary

Terms	Definition	Terms	Definition
AACT	Annual Average Daily Traffic	MPO	Metropolitan Planning Organization
AASHTO	American Association of State Highway and Transportation Officials	MSA	Metropolitan Statistical Area
ADA	Americans with Disabilities Act	MTP	Metropolitan Transportation Plan (same as LRTP)
ALOP	Annual List of Obligated Projects	NAAQS	National Ambient Air Quality Standards
AMPO	Association of Metropolitan Planning Organizations	NEPA	National Environmental Policy Act
APA	American Planning Association	NHS	National Highway System
ASCE	American Society of Civil Engineers	NHTSA	National Highway Traffic Safety Administration
ATC	Active Transportation Committee	PE	Preliminary Engineering
CMAQ	Congestion Mitigation and Air Quality	PM	Performance Measure
CMP	Congestion Management Process	PPP	Public Participation Plan
CPG	Consolidated Planning Grant	PSC	Project Selection Committee
CRRSAA	Coronavirus Response and Relief Supplemental Appropriations Act	REAP	Regional Economic Area Partnership
CUFC	Critical Urban Freight Corridor	RFP	Request for Proposals
DBE	Disadvantaged Business Enterprise	ROW	Right of Way
DOT	Department of Transportation	RPSP	Regional Pathways System Plan
EIS	Environmental Impact Statement	SCAC	Sedgwick County Association of Cities
EJ	Environmental Justice	SOV	Single Occupancy Vehicle
EPA	Environmental Protection Agency	SRTS	Safe Routes to School
FC	Functional Classification	STBG	Surface Transportation Block Grant (previously Surface Transportation Program - "STP")
FFY	Federal Fiscal Year (October 01 - September 31)	STIP	Statewide Transportation Improvement Program
FHWA	Federal Highway Administration	TA	Transportation Alternatives
FTA	Federal Transit Administration	TAB	Transit Advisory Board
GIS	Geographic Information System	TAC	Technical Advisory Committee
HIP	Highway Infrastructure Program	TAM	Transit Asset Management
HOV	High Occupancy Vehicle	TAZ	Traffic Analysis Zone
HSIP	Highway Safety Improvement Program	TDM	Travel Demand Model
IKE	Kansas Eisenhower Legacy Program (KDOT Program)	TIP	Transportation Improvement Program
ITE	Institute of Transportation Engineers	TMA	Transportation Management Area
ITS	Intelligent Transportation System	TPB	Transportation Policy Body
KDOT	Kansas Department of Transportation	TRB	Transportation Research Board
LEP	Limited English Proficiency	UAB	Urbanized Area Boundary
LOS	Level of Service	UPWP	Unified Planning Work Program
LRTP	Long Range Transportation Plan (same as MTP)	VMT	Vehicle Miles Traveled
MAPC	Wichita-Sedgwick County Metropolitan Area Planning Commission	WAMPO	Wichita Area Metropolitan Planning Organization
MAPD	Wichita-Sedgwick County Metropolitan Area Planning Department	WSCAAB	Wichita-Sedgwick County Access Advisory Board
MPA	Metropolitan Planning Area		

2022 TPB Representatives and Contact Information

VOTING MEMBERS & ALTERNATES	REPRESENTATIVE	EMAIL	ALTERNATE	EMAIL
City of Wichita	*Becky Tuttle, <i>TPB Vice Chair</i>	btuttle@wichita.gov		
City of Clearwater	*Burt Ussery, <i>TAC Chair</i>	bussery@clearwaterks.org	Justin Shore	jshore@clearwaterks.org
Butler County	*Dan Woydziak, <i>Ex Officio, Past Chair</i>	dwoydziak@bucoks.com		
Sedgwick County	*David Dennis, <i>TPB Chair</i>	david.dennis@sedgwick.gov		
City of Derby	*Jack Hezlep	jhezlep@gmail.com	Dan Squires	dansquires@derbyweb.com
City of Andover	*Troy Tabor	ttabor@andoverks.com	Jennifer McCausland	jmccausland@andoverks.com
City of Kechi	Ashley Velazquez	avelazquez@kechiks.gov	Kamme Sroufe	ksroufe@kechiks.gov
Kansas Department of Transportation	Brent Terstriep	brent.terstriep@ks.gov	Tom Hein	tom.hein@ks.gov
City of Wichita	Bryan Frye	bfrye@wichita.gov	Brandon Johnson	bjjohnson@wichita.gov
City of Rose Hill	Gary Weaver	gweaver@cityofrosehill.com	Warren Porter	wporter@cityofrosehill.com
City of Goddard	Hunter Larkin	larkin@goddardks.gov	Micah Scoggan	mcsoggan@goddardks.gov
City of Bel Aire	Jim Benage	jbenage@belaireks.gov	Anne Stephens	astephens@belaireks.gov
Sedgwick County	Jim Howell	jim.howell@sedgwick.gov	Tom Stolz	thomas.stolz@sedgwick.gov
City of Wichita	Maggie Ballard	MBallard@wichita.gov		
City of Wichita	Michael Hoheisel	MHHoheisel@wichita.gov	Robert Layton	rlayton@wichita.gov
Kansas Department of Transportation	Mike Moriarty	michael.moriarty@ks.gov	Chris Herrick	Chris.Herrick@ks.gov
City of Mulvane	Nancy Faber-Mottola	nmottola@mulvane.us	Joel Pile	jpil@mulvane.us
City of Maize	Pat Stivers	pstivers@cityofmaize.org	Richard LaMunyon	rlamunyon@cityofmaize.org
Sedgwick County	Pete Meitzner	pete.meitzner@sedgwick.gov	Tim Kaufman	tkaufman@sedgwick.gov
City of Valley Center	Ronald Colbert	frdmeagl@aol.com	Brent Clark	bclark@valleycenterks.org
City of Haysville	Russ Kessler	rkessler@haysville-ks.com	William Black	wblack@haysville-ks.com
Sedgwick County	Sarah Lopez	sarah.lopez@sedgwick.gov	Tania Cole	tania.cole@sedgwick.gov
Sedgwick County Association of Cities (SCAC)	Terry Somers	tssomers1@gmail.com		
City of Park City	Tom Jones	tjones@parkcityks.com	Ben Saucedo	bsaucedo@parkcityks.com
Non-Voting Members & Alternatives				
Federal Tranist Association	Eva Steinman	eva.steinman@dot.gov	Daniel Nguyen	daniel.nguyen@dot.gov
Sedgwick County - Public Works	Lynn Packer	Lynn.Packer@Sedgwick.Gov		
KDOT	Matt Messina	Matthew.Messina@ks.gov		
Federal Highway Administration	Rick Backlund	richard.backlund@dot.gov	Cecelie Cochran	cecelie.cochran@dot.gov
City of Wichita	Tia Raamot	traamot@wichita.gov		
WAMPO Representative	Alicia Hunter	alicia.hunter@wampo.org		
WAMPO Representative	Ashley Bryers	Ashley.Bryers@wampo.org		
WAMPO Representative	Cailyn Trevaskiss	cailyn.trevaskiss@wampo.org		
WAMPO Representative	Chad Parasa	chad.parasa@wampo.org		
WAMPO Representative	Dora Gallo	Dora.Gallo@wampo.org		
WAMPO Representative	Eldon Taskinen	eldon.taskinen@wampo.org		
WAMPO Representative	Nicholas Flanders	Nicholas.Flanders@wampo.org		
WAMPO Representative	Marcela Quintanilla	Marcela.Quintanilla@wampo.org		
WAMPO Representative	Emily Thon	emily.thon@wampo.org		

Quorum is 13 based on voting members

*denotes Executive Committee Members

Rev. 10/05/2022

2022 WAMPO Meeting Schedules



Meeting Location: 271 W. 3rd Street, Suite 203, Wichita, KS 67202 (Or Online)

Transportation Policy Body	Technical Advisory Committee
<i>3:00 pm (unless otherwise stated)</i>	<i>10:00 am (unless otherwise stated)</i>
No January Meeting	January 24, 2022
February 8, 2022	February 28, 2022
March 8, 2022	March 28, 2022
April 12, 2022	April 25, 2022
May 10, 2022	May 23, 2022
June 14, 2022	June 27, 2022
July 12, 2022	July 25, 2022
August 9, 2022	No August Meeting
September 13, 2022	September 26, 2022
October 11, 2022	October 24, 2022
November 8, 2022	November 28, 2022
December 13, 2022	No December Meeting

****Draft until Approved at TPB December 2022 Meeting****

2023 WAMPO MEETING SCHEDULE

Meeting Location: ZOOM or 271 W 3rd St, Suite 203, Wichita, KS 67202

Meeting times and dates are subject to change by the Chair of that committee's discretion.

Transportation Policy Body	Technical Advisory Committee	Executive Committee	Active Transportation Committee	Safety & Health Committee
<i>3:00 PM Unless otherwise stated</i>	<i>10:00 AM Unless otherwise stated</i>	<i>11:00 AM unless otherwise stated</i>	<i>9:30 AM Unless otherwise stated</i>	<i>9:30 AM Unless otherwise stated</i>
JANUARY 10	JANUARY 23			
FEBRUARY 14	FEBRUARY 27	FEBRUARY 2		FEBRUARY 1
MARCH 14	MARCH 27		MARCH 1	
APRIL 11	APRIL 24			
MAY 9	MAY 22	MAY 4		MAY 3
JUNE 13	JUNE 26		JUNE 7	
JULY 11	JULY 24			
AUGUST 8	AUGUST 28	AUGUST 3		AUGUST 2
SEPTEMBER 12	SEPTEMBER 25		SEPTEMBER 6	
OCTOBER 10	OCTOBER 23			
NOVEMBER 14	NOVEMBER 27	NOVEMBER 2		NOVEMBER 1
DECEMBER 12			DECEMBER 6	

