



WAMPO TPB Executive Committee Meeting Notice

Thursday, November 3, 2022, at 3:00 pm

In-Person Option: MAPD Office Room 237, 271 W. 3rd Street, Wichita, KS 67202

Online Link: <https://bit.ly/3eAt4yl>

Please call us at [316.779.1313](tel:316.779.1313) at least 48 hours in advance if you require special accommodations to participate in this meeting.

We make every effort to meet reasonable requests.

[Note: Meeting agenda is subject to change during the meeting]

Meeting Agenda	Page Numbers (In this packet)
1. Welcome	
2. August 11, 2022, Meeting Summary	
3. New Business	Page 2
<u>OPERATIONS & MANAGEMENT</u>	
A. Elections – TPB and TAC structure for 2023	
TPB Chair (Commissioner David Dennis, and TAC Chair (Mayor Burt Ussery)	
B. TPB Bylaws Amendment &	Page 3 to 17
TAC Bylaws Amendment	Page 18 to 28
TAC Roster Change	Page 29
Chad Parasa and Kelly Rundell	
C. Proposed Door Repairs - Safety of Building Entrance	Page 30 to 31
Ashley Bryers and Chad Parasa	
<u>BUDGET & FINANCE</u>	
D. Monthly Financial Reports	Pages 32 to 35
Chad Parasa	
<u>STAFF TASKS, PROJECTS & ACTIVITIES</u>	
E. 2022 UPWP Tasks Update	Pages 36
F. 2023 UPWP Tasks Review	Pages 37 to 39
G. MTP 2050 Development Key Milestones	Pages 40
H. Staff Year-End Reviews in December 2022	
Chad Parasa	
4. Other Business	
5. Adjournment	

Chad Parasa, WAMPO TPB/TAC Secretary
October 27, 2022



WAMPO TPB Executive Committee meeting

Thursday, August 11, 2022 at 11:15 am

WAMPO office Floor: MAPD Office Room 237, 271 W. 3rd Street, Wichita, KS 67202

Meeting Notes & Summary

08/11/2022	
Type of Meeting	Regular
Members Present:	David Dennis, Sedgwick County (Chair) Becky Tuttle, City of Wichita (Vice Chair) Dan Woydziak, Butler County (Ex-Officio) Troy Tabor, City of Andover Jack Hezlep, City of Derby Burt Ussery, City of Clearwater Tom Hein, KDOT
WAMPO Staff:	Chad Parasa Ashley Bryers
WAMPO Attorney:	Kelly Rundell
Discussion	<ul style="list-style-type: none">• Chairman Commissioner Dennis opened the meeting by discussing Employee operations manual edits and changes. Kelly Rundell elaborated on proposed changes and edits to the Employee and Operations Manual.• Kelly Rundell presented a draft agreement between Sedgwick County and WAMPO for the use of the building, parking, IT and HR services.• Kelly Rundell presented list of changes to edit TPB and TAC bylaws.• Chad Parasa presented CPG grant increase due to IIJA (Infrastructure Investment Jobs Act). Chad requested if staff can initiate a proposal to increase state's participation more in the regional transportation planning process, by participating 10% state matching to CPG grant funds.• Chad Parasa presented financial reports.• Several staff reports were attached to the agenda for members to review on their own time about the 2022 UPWP Task Update, 2023 UPWP Tasks Review, and the MTP 2050 Development Key Milestones.• Members voted to have an executive session, to discuss personnel matters briefly



**Agenda Item 3B: Discussion
TPB Bylaws Amendment and
TAC Bylaws Amendment/Roster Changes**

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. 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.

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.

TPB Bylaws Amendment

Two (2) proposed changes:

- Adding “Wichita Metro area representative from the Kansas Department of Transportation” to the 4.1 Executive Committee Membership on page 3.
- Adding “Matters related to personnel and litigation are not appropriate for public comment. Rules of decorum will be observed.” to the 5.7 Public Comment Opportunity section on page 5.

TAC Bylaws Amendment

Three (3) proposed changes:

- Adding section 6.1.4 on page 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.”
- Adding section 6.2 Special Meetings on page 4, “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.”
- Roster changes are described below.



**Agenda Item 3B: Discussion
TPB Bylaws Amendment and
TAC Bylaws Amendment/Roster Changes**

Chad Parasa, Executive Director
Ashley Bryers, Transportation Planning Manager

TAC Roster Changes

Over the last several months, staff has been reviewing TAC bylaws to determine voting members and clarify quorum. At the August 11 Executive Committee meeting, a list of roster changes was presented.

Proposed changes:

- Rename “Regional Pathways Representative from the WAMPO Regional Pathways System Plan (RPSP) Project Advisory Committee” to “Regional Pathways Representative”.
- Rename “Air Quality Representative for the Metropolitan Statistical Area” to be “Air Quality Representative”.
- Rename “At-Large Representative for Freight Movement Orientation (Named by the TPB)” to “At-Large Representative for Freight Movement (Named by the TPB)”.
- Move the “Kansas Turnpike Authority Representative” to an Ex-Officio Non-Voting Member. Staff spoke with the KTA representative informing them of their voting rights and they requested that they could be moved to a non-voting role.

Currently, there are four (4) vacant voting positions which include at large freight, rail freight, technologist, and public health.

Staff spoke with Jack Brown, who is the current Regional Pathways Representative from the WAMPO Regional Pathways System Plan (RPSP) Project Advisory Committee, to see if he would be willing to serve in the public health position due to his profession. He agreed.

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

- Jack Brown – Public Health Representative
- Tia Raamot, City of Wichita Transportation Planner – Regional Pathways Representative

Staff has attempted to find people who might be interested in filling the large freight, rail freight, and technologist positions.

TPB will review recommended representatives and make the final selection for the four positions.

Attachment

- TPB Bylaws – 9-13-22
- TAC Bylaws – 10-25-22
- TAC Roster as of October 26, 2022



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

Article 2 - VOTING

WAMPO TPB Bylaws
Adopted July 23, 2013
Amended March 12, 2019
Amended March 9, 2021

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 amendment 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 office 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
- 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:

- 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.

WAMPO TPB Bylaws
Adopted July 23, 2013
Amended March 12, 2019
Amended March 9, 2021

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

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



Wichita Area Metropolitan Planning Organization Transportation Policy Body Bylaws

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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.

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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.

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Article 3 - OFFICERS

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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.

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- Chairperson of TAC
- [Wichita Metro area representative from the Kansas Department of Transportation](#)
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The Executive Committee will also include as non-voting, ex officio members:

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- 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.

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- a) exercise the duties and powers assigned to it by the TPB;
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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.

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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.

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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.

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

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Article 7 - CONDUCT OF BUSINESS

WAMPO TPB Bylaws
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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.

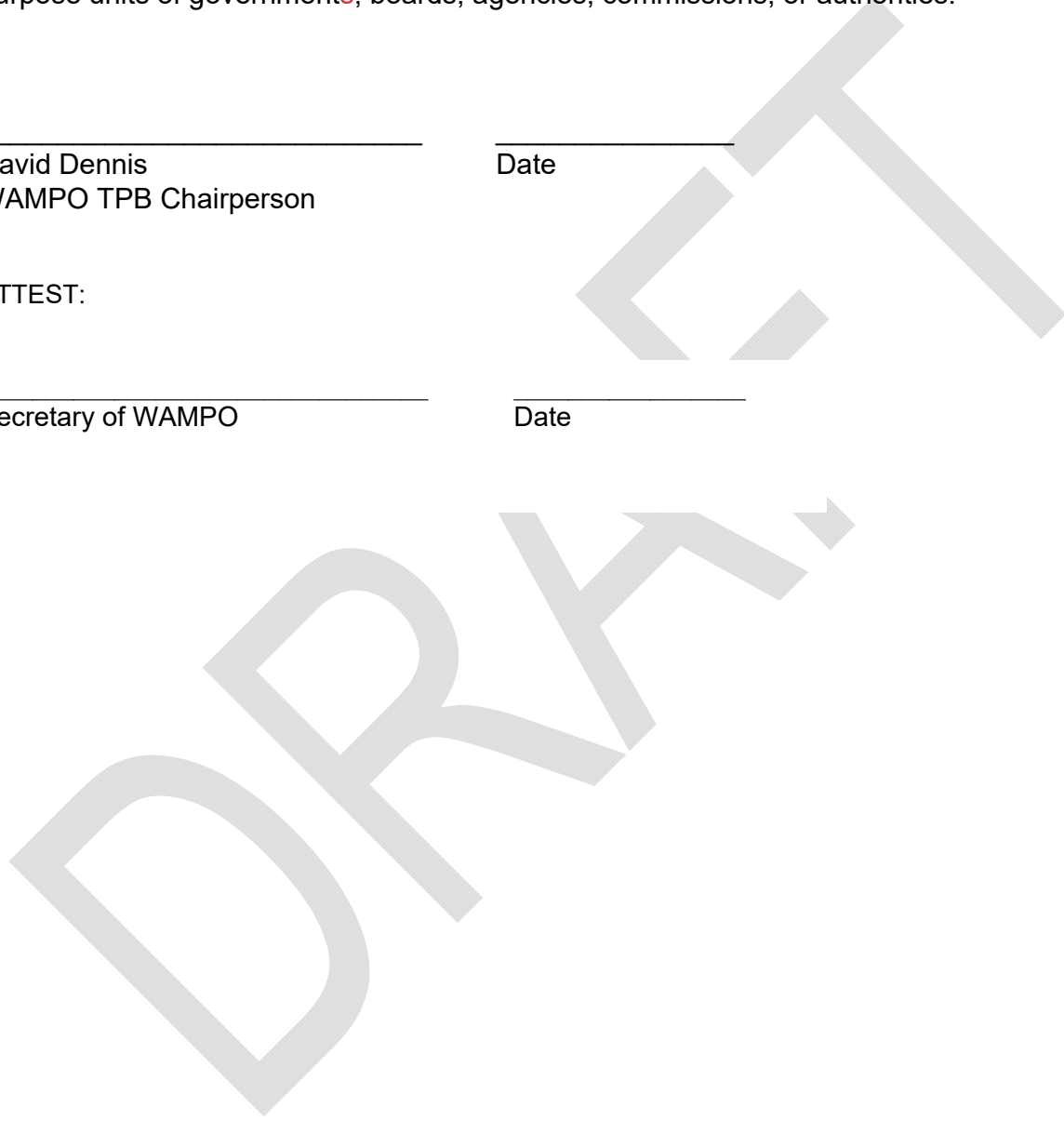
David Dennis
WAMPO TPB Chairperson

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



Technical Advisory Committee Bylaws

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 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 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 nineteen (19) voting members and two (2) Ex-Officio non-voting members.

3.1.1 Voting Members:

- One **(1)** WAMPO TPB Member (Chair, elected by the TPB)

WAMPO TAC Bylaws
Adopted: January 19, 2006
Amended: October 14, 2008
Amended: August 9, 2011
Amended August 8, 2017
Amended: March 9, 2021

- One (1) WAMPO Representative (Named 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 Freight Movement Orientation (Named by the TPB)
- One (1) Railroad Freight Representative
- One (1) Economist
- One (1) Technologist
- One (1) Urban land use planning and development trend expert
- One (1) Public Health Representative

3.1.2 *Ex-Officio Non-Voting Members

- One (1) Federal Highway Administration Representative*
- One (1) Federal Transit Administration 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 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.

WAMPO TAC Bylaws
 Adopted: January 19, 2006
 Amended: October 14, 2008
 Amended: August 9, 2011
 Amended August 8, 2017
 Amended: March 9, 2021

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 Missing three (3) meetings within a calendar year will be considered a resignation by the member unless the TAC votes to retain the member.

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 TAC may serve two consecutive 1 year terms.

4.1.4 In the event of a vacancy in the office of Chairperson, a 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 to the TAC; the Secretary does not have voting privileges.

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, two weeks ahead of the WAMPO TPB meeting 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).

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

6.3 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 in consultation with Chairperson 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.

6.4 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 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.

WAMPO TAC Bylaws
Adopted: January 19, 2006
Amended: October 14, 2008
Amended: August 9, 2011
Amended August 8, 2017
Amended: March 9, 2021

6.5 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.

6.6 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 Body or its committees, the Chairperson shall declare an abstention for each affected Body 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**



WAMPO TPB Chairperson
David Dennis

April 9, 2021

Date

ATTEST:



WAMPO Secretary

04/09/2021

Date



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~~ one (21) voting members and ~~two~~ three (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.

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

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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 ~~2~~ 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 ~~2~~ or in a combination of both in ~~2~~-person and virtually ~~2~~.
- 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 ~~2~~ in consultation with the Chairperson ~~2~~ 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.

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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

2022 TAC Representatives and Contact Information			
VOTING MEMBERS & ALTERNATES	REPRESENTATIVES	MEMBER EMAIL	ALTERNATE EMAIL
Air Quality Representative	Nina Rasmussen	nrasnussen@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



Agenda Item 3C:
Proposed Door Repairs – Safety of Building Entrance
Ashley Bryers, Transportation Planning Manager

Background:

WAMPO would like to pursue an upgrade to our front door. Currently, WAMPO has a traditional front door. We are interested in upgrading it to have a video doorbell and a latching component that could be released from a desk phone to open the door. This upgrade would also include a panic button to covertly call security to the building.

There is no coordinated effort to improve the security of the Ronald Reagan Building, so individual departments are taking steps to improve their staff safety. At least two other departments in the Ronald Reagan Building have installed video doorbells. WAMPO would like to at least match their level of security.

It has become apparent that we need to provide some level of security for our staff due to the following reasons:

1. MAPD planning meetings were moved from Wichita City Hall, where participants had to go through metal detectors before attending the meeting, to the second-floor conference room of the Ronald Reagan Building. These are very large meetings that get contentious. MAPD staff told WAMPO we need to be aware of these meetings and even be careful as we walk to the restroom as the meeting participants can get very disgruntled if their items are denied or they are unhappy about the proceedings.
2. We were informed as it gets colder the homeless population will come inside our building as they know we don't have any security. Incidents have already occurred with people looking for services that WAMPO does not provide and not leaving when they were provided information.
3. Proactively thinking about staff security to ensure a comfortable and safe working environment in the unknown world of active shooters.

Planned Improvements:

- Video doorbell that connects to potentially four (4) video desk phones. Traditional desk phones could also operate the door. We are working with Michelle Maddox, at Sedgwick County IT, to obtain the quote for the video phones.
- Latching system so the phones could release the door.
- Depending on the cost either improve the glass to bulletproof or at least stronger than the current glass or install a solid door and remove the glass window next to the door. We have a company scheduled to provide a quote on the glass, which will help make the determination if the glass is replaced or the door/window

Item	Price
Video doorbell/latching mechanism/panic button	\$3,356.00
4 video phones	?
Replacement window/door glass or new door/wall replacement	?



Agenda Item 3C:
Proposed Door Repairs – Safety of Building Entrance
Ashley Bryers, Transportation Planning Manager

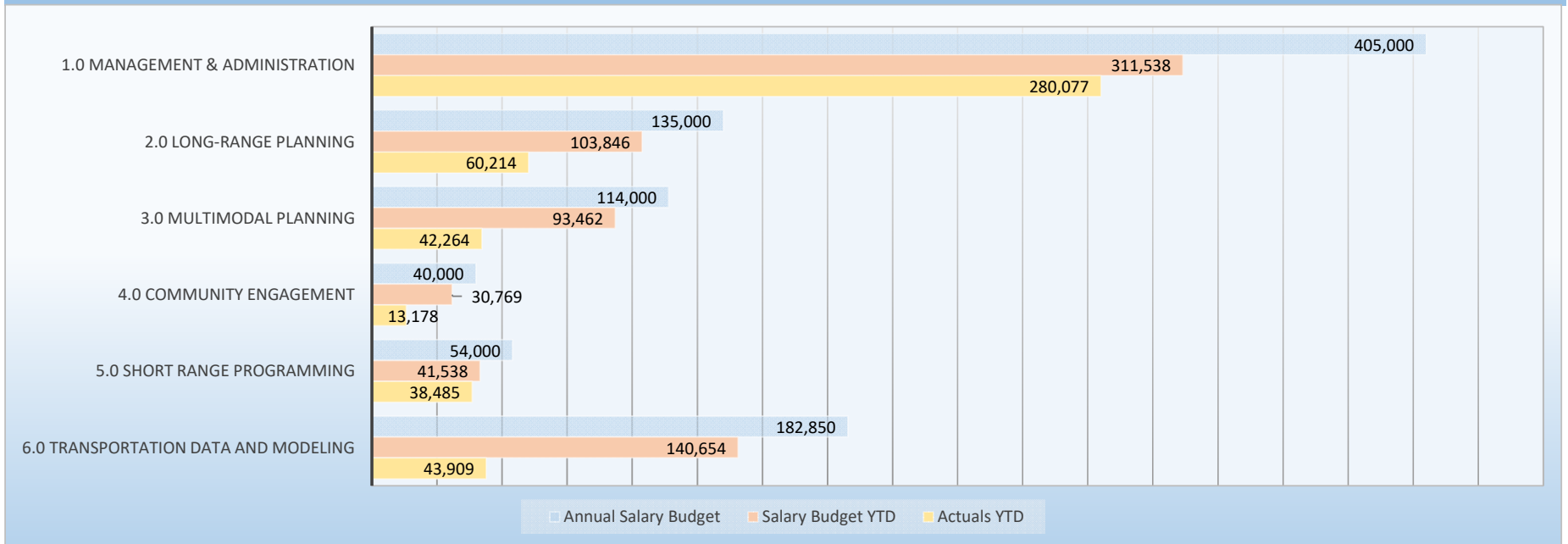
WAMPO staff discussed these modifications with KDOT, FHWA, and FTA on October 17, 2022. They requested staff obtain additional information, approval from the County to make the changes, and to discuss this issue with the Executive Committee.

On October 19, 2022, WAMPO staff obtained permission from Andrew Dilts, Sedgwick County Facilities Director, to modify our entrance if WAMPO accepts the maintenance of the improvements. WAMPO accepts this and is willing to allow the video feed from the doorbell to be integrated into the security cameras in the building.

Next Steps:

WAMPO staff will take appropriate action after receiving recommendations from the Executive Committee. KDOT would like staff to submit an overall package of the desired improvements with costs and the County's sign-off. Once KDOT's approval is obtained staff would move forward with the project.

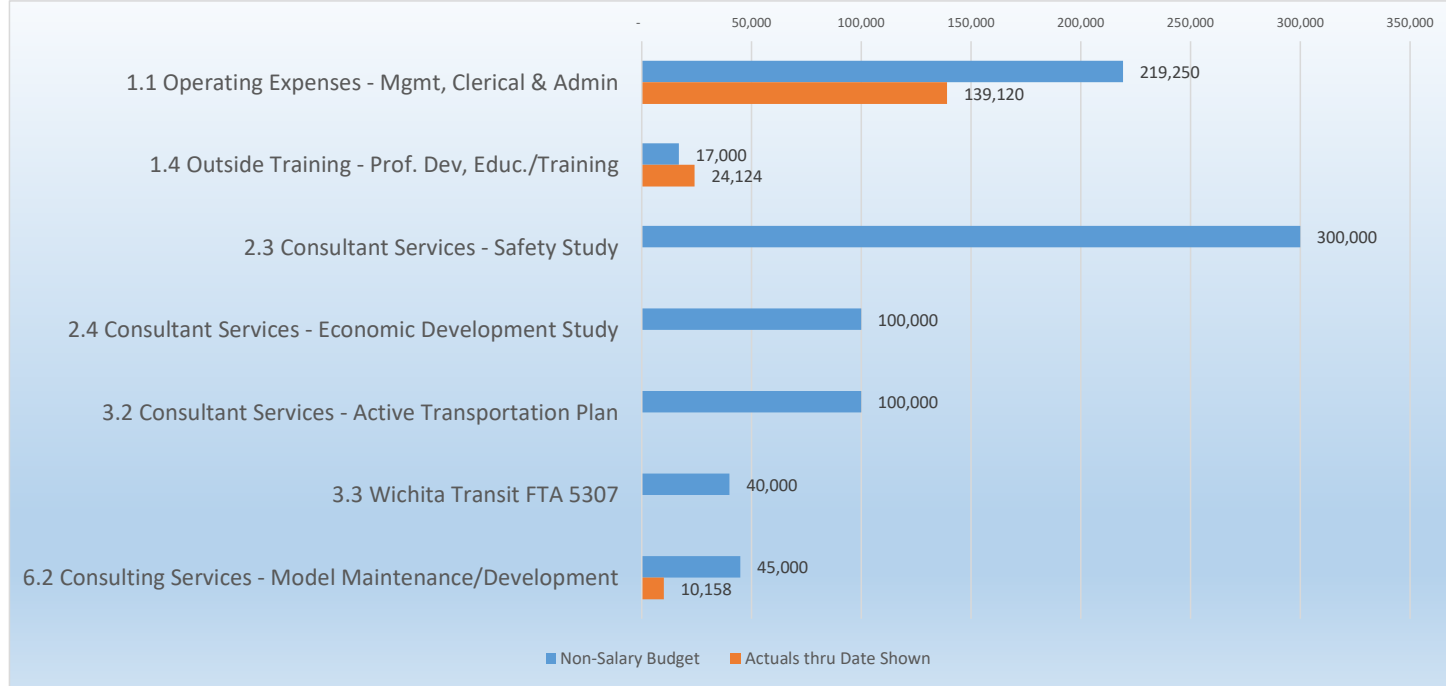
WAMPO Payroll Budget/Actuals - Sept 2022



WAMPO Payroll Budget/Actuals - Sept 2022

Budget Task	Annual Salary Budget	Salary Budget YTD	Actuals YTD	Percent Spent
1.0 Management & Administration	405,000	311,538	280,077	69.2%
2.0 Long-Range Planning	135,000	103,846	60,214	44.6%
3.0 Multimodal Planning	114,000	93,462	42,264	37.1%
4.0 Community Engagement	40,000	30,769	13,178	32.9%
5.0 Short Range Programming	54,000	41,538	38,485	71.3%
6.0 Transportation Data and Modeling	182,850	140,654	43,909	24.0%
	930,850	721,808	478,126	51.4%

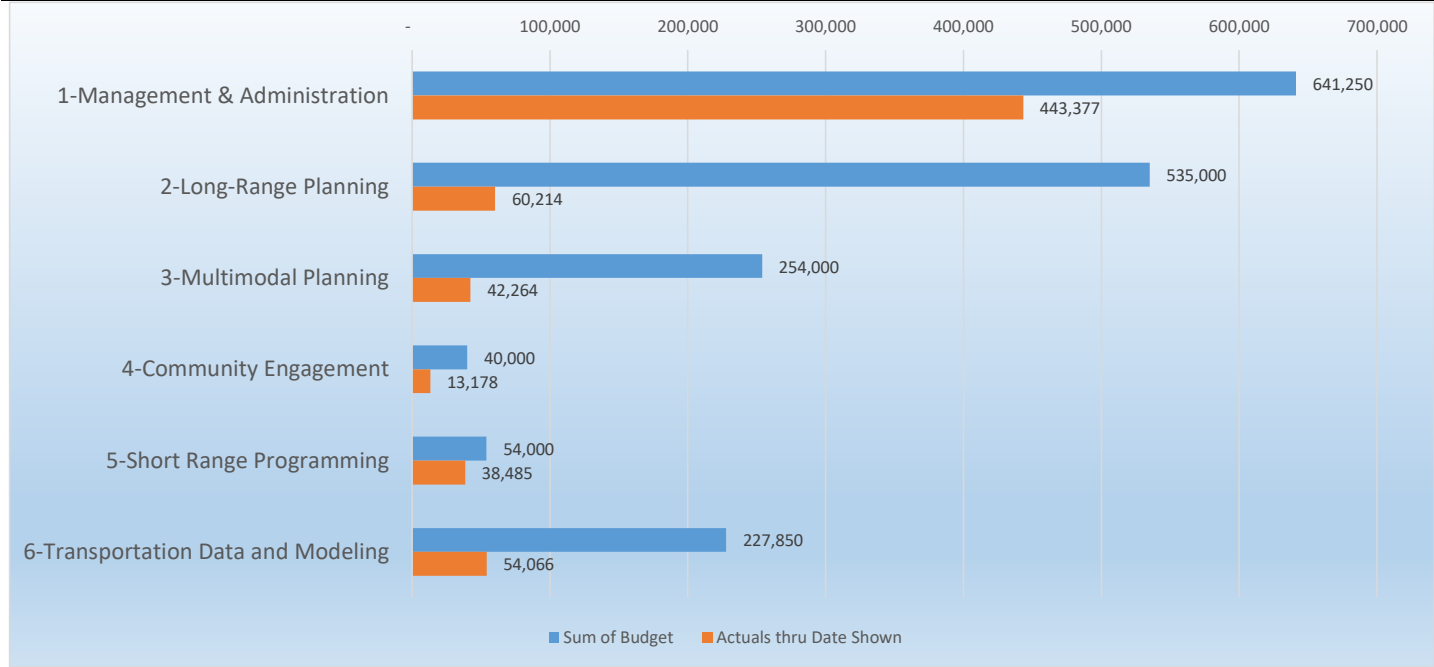
WAMPO Non-Payroll Budget/Actuals Year to Date - September 30, 2022



WAMPO Non-Payroll Budget/Actuals Year to Date - September 30, 2022

Budget Task	Non-Salary Budget	Actuals thru Date Shown
1.1 Operating Expenses - Mgmt, Clerical & Admin	219,250	139,120
1.4 Outside Training - Prof. Dev, Educ./Training	17,000	24,124
2.3 Consultant Services - Safety Study	300,000	
2.4 Consultant Services - Economic Development Study	100,000	
3.2 Consultant Services - Active Transportation Plan	100,000	
3.3 Wichita Transit FTA 5307	40,000	
6.2 Consulting Services - Model Maintenance/Development	45,000	10,158
Grand Total	821,250	173,402

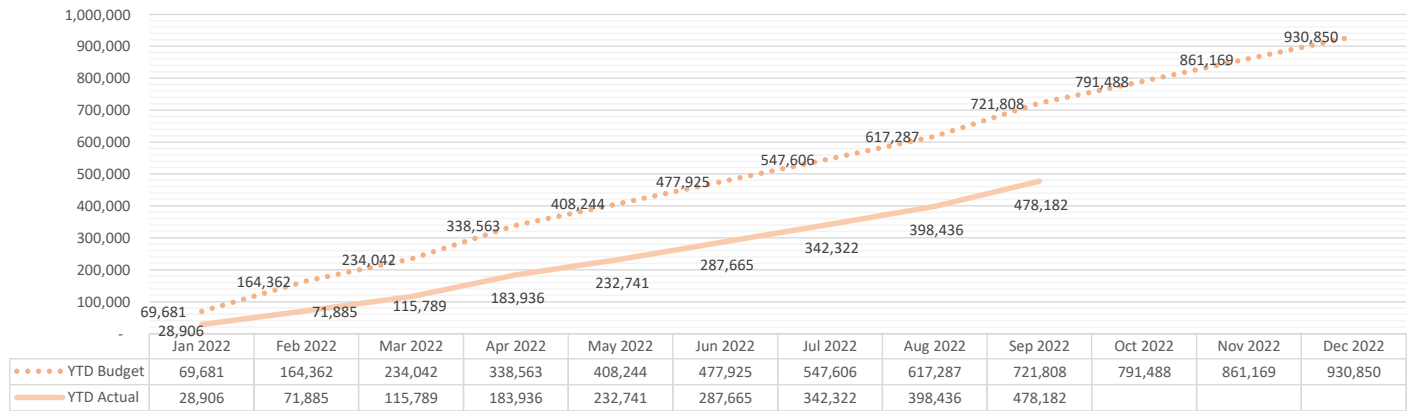
WAMPO Budget/Actuals - Combined Payroll and Non-Payroll Year to Date - September 30, 2022



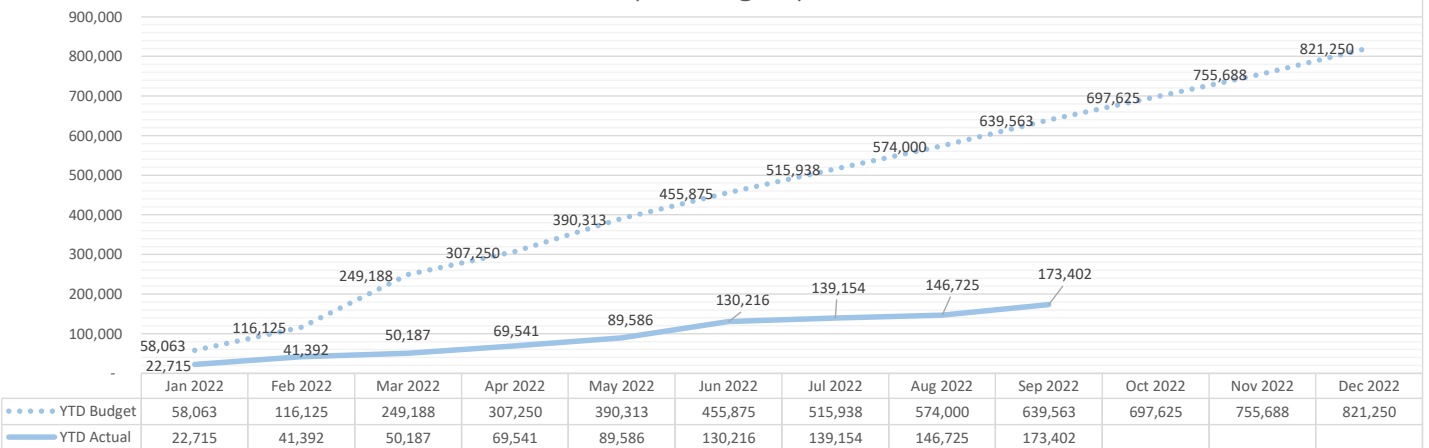
WAMPO Budget/Actuals - Combined Payroll and Non-Payroll Year to Date - September 30, 2022

Budget Task	Sum of Budget	Actuals thru Date Shown
1-Management & Administration	641,250	443,377
2-Long-Range Planning	535,000	60,214
3-Multimodal Planning	254,000	42,264
4-Community Engagement	40,000	13,178
5-Short Range Programming	54,000	38,485
6-Transportation Data and Modeling	227,850	54,066
Grand Total	1,752,100	651,584

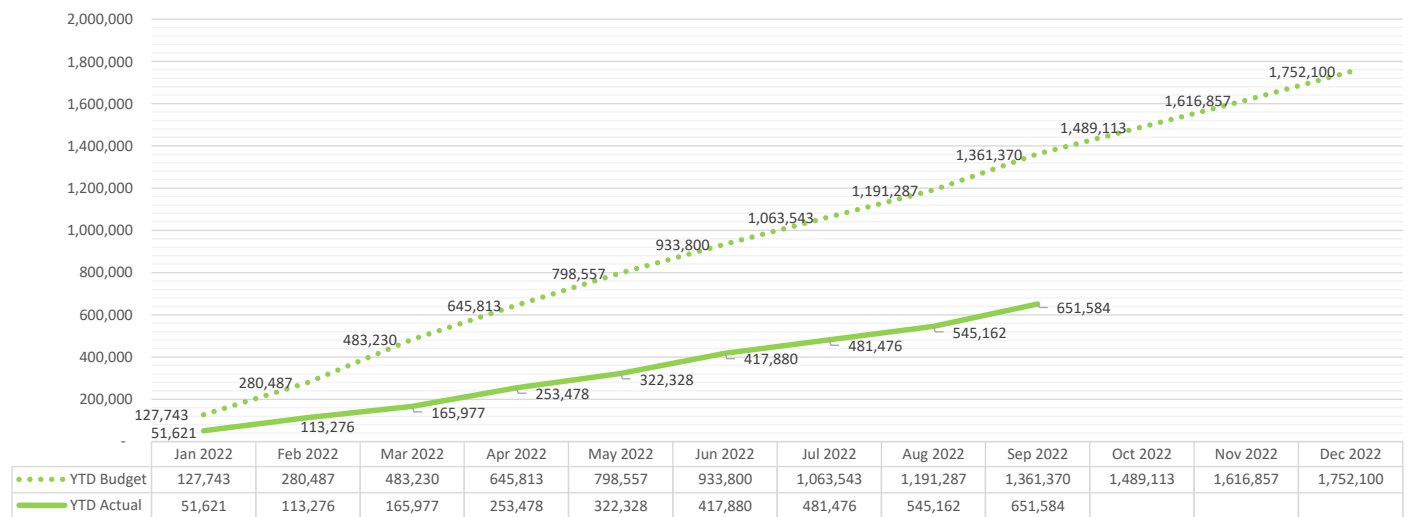
WAMPO CPG Salaries & Benefits 2022



WAMPO CPG Operating Expenses 2022



WAMPO CPG Operating Expenses & Payroll 2022



Total CPG Budget 1,752,100
Funds needed from KDOT 1,401,680
Funds needed from Local Match 350,420



**Agenda Item 3E: Update
2022 Tasks Schedule**

Chad Parasa, Executive Director
Ashley Bryers, Transportation Planning Manager

Background:

Progress report on year 2022 tasks and activities are summarized as follows.

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 October, 2022.

Project	Quarters*	Status
Year 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. Processing amendments
Travel Demand Forecasting Model update	2, 3, 4, 2023	Contract signed on 9/13 TPB meeting. Have kicked off the process.
Safety Plan	1, 2, 3, 4, 2023	Consultant selection and negotiations now. Anticipated contract approval on 11/8.
Economic trends/indicators + transportation study	1, 2, 3, 4, 2023	RFP closes on 11/4. Anticipated contract approval on 12/13.
LEP	2	Approved in July 2022
Title VI	2, 3	Approved in July 2022
Public Participation Plan	2, 3, 4	Public comment period 9/20 – 11/14, anticipated approval on 12/13.
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 next year

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



Agenda Item 3F: 2023 UPWP Tasks Review

Chad Parasa, Executive Director
Ashley Bryers, Transportation Planning Manager

Background:

The Unified Planning Work Program (UPWP) describes how the federal planning funds allocated to WAMPO (in the form of Consolidated Planning Grant (CPG) funds) will be used and what planning activities WAMPO staff and consultants will undertake each year. The UPWP is developed by WAMPO staff with input from local governments, Wichita Transit, Kansas Department of Transportation (KDOT) staff, Federal Highway Administration (FHWA) staff, and Federal Transit Administration (FTA) staff. A new UPWP is produced each year. The UPWP needs to consider the Planning Emphasis Areas identified by FTA and FHWA. Further, under the Bipartisan Infrastructure Law (BIL), passed in November 2021, at least 2.5% of planning funds need to be used on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities.

A UPWP needs to have the following components:

- Planning work tasks for regional and metropolitan planning priorities and activities that address federal planning requirements
- Resulting products
- Responsible organizations
- Time frames
- Costs
- Funding sources (FHWA, FTA, state, and local)

After the 2023 UPWP is approved by the WAMPO Transportation Policy Body (TPB) it is approved by FHWA, FTA, and KDOT.

2023 Planning Tasks:

WAMPO staff met with our Planning Partners – KDOT, FHWA, FTA, and Wichita Transit – to discuss potential planning activities for 2023 based on work done in 2022 and plan update cycles. Potential tasks were also discussed on July 25 with TAC and on August 9 and September 23 with TPB. The tasks listed in Table 1 are included in the 2023 UPWP. A few tasks are continuations of 2022 work, and a few will begin in 2023.



**Agenda Item 3F:
2023 UPWP Tasks Review**

Chad Parasa, Executive Director
Ashley Bryers, Transportation Planning Manager

Table 1: 2023 Planned UPWP Tasks

Item	Planned Quarters*	Status
Comprehensive Safety Action Plan	1, 2, 3	Consultant selection and negotiations now. Anticipated contract approval on 11/8.
Travel Demand Model & Congestion Management Program Update	2023 & 2024	Contract signed on 9/13 TPB meeting. Have kicked off the process.
Economic Development Study	1, 2, 3	RFP closes on 11/4. Anticipated contract approval on 12/13.
Regional Active Transportation Plan	3, 4, 2024	In coordination with the Wichita Bike Master Plan, but a separate process.
Greater Wichita Bike Map	3, 4, 2024	Last printed in Spring 2016. This map will be developed as part of the Regional Active Transportation Plan. It won't be printed until 2024 using local funding.
Intelligent Transportation Systems Architecture	3, 4	Last updated in 2006.
Safe Routes to School Planning Assistance	2, 3, 4, 2024	FFY2024 funding, thus the project can't start in earnest until October 2023.
MTP 2050 Planning Assistance	2023 – 2025	Assist WAMPO and jurisdictions with developing the MTP
MTP 2050	2023 – 2025	The new MTP must be completed and approved by June 2025.
Bike/Ped Counts	2, 3, 4, 2024	Continuation of annual counts and pursue making the counts more robust, potentially through purchasing data or counters.
Coordinated Public Transit Human Services Transportation Plan	1, 2	Last updated in 2018.
FFY2023-FFY2026 TIP Administration	2023 & 2024	This TIP is planned for approval on August 9. 2023 tasks will include quarterly updates.

Item	Planned Quarters*	Status
Wichita Transit Network System Redesign	2023	FFY2023 MPO-CMAQ funding.



**Agenda Item 3F:
2023 UPWP Tasks Review**

Chad Parasa, Executive Director
Ashley Bryers, Transportation Planning Manager

Transit Study	2, 3, 4	Developing a fiscally constrained implementation plan based on the Connecting Communities: Wichita Area Transit Feasibility Study that was last updated in 2018 and regional coordination conversations local transportation providers have been having.
Electric Vehicle Network Plan	2023	Develop this to prepare for BIL funding opportunities.

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

MTP 2050: Key Milestones

**Form Plan
Advisory
Committee**

- SEP '22 - DEC '22

**Call for Projects
for the MTP &
'25 TIP**

- SEP '23 - JAN '24

**Project
Selection**

- FEB '24 - JUN '24

**TPB Plan
Approval
Consideration**

- MAY 13, 2025

