

# Meeting Minutes

Technical Advisory Committee (TAC) Meeting

Monday, November 28, 2022, @ 10:00 AM

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

**Meeting Duration:** 81 minutes

## Members in Attendance:

Burt Ussery, *TAC Chair*  
Raven Alexander, *Wichita Transit*  
Mike Armour, *Wichita*  
Jack Brown, *Regional Pathways*  
Danielle Gabor, *SCAC*  
Annette Graham, *Coordinated  
Transit District #9*

Jolene Graham, *Economist*  
Tom Hein, *KDOT*  
Gary Janzen, *Wichita*  
Alex Lane, *SCAC*  
Les Mangus, *Butler/Sumner  
Counties*  
Shawn Mellies, *Wichita*

Nina Rasmussen, *Air Quality*  
Justin Shore, *SCAC*  
Allision Smith, *KDOT*  
Jim Weber, *Sedgwick County*

## ALT.

Lynn Packer, *Sedgwick County*

## Other Attendees:

Greg Allison, *MKEC*  
Ashley Bryers, *WAMPO*  
Lonnie Burklund, *JEO*  
Cecelie Cochran, *FHWA*  
Ron Colbert, *Valley Center*  
Slade Engstrom, *TranSystems*  
Nick Flanders, *WAMPO*  
Alicia Hunter, *WAMPO*

Alan Kailer, *Bike Walk Wichita*  
Russ Kessler, *Haysville*  
Mike Malone, *JEO*  
ThaiBinh Ninh, *MAPD*  
Chad Parasa, *WAMPO*  
Marcela Quintanilla, *WAMPO*  
Tia Raamot, *Wichita*  
Brad Shores, *JEO*

Eldon Taskinen, *WAMPO*  
Emily Thon, *WAMPO*  
James Wagner, *Wichita*  
Nicole Waldheim, *Burgess & Niple*  
Jessica Warren, *Sedgwick County*  
Kristen Zimmerman, *PEC*

## 1. Chairman Burt Ussery called the meeting to order at 10:00 AM.

### 2. Regular Business

#### A. Approval of November 28, 2022, Agenda

**Discussion:** None

**Action:** Approval of November 28, 2022, Agenda (14-0).<sup>1</sup>

**Motion:** Jim Weber

**Second:** Jolene Graham

#### B. Approval of October 24, 2022, Meeting Minutes

**Discussion:** None

**Action:** Approval of October 24, 2022, Minutes (14-0).

**Motion:** Chair Burt Ussery

**Second:** Jim Weber

#### C. Director's Report

##### i. MTP 2050 Development Phases

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<sup>1</sup> Two TAC members did not arrive until after the votes to approve the November 2022 agenda and October 2022 minutes had occurred but were present for all subsequent votes.

Ashley Bryers presented key milestones for the development of the 2050 MTP. The formation of a Plan Advisory Committee (PAC) is underway. A Call for Projects will take place from September 2023 through January 2024, with project selection from February 2024 through June 2024. TPB approval for the 2050 MTP will be sought on May 2025. WAMPO staff will update the TAC at every meeting on the progress of this project.

**ii. Travel Demand Model Update**

Mike Malone, Lonnie Burklund, and Brad Shores spoke on their involvement in three primary areas: the public outreach and education plan, data-gathering, and updating the Travel Demand Model.

Brad Shores requested that the TAC provide any anecdotal or subjective information they may have on how traffic patterns have changed since the start of the COVID-19 pandemic.

If you have any travel information please send it to [chad.parasa@wampo.org](mailto:chad.parasa@wampo.org), [bshores@jeo.com](mailto:bshores@jeo.com), [ashley.bryers@wampo.org](mailto:ashley.bryers@wampo.org), and/or [nicholas.flanders@wampo.org](mailto:nicholas.flanders@wampo.org).

**iii. Comprehensive Safety Action Plan Update**

Ashley Bryers provided an update on the Safety Plan.

**iv. 5310 Call for Projects - Opens December 1 - [www.wampo.org/wampo-5310](http://www.wampo.org/wampo-5310)**

Emily Thon updated on the 5310 grant program, which WAMPO is working on with Wichita Transit. The opening day for applications is December 1<sup>st</sup>, 2022, and the application period closes on February 28, 2023.<sup>2</sup>

**v. Events for MTP Public Engagement**

Emily Thon presented that WAMPO is looking to participate in outreach opportunities for the MTP 2050 planning process, including meeting the public through “tabling” at various events. If you know of any events that WAMPO would be welcome to table at, please email [emily.thon@wampo.org](mailto:emily.thon@wampo.org) and include the name of the event, the date and time, and event-organizer contact information.

**vi. Bike/Pedestrian Potential Funding Chart**

FHWA Pedestrian & Bicycle Funding Opportunities Chart:

[https://www.fhwa.dot.gov/environment/bicycle\\_pedestrian/funding/funding\\_opportunities.pdf?u=092922](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/funding/funding_opportunities.pdf?u=092922)

**vii. Potential Agenda Packet Changes**

Chad Parasa and Ashley Bryers presented a proposed new format for TAC and TPB agenda packets, to allow for easier use and less waste of paper and ink. The new format would include executive summaries at the top of each staff report and on the agenda

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<sup>2</sup> February 31<sup>st</sup>, 2023, was stated in the meeting, which has been corrected to February 28, 2023, in these minutes.

page(s), with QR codes to access the attachments digitally. This new format would be implemented in January 2023 if the TAC and TPB are not opposed to it.

### 3. Public Comments

No public comments were received.

### 4. Action

#### A. Public Participation Plan

Ashley Bryers said 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.

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.

Emily Thon said there are many ways for the public to get involved with WAMPO, as outlined in the PPP. The Techniques Toolbox lists many such ways, 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.

**Discussion:** None

**Action:** Recommend approval of the Public Participation Plan, as presented (16-0).

**Motion:** Justin Shore

**Second:** Jim Weber

#### B. 2050 MTP Plan Advisory Committee

Ms. Bryers said *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.

**Discussion:** There was concern over the project-evaluation process, hoping to avoid Roundtable members from pushing their own projects and to ensure that the members of the public who review projects are well-informed and can provide educated input. Ms. Bryers confirmed that education tactics are in motion and being researched to help guide the Roundtable participants.

**Action:** Recommend approval of the 2050 MTP Plan Advisory Committee, as presented (16-0).

**Motion:** Chair Ussery

**Second:** Gary Janzen

### C. Project Selection Committee (PSC) Recommendation: Year-End Balance Guidance

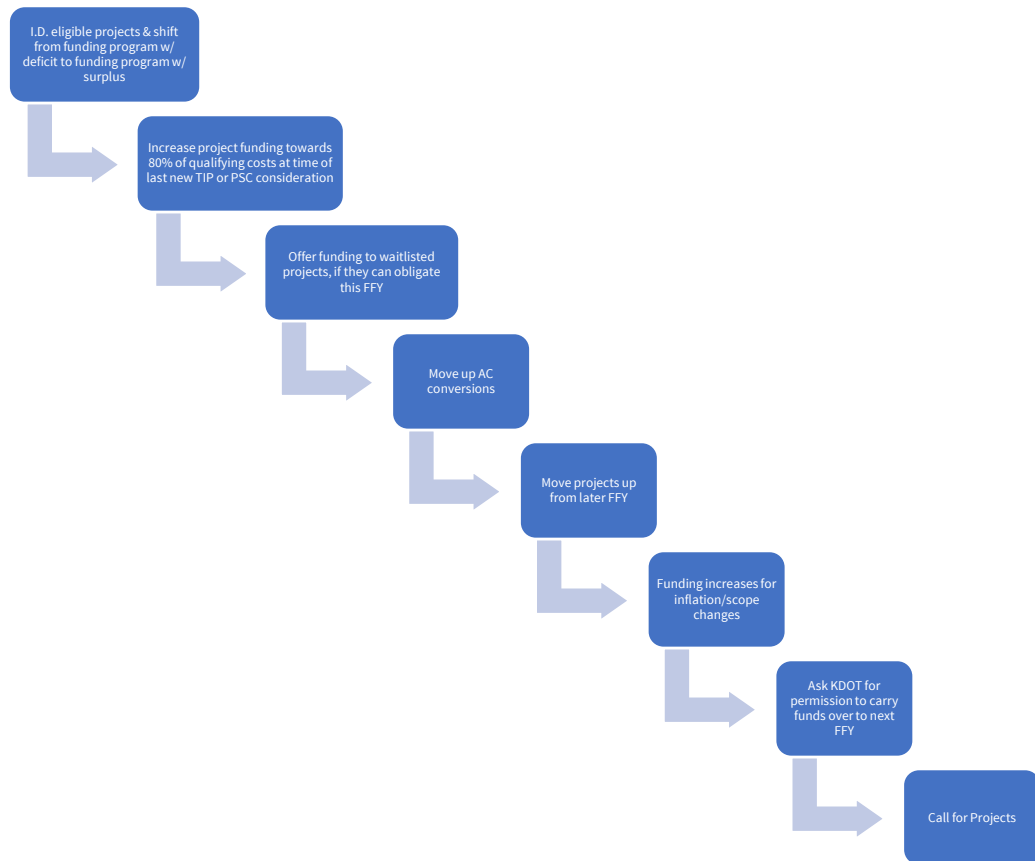
Ms. Bryers said for various reasons (e.g., deobligated funds, canceled projects, new funding programs, revised obligation limitations for existing funding programs), it may be projected during a given Federal Fiscal Year (FFY) that one or more WAMPO-suballocated funding programs (Surface Transportation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

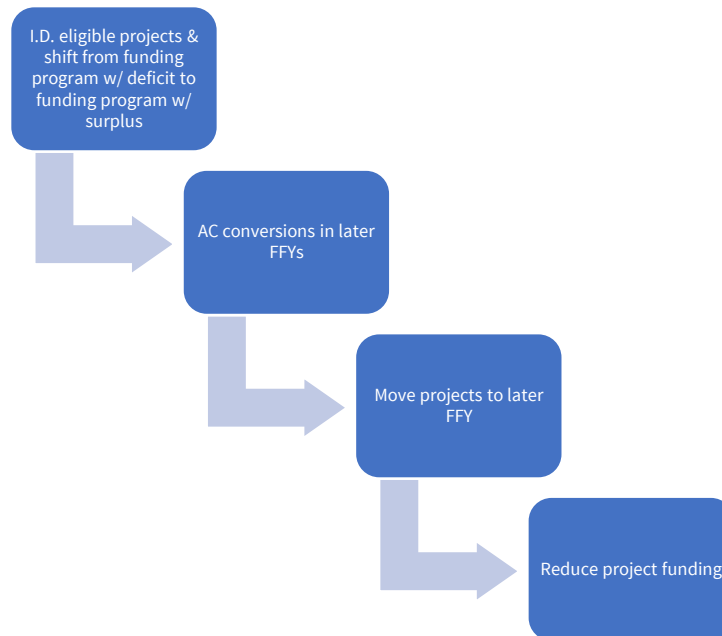
The guidance would be added to the FFY2023-FFY2026 TIP, Appendix I ("Transportation Improvement Program Policy"), Attachment B ("WAMPO-Suballocated Funding Programs Management Procedure"). It would clarify the strategies the PSC should prioritize when deciding how to address projected nonzero balances 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 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 remains.

If a WAMPO-suballocated funding program is projected to have a **surplus** at the end of the current FFY:



If a WAMPO-suballocated funding program is projected to have a **deficit** at the end of the current FFY:



**Discussion:**

There was a concern expressed about the waitlisted-projects step and how waitlists will be developed. Chair Ussery responded that when excess funds are available, that excess would go to specific, preapproved projects, essentially a next-in-line list after the projects that were approved for funding during the development of the FFY2023-FFY2026 TIP.

Another concern was about what happens to a project when it is approved for federal funding of 80% of qualifying costs as estimated at that time and then inflation increases the cost during the time it takes to finish the project. Ms. Bryers responded that funding would be considered (as the sixth priority step in the guidance) for the inflation-induced cost increase, if it occurs, but not guaranteed.

There was a discussion of a request for more information regarding how the waitlisted-projects step works.

Someone asked why moving up projects from a later FFY is prioritized before increasing funding levels for inflation; Nick Flanders responded that it is because moving up a project from a later FFY does not increase funding for any project beyond what is already approved.

Someone asked when the Year-End Balance Guidance would be applied. Mr. Flanders responded that, for causes of projected nonzero year-end balances that predictably happen each year, the process to approve the funding and get it into the TIP will happen as soon in the FFY as possible. However, other events may result in nonzero year-end balances being projected later in the FFY, in which case there would be a rush to complete the process before all current-FFY obligation opportunities are over.

Confirmation was requested and provided that projected future-FFY balances would be considered while applying the Year-End Balance Guidance to resolve projected nonzero balances at the end of the current FFY.

A suggestion was made to add a note or asterisk to the Year-End Balance Guidance clarifying that the funding of waitlisted projects is contingent upon those projects being able to complete all necessary KDOT processes and approvals before they have to be obligated.

**Action:** Recommend approval of the Year-End Balance Guidance, as presented (16-0).<sup>3</sup>

**Motion:** Justin Shore

**Second:** Danielle Gabor

**D. Project Selection Committee (PSC) Recommendation: FFY2023 Year-End Balance Allocations**

Ms. Bryers said WAMPO received updated estimates from the Kansas Department of Transportation (KDOT) for 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,

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<sup>3</sup> Agenda Item 4D was presented and voted on before Agenda Item 4C was voted on.

through Amendment 2 to the FFY2023-FFY2026 Transportation Improvement Program (TIP), two FFY2023 WAMPO-sponsored projects were removed from the TIP and KDOT has requested that one KDOT-sponsored project be moved from FFY2023 to FFY2024. As a result, a cumulative STBG+CMAQ+TA end-of-FFY2023 surplus of \$1,120,923 is projected.

On November 10, 2022, the PSC met and recommended a specific application of the Year-End Balance Guidance present in Agenda Item 4C for eliminating the projected end-of-FFY2023 surplus. The recommended application of the guidance involves increasing the WAMPO-suballocated funding on three FFY2023 projects:

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	<b>\$44,781</b>
Sedgwick County	Zoo Boulevard Bridge over M.S. Mitch Mitchell Floodway	\$189,368	--	--	--	<b>\$189,368</b>
Valley Center	Meridian, from Ford (77th St. N.) to Seward (69th St. N.) and Main to 5 <sup>th</sup> (85th St. N.)	\$135,489	--	\$751,284	--	<b>\$886,773</b>
<b>Total</b>		<b>\$643,842</b>	<b>\$3,089</b>	<b>-\$102,063</b>	<b>\$576,054</b>	<b>\$1,120,922</b>

\*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 below table showing before-and-after funding amounts for each project.

**Discussion:** Confirmation was requested and provided that the project "West St., Harry to Pawnee" would have an overall increase in funding under this proposal after accounting for the AC conversion that would be moved to a later FFY.

**Action:** Recommend approval of the FFY2023 WAMPO-suballocated funding changes, as presented (16-0).

**Motion:** Jim Weber

**Second:** Gary Janzen

## 5. Discussion/Updates

### A. Reasonable Progress Policy

Ms. Bryers said the WAMPO TIP Policy (Appendix I of the FFY2023-FFY2026 TIP, [https://www.wampo.org/files/ugd/bbf89d\\_c7e7c7a3c2f84a65b576af44e844ab75.pdf](https://www.wampo.org/files/ugd/bbf89d_c7e7c7a3c2f84a65b576af44e844ab75.pdf)) establishes a Reasonable Progress Policy. The policy includes two primary provisions:

- Projects programmed to receive WAMPO-suballocated funding that are scheduled to start in the current Federal Fiscal Year (FFY) or that have started but not finished (including

- projects that started in prior FFYs) are supposed to have progress reports at least every two months.
- If a project programmed to be obligated during the current FFY is not obligated by March 31st, the TPB has the option, following an opportunity for the project sponsor to present on the project's status to the TPB, to remove unobligated WAMPO-suballocated funding from the project.

WAMPO staff requested input from TAC members on the following recommendations:

- WAMPO staff start providing a brief report to the TAC/TPB every two months on the status of projects expected to have WAMPO-suballocated-funding obligation activity during the current FFY, based on reports from KDOT and on regular communications between WAMPO staff and the projects' lead agencies.
- The Reasonable Progress Policy be amended to no longer state that not obligating by March 31st is grounds for defunding a project, because it would be difficult for project sponsors to limit their obligation activity to only the first half of each FFY and also because projects that have their initial obligation late in the FFY may potentially absorb projected surplus funds that become available during the FFY (if they currently have less than 80% federal funding programmed on their qualifying phases).

**Discussion:** A question was asked of whether the progress reports will be gathered and distributed as updates for those interested in the projects' progress. Ms. Bryers said that will be the goal.

## **B. Electric Vehicle Technology & Funding Opportunities**

Alicia Hunter said on November 15, 2021, the Bipartisan Infrastructure Law (also known as the Infrastructure Investment and Jobs Act) was enacted, providing significant new funding for electric vehicle (EV) charging stations. Funding is offered via formula and discretionary funds to advance EV charging infrastructure. The State of 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. The FHWA strongly encourages the use of existing DOT funding and financing to build out EV charging stations, as well as the use of these new programs to leverage private sector investment. WAMPO staff are researching EV technology and funding opportunities to inform and assist WAMPO's partnering agencies.

**Discussion:** None

## **C. 2022 Bike/Ped Count Results**

Ms. Bryers said WAMPO's Annual Bicycle and Pedestrian Count took place on September 21<sup>st</sup>, 22<sup>nd</sup>, and 24<sup>th</sup>, 2022. Due to a weather issue on September 22<sup>nd</sup>, an additional count took place on September 28<sup>th</sup> & 29<sup>th</sup>. Counts were conducted at 42 locations; four new locations were added since 2021, in response to new bicycle and pedestrian facilities and local increases in bicycle and pedestrian activity. WAMPO staff received complete data for half of the designated count locations.



At each location, counts were conducted for two two-hour blocks on either of two weekdays (Wednesday or Thursday) and one two-hour block on Saturday. Each count location was either a screenline (a line along a path or road the crossing of which is counted) or an intersection (where passage through the intersection is counted). WAMPO enlisted support from approximately 57 community volunteers, including WAMPO staff, in 2022 to collect this count information. If it wasn't for the efforts of the volunteers, WAMPO wouldn't have had the resources to gather the data.

Projections calculated from these daily counts are used to predict and analyze daily, weekly, monthly, and yearly nonmotorized traffic volumes and averages. The 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 (Annual Average Daily Traffic) for bicycle-riders and pedestrians each year.

Please go to the link [HERE](#) to see the data collected.

**Discussion:** None

## **6. Committee & Partnership Updates**

### **A. Active Transportation Committee**

Alan Kailer announced the next meeting will be held via Zoom on Wednesday, December 7<sup>th</sup>, 2022, @ 9:30 AM.

### **5. Safety & Health Committee**

Jack Brown reviewed the topics that were discussed during the last SHC meeting, which can be found [here](#). The next meeting will be held via Zoom on Wednesday, February 1<sup>st</sup>, 2022, @ 9:30 AM.

## **6. Adjournment**

**Meeting adjourned at 11:21 AM. The next TAC meeting will take place on January 23, 2022, at 10 AM.**