



Transportation Policy Body (TPB) Meeting Agenda
 Tuesday, January 12th at 3:00 pm
<https://global.gotomeeting.com/join/628652221>

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Meeting Agenda

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

	Page Numbers (in this packet)
1. Welcome	
2. Regular Business	
A. Approval of January 12, 2021 Agenda	Page 1
B. Approval of December 8, 2020 Meeting Minutes	Pages 2 to 5
C. Director's Report	
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i. WAMPO year 2020 audit – contract extension	Pages 8 to 12
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iii. WAMPO Monthly UPWP report to KDOT	Pages 15 to 35
3. Public Comments	Pages 36
4. New Business	
A. Action: TIP Funding Year-end balance and Transportation projects programmed in 2021 and 2022 Chad Parasa, Director, WAMPO	Pages 37 to 45
B. Discussion: WAMPO Local Match funding needs Chad Parasa, Director, WAMPO	Pages 46 to 83
5. Committee & Partnership/Updates	
A. Executive Committee	
B. Committees: Regional Freight (Karyn Page); Safety & Health (Elizabeth Ablah); Active Transportation (Alan Kailer & Jack Brown)	
C. KDOT, Wichita Metro	
D. KDOT (Kansas Department of Transportation)	
E. FHWA (Federal Highway Administration)	
6. Other Business	
7. Adjournment	

Chad Parasa, TPB Secretary
January 5, 2021



Meeting Summary
Transportation Policy Body (TPB) Meeting Summary
Tuesday, December 8 @ 3:00 PM
Online Meeting

Meeting Duration: 77 minutes

Members in Attendance:

Dan Woydziak, Chair, Butler Co.
David Dennis, Vice Chair, Sedgwick Co.
Troy Tabor, Andover/TAC Chair
Jack Hezlep, Derby
Bruce Armstrong, Haysville
Pete Meitzner, Sedgwick Co.

Mike Moriarty, KDOT
Brent Terstriep, KDOT
Brent Clark, Valley Center
Bob Conger, City of Kechi
Anne Stephens, Bel Aire
Kelly Arnold, Sedgwick Co.
Tom Hein, KDOT

Beck Tuttle, City of Wichita
Ronald Colbert, City of Valley Center
Cindy Claycomb, City of Wichita
Terry Sommers, SCAC
Tom Jones, City of Park City
James Clendenin, City of Wichita

Other Attendees:

Chad Parasa, WAMPO Director
Patty Sykes, WAMPO Staff
Michelle Styles, WAMPO Staff
Nick Flanders, WAMPO Staff
Brad Shores, JEO
Alan Kailer, BWV
Jim Weber, Sedgwick Co.
Richard Backlund, FHWA
Gary Janzen, City of Wichita

Rene Hart, KDOT
Cory Davis, KDOT
Matt Messina, KDOT
Matthew McDonald, KDOT
Jon Moore, KDOT
Mike Lowry, AGH
Tania Cole
Brett Letkowski, TranSystems
Tyler Voth

Jay Hinkel
Richard Lamunyon
Karyn Page, Kansas Global Trade Services
Mitch Coffman, PEC
Kristen Zimmerman, PEC
Raven Alexander, Wichita Transit
Mike Tann, Wichita Transit

1. Mr. Woydziak called the meeting to order at 3:02 PM.

2. Regular Business

A. Approval of December 8, 2020 Agenda

Discussion: None

Action: Moved to approve agenda as presented. Motion passed (18-0).

Motion: A. Stephens

Second: D. Dennis

B. Approval of November 10, 2020 Minutes

Discussion: None

Action: Moved to approve minutes with corrections. Motion passed (18-0).

Motion: A. Stephens

Second: T. Tabor

C. Director's Report

i. Committee Updates –

Mr. Parasa provided a report on upcoming committees' schedule. The next Regional Freight Committee meeting is scheduled for Wednesday, January 13th at 9:30 AM. The next Safety & Health Committee is scheduled on Wednesday, February 3rd at 9:30 AM. Also reported that the Active Transportation Committee meeting is scheduled for Wednesday, December 9th at 9:30 AM. C. Parasa provided a summary report on bike/ped counts that were conducted in September 2020.

3. Consent Agenda

- A. [2021 – 2024 TIP Amendment](#)
- B. [TranSystems – Freight Study Contract Extension](#)
- C. [Employment Separation Agreements](#)
- D. [WAMPO Salary Ranges Adoption](#)

Discussion: None

Action: Moved to approve the consent agenda. Motion passed (18-0).

Motion: D. Dennis

Second: T. Tabor

4. Public Comment Opportunity – None

5. New Business

E. [Update – WAMPO 2019 Audit Report](#)

Mike Lowry, from AGHLC, presented report on 'Financial Statements' and WAMPO 2019 'Single Audit'. The Report identified corrective actions to be in place as a result of 2019 audit. Mr. Lowry also mentioned that some of these corrective actions were in place since October 2019, by the new management, however this report is comprehensive and hence includes findings in 2019 that was prior to October 2019 as well. Furthermore, some of the corrective actions were implemented all through the year 2020 as well, and the new management has a plan to address the findings and improve in the future. Board members discussed to have the 'year 2020 audit work' to take place in the early part of 2021. Therefore, a one year extension of current contract with Auditors, was recommended by the members of this body TPB.

F. [Action: Transit Safety Performance Measures Targets adoption](#)

Jon Moore with KDOT presented the Transit Safety Agency Plan. The FTA requires all 5207 recipients publish a transit safety agency plan. Recipients may either publish their own or participate in a state sponsored plan. All plans have been completed and approved by their respective boards, ahead of the end of Dec 2020 deadline. The final step is to go through a MPL approval process.

Discussion: None

Action: Moved to adopt the Transit Safety Performance Measure Targets. Motion passed (19-0).

Motion: T. Tabor

Second: T. Jones

G: **Action: 2021 WAMPO Unified Planning and Work Program (UPWP)**

Chad Parasa reported to the board on items that were updated and clarified in the 2021 UPWP plan. Prior to this meeting, WAMPO staff discussed and coordinated with City of Wichita and KDOT, and now requesting board's action to approve UPWP 2021.

Discussion: None

Action: Moved to approve the 2021 WAMPO Unified Planning and Work Program as corrected. Motion passed (19-0).

Motion: T. Jones

Second: A. Stephens

H: **Discussion: Local Match Funding Needs**

Chad Parasa introduced a funding proposal that was discussed earlier along with the Executive Committee. This funding proposal, would give WAMPO financial stability within a time span of five years, the ability to pay off existing debt, and meet the future financial needs of upcoming projects. During a five year period, WAMPO would increase TIP fees by 5%. Once stability is gained, TIP fees cost discussion can be revisited. The Executive Committee mentioned that either a 'TIP fees increase' or a 'membership fees increase' or a combination would be a consideration. The Executive Committee asked that the board members discuss this proposal with their governing bodies and help develop a plan.

A. **Committee Reports/Updates**

A. Active Transportation Committee, Alan Kailer

Mr. Kailer quickly noted that the committee's next meeting would be Tuesday, December 9th 9:30am. The committee is also looking for anyone who is interested in improving the community's active transportation plan or knowledgeable about the active transportation plans and needs.

B. Kansas Department of Transportation update, Mike Moriarty and Tom Hein

Mr. Moriarty reminded the board that members are able to view road conditions, construction activities, traffic accidents and road closures on the following websites: www.KanDrive.org and www.WichWay.org. The websites have changed the look and feel and has added features such as personalizing account that gives you the ability to save your favorite routes and share your experiences experience of roadway conditions via social media.

Mr. Hein made note that the additional information on North Junction project can be found at www.WichitaKDot.org. The Green Project construction is finishing up. Starting in February, KDOT will open bids for the accelerated portion of the Gold project.

C. Federal Highway Administration update, Rick Backlund

Mr. Backlund updated the board on some personal changes Anthony Jones who was a resource share is now in another position. This planner position will most likely not be filled until the end of December.

R. Backlund reminded the board that The Every Day Counts Virtual Retreat will be held virtually on December 8th – 10th. Lastly, Rick noted that the North Junction Project was a recipient of 21 million Build Grant funding. The work of programing of those funds will continue.

B. Other Business – None

C. Meeting adjourned at 4:17 PM.

Next Meeting will be held on Tuesday, January 12, 2020 at 3:00 PM.



Background

In foreseeing Major Milestones of WAMPO Planning Activities from the years 2021 to 2025, the following summary is prepared for MTP & TIP.

Metropolitan Transportation Plan (MTP) -

Updated every 5 years, the long-range Metropolitan Transportation Plan or MTP sets the vision and strategy for regional transportation decision-making for the next 20 years.

- Most recently adopted in June 2020, Regional MTP known as “Reimagined MOVE 2040”
- Next MTP 2050 Planned for adoption in the Year 2025, i.e., five years from 2020

Transportation Improvement Program (TIP) -

The Transportation Improvement Program (TIP) is a short-range program that identifies transportation projects to be implemented in the WAMPO region.

Each TIP covers **four** Federal Fiscal Years (FFY), which start on October 1st and ends September 30th of each year.

- Most recently adopted TIP in June 2020, called “TIP 2021-2024” covers Federal Fiscal Years (FFY) 2021 through 2024. These Federal Fiscal Years covered begins October 1, 2020 and ends in September 30, 2024
- Next TIP called “TIP 2023-2026” Planned for adoption in the Year 2022
- Next TIP called “TIP 2025-2028” Planned for adoption in the Year 2024

An Overview of Schedule as follows:

MTP & TIP

PLANNING ACTIVITIES

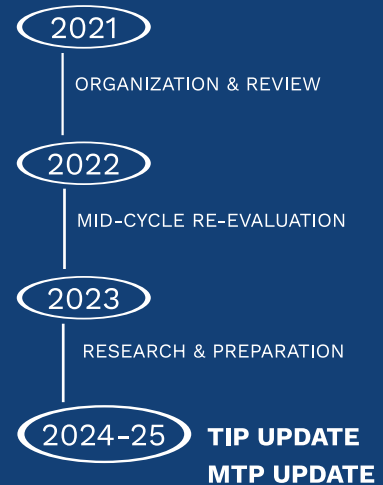
MTP

Updated every 5 years, the long-range Metropolitan Transportation Plan or MTP sets the vision and strategy for regional transportation decision-making for the next 20 years.

TIP

The Transportation Improvement Program (TIP) is a short-range program that identifies transportation projects to be implemented in the WAMPO region.

Each TIP covers four Federal Fiscal Years (FFY), which start on October 1st and ends September 30th of each year.



The 5 year update cycle for the MTP involves a lot of organization, preparation, research and evaluation. Along with this work, the close interconnection with the TIP serves as the program for implementing the long-range MTP. Check out this at-a-glance listing of WAMPO planning activities scheduled by year from 2021 to 2025 as they relate to the MTP and TIP. For more information visit www.wampo.org

2021

Quarterly TIP Amendments
Transportation Data Development

2022

REIMAGINED MOVE 2040 Amendment
TIP Update (2023 - 2026)

2023

MTP 2050 Update Activities:

- Initial Public Engagement
- Needs Assessment
- Review Related Regional Plans
- Timeline, Strategy, & Milestones
- Update Functional Classification
- Scenario Planning Initiative
- Summarize Initial Research

2024

REIMAGINED MOVE 2040 Amendment
TIP Update (2025 - 2028)
WAMPO Funding Cycle
Quarterly TIP Amendments
MTP Update Activities:

- Vision Setting
- Goal Development
- Major Regional Priority Development
- Call for Regional Concepts
- Assemble Concept List

2025

Quarterly TIP Amendments
Draft MTP 2050 Document
Final Public Engagement
MTP 2050 Update Vote in May





- **Action: Consent Agenda Item i**
AGHLC - Audit Contract Extension
Chad Parasa, Director, WAMPO

Background

AGH (Allen, Gibbs, & Houlik, L.C) has completed the work of WAMPO financial audit for the year 2019. During audit findings presentation on December 8, 2020, members of TPB (Transportation Policy Body) recommended to extend the audit work contract for an additional one year. This one year extension was recommended keeping the goal of completing 2020 year audit work as quickly as possible during the early part of the year 2021.

As a follow up this TPB's recommendation, WAMPO staff coordinated with KDOT and FHWA in getting approvals for the need to extend the audit contract by one year. KDOT and FHWA agreed to this request for a one year extension of contract due to the special circumstances of meeting timelines as well as work products.

Considerations

- The extended contract will enable
 - to allow AGH to continue to provide guidance on addressing the 2019 audit findings
 - to get an early start on the 2020 audit, because the board members of TPB advised to complete the year 2020 audit, during the early part of 2021
 - to reduce time needed to complete the audit because AGH is already familiar with WAMPO's history, past findings, and corrective actions needed and there will be no need to educate a new team of auditors
 - to maintain consistency in the process used to review and report in ensuring the improvements made at WAMPO are in line with what is needed to eliminate future findings
 - enable auditors to focus their efforts on the areas that need the most attention based on what they have learned in previous audits
- AGH has agreed to the contract extension.
- The Attorney for WAMPO has approved the proposed contract amendment as to form.

Recommended action

- Approve the one year extension to the contract with AGH.

Attachment:

- [AGH's Audit work Contract Extension](#)

CONTRACT AMENDMENT # 1

For

Auditing and Tax Services

THIS CONTRACT AMENDMENT is entered into with an effective date of the ____ day of January, 2021 by and between the Wichita Area Metropolitan Planning Organization, (hereinafter referred to as “WAMPO”); and Allen, Gibbs & Houlik, L.C. (hereinafter referred to as “the Auditor”)

WITNESSETH THAT:

WHEREAS, on the 18th of June 2018, the above-named parties entered into an Agreement, for the Auditor to audit the financial statements of WAMPO, in accordance with the applicable requirements of the Single Audit Act Subpart F of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, report on whether the supplementary information is fairly presented, provide reports on internal controls related to the financial statements and report on compliance with laws, regulations and provisions of contracts and grant agreements;

WHEREAS, the original agreement, entered into as a result of a Request for Proposal No. FP840034, was to perform the described services on the Client’s financial statements for years ending December 31, 2017, December 31, 2018 and December 31, 2019;

WHEREAS, WAMPO now wishes to add a one year extension for the Auditor to perform services on WAMPO financial statements for the year ending December 31, 2020.

NOW, THEREFORE, the above-named parties hereby agree, covenant and contract with each other that the terms of the original agreement dated the 13th day of June, 2018, including all attachments and terms incorporated therein, are hereby reaffirmed and re-executed for and on behalf of the above-named parties, except for the following amendments and modifications:

1. Chad Parasa, Director of WAMPO replaces Phillip L. Nelson for all purposes set forth in the Agreement;
2. The financial statements to be reviewed are those for the year dated 2020;
3. The timeline to perform the services shall be mutually agreed upon, but moved to earlier in calendar year;
4. The fees for services in the audit of the financial statements for the year ending 2020 will be \$20,829 unless the scope of the engagement is changed or unexpected conditions are encountered, in which case the parties may seek an additional amendment; and
5. WAMPO and the Auditor each respectively reserve the right to terminate this Agreement at any time without cause by giving the other not less than thirty (30) days written notice of termination. Unless, with respect to a termination by WAMPO, the termination is a result of insufficient funds, in the judgement of the Director of WAMPO, in which case no prior notice of termination is required. WAMPO shall notify the Auditor on the same day that it becomes aware of such lack of funding. Upon receipt of a notice of termination the Auditor shall discontinue and cause all such work to terminate upon the date specified in the notice from WAMPO. The Auditor will be entitled to compensation for actual work performed in compliance with the terms of this Agreement and its attachments up to the date of termination, except that upon the receipt of written notice of termination the Auditor’s work under this Agreement shall be limited to only


those tasks which are specifically assigned in any notice of termination issued by WAMPO and those tasks which are necessary to effect the immediate discontinuance of the Auditor's work under this Agreement without harm to WAMPO and prepare all data and documents for transfer to WAMPO. Any invoice for completed work or termination claim must be submitted to WAMPO within thirty (30) days after the effective date of termination.

The termination of this Agreement shall not affect any liability or obligation of WAMPO or the Auditor under this Agreement that accrued prior to, or as a result of the termination, including, without limitation, any liability arising from any breach of this Agreement.

REPRESENTATIVE'S AUTHORITY TO CONTRACT. By signing this Contract Amendment, the representative of the Auditor represents that he or she is duly authorized by the Auditor to execute this Contract Amendment, and that the Auditor has agreed to be bound by all its terms, conditions and provisions.

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

APPROVED AS TO FORM:

By  1/4/2021
Kelly J. Rundell Date
Hite, Fanning & Honeyman L.L.P.
WAMPO Contract Attorney


WICHITA AREA METROPOLITAN PLANNING ORGANIZATION:

Dan Woydziak Date
Transportation Policy Body (TPB) Chairperson

ATTEST:

Chad Parasa Date
WAMPO Transportation Policy Body (TPB) Secretary

Allen, Gibbs & Houlik, L.C.:

 1/6/2021
Mike Lowry Date
Senior Vice President

Supplemental Agreement – Scope of Work for the 2020 Audit

Phase One – Audit planning, internal controls, and risk assessment

Understanding the entity – Obtain an understanding of internal and external environments including the identification of any new issues, transactions or events affecting the entity during the year.

Test of controls – Testing to consider fraud as well as identify areas of significant risk, and assess risk of material misstatement at account and assertion levels. This is based on the information gathered previously and determines which areas receive greater emphasis in phase two.

Assessment of fraud risk – Make inquiries of certain management personnel and staff regarding fraud risks within your organization, including members of the governing body.

Preliminary report preparation – Obtain and review a preliminary schedule of expenditures of federal awards in an effort to identify major programs to be audited in the Single Audit.

Phase Two – Year end fieldwork audit testing

Substantive tests – Provide reasonable assurance as to the validity of the information produced by the accounting system that appears on the financial statements. Tests of significant accounts and balances to include a combination of:

- Substantive analytical reviews
- Confirmation of selected balances
- Reviews of management’s determination of significant estimates, including evaluations of the underlying assumptions used
- Sampling transactions to verify underlying supporting documentation
- Evaluation of significant accounting issues, including the application of new accounting principles
- Agreeing account balances to the general ledger and draft financial statements and footnotes

Single Audit – Obtain the Schedule of Expenditures of Federal Awards (SEFA) for federal funding. Obtain and review the Compliance Supplement guidance for the program, and design audit procedures for the applicable compliance requirements that are direct and material to the program.

Phase Three – Completing the audit

Overall review of the financial statements and evaluation of audit results. This includes financial statements and reconciliations, MD&A, and Statistical Section. The final report review by the technical, quality control reviewer to be conducted during this phase.

The final report will be reviewed for applicable compliance requirements, contingencies and subsequent events, evaluate overall audit results and overall reasonableness of financial statements.

In addition the following needs to be completed:

- issue audit reports;
- issue “management letter” detailing comments and observations resulting from the audit, including ideas related to possible improvements in operations; and
- conduct presentations of findings to audit committee and governing body.

Proposed Timeline

Entrance Conference	Will be Scheduled at a mutually agreed upon date
Interim Fieldwork	Week of March 1, 2021
Main Fieldwork	Week of April 5, 2021
Exit Conference	Week of April 19, 2021
Presentation of Audit Findings	May 14, 2021
Issue Audit Opinions	Week of May 17, 2021



Agenda Item 2D (ii): Action
WAMPO staff salary ranges adoption
Chad Parasa, WAMPO

Presently revised table with list of positions and titles that was approved by TPB in December 2020.

Background

Per the advice of the WAMPO Executive Committee, research was conducted about the salary ranges for MPO employees elsewhere. This information, along with local cost of living concerns, was used to help develop new WAMPO salary ranges.

Action Options:

- Approve the adoption of salary ranges for WAMPO staff as proposed
- Not approve the adoption of salary ranges for WAMPO staff as proposed.

Recommended Action:

- Approve the adoption of salary ranges for WAMPO staff as proposed

Attachment:

- [WAMPO Staff Salary Ranges Summary Table](#)

WAMPO Staff salaries ranges adoption

		WAMPO			WAMPO		
		Hourly Rate			Annual Rate		
		Min	Mid	Max	Min	Mid	Max
<i>Intern</i>		\$13 per hr.		\$15 per hr.			
<i>Administrative Associate</i>							
<i>Accounting Specialist</i>							
<i>Graphics Designer</i>	Pay Grade 3 or C	\$16.8	\$21.4	\$26.0	\$34,925	\$44,511	\$54,097
<i>Operations Manager</i>							
<i>GIS Analyst/Transportation Planner</i>	Pay Grade 4 or D	\$19.1	\$24.3	\$29.5	\$39,630	\$50,482	\$61,328
<i>Administrative & Community Outreach Coordinator</i>							
<i>Associate Planner</i>							
<i>Public Affairs Specialist</i>	Pay Grade 4 or D	\$19.1	\$24.3	\$29.5	\$39,630	\$50,482	\$61,328
	Pay Grade 5 or E	\$21.6	\$27.6	\$33.5	\$45,021	\$57,338	\$69,656
<i>Administrative & Community Outreach Specialist</i>							
<i>Data Analyst/Planner</i>							
<i>Senior GIS Specialist</i>							
<i>Financial Analyst</i>							
<i>Travel Demand Modeler</i>	Pay Grade 5 or E	\$21.6	\$27.6	\$33.5	\$45,021	\$57,338	\$69,656
<i>Transportation Engineer I</i>							
<i>Administrative & Community Outreach Manager</i>							
<i>Principal GIS Specialist</i>							
<i>Senior Data Analyst</i>	Pay Grade 5 or E	\$21.6	\$27.6	\$33.5	\$45,021	\$57,338	\$69,656
<i>Transportation Engineer II</i>	Pay Grade 6 or F	\$24.6	\$31.3	\$38.0	\$51,085	\$65,072	\$79,058
<i>Senior Planner</i>							
<i>Senior Engineer</i>	Pay Grade 7 or G	\$27.9	\$35.5	\$43.1	\$57,985	\$73,832	\$89,678
<i>Principal Planner</i>							
<i>Principal Engineer</i>	Pay Grade 8 or H	\$31.3	\$40.3	\$49.3	\$65,167	\$83,841	\$102,515



Agenda Item 2D (iii): Action
WAMPO Monthly UPWP report submittal to KDOT
Chad Parasa, WAMPO

Background

UPWP 2020 monthly reports are submitted periodically to KDOT each month. In the month of December 2020 Audit team recommended to develop an approval process for the submittal of UPWP monthly reports. An approval process of monthly reports was recommended by WAMPO Executive Committee. The recommended approval process was to include this monthly report in the TPB meeting consent agenda item. Once this monthly report is approved, this report will be submitted to KDOT by WAMPO staff.

Action Options:

- Approve the UPWP December 2020 monthly report as submitted by WAMPO staff
- Not Approve the UPWP December 2020 monthly report as submitted by WAMPO staff

Recommended Action:

- Approve the UPWP December 2020 monthly report as submitted by WAMPO staff

Attachment:

- [WAMPO December 2020 Monthly UPWP report](#)

A Summary of UPWP (Unified Planning Work Program) tasks and accomplishments are presented by month, for the year 2020, based on the Task codes & Sub-Task codes identified in 2020 UPWP (Unified Planning Work Program).

Task 1: Management & Administration

Sub-Task 1.1 – Operations, Management, Clerical & Administration (CP/PS/BP/MS)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$501,000

January 2020

- Sent reminders to WAMPO jurisdictions to submit membership dues
- Review payroll data for submission to AGH for paycheck processing
- Reconcile paycheck/insurance data
- Troubleshoot IT issues

February 2020

- Review payroll data for submission to AGH for paycheck processing
- Reconcile paycheck/insurance data

March 2020

- Review payroll data for submission to AGH for paycheck processing
- Reconcile paycheck/insurance data
- Hire Financial Analyst

April 2020

- Prepared UPWP/PWP reports for submittal
- Communicated with member jurisdictions regarding WAMPO arrangements (b/c of COVID-19)
- Added documents and event dates to the WAMPO website

May 2020

- Prepared UPWP/PWP reports for submittal
- Review payroll data for submission to AGH for paycheck processing
- Reconcile paycheck/insurance data

June 2020

- Prepared UPWP/PWP reports for submittal
- Review payroll data for submission to AGH for paycheck processing
- Reconcile paycheck/insurance data

July 2020

- Management, delegating and monitoring staff functions
- Prepared UPWP/PWP reports for submittal
- Review payroll data for submission to AGH for paycheck processing
- Reconcile paycheck/insurance data

August 2020

- Management and monitoring staff functions
- KAMPO (Kansas State MPO's) annual meeting coordination and participation
- Prepared UPWP/PWP reports for submittal
- Review payroll data for submission to AGH for paycheck processing

September 2020

- Management and monitoring staff functions
- Coordination with local jurisdictions with respect to Transportation committee tasks
- Prepared UPWP/PWP reports for submittal
- Review payroll data for submission to AGH for paycheck processing

October 2020

- Management and monitoring staff functions
- Coordination with local jurisdictions with respect to Transportation committee tasks
- Prepared UPWP/PWP reports for submittal
- Review payroll data for submission to AGH for paycheck processing
- Coordinate with Executive committee on staff restructuring

November 2020

- Managed and monitored staff functions
- Coordinated with local jurisdictions and KDOT with respect to Transportation committee tasks
- Prepared UPWP/PWP reports for submittal
- Reviewed payroll data for submission to AGH for paycheck processing
- Coordinated with KDOT and Executive committee tasks and work plan with regard to staff restructuring
- Prepared UPWP 2020 amendment
- Coordinated developing UPWP 2021

December 2020

- Managed and monitored staff functions
- Coordinated severance package payments with AGH, after obtaining approval from TPB
- Coordinated with local jurisdictions and KDOT with respect to Transportation committee tasks
- Prepared UPWP/PWP reports for submittal to KDOT
- Reviewed payroll data for submission to AGH for paycheck processing
- Coordinated with KDOT and Executive committee tasks and work plan with regard to staff restructuring
- Prepared UPWP 2021, obtained approval from TPB

Sub-Task 1.2 – Budget and Financial Monitoring Systems and Preparation of 2021 UPWP (PS/CP)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$40,000

January 2020

- Prepared CPG data for reporting to KDOT
- Populate MTP November/December expense reports to submit to KDOT
- Paid invoices in a timely manner
- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report
- Report bank discrepancies to Commerce rep: Candice

February 2020

- Hire new Financial Analyst
- Prepared for transition to new Financial Analyst

March 2020

- Prepared CPG data for reporting to KDOT
- Populate MTP January/February expense reports to submit to KDOT
- Set up Commerce bank system for Financial Analyst to process invoice payments
- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report

April 2020

- Met with AGH to discuss 457 retirement plan (post COVID-19)
- Prepared CPG data for reporting to KDOT
- Reconciled QuickBooks and bank data

May 2020

- Prepared CPG data for reporting to KDOT
- Paid invoices in a timely manner

- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report

June 2020

- Interviews and Hire Administrative Assistant
- Prepared CPG data for reporting to KDOT
- Paid invoices in a timely manner
- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report
- Prepare RFP to hire Audit Consultant services to assist Auditors team & WAMPO

July 2020

- Selection process of hiring Audit Consultant services to assist Auditors team & WAMPO
- Prepared CPG data for reporting to KDOT
- Paid invoices in a timely manner
- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report
-

August 2020

- Audit consulting services contract completed
- Prepared CPG data for reporting to KDOT
- Paid invoices in a timely manner
- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report
- Advertise GIS Analyst/Transportation planner, and conduct interviews

September 2020

- Audit consulting services work progressed, by compiling data from WAMPO and City of Wichita
- Work on UPWP 2021 development, coordinate with KDOT
- Prepared CPG data for reporting to KDOT
- Paid invoices in a timely manner
- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report
- Hire GIS Analyst/Transportation planner

October 2020

- Auditors team's work progressed with WAMPO staff
- Prepared CPG data for reporting to KDOT
- Paid invoices in a timely manner
- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report
- Work with Executive Committee on WAMPO staff restructuring and long term financial stability plan

November 2020

- Auditors team's work completed in conjunction with WAMPO staff
- Prepared CPG data for reporting to KDOT
- Paid invoices in a timely manner
- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report
- Develop a plan for WAMPO's future financial stability
- Budgets revised for UPWP 2020 amendment

- Budget discussions coordinated in developing UPWP 2021

December 2020

- Auditors team’s work presentations coordinated with committees
- Prepared CPG data for reporting to KDOT
- Paid invoices in a timely manner
- Reconciled QuickBooks and bank data
- Calculate payroll data and match with expense report
- Continued discussions on a plan for WAMPO’s future financial stability
- Continued Budget discussions & coordination in developing UPWP 2021

Sub-Task 1.3 – TPB and TAC Support (BP/CP/MS)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$30,000

January 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Recorded all meetings and distributed DVD’s and minutes to member jurisdictions, as well as posting on our website.
- Prepared TAC Bylaws for revision

February 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Recorded all meetings and distributed DVD’s and minutes to member jurisdictions, as well as posting on our website.
- Communicated with new members and TAC Chair regarding opportunities and expectations

March 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Purchased GoToMeeting to run online meetings –tested software and communicated with board members

April 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Tested and perfected virtual meeting logistic
- Updated TAC/TPB Member lists and contact information
- Uploaded meeting recordings to YouTube and WAMPO website

May 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Tested and perfected virtual meeting logistic
- Uploaded meeting recordings to YouTube and WAMPO website

June 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint

- Tested and perfected virtual meeting logistic
- Uploaded meeting recordings to YouTube and WAMPO website

July 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Coordinated with presenters from various agencies
- Uploaded meeting recordings to YouTube and WAMPO website

August 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Uploaded meeting recordings to YouTube and WAMPO website
- Coordinated with presenters from various agencies

September 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Coordinated with presenters from various agencies
- Uploaded meeting recordings to YouTube and WAMPO website

October 2020

- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Coordinated in person meeting logistics
- Uploaded meeting recordings to YouTube and WAMPO website
- Coordinated with presenters from various agencies

November 2020

- Coordinated and developed agendas
- Coordinated with staff, various local jurisdictions and KDOT for meetings and supporting technical materials
- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint
- Coordinated virtual meeting logistics
- Uploaded meeting recordings to YouTube and WAMPO website
- Coordinated with presenters from various agencies

December 2020

- Coordinated and developed agendas
- Coordinated with staff, various local jurisdictions and KDOT for meetings and supporting technical materials
- Created announcements, prepared and attended meetings, and completed tasks ranging from agenda preparation, development of minutes and announcements, preparation of staff reports and supporting information, graphics, displays, and PowerPoint presentations
- Coordinated virtual meeting logistics
- Uploaded meeting recordings to YouTube and WAMPO website
- Coordinated with presenters from various agencies as well as auditors

Sub-Task 1.4 – Professional Development, Education & Training (CP/All)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$47,000

January 2020

- Hosted APBP Webinar Series re: Active Transportation Planning through Health in all Policies
- Becky attend KSGFOA Accounting Academy class at WSU (4 days)
- Bethany participated in a Human Resources webinar re: Top Trends Impacting Workplaces
- MoDOT Statewide Planning Partner Meeting (1/23/20)
- ASHTO Center for Environmental Excellence EJ COP Webinar: Data (1/27/20)
- Attended the TRB Annual Meeting

February 2020

- FHWA Talking Freight Webinar
- APBP Active Transportation Planning Through Health in All Policies webinar
- NPMRDS Webinar
- Bethany attended Women in Public Service Luncheon and Training
- WAMPO hosted APBP webinar regarding Street Typologies
- Participated in phone call with LTAP regarding interest in developing curriculum for metropolitan transportation issues

March 2020

- Adobe Suite
- Transportation for America webinar
- Communication During Coronavirus webinar
- Best Practices for Working from Home webinar
- Transportation in the Coronavirus Era webinar
- TRB Webinar on Transportation and COVID-19

April 2020

- Adobe Suite
- Public Input Webinar: Running secure, accessible virtual public meetings
- AGH Webinar: Leading well in times of change and uncertainty
- AGH Webinar: CARES Act – what employers and HR representatives need to know
- WPS Lean in Virtual Meeting
- Virtually hosted Micromobility APBP Webinar Series
- Met with Kansas Local Assistance Technical Program (LTAP) staff to develop professional development concept for grant application, designed and released demand survey
- Talking Freight Webinar
- Zoom for State & Local Government Webinar
- Charrettes Go Virtual webinar

May 2020

- NPMRDS Webinar
- Webinar on Virtual Public Engagement in the Time of COVID-19
- AMPO Data Visualization webinar

June 2020

- TRB COVIX-19 Travel Behavior Webinar
- TRB Traffic Trends and Safety in a COVID-19 World webinar
- Public Input Virtual Meeting Toolkit Refresher webinar
- AMPO Legislative Update webinar
- WPS Webinar

July 2020

- AASHTO Environmental Justice Peer Exchange
- FHWA Data Business Planning National Workshop
- Transportation Asset Management in a COVID-19 World webinar
- Safety Target Setting Webinar

August 2020

- APBP Webinar
- FHWA Data Business Planning National Workshop

September 2020

- AASHTO Environmental Justice Peer Exchange
- FHWA Data Business Planning National Workshop
- Safety Target Setting Webinar

October 2020

- AMPO (Association of MPO's) annual Conference
- State DOT presentations on Transportation projects, IKE program webinar
- KDOT technology grant program announcement webinar

November 2020

- Attended Heartland Freight Technology Plan workshops
- Attended FHWA Data Business Planning National Workshop

December 2020

- Attended monthly FHWA Data Business Planning National Workshop

Task 2: Long-Range Planning**Sub-Task 2.1 – Overall Development of the MTP (CU/CP)**

Lead Agency: WAMPO with Stakeholder Partnerships

Timeframe: Fall 2018 - Summer 2020

Budgeted Amount: \$472,584

January 2020

- Drafted content for appendices, including Environmental, Freight, Public Engagement, Environmental and Environmental Justice
- Completed compiling the MTP project list in spreadsheet and GIS formats
- Coordinated/Attended bi-weekly check in meetings with MTP consultant, HDR, to facilitate document/appendix development
- Uploaded data, images, and written content to HDR OneDrive site for assembly of Bike/Ped, Transit, Safety, and core document sections of the MTP
- Corresponded with the Wichita Transit, Wichita-Sedgwick County Planning Department for transit, paratransit, bike share and city scooter information and data
- Planned the schedule for remaining MTP development
- Presented MTP project list and major regional priorities to TAC
- Worked on MTP core document

February 2020

- Drafted content for MTP appendices
- Revisions to MTP core document
- Worked with KDOT on their large capital projects for the MTP project list
- Presented MTP project list to the TPB and TAC
- Prepared staff reports for the TPB and TAC on the MTP project list
- Presented Major Regional Priorities to the TPB

March 2020

- Finalized drafts of several appendices
- Prepared for holding PAC meeting remotely
- PAC meeting
- Presented to the TAC on drafts of the MTP appendices and the KDOT Major Capital Projects list
- Presented to the TPB on the MTP project list
- Regular conference calls with HDR

April 2020

- Regulatory and stakeholder review of appendices
- Data entry of MTP projects in Project Tracker
- Work with consultant on draft MTP core document
- Work on draft MTP appendices
- Revise MTP appendices to incorporate comments from stakeholders
- April PAC meeting
- Presented to the TPB on the KDOT major capital projects for the MTP project list and illustrative list
- Presented to the TAC on MTP appendices

May 2020

- Finished MTP core document
- Finished drafts of all remaining MTP appendices including Safety and System Performance
- Revised MTP appendices based on public feedback
- May PAC meeting
- Presented summary of the MTP to the TPB and TAC

June 2020

- Final PAC meeting
- TPB Adopted MTP
- Met with HDR on transferring MTP related data
- Call with FHWA on MTP lessons learned
- Discussed lessons learned with WAMPO staff
- Survey of member jurisdictions and stakeholders experience with the MTP process

July 2020

- Begin MTP 2050 Work that is due in June 2025
- Formation of Committees for long range plan development
- Freight Committee meeting
- Active Transportation Committee
- Safety Committee

August 2020

- Begin MTP 2050 Work through transportation committees
- Formation of Committees for long range plan development
- Safety Committee
- Freight plan development with TranSystems

September 2020

- Develop MTP 2050 Work that is due in June 2025
- Formation of Committees for long range plan development
- Active Transportation Committee
- Freight plan development with TranSystems

October 2020

- Develop MTP 2050 Work through transportation committees
- Formation of Committees for long range plan development
- Active Transportation Committee
- Freight plan development with TranSystems
- Freight Committee meeting

November 2020

- Develop MTP 2050 Work through transportation committees
- Formation of Committees for long range plan development
- Freight plan development with TranSystems
- Safety & Health Committee meeting

December 2020

- Develop MTP 2050 Work through transportation committees

- Continued development of Committees for long range metropolitan transportation plan (MTP)
- Active Transportation Committee meeting conducted on December 9

Task 3: Multimodal Planning

Sub-Task 3.1 – Bicycle & Pedestrian Planning (TT/MS/CP)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$25,000

January 2020

- Provided 2019 Count Event results to the Transportation Advisory Committee
- Shared summary data (2012-2019) with community partners

February 2020

- No signification activity to report

March 2020

- No signification activity to report

April 2020

- Updated volunteer registration form and website with 2020 information.
- Released first recruitment messaging via Spring newsletter.

May 2020

- Updated event materials
- Created 2020 volunteer tracking sheet and coverage instructions
- Began communicating with registered volunteers regarding training and site location assignment requests
- Coresponded with T3 at WSU regarding the mobile application.

June 2020

- Ongoing maintenance to 2020 volunteer tracking sheet as new volunteers enroll
- Ongoing correspondence with registered volunteers regarding training and site location assignment requests
- Ongoing volunteer recruitment activities
- Coordination with the Sedgwick County Manager's office and HHS regarding new site location requests.

July 2020

- Ongoing maintenance to 2020 volunteer tracking sheet as new volunteers enroll
- Ongoing correspondence with registered volunteers regarding training and site location assignment requests
- Ongoing volunteer recruitment activities
- Finalization of new Sedgwick County site location and coordination with WSU T3 to include new information into the ActiveICT mobile application.

August 2020

- Prepare distribution materials and packets for 2020 volunteers
- Ongoing correspondence with registered volunteers regarding training and site location assignment requests
- Ongoing volunteer recruitment activities
- Prepare maps and tables for data collection efforts.

September 2020

- Distribution of materials and packets to 2020 volunteers
- Ongoing correspondence with registered volunteers regarding training and site location assignment requests
- Ongoing volunteer recruitment activities
- Prepare maps and tables for data collection efforts.
- Assist volunteers in data collection of pedestrian and bike counts

October 2020

- Collection of materials and packets to 2020 volunteers
- Ongoing correspondence with registered volunteers regarding training and site location assignment requests
- Prepare certificates for volunteers
- Collection of data on pedestrian and bike counts
- Analyze and organize the data collected

November 2020

- Collection of data on pedestrian and bike counts
- Analyze and organize the data collected
- Prepare reports and statistics from the data collected

December 2020

- Review of bike/ped/trails system infrastructure and usage for the Active Transportation Committee members
- Share reports and statistics from the pedestrian and bike data collected, with Active Transportation Committee members

Sub-Task 3.2 – Transit and Paratransit Planning (TT/Wichita Transit)

Lead Agency: WAMPO & Wichita Transit

Timeframe: On-going

Budgeted Amount: \$14,000

January 2020

- Attended the Sedgwick County Developmental Disability Community Council meeting to hear a presentation from WSU regarding a study focused on transportation accessibility for people with disabilities.
- Met with WSU regarding transportation study results and future plans.
- Corresponded with Wichita Transit regarding potential future collaborations.

February 2020

- Attended Paratransit Council meeting (2/18). Shared MTP update and information related to the upcoming PPMC focus group/study.

March 2020

- No signification activity to report

April 2020

- Coordinated with Wichita Transit on preparations for the upcoming 5310 call for projects and needed application revisions.
- Corresponded with Wichita Transit regarding the PMP, MOU and administrative funding numbers.
- Wichita Transit staff will continue to participate in annual ongoing planning activities (short-range planning, grant development, maintenance planning and reporting and other activities)
- Continued 5310 sub recipient oversight

May 2020

- Continued coordination with Wichita Transit on preparations for the upcoming 5310 call for projects and needed application and document revisions.
- Finalized draft language in the 5310 MOU with Wichita Transit.
- Developed new 3 new calculation worksheets for the applicant packet.

June 2020

- Continued coordination with Wichita Transit on enhancements and revisions related to the 5310 project.
- Creation of new paratransit section of the WAMPO website

July 2020

- Started working on the categorical exclusion worksheet for the Wichita Transit Delano Multimodal Transit Center
- Finalized revised drafts of application, instructions packet, workshop PowerPoint, created 1 additional applicant worksheet (4 new interactive calculation sheets total).
- Continued maintenance on the new paratransit page and uploaded all draft revisions in preparation for release.
- Developed communication strategy and timeline with associated mass communication tools prepped and ready for distribution on the following tentative schedule:
 - August 28: Save the Workshop date
 - September 21: Public Notice survey (due 10/5), Save the Date, and timeline
 - October 1: Release the Call for Projects and Workshop Reminder
 - October 2: Day of Reminder with links to meeting and survey due date tickler

August 2020

- Assist in preparing Environmental Quality analysis for the Wichita Transit Delano Multimodal Transit Center

- Finalized revised drafts of application, instructions packet, workshop PowerPoint, created 1 additional applicant worksheet (4 new interactive calculation sheets total).
- Continued maintenance of web site on the new paratransit page and uploaded all draft revisions in preparation for release.
- Preparation for the Workshop on 5310 applications

September 2020

- Assist in preparing Environmental Quality analysis for the Wichita Transit Delano Multimodal Transit Center
- Upload to web site drafts of application, instructions packet, workshop PowerPoint, created 1 additional applicant worksheet (4 new interactive calculation sheets total).
- Continued maintenance of web site on the new paratransit page and uploaded all draft revisions in preparation for release.
- Preparation for the Workshop on 5310 applications
- September 21: Public Notice survey (due 10/5), Save the Date, and timeline

October 2020

- Assist in preparing Environmental Quality analysis for the Wichita Transit Delano Multimodal Transit Center
- Continued maintenance of web site on the new paratransit page and uploaded all draft revisions in preparation for release.
- Conduct the Workshop on 5310 applications
- Assist various jurisdictions with answers to 5310 applications

November 2020

- Coordinate with Wichita Transit on upcoming tasks list for applications processing
- Discuss selection process for the 5310 applications
- Continued maintenance of web site on the new paratransit page and uploaded all draft revisions in preparation for release.
- Assist various member jurisdictions with answers to 5310 applications

December 2020

- Continue Coordination with Wichita Transit on upcoming tasks list for applications processing
- Continued Discussions selection process for the 5310 applications
- Assisted various member jurisdictions with answers to 5310 applications
- Staff worked on contacting selection committee members, for evaluating 5310 applications
- Continued maintenance of web site on the new paratransit page and uploaded all revised documents.

Task 4: Community Engagement

Sub-Task 4.1 – Public Participation (CP, MS, TT)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$39,500

January 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.
- Mass Communications for this month included:
 - TIP Amendment (12/30/19)
 - Winter Newsletter (1/15/19)

February 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.

March 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.
- Mass Communications for this month included:
 - Special TIP Amendment 5.5 (3/4/20)
 - Future of Transportation Press Release (3/5/20)
 - Future of Transportation Jurisdiction Share (3/10/20)
 - COVID-19 Public Notice (3/20/20)

April 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.
- Mass Communications for this month included:
 - Future of Transportation Survey Reminders (4/7/20)
 - COVID-19 Impacts (4/7/20)
 - Spring Newsletter (4/16/20)
 - Professional Development Poll (4/22/20)
 - Future of Transportation Survey Reminder (4/23/20)
 - Future of Transportation Last Chance Reminder (4/29/20)

May 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.
- Mass Communications for this month included:
 - TIP Amendment Public Notice (5/5/20)
 - TPB Meeting Notice (5/5/20)
 - May APBP Webinar Notice (5/6/20)
 - *REIMAGINED* MOVE 2040 Public Notice (5/7/20)
 - TAC Meeting Notice (5/11/20)
 - Partner Consultation: MTP (5/15/20)
 - *REIMAGINED* MOVE 2040 Executive Summary (5/15/20)
 - TAC Meeting Reminder (5/18/20)
 - *REIMAGINED* MOVE 2040 Public Review Reminder (5/27/20)
 - 2020 Bike Count Recruitment Message (5/29/20)

June 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.
- Mass Communications for this month included:
 - June APBP Webinar Notice (6/1/20)
 - 2020 Bike Count Recruitment Note to Members (6/1/20)
 - June TPB Meeting Notice (6/2/20)
 - TPB Reminder Note (6/9/20)
 - June TAC Meeting Notices (6/15/20)
 - TAC Reminder (6/22/20)
 - PPMC Report Draft Distribution (6/22/20)
 - Post MTP Survey (6/25/20)
 - TIP Amendment #7 (6/30/20)

July 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.
- Created updated mass communication templates in Constant Contact for all recurring meetings, public notices, and general communications including the quarterly newsletter.
- 30 day TIP Amendment #7 Public Notice
- Mass Communications for this month included:
 - July APBP Webinar Notice (7/1/20)
 - June TPB Meeting Notice (7/7/20)
 - TPB Reminder Note (7/14/20)
 - June TAC Meeting Notices (7/15/20)
 - Committee Recruitment Notice (7/16/20)
 - Summer Newsletter (7/17/20)
 - TAC Reminder (7/27/20)

August 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.
- Mass Communications for this month included:
 - TIP Amendment Public Notice
 - TPB Meeting Notice (8/11/20)
 - TAC Meeting Notice (8/17/20)
 - TAC Meeting Reminder (8/24/20)

September 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.
- Mass Communications for this month included:
 - September TPB Meeting Notice (9/1/20)
 - TPB Reminder Note (9/8/20)
 - September TAC Meeting Notices (9/21/20)
 - TAC Reminder (9/28/20)
 - TIP Amendment #7 (6/30/20)

October 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.
- Created updated mass communication templates in Constant Contact for all recurring meetings, public notices, and general communications including the quarterly newsletter.
- Mass Communications for this month included:
 - October TPB Meeting Notice (10/6/20)
 - TPB Reminder Note (10/13/20)
 - October TAC Meeting Notices (10/19/20)
 - TAC Reminder (10/26/20)

November 2020

- Performed routine information sharing via social media channels
- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement.

- Created updated mass communication templates in Constant Contact for all recurring meetings, public notices, and general communications.
- Mass Communications for this month included:
 - November TPB Meeting Notice (11/3/20)
 - TPB Reminder Note (11/10/20)
 - November TAC Meeting Notices (11/16/20)
 - TAC Reminder (11/23/20)

December 2020

- Provided frequent and routine website maintenance and communication of special notices and opportunities for public involvement, such as UPWP and TIP amendments
- Performed routine information sharing via social media channels
- Created updated mass communication templates in Constant Contact for all recurring meetings, public notices, and general communications.
- Mass Communications for this month included:
 - December TPB Meeting Notice (12/2/20)
 - TPB Reminder Note (12/8/20)

Sub-Task 4.2 – The Future of Transportation Study (CP)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$37,500

January 2020

- Staff worked with WSU in developing study on technological evolutions and future of transportation.

February 2020

- Ongoing staff collaboration with PPMC to support the engagement project.
- Created new project page and associated support sections on the wampo.org website.

March 2020

- Survey design completed.
- Public input meetings attended, for the survey outreach.
- Project status updates presented to various committees.
- Ongoing project team meetings in order to progress on tasks.

April 2020

- Survey input efforts made, by reaching out to communities.
- Ongoing project team meetings in order to progress on tasks.
- Project status updates and report status updates made.

May 2020

- Ongoing project team meetings in for final deliverables.
- Project status updates and report status updates made.
- Final report received from WSU.

June 2020

- Corresponded with PPMC to revise final draft and collaborate on one-page study findings.
- Coordinated with PPMC to prepare presentations to TAC and TPB
- Shared final document and associated PowerPoint with TAC members
- Posted report to the website

August 2020

- Completion of project, no further activity

September 2020

- Completion of project, no further activity

October 2020

- Completion of project, no further activity

November 2020

- Project completed, no further activity

December 2020

- Project completed, no further activity

Task 5: Short Range Programming

Sub-Task 5.1- Suballocated Management Program Management (CP, KZ, NF)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$10,000

January 2020

- Completed monthly suballocated funding balance reports.

February 2020

- Completed monthly suballocated funding balance reports.
- Developed meeting and presentation materials for the 2020 WAMPO Funding Cycle process

March 2020

- Completed monthly suballocated funding balance reports.
- Held committee meeting for developing recommendation for WAMPO Funding Cycle; followed up with applicants, and prepared meeting materials to present the recommendation

April 2020

- Completed monthly suballocated funding balance reports.
- Finalized 2020 WAMPO Funding Cycle materials, presented 202 WAMPO Funding Cycle proposal to TAC and TPB
- Programmed sub-allocated projects

May 2020

- Completed monthly suballocated funding balance reports.

June 2020

- Completed monthly suballocated funding balance report

July 2020

- Completed monthly suballocated funding balance report

August 2020

- Completed monthly suballocated funding balance reports.

September 2020

- Completed monthly suballocated funding balance report

October 2020

- Coordinated with KDOT on monthly suballocated funding balance report

November 2020

- Coordinated with KDOT on monthly suballocated funding balance report

December 2020

- Coordinated with KDOT on monthly suballocated funding balance report
- Year-end balance of funds were determined in coordination with KDOT team members
- Document prepared for suballocated funding management

Sub-Task 5.2 – Transportation Improvement Program Management (CP, KZ, NF)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$44,000

January 2020

- Current TIP: 2019 - 2022

- 2019 – 2022 TIP Amendment #5: Opened Amendment for Public Comment, developed meeting materials and presented Amendment to the TAC.
- Developed a new TIP Amendment summary for public comment posting and meetings
- New TIP: 2021 – 2024
 - Developed materials to support the WAMPO Funding Cycle process

February 2020

- Current TIP: 2019 - 2022
 - 2019 – 2022 TIP Amendment #5: Developed meeting materials and presented Amendment to the TPB, submitted approved Amendment to KDOT for STIP insertion
 - 2019 – 2022 TIP Amendment #5.5: Discussed need for Amendment with KDOT and FHWA, reviewed project information and entered into Project Tracker

March 2020

- Current TIP: 2019 - 2022
 - Amendment #5: TPB action, STIP submittal
 - Amendment #5.5: Developed Amendment Summary, presented to TAC, and held Public Comment Period
- New TIP: 2021 – 2024
 - Started drafting document
 - Developed other materials, including maps and handouts

April 2020

- Current TIP: 2019 - 2022
 - Amendment #5.5: TPB action, STIP submittal
 - Amendment #6: Call for projects, amendment summary
- New TIP: 2021 – 2024
 - Continued working on draft document
 - Continued developing other materials, including maps and handouts
 - Started entering projects in Project Tracker

May 2020

- Current TIP: 2019 - 2022
 - Amendment #6: public comment period, TAC recommendation
- New TIP: 2021 – 2024
 - Completed draft document
 - Completed other materials, including presentation
 - Completed entry in Project Tracker

June 2020

- Current TIP: 2019 - 2022
 - Amendment #6: TPB action, STIP submittal
 - Amendment #7: Open call for projects, coordinated with project sponsors on changes
- New TIP: 2021 – 2024
 - TPB approval

July 2020

- Current TIP: 2019 - 2022
 - Amendment #7: Prepared summary materials, opened public comment period, presented Amendment to TAC
- Project Tracker
 - Developed list of changes and sent to developer

August 2020

- Current TIP: 2019 - 2022
 - Amendment #7: TPB action, STIP submittal

September 2020

- Current TIP: 2021 - 2024
 - Amendment #1: Prepared summary materials, opened public comment period, presented Amendment to TAC

October 2020

- Current TIP: 2021 - 2024
 - Amendment #1: Prepared summary materials, prepared materials for public comment period
 - Completed entry in Project Tracker

November 2020

- Current TIP: 2021 - 2024
 - Amendment #1: summary materials presented, opened public comment period, presented Amendment list of projects to TAC
 - Completed entry in Project Tracker

December 2020

- Current TIP: 2021 - 2024
 - Amendment #2: projects list coordinated with KDOT
 - summary materials prepared, opened public comment period, prepared Amendment list of projects
 - Completed entry in Project Tracker
- TIP Projects selection committee meeting on December 17
 - To recommend allocation of year-end balance funds for TIP projects

Task 6: Transportation Data and Modeling

Sub-Task 6.1 – Performance Measures (CU/CP/NF)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$64,500

January 2020

- Staff reviewed data needs in developing technical report Appendices for MTP report.

February 2020

- Requested pavement data from KDOT
- Requested crash data from KDOT

March 2020

- Ongoing data review and update for MTP needs
- Calculated safety performance measures
- Reviewed pavement data from KDOT
- Calculated congestion performance measures

April 2020

- Ongoing data review and update for MTP needs
- Calculated safety performance measures, VMT numbers checked
- Calculation of System Performance and Pavement and Bridge performance measures

May 2020

- Finished calculating performance measures for the System Performance appendix
- Attended meeting of the TRB Performance Management Committee

June 2020

- No activity

July 2020

- Participated in the midyear meeting of the TRB Performance Management Committee

August 2020

- Ongoing data review and update for MTP needs
- Calculated safety performance measures
- Reviewed pavement data from KDOT

- Calculated congestion performance measures

September 2020

- Ongoing data review and update for MTP needs
- Calculated safety performance measures

October 2020

- Coordinate presentations from KDOT central office on safety performance and infrastructure condition performance

November 2020

- Coordinated data on performance measures, reviewed state data on performance measures, as well as coordinated presentations from KDOT central office on Transit System safety performance measures. Prepared for November 23 TAC meeting

December 2020

- Coordinated data on performance measures, reviewed state data on performance measures, as well as coordinated presentations from KDOT central office on Transit System safety performance measures. Prepared for December 8th TPB meeting

Sub-Task 6.2 – Travel Demand Model (CU/NF)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$95,000

January 2020

- Supervised TDM consultant
- Staff started reviewing model data needs in developing technical report Appendices, particularly EJ analysis, for the MTP report

February 2020

- Conference call with TDM consultant
- Fielded TDM data requests
- Staff reviewed model data needs in developing technical report Appendices, particularly reviewed EJ analysis methodology, for the MTP report

March 2020

- Initiated Data review on population projections and traffic projections
- Supervised the TDM consultant on running forecasts for the MTP

April 2020

- Travel Demand Model Appendix document reviewed
- Reviewed/Advised the TDM consultant work on running forecasts for the MTP
- Conference call with TDM consultant

May 2020

- Conference call with TDM consultant
- Worked with TDM consultant to finish MTP model runs

June 2020

- Conference call with TDM consultant

July 2020

- Conference call with TDM consultant
- Sorted out issue with TDM invoices

August 2020

- Conference call with TDM consultant
- Worked with TDM consultant to finish MTP model runs

September 2020

- Get new staff familiarize with model software platform
- Conference call with TDM consultant

October 2020

- Get new staff familiarize with model files and structure
- Conference call with TDM consultant

November 2020

- Review model files and structure
- Coordinate with TDM consultant on developing WAMPO travel forecasting users guide

December 2020

- Continued Reviewing model files and structure
- Continued Coordination with TDM consultant on developing WAMPO travel forecasting users guide

Sub-Task 6.3 – Transportation Data (CU/CP/NF)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$260,000

January 2020

- No activity

February 2020

- No activity

March 2020

- Ongoing data review and update for Transportation Performance measures (TPM) and MTP needs

April 2020

- Ongoing data review and update for Transportation Performance measures (TPM) and MTP needs

May 2020

- Identifying data used in the current MTP, and investigating data needs for future MTP cycle

June 2020

- Heartland Freight Technology Plan and Data Sharing and Agreements Workshop
- Multiple meetings with Amanda on safety data
- Researched ArcGIS Pro and ArcGIS Online
- Began inventorying WAMPO’s existing data
- Researched data analysis techniques

July 2020

- Inventoried WAMPO’s existing data
- Researched data analysis techniques
- ArcGIS Pro familiarization
- Biweekly meetings with Amanda on her safety data research

August 2020

- Inventoried WAMPO’s existing data
- Biweekly meetings with Amanda on her safety data research
- Researched data analysis techniques

September 2020

- Inventoried WAMPO’s existing data
- Researched data analysis techniques
- ArcGIS Pro familiarization

October 2020

- Researched data analysis techniques
- ArcGIS Pro familiarization
- Biweekly meetings with Amanda on her safety data research

November 2020

- Researched data analysis techniques
- ArcGIS Pro development

- Biweekly meetings with Amanda on her safety data research

December 2020

- Population data for member jurisdictions reviewed
- Researched data analysis techniques
- ArcGIS Pro development
- Biweekly meetings on safety data research

Sub-Task 6.4 – Transportation Systems Management and Operations (CP/CU/NF)

Lead Agency: WAMPO

Timeframe: On-going

Budgeted Amount: \$30,000

January 2020

- No activity

February 2020

- No activity

March 2020

- System level Transportation Performance measures (TPM) for completing MTP requirements
- Conference call with Teralytics as a potential data vendor
- Conference call with ESRI

April 2020

- Reviewed System level Transportation Performance measures (TPM) for completing MTP requirements

May 2020

- Reviewed System level Transportation Performance measures (TPM)

June 2020

- Calls about potential FHWA TSMO Data Business Plan workshop

July 2020

- TSMO Task Force meeting
- Weekly calls with KDOT about FHWA TSMO DBP Workshop
- Calls with FHWA consultants about FWHA TSMO DBP Workshop

August 2020

- Weekly calls with KDOT about FHWA TSMO DBP Workshop
- Calls with FHWA consultants about FWHA TSMO DBP Workshop

September 2020

- TSMO Task Force meeting
- Weekly calls with KDOT about FHWA TSMO DBP Workshop
- Calls with FHWA consultants about FWHA TSMO DBP Workshop

October 2020

- Weekly calls with KDOT about FHWA TSMO DBP Workshop
- Calls with FHWA consultants about FWHA TSMO DBP Workshop

November 2020

- Attended Weekly calls with KDOT about FHWA TSMO DBP Workshop
- Attended Calls with FHWA consultants about FWHA TSMO DBP Workshop
- Discussed WAMPO’s needs and priorities on data development

December 2020

- Attended Calls with FHWA consultants about FWHA TSMO DBP Workshop
- Continued Discussions with regard to WAMPO’s needs and priorities on data development



Agenda Item 3
Public Comment Opportunity
Dan Woydziak, 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.

Comments are limited to two (2) minutes per individual.



Background

During the month of September 2020 TAC meeting, TAC members agreed that TIP funding discussions are best if lead by TIP Projects Selection Committee (PSC), further PSC members' recommendations will be presented at the upcoming TPB meeting. PSC members met on December 17, 2020. KDOT staff and FHWA staff were also present at this meeting to provide additional input.

At the direction of TPB Chair, Projects Selection Committee (PSC) was formed to discuss Transportation Projects programmed in TIP for the years 2021 through 2024. PSC helped in reviewing TIP projects & funding, during the months of January through March 2020.

Now "WAMPO TIP Funding year-end balance" is available due to de-obligated funds on transportation projects.

The estimated year-end balance funds for the year 2021 was \$ 887,000
 The estimated year-end balance funds for the year 2022 was \$1,324,167

Projects under consideration (attached)

1. North Junction – Build Grant -- City of Wichita (project programmed in the year 2022)
2. 61st Street & Broadway – Park City (project programmed in the year 2021)
3. Patriot Ave at K-15 -- Derby (project programmed in the year 2021)

Projects Selection Committee (PSC) members discussed WAMPO sub-allocated funding management document attached. Members of PSC also reviewed projects and its impacts to the region. PSC Members also developed a rationale for allocating and distributing available funds to the programmed projects. Members noted that the North junction project is of regional significance. Also in Park City, Amazon expansion of warehouse development is of regional significance. K-15 corridor in Derby serves various cities and communities in our region. PSC Members sought input from KDOT team members, and WAMPO staff as well.

The outcome of meeting's discussions are as follows:

Recommendation to the TPB on the "TIP year-end balance funding allocation" as follows:

Project	Allocation of de-obligated funds	Year project is programmed
North Junction – Build Grant -- City of Wichita	\$1,250,000	2022
61 st Street & Broadway – Park City	\$597,418	2021
Patriot Ave at K-15 -- Derby	\$289,582	2021

Recommendation to the TPB the "sub-allocated funding management process documented" as attached



Agenda Item 4A: Action
2021 - 2024 TIP Funding year-end balance allocation
Chad Parasa, WAMPO

Action Options:

- Approve the “TIP year-end balance funding allocation” as well as the “sub-allocated funding management process documented”, as proposed
- Not approve the “TIP year-end balance funding allocation” as well as the “sub-allocated funding management process documented”
- Approve the “TIP year-end balance funding allocation” as well as the “sub-allocated funding management process documented”, with specific changes

TAC & PSC (Projects Selection Committee) Recommendation:

- Approve “TIP year-end balance funding allocation” as well as the “sub-allocated funding management process documented”, as proposed.

Attachment:

- [WAMPO TIP Projects with “TIP year-end balance funding allocation”](#)
- [WAMPO “Sub-allocated funding management process document](#)

North Junction Funding

Accelerated Gold - Cost Share (Construction)

KDOT	\$22,510,000
City	\$3,855,000
County	\$3,855,000
	<u>\$30,220,000</u>

Gold Phase Balance - Including BUILD Grant (Construction)

KDOT	\$46,000,000	
City	\$7,500,000	
County	\$7,500,000	
BUILD	\$21,000,000	*requested \$25,000,000
	<u>\$82,000,000</u>	*construction estimate is \$86,000,000

Total Funding Contribution	
KDOT	\$105,510,000
City	\$11,355,000
County	\$11,355,000
BUILD Grant	\$21,000,000
	\$149,220,000

Total Project Estimate **\$153,220,000**

KDOT has budgeted over \$37 million in additional non-construction costs (PE, ROW, CE):
 \$7 M for Cost Share and \$30 M for Gold balance



61st Street North Improvements

Original Project Scope (Nov 2018)

- Replace signal at 61st & Broadway
- Build 3-lane section to WVCFC

Intersection Concept Study (Aug 2019)

- Develop/analyze six concepts
- Selected roundabout w/ bypass lanes

ROW Acquisition (Jul 2020)

Bid Letting (Feb 2021)

Construction (Mar 2021)



	Construction Cost (Estimated)	Total Project Cost (Estimated)	Park City Responsibility
Initial (2018)	\$2,438,000	\$3,153,700	\$910,740 (29%)
Additional Request to WAMPO (Nov. 2019)	\$2,948,000	\$3,740,200	\$1,028,040 (27%)
Current Estimate (July 2020)	\$4,100,000	\$5,304,962	\$2,592,802 ** (49%)

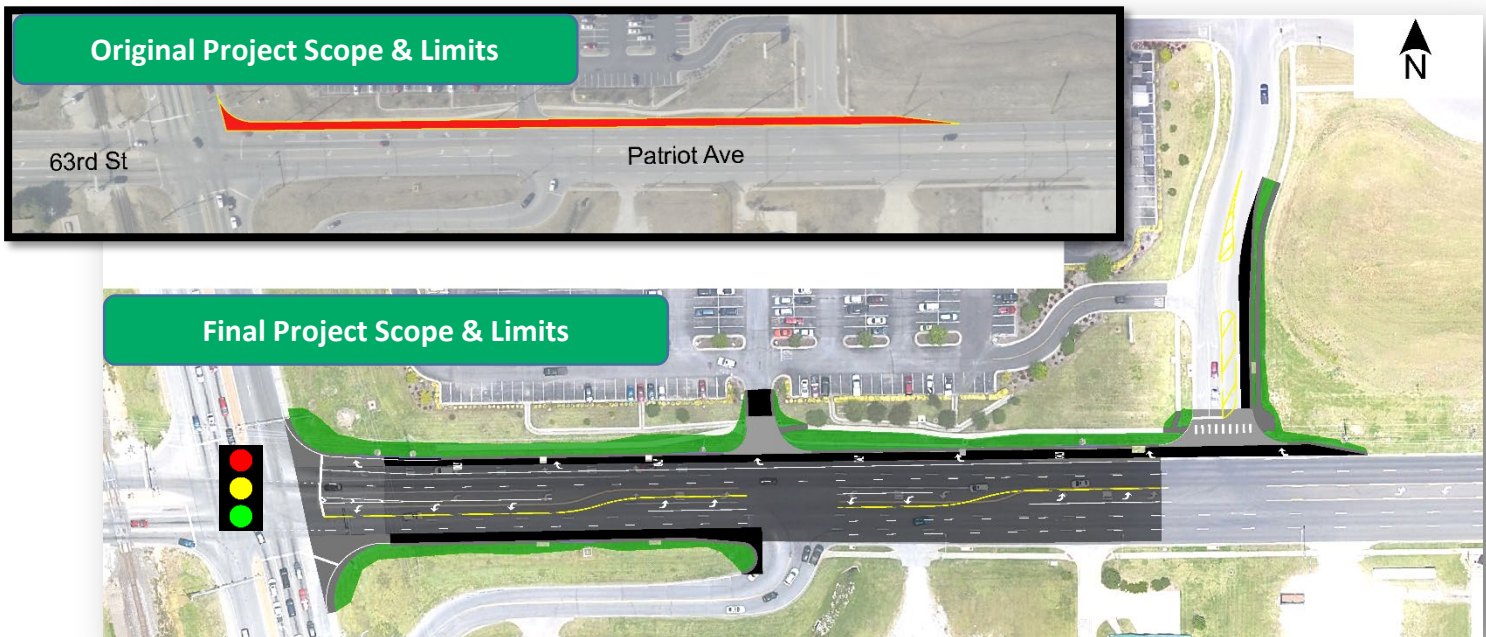
**Additional WAMPO funding beyond prior approvals delays project up to two years. Working with KDOT for consideration under Economic Development Program.

Changes in associated costs due to increased ROW and utility costs (larger and more complex roundabout design), unforeseen drainage concerns extending drainage to the WVCCF and shifting project limits 600 feet to the east.



Patriot Right Turn Lane at K-15 Highway

- **Original Project Scope (July 2018)**
 - Construct a WB Right-Turn lane from Patriot Avenue to NB K-15
- **Final Project Scope (April 2020)**
 - Construction of RTL requires partial widening on *each* side of Patriot Avenue in order to prevent relocation of Evergy transmission poles on private Easement at an estimated relocation cost of approximately \$1.75M
 - Widen Commerce Street to accommodate a future traffic signal and new alignment south of Patriot Avenue. The City intends to construction an new Nelson Drive alignment at the intersection with the near future. Preparing Commerce Street with this project reduces future impacts to traffic and businesses
 - Remove and replace the existing KDOT traffic signal at K-15 and Patriot Avenue. Replacement is KDOT funded.
- **ROW Acquisition (August 2020)**
- **Final Plan Submittal to KDOT (September 2020)**
- **Tentative Bid Letting (March 2021)**
- **Estimated Construction (April 2021)**



	Construction & CE	Total	Funding Source		
			KDOT	City	WAMPO
Initial Estimate (2017)	\$317,400	\$467,000	\$0	\$213,480	\$253,920
Current Estimate (2020)	\$879,377	\$964,234	\$200,000	\$510,314	\$253,920
Requested	\$879,377	\$964,234	\$200,000	\$220,732	\$543,502

Additional WAMPO Funds \$289,582

WAMPO Sub-allocated Programs Management Procedures

Introduction

December 2020

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 allows up to 7% of WAMPO's annual funding (up to \$1 million) 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.
- Requests all capital construction projects with more than \$500,000 in WAMPO funding to be set up as "advance construction" starting with projects scheduled to let in 2023
- 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 funding cycle (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 between 1% and 2% of the total federal funding award, 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.

Starting with projects programmed to obligate in Federal Fiscal year 2023, WAMPO will request sponsors of capital construction projects that meet the following criteria to set up their projects as AC:

- Awarded > \$500,000 in WAMPO funding
- Administered by KDOT
- Administered by a KDOT-certified “Local Public Authority”(LPA)

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

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 Funding Cycle: (4 years prior to letting)

- First opportunity to request WAMPO funding
- Use an engineer's estimate for costs, that includes all of the items listed above
 - Include all costs in the TIP, both the items covered by WAMPO funding (e.g., participating) and the items not covered by WAMPO funding (e.g., non-participating).

Carry out refinement study (Optional)

- Opportunity to refine cost estimates based on the preferred scope and design among several alternatives.

Next WAMPO Funding Cycle (2 years prior to letting)

- Opportunity to adjust amount of WAMPO funding requested with updated cost estimate and scope developed during refinement study, existing conditions assessment, or field check.

Year of Letting

- Adjust the cost estimate shown in the TIP during regular TIP Amendments at two project development milestones:
 - office check cost estimates
 - final check cost estimate.
- The cost estimate shown in the TIP must be within 25% of the cost estimate completed just prior to obligation or FHWA will not allow KDOT to obligate the federal funding and the project will be delayed.



Background

Attached

- WAMPO Fiscal Agreement illustrates WAMPO local matching funds has two sources. Yearly membership fees & TIP fees.
- Earlier discussions on local match needs: Meeting minutes from TPB 12/12/2017 TIP fees 1.6%, based on attached page 4 of 5

Options developed to address Local match needs by staff

Among the many ways to solve local match needs, four options are developed for illustration and discussion purposes. These are developed based on TIP fees and membership fees.

During December 2020 TPB meeting KDOT recommended to consider \$0.47 Per Capita Fee to revise the membership dues.

Definitions:

$$\text{Total TIP Fees} = (\text{TIP Project Total Federal dollars programmed}) * (\% \text{ of TIP fees})$$

$$\text{Per Capita Membership Dues} = (\text{Population of Jurisdiction}) * (\$0.47)$$

	Option 1	Option 2	Option 3	Option 4
	5% TIP Fees	3% TIP Fees	3% TIP Fees	2.7% TIP
	Existing Membership dues	\$0.47 Per Capita	\$0.43 Per Capita	\$0.47
Membership dues	\$ 50,000	\$252,709	\$231,202	\$252,709
TIP Fees	\$450,000	\$270,000	\$270,000	\$243,000
TOTAL	\$500,000	\$522,709	\$501,202	\$495,709

			<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>	<u>Option 4</u>
Per Capita Options: =>				\$0.47	\$0.43	\$0.47
TIP Fees Options: => 5% TIP Fees			3% TIP Fees	3% TIP Fees	3% TIP Fees	2.7% TIP Fees
Jurisdiction	Pop 2019	2021 Assessment @ \$50,000	\$0.47 Per Capita	\$0.43 Per Capita	\$0.47 Per Capita	
Wichita	389,938	\$20,000	\$183,271	\$167,673	\$183,271	
Sedgwick County (unincorp only)	38,753	\$20,000	\$18,214	\$16,664	\$18,214	
Total		\$40,000				
Andale	987	\$91	\$464	\$424	\$464	
Andover	13,405	\$1,230	\$6,300	\$5,764	\$6,300	
Bel Aire	8,300	\$762	\$3,901	\$3,569	\$3,901	
Bentley						
Butler County (unincorp only)	2,660	\$244	\$1,250	\$1,144	\$1,250	
Cheney	2,167	\$199	\$1,018	\$932	\$1,018	
Clearwater	2,552	\$234	\$1,199	\$1,097	\$1,199	
Colwich	1,467	\$135	\$689	\$631	\$689	
Derby	24,943	\$2,289	\$11,723	\$10,725	\$11,723	
Eastborough	732	\$67	\$344	\$315	\$344	
Garden Plain	909	\$83	\$427	\$391	\$427	
Goddard	4,796	\$440	\$2,254	\$2,062	\$2,254	
Haysville	11,338	\$1,040	\$5,329	\$4,875	\$5,329	
Kechi	2,005	\$184	\$942	\$862	\$942	
Maize	4,934	\$453	\$2,319	\$2,122	\$2,319	
Mount Hope	801	\$73	\$376	\$344	\$376	
Mulvane	6,489	\$595	\$3,050	\$2,790	\$3,050	
Park City	7,764	\$712	\$3,649	\$3,339	\$3,649	
Rose Hill	3,968	\$364	\$1,865	\$1,706	\$1,865	
Sedgwick	195	\$18	\$92	\$84	\$92	
Sumner County (unincorp only)	1,250	\$115	\$588	\$538	\$588	
Valley Center	7,325	\$672	\$3,443	\$3,150	\$3,443	
Viola						
		\$10,000				
Membership fees		\$50,000	\$252,709	\$231,202	\$252,709	
TIP Fees (Estimate)		\$450,000	\$270,000	\$270,000	\$243,000	
Total		\$500,000	\$522,709	\$501,202	\$495,709	

**FISCAL AGREEMENT FOR THE OPERATION OF THE WICHITA AREA METROPOLITAN
PLANNING ORGANIZATION**

BY AND AMONG

**THE WICHITA AREA METROPOLITAN PLANNING ORGANIZATION AND ITS MEMBER
JURISDICTIONS**

This Fiscal Agreement for the Operation of the Wichita Area Metropolitan Planning Organization (“Fiscal Agreement”), by and among the Wichita Area Metropolitan Planning Organization (“WAMPO”), and by WAMPO Member Jurisdictions (“Jurisdictions”) (jointly called the “Parties”).

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 synonymous with the MPO and is a legally independent government entity distinct from any of its Jurisdictions and is governed by the Transportation Policy Body (“TPB”); and

WHEREAS, WAMPO is comprised of Member Jurisdictions (“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, the MPO receives operating assistance through federal transportation planning funds identified annually in a Consolidated Planning Grant Agreement (“CPG”) between the MPO and the Kansas Department of Transportation (“KDOT”) and KDOT will reimburse WAMPO the eligible federal share of authorized UPWP expenditures, with the balance (the non-federal participation) to be provided by WAMPO Jurisdictions; and

WHEREAS, WAMPO wishes to obtain certain financial support from its Jurisdictions in providing local match and to supplement the operations of the MPO, when necessary; 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 funds for the operation of the MPO; and

WHEREAS, the Jurisdictions wishing to participate in this Fiscal Agreement agree to provide local, non-federal funding to the MPO 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 participating Jurisdictions have the authority to enter into this agreement and to provide the financial support to WAMPO hereinafter described; and

NOW, THEREFORE, be it declared that the purpose of this Agreement is to define the financial contributions provided to WAMPO by the participating Jurisdictions and to act as the Fiscal Agreement identified in the *WAMPO Redesignation Agreement for Cooperative Transportation Planning of 2013*.

Article 1 WAMPO FISCAL AGENT

The Member Jurisdictions acknowledge WAMPO as a separate legal entity, and an agency or instrumentality of the Member Jurisdictions. The Member Jurisdictions recognize WAMPO as having the power to enter into contracts, and as being independently subject to the obligations and protections of the Kansas Tort Claims Act, K.S.A. 75- 6101 et seq. 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). The Fiscal Agent is neither a guarantor of funds for WAMPO operations, nor an indemnitor for any contractual or tort liability to which WAMPO may become subject. The responsibility of Member Jurisdictions for obligations incurred outside the regular budget of WAMPO shall be through use of the Type B Special Assessment procedure established in this Fiscal Agreement.

Article 2 FINANCIAL CONTRIBUTIONS

Financial contributions to WAMPO will be provided by Jurisdictions participating through two (2) separate and distinct methods; 1) Local Assessments (“Assessments”) each year for the annual WAMPO Budget and 2) a percentage-based fee (“TIP Fee”) based on the amount of the federal participation in projects programmed in the annual WAMPO Transportation Improvement Program (“TIP”).

2.1 Member Jurisdiction Annual Assessments

Per this Fiscal Agreement, Assessments will be paid annually to WAMPO by participating Jurisdictions. Annual Assessments will be based on the needs of WAMPO to provide local match for federal transportation planning funds, as well as the need to maintain operations of the MPO.

Assessments will be based on a three-tiered contribution schedule: the first tier consisting of the City of Wichita who will provide forty percent (40%) of the annual Assessments; the second tier consisting of Sedgwick County who will provide forty percent (40%) of the Annual Assessments; and the third tier consisting of the remaining Jurisdictions who will contribute the remaining twenty percent (20%), based on the most current population of each Jurisdiction as identified by the U.S. Census Bureau. *Attachment 1* provides an example of the 3-tier system based on the 2010 Census of the Population and if all jurisdictions subscribe to this Fiscal Agreement.

WAMPO will provide annually to each Jurisdiction a five-year projection of estimated Assessments required to maintain the required local match for funds identified in the CPG agreement between WAMPO and KDOT and to meet the financial need for operating the MPO. Each Jurisdiction will be responsible for providing to WAMPO annually Assessments in the amounts stated in the first year of this estimate.

Assessments will be levied annually. This obligation starts upon approval of this agreement by the TPB. All current and past, unpaid assessments must be paid in full prior to the Jurisdiction being in “Good Standing” with WAMPO.

Full and on-time payment of the Assessments will present the Jurisdiction in “Good Standing” with WAMPO, and will entitle the Jurisdiction to the full benefits and privileges of that standing, as stated in the *WAMPO TPB Bylaws*. Non-payment of Assessments will result in that Jurisdiction being declared “Not in Good Standing” and they shall forfeit all benefits and privileges of being in “Good Standing”.

Assessments will be paid to WAMPO by the thirty-first (31) day of January of each year. Preferred method of payment will be negotiated between the Jurisdiction and the WAMPO Fiscal Agent.

2.1.1 Special Assessments

Special Assessments may be issued in response to an emergency or unforeseen event related to WAMPO operations or local match requirements for federal funds. Special Assessments shall be governed by procedures identified in this Fiscal Agreement.

The TPB will make every effort to avoid the need to make a Special Assessment on its Member Jurisdictions. Special Assessments may, however, be required in response to an emergency or unforeseen event. Such Special Assessments shall be authorized by the TPB and shall be requisitioned of the Jurisdictions. Special Assessments approved by the TPB shall be due and payable to WAMPO within six months of the date of the requisition.

2.1.2 Type A Special Assessment

The TPB may ask Jurisdictions for funding above that identified in the annual estimate in the event that local funds are not provided in amounts to meet the minimum twenty percent (20%) local match requirements. A majority (51%) of the TPB members in “Good Standing” is required to approve such a request.

2.1.3 Type B Special Assessment

The TPB may ask Jurisdictions for additional funding in the event that funds are not provided in amounts to meet WAMPO operational expenses. A vote of two-thirds (2/3) of the WAMPO TPB members in “Good Standing” is required to approve such a request.

2.1.4 Default on Requisitioned Assessments

The WAMPO TPB may withhold TPB voting and other privileges of a Jurisdiction if that Jurisdiction defaults on its Assessment for support of the WAMPO annual budget or support of requisitioned Special Assessments. The Jurisdiction shall be in default and shall surrender its status as Jurisdiction in “Good Standing”. Jurisdictions not in good standing may have their membership reinstated by the TPB upon satisfactory payment of outstanding Assessment balances.

2.1.5 Exceptions to the Annual Assessment

The Federal Highway Administration (FHWA), Federal Transit Administration (FTA), KDOT, and Wichita Transit are exempt from the required annual Assessment and Special Assessments of local funds.

2.1.6 Assessment Appeals

The TPB shall address any and all appeals related to the Assessment for each Jurisdiction. Jurisdictions will have thirty (30) days to appeal the requested Assessment. The thirty-day appeal window shall start the day after Assessment is due. The TPB will have thirty (30) days to respond to the Jurisdiction's request for appeal. The Jurisdiction's status of "Good Standing" will be retained until such time that the TPB renders a decision on the appeal.

2.2 TIP Fee

WAMPO will collect a percentage-based fee for all projects programmed in the first program year of the TIP that are proposed to be funded with federal transportation funds.

2.2.1 Applicable Funding Programs

The TIP Fee will consist of a one-time fee of one percent (1%) of the total federal participation of each project, both competitive and noncompetitive, that is approved for programming in the first year of the annual WAMPO TIP. Federal funding programs subject to this fee will include:

- Surface Transportation Program (STP) funds attributable to both WAMPO and member counties;
- Congestion Mitigation Air Quality (CMAQ) funds allocated to WAMPO;
- All other federal transportation funds attributable, allocated, or afforded to WAMPO and WAMPO Jurisdictions.

With the exception of provisions contained in Section 2.2.4, the TIP Fee will apply to federal participation of \$100,000 or more on a project or combined project.

Projects will be accepted for inclusion in the TIP only if the Jurisdiction is in "Good Standing" with WAMPO. All delinquent Assessments and TIP Fees must be made current and paid in full prior to inclusion of a project in the TIP.

2.2.2 Exceptions to the TIP Fee

All projects programmed with federal transportation funds identified in 2.2.1 are subject to the TIP Fee, with the following exceptions:

- KDOT-sponsored projects that are located on State-owned/operated facilities; and
- A project, or that portion of a project using FTA program funds (e.g. Section 5307, 5309, 5310, 5311, 5316, and 5317).

2.2.3 Fee Collection

The TIP Fee will be collected for each program/project after they are selected and approved for inclusion in the TIP, but before the final TIP is approved by the WAMPO Transportation TPB. The TIP Fee will be based on the amount of federal funds programmed in the TIP.

The TIP Fee must be paid by the project sponsor prior to the project being programmed in the approved TIP. All TIP Fee payments will be due by the thirty-first (31) day of August of each year.

2.2.4 Advance Construction Projects

TIP Fees on split-funded or Advance Construction (AC) projects will be collected prior to inclusion of a partial or full conversion of federal funds programmed in the TIP. The Jurisdiction must be in “Good Standing” with the MPO prior to including a conversion of federal transportation funds for the project.

2.2.5 Reprogramming of TIP Projects

Projects omitted from the TIP due to failure to provide the TIP Fee or due to a Jurisdiction not being in “Good Standing” with WAMPO may be amended into the TIP, by a quarterly or special amendment, once all financial obligations to WAMPO are resolved. Projects amended into the TIP are contingent on the TIP maintaining fiscal constraint, as such the project may be delayed, deferred, or reprogrammed to another fiscal year and may be required to be resubmitted in the annual TIP Call for Projects. Procedures and timelines for presenting projects for amendment are identified in the TIP Policy.

2.2.6 TIP Fee Refunds

TIP Fees will be based on the amount of federal transportation funds programmed in the annual TIP, or subsequent amendments. TIP Fees submitted for projects that are not obligated by KDOT will be refunded in full by the TPB to the sponsoring Jurisdiction.

No refund will be granted to a jurisdiction in which a project obligates at a level less than that programmed in the TIP. WAMPO will retain the balance between what was programmed and that which was obligated.

Projects obligating at a cost that is more than that identified in the TIP will need to follow procedures contained in the TIP Policy to amend the project cost. A TIP Fee will be applied to any increases to the programmed amount contained in the TIP or amended TIP and will be collected prior to approval of the TIP or TIP amendment.

Article 3 PAYMENTS

WAMPO shall designate a Fiscal Agent to function as an official depository for the receipt, deposit, and disbursement of WAMPO, state, federal, local, and other funds entrusted to WAMPO; to solicit and receive funds from Jurisdictions as per this agreement; to provide for a fiscal accounting and record system.

Payments will be made payable to WAMPO for deposit to a dedicated account attributable and accountable to only the TPB, as governing body of WAMPO, and will be administered by the WAMPO Fiscal Agent.

3.1 Payment Due Date

Jurisdiction Assessments and TIP Fees are due as stated in Article 1 of this Agreement.

3.2 Late Payment Penalty

The TPB may, at their discretion, assess a penalty for late payment of either the Assessment or TIP Fee and seek to recover interest on any outstanding balances. Such penalties must be paid to remain in “Good Standing” and to afford the Jurisdiction the opportunity to program projects in the TIP.

3.3 Surplus Funds

WAMPO will retain any surplus funds collected from the Assessments, Tip Fee, or penalties, as well as any interest earned and accrued on the balances of the WAMPO account. The WAMPO TPB shall have total discretion as to the disposition of such funds.

Article 4 TPB MEMBERSHIP

To ensure that Jurisdictions subscribing to this Fiscal Agreement receive proper representation on the TPB, voting membership on the TPB will be contingent on that Jurisdiction being in “Good Standing” with WAMPO. Jurisdictions in “Good Standing” are those that provide financial support for WAMPO, as provided for in this Fiscal Agreement.

4.1 TPB Votes

TPB votes assigned to each Jurisdiction in “Good Standing” are established under the Redesignation Agreement and revised, as needed, under the TPB Bylaws.

4.1 Weighted Votes

Weighted voting will be allowed when and if one (1) TPB voting representative from three (3) separate jurisdictions calls for a weighted vote. Weighted votes may only be called in reference to issues related to WAMPO expenditures such as the annual budget, staffing, and other resource management issues.

The proposed weighted vote would need to be presented for consideration, and approved at two consecutive TPB meetings. The call for a weighted vote would constitute the first occurrence.

A special notice announcing the call for a weighted vote will be provided to each Jurisdiction and to each TPB representative prior to the mandatory second meeting. A special TPB meeting may be called to facilitate the weighted vote and to meet this requirement but only after each Jurisdiction and TPB representative has been contacted and apprised of the call for weighted vote.

A pool of 100 total votes will be used as the basis for the weighted vote. Each representative of jurisdictions “in Good Standing” with WAMPO, with the exception of the Kansas Department of Transportation, will receive a portion of 100 votes from this pool based on the population of that representative’s sponsoring jurisdiction divided by the number of that jurisdiction’s representatives. The Kansas Department of Transportation, as per agreement of member jurisdictions, will receive one (1) weighted vote to be used only as a tie-breaker in the event that any action results in a tie vote. A majority of the weighted vote is required to carry an action. A jurisdiction’s representative absent from the voting will result in a vote of “no”. An example of the weighted vote distribution is included in Attachment 2. The example is based on all member jurisdictions being “in Good Standing.”

Article 5 AMENDING THIS FISCAL AGREEMENT

WAMPO or a participating Jurisdiction may, upon initiation of either party(s), amend this Agreement to cure any ambiguity, defect, or omissions contained herein, or for cause as determined by the TPB. A motion to address changes to this Fiscal Agreement and a valid second by voting members of the TPB will be required to initiate any proposal. The provisions of this Fiscal Agreement may be amended for cause through a two-thirds (2/3) majority vote of the TPB. A weighted TPB vote may not be called to amend this Fiscal Agreement.

All amendments to this Fiscal Agreement shall be presented to the TPB for its consideration at least twice before final action is taken.

Article 6 DURATION AND TERMINATION

The provisions of this Fiscal Agreement shall remain in effect until such time as it is revised or superseded by a new Fiscal Agreement or in the event that WAMPO no longer serves in the capacity of the MPO for the greater Wichita metropolitan area.

This Fiscal Agreement will renew from year to year unless the governing body of one of the Parties rescinds or terminates this Agreement prior to October first of any year for which this Agreement renews. The parties may rescind or terminate this Fiscal Agreement by:

- Obtaining approval from the governing body of the party wishing to terminate or rescind this Agreement; and
- Provide ninety (90) days' written notice to the other parties to this Fiscal Agreement.

Article 7 SEVERABILITY

Should any section, paragraph, sentence, or clause of this Fiscal Agreement be deemed unlawful by a Court of competent jurisdiction, no other provision hereof shall be affected and all other provisions of this agreement shall continue in full force and effect.

Article 8 EFFECTIVE DATE

This Agreement shall be effective and applicable to all WAMPO Jurisdictions upon approval by the TPB.

Article 9 CASH BASIS LAW DISCLAIMER

Nothing herein is intended, nor shall it be interpreted to violate the Kansas Cash Basis and Budget Law, and should it ever be concluded that any obligation is in violation of the such requirements, that such provision shall be null and void, without effecting the enforceability of the remainder of this agreement.

Attachment 1.

Example - WAMPO Tiered Jurisdictional Assessment Fee Schedule				
Based on \$50,000 and \$100,000 Assessments and Full Jurisdiction Participation				
Tier 1 - City of Wichita (40% of Total Assessment)				
Jurisdiction	2010 Population	% of Population by Tier	@ \$50,000	@ \$100,000
Wichita	382,368	100%	\$20,000.00	\$40,000.00
Tier 2 -Sedgwick County (40% of Total Assessment)				
Jurisdiction	2010 Population	% of Population by Tier	@ \$50,000	@ \$100,000
Sedgwick County	498,365	100%	\$20,000.00	\$40,000.00
Tier 3 - Remaining Jurisdictions (20% of Total Assessment)				
Jurisdiction	2010 Population	% of Population by Tier	@ \$50,000	@ \$100,000
Andale	928	0.96%	\$95.74	\$191.48
Andover/Butler County*	11,791	12.16%	\$1,216.44	\$2,432.89
Bel Aire	6,769	6.98%	\$698.34	\$1,396.68
Bentley	530	0.55%	\$54.68	\$109.36
Cheney	2,094	2.16%	\$216.03	\$432.06
Clearwater	2,481	2.56%	\$255.96	\$511.92
Colwich	1,327	1.37%	\$136.90	\$273.81
Derby	22,158	22.86%	\$2,285.98	\$4,571.96
Eastborough	773	0.80%	\$79.75	\$159.50
Garden Plain	849	0.88%	\$87.59	\$175.18
Goddard	4,344	4.48%	\$448.16	\$896.32
Haysville	10,826	11.17%	\$1,116.89	\$2,233.78
Kechi	1,909	1.97%	\$196.95	\$393.89
Maize	3,420	3.53%	\$352.83	\$705.66
Mount Hope	813	0.84%	\$83.87	\$167.75
Mulvane/Sumner County*	6,111	6.30%	\$630.45	\$1,260.91
Park City	7,297	7.53%	\$752.81	\$1,505.62
Rose Hill/Butler County*	5,366	5.54%	\$553.60	\$1,107.19
Sedgwick	192	0.20%	\$19.81	\$39.62
Valley Center	6,822	7.04%	\$703.81	\$1,407.61
Viola	130	0.13%	\$13.41	\$26.82
Total	96,930	100%	\$10,000.00	\$20,000.00
		Grand Total	\$50,000.00	\$100,000.00
Note: population based on 2010 Census of the Population (SF1).				
*Figure based City population and the population of the portion of the county within the WAMPO MPAB.				

Attachment 2.

TPB Votes, Normal and Weighted, by WAMPO Member Jurisdictions#				
Member Jurisdiction	2010 Population	City Class	TPB Represtatives (If in Good Standing)	Total TPB Weighted Votes***
Andale	928	3rd	0	0.18
Andover/Butler County*	12,960	2nd	1	2.56
Bel Aire	6,769	2nd	1	1.34
Bentley	530	3rd	0	0.10
Cheney	2,094	3rd	1	0.41
Clearwater	2,481	3rd	1	0.49
Colwich	1,327	3rd	0	0.26
Derby	22,158	2nd	1	4.38
Eastborough	773	3rd	0	0.15
Garden Plain	849	3rd	0	0.17
Goddard	4,344	2nd	1	0.86
Haysville	10,826	2nd	1	2.14
KDOT	0	N/A	2	0.00
Kechi	1,909	3rd	0	0.38
Maize	3,420	3rd	1	0.68
Mount Hope	813	3rd	0	0.16
Mulvane /Sumner County	6,869	2nd	1	1.36
Park City	7,297	2nd	1	1.44
Rose Hill/Butler County*	5,366	2nd	1	1.06
SCAC	0	N/A	1	0.00
Sedgwick	192	3rd	0	0.04
Sedgwick County **	37,214	N/A	4	23.59
Valley Center	6,822	2nd	1	1.35
Viola	130	3rd	0	0.03
Wichita	382,368	1st	4	56.88
WAMPO Transportation Study Area	518,439	N/A	23	100.00
Quorum needed to carry vote			Q = 12	Q = 61****
Notes:				
SCAC has one (1) member to represent jurisdictions under 2,000 population.				
The City of Wichita and Sedgwick County have four (4) representatives based on financial contribution.				
KDOT has two (2) representatives per the Redesignation Agreement.				
Weighted vote calculated based on the formula: (city population/total WAMPO population) * 119				
Total weighted vote pool = 100				
# Assumes all member jurisdictions are "In Good Standing" as defined in the Fiscal Agreement.				
* Population reflects City and area of County within the MPAB. a majority within the MPAB.				
Related County population based on whole or partial Census Blocks conained within the MPAB.				
** Sedgwick County population identified reflects only the unincorporated population.				
*** Weighted votes are rounded to two significant digits.				
**** Jurisdictions with multiple representatives may vote independently and not as one combined block.				

IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 30 day of May, 2013 by the governing body of Andale, KANSAS

ATTEST:

Virginia Howard *Paul King*
CITY CLERK MAYOR

(SEAL)

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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 14 day of May, 2013 by the governing body of Andover, KANSAS

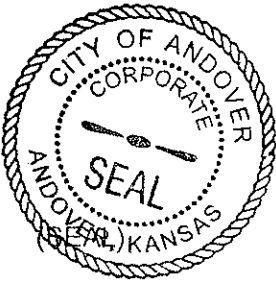
ATTEST:



CITY CLERK



MAYOR

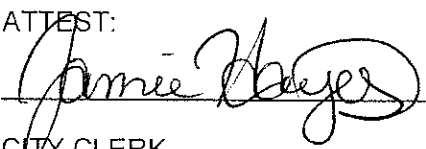


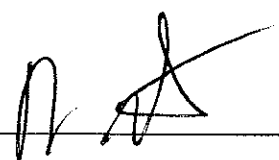
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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 7 day of May, 2013 by the governing body of Bel Aire, KANSAS

ATTEST:


CITY CLERK


MAYOR

(SEAL)

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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 21st day of May, 2013, by the Board of County Commissioners of Butler COUNTY, KANSAS

ATTEST:   
COUNTY CLERK CHAIRMAN

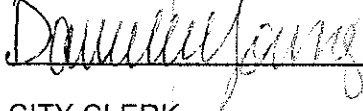
(SEAL)

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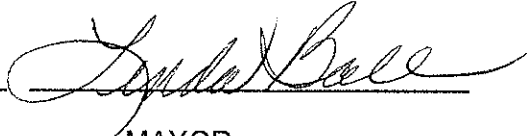
IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED: this 9th day of May, 20 , by the governing body of City of Cheney
KANSAS

ATTEST:



CITY CLERK



MAYOR

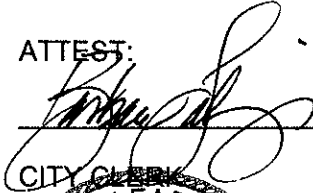
(SEAL)

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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 9 day of July, 2013, by the governing body of Clearwater, KANSAS

ATTEST:



CITY CLERK



MAYOR



(SEAL)

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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 17 day of June, 2013 by the governing body of Colwich, KANSAS

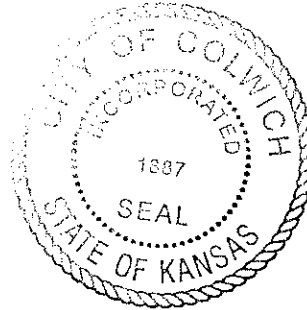
ATTEST:

Deanna Brode Timothy Jones

CITY CLERK

MAYOR

(SEAL)

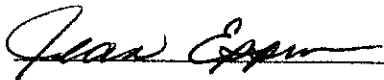


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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 14 day of May, 2013, by the governing body of Derby, KANSAS

ATTEST:



CITY CLERK



MAYOR

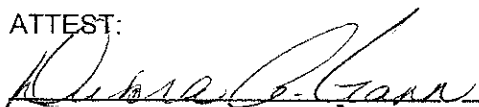
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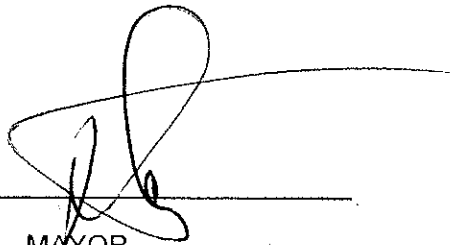
IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 25 day of June, 2013 by the governing body of Eastborough
KANSAS

ATTEST:



CITY CLERK



MAYOR

(SEAL)

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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 6th day of May, 2013, by the governing body of Goddard, KANSAS

ATTEST:

Jeri Laymon

CITY CLERK

Marcus Dreyer

MAYOR

(SEAL)

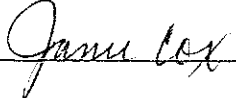


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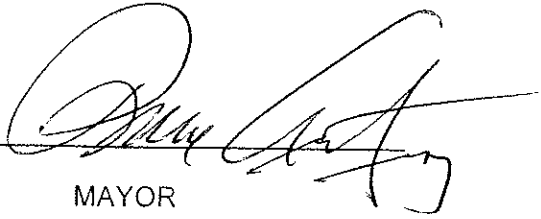
IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 13 day of May, 2013 by the governing body of Haysville, KANSAS

ATTEST:



CITY CLERK



MAYOR

(SEAL)

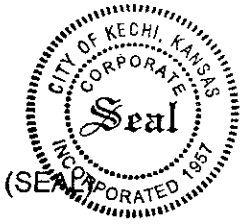
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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 23 day of May, 2013, by the governing body of Kechi, KANSAS

ATTEST:

Anna Hill *Ed Parker*
CITY CLERK MAYOR



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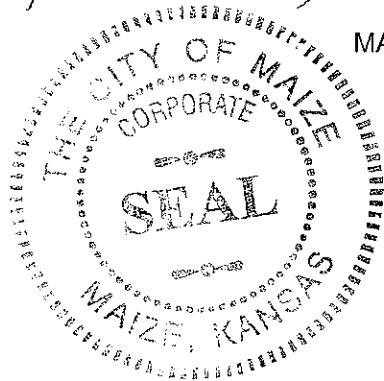
IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 17th day of June, 2013, by the governing body of Maize, KANSAS

ATTEST:

[Signature]
CITY CLERK

[Signature]
MAYOR



(SEAL)

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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 8th day of July, 2013, by the governing body of Mount Hope
KANSAS

ATTEST:


CITY CLERK


MAYOR


(SEAL)

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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 6th day of May, 2013 by the governing body of Mulvane, KANSAS

ATTEST:

Patty Gerwick James P. Ford
CITY CLERK MAYOR



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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 14TH day of May, 2013, by the governing body of City of Park City
KANSAS

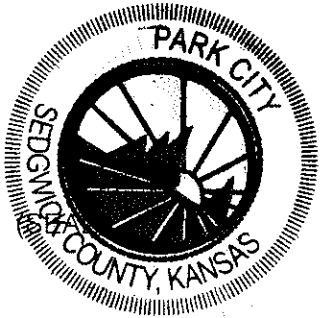
ATTEST:

James Nichols

CITY CLERK

[Signature]

MAYOR



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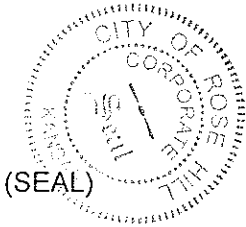
IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 6th day of May, 2013, by the governing body of Rose Hill, KANSAS

ATTEST:


Kathy A. Axelson
CITY CLERK


Jason K. Jones
MAYOR

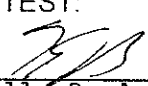


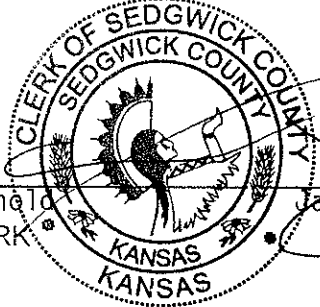
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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

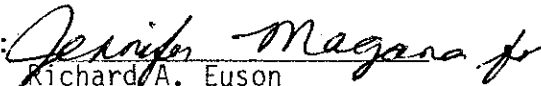
APPROVED this 12th day of June, 2013 by the Board of County Commissioners of Sedgwick COUNTY, KANSAS

ATTEST:


Kelly B. Arnold
COUNTY CLERK


James B. Skelton
CHAIRMAN

APPROVED AS TO FORM:

Name (Printed): 
(SEAL) Richard A. Euson
County Counselor

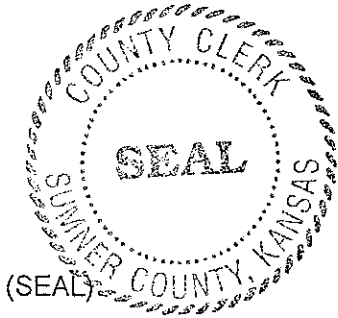
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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 18 day of June, 2013, by the Board of County Commissioners of Sumner COUNTY, KANSAS

ATTEST:

Debra A. Norris Steve Warner
Debra A. Norris Steve Warner
COUNTY CLERK CHAIRMAN



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IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 21st day of May, 2013, by the governing body of Valley Center
KANSAS

ATTEST:

Kristine A. Cohen Michael D. Hill

CITY CLERK

MAYOR



(THIS SPACE is intentionally left blank).

IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 11 day of June, 2013 by the governing body of Wichita, KANSAS

ATTEST:




CITY CLERK
Karen Sublett

MAYOR
Carl Brewer



APPROVED AS TO FORM:

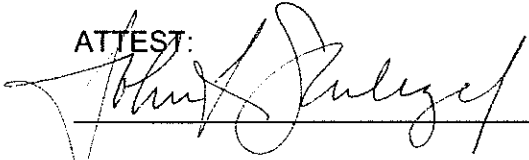

Gary E. Rebenstorf, City Attorney
(SEAL)

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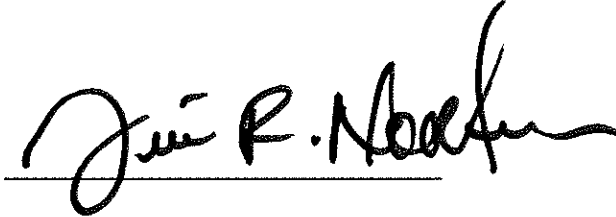
IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be signed by their duly authorized officers.

APPROVED this 13 day of Aug, 2013, by the governing body of WAMPO,

ATTEST:



TPB Secretary



TPB Chair

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Transportation Policy Body (TPB) Summary

You can request a recording of the entire meeting by calling 316.268.4315. Thank you.

WICHITA AREA METROPOLITAN PLANNING ORGANIZATION Transportation Policy Body (TPB) Meeting Summary				
12.12.17	Meeting Time: 3:01 p.m.	Meeting Location: 271 W. 3rd Street Suite 203 Wichita, KS 67202		
Type of Meeting:	Regular			
Members Present:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> Pete Meitzner, City of Wichita (Chair) Bruce Armstrong, City of Haysville Bob Conger, SCAC Clair Donnelly, City of Maize Jack Hezlep, City of Derby Tim Johnson, City of Goddard Dan Woydziak, Butler County </td> <td style="width: 50%; border: none; vertical-align: top;"> Tom Jones, City of Park City Carl Koster, City of Cheney Mike Moriarty, KDOT Anne Stephens, City of Bel Aire Mark Detter, City of Andover Burt Ussery, City of Clearwater James Clendenin, City of Wichita </td> </tr> </table>		Pete Meitzner, City of Wichita (Chair) Bruce Armstrong, City of Haysville Bob Conger, SCAC Clair Donnelly, City of Maize Jack Hezlep, City of Derby Tim Johnson, City of Goddard Dan Woydziak, Butler County	Tom Jones, City of Park City Carl Koster, City of Cheney Mike Moriarty, KDOT Anne Stephens, City of Bel Aire Mark Detter, City of Andover Burt Ussery, City of Clearwater James Clendenin, City of Wichita
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Other Attendees:	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; border: none; vertical-align: top;"> Phil Nelson, WAMPO Gloria J. Jeff, WAMPO Katherine Newby, WAMPO Carol Gilchrist, WAMPO Chris Upchurch, WAMPO Kristen Zimmerman, WAMPO Tricia Thomas, WAMPO Vicki Forbes, WAMPO Lynn Packer, Sedgwick County Brett Letkowski, TranSystems Austin Parker, Attorney at Law </td> <td style="width: 50%; border: none; vertical-align: top;"> Jim Weber, Sedgwick County Steve Lackey, TranSystems Marla Canfield, REAP Kurt Yowell, MKEC Jane Byrnes, Citizen Mitch Coffman, PEC Ron Marsh, City of Clearwater Gary Janzen, City of Wichita Paul Gunzelman, City of Wichita Scott Knebel, MAPD </td> </tr> </table>		Phil Nelson, WAMPO Gloria J. Jeff, WAMPO Katherine Newby, WAMPO Carol Gilchrist, WAMPO Chris Upchurch, WAMPO Kristen Zimmerman, WAMPO Tricia Thomas, WAMPO Vicki Forbes, WAMPO Lynn Packer, Sedgwick County Brett Letkowski, TranSystems Austin Parker, Attorney at Law	Jim Weber, Sedgwick County Steve Lackey, TranSystems Marla Canfield, REAP Kurt Yowell, MKEC Jane Byrnes, Citizen Mitch Coffman, PEC Ron Marsh, City of Clearwater Gary Janzen, City of Wichita Paul Gunzelman, City of Wichita Scott Knebel, MAPD
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1. Call Meeting to Order and Welcome				
Dan Woydziak, Vice Chair, TPB				
Discussion	Mr. Woydziak called the meeting to order at 3:01 p.m. Mr. Meitzner arrived shortly after the meeting was called to order and took over leading the meeting.			
2. Regular Business				
A. Approval of December 12, 2017 Agenda				
Discussion	Motion was made to amend the agenda to include the City of Derby's Planning Walkable Places Agreement to Consent Agenda item 2Di.			
Action	Motion	Second		
Moved to approve the December 12, 2017 meeting agenda, as amended. Motion was unanimous (14-0).				
	Ussery	Donnelly		
B. Approval of November 14, 2017 Meeting Minutes				
Discussion	None.			
Action	Motion	Second		
Moved to approve the November 14, 2017 TPB meeting minutes, as presented. Motion was unanimous (14-0).				
	Stephens	Donnelly		
C. Director's Report				
Phil Nelson, Director, WAMPO				
Discussion	Ms. Jeff reported that the Kansas Statewide Freight Plan was adopted in November 2017 and looks at a 20-year planning horizon which includes freight shipping trends and prioritizes freight projects to be completed in the next 5 years. A key component of the planning effort has been the designation of critical urban and rural freight corridors. KDOT identified the state's critical urban and rural freight corridor routes through coordination with MPO's and apply the FACT Act requirements. Ms. Jeff distributed a list of the Kansas Critical			



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Discussion, continued	<p>Urban and Rural Freight Corridor's and explained to the group that this makes WAMPO eligible for funding. Board members asked several questions regarding federal funding requirements.</p> <p>Ms. Jeff gave a year end update on the Scenario Planning Initiative. She stated that this is the first step in the preparation process to develop the next Metropolitan Long Range Plan. Ms. Jeff reported that the Scenario Planning Initiative is a component of the Implementation Phase of MOVE 2040. The work group is composed of representatives of the area's transportation stakeholders which includes elected officials, representatives from the Wichita Area Metropolitan Planning Organization's Transportation Advisory Committee, the Metropolitan Area Planning Department, the economic development community, the areas for profit business sector, and the academic community. The working group has begun the public engagement process by giving presentation to 24 different groups in the region. The purpose of this public engagement is to assist in creating transportation scenarios for the region based on public input of needs and desires.</p> <p>Ms. Jeff also gave year end update on the Freight Round Table. She reported that this group was established to advise the Transportation Policy Body on policies, proposed projects, and freight related matters. The Freight Round Table is composed of representatives from the freight operations, delivery, supply chain sectors, the regulatory and safety agencies (state and federal), export business sector, economic development sector, the United States Air Force, the Wichita Area Metropolitan Area Planning Organization Transportation Policy Body and Transportation Advisory Committee. The group, along with staff, has worked to outline, collect data, and identify resources for the publication of a Regional Freight Profile. The document will provide a snapshot of conditions, facilities, services and the economic impact of the freight sector to the region. This group has also gone through a prioritization process similar to the Scenario Planning Work Group to identify and prioritize the driving forces, challenges/issues, opportunities and matters associated with equity for the freight/goods movement sector. The outcome of this activity will lead the near and short term activities of the group.</p>		
D. Consent Agenda			
Discussion	Item 2Dii – Planning Walkable Places Consultant Contract – Wichita Walkable Development Plan, was removed from the consent agenda and acted upon as a standalone agenda item.		
Action	Motion	Second	
	<i>Moved to approve the consent agenda, as amended. Motion was unanimous (14-0).</i>	Ussery	Koster
Dii. Action: Planning Walkable Places Consultant Contract – Wichita Walkable Development Plan			
Discussion	Mr. Meitzner stated that the Kansas Department of Transportation is currently in the process of completing their review of this contract and requested that the Planning Walkable Places Consultant Contract – Wichita Walkable Development Plan be approved contingent upon the final review and approval by the Kansas Department of Transportation.		
Action	Motion	Second	
	<i>Motion to approve the Planning Walkable Places Consultant Contract – Wichita Walkable Development Plan contingent upon the final review and approval of the contract by the Kansas Department of Transportation. Motion was unanimous (14-0).</i>	Woydziak	Stephens
3. Public Comment Opportunity			
	Pete Meitzner, Chair, TPB		
Discussion	None.		
4. Planning Considerations			
A.	<p>Update: 95th Street South (ARC95) Corridor Plan Lynn Packer, Engineering Manager, Sedgwick County Public Works Brett Letkowski, Transystems</p>		



Transportation Policy Body (TPB) Summary

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Discussion	<p>Sedgwick County initiated a study last year to look deeper into the possibility of developing corridor improvements along existing roads in south Sedgwick County. 95th St S had been previously identified as a strong candidate for improvements. Over the years, there have been several transportation studies covering the south half of Sedgwick County (SATS – 2008 – This study is the basis of the ARC95 Study; S Meridian Corridor Plan – 2012; S Broadway Corridor Plan – 2012; Casino Area Transportation Plan – 2013; Sedgwick Co Quad Cities Joint Area Plan – 2013). The current study limits go from Meridian to Greenwich, with concentration between Broadway and Woodlawn. There is a large gap in the middle of the study area which is the reason why this corridor has not been well developed to this point.</p> <p>The South Area Transportation Study (SATS) was published in 2008, therefore, one of the first tasks was to confirm that development of this location still worked well for the south area. The main goal was to develop a long-range plan, which includes determining the anticipated number of traffic lanes and appropriate road cross sections, look at the needs for interchanges, intersections, and driveways, development of a new crossing over the Arkansas River, investigating and development of a potential interchange with KTA, recommended project phasing to include the number of projects and the potential order of the projects, development of the cost estimates, and help in identifying potential funding sources.</p> <p>A steering committee was formed consisting of elected officials and professional managers. A project technical committee consisting mainly of local engineers and planners, was also utilized. Both committees were staffed with members from our study partners. The City of Wichita and the City of Mulvane were invited to be part of this study, but they were unable to participate at this time.</p> <p>The study process included a series of public meetings, traffic projections, and proposed improvements. Mr. Letkowski reviewed the four different development options presented to the public at the second round of public meetings. The fourth alternative development option, which places a roadway over roadway and rail, was the most favored option from all parties. The Kansas Turnpike Authority (KTA) interchange was also looked at for development. Funding sources that were suggested include MOVE 2040, the highway safety improvement program, the railway-highway crossing program, Fastlane grant, KTA interchange tolling, and the City of Derby and City of Haysville.</p> <p>The board members asked questions regarding funding, right of way acquisitions, and connection to the Northwest Bypass project.</p>
5. New Business	
A.	Action: 2018 Unified Planning Work Program Phil Nelson, Director, WAMPO
Discussion	<p>Each year, Metropolitan Planning Organization's (MPO's) are required to prepare an annual Unified Planning Work Program (UPWP). The work program provides details of what the MPO will accomplish and is intended to show planning partners and community members how WAMPO intends to provide services for the region; and, how federal and state funds will be used to support planning activities and goals of the regional member communities.</p> <p>The proposed UPWP will be the second in a three phased plan to develop the next Metropolitan Transportation Plan that is required for the year 2020. Phase 1 uses the UPWP as the primary planning document for developing the approach to programming and planning for the very real probabilities of change. Phase 2 is focused on the best use of federal money indicated as suballocated funds and preparing systems and transportation modes for future generations. Phase 3, is intended to utilize Phases 1 and 2 as the primary infrastructure for the development of the next Metropolitan Transportation Plan.</p> <p>The proposed UPWP calls for expenditures of \$1,314,335 for 2018. This is compared to the amended expenditures of \$999,195 in 2017. Primary reasons for the increases in spending is use of sub-allocated STP funds for various planning activities, including:</p> <ul style="list-style-type: none"> • \$100,000 for some form of asset management • \$27,421 for the development of mandated Performance Measures • \$25,000 for the development of a new Transportation Improvement Program (TIP) • \$75,000 for the development of an update to the 2010 Freight Plan • \$40,000 for the development of a regional transit plan



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<p>Discussion, Continued</p>	<p>Total proposed budgeted expenditures including Comprehensive Planning Grant (CPG) Funds, Planning Walkable Places and Transit Expenditures total \$3,133,416. Broken down, expenditures include \$1,314,335 for CPG, \$1,664,081 for Planning Walkable Places, and \$155,000 for Transit Related programs.</p> <p>WAMPO's primary funding sources are CPG funds, membership dues, and TIP fees. One of the primary challenges for WAMPO is that we have to match the CPG funds with a 20% match, and WAMPO does not have the mandatory amount of matching funds to take advantage of the full allocation of CPG funds. The proposed use of STP funds is planned as a one-time "fix" to get the WAMPO budget back on track, and try to meet some of the trend related probabilities in the coming years. Another proposal to get the budget back on track is to increase TIP fees from 1% of obligated STP funds to 1.3% starting in 2018. Thereafter, TIP fees would automatically increase by 1/10th percent per year through the year 2030.</p> <p>With more independence, WAMPO is also paying a greater share of employee benefit costs, estimated in the budget at \$65,000 over the course of the budget year. WAMPO also has a vacant planner position that will not be filled next year. WAMPO is planning on restructuring current positions to better meet shorter-term planning needs, while preparing for the future. WAMPO will also more deeply investigate grant possibilities.</p> <p>Other planning platforms that are included in the preliminary UPWP are: Trends, Generational Analysis & Scenario Planning; Transportation Related Quality of Place Factors; Smart Region-Infrastructure/Data Needs; Meeting Performance Based Planning Mandates; and Multimodal Planning.</p> <p>While the majority of planning activities revolve around preservation and maintenance of existing infrastructure, the proposed document also focuses on developing systems and transportation modes that are intended to prepare the region for the future. It will also focus on planning activities that are intended to increase mobility for those services that are based on speed of travel, as well as, enhancing accessibility for those people and businesses that rely on "having" to get to where they want to be in a timely and effective manner. Time will also be given to investigating what types of infrastructure enhancements will be required for connected and autonomous vehicles. Attention is also being paid to meeting the new FHWA mandates to have more focus on performance based planning.</p> <p>The document will also concentrate on the costs of changing the focus of what types of infrastructure and modes of transportation changes, but also, just as importantly, estimating the costs of not preparing for the very real probabilities of change. In leading up to the development of the MTP, WAMPO will provide for more civic engagement in the planning process as well as seeking more guidance and ownership in the documents preparation by both the TAC and TPB.</p> <p>Staff is seeking TPB approval of the 2018 Unified Planning Work Program.</p>	
<p>Action</p>	<p>Motion</p>	<p>Second</p>
<p>Motion to approve the 2018 Unified Planning Work Program, as presented. Motion was unanimous (14-0).</p>	<p>Ussery</p>	<p>Donnelly</p>
<p>B.</p>	<p>Update: MOVE 2040 Amendment #3 Chris Upchurch, Senior Planner II, WAMPO</p>	
<p>Discussion</p>	<p>The 2018 UPWP includes using some of our suballocated funds to support WAMPO planning projects and ongoing operations. As with all uses of WAMPO's suballocated funds, this needs to be included in our long range transportation plan, MOVE 2040, as well as the TIP. These projects will be amended into the TIP as part of our next regularly scheduled amendment, and we will be conducting a special MOVE 2040 amendment to create a new WAMPO operations project in MOVE 2040. Funding for this new project will be transferred from two existing WAMPO projects: Air Quality (less funding necessary due to not getting designated), and Turnpike Network Contribution (to be subsumed by the Freight Plan). This will not impact MOVE 2040 funding.</p> <p>Mr. Detter requested that a project from Andover be included in the upcoming amendment. Mr. Upchurch stated that any amendments to the plan need to be submitted to WAMPO staff by Friday, December 15, 2017. The MOVE 2040 Amendment #3 will be brought to the board for action at an upcoming meeting.</p>	



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6. Committee and Partnership Status Reports and Updates	
A.	Committee Updates
i.	Executive Committee: Pete Meitzner, TPB Chair
Discussion	Mr. Meitzner reported that the Executive Committee met and discussed the expansion of the Transportation Advisory Committee (TAC). The Executive Committee is appointing Dale Miller as a land use representative; Jeremy Hill as an economist representative; and Rebecca Bouska as a technology representative. The Executive Committee is waiting to hear from two additional individuals who have been asked to serve on the TAC. These additional appointments will be presented at an upcoming meeting. The Executive Committee also discussed the Kansas Statewide Freight Plan that was presented during the Director's Report. Mr. Meitzner reported on his continued representation of WAMPO at the Chamber of Commerce and BREG.
ii.	Transportation Advisory Committee (TAC): Tom Jones, TAC Chair
Discussion	Mr. Jones reported that the TAC heard the presentation by Sedgwick County on the ARC95 Plan, and also received an update on the upcoming MOVE 2040 Amendment #3.
B.	Partnership Reports
i.	Kansas Department of Transportation (KDOT), Headquarters Mike Moriarty, Chief of Transportation Planning
Discussion	Mr. Moriarty reported that Mike Floberg has been selected to lead the newly-created Division of Innovative Technologies for KDOT. Mr. Moriarty also reported that he will be giving a more detailed end of year report at the January TPB meeting.
7. Other Business	
	Pete Meitzner, Chair, TPB
Discussion	None.
8. Adjournment	
	Pete Meitzner, Chair, TPB
Discussion	The meeting adjourned at 4:15 p.m.

WAMPO Local Match Needs Discussion

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	
Federal CPG (Comprehensive Planning Grant)	\$1,351,448	\$1,153,750	\$1,200,000	\$1,300,000	\$1,400,000	\$1,500,000	
STP Funds/ PWP (Planning Walkable Places)	\$193,000						
STP Funds/ Travel Demand Model Surveys tasks			\$1,000,000	\$1,000,000			
Local Match Needs for Federal Funds	\$308,890	\$230,750	\$440,000	\$460,000	\$280,000	\$300,000	\$1,480,000
Local Match Revenues							
Membership Fees	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	
TIP (Transportation Improvement Program) Fees	\$150,000	\$150,000	\$160,000	\$170,000	\$180,000	\$190,000	
Total Revenues from Local match	\$200,000	\$200,000	\$210,000	\$220,000	\$230,000	\$240,000	

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	TOTAL	
Difference	(\$108,890)	(\$30,750)	(\$230,000)	(\$240,000)	(\$50,000)	(\$60,000)	(\$719,640)	Total Past deficit & Future projected Plan to Repay Loan - City of Wichita

Problem to Solve = \$1,980,000 Problem to Solve

Solution 1	5% TIP fees	\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000
Solution 2	4% TIP fees	\$400,000	\$400,000	\$400,000	\$400,000	\$1,600,000
Solution 3	3% TIP fees	\$300,000	\$300,000	\$300,000	\$300,000	\$1,200,000
Solution 4	2.7% TIP fees+ 47cents/Per Capita	\$500,000	\$500,000	\$500,000	\$500,000	\$2,000,000