



# WAMPO TPB Executive Committee Meeting Notice

Thursday, February 6, 2025, @ 11:00 AM

### In-Person

271 W 3rd St.  
MAPD Office Room 237  
Wichita, KS 67202

### Virtual

Please click the link below for online meeting access.

[JOIN HERE](#)

Meeting Agenda	Page #
I. Welcome	
II. August 15, 2024, Meeting Summary	2
III. New Business	
<b><u>OPERATIONS &amp; MANAGEMENT</u></b>	
A. <a href="#">TPB Chair, TPB Vice-Chair, and TAC Chair Elections on February 11, 2025</a>	
<b><u>BUDGET &amp; FINANCE</u></b>	
B. <a href="#">WAMPO Financial Reports</a> - WAMPO staff	3 to 14
<b><u>STAFF TASKS, PROJECTS &amp; ACTIVITIES</u></b>	
C. <a href="#">2024 UPWP Report</a> - WAMPO staff	15 to 16
D. <a href="#">2025 UPWP Planned Projects</a> - WAMPO staff	17
IV. Other Business	
<b><u>Personnel Item</u></b>	
V. Adjournment	
Next Meeting – May 8, 2025, at 11:00 AM	

Chad Parasa, TPB Secretary

Revised February 4, 2025



## WAMPO TPB Executive Committee meeting

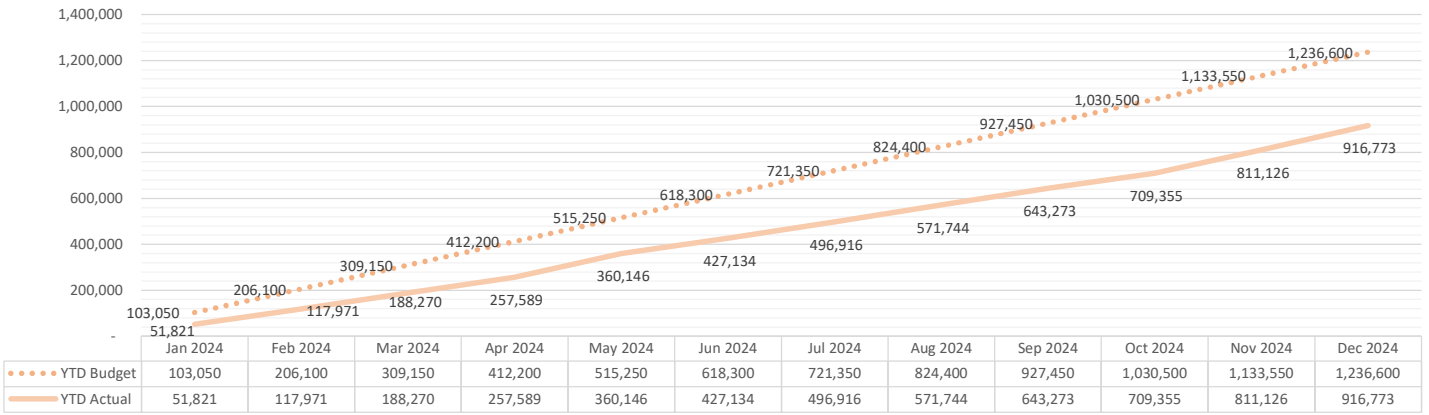
Thursday, August 15, 2024, at 11:00 am

271 W. 3rd Street, MAPD Office Room 237, Wichita, KS 67202 and via Zoom

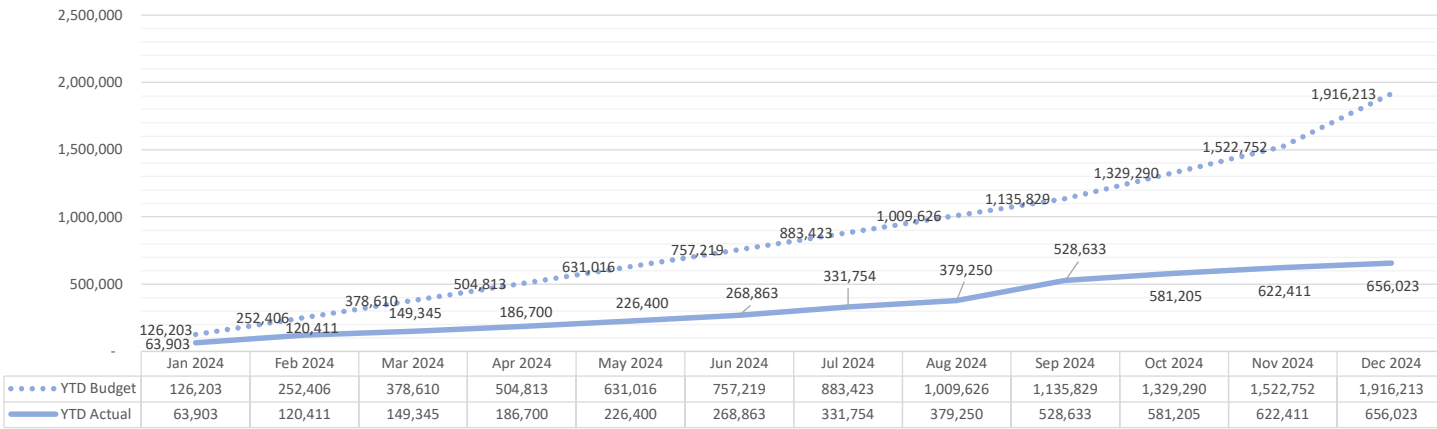
### Meeting Notes & Summary

08/15/2024	
Type of Meeting	Regular
Members Present:	Becky Tuttle, City of Wichita (Chair) Russ Kessler, City of Haysville (Vice Chair) David Dennis, Sedgwick County (Ex-Officio - non-voting) J.B. Wilson, KDOT Wichita Metro Dan Woydziak, Butler County
Members Absent:	Nick Squires, KDOT District 5 Pete Meitzner, Sedgwick County
WAMPO Staff:	Chad Parasa, Kyle Thomas, Peter Mohr, Kim Neufeld, Markey Jonas
WAMPO Attorney:	Kelly Rundell, Hite, Fanning & Honeyman L.L.P.
Other Attendees:	Angeline Johnson, Greater Wichita Partnership
Discussion	<ul style="list-style-type: none"><li>• Chair Tuttle opened the meeting by discussing the meeting minutes summary from May 2, 2024.</li><li>• Kyle Thomas and Chad Parasa provided an update on financial reports.</li><li>• Chad Parasa and Markey Jonas provided an update on UPWP tasks. Peter Mohr provided an update on transportation projects for MTP and TIP.</li><li>• Staff presented upcoming UPWP year 2025 tasks.</li></ul>

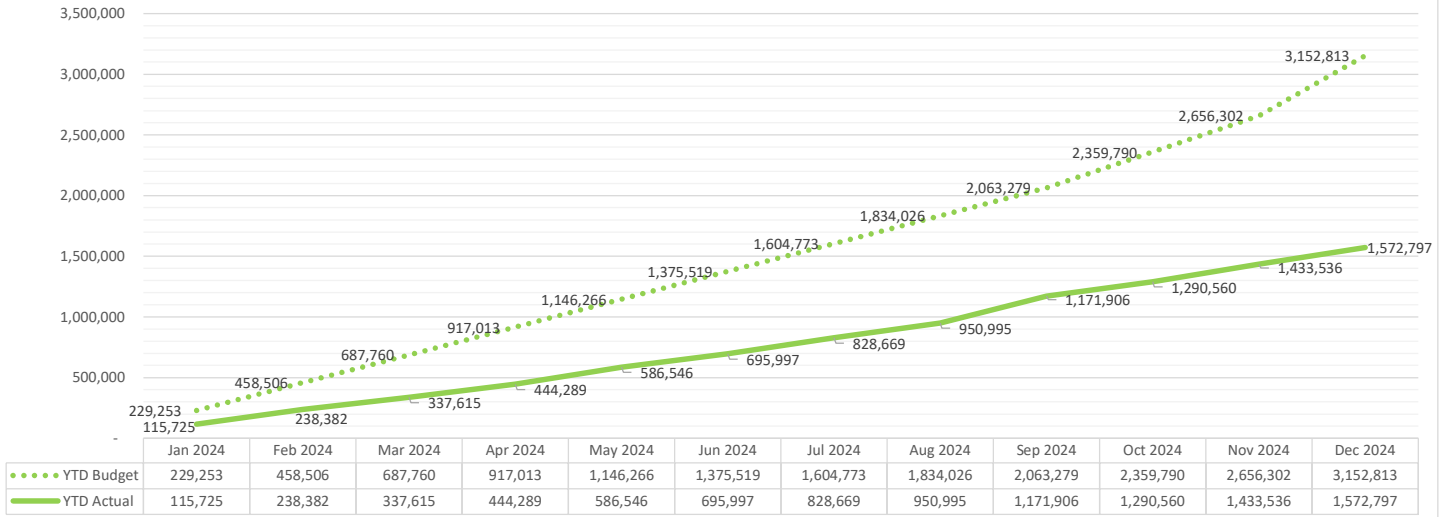
### WAMPO CPG Salaries & Benefits 2024



### WAMPO CPG Operating Expenses 2024

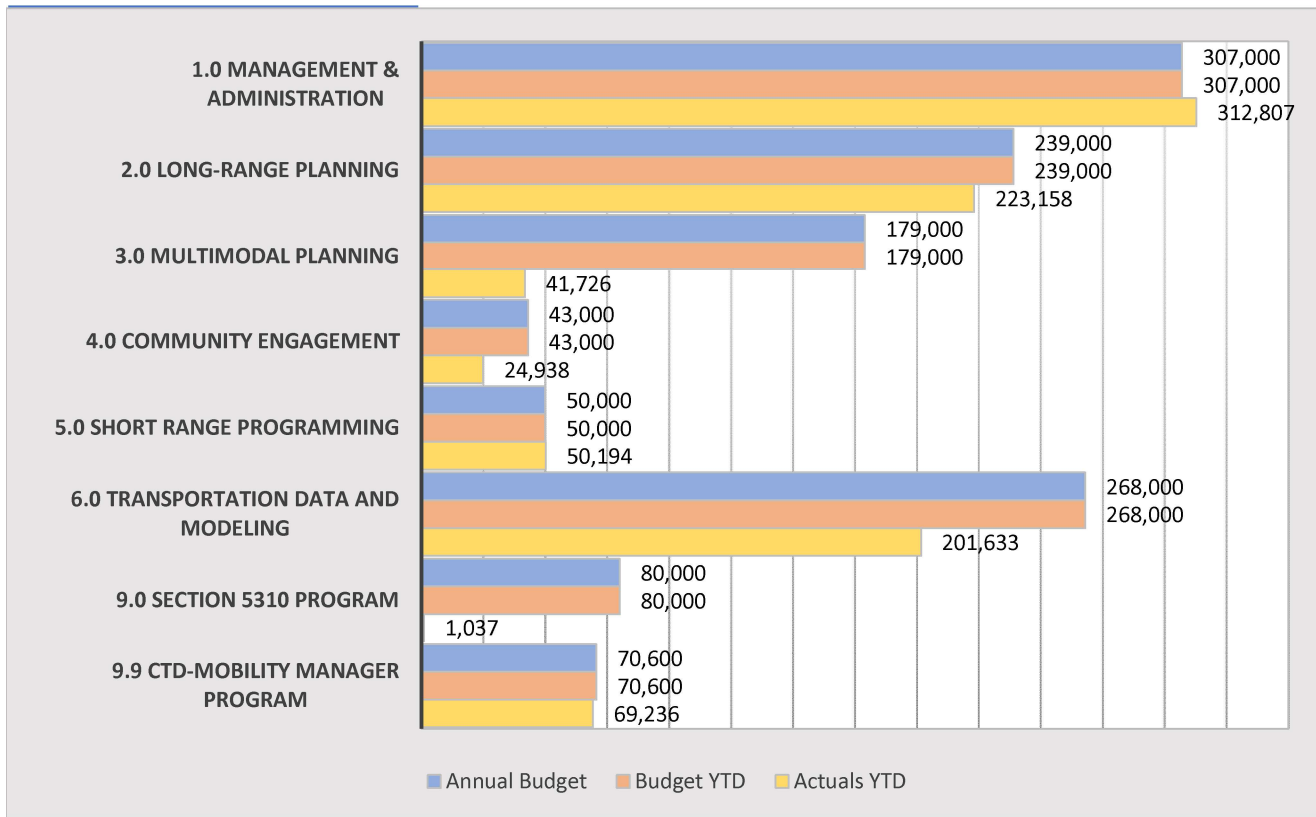


### WAMPO CPG Operating Expenses & Payroll 2024



*Total CPG Budget*     2,463,450  
*Funds needed from KDOT*     1,970,760  
*Funds needed from Local Match*     492,690

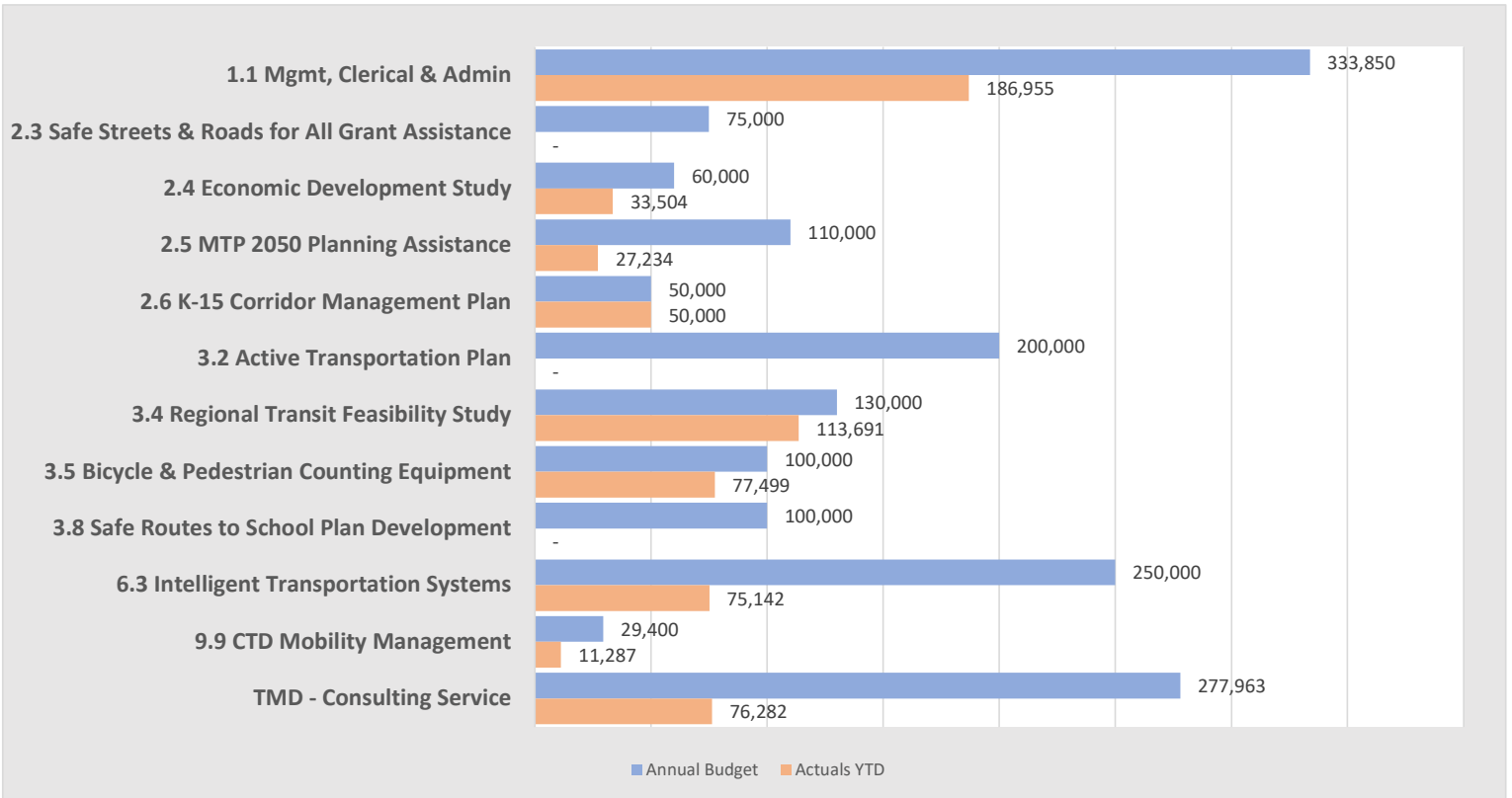
## WAMPO Payroll Budget/Actuals - December 2024



## WAMPO Payroll Budget/Actuals - December 2024

Description	Annual Budget	Budget YTD	Actuals YTD	Percent Spent
1.0 Management & Administration	307,000	307,000	312,807	101.9%
2.0 Long-Range Planning	239,000	239,000	223,158	93.4%
3.0 Multimodal Planning	179,000	179,000	41,726	23.3%
4.0 Community Engagement	43,000	43,000	24,938	58.0%
5.0 Short Range Programming	50,000	50,000	50,194	100.4%
6.0 Transportation Data and Modeling	268,000	268,000	201,633	75.2%
9.0 Section 5310 Program	80,000	80,000	1,037	1.3%
9.9 CTD-Mobility Manager Program	70,600	70,600	69,236	98.1%
	<b>1,236,600</b>	<b>1,236,600</b>	<b>924,729</b>	<b>74.8%</b>

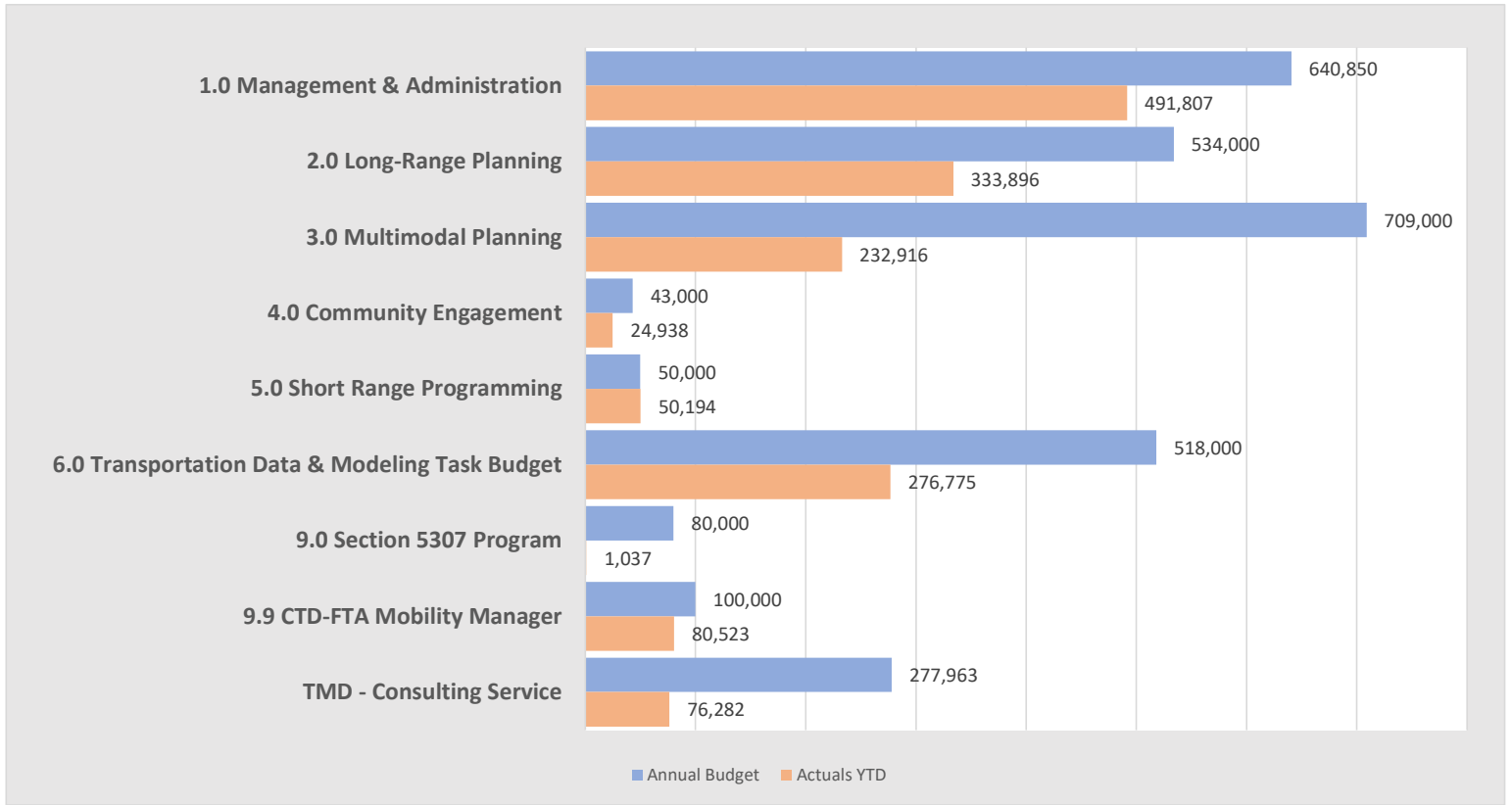
## WAMPO Non-Payroll Budget/Actuals Year to Date - December 31, 2024



## WAMPO Non-Payroll Budget/Actuals Year to Date - December 31, 2024

Budget Task	Type	Annual Budget	Actuals YTD
1.1 Mgmt, Clerical & Admin	Operating Expenses	333,850	186,955
2.3 Safe Streets & Roads for All Grant Assistance	Consultant Services	75,000	-
2.4 Economic Development Study	Consultant Services	60,000	33,504
2.5 MTP 2050 Planning Assistance	Consultant Services	110,000	27,234
2.6 K-15 Corridor Management Plan	Consultant Services	50,000	50,000
3.2 Active Transportation Plan	Consultant Services	200,000	-
3.4 Regional Transit Feasibility Study	Consultant Services	130,000	113,691
3.5 Bicycle & Pedestrian Counting Equipment	Operating Expenses	100,000	77,499
3.8 Safe Routes to School Plan Development	Consultant Services	100,000	-
6.3 Intelligent Transportation Systems	Consultant Services	250,000	75,142
9.9 CTD Mobility Management	Operating Expenses	29,400	11,287
TMD - Consulting Service	Consultant Services	277,963	76,282
SRTS - Consulting Service	Consultant Services	200,000	4,429
<b>Grand Total</b>		<b>1,916,213</b>	<b>656,023</b>

## WAMPO Budget/Actuals - Combined Payroll & Non-Payroll Year to Date - December 31, 2024



## WAMPO Budget/Actuals - Combined Payroll & Non-Payroll Year to Date - December 31, 2024

Budget Task	Annual Budget	Actuals YTD
1.0 Management & Administration	640,850	491,807
2.0 Long-Range Planning	534,000	333,896
3.0 Multimodal Planning	709,000	232,916
4.0 Community Engagement	43,000	24,938
5.0 Short Range Programming	50,000	50,194
6.0 Transportation Data & Modeling Task Budget	518,000	276,775
9.0 Section 5307 Program	80,000	1,037
9.9 CTD-FTA Mobility Manager	100,000	80,523
TMD - Consulting Service	277,963	76,282
SRTS - Consulting Service	200,000	4,429
<b>Grand Total</b>	<b>3,152,813</b>	<b>1,572,797</b>

# Wichita Area Metropolitan Planning Organization

## Statement of Cash Flows

January - December 2024

	TOTAL
<b>OPERATING ACTIVITIES</b>	
Net Income	303,070.42
Adjustments to reconcile Net Income to Net Cash provided by operations:	
12000 Accounts Receivable (A/R)	297,041.07
12130 AR Clearing	36,750.00
12500 Prepaid Travel	-1,524.05
19999 Other Current Assets	25.88
20000 Accounts Payable (A/P)	-40,877.94
20100 Credit Card Payable	293.56
20130 AP Clearing	-102,476.75
21001 Federal Income Tax Payable	0.00
21002 State Income Tax Payable	0.00
21003 Federal FICA Liability	0.00
21004 Federal FHI Liability	0.00
21005 457 Plan Liability	0.00
21006 457 Plan EERTH Employee	0.00
21007 Health Insurance Liability	0.00
21008 Dental Insurance Liability	-489.18
21009 Vision Insurance Liability	0.00
21011 Garnishment	0.00
21012 Kansas Unemployment	0.00
21013 Payroll Clearing	10,231.52
21014 Flex-Spending Liability	0.00
<b>Total Adjustments to reconcile Net Income to Net Cash provided by operations:</b>	<b>198,974.11</b>
<b>Net cash provided by operating activities</b>	<b>\$502,044.53</b>
<b>INVESTING ACTIVITIES</b>	
12510 Building Lease (ROU)	27,906.37
12520 Equipment Lease (ROU)	-24,590.31
<b>Net cash provided by investing activities</b>	<b>\$3,316.06</b>
<b>FINANCING ACTIVITIES</b>	
22010 Building Lease Liability	-27,906.37
22020 Equipment Lease Liability	24,590.31
<b>Net cash provided by financing activities</b>	<b>\$ -3,316.06</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>\$502,044.53</b>
Cash at beginning of period	597,379.13
<b>CASH AT END OF PERIOD</b>	<b>\$1,099,423.66</b>

# Wichita Area Metropolitan Planning Organization

## Balance Sheet Summary

As of December 31, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	1,099,423.66
Accounts Receivable	364,017.71
Other Current Assets	6,892.27
<b>Total Current Assets</b>	<b>\$1,470,333.64</b>
Other Assets	53,675.35
<b>TOTAL ASSETS</b>	<b>\$1,524,008.99</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	20,276.92
Other Current Liabilities	28,099.60
<b>Total Current Liabilities</b>	<b>\$48,376.52</b>
Long-Term Liabilities	53,675.35
<b>Total Liabilities</b>	<b>\$102,051.87</b>
Equity	1,421,957.12
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,524,008.99</b>



# Wichita Area Metropolitan Planning Organization

## Balance Sheet

As of December 31, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
10000 Small Business Options (6693)	1,099,383.13
10100 Intrust Bank	0.00
10200 Cash on hand	40.53
<b>Total Bank Accounts</b>	<b>\$1,099,423.66</b>
Accounts Receivable	
12000 Accounts Receivable (A/R)	364,017.71
<b>Total Accounts Receivable</b>	<b>\$364,017.71</b>
Other Current Assets	
11500 457 Plan Forfeitures	0.00
12100 Accrued Reimbursements	0.00
12130 AR Clearing	4,580.24
12500 Prepaid Travel	2,064.46
19999 Other Current Assets	247.57
<b>Total Other Current Assets</b>	<b>\$6,892.27</b>
<b>Total Current Assets</b>	<b>\$1,470,333.64</b>
Other Assets	
12510 Building Lease (ROU)	29,085.04
12520 Equipment Lease (ROU)	24,590.31
<b>Total Other Assets</b>	<b>\$53,675.35</b>
<b>TOTAL ASSETS</b>	<b>\$1,524,008.99</b>

# Wichita Area Metropolitan Planning Organization

## Balance Sheet

As of December 31, 2024

	TOTAL
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable (A/P)	20,276.92
<b>Total Accounts Payable</b>	<b>\$20,276.92</b>
Other Current Liabilities	
20100 Credit Card Payable	2,108.55
20130 AP Clearing	485.00
20140 Deferred Membership Dues Revenue	0.00
20150 Deferred TIP Fee Revenue	0.00
21001 Federal Income Tax Payable	0.00
21002 State Income Tax Payable	0.00
21003 Federal FICA Liability	0.00
21004 Federal FHI Liability	0.00
21005 457 Plan Liability	0.00
21006 457 Plan EERTH Employee	0.00
21007 Health Insurance Liability	0.00
21008 Dental Insurance Liability	-489.18
21009 Vision Insurance Liability	0.00
21010 Child Support	0.00
21011 Garnishment	0.00
21012 Kansas Unemployment	0.00
21013 Payroll Clearing	25,995.23
21014 Flex-Spending Liability	0.00
<b>Total Other Current Liabilities</b>	<b>\$28,099.60</b>
<b>Total Current Liabilities</b>	<b>\$48,376.52</b>
Long-Term Liabilities	
22000 Cash Advance From Fiscal Agent	0.00
22010 Building Lease Liability	29,085.04
22020 Equipment Lease Liability	24,590.31
<b>Total Long-Term Liabilities</b>	<b>\$53,675.35</b>
<b>Total Liabilities</b>	<b>\$102,051.87</b>
Equity	
35000 Retained Earnings	1,118,886.70
Net Income	303,070.42
<b>Total Equity</b>	<b>\$1,421,957.12</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$1,524,008.99</b>

# Wichita Area Metropolitan Planning Organization

## Profit and Loss

January - December 2024

	TOTAL
<b>Income</b>	
40000 KDOT Reimbursement	1,205,673.78
40100 KDOT 100 Reimbursement	79,731.94
41000 Membership Dues	50,000.00
46000 TIP Fee Revenue	539,423.98
47000 WAMPO Funding	1,037.28
<b>Total Income</b>	<b>\$1,875,866.98</b>
<b>GROSS PROFIT</b>	
	<b>\$1,875,866.98</b>
<b>Expenses</b>	
51005 Advertising & Marketing	4,731.89
51010 Bank Charges & Fees	153.24
51025 Professional Memberships/Periodicals	7,099.02
51030 Software License Fees	28,736.88
51046 Liability Insurance	17,625.00
51047 Life Insurance	11,358.11
51048 Health Insurance - ER	-0.12
51049 FSA Plan	1,063.30
51070 Legal & Professional Services	12,620.36
51075 Building & Services Agreement	30,000.00
51080 Office Supplies & Equipment	2,687.91
51081 Dues & subscriptions	939.99
51082 IT Equipment	78,004.42
51085 QuickBooks Accounting	2,250.00
51090 Consultants	380,282.56
51099 Payroll Processing Expense	5,870.00
51140 Dental	0.24
51155 Staff Travel and Training	31,755.33
51159 Conferences	2,680.02
51180 Copier Services	7,107.77
51205 USPS	205.36
51245 Other Miscellaneous Service Cost	1,107.05
51260 Single Audit	29,745.00
52190 Consulting 2.3 - Safety Study	0.00
52194 TDM Consulting Services	0.00
52195 Consulting 2.5 Services-MT 2050 Planning Assistance	0.00
52196 Consulting 2.6 Services - Video Creation Services	0.00
60011 Salaries & Benefits 1.1	<b>152,479.48</b>
60012 Salaries & Benefits 1.2	<b>104,604.31</b>
60013 Salaries & Benefits 1.3	<b>47,767.64</b>
60021 Salaries & Benefits 2.1	<b>203,388.95</b>
60022 Salaries & Benefits 2.2	<b>19,768.92</b>
60031 Salaries & Benefits 3.1	<b>14,099.57</b>

# Wichita Area Metropolitan Planning Organization

## Profit and Loss

January - December 2024

	TOTAL
60033 Salaries & Benefits 3.3	11,882.62
60036 Salaries & Benefits 3.6	1,977.21
60037 Salaries & Benefits 3.7	13,766.68
60041 Salaries & Benefits 4.1	24,938.11
60051 Salaries & Benefits 5.1	50,193.51
60061 Salaries & Benefits 6.1	60,226.66
60062 Salaries & Benefits 6.2	141,406.48
60090 Salaries & Benefits 5310	1,037.28
60099 CTD Salaries & Benefits 9.9	69,235.96
68600 Vision Insurance	-0.15
<b>Total Expenses</b>	<b>\$1,572,796.56</b>
NET OPERATING INCOME	<b>\$303,070.42</b>
NET INCOME	<b>\$303,070.42</b>

**WAMPO**  
**Expenditures Budget to Actual Dec 2024**

Program	Sub-Task Description	Total Budget	YTD Actual	Remaining Balance	% Expended to Date	
<b>UPWP</b>						
<b>1.0 Management and Administration</b>						
1.1	Operations, Management, Clerical & Administration	Salaries & Benefits	117,000.00	152,479.45	(35,479.45)	130.32%
1.1	FSA Plan	Operating Expenses	1,000.00	1,063.30	(63.30)	106.33%
1.1	USPS	Operating Expenses	1,000.00	205.36	794.64	20.54%
1.1	457 Qualified Plan Services	Operating Expenses	1,000.00	-	1,000.00	0.00%
1.1	Dues & subscriptions	Operating Expenses	1,500.00	469.99	1,030.01	31.33%
1.1	Bank Charges & Fees	Operating Expenses	2,000.00	153.24	1,846.76	7.66%
1.1	QuickBooks Accounting	Operating Expenses	2,000.00	2,250.00	(250.00)	112.50%
1.1	457 One America Services	Operating Expenses	2,500.00	-	2,500.00	0.00%
1.1	Relocation Costs for New Employee	Operating Expenses	3,000.00	-	3,000.00	0.00%
1.1	Outside Training Consultants/Guest Speakers	Operating Expenses	3,000.00	-	3,000.00	0.00%
1.1	Copier Services	Operating Expenses	4,800.00	7,107.77	(2,307.77)	148.08%
1.1	Misc Technology Supplies/Fees	Operating Expenses	5,000.00	-	5,000.00	0.00%
1.1	Wealth Management Advisor	Operating Expenses	5,000.00	-	5,000.00	0.00%
1.1	Payroll Processing Expense	Operating Expenses	6,000.00	5,870.00	130.00	97.83%
1.1	Other Miscellaneous Service Cost	Operating Expenses	7,050.00	1,107.05	5,942.95	15.70%
1.1	Advertising & Marketing	Operating Expenses	10,000.00	1,731.52	8,268.48	17.32%
1.1	Life Insurance	Operating Expenses	10,000.00	10,294.43	(294.43)	102.94%
1.1	Consultants	Operating Expenses	12,000.00	-	12,000.00	0.00%
1.1	Professional Memberships/Periodicals	Operating Expenses	15,000.00	7,000.02	7,999.98	46.67%
1.1	Software License Fees	Operating Expenses	15,000.00	28,616.89	(13,616.89)	190.78%
1.1	Accounting Services Consultant	Operating Expenses	20,000.00	-	20,000.00	0.00%
1.1	IT Equipment	Operating Expenses	24,000.00	505.62	23,494.38	2.11%
1.1	Liability Insurance	Operating Expenses	25,000.00	17,530.03	7,469.97	70.12%
1.1	Single Audit	Operating Expenses	28,000.00	29,745.00	(1,745.00)	106.23%
1.1	Legal & Professional Services	Operating Expenses	30,000.00	12,620.36	17,379.64	42.07%
1.1	Building & Services Agreement	Operating Expenses	30,000.00	30,000.00	-	100.00%
1.1	Office Supplies & Equipment	Operating Expenses	30,000.00	1,935.02	28,064.98	6.45%
1.1	Staff Travel and Training	Operating Expenses	40,000.00	28,749.61	11,250.39	71.87%
1.2	Budget & Financial Monitoring System	Salaries & Benefits	106,000.00	104,604.31	1,395.69	98.68%
1.3	TPB, TAC, & EC Support	Salaries & Benefits	84,000.00	47,767.64	36,232.36	56.87%
<b>2.0 Long-Range Planning</b>						
2.1	Overall Development of MTP	Salaries & Benefits	212,000.00	203,388.95	8,611.05	95.94%
2.2	Other Long-Range Planning	Salaries & Benefits	27,000.00	19,768.92	7,231.08	73.22%
2.3	Safe Streets and Roads for All Grant Assistance	Consultant Services	75,000.00	-	75,000.00	0.00%
2.4	Economic Development Study	Consultant Services	60,000.00	33,504.23	26,495.77	55.84%
2.5	MTP 2050 Planning Assistance	Consultant Services	110,000.00	27,234.14	82,765.86	24.76%
2.6	K-15 Corridor Management Plan	Consultant Services	50,000.00	50,000.00	-	100.00%
<b>3.0 Multimodal Planning</b>						
3.1	Bicycle & Pedestrian Planning	Salaries & Benefits	64,000.00	14,099.57	49,900.43	22.03%
3.2	Active Transportation Plan	Consultant Services	200,000.00	-	200,000.00	0.00%
3.3	Transit & Paratransit Planning	Salaries & Benefits	46,000.00	11,882.62	34,117.38	25.83%
3.4	Regional Transit Feasibility Study	Consultant Services	130,000.00	113,691.40	16,308.60	87.45%
3.5	Bicycle & Pedestrian Counting Equipment	Operating Expenses	100,000.00	77,498.80	22,501.20	77.50%
3.6	Complete Streets Planning	Salaries & Benefits	24,000.00	1,977.21	22,022.79	8.24%
3.7	Safe Routes to School Planning	Salaries & Benefits	45,000.00	13,766.68	31,233.32	30.59%
3.8	Safe Routes to School Plan Development	Consultant Services	100,000.00	-	100,000.00	0.00%
<b>4.0 Community Engagement</b>						
4.1	Public Participation	Salaries & Benefits	43,000.00	24,938.11	18,061.89	58.00%
<b>5.0 Short Range Programming</b>						
5.1	Transportation Improvement Program	Salaries & Benefits	50,000.00	50,193.51	(193.51)	100.39%
<b>6.0 Transportation Data and Modeling</b>						
6.1	Travel Demand Model	Salaries & Benefits	72,000.00	60,226.66	11,773.34	83.65%
6.2	Transportation Data	Salaries & Benefits	196,000.00	141,406.48	54,593.52	72.15%
6.3	Intelligent Transportation Systems	Consultant Services	250,000.00	75,141.75	174,858.25	30.06%
<b>UPWP Total</b>			<b>2,494,850.00</b>	<b>1,410,525.64</b>	<b>1,084,324.36</b>	<b>56.54%</b>

**WAMPO**  
**Expenditures Budget to Actual Dec 2024**

Program	Sub-Task Description		Total Budget	YTD Actual	Remaining Balance	% Expended to Date
<b>5307 Program</b>						
	9.0 Salaries & Benefits PWP	Salaries & Benefits	80,000.00	1,037.28	78,962.72	1.30%
	<b>5307 Program Total</b>		<b>80,000.00</b>	<b>1,037.28</b>	<b>78,962.72</b>	<b>1.30%</b>
<b>Mobility Manager</b>						
	9.9 Mobility Manager - Salary & Benefits	Salaries & Benefits	70,600.00	69,235.96	1,364.04	98.07%
	9.9 Mobility Manager - Operating Expenses	Operating Expenses	29,400.00	11,286.64	18,113.36	38.39%
	<b>Mobility Manager Total</b>		<b>100,000.00</b>	<b>80,522.60</b>	<b>19,477.40</b>	<b>80.52%</b>
<b>Travel Demand Model</b>						
	TDM Travel Demand Model	Consultant Services	277,962.99	76,282.34	201,680.65	27.44%
	<b>TDM Total</b>		<b>277,962.99</b>	<b>76,282.34</b>	<b>201,680.65</b>	<b>27.44%</b>
<b>Safe Routes to School</b>						
	SRTS Safe Routes to School	Consultant Services	200,000.00	4,428.70	195,571.30	2.21%
	<b>TDM Total</b>		<b>200,000.00</b>	<b>4,428.70</b>	<b>195,571.30</b>	<b>2.21%</b>
	<b>Totals</b>		<b>3,152,812.99</b>	<b>1,572,796.56</b>	<b>1,580,016.43</b>	<b>49.89%</b>



**Agenda Item 3C:  
2024 UPWP Report**

Chad Parasa, Executive Director  
Markey Jonas, Community Planner

**Executive Summary**

The Unified Planning Work Program (UPWP) is the primary budgeting document for the planning activities WAMPO intends to undertake during the calendar year and outlines priorities and tasks. This staff report provides updates on the statuses of planned work tasks, which are updated quarterly. This update is for the fourth quarter of 2024. Also provided is the 2024 UPWP activity report that will be submitted to KDOT, showing activity for all of 2024.

**Background**

The 2024 Unified Planning Work Program (UPWP) was approved at the November 14, 2023, Transportation Policy Body (TPB) meeting and amended at the March 12, 2024, meeting. The UPWP is the primary budgeting document for planning activities WAMPO will undertake during the calendar year. The table below shows priority projects in the 2024 UPWP, the quarters in which they were to be completed, and their current statuses.

**Fiscal Considerations**

Funding for the UPWP comes from various sources, including federal Consolidated Planning Grant (CPG) funds, which require a 20% local match (i.e., 80% federal funding, 20% local funding). The 2024 UPWP total budgeted CPG and local-match expenditures are \$2,494,850.

**2024 Priority Projects**

<b>Project</b>	<b>Quarter(s)*</b>	<b>Status</b>
<b>MTP 2050 Development</b>	1, 2, 3, 4, 2025	In progress. Draft sections have been shared with the MTP 2050 Plan Advisory Committee (PAC) and state/federal partners for review. The final document is anticipated to be presented to the TPB for approval in Q2 2025.
<b>FFY2025-FFY2028 TIP Development</b>	1, 2, 3	Approved by the TPB on August 13, 2024.
<b>FFY2023-FFY2026 and FFY2025-FFY2028 TIP Administration</b>	1, 2, 3, 4, 2025	The FFY2025-FFY2028 TIP was approved and amended by the TPB on August 13, 2024. Amendment 2 was approved by the TPB on October 8, 2024.
<b>Population Forecasts</b>	1, 2, 3	Approved by the TPB on August 13, 2024.
<b>Travel Demand Model Update</b>	1, 2, 3, 4, 2025	The updated travel demand model supported Environmental Justice and congestion analyses for MTP 2050. Ongoing model support in 2025 will assist stakeholders and aid in the analysis of local transportation projects. Improvements to the model and its inputs are ongoing.
<b>Congestion Management Process</b>	1	Completed. Will be included in MTP 2050.
<b>Regional Transit Feasibility Study</b>	1, 2, 3, 4, 2025	In progress. A draft of the plan has been delivered.



**Agenda Item 3C:  
2024 UPWP Report**

Chad Parasa, Executive Director  
Markey Jonas, Community Planner

<b>Comprehensive Safety Action Plan Implementation</b>	1, 2, 3, 4, 2025	In progress.
<b>Economic Development Report</b>	1, 2, 3, 4, 2025	A comprehensive set of Economic Development Reports have been developed and form Appendix D: Economic Development Analysis in MTP 2050. In 2025, staff are exploring methodologies for measuring the economic impacts of transportation projects in the TIP.
<b>Regional Active Transportation Plan</b>	1, 2, 3, 4, 2025	Staff have begun drafting the scope for a Request for Proposals (RFP) for a consultant to assist with the development of the Regional Active Transportation Plan. Will build off the Wichita Bicycle Plan (anticipated to be approved in 2025)
<b>Greater Wichita Bike Map Update</b>	1, 2, 3, 4	In progress.
<b>Intelligent Transportation Systems Architecture Update</b>	1, 2, 3, 4, 2025	In progress. An updated regional ITS Architecture is under development with 2024 deliverables including Appendix G of MTP 2050: Regional ITS Architecture. Work to complete the federally required Regional Architecture update will continue into 2025.
<b>Electric Vehicle Network Plan</b>	1, 2	Completed and will be included in MTP 2050.
<b>Safe Routes to School Planning</b>	1, 2, 3, 4, 2025	In progress. The consultant contract was approved by the TPB on November 12, 2024.
<b>2023 Single Audit</b>	1	Completed.
<b>*Quarter 1: January - March, Quarter 2: April - June, Quarter 3: July - September, Quarter 4: October - December</b>		

**UPWP Report**

WAMPO staff have completed a UPWP activity report for the fourth quarter of 2024 (October 1-December 31) to submit as part of WAMPO’s quarterly reimbursement package to KDOT, showing activity for all of 2024.

**Attachment**

» **October - December 2024 UPWP Report** – <https://bit.ly/Q4-2024-UPWP-Report>





**Agenda Item 3D:**

**2025 UPWP Planned Projects**

Chad Parasa, Executive Director  
 Markey Jonas, Community Planner

**Executive Summary**

The 2025 Unified Planning Work Program (UPWP) budgets for the planning activities WAMPO plans to undertake in 2025 and outlines priorities. This staff report provides an overview of the planned work tasks. It will be updated quarterly.

**Background**

The Unified Planning Work Program (UPWP) describes what planning activities WAMPO staff and consultants will undertake, and how federal planning funds allocated to WAMPO will be used during the year (January 1- December 31). A UPWP serves several purposes, including defining the planning scope, budgeting and funding, scheduling, coordination, public involvement, and compliance. The 2025 Unified Planning Work Program (UPWP) was approved at the November 12, 2024, Transportation Policy Body (TPB) meeting. An Administrative Adjustment was performed on November 19, 2024.

The table below shows priority projects in the 2025 UPWP and the quarters in which each project is to be completed. This table will be updated to reflect the status of each project and presented to the TPB quarterly.

**Fiscal Considerations**

Funding for the UPWP comes from various sources, including federal Consolidated Planning Grant (CPG) funds, which require a 20% local match (i.e., 80% federal funding, 20% local funding). The 2025 UPWP total budgeted CPG and local-match expenditures are \$2,786,495.

**2025 Priority Projects**

Project	Quarter(s)*	Status
MTP 2050 Development & Implementation	1, 2, 3, 4, 2026	
Safety Initiatives and Activities (Including SS4A Grant Tasks)	1, 2, 3, 4, 2026	
Annual Single Audit	1	
Regional Active Transportation Plan Development	1, 2, 3, 4, 2026	
Regional Transit Implementation Plan	1, 2	
Safe Routes to School (Plan Development)	1, 2, 3, 4, 2026	
Title VI Program and Limited English Proficiency (LEP) Plan Updates	1, 2, 3	
FFY2025-FFY2028 TIP Administration	1, 2, 3, 4, 2026	
Travel Demand Model Update	1, 2, 3, 4, 2026	
Regional ITS Architecture Update	1, 2, 3, 4	
Household Travel Survey	4, 2026, 2027	

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

**Attachment**

» **2025 Unified Planning Work Program (UPWP) - <https://bit.ly/2025-UPWP-AA1>**