



## Transportation Policy Body (TPB) Meeting Agenda

Tuesday, June 12, 2018 at 3:00 pm  
271 W. 3rd Street North, Suite 203  
Wichita, Kansas 67202

Please call us at 316.268.4315 at least 48 hours in advance if you require special accommodations to participate in this meeting. We make every effort to meet reasonable requests.

# Meeting Agenda

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

## 1. Welcome and Call to Order

## 2. Regular Business

- A. [Approval of June 12, 2018 Agenda](#)
- B. [Approval of May 8, 2018 Minutes](#)
- C. Director's Report
  - i. [TIP Update](#)
  - ii. [WAMPO Applications for WAMPO Funding](#)
  - iii. [End of Year Balance](#)

## 3. Public Comment Opportunity

## 4. Planning Considerations

## 5. New Business Items

- A. [MTP Proposed Approach](#)  
Chris Upchurch, Principal Planner, WAMPO

## 6. Committee and Partnership Status Reports and Updates

- A. Committee Updates:
  - i. Executive Committee  
Pete Meitzner, TPB Chair
  - ii. Transportation Advisory Committee (TAC)  
Tom Jones, TAC Chair
- B. Partnership Development/Reports
  - i. Kansas Department of Transportation, Wichita Metro  
Tom Hein, Public Affairs Manager
  - ii. Kansas Department of Transportation  
Michael Moriarty, Bureau Chief
  - iii. Federal Highway Administration, Kansas Division  
Richard Backlund, Division Administrator

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**7. Other Business:**

**8. Adjournment:**

Phil Nelson, TPB Secretary  
June 5, 2018

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<http://www.wampo.org/Multimedia/Pages/Videos.aspx>

## Transportation Policy Body (TPB) Meeting Summary

<b>May 8, 2018</b>	<b>Meeting Duration: 1 hour, 12 minutes</b>	<b>Meeting Location: 271 W. 3rd Street, Wichita, KS 67202</b>
Type of Meeting:	Regular Public Meeting	
Members Present:	Pete Meitzner, Chair Anne Stephens, Bel Aire Bruce Armstrong, Haysville David Dennis, Sedgwick County Jack Hezlep, Derby Jim Howell, Sedgwick County Kelly Arnold, Sedgwick County Cindy Claycomb, Wichita CC Jim Weber, SCAC	Steve Huckabey, Rose Hill Tom Jones, Park City Troy Tabor, Andover Tim Johnson, Goddard Donna Clasen, Maize Burt Ussery, Clearwater Dan Woydziak, Butler County Linda Ball, Cheney James Clendenin, Wichita CC
Other Attendees:	Phil Nelson, WAMPO Director Austin Parker, Attorney at Law Carol Gilchrist, WAMPO Bob Conger, SCAC Tom Hein, KDOT Metro	Mike Moriarty, KDOT Kristen Zimmerman, WAMPO Chris Upchurch, WAMPO Rick Backlund, FHWA Paul Foundoukis, FHWA
<b>1. Call Meeting to Order and Welcome</b>		
	Pete Meitzner, Chair, TPB	
Discussion	Mr. Meitzner called the meeting to order at 3:02pm	
<b>2. Regular Business</b>		
<b>A. Approval of May 8, 2018 Agenda</b>		
Discussion	None.	
Action(s)	Motion	Second
<b>Moved to approve agenda, as presented. Motion was unanimous (18-0).</b>	B. Ussery	D. Woydziak
<b>B. Approval of April 10, 2018 Meeting Minutes</b>		
Discussion	None.	
Action	Motion	Second
<b>Moved to approve minutes, as presented. Motion was unanimous (18-0).</b>	A. Stephens	D. Woydziak

	<b>C. Director's Report</b> Phil Nelson, Director, WAMPO	
Discussion	Mr. Nelson informed the group that the new Kansas Bike Maps are now available. TPB members can contact Tricia Thomas if they would like additional copies. <i>Strong Towns</i> presentation was held on May 1 <sup>st</sup> . WAMPO staff provided informational packets from the event.	
	<b>D. Consent Agenda</b>	
	<b>i. Planning Walkable Place</b> Tricia Thomas, WAMPO	
Discussion	None.	
Action	Motion	Second
<b>Moved to approve the consent agenda, as read. Motion was unanimous (18-0).</b>	T. Jones	D. Woydziak
<b>3. Public Comment Opportunity</b>		
	Pete Meitzner, Chair, TPB	
Discussion	Dana C. (Maize) read a drafted message from Maize staff and Council thanking WAMPO and the staff person assigned to their project, Tricia Thomas, for their work supporting them through the Planning Walkable Places procurement phase. Maize also extended special thanks to both the TAC for researching and vetting the program and the TPB for their support in voting in this new program.	
<b>4. Planning Considerations</b>		
	Pete Meitzner, Chair, TPB	
Discussion	No items for discussion.	
<b>5. New Business</b>		
	<b>A. Update: MTP Major Decision Points</b> Chris Upchurch, Principal Planner, WAMPO	
Discussion	WAMPO staff are continuing to prepare for our next Metropolitan Transportation Plan (MTP), which we will start developing this summer. One of our major goals is for the Transportation Policy Body (TPB) to have ownership of the plan's development. This will be a participatory process, open to all of our member jurisdictions.  To make this level of ownership and participation a reality, we want to ensure the TPB makes the most consequential, important decisions about the plan. The flip side of this is that we don't want to take up the board's time with smaller, less important decisions. We don't want approving the latest increment of progress on the MTP to become rote. Every time we ask the TPB for action, we want it to be an important decision.  Staff have prepared a list of Major Decision Points. These are the times during the development of the new MTP that we will come to you and ask for a decision.	

Discussion	<p>Today, we are looking for your feedback. Are all of these decisions that the board should be involved with? Are there any important decisions missing from this list? Based on your feedback today, staff will prepare a final list which we will include in the Proposed Approach for your approval as our first decision point.</p> <p>Proposed Approach (circa July 2018): This decision point will confirm the overall schedule and approach for creating the next MTP. The policy body will be asked to approve in broad strokes how staff and the Plan Advisory Committee (PAC) will gather public input, synthesize these into a vision and goals, call for projects from our project sponsors, select projects for WAMPO funding, and craft the final plan.</p> <p>Vision &amp; Outcomes (circa October 2018): Prior to this decision point, staff will gather input from a wide variety of stakeholders and the general public about what sort of future we want for transportation in the WAMPO region. The PAC will synthesize this input into a proposed vision statement and desired outcomes. This is arguably the most important decision point of the entire MTP process; the vision and outcomes will guide the development of the rest of the plan.</p> <p>Structure of the WAMPO Funded Projects List (circa November 2018): This is the decision point where the TPB will consider whether the MTP allocate WAMPO funding to specific projects or should it have a wide list of projects all of which could be selected for WAMPO funding during the TIP development process.</p> <p>Future Funding (circa December 2018): One of the biggest challenges in preparing a 20 year plan like the MTP is projecting how much money will be available in the future to fund transportation improvements. Staff will work with member jurisdictions to gather their predictions about future revenue growth and gather information from KDOT and USDOT about past spending which we can project into the future. Staff will also investigate inflation in transportation project costs to develop an inflation rate to use in projecting future project costs. Because these projections are a hard constraint on the dollar amount of projects that can be included in the plan, we will ask the TPB to endorse them before we begin picking projects for the next MTP.</p> <p>Investment Strategy (circa January 2019): The investment strategy guides how we plan to spend transportation funding in our region. The PAC will develop a proposed strategy for the TPB to consider, based on the vision and outcomes, and input from stakeholders and members of the public.</p> <p>Project Selection Process, Project Selection Criteria, &amp; Performance Measures (circa May 2019): The selection criteria help ensure that the projects in the new MTP reflect the vision, outcomes, and investment strategy. They are the essential linkage between the big picture and the projects that actually get implemented. Staff will develop the selection criteria and selection process with guidance from the PAC for the TPB to consider.</p> <p>Final MTP Document (circa May 2020): The TPB will be asked to approve the final document, including the final list of projects.</p> <p>Next Steps: Staff will incorporate the TPB's feedback into the Proposed Approach that will be presented to the board for action in July.</p>
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<b>B.</b>	<p><b>Update: Draft Benefit-Cost Effective Investment Criteria for Project Selection</b>  Phil Nelson, Director and Chris Upchurch, Principal Planner, WAMPO</p>
Discussion	<p>Background: Staff had presented ideas at a previous TPB workshop concerning changing not only the way projects are selected for potential STP funds, but also changing the timeframes for project planning. Staff had suggested that instead of utilizing longer-range planning period that could extend from 7 to 15 years that the next Metropolitan Transportation Plan (MTP) be divided into five planning periods so that projects could better reflect changes in the potential needs as well as land use, demographic and other factors that could impact decision making and investment of funds.</p> <p>Due to the pending uncertainty of federal and state funds as well as the possibilities and in some cases, the probabilities of trends changing the way transportation infrastructure and modal choices are made, staff also suggested that investment of funds be based on criteria that would provide the highest and most effective benefits, or return on investment.</p> <p>At the last TPB meeting, staff was asked to provide more details on the possibility of employing Return on Investment criteria for future eras of Surface Transportation Planning (STP) project selection.</p> <p>Staff developed the following chart containing a very rough draft of some potential qualifiers that could serve to help determine project selection and funding amounts. If the TPB chooses to move forward with this type of system, quantifiers would have to be developed to give the criteria proper weighting.</p> <p>Fiscal Considerations: As indicated, due to uncertainties not only in future state and federal funds and the amount of local match that could be required; and, if land use, demographic, slow population growth and the way people shop impact current revenue bases, it could become extremely important to base investments on projects that provide the greatest benefit to cost ratios.</p> <p>Policy Considerations: This could be a significant change in the way projects are selected and the way limited funds are invested. The primary policies that should be developed could include those that better determine if the WAMPO region will be investing in the same types of infrastructure and will be making and using the same mode choices in the future, and how objective and goals should be developed that better connect the region with transportation choices and options.</p> <p>The qualifiers and quantifiers should also be developed to ensure that all member communities have equal opportunities to secure funding.</p> <p>One of the objectives for developing the preliminary draft qualifiers was to take into consideration that the types of infrastructure and mode choices could be substantially different in the planning period.</p> <p>Next Steps: It is up to the TPB to determine if this is a valid basis for selecting projects and investment of funds for the future. If the TPB chooses to move forward with this suggestion, the next logical steps would be to refine project selection qualifiers and then to develop a system of quantifiers to best weight project selection criteria</p>

	<p>Staff want to make sure that Cities of all sizes will have the ability to meet qualification factors. Mr. Nelson clarified that methods besides ROA would be considered as well, and staff would work with members to develop this. Staff has not considered applying this to current projects. This would apply to the 2021-2022 projects.</p>
Discussion	<p>Mr. Dennis: suggested that they need something that will help guide the board, yet will be flexible. Regarding ratings, there are a number of items that will need to be weighted to determine the importance. He would like to have more discussion about what goes in each category as well as the weighted amounts. He cautioned that if we put the criteria on things that tilt toward Wichita, i.e. car crashes, they will always win. We need to determine a way that all cities are competitive.</p>

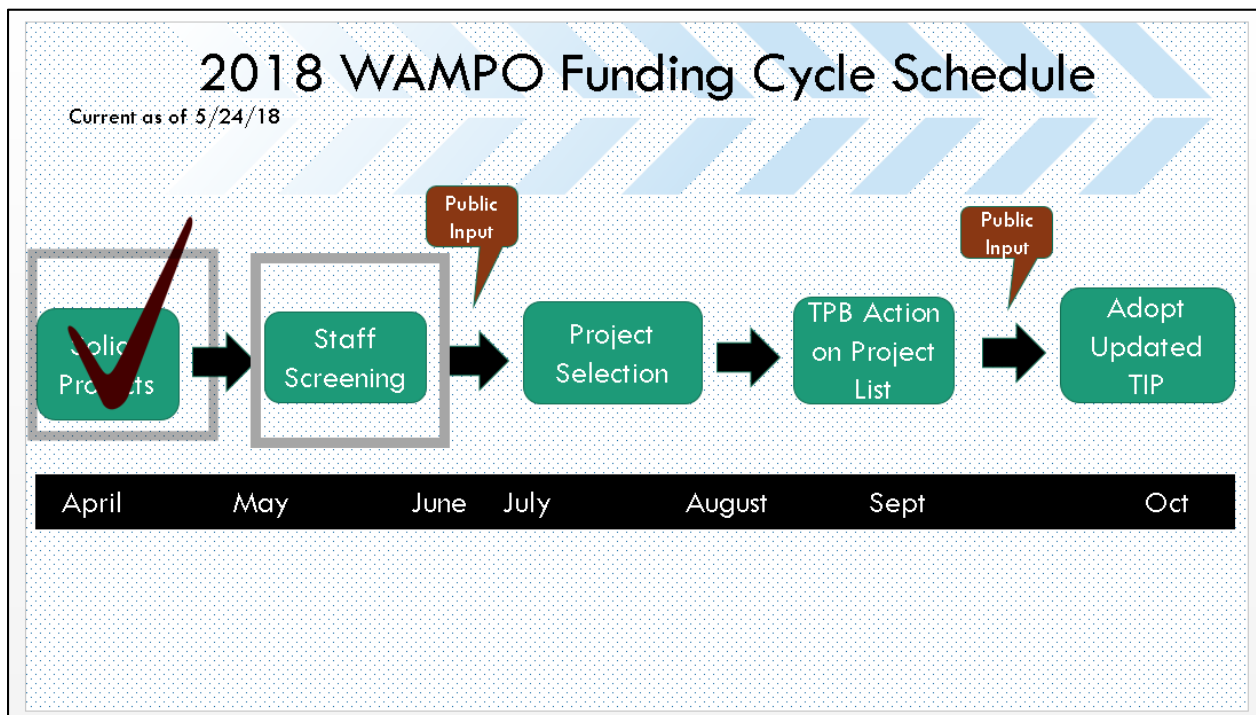
<b>6. Committee and Partnership Status Reports and Updates</b>	
<b>A.</b>	<b>Committee Updates</b>
<b>i.</b>	<b>Executive Committee:</b> Pete Meitzner, TPB Chair
Discussion	No items to report.
<b>ii.</b>	<b>Transportation Advisory Committee (TAC):</b> Tom Jones, TAC Chair
Discussion	Reviewed TIP Amendment #5.

<b>7. Other Business</b>	
	Pete Meitzner, Chair, TPB
Discussion	Dan W. motioned that they move into Executive Session for 10 minutes and reconvene at 4:15PM. Anne S. seconded the motion and the vote was unanimously in favor.
<b>8. Adjournment</b>	
	Pete Meitzner, Chair, TPB
Discussion	The meeting adjourned at 4:19PM.



## WAMPO Funding Cycle Update

- The Call for Projects closed on May 18, and WAMPO received 17 applications requesting a total of \$25 million in WAMPO funding. Eleven of those were for new projects, and the remaining six for requests to increase WAMPO funding on projects currently programmed for 2019 or 2020.
- Staff will be screening the applications for the next few weeks, and we expect the selection process to take place in July and August, with the final list of recommended projects coming to this committee in Sept.
- A public comment period will open soon for the candidate projects



## Other TIP-Related Items

- Staff will begin to contact KDOT and Wichita Transit later this summer to include their federally funded projects in the updated TIP.
- The final TIP document and complete project list of all projects (both WAMPO funded and non-WAMPO funded) is scheduled to come to this committee later this fall.
- This update will include a new section on how well the region is meeting the performance targets we've set for safety and other goals and how the projects will contribute to achievement of the targets.





## WAMPO Applications for WAMPO Funding

WAMPO is applying for two projects during this cycle of WAMPO Funding Awards: MTP Project Planning Assistance to Member Jurisdictions and another round of Planning Walkable Places.

### Application for MTP Project Planning Assistance for Member Jurisdictions – 2019

WAMPO Funding Requested: \$248,000  
Local Match (provided by recipients): \$62,000  
Total Cost: \$310,000

Scope: This planning project would provide consultant assistance to member jurisdictions to help them develop projects to submit for the 2020 Metropolitan Transportation Plan.

As part of the development of our next MTP, WAMPO will issue a call for projects to our member jurisdictions and planning partners in mid-2019. These projects will be evaluated using project selection criteria based on the vision, goals, and investment strategy developed as part of the MTP process. WAMPO staff want to make sure that project sponsors have the opportunity to submit projects that are responsive to the selection criteria, have the best possible chance of being selected, and ultimately line up with the MTP's vision, goals, and investment strategy.

Staff also want to ensure a level playing field for all project sponsors, regardless of their size or in-house planning and engineering resources. We are aware that a roughly two month call for projects is not a great deal of time to develop or refine a project, especially for jurisdictions who have to hire consultants for this sort of work.

This project will allow WAMPO to provide on-call consultant assistance to member jurisdictions to help them develop projects to submit for the MTP. In early 2019, WAMPO would issue a Request for Proposals and select one or more engineering consulting firms to provide project development assistance to our member jurisdictions. Each project sponsor would be allocated 100 hours of consultant time to assist in the development of their projects.

The consultant would help the project sponsors with project ideas, narrowing down which ideas to pursue, developing scopes, project limits, and cost estimates, and providing information in response to the project selection criteria.

Project sponsors would be responsible for paying the local match (20%) and TIP & administration fee (2.5%) in order to participate in this project.

### Application for Planning Walkable Places - 2019

WAMPO Funding Requested: \$500,000  
Local Match (provided by PWP recipients): \$125,000  
Total Cost: \$625,000

Scope: This project is to fund an additional round of Planning Walkable Places grant program to take place in calendar year 2019. The purpose of the PWP program is to help meet the current



**Agenda Item 2C ii**  
**Director's Report**  
**WAMPO Applications for WAMPO Funding**

and anticipated future need for walkable place-making in the WAMPO region, with a focused program that will promote vibrancy, community, and economic vitality today and over the long term.

**Need:** Based on recent surveys of member governments, it is clear there is additional demand for the types of planning projects that the first round of WAMPO's Planning Walkable Places (PWP) program funded.



## End of Year Balance Update

- WAMPO can no longer roll over any balance in its sub-allocated funding programs to the next year.
- We update the balance forecast monthly, and this year it's looking like we will be able to pay off some promised reimbursements this year and do some technology projects.
- We'll have more updates on this in the future, as we expect to start pinning down the exact number in a couple of months.
- Staff is researching options for additional possibilities for this funding in the future and plan to have a more formal update at the next meeting.



**Agenda Item 3**  
**Public Comment Opportunity**  
Pete Meitzner, 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 minutes per individual.



## **Agenda Item 5A: Action MTP Proposed Approach**

Chris Upchurch, Principal Planner, WAMPO

### **Background**

WAMPO's next Metropolitan Transportation Plan will meet the challenge of the trends facing the region in the coming years in a fair and equitable manner, arrived at through engagement with stakeholders and members of the public. One of our major goals is for the Transportation Policy Body (TPB) to have ownership of the plan's development. This will be a participatory process, open to all of our member jurisdictions.

### **What is a Metropolitan Transportation Plan?**

The Metropolitan Transportation Plan (MTP) is an opportunity for the region to ask "What sort of future do we want?" It is a chance for us to address the trends facing our region and decide how we will respond to those trends.

The MTP is the core document of a Metropolitan Planning Organization like WAMPO. It is a long range plan, covering at least 20 years, which establishes a vision for transportation in the region. A good MTP defines the region's values and goals based on engagement with stakeholders and the public, and lays out a plan to achieve those goals through policies and projects. It is a flexible, living document that will guide transportation policy and investments in the years to come.

The two-year process of creating the new MTP will begin in the summer of 2018.

### **Process and Timeline**

WAMPO's MTP update will occur in three broad phases:

1. Vision, Goals, and Investment Strategy
2. Project Selection
3. Final Public Engagement and Adoption

Each of these phases is broken down in more detail below.

### **Vision, Goals, and Investment Strategy (July 2018 — January 2019)**

This phase will be dedicated to seeking input from stakeholders and members of the public, and turning that input into a vision, goals, and investment strategy for the new MTP. The key question for this phase is, "What sort of future do we want for our region?"

#### **Step 1: Initial Public Engagement and First PAC Meetings (July 2018 — August 2018)**

The first step in the MTP process begins with the establishment of the Project Advisory Committee (PAC) and an intense initial public engagement campaign to publicize the MTP update and gather input from stakeholders and members of the public. The PAC will seek input from a wide variety of stakeholders and partners, including our member jurisdictions, planning partners like KDOT and Wichita Transit, users of the transportation system like the freight industry, underrepresented groups, and a broad swath of the public. Staff will present information about the trends facing the region, the outcomes of our Scenario Planning efforts, the state of our transportation system, performance measures, transportation finance and other topics to these stakeholders, the public,



## **Agenda Item 5A: Action MTP Proposed Approach**

Chris Upchurch, Principal Planner, WAMPO

and the PAC. Staff will coordinate this outreach with simultaneous public engagement efforts for the TIP, Scenario Planning, and the update of our Human Service Transportation Plan.

### **Step 2: Vision and Outcomes (August 2018 — October 2018)**

Using the public input gathered during the previous step the PAC will blend these into a vision for the future of transportation in our region. This vision will be fleshed out in a series of outcome statements that describe what we want the MTP to accomplish. The vision and outcomes will guide the development of the plan. Public engagement efforts will continue to communicate our vision and outcomes and keep the public involved in the development of the plan.

**Decision Point: Vision and Outcomes — October 2018**

### **Step 3: Financial Outlook (October 2018 — January 2018)**

This step seeks to answer two questions: How much money will we be available to spend on transportation projects? How do we want to spend that money?

To answer the first question, WAMPO will work with member jurisdictions to gather their predictions about future revenue growth and gather information from KDOT and USDOT about past spending, which we can project into the future. We will also investigate inflation in transportation project costs to develop an inflation rate to use in projecting future project costs. These figures will allow us to show that our updated MTP meets the federal requirements to be fiscally constrained (that we're not proposing to spend more money than we have).

To answer the second question, staff will engage stakeholders, members of the public, and the PAC, TAC, and TPB in a discussion about how we want to allocate WAMPO funds to specific projects. The PAC will craft an investment strategy laying out a high level vision for how we want to prioritize spending on transportation in our region.

**Decision Point: Structure of the WAMPO Funded Projects List — November 2018**

**Decision Point: Future Funding — December 2018**

**Decision Point: Investment Strategy — January 2018**

### **Project Selection (January 2019 — December 2019)**

During this phase, WAMPO will ask member jurisdictions to submit projects to be included in the MTP, evaluate those projects, and create a final project list. Throughout this phase staff will also be working on chapters of the MTP document with assistance from the Project Advisory Committee.

### **Step 4: Project Selection Criteria (January 2019 — May 2019)**

The PAC, with assistance from WAMPO staff, will develop the project selection process and draft detailed project selection criteria. The PAC will also update the WAMPO performance measures to reflect the vision and outcomes of the new MTP and lessons learned from the performance based planning process.

**Decision Point: Project Selection Process, Project Selection Criteria, & Performance Measures — May 2018**



## **Agenda Item 5A: Action MTP Proposed Approach**

Chris Upchurch, Principal Planner, WAMPO

### **Step 5: Call for Projects and Project Selection (May 2019 — October 2019)**

Project sponsors will be invited to submit projects for WAMPO funding. WAMPO will provide technical assistance to help sponsors develop projects that are responsive to the selection criteria and help implement the region's goals. Project sponsors will be encouraged to submit projects that dovetail with the WAMPO Regional Transit Plan and Freight Plan, which will be completed by mid-2019. We will publicize the candidate projects and seek public input on funding decisions. Using the process created in Step 4, a project selection committee will review the project submissions and select projects for WAMPO funding.

In parallel, staff will engage with our jurisdictions and planning partners to gather information about regionally significant projects that will be paid for using other funding sources for inclusion in the MTP.

### **Step 6: Documenting the Plan (October 2019 — January 2020)**

WAMPO will take the draft project list out to the public, stakeholders, and our committees for feedback. Staff will analyze the suite of projects to make sure we meet federal environmental justice and fiscal constraint requirements. With assistance from the PAC we will be put the finishing touches on the final draft of the MTP document, readying the plan for its debut.

### **Final Public Engagement and Adoption (January 2020 — May 2020)**

This phase is dedicated to taking the completed plan back to stakeholders and the public for their final input and presenting it to the WAMPO Transportation Policy Body for approval.

### **Step 7: Final Public Engagement (January 2020 — March 2020)**

WAMPO will take the draft MTP out to all of our member jurisdictions, various stakeholder groups, and the broader public seeking their input before the final adoption of the plan.

### **Step 8: Approve the MTP (April 2020 — May 2020)**

The Transportation Policy Body will be asked to approve the final document, including the final project list.

**Decision Point: Final MTP Document — May 2020**



**Agenda Item 5A: Action**  
**MTP Proposed Approach**

Chris Upchurch, Principal Planner, WAMPO

## Policy Considerations

- WAMPO is required to update our MTP at least once every five years.

## Options:

- Approve the proposed approach.
- Not approve the proposed approach.
- Approve the proposed approach with specific changes.

## Recommendations:

- Staff recommend the approval of the performance targets as presented.

## Next Steps:

- Staff will establish the Plan Advisory Committee (PAC) and begin the initial public engagement.