

Meeting Minutes

Transportation Policy Body (TPB) Meeting Minutes

Tuesday, September 13, 2022, @ 3:00 PM

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

Meeting Duration: 61 minutes

Members in Attendance:

David Dennis, **TPB Chair**
Maggie Ballard, *Wichita*
Jim Benage, *Bel Aire*
Ronald Colbert, *Valley Center*
Bryan Frye, *Wichita*
Jack Hezlep, *Derby*
Michael Hoheisel, *Wichita*

Jim Howell, *Sedgwick County*
Russ Kessler, *Haysville*
Richard LaMunyon, *Maize*
Sarah Lopez, *Sedgwick County*
Mike Moriarty, *KDOT*
Warren Porter, *Rose Hill*
Terry Somers, *SCAC*

Troy Tabor, *Andover*
Brent Terstriep, *KDOT*
Becky Tuttle, **TPB Vice Chair**
Burt Ussery, *Clearwater*

Alternatives

Anne Stephens, *Bel Aire*

Other Attendees:

Greg Allison, *MKEC*
Donata Ball, *WAMPO*
Ashley Bryers, *WAMPO*
Cecelie Cochran, *FHWA*
Nick Flanders, *WAMPO*
Dora Gallo, *WAMPO*
Paul Gunzelman, *Wichita*
Alicia Hunter, *WAMPO*
Gary Janzen, *Wichita*

Brett Letkowski, *TranSystems*
Matt Messina, *KDOT*
Michelle Needham, *KDOT*
ThaiBinh Ninh, *MAPD*
Lynn Packer, *Sedgwick County*
Chad Parasa, *WAMPO*
Tia Raamot, *Wichita*
Kelly Rundell, *Hite, Fanning & Honeyman LLP*

Patty Sykes, *WAMPO*
Mike Tann, *Wichita Transit*
Emily Thon, *WAMPO*
Valerie Tovar, *Sedgwick County*
Cailyn Trevaskiss, *WAMPO*
Tyler Voth, *WSP*
James Wagner, *Wichita*
Dakota Weaver, *Wichita*

1. Chairman David Dennis called the meeting to order at 3:01 PM.

2. Regular Business

A. Approval of September 13, 2022, Agenda

Discussion: None

Action: Approve September 13, 2022, agenda, as proposed (15-0)¹.

Motion: Chair Dennis

Second: Vice Chair Tuttle & Burt Ussery

B. Approval of July 12, 2022, Meeting Minutes

Discussion: None

Action: Approve August 09, 2022, meeting minutes, as proposed (15-0).

Motion: Chair Dennis

Second: Jack Hezlep

¹ Two members were absent during the approval of the September 13, 2022, agenda and the August 9, 2022, minutes, then present for the remainder of the meeting. Additionally, one other member was absent for both of those votes and for the vote on the consent agenda, then present for the second half of the meeting, during which no formal actions were taken.

C. Director's Report

i. Quarterly Task Chart

Chad Parasa opened the meeting by giving a brief overview of what would be discussed and previewing discussion items for upcoming meetings.

ii. Comprehensive Safety Action Plan RFP Update

Ashley Bryers updated the TPB on the Comprehensive Safety Action Plan (CSAP) progress, now that the selection of proposals is underway. This will help WAMPO and its agency partners to respond to trends in transportation safety outcomes and build a safe transportation system for all users of all modes, with the goal of reducing crash-related fatalities and serious injuries.

iv. Bicycle/Pedestrian Count: Volunteers still needed

Dora Gallo stated that WAMPO has volunteer opportunities for bicycle/pedestrian counts on September 21, September 22, and September 24, 2022. Ms. Gallo stressed bicycle/pedestrian count data are important to collect because they are used to plan future bicycle/pedestrian investments. As of September 13, 2022, volunteers for 32 more time slots were still needed, mostly at locations outside of the city of Wichita.

The cities that volunteers are still needed for are Goddard, Andover, Mt. Hope, and Mulvane. Please contact dora.gallo@wampo.org or 316-779-1315 if you wish to participate.

v. Public Participation Plan Development

Emily Thon updated the TPB on WAMPO's progress in developing the 2023 Public Participation Plan (PPP). The plan is currently being reviewed by KDOT and the public comment period will be September 27th through November 11th, 2022. WAMPO plans to bring this PPP to the TAC for a recommendation in late November, 2022, and to the TPB for a final vote in early December, 2022.

vi. MTP 2050 Development Phases

Ashley Bryers and Chad Parasa presented key milestones for the development of the 2050 MTP. The formation of a Plan Advisory Committee is underway from September to November, 2022. A Call for Projects will take place from September 2023 through January 2024, with project selection from February 2024 through June 2024. TPB approval will be sought on May 13th, 2025.

D. Consent Agenda

i. Travel Demand Model Contract

The Travel Demand Model (TDM) Update selection committee has chosen a proposal from a consultant to perform the duties that WAMPO needs for the updated Travel Demand Model.

ii. Contract with Sedgwick County for Space/Services

An agreement between WAMPO and Sedgwick County for space and services. There are two payments that are due each year, for a total of \$30,000.00 per year.

iii. Functional Classification Change

A minor change in the WAMPO Federal Functional Classification map.

Discussion: None

Action: Approve the entire Consent Agenda with no changes (17-0).

Motion: Chair Dennis

Second: Vice Chair Tuttle

3. Public Comments

There were no public comments.

4. Discussion/Updates

A. TPB/TAC Bylaw Amendments

Kelly Rundell, said that WAMPO Staff evaluated the TPB and TAC bylaws for opportunities to provide clarification on voting membership. TPB bylaws may be amended by a two-thirds vote of TPB quorum at any regular meeting, provided that the members have been notified at least five (5) calendar days in advance, and the proposed amendment is on the agenda. TAC bylaws may be amended by a majority vote of the TPB quorum, provided that the members have been notified at least five (5) calendar days in advance, and the proposed amendment is on the agenda.

TPB

Two (2) changes are proposed in this amendment:

- Removing “or designated alternate” from “No other TPB voting representative or designated alternate [besides the TAC Chair] shall serve simultaneously on both the TPB and TAC.” In section 8.1, “Technical Advisory Committee” (page 5).
- Adding “Matters related to personnel and litigation are not appropriate for public comment. Rules of decorum will be observed.” to section 5.7, “Public Comment Opportunity” (page 5).

TAC

One (1) change is proposed:

- Adding new section 6.1.4: “Opportunities for public comment shall be provided at each meeting. Matters related to personnel and litigation are not appropriate for public comment. Rules of decorum will be observed.”

Next Steps:

This item will be brought back before the TPB at the October 11th, 2022, meeting for consideration of approval.

Discussion: Chair Dennis asked some clarification questions regarding a voting member and their status and requested a KDOT representative from the Wichita Area Metro office be a voting member of the Executive Committee. Ms. Rundell responded that these suggestions will be included in the next presentation to the TPB on proposed bylaws changes.

B. Employee and Operations Manual Revisions

Kelly Rundell spoke about changes made to the “Employee and Operations Manual” at the direction of the Executive Committee and with the advice of legal counsel. The Employee and Operations Manual serves as an employee handbook and describes processes to be used in the day-to-day operations of WAMPO. This item will be brought back before the TPB at the October 11th, 2022, meeting for consideration of approval.

Discussion: Chair Dennis reminded the TPB members that if they have questions, they should email Chad Parasa (chad.parasa@wampo.org) before the October meeting.

C. 2023 UPWP Tasks Update

Ashley Bryers stated this item was a follow-up to last month’s presentation about tasks to be done in 2023. She asked if the TPB had any other ideas.

Discussion: Chair Dennis requested that if there are any other projects that are thought of to send them to Ashley Bryers and Chad Parasa for further discussion.

D. Existing and Future Off & On-Road Bike Facilities

Ashley Bryers expanded on the maps that WAMPO staff have developed of existing and future bikeways, based on plans and maps provided by individual communities. The community-specific plans and maps were combined into maps of the entire WAMPO region. Those maps were sent to each community for confirmation and further edits. Once finalized, WAMPO’s intention is to use these comprehensive bikeway maps for the regional active-transportation planning process in 2023-2024. The maps distinguish between different types of bikeways. For example, sidepaths are road-adjacent, above-the-curb, paved paths that are at least 8 feet wide, accommodating both bicycle riders and pedestrians. Meanwhile, shared-use paths are similar in design to sidepaths, but are not road-adjacent, which is significant for bicycle riders who may want to avoid biking next to a roadway. There are eight different bikeway classifications on the maps, including four classifications of on-road bikeways (bicycle lanes, marked/signed shared lanes, bicycle boulevards, and paved shoulders) and four

classifications of off-road bikeways (shared-use paths, sidepaths, unpaved trails, and mountain-bicycle trails).

Some communities' planning documents include prospective locations for future bikeways. These proposed bikeways have been included in the maps to allow WAMPO to see where jurisdictions want bikeways to go before plans are made. Jurisdictions often report what kind of bikeway they would prefer to see installed, as well as whether certain routes should be prioritized. These details have been retained to further aid WAMPO in developing future active transportation plans.

Discussion: None.

E. Delano Multi-Modal Transit Center

Paul Gunzelman spoke about the City of Wichita's plans for a new multi-modal transit facility to the south of the Advanced Learning Library, in between West Texas Ave and Burton Street, to the west of the baseball stadium. This facility will be an additional Wichita Transit Center and provide parking spaces, bike lockups, lockers, and scooter rentals. They anticipate breaking ground on the project in Spring or Summer 2023 and have a fully operational center by 2025.

Discussion: None.

F. Economic Development

Michelle Needham, KDOT, spoke about how important economic development is. The Kansas highway system is the 4th largest in the nation. Ms. Needham stressed partnerships within and outside of Kansas/WAMPO communities, how that creates jobs, projects, and more ways to provide different transportation options that create a better quality of life. For more information on the programs that KDOT offers, please visit www.ksdotike.org/community/resources.

Discussion: None.

5. Committee & Partnership Updates

A. Executive Committee

Chair Dennis reported on the most recent Executive Committee meeting, which included discussions of the WAMPO budget and an executive session. For now, the matters discussed in the executive session will not be brought before the full TPB for action.

B. Active Transportation Committee

No report.

C. Safety and Health Committee

No report.

D. Kansas Department of Transportation (KDOT) Metro & State

Mike Moriarty spoke about different projects that are beginning and updating in the next couple of months that are high priorities for KDOT to keep their focus on.

E. FHWA (Federal Highway Administration)

No report.

6. Other Business

There was no other business.

7. Meeting adjourned at 04:02 PM

The next regular meeting will be held on Tuesday, October 11, 2022, at 3:00 PM.