



# WAMPO TPB Executive Committee Meeting Notice

Tuesday, August 12, 2025, @ 2:00 PM

### In-Person

271 W 3rd St.  
WAMPO Conference Room 210  
Wichita, KS 67202

### Virtual

Please click the link below  
for online meeting access.

[JOIN HERE](#)

Meeting Agenda	Page #
I. Welcome	
II. May 8, 2025, Meeting Summary	2
III. New Business	
<b>OPERATIONS &amp; MANAGEMENT</b>	
A. <a href="#">Open Discussion about Bylaws, Administration, etc.</a>	
<b>BUDGET &amp; FINANCE</b>	
B. <a href="#">WAMPO Financial Reports</a> - WAMPO staff	3 to 17
<b>STAFF TASKS, PROJECTS &amp; ACTIVITIES</b>	
C. <a href="#">2025 Unified Planning Work Program (UPWP) Quarterly Update</a> - WAMPO staff	18 to 19
D. <a href="#">2026 Unified Planning Work Program (UPWP) Planning</a> - WAMPO staff	20 to 22
IV. Other Business	
V. Adjournment	
Next Meeting – November 6, 2025, at 11:00 AM	

Chad Parasa, TPB Secretary

August 2025



## WAMPO TPB Executive Committee meeting

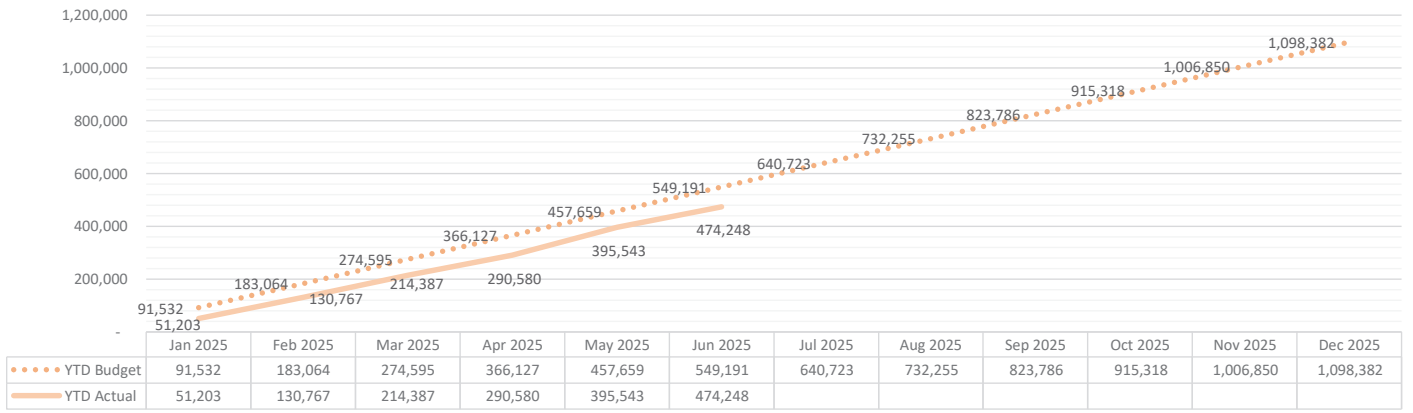
Thursday, May 8, 2025, at 11:00 am

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

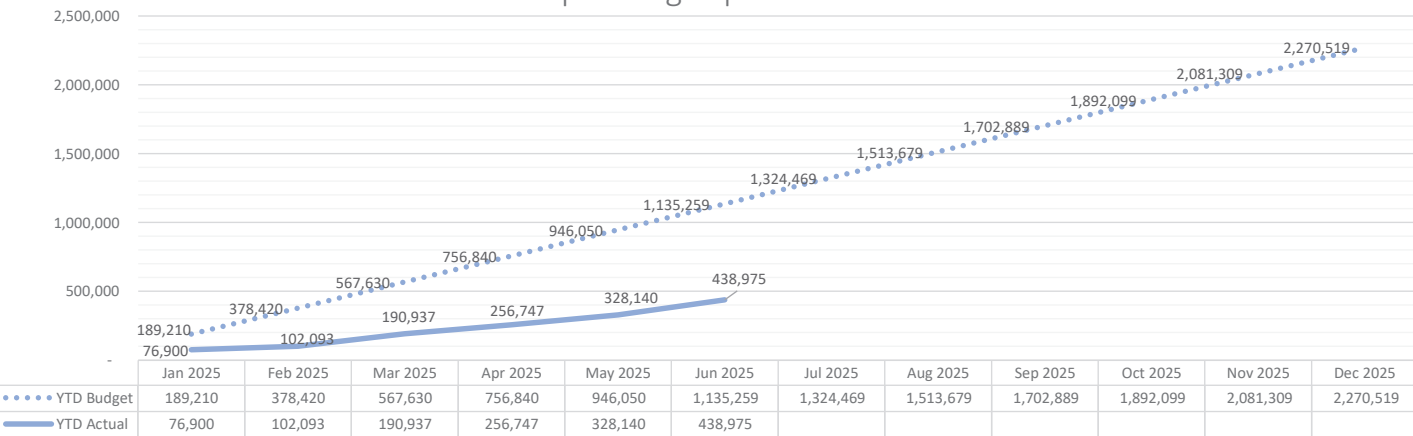
### Meeting Notes & Summary

05/08/2025	
Type of Meeting	Regular
Members Present:	Russ Kessler, City of Haysville (Chair) George Liebe, Goddard Dan Woydziak, Butler County Nick Squires, KDOT District 5 J.V. Johnston, City of Wichita Becky Tuttle, City of Wichita (Ex Officio)
Members Absent:	Pete Meitzner, Sedgwick County
WAMPO Staff:	Chad Parasa, Peter Mohr, Chris Sweeney, Kim Negrete, Markey Jonas
WAMPO Attorney:	Evan Hathaway, Hite, Fanning & Honeyman L.L.P.
Other Attendees:	None
Discussion	<ul style="list-style-type: none"> <li>• Chair Kessler opened the meeting by discussing the meeting minutes summary from the previous Executive Committee meeting, leading staff to the current meeting discussion.</li> <li>• Open discussion about bylaws, administration, etc. Committee members proposed no changes to administration/operations.</li> <li>• Chad Parasa introduced Chris Sweeney, new WAMPO Senior Accountant, and provided an update on financial reports.</li> <li>• Chad Parasa, Markey Jonas, and Peter Mohr provided an update on UPWP tasks and staff activities.</li> <li>• Meeting adjourned at 11:15 AM.</li> </ul>

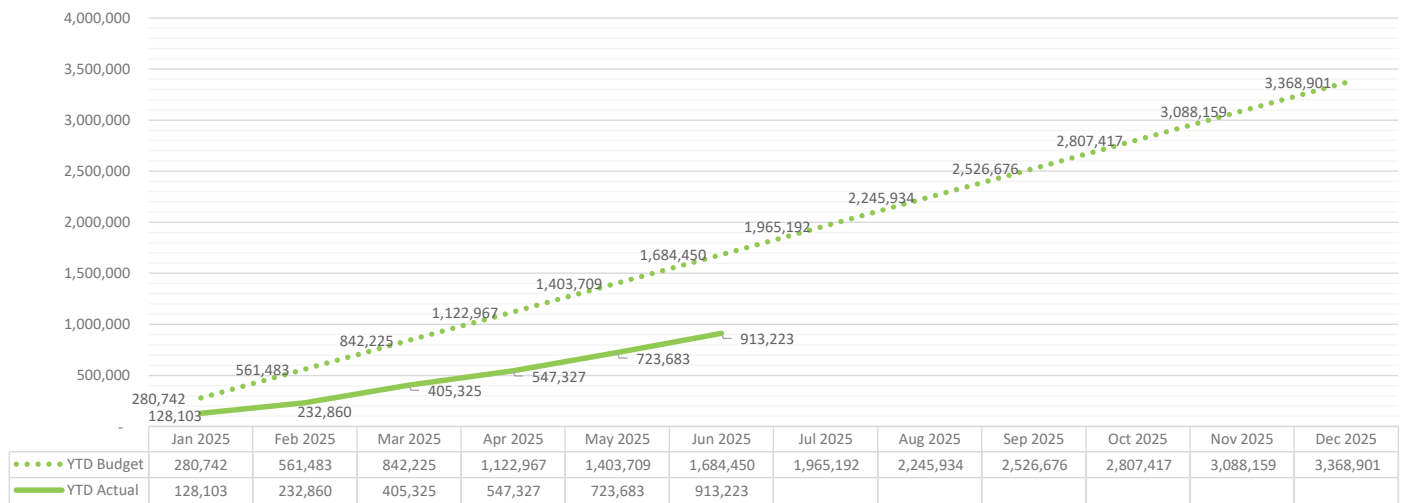
### WAMPO Salaries & Benefits 2025



### WAMPO Operating Expenses 2025

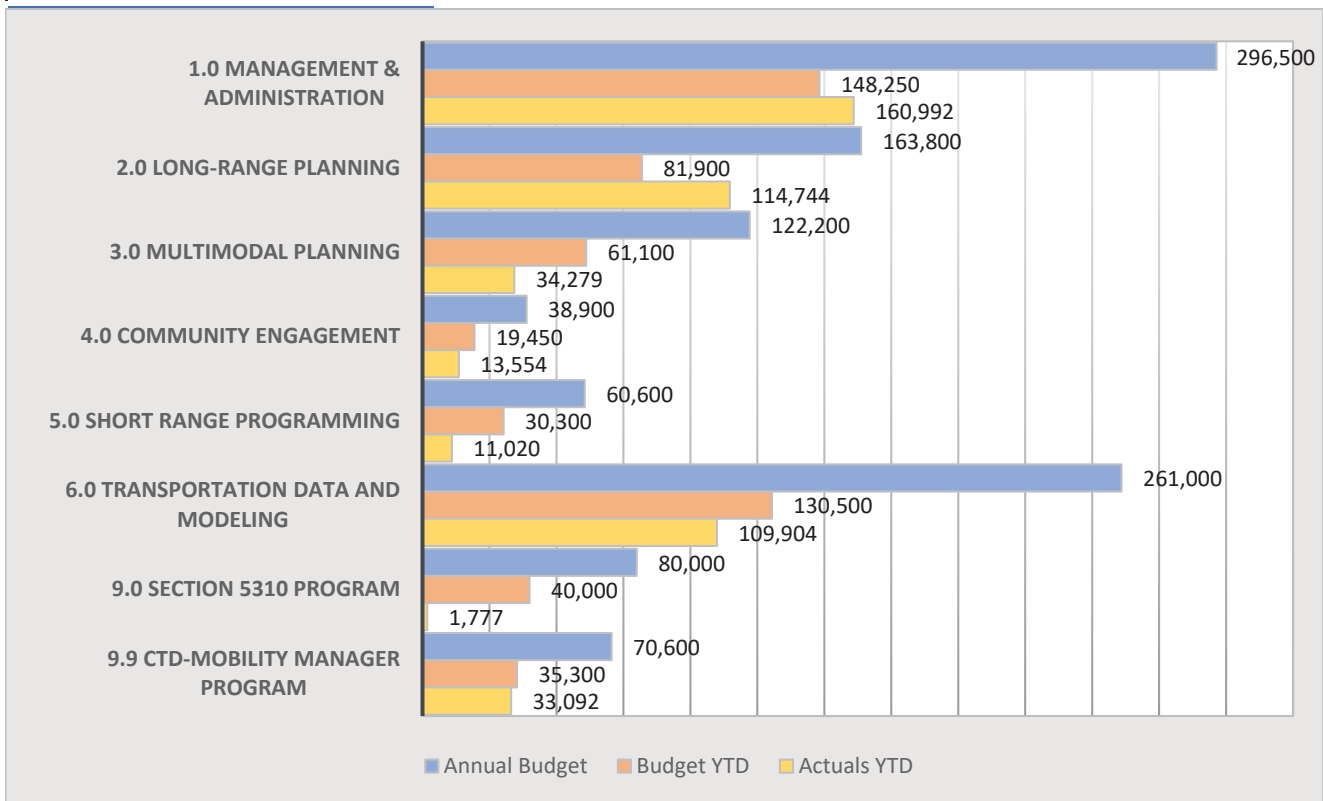


### WAMPO Operating Expenses & Payroll 2025



**Total Budget** 3,368,901  
**Funds needed from KDOT** 2,695,121  
**Funds needed from Local Match** 673,780

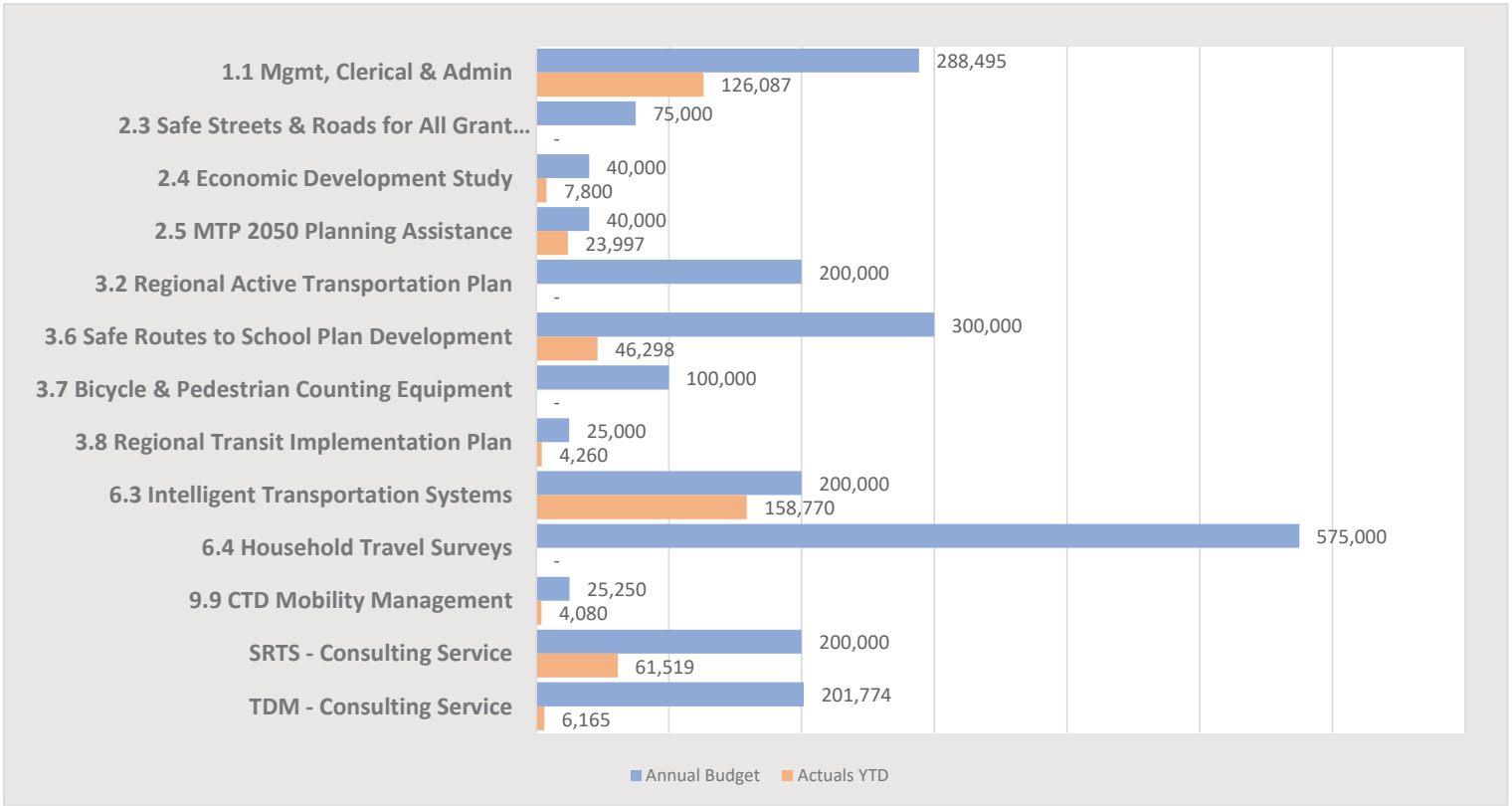
## WAMPO Payroll Budget/Actuals - June 2025



## WAMPO Payroll Budget/Actuals - June 2025

Description	Annual Budget	Budget YTD	Actuals YTD	Percent Spent
1.0 Management & Administration	296,500	148,250	160,992	54.3%
2.0 Long-Range Planning	163,800	81,900	114,744	70.1%
3.0 Multimodal Planning	122,200	61,100	34,279	28.1%
4.0 Community Engagement	38,900	19,450	13,554	34.8%
5.0 Short Range Programming	60,600	30,300	11,020	18.2%
6.0 Transportation Data and Modeling	261,000	130,500	109,904	42.1%
9.0 Section 5310 Program	80,000	40,000	1,777	2.2%
9.9 CTD-Mobility Manager Program	70,600	35,300	33,092	46.9%
	<b>1,093,600</b>	<b>546,800</b>	<b>479,363</b>	<b>43.8%</b>

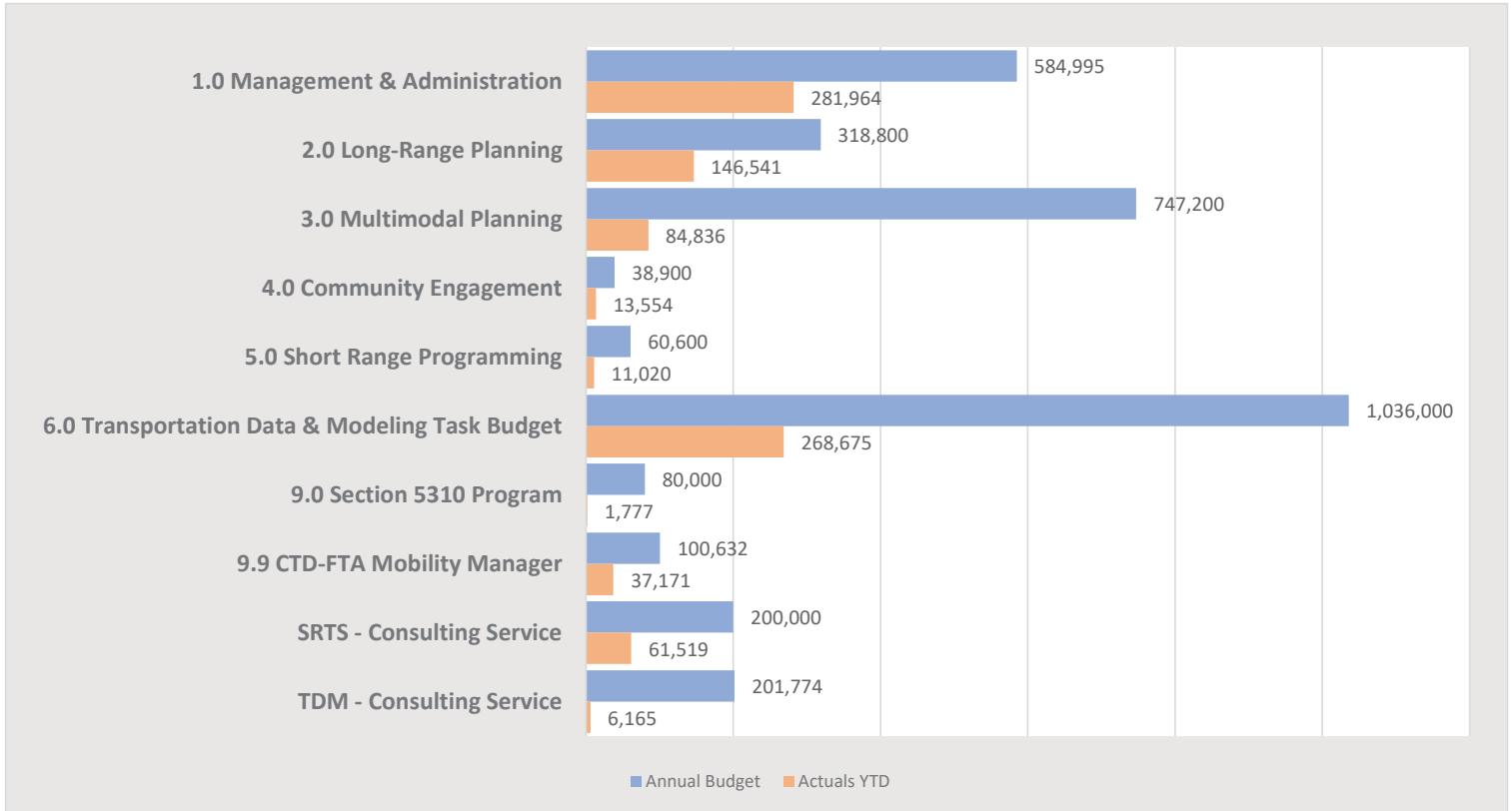
## WAMPO Non-Payroll Budget/Actuals Year to Date - June 30, 2025



## WAMPO Non-Payroll Budget/Actuals Year to Date - June 30, 2025

Budget Task	Type	Annual Budget	Actuals YTD
1.1 Mgmt, Clerical & Admin	Operating Expenses	288,495	126,087
2.3 Safe Streets & Roads for All Grant Assistance	Consultant Services	75,000	-
2.4 Economic Development Study	Consultant Services	40,000	7,800
2.5 MTP 2050 Planning Assistance	Consultant Services	40,000	23,997
3.2 Regional Active Transportation Plan	Consultant Services	200,000	-
3.6 Safe Routes to School Plan Development	Consultant Services	300,000	46,298
3.7 Bicycle & Pedestrian Counting Equipment	Operating Expenses	100,000	-
3.8 Regional Transit Implementation Plan	Consultant Services	25,000	4,260
6.3 Intelligent Transportation Systems	Consultant Services	200,000	158,770
6.4 Household Travel Surveys	Consultant Services	575,000	-
9.9 CTD Mobility Management	Operating Expenses	25,250	4,080
SRTS - Consulting Service	Consultant Services	200,000	61,519
TDM - Consulting Service	Consultant Services	201,774	6,165
<b>Grand Total</b>		<b>2,270,519</b>	<b>438,975</b>

## WAMPO Budget/Actuals - Combined Payroll & Non-Payroll Year to Date - June 30, 2025



## WAMPO Budget/Actuals - Combined Payroll & Non-Payroll Year to Date - June 30, 2025

Budget Task	Annual Budget	Actuals YTD
1.0 Management & Administration	584,995	281,964
2.0 Long-Range Planning	318,800	146,541
3.0 Multimodal Planning	747,200	84,836
4.0 Community Engagement	38,900	13,554
5.0 Short Range Programming	60,600	11,020
6.0 Transportation Data & Modeling Task Budget	1,036,000	268,675
9.0 Section 5310 Program	80,000	1,777
9.9 CTD-FTA Mobility Manager	100,632	37,171
SRTS - Consulting Service	200,000	61,519
TDM - Consulting Service	201,774	6,165
<b>Grand Total</b>	<b>3,368,901</b>	<b>913,223</b>

# Statement of Cash Flows

## Wichita Area Metropolitan Planning Organization

January 1-June 30, 2025

FULL NAME	TOTAL
<b>OPERATING ACTIVITIES</b>	
Net Income	-209,698.33
Adjustments to reconcile Net Income to Net Cash provided by operations:	
12000 Accounts Receivable (A/R)	-225,432.55
12130 AR Clearing	4,580.24
12500 Prepaid Travel	-3,676.89
20000 Accounts Payable (A/P)	105,188.60
20100 Credit Card Payable	399.97
20130 AP Clearing	-5,264.35
21001 Federal Income Tax Payable	
21002 State Income Tax Payable	
21003 Federal FICA Liability	
21004 Federal FHI Liability	
21005 457 Plan Liability	
21006 457 Plan EERTH Employee	
21007 Health Insurance Liability	2,516.90
21008 Dental Insurance Liability	-265.94
21009 Vision Insurance Liability	-39.65
21011 Garnishment	
21012 Kansas Unemployment	0.08
21013 Payroll Clearing	-25,995.23
21014 Flex-Spending Liability	-388.78
<b>Total for Adjustments to reconcile Net Income to Net Cash provided by operations:</b>	<b>-\$148,377.60</b>
<b>Net cash provided by operating activities</b>	<b>-\$358,075.93</b>
<b>INVESTING ACTIVITIES</b>	
12510 Building Lease (ROU)	14,392.12
12520 Equipment Lease (ROU)	2,317.96
<b>Net cash provided by investing activities</b>	<b>\$16,710.08</b>
<b>FINANCING ACTIVITIES</b>	
22010 Building Lease Liability	-14,392.12
22020 Equipment Lease Liability	-2,317.96
<b>Net cash provided by financing activities</b>	<b>-\$16,710.08</b>
<b>NET CASH INCREASE FOR PERIOD</b>	<b>-\$358,075.93</b>
<b>Cash at beginning of period</b>	<b>\$1,099,423.66</b>
<b>CASH AT END OF PERIOD</b>	<b>\$741,347.73</b>

# Balance Sheet Summary

## Wichita Area Metropolitan Planning Organization

As of June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	\$1,378,476.94
Current Assets	\$1,341,511.67
Bank Accounts	\$741,347.73
Accounts Receivable	\$594,175.02
Other Current Assets	\$5,988.92
<b>Total for Current Assets</b>	<b>\$1,341,511.67</b>
Other Assets	\$36,965.27
<b>Total for Assets</b>	<b>\$1,378,476.94</b>
Liabilities and Equity	\$1,378,476.94
Liabilities	\$168,818.15
Current Liabilities	\$131,852.88
Accounts Payable	\$130,032.48
Other Current Liabilities	\$1,820.40
<b>Total for Current Liabilities</b>	<b>\$131,852.88</b>
Long-term Liabilities	\$36,965.27
<b>Total for Liabilities</b>	<b>\$168,818.15</b>
Equity	\$1,209,658.79
<b>Total for Liabilities and Equity</b>	<b>\$1,378,476.94</b>

# Balance Sheet

## Wichita Area Metropolitan Planning Organization

As of June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Assets</b>	
Current Assets	
Bank Accounts	
10000 Small Business Options (6693)	741,307.20
10100 Intrust Bank	
10200 Cash on hand	40.53
<b>Total for Bank Accounts</b>	<b>\$741,347.73</b>
Accounts Receivable	
12000 Accounts Receivable (A/R)	594,175.02
<b>Total for Accounts Receivable</b>	<b>\$594,175.02</b>
Other Current Assets	
11500 457 Plan Forfeitures	
12100 Accrued Reimbursements	
12130 AR Clearing	
12500 Prepaid Travel	5,741.35
19999 Other Current Assets	247.57
<b>Total for Other Current Assets</b>	<b>\$5,988.92</b>
<b>Total for Current Assets</b>	<b>\$1,341,511.67</b>
Fixed Assets	
Other Assets	
12510 Building Lease (ROU)	14,692.92
12520 Equipment Lease (ROU)	22,272.35
<b>Total for Other Assets</b>	<b>\$36,965.27</b>
<b>Total for Assets</b>	<b>\$1,378,476.94</b>

# Balance Sheet

## Wichita Area Metropolitan Planning Organization

As of June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Liabilities and Equity</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable (A/P)	130,032.48
<b>Total for Accounts Payable</b>	<b>\$130,032.48</b>
Credit Cards	
Other Current Liabilities	
20100 Credit Card Payable	486.97
20130 AP Clearing	
20140 Deferred Membership Dues Revenue	
20150 Deferred TIP Fee Revenue	
21001 Federal Income Tax Payable	
21002 State Income Tax Payable	
21003 Federal FICA Liability	
21004 Federal FHI Liability	
21005 457 Plan Liability	
21006 457 Plan EERTH Employee	
21007 Health Insurance Liability	2,516.90
21008 Dental Insurance Liability	-755.12
21009 Vision Insurance Liability	-39.65
21010 Child Support	
21011 Garnishment	
21012 Kansas Unemployment	0.08
21013 Payroll Clearing	
21014 Flex-Spending Liability	-388.78
<b>Total for Other Current Liabilities</b>	<b>\$1,820.40</b>
<b>Total for Current Liabilities</b>	<b>\$131,852.88</b>
Long-term Liabilities	
22000 Cash Advance From Fiscal Agent	
22010 Building Lease Liability	14,692.92
22020 Equipment Lease Liability	22,272.35
<b>Total for Long-term Liabilities</b>	<b>\$36,965.27</b>
<b>Total for Liabilities</b>	<b>\$168,818.15</b>
Equity	
35000 Retained Earnings	1,419,357.12
Net Income	-209,698.33
<b>Total for Equity</b>	<b>\$1,209,658.79</b>
<b>Total for Liabilities and Equity</b>	<b>\$1,378,476.94</b>

# Profit and Loss

## Wichita Area Metropolitan Planning Organization

January 1-June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
<b>Income</b>	
40000 KDOT Reimbursement	596,377.66
40100 KDOT 100 Reimbursement	55,369.87
41000 Membership Dues	50,000.00
47000 WAMPO Funding	1,777.16
<b>Total for Income</b>	<b>\$703,524.69</b>
<b>Cost of Goods Sold</b>	
<b>Gross Profit</b>	<b>\$703,524.69</b>
<b>Expenses</b>	
51005 Advertising & Marketing	3,371.39
51010 Bank Charges & Fees	131.53
51025 Professional Memberships/Periodicals	7,084.05
51030 Software License Fees	20,985.98
51046 Liability Insurance	17,635.00
51047 Life Insurance	5,562.27
51049 FSA Plan	300.00
51070 Legal & Professional Services	2,697.00
51075 Building & Services Agreement	15,000.00
51080 Office Supplies & Equipment	2,404.61
51081 Dues & subscriptions	453.99
51090 Consultants	308,808.84
51099 Payroll Processing Expense	2,425.00
51155 Staff Travel and Training	14,875.67
51180 Copier Services	3,073.82
51205 USPS	6.57
51245 Other Miscellaneous Service Cost	895.15
51260 Single Audit	33,264.00
60011 Salaries & Benefits 1.1	0
60011.1 Salaries	65,188.59
60011.2 Health Insurance 1.1	10,166.48
60011.3 Dental 1.1	450.20
60011.4 Vision Insurance 1.1	66.94
60011.5 Federal FHI/FICA Employer 1.1	4,472.65
60011.6 State Unemployment Tax 1.1	504.12
60011.7 Pension 457 Plan 1.1	-3,501.64
<b>Total for 60011 Salaries &amp; Benefits 1.1</b>	<b>\$77,347.34</b>
60012 Salaries & Benefits 1.2	0
60012.1 Salaries 1.2	34,088.81
60012.2 Health Insurance 1.2	6,933.91
60012.3 Dental 1.2	76.90
60012.4 Vision Insurance 1.2	7.15

# Profit and Loss

## Wichita Area Metropolitan Planning Organization

January 1-June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
60012.5 Federal FHI/FICA Employer 1.2	2,474.89
60012.6 State Unemployment Tax 1.2	335.12
60012.7 Pension 457 Plan 1.2	1,241.89
<b>Total for 60012 Salaries &amp; Benefits 1.2</b>	<b>\$45,158.67</b>
60013 Salaries & Benefits 1.3	0
60013.1 Salaries 1.3	27,278.98
60013.2 Health Insurance 1.3	2,770.58
60013.3 Dental 1.3	137.27
60013.4 Vision Insurance 1.3	21.09
60013.5 Federal FHI/FICA Employer 1.3	2,016.73
60013.6 State Unemployment Tax 1.3	150.81
60013.7 Pension 457 Plan 1.3	995.82
<b>Total for 60013 Salaries &amp; Benefits 1.3</b>	<b>\$33,371.28</b>
60021 Salaries & Benefits 2.1	0
60021.1 Salaries 2.1	75,865.54
60021.2 Health Insurance 2.1	8,666.99
60021.3 Dental 2.1	457.09
60021.4 Vision Insurance 2.1	70.82
60021.5 Federal FHI/FICA Employer 2.1	5,562.52
60021.6 State Unemployment Tax 2.1	443.24
60021.7 Pension 457 Plan 2.1	1,194.51
<b>Total for 60021 Salaries &amp; Benefits 2.1</b>	<b>\$92,260.71</b>
60022 Salaries & Benefits 2.2	0
60022.1 Salaries 2.2	17,599.63
60022.2 Health Insurance 2.2	2,653.74
60022.3 Dental 2.2	132.50
60022.4 Vision Insurance 2.2	20.56
60022.5 Federal FHI/FICA Employer 2.2	1,283.30
60022.6 State Unemployment Tax 2.2	21.70
60022.7 Pension 457 Plan 2.2	771.91
<b>Total for 60022 Salaries &amp; Benefits 2.2</b>	<b>\$22,483.34</b>
60031 Salaries & Benefits 3.1	0
60031.1 Salaries 3.1	8,825.07
60031.2 Health Insurance 3.1	1,313.55
60031.3 Dental 3.1	63.41
60031.4 Vision Insurance 3.1	9.65
60031.5 Federal FHI/FICA Employer 3.1	643.55
60031.6 State Unemployment Tax 3.1	21.89
60031.7 Pension 457 Plan 3.1	390.46
<b>Total for 60031 Salaries &amp; Benefits 3.1</b>	<b>\$11,267.58</b>

# Profit and Loss

## Wichita Area Metropolitan Planning Organization

January 1-June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
60033 Salaries & Benefits 3.3	0
60033.1 Salaries 3.3	1,765.49
60033.2 Health Insurance 3.3	204.82
60033.3 Dental 3.3	10.14
60033.4 Vision Insurance 3.3	1.55
60033.5 Federal FHI/FICA Employer 3.3	130.15
60033.6 State Unemployment Tax 3.3	16.26
60033.7 Pension 457 Plan 3.3	79.84
<b>Total for 60033 Salaries &amp; Benefits 3.3</b>	<b>\$2,208.25</b>
60034 Salaries & Benefits 3.4	0
60034.1 Salaries 3.4	3,623.91
60034.2 Health Insurance 3.4	750.45
60034.3 Dental 3.4	29.46
60034.4 Vision Insurance 3.4	4.41
60034.5 Federal FHI/FICA Employer 3.4	260.41
60034.6 State Unemployment Tax 3.4	17.26
60034.7 Pension 457 Plan 3.4	163.22
<b>Total for 60034 Salaries &amp; Benefits 3.4</b>	<b>\$4,849.12</b>
60035 Salaries & Benefits 3.5	0
60035.1 Salaries 3.5	12,402.70
60035.2 Health Insurance 3.5	1,918.20
60035.3 Dental 3.5	96.14
60035.4 Vision Insurance 3.5	14.94
60035.5 Federal FHI/FICA Employer 3.5	902.54
60035.6 State Unemployment Tax 3.5	70.84
60035.7 Pension 457 Plan 3.5	548.77
<b>Total for 60035 Salaries &amp; Benefits 3.5</b>	<b>\$15,954.13</b>
60041 Salaries & Benefits 4.1	0
60041.1 Salaries 4.1	11,646.25
60041.2 Health Insurance 4.1	530.98
60041.3 Dental 4.1	22.89
60041.4 Vision Insurance 4.1	3.39
60041.5 Federal FHI/FICA Employer 4.1	878.46
60041.6 State Unemployment Tax 4.1	110.79
60041.7 Pension 457 Plan 4.1	361.61
<b>Total for 60041 Salaries &amp; Benefits 4.1</b>	<b>\$13,554.37</b>
60051 Salaries & Benefits 5.1	0
60051.1 Salaries 5.1	8,961.18
60051.2 Health Insurance 5.1	880.45
60051.3 Dental 5.1	44.49

# Profit and Loss

## Wichita Area Metropolitan Planning Organization

January 1-June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
60051.4 Vision Insurance 5.1	6.51
60051.5 Federal FHI/FICA Employer 5.1	666.49
60051.6 State Unemployment Tax 5.1	51.50
60051.7 Pension 457 Plan 5.1	409.60
<b>Total for 60051 Salaries &amp; Benefits 5.1</b>	<b>\$11,020.22</b>
60061 Salaries & Benefits 6.1	0
60061.1 Salaries 6.1	43,267.94
60061.2 Health Insurance 6.1	3,938.66
60061.3 Dental 6.1	194.09
60061.4 Vision Insurance 6.1	27.62
60061.5 Federal FHI/FICA Employer 6.1	468.10
60061.6 State Unemployment Tax 6.1	378.97
60061.7 Pension 457 Plan 6.1	173.49
<b>Total for 60061 Salaries &amp; Benefits 6.1</b>	<b>\$48,448.87</b>
60062 Salaries & Benefits 6.2	0
60062.1 Salaries 6.2	52,182.18
60062.2 Health Insurance 6.2	5,380.37
60062.3 Dental 6.2	281.30
60062.4 Vision Insurance 6.2	42.87
60062.5 Federal FHI/FICA Employer 6.2	2,242.41
60062.6 State Unemployment Tax 6.2	327.62
60062.7 Pension 457 Plan 6.2	998.79
<b>Total for 60062 Salaries &amp; Benefits 6.2</b>	<b>\$61,455.54</b>
60090 Salaries & Benefits 5310	0
60090.1 Salaries 5310	1,418.50
60090.2 Health Insurance 5310	163.52
60090.3 Dental 5310	8.00
60090.5 Federal FHI/FICA Employer 5310	104.68
60090.6 State Unemployment Tax 5310	15.94
60090.7 Pension 457 Plan 5310	66.52
<b>Total for 60090 Salaries &amp; Benefits 5310</b>	<b>\$1,777.16</b>
60099 CTD Salaries & Benefits 9.9	0
60099.1 Salaries 9.9	27,675.00
60099.2 Health Insurance 9.9	3,173.52
60099.5 Federal FHI/FICA Employer 9.9	2,015.53
60099.6 State Unemployment Tax 9.9	227.52
<b>Total for 60099 CTD Salaries &amp; Benefits 9.9</b>	<b>\$33,091.57</b>
<b>Total for Expenses</b>	<b>\$913,223.02</b>
<b>Net Operating Income</b>	<b>-\$209,698.33</b>
Other Income	

# Profit and Loss

Wichita Area Metropolitan Planning Organization

January 1-June 30, 2025

DISTRIBUTION ACCOUNT	TOTAL
Other Expenses	
<b>Net Other Income</b>	<b>0</b>
<b>Net Income</b>	<b>-\$209,698.33</b>

**WAMPO**  
**Expenditures Budget to Actual June 2025**

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	135,000.00	77,347.34	57,652.66	57.29%
1.1	FSA Plan	Operating Expenses	1,000.00	275.25	724.75	27.53%
1.1	USPS	Operating Expenses	500.00	6.57	493.43	1.31%
1.1	457 Qualified Plan Services	Operating Expenses	5,000.00	-	5,000.00	0.00%
1.1	Dues & subscriptions	Operating Expenses	1,500.00	453.99	1,046.01	30.27%
1.1	Bank Charges & Fees	Operating Expenses	2,000.00	131.53	1,868.47	6.58%
1.1	QuickBooks Accounting	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	4,000.00	-	4,000.00	0.00%
1.1	Copier Services	Operating Expenses	7,500.00	3,073.82	4,426.18	40.98%
1.1	Misc Technology Supplies/Fees	Operating Expenses	5,000.00	-	5,000.00	0.00%
1.1	Wealth Management Advisor	Operating Expenses	3,500.00	-	3,500.00	0.00%
1.1	Payroll Processing Expense	Operating Expenses	5,820.00	2,425.00	3,395.00	41.67%
1.1	Other Miscellaneous Service Cost	Operating Expenses	7,050.00	895.15	6,154.85	12.70%
1.1	Advertising & Marketing	Operating Expenses	5,000.00	325.80	4,674.20	6.52%
1.1	Life Insurance	Operating Expenses	11,000.00	5,030.43	5,969.57	45.73%
1.1	Consultants	Operating Expenses	12,000.00	-	12,000.00	0.00%
1.1	Professional Memberships/Periodicals	Operating Expenses	15,000.00	6,890.05	8,109.95	45.93%
1.1	Software License Fees	Operating Expenses	30,000.00	20,985.98	9,014.02	69.95%
1.1	Accounting Services Consultant	Operating Expenses	7,000.00	-	7,000.00	0.00%
1.1	IT Equipment	Operating Expenses	10,000.00	-	10,000.00	0.00%
1.1	Liability Insurance	Operating Expenses	18,000.00	17,635.00	365.00	97.97%
1.1	Single Audit	Operating Expenses	32,125.00	33,264.00	(1,139.00)	103.55%
1.1	Legal & Professional Services	Operating Expenses	20,000.00	2,697.00	17,303.00	13.49%
1.1	Building & Services Agreement	Operating Expenses	30,000.00	15,000.00	15,000.00	50.00%
1.1	Office Supplies & Equipment	Operating Expenses	10,000.00	2,339.95	7,660.05	23.40%
1.1	Staff Travel and Training	Operating Expenses	40,000.00	14,656.99	25,343.01	36.64%
1.2	Budget & Financial Monitoring System	Salaries & Benefits	110,500.00	45,158.67	65,341.33	40.87%
1.3	TPB, TAC, & EC Support	Salaries & Benefits	51,000.00	33,371.28	17,628.72	65.43%
<b>2.0 Long-Range Planning</b>						
2.1	Overall Development of MTP	Salaries & Benefits	138,700.00	92,260.71	46,439.29	66.52%
2.2	Other Long-Range Planning	Salaries & Benefits	25,100.00	22,483.34	2,616.66	89.58%
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	40,000.00	7,800.00	32,200.00	19.50%
2.5	MTP 2050 Planning Assistance	Consultant Services	40,000.00	23,997.21	16,002.79	59.99%
<b>3.0 Multimodal Planning</b>						
3.1	Bicycle & Pedestrian Planning	Salaries & Benefits	21,800.00	11,267.58	10,532.42	51.69%
3.2	Regional Active Transportation Plan	Consultant Services	200,000.00	-	200,000.00	0.00%
3.3	Transit & Paratransit Planning	Salaries & Benefits	21,700.00	2,208.25	19,491.75	10.18%
3.4	Complete Streets Planning	Salaries & Benefits	54,400.00	4,849.12	49,550.88	8.91%
3.5	Safe Routes to School Planning	Salaries & Benefits	24,300.00	15,954.13	8,345.87	65.65%
3.6	Safe Routes to School Plan Development	Consultant Services	300,000.00	46,297.50	253,702.50	15.43%
3.7	Bicycle & Pedestrian Counting Equipment Purchase**	Operating Expenses	100,000.00	-	100,000.00	0.00%
3.8	Regional Transit Implementation Plan	Consultant Services	25,000.00	4,259.80	20,740.20	17.04%
<b>4.0 Community Engagement</b>						
4.1	Public Participation	Salaries & Benefits	38,900.00	13,554.37	25,345.63	34.84%
<b>5.0 Short Range Programming</b>						
5.1	Transportation Improvement Program	Salaries & Benefits	60,600.00	11,020.22	49,579.78	18.19%
<b>6.0 Transportation Data and Modeling</b>						
6.1	Travel Demand Model	Salaries & Benefits	87,400.00	48,448.87	38,951.13	55.43%
6.2	Transportation Data	Salaries & Benefits	173,600.00	61,455.54	112,144.46	35.40%
6.3	Intelligent Transportation Systems	Consultant Services	200,000.00	158,770.25	41,229.75	79.39%
6.4	Household Travel Surveys	Consultant Services	575,000.00	-	575,000.00	0.00%
<b>UPWP Total</b>			<b>2,786,495.00</b>	<b>806,590.69</b>	<b>1,979,904.31</b>	<b>28.95%</b>

**WAMPO**  
**Expenditures Budget to Actual June 2025**

Program	Sub-Task Description		Total Budget	YTD Actual	Remaining Balance	% Expended to Date
<b>5310 Program</b>						
	9.0 Salaries & Benefits PWP	Salaries & Benefits	80,000.00	1,777.16	78,222.84	2.22%
	<b>5307 Program Total</b>		<b>80,000.00</b>	<b>1,777.16</b>	<b>78,222.84</b>	<b>2.22%</b>
<b>Mobility Manager</b>						
	9.9 Mobility Manager - Salary & Benefits	Salaries & Benefits	75,382.00	33,091.57	42,290.43	43.90%
	9.9 Mobility Manager - Operating Expenses	Operating Expenses	25,250.00	4,079.52	21,170.48	16.16%
	<b>Mobility Manager Total</b>		<b>100,632.00</b>	<b>37,171.09</b>	<b>63,460.91</b>	<b>36.94%</b>
<b>Travel Demand Model</b>						
	TDM Travel Demand Model	Consultant Services	201,774.00	6,165.00	195,609.00	3.06%
	<b>TDM Total</b>		<b>201,774.00</b>	<b>6,165.00</b>	<b>195,609.00</b>	<b>3.06%</b>
<b>Safe Routes to School</b>						
	SRTS Safe Routes to School	Consultant Services	200,000.00	61,519.08	138,480.92	30.76%
	<b>TDM Total</b>		<b>200,000.00</b>	<b>61,519.08</b>	<b>138,480.92</b>	<b>30.76%</b>
	<b>Totals</b>		<b>3,368,901.00</b>	<b>913,223.02</b>	<b>2,455,677.98</b>	<b>27.11%</b>



## 2025 Unified Planning Work Program (UPWP) Quarterly Update

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 is 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 regulatory 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 TPB approved Amendment 1 to the 2025 UPWP on July 8, 2025.

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 \$2,486,495.

### 2025 Priority Projects

Project	Quarter(s)*	Status
MTP 2050 Development & Implementation	1, 2, 3, 4, 2026	MTP 2050 was approved by the TPB in May 2025. Staff have developed an amendment to ensure the plan complies with updated federal guidance, which will be considered for approval in August 2025.
Safety Initiatives and Activities (Including SS4A Grant Tasks)	1, 2, 3, 4, 2026	The TPB approved an amendment to the Comprehensive Safety Action Plan (CSAP) in May 2025. ICT Safe held a quarterly meeting on May 7, 2025. WAMPO is coordinating with member jurisdictions to identify demonstration projects for the awarded SS4A grant. Other safety initiatives and activities are ongoing.
Annual Single Audit	1	Complete. The year 2024 single audit was received and filed by the TPB on April 8, 2025.
Regional Active Transportation Plan Development	1, 2, 3, 4, 2026	Staff released a Request for Proposals (RFP) to hire a consultant for the development of a Regional Active Transportation Plan. RFP responses were due July 3, 2025.
Regional Transit Implementation Plan	1	Completed. The TPB approved the Regional Transit Implementation Plan on March 11, 2025.



**Agenda Item 3C**  
**2025 Unified Planning Work Program (UPWP) Quarterly Update**

Chad Parasa, Executive Director  
 Markey Jonas, Community Planner

Safe Routes to School (Plan Development)	1, 2, 3, 4, 2026	In progress. Data collection and school/school district/local government coordination are in progress.
Title VI Program and Limited English Proficiency (LEP) Plan Updates	2, 3	Staff have begun planning to update the Title VI Program Manual and LEP Plan in 2025.
FFY2025-FFY2028 TIP Administration	1, 2, 3, 4, 2026	FFY2025-FFY2028 TIP Amendment 4 was approved by the TPB on April 8, 2025. Amendment 5 is anticipated to be approved in Q3.
Travel Demand Model Update	1, 2, 3, 4, 2026	In progress.
Regional ITS Architecture Update	1, 2, 3, 4	In progress. Stakeholder and Steering Committee meetings were held in Q2.
Household Travel Survey	4, 2026, 2027	Staff have begun drafting a Request for Proposals (RFP) to hire a consultant for a Household Travel Survey.

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

**UPWP Report**

WAMPO staff have completed a UPWP activity report for the second quarter of 2025 (April 1-June 30) to submit as part of WAMPO’s quarterly reimbursement package to KDOT.

**Attachment**

- » **April - June 2025 UPWP Report** – <https://bit.ly/2025-Q2-UPWP-Report>



## 2026 Unified Planning Work Program (UPWP) Planning

Chad Parasa, Executive Director  
Markey Jonas, Community Planner

### Executive Summary

The Unified Planning Work Program (UPWP) outlines WAMPO’s transportation planning activities and tasks to be undertaken throughout the year. This presentation will outline potential priorities for 2026.

### Background

The Unified Planning Work Program (UPWP) describes how federal planning funds allocated to WAMPO will be used and what planning activities WAMPO staff and consultants will undertake. A new UPWP is developed each year by WAMPO staff, with input from local governments and planning partners. Among other things, it considers the goals of WAMPO’s long-range Metropolitan Transportation Plan (MTP), the Federal Planning Factors in 23 CFR § 450.306(b), and the Infrastructure Investment and Jobs Act (IIJA) set-aside for increasing safe and accessible transportation options (requires each MPO use at least 2.5% of planning funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities). A UPWP serves several purposes:

- » **Planning Scope:** Defines the scope of work and the specific activities that the MPO will undertake.
- » **Budget and Funding:** Includes a budget for each activity, specifying how funds allocated to the MPO (primarily in the form of Consolidated Planning Grant (CPG) funds) will be utilized.
- » **Schedule:** Outlines the schedule or timeline for each activity, including milestones and deliverables.
- » **Coordination:** Facilitates coordination between the MPO, the state department of transportation, local governments, transit agencies, and other stakeholders involved in transportation planning.
- » **Public Involvement:** Includes provisions for public involvement and participation in the planning process, ensuring transparency and input from the community.
- » **Compliance:** Ensures that the MPO's planning activities comply with federal regulations and requirements, including those set forth by the FHWA and FTA.

The UPWP is a crucial document for guiding and managing the transportation planning process within a metropolitan area, ensuring that resources are used effectively and that planning efforts are coordinated and transparent. 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).

### Core Documents

WAMPO is required to produce and maintain several “core” documents. Table 1 shows the status of each.

**Table 1: WAMPO Core Document Statuses**

Document	Status
<b>Metropolitan Transportation Plan (MTP)</b>	Metropolitan Transportation Plan 2050 (MTP 2050) was approved in May 2025. Amendment 1 is anticipated to be considered by the TPB in August 2025.
<b>Transportation Improvement Program (TIP)</b>	The FFY2025-FFY2028 TIP was approved in August 2024. Regular amendments are scheduled quarterly. The next full update is planned to be in 2026.



**Agenda Item 3D**

**2026 Unified Planning Work Program (UPWP) Planning**

Chad Parasa, Executive Director  
Markey Jonas, Community Planner

<b>Unified Planning Work Program (UPWP)</b>	This document is created yearly. The 2026 UPWP is anticipated to be approved by the end of November 2025.
<b>Public Participation Plan (PPP)</b>	The current PPP was completed and approved in 2022. The next full update is planned to be in 2027.
<b>Congestion Management Process (CMP)</b>	The current CMP was approved in May 2024 and included in MTP 2050. Will be updated as part of the next MTP.
<b>Title VI Program Manual</b>	The Title VI Program Manual, as well as the Limited English Proficiency (LEP) plan, will be updated in 2025.
<b>Coordinated Public Transit – Human Services Transportation Plan (CPT-HSTP)</b>	Last approved in 2023. The next full update is anticipated to be in 2028.

**Potential 2026 Planning Tasks**

WAMPO staff met with planning partner staff from the Kansas Department of Transportation (KDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Wichita Transit to discuss potential planning activities for 2026, based on work done in 2025 and plan update cycles. The tasks listed in Table 2 are potential high-level planning priorities for 2026. This includes projects that are not CPG-funded but are included in the UPWP due to their significance in the WAMPO region.

*Table 2: Potential 2026 UPWP Priorities*

<b>Task</b>	<b>Description/Status</b>	<b>Work By</b>
<b>Safe Routes to School Planning</b>	Continuation from 2025. Development of Safe Routes to School (SRTS) plans for 60+ priority schools and a best-practices guide for the region.	Staff, Consultants
<b>Regional Active Transportation Plan</b>	Continuation from 2025. Includes Complete Streets planning.	Staff, Consultants
<b>Safety Initiatives and Activities (including SS4A demonstration-grant tasks)</b>	Ongoing safety planning initiatives, including ICT Safe: A Regional Transportation Coalition support, behavioral safety grant administration with KDOT, implementing the Comprehensive Safety Action Plan (CSAP), and identifying projects for the Safe Streets and Roads for All (SS4A) demonstration grant awarded to WAMPO. Collaboration with member jurisdictions and partner agencies.	Staff
<b>Household Travel Survey (HTS)</b>	Continuation from 2025, with the majority of work and data collection anticipated to be completed in 2026. Data collection through Household Travel Survey regarding travel patterns in the region.	Consultants
<b>Administration and Accounting</b>	Completing various required tasks for MPO administration and operations. Ongoing accounting, preparing financial reports, reimbursement reports, etc. Completing the annual single audit.	Staff, Consultants (for audit tasks)
<b>Transportation Improvement Program (TIP)</b>	Administration of the FFY2025-FFY2028 Transportation Improvement Program (TIP), including regular amendments. Development of the next TIP.	Staff
<b>Metropolitan Transportation Plan 2050 (MTP 2050)</b>	MTP 2050 implementation and administration. Monitor and conduct updates as needed.	Staff



## Agenda Item 3D 2026 Unified Planning Work Program (UPWP) Planning

Chad Parasa, Executive Director  
Markey Jonas, Community Planner

Task	Description/Status	Work By
<b>Data Analysis</b>	Continuation from 2025. Purchase and use of data to enhance WAMPO and member-jurisdiction resources. Staff may discuss coordination opportunities with interested member jurisdictions. Explore the development of data resources/tools, such as mobile applications.	Staff, Vendor
<b>Public Participation</b>	Ongoing engagement with the public, stakeholders, and member jurisdictions. Implementation of the Title VI Program Manual and LEP plan, as updated in 2025. Tasks related to the 2027 Public Participation Plan update may begin in 2026.	Staff
<b>Bicycle and Pedestrian Planning (including bicycle/pedestrian counts)</b>	Bicycle and pedestrian planning activities. Continuation of annual counts and making the count data more robust through the use of automatic counters (purchased in 2024). Explore opportunities for mobile-device-based active-transportation maps, including as part of the Regional Active Transportation Plan.	Staff
<b>Public Transit Planning</b>	Public transit and paratransit planning activities. Coordination with Wichita Transit, KDOT, and private and public transit services.	Staff
<b>Travel Demand Model (TDM)</b>	Ongoing maintenance and development of the TDM. Continuing to update, calibrate, and validate the TDM.	Staff, Consultants
<b>City of Wichita - Reconnecting Communities Grant</b>	The City of Wichita was awarded FFY2024 Reconnecting Communities Pilot (RCP) funding to conduct a planning study on how to reconnect neighborhoods divided by railroads and an Interstate along 21st Street. WAMPO staff will support the project.	City of Wichita Consultants
<b>KDOT Canal Route Modernization Study</b>	This project will complete a Planning and Environmental Linkages (PEL) study to develop options for replacing infrastructure along an approximately 5.5-mile segment of I-135 in Wichita.	KDOT Consultants
<b>NW Expressway Major Investment Study (MIS)</b>	Update to the 1997 Major Investment Study (MIS) for a Northwest expressway/bypass in Wichita.	KDOT Consultants

### Discussion

Are there other potential tasks that you would like to see included in the 2026 UPWP?

### Next Steps

- » August 12, 2025: TPB discussion of 2026 UPWP planning priorities
- » August 15-September 5, 2025 (tentative): State and federal review of draft 2026 UPWP
- » September 12-October 12, 2025 (tentative): 30-day public comment period
- » October 13-October 17, 2025 (tentative): Review and incorporate public comments
- » October 27, 2025: TAC recommendation on the 2026 UPWP
- » November 18, 2025: TPB approval vote on the 2026 UPWP