



Meeting Minutes

Transportation Policy Body (TPB) Meeting Minutes

Tuesday, December 9, 2025, @ 3:00 PM

Hybrid Meeting: *Online & 271 W 3rd St., Room 203, Wichita, KS 67202*

Meeting Duration: 66 minutes

Voting Members in Attendance

Russ Kessler, <i>Chair</i> Ryan Baty, <i>Sedgwick County</i> Jim Benage, <i>Bel Aire</i> Nick Engle, <i>Derby</i> Jim Howell, <i>Sedgwick County</i> George Liebe, <i>Goddard</i>	Mike Moriarty, <i>KDOT</i> Terry Somers, <i>SCAC</i> Pat Stivers, <i>Maize</i> Jet Truman, <i>Valley Center</i> Mike Warrington, <i>Andover</i>	Alternates Rodney Eggleston, <i>Maize (non-voting)</i> Sean Fox, <i>Park City (voting)</i> Nick Gregory, <i>Maize (non-voting)</i> Warren Porter, <i>Rose Hill (voting)</i> J.B. Wilson, <i>KDOT (voting)</i>
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Other Attendees

Marcy Aycock, <i>REAP</i> Craig Crossette, <i>Goddard</i> Nick Flanders, <i>WAMPO</i> Evan Hathaway, <i>Hite, Fanning & Honeyman L.L.P.</i> Angeline Johnson, <i>Greater Wichita Partnership</i> Alan Kailer, <i>Bike Walk Wichita</i>	Brett Letkowski, <i>GFT</i> Mohamed Moawad, <i>MAPD</i> Peter Mohr, <i>WAMPO</i> Shavon Morgan, <i>JEO</i> Kim Negrete, <i>WAMPO</i> Katie Newman, <i>WAMPO</i> Lynn Packer, <i>Sedgwick County</i> Chad Parasa, <i>WAMPO</i>	Ronnie Price, <i>Andover</i> Tia Raamot, <i>Sedgwick County</i> Brad Shores, <i>JEO</i> Laura VanBurkleo, <i>WAMPO</i> Tyler Voth, <i>WSP</i> Kristen Zimmerman, <i>PEC</i>
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1. Chair Russ Kessler called the meeting to order at 3:04 PM.

2. Regular Business

A. Approval of the December 9, 2025, Agenda

Discussion: None.

Action: Approve the December 9, 2025, agenda, as presented. (13-0)¹

Motion: George Liebe

Second: Terry Somers

B. Approval of the November 18, 2025, Meeting Minutes

Discussion: None.

Action: Approve the November 18, 2025, meeting minutes, as presented. (14-0)

Motion: Mike Warrington

Second: George Liebe

¹ One (1) voting TPB member did not arrive until after the vote to approve the December 2025 agenda.

WAMPO provides meeting minutes that are not verbatim. TAC and TPB meetings are recorded and hosted on YouTube [@WAMPO Kansas](https://www.youtube.com/@WAMPO_Kansas). To request assistance accessing meeting recordings call – (316) 779-1313 or email – wampo@wampo.org.

C. Director's Report

Chad Parasa, WAMPO, shared that there would be an end-of-year TPB networking event immediately following the meeting, in the same room.

i. Upcoming WAMPO TPB Elections at Next Meeting in February 2026

Mr. Parasa noted that the annual TPB and TAC officer elections would be held at the February 2026 TPB meeting.

ii. Regional Connections Presentation Series

Mr. Parasa shared that WAMPO is coordinating a presentation series and is inviting jurisdictions and planning partners to present updates on local projects, policies, or programs of regional significance to the TPB. Six (6) presentations have been made so far, and presentations will continue into 2026 at regular TPB meetings. Please email markey.jonas@wampo.org to reserve a time to present.

iii. Safe Routes to School (SRTS) Update

Kimberly Negrete, WAMPO, provided an update on the WAMPO Safe Routes to School (SRTS) planning initiative. She highlighted how many schools are currently participating in the program, provided project-timeline updates, discussed engagement activities that were performed in Fall 2025, and listed next steps to be undertaken. The final school-specific SRTS plans will include recommended infrastructure improvements, policies, and programs, potential funding sources for which were discussed, with the observation that SRTS plans may be utilized when applying for grants.

Laura VanBurkleo, WAMPO, provided the perspective of a former Wichita Public Schools teacher on the SRTS planning initiative.

iv. Behavioral Safety Awareness Campaign Development

Ms. Negrete outlined WAMPO's pending development of a behavioral safety awareness toolkit, focused on the "Safer People" component of the Safe System Approach, which aims to eliminate fatal and serious injuries from vehicle crashes by acknowledging human fallibility and building a system that anticipates mistakes and minimizes harm. WAMPO and its planning partners have made safety a priority and WAMPO will partner with member jurisdictions to develop a toolkit of behavioral-safety related content, messaging, and activities to engage residents. An advisory committee will be formed to help develop the toolkit of resources, with completion anticipated during 2026.

D. Consent Agenda

i. 2026 TPB and TAC Meeting Dates

Peter Mohr, WAMPO, explained that a schedule of TPB and TAC meeting dates/times needs to be approved by the TPB each year. The TPB was asked to decide whether to approve a proposed schedule for TPB and TAC meetings in 2026.

ii. **Regional Active Transportation Plan Consultant Contract**

Mr. Mohr asked the TPB to take action on a proposed consultant contract with RDG Planning & Design Inc. for the development of a Regional Active Transportation Plan during the period of December 9, 2025, through December 31, 2026, for an amount not to exceed \$199,925. The proposed contract would be consistent with WAMPO's approved 2025 & 2026 Unified Planning Work Programs (UPWPs), succeed the WAMPO Regional Pathway System Plan (last updated in 2011), assess and catalog existing active transportation infrastructure, identify gaps in the nonmotorized travel network, and highlight potential "catalyst projects," with a focus on regional connections.

Discussion:

Jim Benage asked if hiring a consultant to develop a Regional Active Transportation Plan was the most cost-effective option. Mr. Parasa responded that the work could be done either by a consultant or by WAMPO staff, with the latter option costing less money but taking more time.

Pat Stivers asked if the Regional Active Transportation Plan could be developed by current WAMPO staff or if money to hire new staff would be required. Mr. Parasa responded that it could be done by current WAMPO staff with the assistance of new temporary staff, utilizing funding already budgeted in the UPWP, but likely at a lower cost than the proposed consultant contract.

Evan Hathaway, Hite, Fanning & Honeyman L.L.P., WAMPO's legal counsel, confirmed that choosing to not enter into a contract with RDG Planning & Design Inc. would not create any legal obligations on the part of WAMPO.

Terry Somers asked if having the Regional Active Transportation Plan developed by WAMPO staff instead of by a consultant would have any adverse effects on planning timelines. Mr. Parasa responded that the Regional Active Transportation Plan could still be completed in time to be reflected in the next WAMPO Metropolitan Transportation Plan, which is due to be approved in 2030.

Action: Pull the Regional Active Transportation Plan Consultant Contract out of the Consent Agenda for a separate vote. (13-0)²

Motion: Jim Benage

Second: Nick Engle

Action: Approve the Consent Agenda (approve the proposed 2026 TPB and TAC meeting schedules, as presented). (13-0)

Motion: Jim Benage

Second: Nick Engle

² One (1) voting TPB member left before the votes on the Consent Agenda and Action Item.

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Action: Not approve the Contract for the Development of a Regional Active Transportation Plan with RDG Planning & Design Inc. (13-0)

Motion: Jim Benage

Second: Mike Warrington

3. Public Comment Opportunity

No comments.

4. Action

A. Title VI Program Manual and Limited English Proficiency (LEP) Plan Updates

Mr. Mohr stated that WAMPO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities and shared details about WAMPO's draft updated Title VI Program Manual and Limited English Proficiency (LEP) plan. Title VI requires that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity under the control of WAMPO. Compliance with Title VI includes ensuring the accessibility of programs and services for individuals not proficient in the English language.

Mr. Mohr provided an overview of Title VI regulations, as outlined in Federal Transit Administration (FTA) Circular 4702.1B, which requires funding recipients to update their Title VI programs every three (3) years. WAMPO's Title VI Program Manual includes, among other things, WAMPO's Title VI notice to the public, complaint procedures, complaint forms, and documentation that no Title VI complaints have been filed against WAMPO to date. WAMPO maintains a Limited English Proficiency (LEP) plan that guides the provision of meaningful access to the transportation planning process for people with a limited ability to communicate in English. In accordance with the Safe Harbor Provision that vital documents must be translated into the language of any LEP language group that constitutes at least either 1,000 people in the region or 5% of the overall population (whichever is less), WAMPO translates vital documents into Spanish and Vietnamese, including all core Title VI materials. Additional translation and interpretation services may be offered when possible and reasonable.

Last updated in 2022, WAMPO's Title VI Program Manual and Limited English Proficiency (LEP) plan have been updated by WAMPO staff and reviewed by KDOT, the FHWA, the FTA, and WAMPO's legal counsel. The TPB was asked to decide whether to approve the draft updated Title VI Program Manual and Limited English Proficiency (LEP) plan.

Draft Updated Title VI Program Manual – <https://bit.ly/Draft-Title-VI-Update>

Draft Updated Limited English Proficiency (LEP) Plan – <https://bit.ly/Draft-LEP-Plan-Update>

Discussion:

Jim Benage asked whether the requirement to translate vital documents into languages other than English came from a law passed by Congress (Title VI of the Civil Rights Act of 1964) or from administrative law, as the status of the latter is less certain. Mr. Mohr responded that the draft updated Title VI Program Manual and LEP plan were reviewed by KDOT, FHWA, and FTA staff and

by WAMPO's legal counsel, who all reported that the documents were legally compliant and the vital-document-translation requirements of the Safe Harbor stipulation of FTA Circular 4702.1B remain in place at this time.

Action: Approve the Title VI Program Manual and Limited English Proficiency plan, as presented.
(13-0)

Motion: Nick Engle

Second: Terry Somers

5. Discussion/Updates

A. 2012-2025 Annual Bicycle and Pedestrian Data Report

Mr. Mohr shared that WAMPO's annual bicycle and pedestrian counts, conducted since 2012, offer crucial insights into nonmotorized travel trends in the region. Of the forty (40) planned count locations for 2025, at least one two-hour count was completed at thirty-eight (38) of them, and at twenty-six (26) locations, at least one weekday and one weekend count were performed, which is required for the meaningful estimation of location-specific nonmotorized Annual Average Daily Traffic (AADT).

During a review of draft AADT estimates, some past-year inconsistencies were discovered in the application of conversion factors from the National Bicycle and Pedestrian Documentation (NPBD) program. To address this, WAMPO staff reviewed all raw count data and documented a clear interpretation of methods from the NBPD. The resultant methodologies have now been applied consistently to data from all years in which counts were conducted. The data and updated nonmotorized AADT estimates are detailed in the 2012-2025 Annual Bicycle and Pedestrian Data Report.

In addition to recruiting volunteers to conduct bicycle and pedestrian counts, nine (9) MioVision automatic bicycle and pedestrian counters were deployed during the 2025 count. Several of those counters were placed at locations where manual counts were also conducted to validate the accuracy of the results and assess the practical feasibility of deploying such equipment.

WAMPO Bicycle and Pedestrian Webpage – www.wampo.org/bicycle-pedestrian

B. 2025 Projects and Accomplishments

Ms. Negrete, Mr. Mohr, and Nick Flanders, WAMPO, presented on some notable 2025 project milestones and other accomplishments in the WAMPO region. The presentation included a summary of action and consent-agenda items approved by the TPB in 2025, additional details regarding projects added to or modified in the Transportation Improvement Program (TIP), and member-jurisdiction featured projects, plans, and programs that demonstrate progress and growth across the WAMPO region in 2025.

Mr. Parasa and Mr. Flanders informed the TPB that, in the coming months, the WAMPO Project Selection Committee (PSC), TAC, and TPB will be asked to make decisions on the use of unawarded suballocated federal transportation funding for FFY2026-FFY2028. Most of that unawarded funding

is attributable to a change in the instructions WAMPO receives from KDOT regarding suballocated funding: Instead of limiting funding awards to a Limitation Distribution amount (usually about 85% of the full Apportionment of suballocated funding), the new instruction is to award 100% of the Apportionment.

6. Committee & Partnership Updates

Chair Kessler announced that the next Executive Committee meeting will be at 11:00 AM on February 5, 2026, in the MAPD Conference Room in the Ronald Reagan Building (271 W 3rd St., Room 237, Wichita, KS 67202) and via Zoom.

J.B. Wilson, KDOT Wichita Metro, provided construction updates in the region.

7. Other Business

Chair Kessler shared a reminder that there would be an end-of-year TPB networking event immediately following the meeting, in the same room.

8. The meeting was adjourned at 4:10 PM.

The next regular meeting will be held on Tuesday, February 10, 2026, at 3:00 PM.