

TRANSPORTATION

2017
UPDATE

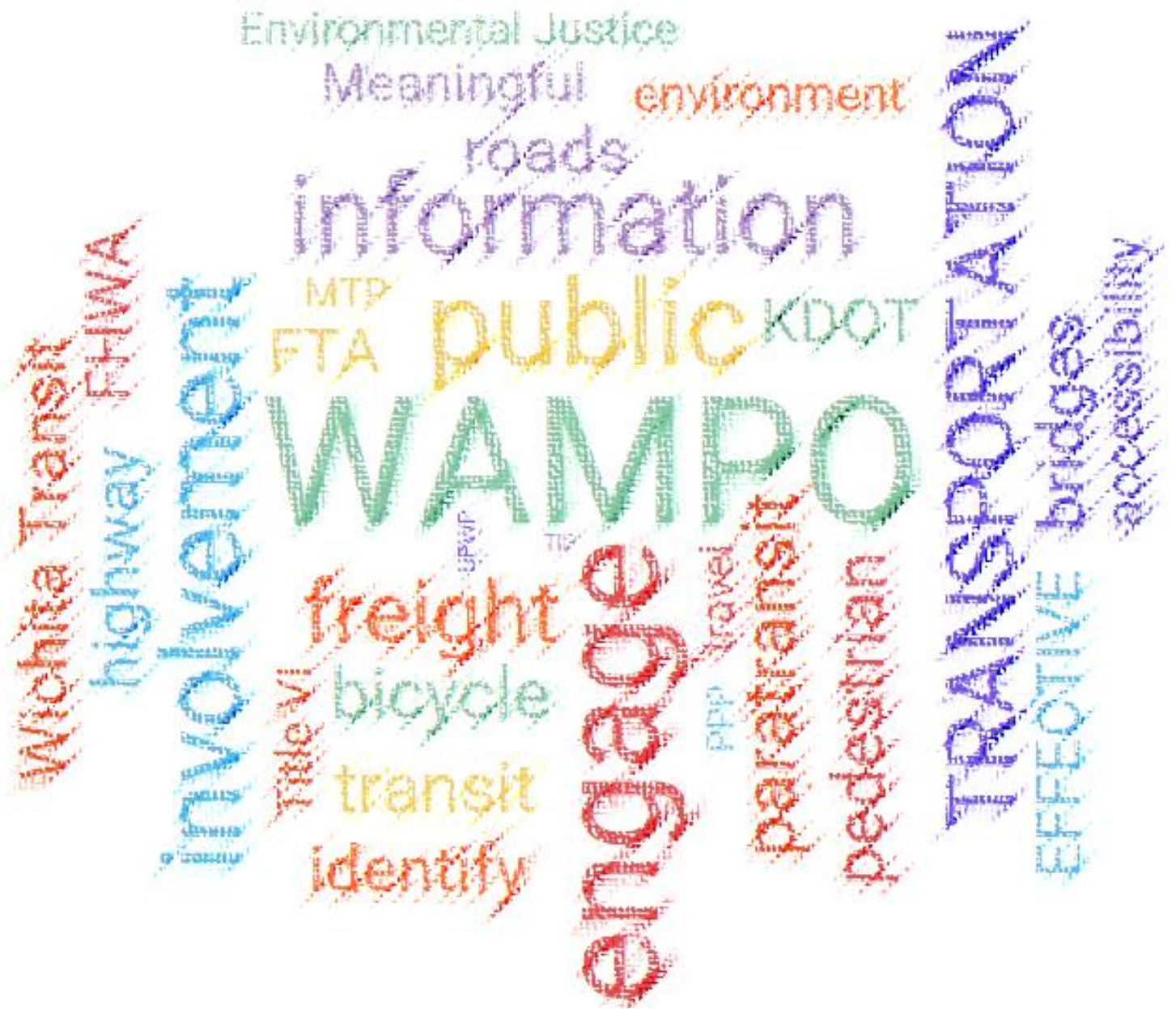


WICHITA AREA METROPOLITAN

PPP

Public Participation Plan

PLANNING ORGANIZATION



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WAMPO fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Title VI Discrimination Complaint Form visit www.wampo.org or call (316) 352-4860. WAMPO's public participation process also satisfies Wichita Transit's public participation requirements for their Program of Projects

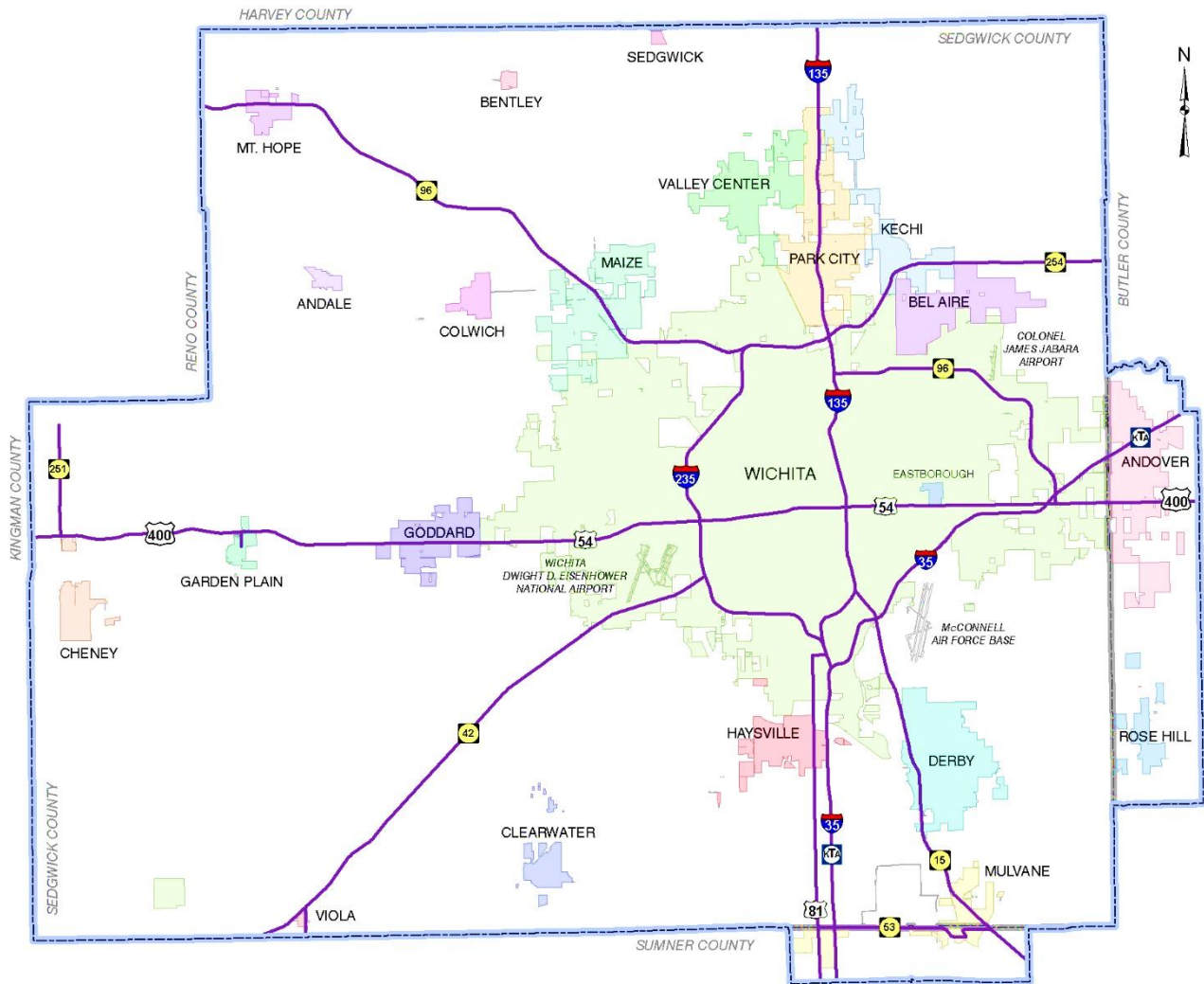
This Plan is reviewed as part of the four-year certification process conducted by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) during the MPO certification process.

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Introduction

The Wichita Area Metropolitan Planning Organization (WAMPO) is the designated MPO for the region with a planning area that stretches over 1,036 square miles and includes urban, suburban, rural and small towns. The metropolitan planning geographic boundary includes all of Sedgwick County as well parts of both Butler and Sumner Counties as pictured below:





MISSION:

The Wichita Area Metropolitan Planning Organization (WAMPO) is the lead independent agency for coordinating priorities for regionally-significant transportation investments in roads, highways, transit, rails, and bicycle and pedestrian facilities. In engagement with its member communities, and state and federal partners, WAMPO supports the region's economic and transportation goals.

VISION:

WAMPO aspires to develop an integrated regional transportation network that safely and efficiently moves people and goods to their intended destinations, and aligns investments in the region's economic and transportation goals.

Our Commitment

Our commitment to meaningful stakeholder engagement is the foundation of this plan. All quality planning and project development require meaningful input from the public. Our organization understands that people are often genuinely interested in what is happening in their community but do not know how they can effectively provide input to influence the outcome of a transportation plan or project. The purpose of this plan is to make accessing information and opportunities for input easier for those interested in contributing.

Whether it be serving on a committee, providing written public comment or sharing information at an open house, WAMPO recognizes the importance of input from the general public and key stakeholders. This input is essential to the continuous improvement of the local transportation system.

Collaboration & Participation

Transportation planning for a region requires collaboration between many different parties and individuals. In addition to this, it takes a comprehensive view of the region to make informed decisions. WAMPO is committed to creating a forum where transportation planning decisions are made jointly with input from federal, state and local agencies as well as private organizations, non-profits and interested individuals. In short, input is welcomed from any person, business, or agency that is affected by transportation decisions.

Shared decision-making resulting from collaboration and public participation helps to inform the values, visions, and diverse needs of our region. Because transportation decision-making affects all of us each and every day, sharing in the responsibility among all stakeholders will ensure that the transportation system delivers what we want it to. Local citizens, businesses and visitors use the various forms of transportation each day to travel and to ship/receive goods. To be effective both the population, economic, and land use trends must be accounted for along with a recognition of the local values and visions of the region's residents.

The WAMPO vision and mission statements aim to support a transparent and collaborative decision-making process in the region.

Meaningful public participation can help develop a sense of community and ownership among participants by promoting accountability and encouraging cooperation and compromise. WAMPO recognizes the need to ask for public participation, not just wait for it. Once received, our organization aims to maintain a respectful consideration of the input to assist with periodic reviews, evaluations and revisions of the plans, programs and tools used to complete our work.



Plan Procedures

Timely Notice

Official agendas for every regular public meeting, which includes both the Transportation Policy Body (TPB) and Technical Advisory Committee (TAC) meetings, will determine the order of business each month. Public notice of these regular meetings will be quarterly via the WAMPO newsletter along with at least a five (5) calendar day reminder with agenda prior to the meeting. Reminders will be posted on the WAMPO website and sent by email (or letter if applicable) to those on the public notification list. Requests to be added to the public notification list may be made at any time by emailing wampo@wampo.org or calling the main WAMPO line at 316-779-1321

Public notice information is also located in the “Public Notice” section of the WAMPO website at www.wampo.org.

Public Review & Comment Opportunities

WAMPO uses a variety of techniques to involve the public in making transportation decisions; including public meetings, workshops exhibits, and other activities held during the development of transportation plans, studies, and projects.

These activities routinely provide the opportunity for the public to review and comment before the adoption of updates, amendments, and/or substantial revisions are made to the Unified Planning Work Program (UPWP), the Metropolitan Transportation Plan (MTP) and the Transportation

Improvement Program (TIP). The following, *Public Involvement Procedures* table outlines WAMPOs **minimum** required procedures for communicating opportunities for public review and comment.

Public Involvement Procedures

<u>Plan/Program</u>	<u>*PPP Elements</u>	<u>Timeline</u>	<u>Minimum Required Notifications/Activities</u>
Public Participation Plan	Public Review & Partner Consultation	45 Days Prior	Website Page Update Web-based News Release Distribution List Communication Newsletter Feature (or special feature if off cycle) Regular Public Meeting (minimum 14 days prior) Social Media Updates/Events
Unified Planning Work Program	Public Review & Consultation with both Stakeholders and Partners	2 Weeks Prior	Website Page Update Web-based News Release Distribution List Communication Newsletter Feature (or special feature if off cycle) Regular Public Meeting Social Media Updates/Events
Metropolitan Transportation Plan (including <u>substantial</u> revisions/amend)	Public Review & Consultation with both Stakeholders and Partners	30 Days Prior	Website Page Update Web-based News Release Distribution List Communication Newsletter Feature (or special feature if off cycle) Regular Public Meeting Social Media Updates/Events Print Media Release Public Access Television Special Public Meetings Print Media Advertisement Regional Library/City Hall (reference material sharing)
Transportation Improvement Plan (including <u>substantial</u> revisions/amend)	Public Review & Consultation with both Stakeholders and Partners	30 Days Prior	Website Page Update Web-based News Release Distribution List Communication Newsletter Feature (or special feature if off cycle) Regular Public Meeting Social Media Updates/Events Regional Library/City Hall (reference material sharing)

***PPP Elements:**

- Stakeholder Consultations may include; WAMPO decision makers, region jurisdiction staff, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of individuals with disabilities and other interested parties.
- Partner Consultation may include; affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, public and private providers of transportation and other affected agencies.
- Public Review will be offered to the general public of the WAMPO region.

Responses to all inquiries, feedback, and other input will be made in a timely manner. When significant written and/or oral comments are received as a result of public involvement a summary, analysis, and report on the disposition of comments shall be made as part of the final plan, program or initiative documentation prior to approval/adoption.

Accessible Meetings

WAMPO meetings are typically held in locations easily accessible to a broad cross-section of individuals. When possible, public meetings and events are planned to include meeting space which offers free and/or accessible parking with accessibility to public transit routes and hours. All WAMPO meetings and advisory committees are held in facilities that are compliant with the Americans with Disabilities Act requirements.

WAMPO will, upon request and adequate notice, provide assistance to those with hearing and visual impairments, limited English proficiency, individuals who have a transportation disadvantage, and others requiring special assistance.

The WAMPO Limited English Proficiency (LEP) plan identifies populations within the WAMPO service area who have LEP. The plan also provides guidelines to help ensure that information and services are accessible to all individuals with LEP. A copy of WAMPO LEP plan can be found on the www.wampo.org website. Hard copies will be made available upon request.

Accessible Information

Information on transportation plans, processes, and issues is available electronically on the WAMPO website. Hard copy versions of all information and documents are also available upon request. Reference copies of both the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP) documents may be found at local WAMPO regional public libraries or City Hall offices in jurisdictions where no library exists.

All WAMPO vital documents are available on the WAMPO website in English, Spanish and Vietnamese. These vital documents include the Title VI Notice, Title VI complaint form, Title VI rights brochure, and the WAMPO Citizen's Guide. All remaining WAMPO plan and program documents, meeting notices, and other technical information can be translated individually upon request.

CORE VALUES

FAIRNESS

To all member communities and other regional stakeholders in establishing priorities and making high return on investment decisions.

TRANSPERANCY

In openly communicating the when, what, how and why of Board and staff decision-making.

PUBLIC ENGAGEMENT

Actively inviting, listening and considering the ideas of those who have a stake in the agency's decisions.

COLLABORATION

Consulting and cooperating with groups to share information and coordinate plans and decisions.

Traditionally Underserved Populations

Based on analysis of the geographic distribution and citizen input, WAMPO has narrowed down specific outreach activities that include efforts to seek out, consider, and involve persons who have been traditionally underrepresented by existing transportation systems.

Efforts are tailored within communities where traditionally underrepresented populations, (specifically minority and/or low-income persons) live, work, and access resources. The following outreach approaches will be considered individually for each community:

- Publish ads and notices in local print media, radio, and other relevant outlets particularly media targeted to minority and low-income populations.
- Develop language outreach strategies, as determined by the Limited English Proficiency (LEP) Plan.
- Hold public meetings in locations that are accessible to transit.
- Hold meetings outside core business hours near transit accessible locations throughout the WAMPO region.
- Develop and maintain partnerships with local leaders and advocates
- Coordinate with schools, churches, affinity and other relevant access points.

The below *Traditionally Underserved Outreach Procedures* table highlights outreach approaches by population characteristics:

Traditionally Underserved Outreach Procedures

Outreach Approach	Minority	Low-Income	LEP	Disabled	Older Adults	Zero-Car Household
Targeted Ads & Notices	X	X			X	
Language Outreach Strategies	X		X			
Transit-Accessible Meetings		X		X		X
Convenient Meeting Times & Locales		X			X	X
Partnerships	X	X	X	X	X	X
Coordination	X	X		X	X	

Environmental Justice Considerations

Environmental Justice (EJ) responsibilities involve identifying and addressing disproportionately high and adverse effects of WAMPOs programs, policies, and activities on minority populations and low-income populations to achieve an equitable distribution of benefits and burdens.

EJ considerations are analyzed in part through the use of the public involvement approaches and techniques outlined in this document. For more information on EJ and the metropolitan planning process please review the WAMPO metropolitan transportation plan online at www.wampo.org

Title VI Requirements

WAMPOs policy is to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 12898 on Environmental Justice, Executive Order 13166 on Limited English Proficiency, and related statutes and regulations in all programs and activities.

Title VI requires that no person in the United States of America shall, on the grounds of race, color, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which WAMPO receives federal financial assistance.

Any persons who believes they have been aggrieved by an unlawful discriminatory practice in the execution of WAMPOs responsibilities has the right to file a formal complaint under Title VI. Written complaints are handled by WAMPOs Title VI Coordinator and should be made within one hundred eighty (180) days following the date of the alleged discriminatory occurrence. All WAMPO Title VI notices, complaint procedures and forms are available electronically on the www.wampo.org website as well as in hard copy upon request.

Additionally, individuals may file a complaint directly with the Federal Transit Administration's Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, and 1200 New Jersey Ave., SE, Washington, DC 20590.

Consultation

The WAMPO decision-making process and on-going public participation efforts are designed to provide opportunities key stakeholders to meaningfully participate in the transportation planning process. In developing the MTP and TIP, WAMPO will consult and/or coordinate planning activities with agencies and officials responsible for other planning activities affected by transportation within the region. In addition to this, the MTP and TIP shall be developed with due consideration of these other related planning activities and the process shall provide for the design and delivery of transportation services within the WAMPO planning area.

This consultation process is specifically designed to offer the opportunity for key stakeholders to meaningfully participate in the transportation planning process. The following *Consultation Procedures* table highlights the typical agencies and officials that WAMPO consults and/or coordinates with for the development of the MTP and TIP:

Consultation Procedures

<u>Contact</u>	<u>Agency Role</u>	<u>Involvement</u>
Wichita Sedgwick County Metropolitan Area Planning Department (MAPD), Planning departments of member jurisdictions	Representatives of State and local land use entities	Agency representatives will be engaged in consultation at the initiation of both the MTP and TIP document development, with ongoing communication until approval.
Greater Wichita Partnership	Economic development representatives	
Kansas Department of Health and Environment, U. S. Fish and Wildlife Service, Environmental Protection Agency, United States Army Corps of Engineers	Environmental protection and resource agencies)	Participating representatives will have the opportunity to review and comment on draft material prior to approval.
Coordinated Transit District #9, Greyhound, Taxi companies	Private Providers of transportation	Consultation will match the public review and comment timeline and procedures outlined in the “Public Involvement Procedures” found on page 4 of this document.
Owners/Operators of Airports in the WAMPO planning area	Airport Representatives	
Kansas Motor Carriers Association, Railroad operators in area	Freight Representatives	

WAMPO will also make a good faith effort to coordinate its public involvement processes with area transportation planning partners whenever possible. Area planning partners include the Kansas Department of Transportation (KDOT), Wichita Transit, local government jurisdictions, the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). Increased coordination will assist in enhancing opportunities for public consideration on issues, plans, and programs while reducing costs and duplication of efforts within the region.

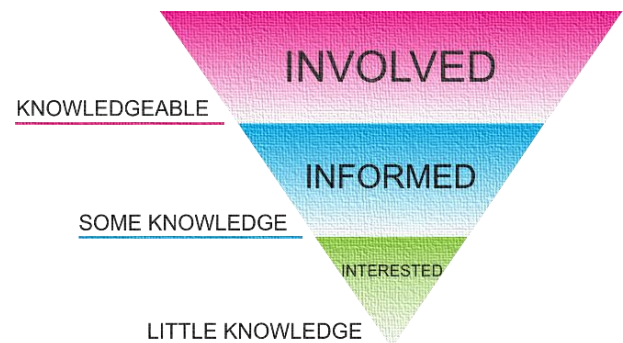
Strategy

The fundamental objective of WAMPOs public involvement effort is to ensure that the concerns and issues of all those with a stake in transportation decision-making are identified and addressed. In addition to the WAMPO policy board and committees, transportation system stakeholders also include public and private transportation owner/operators, users of the system (freight, paratransit, bicyclists, etc.), taxpayers and other resource agencies to name a few.

Through public involvement individuals will be given opportunities to gain insight to help define plan alternatives, as well as assist with identifying potential transportation related problems.

The following is a broad grouping of the three major constituency groups identified based on the varying levels of engagement and understanding of the regional transportation planning process and associated issues:

- **The Involved Public:** is both knowledgeable about transportation policy issues in general, as well as WAMPO's role in the regional transportation planning process. These individuals/organizations already actively participate in the process and have a fairly extensive understanding of regional transportation issues and policy. Among others, this category may include elected officials.
- **The Informed Public:** has some knowledge of transportation policy issues, but is not familiar with WAMPO's role in the regional transportation planning process. This group also may not be fully aware of the regional context underlying the transportation challenges experienced throughout the region. This middle tier often includes community leaders and opinion leaders who work at the local level.
- **The Interested Public:** has an inherent interest in transportation challenges, but possesses little direct knowledge of transportation policy issues. This group, which is the largest of the three, includes the "general public," but it may also include community leaders or even elected officials who have limited exposure to transportation planning at any level.



This plan recognizes that transportation planning can be a complex and technical process. Many individuals may never have the time and/or interest to develop a full understanding of the system or process. Therefore, the associated plan goals and policies seek to utilize techniques that will be appropriate for gathering the input and opinions of people with varying amounts of available time, interest and understanding. The ultimate goal of this plan is to move individuals up from the lower levels of engagement (interested/informed) into a knowledgeable involved stage.

Goals, Policies, and Techniques

A well-informed public has the ability to contribute meaningful input at all stages of the transportation decision-making process. In recognition of this WAMPO has established overarching goals to increase the effectiveness of its public involvement efforts. The goals, policies, and associated technique options are as follows:

Goal 1:
Inform

the public to the maximum extent possible with available resources, of opportunities to participate in the transportation decision-making process.

Maintain a current distribution lists of stakeholders that may include the general public, committee members, local governments, associations, local businesses and media.

Provide advanced notice of public meetings via the WAMPO distribution lists and on the WAMPO web page.

Widely distribute flyers for special events.

Widely distribute a periodic newsletter to announce upcoming events/public meetings, review results of recent activities, highlighting regional transportation news, and request public participation.

Use video recording to capture and share special guest presentations, public meetings and events when appropriate.

Include the WAMPO web page address on all documents, including brochures, flyers and plans, so that the public can easily access public meeting information.

Include provisions in meeting announcements for interested persons to inquire in person, by phone or E-Mail.

Establish a relationship with local media for assistance in coverage of public participation events and airing public service announcements.

Set up outreach/education displays at public events and spaces, including those in traditionally underserved communities.

Speak at local civic group meetings, schools, conferences and community events about transportation planning.

Provide information about current transportation issues.

Use website, social media accounts, and other electronic tools to share information and engage with people.

Distribute materials regarding how individuals and local government officials can participate in the process (e.g. Citizen's Guide).

Distribute citizen versions of the major transportation planning documents and progress reports as appropriate.

Offer and schedule regular, on-site updates with the governing bodies of member jurisdictions about WAMPO programs and activities, including those without municipal public works departments.

Promote on-site forums at different regional sites.

Create WAMPO informational pieces for formal and informal communication about the mission and organization.

Expand formal presentations about WAMPO to community organizations via a speakers' bureau.

Goal 2:
Involve

the public early and often in the transportation planning process.

Create a Citizens' Academy or equivalent to provide opportunities for the public to learn about the transportation process and activities.

Create surveys to be administered at MPO meetings, workshops, events, and online as appropriate.

Provide opportunities for diverse representation on non-elected decision-making bodies. This would include the inclusion of minority, low-income and other under-represented groups.

Provide an opportunity for the public to join the WAMPO distribution list at all public meetings and special events.

Respond to all inquiries from the public, providing interim responses while a question is being researched.

Incorporate satisfaction surveys into processes (planning, information gathering, assesemnt, etc.)

Inform WAMPO decision makers of trends indicated from contacts with the public.

Allocate time for public input on public meeting agendas as appropriate.

Incorporate opportunities for public feedback associated with major planning documents, programs, and initiatives as appropriate.

Provide regular opportunities for the continuing education of TPB members.

Share documents and involvement opportunities with local planning departments and other participating agencies.

PUBLIC ENGAGEMENT
Actively inviting, listening and considering the ideas of those who have a stake in the agency's decisions.

Goal 3:
Coordinate

Proactively develop relationships with the other geographical, organizational and demographic communities within the WAMPO planning area to increase the opportunity for their participation in transportation planning.

Participate in community outreach events and meetings, maintaining a focus to include traditionally underserved communities.

Distribute copies of the major planning documents and programs to the local public libraries and/or community centers where applicable.

Develop community profiles and features to highlight the communities within the WAMPO region.

Coordinate with local government redevelopment agencies, non-profit agencies and others.

Make good faith efforts to provide assistance for access to those with hearing impairments, visual impairments, limited English proficiency, transportation disadvantages, and others requiring special assistance.

Expand education opportunities to include economic development partners.

Convene meetings involving WAMPO leaders, and state and federal partners to address current/critical transportation related matters.

Use coordinated partnerships to chronicle transportation impacts and/or history in the region.

COLLABORATION
Consulting and cooperating with groups to share information and coordinate plans and decisions.

Goal 4:
Improve

Continually identify and implement ways to improve the public participation processes.

Conduct assessments of the effectiveness of public participation techniques and debrief to identify opportunities for improvement.

Utilize electronic analytics to track the performance of online public outreach strategies.

Expand coordination among planning partners (Kansas Department of Transportation and Wichita Transit) in public participation activities. Particularly when projects may directly involve residents from adjacent communities in the WAMPO region.

Take advantage of training opportunities and learn from the experiences of other MPOs.

Participate in meetings of state and federal associations of metropolitan planning organizations (MPOs).

Sponsor continuing education events and develop materials to inform members and others about transportation funding opportunities, constraints, current issues, emerging innovation, and State and Federal requirements.

Engage in ongoing research around relevant planning and developmental policies that would benefit the WAMPO region as well as determine if there are grant opportunities that would positively improve the regional transportation ecosystem.

Outcomes & Evaluation

Standard Measurements

The following table outlines the standard measurement tools that will be used on an ongoing basis to gather information about the effectiveness of the WAMPO PPP. Additional measurements and techniques may be added as appropriate:

Evaluation Procedures

Source	Purpose	Intent	Goal Reference	Indicator
Pre/Post testing	Participant surveys will be administered following all in person involvement activities (special public meetings, workshops, events, etc.) to measure the individual perceptions, effectiveness, and satisfaction with the process.	To track the progress in moving individuals to a more fully engaged and informed constituency group (“the involved,” “the informed,” and “the interested”).	Goals 1-4	<p>10% of individuals identifying as “interested” in pre-testing will identify as “informed” in post-testing.</p> <p>5% of individuals identifying as “informed” in pre-testing will identify as “involved” in post-testing.</p> <p>10% of individuals identifying as “involved” in pre-testing will express satisfaction with the effectiveness of the public involvement intervention.</p>

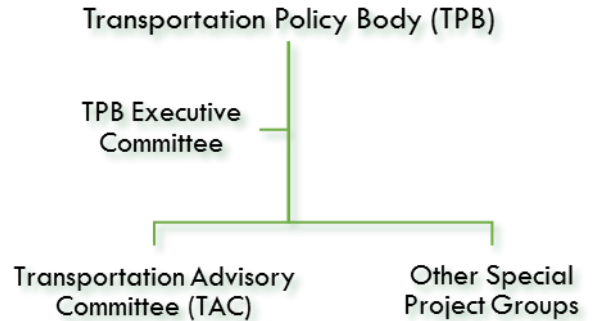
Web-based Analytics	Web-based data (site traffic, shares, clicks, reactions etc.) will be gathered from the WAMPO website and social media platforms to assess the effectiveness of electronic communication with members, partners, stakeholders, and the general public.	To track and trend the patterns of engagement and interaction between WAMPO and the public, which includes members and partners.	1, 2, & 4	Establish a baseline for site traffic following website redesign Increase the average individual social media and web-based interaction by 10% each year.
Distribution List	Individual requests for notification will be monitored using a centralized distribution list management program. Tracking of individuals and patterns of interaction will inform on the effectiveness of activities and messaging.	To track and trend the patterns of engagement and interaction between WAMPO and the public, which includes members and partners.	2, 3, & 4	Increase the average number of distribution list recipients by 2% each year. Increase the average electronic communication interaction by 10% each year.
Public Comment	Individual comments submitted in-person, electronically and/or by phone will be used to gain insight from partners and the general public.	To gather information relevant to specific transportation planning decision-making and/or initiatives.	2 & 3	Increase the average number of comments received by 20% each year.

Evaluating the PPP goals on an ongoing basis will assist WAMPO staff in managing public involvement activities and highlight opportunities for improvement. Assessing the outcomes will assist staff in identifying progress at regular intervals as well as provide indicators of satisfaction and/or met expectations among members, stakeholders and the general public. Outcomes may be shared with members, stakeholders and the general public through annual reporting, progress reports and/or citizen reports.

Decision-Making Process

The WAMPO Transportation Policy Body holds the authority to approve transportation plans and federal transportation spending in this region. In making transportation decisions, they consider, among other feedback, recommendations from local advisory committees. These committees offer input from interested persons, transit users, bicycle and pedestrian interests, businesspersons, persons

representing special interest groups and local technical experts like municipal engineers and planners. The advisory committees are a fundamental way for communities to involve themselves in planning transportation projects. The diagram to the right shows the decision-making flow among the WAMPO board and committees.



Additional TPB/TAC Comment Opportunities

The public has additional opportunities to make public comments, presentations, and/or to provide input at the TPB and TAC public meetings:

Standing Agenda Item: All TPB/TAC meetings will have time allotted on the agenda for individuals to address members with transportation-related issues, questions or concerns affecting the region.

Agenda Item Requests: Any member of the public may request to place an item on the agenda for consideration by the TPB and/or TAC.

Requests & Accommodations: Comments from the public are generally limited to three (3) minutes per person. Time limits may be adjusted by the chairperson as necessary.

Members of the public wishing to address topics that are unusually detailed or complicated, thus requiring longer time for presentation, are urged to make their request in advance of the meeting by emailing wampo@wampo.org.

Requests for translation and or interpretation services will be accommodated according to the WAMPO Limited English Proficiency (LEP) plan. A copy of WAMPO LEP plan can be found on the www.wampo.org website. Hard copies will be made available upon request.

Comments: WAMPO staff are committed to providing a timely acknowledgement and response to all comments and inquiries. When significant written and oral comments are received as a result of a planned public participation process or interagency consultation a summary analysis report on the disposition of comments shall be made. This report will become part of the final plan, program or initiative documentation and made available in advance of decision making.

Other WAMPO Groups

The TPB chairperson has the authority to organize sub-committees, task forces, steering groups and other advisory or workgroups to guide the development of projects, agency activities, and to provide expertise on technical transportation issues. These other groups are typically called together on an ad hoc basis. The composition of these groups are established at the discretion of the TPB and may include members of the general public.



Need More Information?

This PPP is a tool to aid in WAMPOs commitment to engage member communities, State partners, and Federal partners in support of the region's economic and transportation goals. More information about the WAMPO decision-making process, plans, programs or general information may be found at:

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Facebook: "Wichita Area Metropolitan Planning Organization"

