



Meeting Summary
Transportation Policy Body (TPB) Meeting Summary
Tuesday, February 8, 2022 @ 3:00 PM
Hybrid Meeting

Meeting Duration: 98 minutes

Members in Attendance:

David Dennis, TPB Chair
Jim Benage, Bel Aire
Ron Colbert, Valley Center
Bryan Frye, Wichita
Tom Hein, KDOT
Jack Hezlep, Derby
Michael Hoheisel, Wichita
Tom Jones, Park City
Russ Kessler, Haysville

Richard LaMunyon, Maize
Hunter Larkin, Goddard
Sarah Lopez, Sedgwick County
Pete Meitzner, Sedgwick County
Mike Moriarty, KDOT
Warren Porter, Rose Hill
Kamme Sroufe, Kechi
Tom Stolz, Sedgwick County
Troy Tabor, Andover

Becky Tuttle, TPB Vice Chair
Burt Ussery, Clearwater
Dan Woydziak, Butler County

Alt:

Robert Layton, Wichita
Ben Saucedo, Park City
Anne Stephens, Bel Aire

Other Attendees:

Richard Backlund, FHWA
Ashley Bryers, WAMPO
Brent Chesnut, Alfred Benesch & Co.
Cecelie Cochran, FHWA
Nick Flanders, WAMPO
Sean Fox, Park City
Danielle Gabor, Haysville
Michael Gerber, BKD
Theresa House, WAMPO
Tonja Howard, Wichita
Gary Janzen, Wichita

Mark Kruep, WAMPO
Brett Letkowski, TranSystems
Matt Messina, KDOT
Andrew Nave, Greater Wichita
Partnership
Lynn Packer, Sedgwick County
Chad Parasa, WAMPO
Tia Raamot, MAPD
Kelly Rundell, Hite, Fanning &
Honeyman LLP
ThaiBinh Ninh, MAPD

Teresa Seymour, BKD
Patty Sykes, WAMPO
Tyler Voth, WSP
James Wagner, Wichita
Jessica Warren, Sedgwick County
Jim Weber, Sedgwick County
Kristi Wilson, KDOT
Kristen Zimmerman, PEC

1. Mr. Dennis called the meeting to order at 3:00 PM.

2. Regular Business

A. Approval of February 8, 2022 Agenda

Discussion: None

Action: Moved to approve agenda as presented. Motion passed (20-0).¹

Motion: D. Dennis

Second: B. Tuttle

B. Approval of December 14, 2021 Minutes

Discussion: None

Action: Moved to approve minutes. Motion passed (20-0).

Motion: D. Dennis

Second: B. Tuttle

C. TPB Chairman's Report

i. Director's Report

New Staff Introductions

WAMPO staff members were introduced: Nick Flanders – GIS Analyst/Transportation Planner; Patty Sykes – Senior Accountant/Financial Analyst; Ashley Bryers – Transportation Planning Manager (new);

¹ One representative joined the meeting after votes to approve the February 8, 2022 agenda and December 14, 2021 minutes had occurred, but before votes to elect officers had occurred.

Mark Kruep – GIS Analyst/Transportation Planner (new); and Teri House – Administrative Assistant (new).

Overview – Year 2022 Tasks

Chad Parasa presented an overview of WAMPO tasks for Year 2022, which has previously been reviewed by the Executive Committee:

- A. Year 2021 Audit
- B. TIP tasks in 2022, including (i) Current TIP 2021-2024 amendments and (ii) Next TIP 2023-2026 update
- C. Travel Demand Forecasting Model update
- D. Working with Safety Steering committee members to develop a Safety Plan
- E. Study of economic trends and indicators and their relationship to the transportation system
- F. Title VI, LEP, and Public Participation Plan
- G. Transportation Performance Management (Federal Requirements)
- H. Ongoing tasks on Data Development and coordination among jurisdictions
- I. Partnering with Wichita Bike/Ped Study

Mr. Parasa will keep the TPB and Executive Committee posted on important benchmarks and the advancement of these tasks. Vice Chair Becky Tuttle requested that TPB members be provided with a version of this 2022 overview of tasks that includes timeframes for each task.

Nick Flanders noted that, on December 14, 2021, the TPB approved Amendments 5 and 5.5 to the 2021-2024 TIP, as recommended by the TAC. The Call for Changes for Amendment 6 began on January 31, 2022 and email notifications of the February 11, 2022 deadline were delivered to all jurisdictions that currently have projects in the TIP, along with MS-Access databases or, upon request, Excel workbooks in which to record and return requests for amendments and administrative adjustments. Following the public comment period, and upon receiving TAC's recommendation, the TPB will vote on Amendment 6 at its April 12, 2022 meeting.

3. Public Comment Opportunity – None

4. New Business

A. Election of Officers

TPB Chair

Motion made to nominate Mr. David Dennis, there were no other nominations made, there was a motion to close the nominations

Action: Moved to close nominations and appoint David Dennis to second one-year term as TPB Chair.

Motion passed (21-0)

Motion: B. Tuttle

Second: D. Woydziak

TPB Vice Chair

Motion made to nominate Ms. Becky Tuttle, there were no other nominations made, there was a motion to close the nominations

Action: Moved to appoint Becky Tuttle to second one-year term as TPB Vice Chair. Motion passed (21-0)

Motion: Tom Jones

Second: Bryan Frye

TAC Chair

Motion made to nominate Mayor Burt Ussery, there were no other nominations made, there was a motion to close the nominations

Action: Moved to appoint Burt Ussery as TAC Chair. Motion passed (21-0)

Motion: D. Dennis

Second: Tom Jones

Mr. Dennis thanked Troy Tabor for his work as TAC Chair and noted that Mr. Tabor will be appointed as a member of the Executive Committee. Executive committee members and Project Selection Committee members were appointed by the TPB Chair.

B. Update: Draft 2021 WAMPO Audit Report

Teresa Seymour and Michael Gerber of BKD, LLP presented the draft 2021 independent auditor's report and WAMPO's financial statements. Ms. Seymour explained the 'Statement of Activities' and the 'Balance Sheet based on modified accrual basis'. Ms. Seymour also explained the 'Statement of Net Position'. Furthermore Ms. Seymour explained the 'Reconciliation of the Balance Sheet of Governmental Funds to the Statement of Net Position'. Ms. Seymour presented 'Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balance of Governmental Funds to the Statement of Activities' during the year 2021. Ms. Seymour presented qualitative look on financial statements called as 'Notes to the Financial Statements'. The financial statements of the Wichita Area Metropolitan Planning Organization (WAMPO) have been prepared in conformity with accounting principles generally accepted in the United States of America, as applied to government units (hereinafter referred to as generally accepted accounting principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. In 2021, WAMPO adopted Governmental Accounting Standards Board Statement No. 84, Fiduciary Activities. Upon evaluation by WAMPO, it was determined that WAMPO has no fiduciary activities required to be reported under these standards, hence very similar to last year with respect to line items reported.

It was noted that, while WAMPO was previously required to have a single audit, this year had federal expenditures that did not need to prepare a Single Audit. Single audit is required if federal expenditures exceed \$750,000 per year. This year WAMPO is not required to develop Single Audit due to the annual expenditures were less than \$750,000. However WAMPO staff requested to test findings of prior year Single Audit, and provide comparison for this year. The two finding tested this year were (1) segregation of duties (2) reporting and approval process of UPWP report. Additional procedures were conducted to look into these two items for this audit year 2021. Internal control testing was conducted looking into: what mitigation controls were in place, what approvals were in place. Ms. Seymour noted that there was no finding on 'Segregation of duties'. Monthly and quarterly reports, of UPWP to KDOT, were looked into as part of this testing, also looked at approval process. We noted that there is an approval process, therefore there is no finding on the second item of reporting as well.

Additional clarification was provided on the management letter. There was a recommendation that internal review of monthly finances could be signed, that way there is evidence of monthly internal staff review, and this is called as "observed deficiency communicated orally to the management". This recommendation was noted in the section of 'Other Material Communications' as part of the management letter.

Ms. Seymour also clarified that the net position as of December 31, 2021 is unrestricted.

Once the final version of the Independent Auditor's Report is ready, it will be sent to WAMPO.

C. Update: WAMPO TIP Fees

Last year in 2021, TPB had approved 3% TIP fees for the projects programmed in the year 2022. This update today is to provide you the need for reserves and gaining financial stability for WAMPO. When there was a loan from City of Wichita, there were reserves, now with this 3% TIP fees for next couple of years (as illustrated in the following table), the goal is to gain the reserves and financial stability for WAMPO.

Discussion and comments were heard from members and the Executive committee will look into the fee structure. Today this item is an update item. This item will be presented for approval during the next TPB meeting in March 8, 2022.

FFY	2019	2020	2021	2022	2023	2024	2025	2026
Previous	1.3%	1.4%	1.5%	1.6%	1.7%	1.8%	1.9%	2.0%
Proposed				3%*	3%	3%		

*Approved February 9, 2021

D. Update: Regional Economic Development

TPB Chair David Dennis moved this item up in the agenda order.

Andrew Nave, Executive Vice President of Economic Development for the Greater Wichita Partnership, a non-profit organization with partners consisting of 10 South Central Kansas counties and their municipalities, including the City of Wichita and Sedgwick County, presented an overview of its strategy to grow the Wichita region’s economy by attracting new businesses and expanding existing industries (“Regional Growth Plan”). Mr. Nave’s presentation showed that 2021 was a very strong year for Wichita and surrounding counties, with numerous expansions and economic-development investments, as well as strong growth for existing companies. Mr. Nave also referenced multiple projects that are currently in the works and which have a positive outlook for 2022.

Following the presentation, Mr. Dennis reminded the Members that he had previously requested each Member to report to the TPB on projects and developments that are taking place in their communities and on how their communities are impacted by transportation. The purpose of these reports is so that the Members can make sure that demands relating to transportation issues are being met in order to allow the movement of goods, services and personnel and ensure community growth.

E. Update: 2023-2026 TIP Call for Projects: February 8, 2022 – March 8, 2022

Ms. Bryers and Mr. Flanders reported that work on the 2023-2026 TIP is beginning on the following tentative schedule:

Call for Projects	02/08/2022 – 03/08/2022
Staff review & Project Section Committee meetings	Spring 2022
Document development & Public Comment period	Summer 2022
TAC recommendation	Summer/Fall 2022
Deadline for TPB Approval	October 1, 2022

F. Travel Demand Model and Its Applications

Mr. Parasa and Mr. Flanders presented on the WAMPO Travel Demand Model (TDM), which forecasts future travel patterns by various modes throughout the metropolitan area. It is a tool that MPOs are required to maintain and which member jurisdictions may use for various transportation-planning tasks. Examples were presented of requests for TDM outputs and the data provided in response to those requests. TDM updates are an ongoing effort by WAMPO staff and member jurisdictions.

G. Discussion: Safety Plan Development & Steering Committee Formation Ideas

The Safety & Health Committee was formed in 2021 for the purpose of identifying and strategizing feasible options to improve the safety and health of each member jurisdiction’s community. Ms. Bryers summarized the topics discussed at the Committee’s meetings to date and, in order for the Committee to develop and implement a safety plan, she proposed a two-tier process - staff providing technical input and a steering committee of non-staff to provide goals and policy suggestions. The Committee has

identified potential organizations which could be represented on the proposed Steering Committee, and has asked the Members to suggest additional organizations to be invited to participate. Discussion was had regarding potential Steering Committee members and the Committee will reach out to potential Steering Committee members prior to the next TPB meeting. At its next meeting, the TPB will review and approve the Steering Committee.

5. Committee & Partnership Updates

A. Executive Committee

At its last meeting on January 14, 2022, the Executive Committee discussed TIP fees, WAMPO staff tasks, and the upcoming performance evaluation of WAMPO Director. Other issues relating to the audit were also discussed at this meeting.

B. Committees: Active Transportation; Safety & Health

The next Active Transportation Committee meeting will be held on March 2, 2022, at 9:30 a.m. The next Safety & Health Committee meeting will be held on May 6, 2022, at 9:30 a.m.

C. KDOT, Wichita Metro

Tom Hein reported that maintenance crews continue to be busy finishing the cleanup on the highways from the previous week's snowstorm.

Work continues to take place at the North Junction, and it is anticipated scheduling for opening bids on the final portion of the Gold Phase of the North Junction Project will take place later in 2022.

Jim Benage asked for information regarding a fire that took place last week at the North Junction site. Mr. Hein responded that the fire was the result of a maintenance team using a heater on the concrete poured on top of one of the bridge pier caps to keep it curing. The Wichita Fire Department put out the fire, resulting in water flow onto the highway. While northbound traffic was diverted from I-135 onto Eastbound K-254, KDOT crews arrived at the scene, and cleaned and treated the highway. Mr. Hein noted that structural engineers will investigate the cap to determine if the concrete needs to be removed and re-poured. Mr. Hein is waiting for this report.

D. KDOT

Mike Moriarty reported that, as a result of letters from Community partners, KDOT has decided to move forward with a study along the K-254 corridor. However, there is no schedule for the study at this time.

Hunter Larkin asked for a status of Goddard's RCUT intersection design project on US 54/Kellogg Ave. Mr. Moriarty will meet with the KDOT team, and contact Mr. Larkin as soon as he obtains additional information.

E. FHWA

Richard Backlund reported that FHWA is currently under a continuing resolution for federal programs until February 18, 2022 and waiting to see if Congress will approve funding for the entire program through the end of the fiscal year, reflecting the Bipartisan Infrastructure Law that was passed in late 2021.

He is optimistic, as he is seeing progress relating to various parts of the new infrastructure program and reports more money will be coming to Kansas for electric-vehicle charging stations, with a requirement that a plan will be developed by the end of September 2022.

FHWA has one billion dollars available and has announced the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grants for local programs, local projects, and regional projects. Webinars will be available, with instructions on how to apply for these grants. It is anticipated that additional grants will be coming through the year.

6. Other Business

7. Meeting adjourned at 4:38 PM.

The next regular meeting will be held on Tuesday, March 8, 2022 at 3:00 PM.