



Meeting Minutes

Transportation Policy Body (TPB) Meeting Minutes

Tuesday, April 11, 2023, @ 3:00 PM

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

Meeting Duration: *117 minutes*

Voting Members in Attendance		
Becky Tuttle, <i>TPB Chair</i>	Tom Jones, <i>Park City</i>	Alternates: Richard LaMunyon, <i>Maize</i> Jennifer McCausland, <i>Andover (non-voting)</i> Warren Porter, <i>Rose Hill</i> Kamme Sroufe, <i>Kechi</i>
Jim Benage, <i>Bel Aire</i>	Russ Kessler, <i>Haysville</i>	
Ronald Colbert, <i>Valley Center</i>	Pete Meitzner, <i>Sedgwick County</i>	
David Dennis, <i>Sedgwick County</i>	Terry Somers, <i>SCAC</i>	
Bryan Frye, <i>Wichita</i>	Troy Tabor, <i>Andover</i>	
Jack Hezlep, <i>Derby</i>	Burt Ussery, <i>Clearwater</i>	
Jim Howell, <i>Sedgwick County</i>	Dan Woydziak, <i>Butler County</i>	
Other Attendees		
Ashley Bryers, <i>WAMPO</i>	Alicia Hunter, <i>WAMPO</i>	Marcela Quintanilla, <i>WAMPO</i>
Cecelie Cochran, <i>FHWA</i>	Gary Janzen, <i>Wichita</i>	Kelly Rundell, <i>Hite, Fanning & Honeyman LLP</i>
Craig Compton, <i>WSU</i>	Alan Kailer, <i>Bike Walk Wichita</i>	Paul Schiffelbein, <i>MAPD</i>
Nick Flanders, <i>WAMPO</i>	Kristen McDaniel, <i>Haysville</i>	Maggie Sharma, <i>Sedgwick County</i>
Dora Gallo, <i>WAMPO</i>	Matt McDonald, <i>FHWA</i>	Allison Smith, <i>KDOT</i>
Michael Gerber, <i>FORVIS</i>	Crystal Noles, <i>Butler County</i>	Vanessa Spartan, <i>KDOT</i>
Evan Hathaway, <i>Hite, Fanning & Honeyman LLP</i>	Jonathan Norris, <i>WSU</i>	Eva Steinman, <i>FTA</i>
Jeremy Hill, <i>WSU</i>	Lynn Packer, <i>Sedgwick County</i>	Emily Thon, <i>WAMPO</i>
	Chad Parasa, <i>WAMPO</i>	

1. Chair Becky Tuttle called the meeting to order at 3:00 PM.

2. Regular Business

A. Approval of April 11, 2023, Agenda

Discussion: None

Action: Approve April 11, 2023, agenda, as proposed (13-0).¹

¹ Four (4) members arrived after the approval of the April 11, 2023, agenda and the March 14, 2023, minutes. Troy Tabor was at this meeting alongside his designated alternate, so the alternate did not have a vote.

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.

Motion: Dan Woydziak

Second: Tom Jones

B. Approval of March 14, 2023, Meeting Minutes

Discussion: None

Action: Approve March 14, 2023, meeting minutes, as proposed (13-0).

Motion: Jim Benage

Second: Dan Woydziak

C. Director's Report

i. 2023 Quarterly Task Chart and UPWP Report

Chad Parasa presented the 2023 Unified Planning Work Program (UPWP) budgets for the planning activities WAMPO intends to undertake this year and lists priorities and activities for the year. The report provides statuses of planned work tasks, which will be updated quarterly. This update is for the first quarter of 2023. Also provided is the 2023 first-quarter UPWP activity report that will be submitted to KDOT. WAMPO staff have also completed a UPWP activity report for the first quarter of 2023 (January 1-March 31) to submit as part of WAMPO's quarterly reimbursement package to KDOT.

To see the report please go to: <https://bit.ly/JanMarch2023>

ii. Federal Certification Review: May 10 – 12, 2023

Eva Steinman, FTA, announced that WAMPO is up for the Federal Certification review. There is an open house planned for May 11, 2023, from 4:30 – 6:30 PM at the Advanced Learning Library. A short presentation will be shown at 4:30 PM and again at 5:30 PM.

She requested if anyone has questions, comments, or feedback to contact herself at 816.329.3931 or eva.steinman@dot.gov or Cecelie Cochran from FHWA- Kansas at 785.273.2636 or Cecelie.cochran@dot.gov.

iii. RFP Status

i. Regional Transit Implementation Plan

Ashley Bryers said that this RFP will close on April 21, 2023^{strev}.

ii. Video Consultant Services

Ms. Bryers said that the Request for Proposal for the Video Consultant Services will close on April 17, 2023.

iii. Automatic Bike/Ped Counters

Ms. Bryers announced that staff is drafting an RFP for the purchase of bike/ped counters. A potential Request for Information (RFI) may be released prior to the RFP.

iv. Status of MTP 2050 Planning Assistance Contract

Ms. Bryers announced that WAMPO is looking to table or attend meetings in the future if anyone requests to have WAMPO as a guest to share the news and announcements for the status of the MTP 2050. WAMPO will be at District 3 meeting on May 1, 2023.

v. CSAP project: Transportation Safety Technical Advisors (TSTA) Meeting March 28

Ms. Bryers announced that the meeting went well and there was a lot of discussion of data and research. There is a planned public meeting in the works that will be announced at a later date.

vi. Economic Development and Transportation Committee Kick-off Meeting April 10

Ms. Bryers thanked the WSU members in the room for helping lead the EDTC meeting the day before. The next meeting will be May 15, 2023.

vii. Rescheduled KAMPO for August 21, 2023, at WAMPO's Offices

Ms. Bryers announced that KAMPO was rescheduled to August 21, 2023.

3. Public Comments

There were no public comments.

4. Action

A. FFY2023-FFY2026 Transportation Improvement Program Amendment #3: Reasonable Progress Policy

Ashley Bryers said the TPB is asked to take action on proposed Amendment #3 to the WAMPO FFY2023-FFY2026 Transportation Improvement Program (TIP). Amendment #3 is a regularly scheduled TIP amendment and would maintain the fiscal constraint of the FFY2023-FFY2026 TIP. The Public Comment period for Amendment #3 opened on March 11, 2023, and ran through March 25, 2023. No public comments were received. Following input from the TAC and TPB, Amendment #3 includes proposed revisions to the Reasonable Progress Policy for projects programmed in the TIP to receive WAMPO-suballocated federal funds in the current Federal Fiscal Year (FFY).

Discussion: Chair Tuttle said that she met with Wichita Public Works staff and spoke with the WAMPO Director about wanting the Reasonable Progress Policy to specifically state that both written and verbal project-status reports to the TAC and TPB will be required for projects that do not obligate before May 31. Gary Janzen agreed with this comment.

Action: Approve the Reasonable Progress Policy component of FFY2023-FFY2026 Transportation Improvement Program Amendment #3, with specific changes: At the first TAC meeting after May 31 and the first TPB meeting after that TAC meeting, sponsors of current-FFY projects that have not yet obligated their WAMPO-suballocated funds are required to report on the projects' statuses, both verbally and in writing (17-0).

Motion: Chair Tuttle

Second: Russ Kessler

B. FFY2023-FFY2026 Transportation Improvement Program Amendment #3: Projects

Ms. Bryers said the TPB is asked to take action on proposed Amendment #3 to the WAMPO FFY2023-FFY2026 Transportation Improvement Program (TIP). Amendment #3 is a regularly scheduled TIP amendment and would maintain the fiscal constraint of the FFY2023-FFY2026 TIP. The Public Comment period for Amendment #3 opened on March 11, 2023, and ran through March 25, 2023. No public comments were received. In addition to the Reasonable Progress Policy revisions from Agenda Item 4A, Amendment #3 includes additions and revisions of specific projects.

Discussion: None.

Action: Approve the project addition/modification component of FFY2023-FFY2026 Transportation Improvement Program Amendment #3, as presented (17-0).

Motion: Chair Tuttle

Second: Jim Benage

C. 2023 Transit Asset Management (TAM) Targets

Alicia Hunter said the FHWA and FTA jointly issued a Planning Rule that establishes various performance measures to assess transit asset management (TAM) and transit safety. State DOTs and MPOs are required to set targets for the various federal performance measures. The WAMPO TAC recommends that the TPB support and accept KDOT's 2023 TAM targets for the WAMPO region (excluding Wichita Transit's and the City of Derby's service areas) and Wichita Transit's 2023-2026 TAM targets for Wichita Transit's and the City of Derby's service areas within the WAMPO region.

Discussion: None.

Action: Approve 2023 Transit Asset Management (TAM) Targets, as presented (17-0).

Motion: Chair Tuttle

Second: Jack Hezlep

5. Discussion/Updates

A. 2022 Audit Report Draft

Michael Gerber, FORVIS, LLP (formerly BKD, LLP) led the 2022 Audit. The attached below report drafts are in draft form and there is not an opinion from the Auditors yet. Draft Independent Auditor's Report and Financial Statements are available below at the links.

Management Letter – Results of the 2022 Financial Statement Audit –

https://bit.ly/Audit_Report_Draft

Independent Auditor's Report & Financial Statements - https://bit.ly/Audit_Report_Draft_FS

B. Issue Briefs: impact of Physical Activity, Distracted Driving, and Motor Vehicle Fatalities in Sedgwick County

Margaret Sharma presented on the Sedgwick County Health Department and their development of three issue briefs based on discussions about the Health and Safety Memo Burgess & Niple, Inc. is creating for the Comprehensive Safety Action Plan process at the February 1, 2022, Safety and Health Committee.

Information on this presentation can be found here:

- » Impact of Physical Activity on Health - <https://bit.ly/ImpactofPhysicalActivity>
- » Distracted Driving and the Impact on Pedestrian and Bicyclist Deaths - <https://bit.ly/DistractedDrivingTAC>
- » Motor Vehicle Fatalities in Sedgwick County - <https://bit.ly/MotorVehicleFatalities>

C. Household, Government Vitality, and Business Dynamism Indexes

Craig Compton and Johnathan Norris, WSU Center for Economic Development and Business Research (CEDBR), presented draft reports and dashboards prepared for WAMPO on indexes of business dynamism, government vitality, and the state of households in the region. To see those reports please go to:

Household Index Report - <https://bit.ly/HouseholdIndexReport>

Government Vitality Index Report - <https://bit.ly/GovernmentVitalityIndexReport>

Business Dynamism Index Report - <https://bit.ly/BusinessDynamismIndexReport>

D. 2021 AADT Report

Ms. Hunter presented an Annual Average Daily Traffic (AADT) report. AADT is one of the most widely used data elements in transportation planning and traffic engineering. Using KDOT data, WAMPO staff have developed a 2021 AADT Report to illustrate traffic volumes on seven (7) major corridors within the WAMPO region. To see the report please go to:

2021 AADT Report - <https://bit.ly/AADT2023TAC>

E. Sedgwick County vs. Johnson County Crashes

Vanessa Spartan, Chief of Transportation Safety, at KDOT presented this information. KDOT staff developed a memo comparing Sedgwick County's reported crashes to Johnson County's reported crashes occurring between 2017 and 2021. That can be found here: Comparison of Reported Fatal and Serious Injury Crashes in Sedgwick and Johnson Counties Memo -

<https://bit.ly/5fTACUpdate>

Discussion:

Topics and Questions that were discussed are as below:

1. TPB members requested more information on Driving campaigns. The Drive Safe Sedgwick Campaign can be found on this website and marketing will occur at sporting venues throughout Sedgwick County. [Drive Safe Sedgwick – Who do you make it home for? \(kansasdrivetozero.com\)](https://www.kansasdrivetozero.com)
2. Ms. Spartan was asked for a comparison between Johnson and Sedgwick Counties for inattentive/distracted related fatal and serious injury crashes. Of the fatal and serious injury crashes in Sedgwick County, 15.4% were indicated as driver inattention, whereas in Johnson County inattention is indicated in 26.8% of fatal and serious injury crashes.
3. Regarding the request for comprehensive crash costs. The link for the most recent internal KDOT memo that outlines the updated crash costs for Kansas is [here](#). The memo indicates crash costs are based on calculations and figures provided by the FHWA Crash Cost for Highway Safety Analysis Final Report (FHWA-SA-17-071).

F. Innovation & Innovative Projects in the Greater Wichita Area - ARPA program - the Small Business Digital Transformation Program

Troy Tabor, representing the WSU Center for Entrepreneurship, presented on the Small Business Digital Transformation Program. This program is funded by the City of Wichita through American Rescue Plan Act (ARPA) funds for small businesses with the goals of employment growth and building resilience. This is a 1- to 5-year program to digitally transform the small business community. An example was shown of ChatGPT, a program that is taught to those receiving the funds.

6. Committee & Partnership Updates

A. Executive Committee

Chair Tuttle announced the next Executive Committee meeting will be on May 4, 2023, at 2:00 PM. Anyone can join or participate in this meeting; they do not have to be a member.

B. Transit Spotlight: Butler County Transportation

Crystal Noles presented on the Butler County Department of Aging and their services for seniors, including transportation services. The transportation services are available to users of all ages.

C. Kansas Department of Transportation (KDOT)

Allison Smith announced a Call for Projects for NEVI funding. For more information, please go to: <https://ike.ksdot.gov/charge-up-kansas>

D. Wichita Metro Division, KDOT

No report.

E. Federal Highway Administration (FHWA)

No report.

7. Other Business

No other business.

8. Meeting adjourned at 4:57 PM.

The next regular meeting will be held on Tuesday, May 9, 2023, at 3:00 PM.