



## Meeting Minutes

### Technical Advisory Committee (TAC) Meeting Minutes

Monday, June 23, 2025 @ 10:00 AM

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

Meeting Duration: 43 minutes

| Voting Members in Attendance   |  |   |
|--|--|---|
| Dan Woydziak, <i>TAC Chair</i><br>Jack Brown, <i>Public Health</i><br>Lily Cherry, <i>Wichita Transit</i><br>Craig Crossette, <i>Regional Pathways</i><br>Char Ehrmann, <i>CTD #9</i><br>Duane Flug, <i>KDOT</i> | Paul Gunzelman, <i>Wichita</i><br>Les Mangus, <i>Butler/Sumner Counties</i><br>Shawn Mellies, <i>Wichita</i><br>Lizeth Ortega, <i>Air Quality</i><br>Lynn Packer, <i>Sedgwick County</i><br>Allison Smith, <i>KDOT</i> | <b>Alternates</b><br>Steve Degenhardt, <i>Wichita (voting)</i><br>Christi Fletcher, <i>CTD #9 (non-voting)</i><br>James Wagner, <i>Wichita (non-voting)</i> |
| Other Attendees  |  |   |
| Javier Ahumada, <i>FHWA</i><br>Chris Brown, <i>SRF</i><br>Nick Flanders, <i>WAMPO</i><br>Markey Jonas, <i>WAMPO</i>  | Alan Kailer, <i>Bike Walk Wichita</i><br>Brett Letkowski, <i>GFT</i><br>Peter Mohr, <i>WAMPO</i><br>ThaiBinh Mursch, <i>MAPD</i>   | Kim Negrete, <i>WAMPO</i><br>Chad Parasa, <i>WAMPO</i><br>Riley Schmitz, <i>JEO</i><br>Chris Sweeney, <i>WAMPO</i>  |

#### 1. Chair Dan Woydziak called the meeting to order at 10:03 AM.

#### 2. Regular Business

##### A. Approval of June 23, 2025, Agenda

**Discussion:** None.

**Action:** Approve the June 23, 2025, agenda, as presented. (13-0)

**Motion:** Paul Gunzelman

**Second:** Lynn Packer

##### B. Approval of April 28, 2025, Meeting Minutes

**Discussion:** None.

**Action:** Approve the April 28, 2025, meeting minutes, as presented. (13-0)

**Motion:** Lynn Packer

**Second:** Paul Gunzelman

##### C. Director's Report

###### i. Bimonthly TIP Project Statuses

Peter Mohr, WAMPO, explained that the WAMPO Transportation Improvement Program (TIP) Policy includes a Reasonable Progress Policy, under which projects programmed to receive WAMPO-suballocated funding that are scheduled to start in the current Federal Fiscal Year (FFY) or that have started but not finished (including projects that started in prior

FFYs) are to have progress reports every two months. The TIP Project Statuses report for June 2025 was shared.

June 2025 TIP Project Statuses – <https://bit.ly/June2025-TIP-Project-Statuses>

**ii. Household Travel Survey Consultant RFP Development**

Peter Mohr, WAMPO, shared that WAMPO staff are developing a Request for Proposals (RFP) for a consultant to prepare and implement a Household Travel Survey (HTS) for the region. The last WAMPO-region HTS was completed in 2011. Properly collected, weighted, and analyzed HTS data are essential to the performance of accurate updates to the WAMPO Travel Demand Model (TDM). MPOs typically perform an HTS once every ten years with a typical budget of \$1 million-\$2 million. The upcoming WAMPO HTS will capture the travel patterns of various individuals and households in the region. Model parameters derived from the HTS are foundational to travel demand forecasting.

**iii. FFY2025-FFY2028 TIP Amendment 5 Public Comment Period: 06/27/2025-07/11/2025**

Mr. Mohr noted the upcoming Public Comment period for Amendment 5 to the current Transportation Improvement Program (TIP), which covers Federal Fiscal Years (FFYs) 2025-2028 (October 1, 2024, through September 30, 2028). The 15-day Public Comment period is planned for June 27, 2025, through July 11, 2025. The FFY2025-FFY2028 TIP and amendment schedule can be viewed at [www.wampo.org/transportation-improvement-program](http://www.wampo.org/transportation-improvement-program).

**iv. Metropolitan Transportation Plan 2050 (MTP 2050) Update**

Mr. Mohr discussed WAMPO's new long-range planning document, Metropolitan Transportation Plan 2050 (MTP 2050), which under federal law needed to be adopted by June 2025. The document was reviewed by a Plan Advisory Committee (PAC) and by state and federal staff and went through a public-comment period (March 8, 2025-April 7, 2025). All comments were addressed by WAMPO staff, the Technical Advisory Committee (TAC) recommended the plan for adoption, and the Transportation Policy Body (TPB) approved it on May 13, 2025. However, in light of new guidance from the USDOT, WAMPO is working with state and federal planning partners to develop an amendment to MTP 2050, which will go through a public-comment period and be brought to the TAC for a recommendation and to the TPB for an approval vote in the next few months.

**v. Automatic Bicycle and Pedestrian Counter Contract Updates**

Mr. Mohr shared that in August 2024, WAMPO entered into an agreement to procure ten (10) automatic bicycle and pedestrian counters from MioVision; the hardware was delivered in Fall 2024. This procurement used federal Consolidated Planning Grant (CPG) funds, which require a 20% local match. The City of Wichita, the City of Haysville, and Sedgwick County agreed to share in covering the required local match. Formal agreements with each of these three jurisdictions are currently either in progress or completed to finalize their local-match contributions, authorize WAMPO's automatic-bicycle/pedestrian-counter deployments

within their boundaries, and formalize their participation in an equipment-checkout system.

**vi. 2025 Bicycle & Pedestrian Count: September 10, 11, & 13**

Kim Negrete, WAMPO, explained that every year, WAMPO coordinates an annual count of bicycle and pedestrian activity across the region. The data collected during this count help to estimate the number of people who bicycle, walk, or run in the region, and the locations where they do so. To gather this information, WAMPO relies on a team of volunteers to spend a short period of time counting pedestrians and bicycle riders at designated locations. The 2025 dates and times available to volunteer are Wednesday, September 10, 10:00 AM-12:00 PM and/or 5:00 PM-7:00 PM; Thursday, September 11, 10:00 AM-12:00 PM and/or 5:00 PM-7:00 PM; and Saturday, September 13, 12:00 PM-2:00 PM. Volunteer registration will open soon, including at [www.wampo.org/bicycle-pedestrian](http://www.wampo.org/bicycle-pedestrian).

**vii. KDOT Behavioral Safety Grants**

Ms. Negrete announced that the Behavioral Safety Office of the Kansas Department of Transportation (KDOT) and WAMPO will conduct a Call for Projects for Behavioral Safety Grants in the Wichita metropolitan area in 2025, having done so for the first time in 2024. Funding comes from the National Highway Traffic Safety Administration (NHTSA) and will be administered by KDOT. All grants under this program must focus on improving road-user behavior. More information and the 2025 Behavioral Safety Grant application will be released soon.

**viii. FTA Section 5310 Program: Awarded Projects**

Markey Jonas, WAMPO, explained that the Federal Transit Administration (FTA) Enhanced Mobility of Seniors and Individuals with Disabilities Program (Section 5310 Program), provides funding to support the transportation needs of older adults and individuals with disabilities. The program aims to reduce transportation barriers and enhance mobility for these populations through funding allocated to states, local transit agencies, and nonprofit organizations. WAMPO partners with Wichita Transit to facilitate the application and selection process. Funding awards for programs to be implemented during July 1, 2025-June 30, 2027, as announced by Wichita Transit, were shared with the TAC.

**ix. Public Participation Plan Administrative Adjustment**

Ms. Jonas provided notice of an administrative adjustment to the WAMPO Public Participation Plan. A Public Participation Plan (PPP) describes an MPO's strategies and techniques to inform and engage the public on transportation planning issues, with the purpose of maximizing public participation and the effectiveness of participation processes. The PPP is responsible for outlining WAMPO's document development and approval processes. The WAMPO PPP was last approved in 2022 and will undergo its next full update in 2027. However, having received updated guidance from the U.S. Department of Transportation (USDOT), WAMPO staff conducted a thorough review and have made an administrative adjustment to the PPP to ensure it complies with federal guidance. No

changes were made to any processes or participation techniques in the PPP, and the revisions made do not change the approved intent or content of the document.

WAMPO Public Participation webpage, with PPP Administrative Adjustment 1 – [www.wampo.org/public-participation](http://www.wampo.org/public-participation)

### 3. Public Comment Opportunity

No comments.

### 4. Action

#### A. 2025 Unified Planning Work Program Amendment 1

Ms. Jonas presented proposed Amendment 1 to the 2025 Unified Planning Work Program (UPWP) for a TAC recommendation. 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 & funding, scheduling, coordination, public involvement, and compliance. Updates to the 2025 UPWP are necessary to account for the removal of tasks that are no longer needed, to add tasks that are not currently in the UPWP, and to adjust programmed amounts to better align with anticipated work.

Proposed 2025 UPWP Amendment 1 changes include minor language adjustments to reflect updated federal guidance and the approval of Metropolitan Transportation Plan 2050 (MTP 2050), the removal of two consultant-services sub-tasks, the adjustment of funding for the Regional Transit Implementation Plan consultant sub-task to reflect the invoiced amount following project completion, the addition of a sub-task to purchase data, funding adjustments between staff tasks to better align with planned work this year, the extension of the timeframe of the consultant-supported project “Safe Routes to School Plan Development” to match the consultant contract, and reduced funding programmed in 2025 for two upcoming multiyear consultant-supported projects, whose overall planned funding across all years of the projects is not reduced. 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 CPG/local-match expenditures in the 2025 UPWP following Amendment 1 would total \$2,486,495. Proposed 2025 UPWP Amendment 1 was available for public comment from June 6, 2025, through June 20, 2025. No public comments were received.

Draft 2025 UPWP Amendment 1 – <https://bit.ly/Draft-2025-UPWP-A1>

**Discussion:** None.

**Action:** Recommend the TPB approve 2025 Unified Planning Work Program Amendment 1, as presented. (13-0)

**Motion:** Lynn Packer

**Second:** Paul Gunzelman

## 5. Discussion/Updates

### A. Core-Documents Amendments in Response to New USDOT Guidance

Mr. Mohr explained that the U.S. Department of Transportation (USDOT) recently distributed new guidance to federal transportation funding recipients, including WAMPO, pertaining especially to the interpretation of federal nondiscrimination laws, with implications for the contents of MPOs' planning documents. In response, WAMPO is working with its state and federal planning partners to prepare any necessary amendments or administrative adjustments to its planning documents, which will be brought to the TAC and TPB in the coming months, in accordance with the processes laid out in the WAMPO Public Participation Plan.

### B. Safe Routes to School (SRTS) Update

Ms. Negrete shared that WAMPO is working with SRF Consulting Group on a regional Safe Routes to School (SRTS) planning initiative to assist local governments and K-12 schools (both public and private) with the development of at least sixty (60) school-specific SRTS plans in the region; so far, fifty-one (51) schools have confirmed their participation.

Chris Brown, SRF, presented additional details about the status of the two main project deliverables, a Best Practices Guide and 60+ school-specific SRTS action plans, and provided details about public engagement efforts planned for Fall 2025.

June 2025 Safe Routes to School update slides – <https://bit.ly/June-2025-SRTS-Slides>

#### Discussion:

Lynn Packer asked how priority schools are identified. Ms. Negrete shared that the school districts, with help from city/county staff, have been responsible for identifying priority schools based on their expertise. WAMPO staff are available to support the process.

Paul Gunzelman asked if the caregiver survey will ask for student addresses. Ms. Negrete shared that the surveys will not ask for addresses and are anonymous. Schools and school districts have been asked to provide anonymized student address information to better aid the project team in understanding where the student body is traveling from. Survey responses and addresses will not be connected. Ms. Negrete explained that the survey responses will contribute to the development of the plan by helping the project team identify barriers to students walking or bicycling to and from school, which may not be limited to the transportation infrastructure surrounding the school.

Mr. Mohr and Mr. Brown explained that, ultimately, any transportation-infrastructure-related recommendations will focus on a half-mile radius around each school.

### C. Regional Active Transportation Plan Consultant RFP Available

Mr. Mohr shared that WAMPO released a Request for Proposals (RFP) for a consultant to complete a Regional Active Transportation Plan on June 5, 2025. The purpose of the plan will be to assess

existing conditions, identify gaps in the nonmotorized-travel network, and recommend strategies for improving active transportation options, including bicycling, walking, and other forms of nonmotorized transportation within the region. The plan will guide future policies and infrastructure investments and support efforts to create a more connected, safe, inviting, and accessible active transportation network for all travelers in the region. Proposals are due by July 3, 2025.

The presentation shared an overview of the primary objectives and outcomes for the project, noting that there will be a focus on connectivity between communities and across the region, along with individualized plans for each community. Additionally, the project will highlight “catalyst projects” that encourage active transportation in the region.

Active WAMPO RFPs are available at [www.wampo.org/wampo-is-hiring](http://www.wampo.org/wampo-is-hiring).

## **6. Other Business**

None.

## **7. Meeting adjourned at 10:46 AM**

**The next regular meeting will be held on Monday, July 28, 2025, at 10:00 AM.**