



# Bicycle and Pedestrian Advisory Board

Monday, June 16, 2014

5:30 – 7:30 P.M.

777 E. Waterman, Building 200  
Wichita Transit Van Maintenance Facility  
Conference Room

## Agenda

<u>Item</u>	<u>Time</u>	<u>Description</u>
1.	5:30 pm	<b>Call to Order</b> Jack Brown, Chairperson
2.	5:31 pm	<b>Approve Previous Meeting Notes</b> Jack Brown, Chairperson
3.	5:35 pm	<b>Board Member Project Reports</b> Jack Brown, Chairperson
4.	5:45pm	<b>Wichita 2015 – 2016 Budget Process</b> Mark Manning, Finance Department
5.	6:15 pm	<b>Wichita Use of Existing County Sales Tax</b> Mark Manning, Finance Department
6.	6:30 pm	<b>Potential Sales Tax Ballot Initiative Projects</b> Mark Manning, Finance Department
7.	6:45 pm	<b>WPAB Recommendation to City Council</b> Jack Brown, Chairperson
8.	7:00 pm	<b>Bicycle Master Plan 2014 Public Input</b> Scott Wadle, Planning Department
9.	7:20 pm	<b>Closing Thoughts</b> Jack Brown, Chairperson
10.	7:30 pm	<b>Public Comments</b> Jack Brown, Chairperson

Notice – City Council Members may attend this meeting.



## Bicycle and Pedestrian Advisory Board

**Monday, May 12, 2014**

5:30 – 7:30 P.M.

777 E. Waterman, Building 200  
Wichita Transit Van Maintenance Facility  
Conference Room

<b>Members Present:</b> Jack Brown, Maxine Bostic, Barry Carroll, James Crowder, Jerry Jones, George Theoharis, Jane Byrnes, Tom Lasater, Tyler Stutzman
<b>Members Absent:</b> Anna Mosher, Ryan Hollingshead
<b>City Staff:</b> Scott Wadle, MAPD
<b>Guests:</b> Chief Norman Williams, WPD; Captain Brian Hill, WPD; Mary Crowder; Janet Wiele

### MEETING NOTES

Item	Description
1.	Jack Brown, Chairperson, <b>called the meeting to order</b> and welcomed new board member, James Crowder, City staff and a member of the public.
2.	<b>Approval of Minutes:</b> Tom Lasater moved [Tyler Stutzman] to <b>approve</b> the April 21, 2014 minutes. Motion <b>carried</b> .
3.	<p><b>Wichita Police Department - Bicycle &amp; Pedestrian Safety:</b> The Chairperson welcome Chief Norman Williams and Captain Brian, Wichita Police Department, to the meeting. Chief Williams made a presentation about bicycle and pedestrian safety. Below are highlights from the presentation and following discussion.</p> <ul style="list-style-type: none"> <li>• Chief Williams stressed that all decisions within the Police Department are ‘data driven.’ He noted that there are three components to policing:</li> <li>• 1) education;</li> <li>• 2) information; and</li> <li>• 3) enforcement.</li> <li>• The Chief indicated that the Wichita Police Department has a strategic planning document known as the 2012-2016 Strategic Agenda and that it is the 3<sup>rd</sup> one that the Department has prepared so far.</li> <li>• Chief Williams stressed the importance of co-existing on the public streets.</li> <li>• The Police Department Executive Committee had just approved multiple video announcements with educational information about street safety in Wichita.</li> <li>• There will be trainings for police officers on how to handle a bicycle on May 13<sup>th</sup> and May 20<sup>th</sup>.</li> <li>• The Police Department tracks crash data on crashes involving motor vehicles and pedestrians, and motor vehicles and bicyclists.</li> <li>• Police Department staff have the ability to drill down into the data to look for trends.</li> <li>• One of the goals of the Police Department is to focus on traffic safety in 2014.</li> <li>• The Police recruit class initially look at how to report and investigate accidents.</li> <li>• Captain Hill noted that he had been trained in bicycle safety matters, helped to</li> </ul>

	<p>reinvigorate the bicycle unit that exists today, and helped with 20 different trainings to get offers up to speed.</p> <ul style="list-style-type: none"> <li>• The Chief emphasized that he welcomes input from the board members.</li> <li>• Chief Williams suggested that board members communicate with Captain Williams, directly, should there be questions or concerns.</li> <li>• What can people do to reduce bicycle theft? – The Chief suggested that it is important for individuals to be aware of their surroundings and to park their bicycles in well lit areas. If your bicycle is stolen, then file a police report. Take a photo of your bicycle and record the serial number.</li> <li>• Can the Police Department assist with implementing Strategy 13 in the Wichita Bicycle Master Plan? – The Chief indicated that the Police Department had just learned about the Bicycle Master Plan. Scott Wadle indicated that he (Wadle) took responsibility for the lack of knowledge about the plan. The Chief stated that he might need to sit down with field services to see if the recommended actions in Strategy 13 can be incorporated into the work plan.</li> </ul> <p>Related to the plan Strategy 13, Action 1, the Chief indicated that police officers already have discussion about when to provide a verbal warning.</p> <ul style="list-style-type: none"> <li>• When asked about a pamphlet with information about bicycling and driving, the Chief recommended that Scott Wadle get with the City’s Communications Team to get the information into a format ready for public distribution.</li> <li>• Mr. Theoharis commented that based on his conversations with the District Attorney, the only bicycle infraction that is every prosecuted is for not having the required lights or reflectors at night. In response, the Police representatives pointed out that the District Attorney will only see those that are contested and that the infractions will not show up on your driver’s license.</li> <li>• The Chief suggested that members of the Board might want to get in touch with representatives from Davis Moore to inquire about the possibility of partnering with them to get educational information out to the general public.</li> <li>• In response to questions about pedestrian crashes, the Chief indicated that most motor vehicle crashes involving pedestrians occur at night and suggested that it is important to walk towards traffic and to wear light colored clothing. The Chief also stressed the importance of not walking while distracted (texting, etc.).</li> <li>• After considerable discussion, the board members thanked Chief Williams and Captain Hill for their informative presentation.</li> <li>• Jerry and Jack indicated that they would like to see maps of crash data. Tyler indicated that he would like to see a map of aggressive driving reports.</li> </ul>
4.	<p><b>Board Member Project Reports:</b> Maxine Bostic reported that the Redbud Path bids came in over budget. According to Maxine, the City will need to modify the proposal and/or seek additional funds in order to complete the Redbud Path project from the Canal Route to Oliver.</p>
5.	<p><b>Bikeway Prioritization Identification Exercise Update:</b> Scott Wadle, MAPD, provide board</p>

	<p>members with a summary of the prioritized bikeway projects from the April 21, 2014. According to Scott, there will be an ‘Open House’ on April 27, 2014, in City Hall, from 4:30-6:30 pm. During this Open House, citizens will be asked to provide their input on these identified bikeway projects. Scott encouraged board members to ‘spread the word’ and ask community stakeholders to attend this important meeting. Following the Open House, the input will be tallied and a report will be provided. The board will, in turn, analyze the report and make final recommendations to the Mayor, Manager and City Council.</p>
6.	<p><b>Bike Month Activities:</b> Barry Carroll explained that Bike Month is celebrated, nationwide, in May of each year. He provided the board members with a calendar of events for Bike Month and encouraged their participation.</p>
7.	<p><b>Closing Thoughts:</b> 1) <b>Bike Friendly City Application:</b> Scott noted that this item will be submitted to be on the June 3<sup>rd</sup> City Council agenda. Once the City Council approves that the Bike Friendly Application can be submitted, Jerry Jones, Barry Carroll and other board members will secure letters of support that will be submitted with the official application. It is anticipated that the application will be submitted in July 2014. 2) <b>Master Pedestrian Plan Open House:</b> The Chairperson reported that approximately 45 citizens attended the open house and provided input. 3) <b>‘Walk to School’ Grant Funded:</b> Jane Byrnes reported that McCollum Elementary School personnel had submitted and were awarded a grant. A part-time coordinator will work with parents to schedule dates and times to walk children to school. The board commended Jane for her assistance with this grant application process as well.</p>
8.	<p><b>Public Comments:</b> Mary Crowder asked Chief Williams if crime and crash-related data could be provided to neighborhood associations. Mrs. Crowder stated that she would like to share this information via neighborhood newsletters. Chief Williams responded that the information can, in fact, be shared on an as-needed basis.</p>

There being no further business to come before the board, the meeting was adjourned at **7:10 pm.**

The next regularly scheduled meeting will be on Monday, **May 12, 2014 @5:30 pm.**

Respectfully submitted,

**Barry Carroll**  
Board Secretary  
5-12-14

## Agenda Items 4-6

Public feedback continues to show that a large number of area residents value bicycling and walking. However, due to resource limitations and competing priorities, the City of Wichita plans to undertake bicycling and walking improvements in phases. At today's current rate of investment, the Office of Budget & Research estimates that it will take more than ten years to fully implement the Wichita Bicycle Master Plan. In addition, the use of existing sales tax revenue is limited to Wichita road, highway, and bridge projects, and is generally pre-allocated to such projects for at least the next ten years (2014-2023), depending heavily on the number and scope of programmed Freeway improvements. Capital and limited operating funds are available to invest in bicycling and walking infrastructure and services, but outside financial support is presently driving how quickly major infrastructure improvements can be made.

**PRIOR DISCUSSION:** On February 5, 2013, the Wichita City Council unanimously endorsed the Wichita Bicycle Master Plan ("the Plan") to guide future planning and decision making regarding bicycle investments, operations, and policies. The Plan identifies 148.3 miles of new on-street facilities to improve or study. Costs associated with these improvements and studies were estimated at \$12.6 million. Implementation of the Plan was to take place over a 10-year period of time. Subsequently, on December 9, 2013, the Office of Budget & Research presented to the Wichita Bicycle and Pedestrian Advisory Board ("the Board") on available resources to help implement the Plan.

**FINANCING IMPLEMENTATION OF THE PLAN:** The 2011-2020 Adopted Capital Improvement Program ("the CIP") is the most recent adopted CIP. In the CIP, an ongoing Arterials project called "Bike Enhancement Projects" includes a plan for a \$1.4 million outlay every other year, with 2015 being the next year for such an outlay. The CIP forecasts the City using \$500,000 to leverage \$900,000 in outside funds every two years. CIP funds represent the vast majority of funds available to pay for implementation of the Plan. Limited support may come from contractual street maintenance and other road infrastructure project budgets, if a bicycle component can be accommodated within these budgets. Bottom line, if \$1.4 million is set aside every other year for ten years, then there would be \$7 million available to pay for \$12.6 million worth of estimated project costs. Additional funds would need to be identified and allocated to support implementation of the Plan if it is to be implemented in a 10-year period of time, as originally envisioned.

**NEW CIP PROGRESS UPDATE:** In December 2013, the new CIP was discussed. Creation of a 10-year CIP requires considerable staff time. Budget staff complete initial revenue projections in consultation with other City staff to determine annual project capacity. A call for project requests follows, and then the CIP Committee comprised of City Manager's Office, Finance, and other staff meet to discuss and develop a recommended CIP. Projects are reviewed by the Design Council before the CIP Committee creates the master projects list. Capital and

operational financial impacts and capacity are once again reviewed. Hearings and adoption by the City Council wrap up this process. Efforts to create a new CIP were put on hold following the December 2013 meeting, largely as a result of time constraints associated with the recent strategic planning process. Efforts will be renewed as time allows.

**STRATEGIC PLANNING:** Concurrent with City Council strategic planning efforts, 12 facilitators from various City departments received feedback on community priorities from 2,009 participants at 102 meetings that were held from mid-September 2013 through January 2014. Participants ranked creation of a reliable source of water as their top priority, followed in order by support for jobs, quality of life investments, street maintenance, and homeless and low income neighborhood services. These priorities closely mirrored the top five priorities identified in the Community Survey from April 2013. The top priority for resident respondents to the Community Survey was also the creation of a reliable source of water, followed by street maintenance, passenger train service, meeting the needs of homeless persons, and jobs. Findings from the Community Survey and ACT ICT were reviewed by the City Council during strategic planning meetings, which largely shaped subsequent sales tax discussions.

**NEW SALES TAX PRIORITIZATION:** Following completion of ACT ICT, and with direction from the City Council, City staff drafted white papers to detail opportunities for water resources, street maintenance, economic development, transit, affordable housing, homelessness, passenger rail service, and quality of life facilities. Once complete, the City Council reviewed these papers through public dialog and narrowed the list down to four focal issues for a sales tax referendum. Further discussion will take place to confirm or refine the one-cent sales tax package that the City Council developed for a public vote. Presently, 63% or a projected \$250 million of a one-cent, five-year sales tax would go towards water resource development, 20% or \$80 million would be dedicated to a jobs development fund, 10% or \$40 million would help stabilize and grow Transit operations, and 7% or \$28 million would overhaul streets that are in poor condition. If passed as presented, then certain bicycle and pedestrian improvements might be accommodated as part of the street projects, but there are certainly no guarantees.

**LIMITATIONS ON THE EXISTING SALES TAX:** On October 1, 1985, a 1% countywide sales tax was enacted in Sedgwick County. Wichita receives a share of this tax based on a formula that considers population and property tax effort. One-half of this revenue stream is pledged to fund road, highway, and bridge projects including right-of-way acquisitions, and the other half is pledged for property tax relief. A bicycle project might be completed as a component of a larger road, highway, or bridge project, but existing Local Sales Tax (LST) dollars are pre-allocated for many years into the future, predominately to pay for Kellogg Freeway improvements, with the exact number of years largely dependent on the number and scope of programmed Freeway projects. At this time, existing LST dollars are not a viable source of

support for capital investments to grow the City's bicycle infrastructure resources.

**MAINTENANCE AND THE OPERATING BUDGET:** Capital projects are, in general, long-lived assets that are eligible for debt financing. Regular maintenance is not a capital expenditure. As a result, such expenditures must be paid for out of the operating budget. The broad steps involved with developing the operating budget include initial resource allocation decisions, citizen engagement and budget modifications, and budget adoption. Many departments and divisions are involved with various services that should concern bicycle enthusiasts. Engineering, the Metropolitan Area Building and Construction Department, Park and Recreation, Street Cleaning, and Street Maintenance all play a role in maintenance, sand sweeping, and other services critical to bicyclists. The complexity involved with coordinating the delivery of a package of services increases as the number of service partners increases.

**TAKEAWAYS:** For the Wichita Bicycle and Pedestrian Advisory Board, the primary takeaways from the presented information should be:

- The 2011-2020 Adopted CIP lacks sufficient funding to fully implement the Wichita Bicycle Master Plan in the 10-year period of time, given the \$12.6 million in projected costs. Additional outside funds would be available, as the \$500,000 in local funds programmed every other year could be used to match up to an 80% contribution or \$2 million in Federal transportation funds, which is considerably more than the projected \$900,000. However, the maximum Federal contribution was not included in the most recent draft of the Wichita Area Metropolitan Planning Organization's Transportation Improvement Program.
- Existing sales tax dollars are restricted to road, highway, and bridge projects, and a large share of this funding is pre-allocated to pay for additional Freeway improvements.
- The CIP is primarily a cash flow projection tool and implementation of the Wichita Bicycle Master Plan will be primarily driven by the amount of outside funds that can be secured annually from such sources as the Federal government.
- Minimal City support is provided from City sources other than the "Bike Enhancement Projects" line in the CIP, and solid coordination with Public Works & Utilities can optimize utilization of available resources when completing bicycle infrastructure improvements.
- Maintaining an updated project prioritization list is necessary to capitalize upon time sensitive opportunities.
- Capital project expenditures are generally for long-lived assets that are eligible for debt

financing, whereas routine activities must be paid for out of the operating budget.

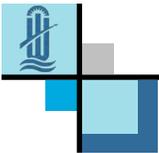
- Increased bicycle facility maintenance, including surface maintenance, sweeping, etc., will require additional funding allocations in the operating budget, which would most likely require reduced expenditures for other services or revenue enhancements.

### **SELECT COMMENTS FROM WICHITA BICYCLE MASTER PLAN OPEN HOUSE**

- Would like to see faster progress.
- If you do not street sweep bike lanes then they are unusable.
- Please be aware of lighting and shrubbery on bike paths.
- I'm encouraged to see that this is in progress and being worked on.
- It makes sense to connect the paths to make them more functional for both recreation riders and commuters.
- 2023 is both a reasonable and timely deadline by which to execute these initiatives. As it happens, not all of the initiatives will be fully realized.

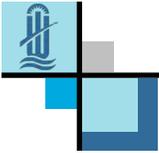
### **SELECT COMMENTS FROM ACT ICT**

- Become increasingly bike friendly through an expanded bike path network and bike friendly streets.
- Encourage walkability in neighborhoods and downtown.
- Continue making investments in bike and walking paths.
- Expand bike education.
- Add bike racks, especially secure bike racks.
- Be bike friendly, but not obsessive.



**DETAILED PROJECT LISTING 2011 — 2020**

		"OTHER" FUNDING	COUNCIL DISTRICT	2011		2012		2013		2014		2015	
				GO	OTHER	GO	OTHER	GO	OTHER	GO	OTHER	GO	OTHER
<b>ARTERIALS</b>													
1	9th, I-135 to Hillside		1					250,000		100,000		3,500,000	
2	13th, Hillside to Oliver		1	750,000		3,000,000		2,000,000					
3	13th, Hydraulic to Hillside		1	750,000		3,000,000		2,000,000					
4	13th & Ridge intersection		5			1,500,000							
5	21st & Maize Turn Lanes		5	150,000		2,500,000							
6	29th & Broadway Intersection		6										
7	29th, Ridge to Hoover		5	225,000		250,000		3,000,000					
8	37th, Broadway to Hydraulic	F	6	250,000				2,980,000	2,132,000				
9	37th, Hydraulic to Hillside		1									250,000	
10	119th, 21st to 29th		5					200,000		100,000		3,500,000	
11	119th, Pawnee to Kellogg		4	4,000,000									
12	127th, 13th to 21st		2					250,000				100,000	
13	127th, 21st to 29th		2										
14	135th, 13th to 21st		5	2,250,000		3,850,000							
15	135th, Central to 13th		5					250,000		100,000		3,500,000	
16	135th, Maple to Central		5			100,000				3,500,000			
17	135th, Kellogg to Auburn Hills	F	5	250,000				740,000	1,040,000				
18	143rd, Kellogg to Central		2			250,000				100,000			
19	151st, Kellogg to Maple		5					250,000		150,000			
20	167th, Kellogg to Maple		5	80,000		500,000							
21	Amidon, 21st to 29th		6					300,000		7,000,000			
22	Arterial SW/WCR Ramps		All	450,000		450,000		450,000		450,000		450,000	
23	Bike Enhancement Projects	F	All					500,000	900,000			500,000	900,000
24	Central, 119th to 135th	F	5	500,000	800,000	2,200,000	2,300,000	1,000,000	4,100,000				
25	Central, Rock to Webb		2	1,000,000									
26	Commerce, Kellogg to Waterman		All							210,000		1,900,000	
27	CORE - Intersection Improvements	TIF	6						300,000		300,000		300,000
28	CORE - On-Street Parking Improvmnts	TIF	6						200,000		200,000		200,000
29	CORE - Street/Utility Improvmnts	TIF	6						400,000		400,000		400,000
30	CORE - Streetscape Improvements	TIF	6						200,000		200,000		200,000
31	Comprehensive Way Finding Imp.	TIF	1, 4, 6									100,000	100,000
32	N Douglas Streetscape - Final Plan		1,2	650,000									
33	Downtown Parking*	TIF	All		5,000,000	4,650,000	5,000,000	3,850,000					
34	Emporia, Lewis to Waterman *	TIF	All		50,000		520,000						
35	Emporia, William to Douglas *	TIF	All		40,000		370,000						
36	English, Main to Emporia *	TIF	All				190,000		1,670,000				



**DETAILED PROJECT LISTING 2011 — 2020**

	2016		2017		2018		2019		2020		TOTAL
	GO	OTHER	GO	OTHER	GO	OTHER	GO	OTHER	GO	OTHER	
<b>ARTERIALS</b>											
1 9th, I-135 to Hillside											3,850,000
2 13th, Hillside to Oliver											5,750,000
3 13th, Hydraulic to Hillside											5,750,000
4 13th & Ridge intersection											1,500,000
5 21st & Maize Turn Lanes											2,650,000
6 29th & Broadway Intersection					175,000		400,000		1,200,000		1,775,000
7 29th, Ridge to Hoover											3,475,000
8 37th, Broadway to Hydraulic											5,362,000
9 37th, Hydraulic to Hillside	150,000				4,000,000						4,400,000
10 119th, 21st to 29th											3,800,000
11 119th, Pawnee to Kellogg											4,000,000
12 127th, 13th to 21st			3,500,000								3,850,000
13 127th, 21st to 29th			250,000		100,000				4,000,000		4,350,000
14 135th, 13th to 21st											6,100,000
15 135th, Central to 13th											3,850,000
16 135th, Maple to Central											3,600,000
17 135th, Kellogg to Auburn Hills											2,030,000
18 143rd, Kellogg to Central			3,500,000								3,850,000
19 151st, Kellogg to Maple	3,500,000										3,900,000
20 167th, Kellogg to Maple											580,000
21 Amidon, 21st to 29th											7,300,000
22 Arterial SW/WCR Ramps	450,000		450,000		450,000		450,000		450,000		4,500,000
23 Bike Enhancement Projects			500,000	900,000			500,000	900,000			5,600,000
24 Central, 119th to 135th											10,900,000
25 Central, Rock to Webb											1,000,000
26 Commerce, Kellogg to Waterman											2,110,000
27 CORE - Intersection Improvements											900,000
28 CORE - On-Street Parking Improvmnts											600,000
29 CORE - Street/Utility Improvments											1,200,000
30 CORE - Streetscape Improvments											600,000
31 Comprehensive Way Finding Imp.	650,000	650,000									1,500,000
32 Douglas Streetscape - Final Plan											650,000
33 Downtown Parking*											18,500,000
34 Emporia, Lewis to Waterman *											570,000
35 Emporia, William to Douglas *											410,000
36 English, Main to Emporia *											1,860,000



## City of Wichita Community Engagement Overview and Results

### Community Investments Plan

Survey from Hugo Wall School of Urban and Public Affairs at Wichita State University

- Mailed to 25,000 Wichita and Sedgwick County residents
- More than 4,000 returned
- Completed April 2013
- Reliable and valid representation of citizen input

Used as basis for more discussion on people's perspectives, priorities and funding preferences

### ACT ICT

Structured discussion process to build on survey and seek resident input on 1) vision; 2) priorities; and 3) funding preferences

- Hugo Wall School trained 12 facilitators from City for process
- Contacted 400 organizations (neighborhood, business, civic, non-profits, schools, etc.)
- Plan was "go to" where people are to engage more people
- 102 citizen meetings held mid-September 2013 through January 2014
- 100 hosted by organizations and two open to the public and advertised by Wichita Eagle
- 2009 people participated

### Community Vision

#### Community Survey

Citizens in the survey showed strong value for community and toward future generations.

- Are willing to rise above their personal interest to do what is best for the community (72%)
- Have a strong commitment to preserving the future and are willing to do their part so that a better community is left for the next generation (86 – 98%)
- Willing to take responsibility to help create opportunity for all citizens IF citizens are willing to do their part (93 – 95%)

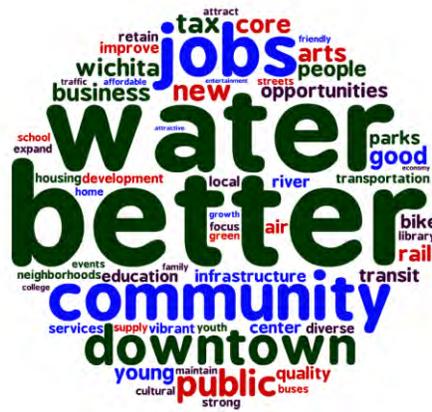
#### ACT ICT

Residents shared 1,379 statements on their vision for the community

20 different themes arose in participant comments

- 1) Top theme: Economic development – community growth, innovation, job creation and diversification, job training, business promotion
- 2) Second most discussed theme –arts and culture and entertainment events and amenities

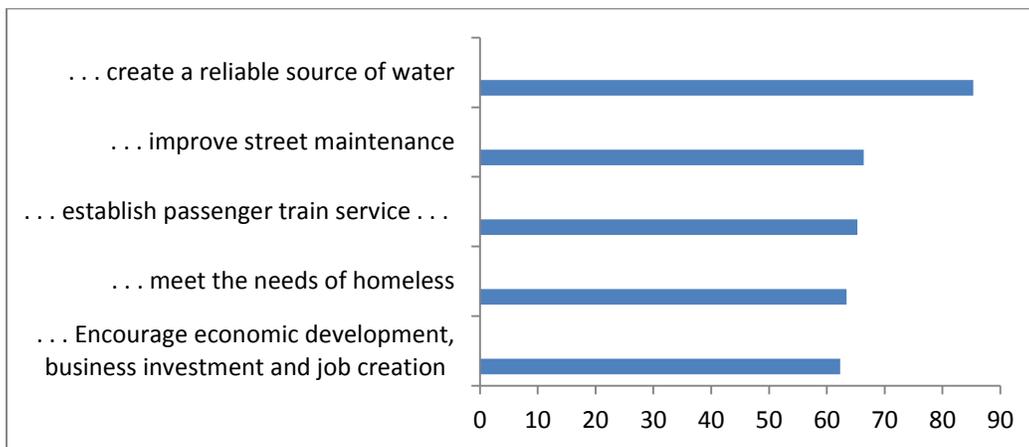
Word cloud of top 60 words used in each of the 1,379 statements reflected same basic values.



**Priorities**

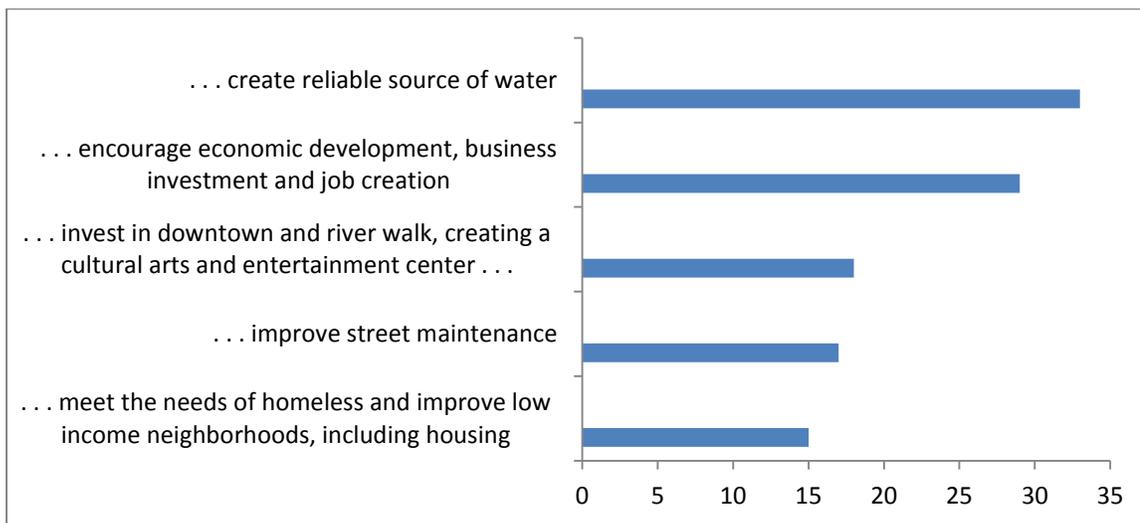
Community Survey

Residents ranked 14 different priorities and their willingness to pay to address. The top 5 priorities were:



ACT ICT

Participants were asked to rank their top 4 priorities out of 10 combined priority statements. For the most part, the results from the ACT ICT engagement process reflected the same priorities. (ACT ICT is not a scientific survey, but used to provide insight and further discussion.) The top 5 priorities were:



Themes from the conversation about priorities included:

- Vision of a diversified economy and a water supply to support the community
- Job growth that creates wealth is a cornerstone for creating a tax base to help support the other priorities

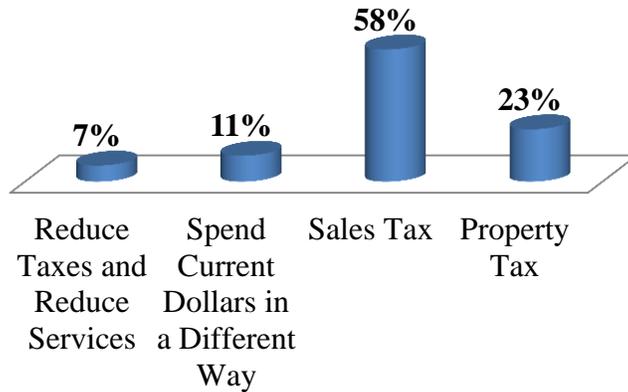
- Water as a basic need for the community that must be met

**Funding**

In ACT ICT each participant was asked to fill out a sheet listing an individual preference for his/her preference on how to fund priorities. The sheet provided four options and a place to list other ideas.

1,973 people responded with the following results:

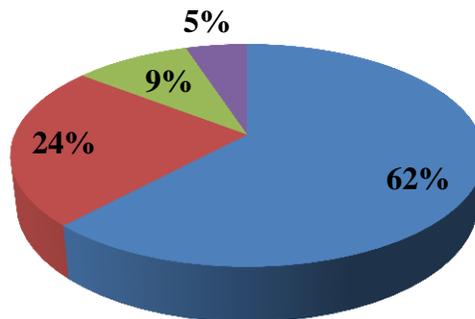
**How Should We Invest to Create Our Community's Vision for the Future?**



Of the 58% that preferred sales tax, they suggested the following sales tax options:

**Sales Tax**

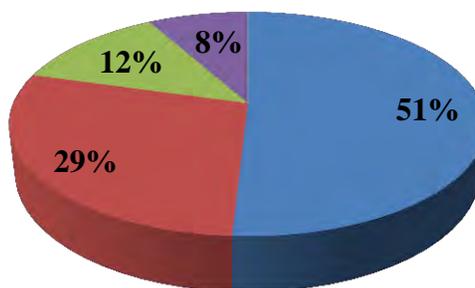
- 1 cent
- 1/2 cent
- 1/4 cent
- Other



Of the 23% that preferred property tax, they suggested the following property tax options:

**Property Tax**

- 1%
- 5%
- 10%
- Other



15. Read  
8-18-92

AN ORDINANCE PROVIDING FOR THE EXPENDITURE OF ANY SALES TAX REVENUES WHICH ARE DERIVED FROM A COUNTYWIDE RETAILERS' SALES TAX AND REPEALING ORDINANCE NO. 41-620 OF THE CITY OF WICHITA.

WHEREAS, the Board of County Commissioners of Sedgwick County has called for a Special Election for a one percent (1%) countywide retailers' sales tax; and

WHEREAS, the Governing Body of the City of Wichita has received a majority recommendation from a community-wide task force studying the need for an alternate tax that additional revenues are needed by the City of Wichita; and

WHEREAS, this task force has requested that the Governing Body of the City of Wichita support a one percent (1%) countywide retailers' sales tax to be levied against property in Sedgwick County for the purpose of relieving property taxes and to provide revenues for road, highway and bridge projects including right-of-way acquisitions; and

WHEREAS, the task force has requested that the Governing Body of the City of Wichita pledge that one half of the one percent (1%) of the City of Wichita's portion of said sales tax be used for property tax reduction with continued compliance with the provisions of the "State Tax Lid Law" (K.S.A. 79-5001 et seq.), and that one half of the one percent (1%) be pledged for road, highway and bridge projects including right-of-way acquisitions.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF WICHITA:

Section I. The Governing Body of the City of Wichita, Kansas, pledges one half of any revenue received from the City of Wichita's portion of a one

percent (1%) sales tax to relieve the tax levies of the City of Wichita upon the taxable tangible property within the City of Wichita with continued compliance with provisions of the "State Tax Lid Law" (K.S.A. 79-5001 es seq.), and pledges the remaining one half of the one percent (1%) of any revenues received to Wichita road, highway and bridge projects including right-of-way acquisitions. Each year the City of Wichita budget will be amended to reduce the property tax requirement by one half of the projected sales tax receipts. The remaining one half of the projected sales tax receipts will be added to funds for road, highway and bridge projects including right-of-way acquisitions.

Section II. It is the specific intent of the Governing Body of the City of Wichita that the City of Wichita continue to use the tax revenues as outlined in this ordinance and that this pledge be continued as a matter of faith and trust between the people and the present and future Governing Bodies of the City of Wichita.

Section III. Ordinance No. 41-620 of the City of Wichita is hereby repealed.

Section IV. This ordinance shall be effective upon its passage and publication once in the official city newspaper.

ADOPTED at Wichita, Kansas, this 25 day of August, 1992.

  
\_\_\_\_\_  
Bob Knight, Mayor

Attest:

  
\_\_\_\_\_  
Pat Burnett, Deputy City Clerk

Approved as to form:

  
\_\_\_\_\_  
Gary Rebenstorf, City Attorney





## CIP BUDGET PROCESS

The CIP budget process is a comprehensive process that attempts to incorporate the long term strategic planning process with the short term City strategic goals. Examples of some of the longer term planning processes that are integrated into the CIP process are the Park and Recreation Open Space (PROS) Plan, the Library Master Plan, the Police Department's Safe and Secure Initiative Plan, and the Water Supply Plan. In addition, the development of the Capital Improvement Plan is integrated with the operating budget (by considering its implications on the operating budget) and the longer range financial planning (by adjusting budgeted amounts and performance targets) based on the long term financial conditions of funds. The CIP budget process is impacted by Kansas Statutes and organizational policies.

**CIP Process:** The Capital Improvement Program (CIP) guides new construction and improvements to the City's infrastructure and facilities, ranging from road expansion to repairs on publicly owned buildings to acquisition of new water sources.

The CIP requires a sound operating budget and a solid financial base to allow for debt or cash financing of capital projects. A well prepared operating budget can also assist in raising or maintaining the bond rating of the City. A higher bond rating means that the City pays a lower interest rate for the bonds sold to finance capital projects.

**Revenue Projections:** The amount of funding the governing body chooses to spend on outcomes drives the CIP budget process. Like revenue projections for the operating budget, trends are studied, and performance assumptions are generated. From these assumptions, expenditure estimates are developed. Since the CIP is a ten-year plan, revenue projections must be made further into the future than those required for the operating budget. Since future revenues cannot be known for certain, the framework for the whole budget development process, in effect, is built upon assumptions about the City's economic and financial future.

For the CIP, most revenue estimating is centered on the Debt Service Fund. The main sources of funds for the Debt Service Fund include:

1. The Debt Service Fund, which is a taxing fund, with a mill levy generating revenue. The amount of revenue generated is based on assessed valuation assumptions, as well as a presumed mill levy rate.
2. Special assessments are made against properties to fund portions of the CIP. The repayment of these assessments is a revenue source to the Debt Service Fund.

3. Motor vehicle taxes collected by Sedgwick County are allocated to taxing funds of the City of Wichita proportionally to the amount of taxing effort.
4. Interest earnings on the fund balance and current revenues contribute to Debt Service Fund revenue.
5. Transfers from other funds, such as the Tourism and Convention Fund for Expo Hall, Lawrence-Dumont Stadium and parking facilities, and from Tax Increment Financing Funds for economic development projects are considered in estimating Debt Service Fund revenues. These transfers are made for previous or projected debt issuances.

**Determining Annual Project Capacity:** In addition to the Debt Service Fund, long term forecasts for the City's Sales Tax Fund, as well as enterprise funds, including the Golf Fund, Water and Sewer Utility funds, Airport Fund and the Storm Water Utility Fund, are necessary. These ten year forecasts, along with debt capacity projections based on the Debt Policy and Reserve Policy, will determine the funding available for projects included in the Proposed and then Adopted CIP Budget.

**Project Requests:** The second phase of developing the CIP involves the project requests. Each City department requests projects related to the respective department's goals and responsibilities. In addition, any interested party may submit a project for consideration by City engineers and the CIP Administrative Committee. Each project request is sent to major corporations, community organizations, District Advisory Boards, and other groups that would be impacted.

**CIP Administrative Committee:** The CIP Committee, as outlined in AR 2.8, meets and develops the project plan for the term of the program. Projects are studied and prioritized according to criteria, including the following:

1. Capital improvement projects must meet the established useful life criteria to be financed: (a) public buildings, 40 year general life, 10 year financing; (b) new road construction, 40 year general life, 10 year financing; (c) major road and bridge rehabilitation, 15 year general life, 10 year financing; (d) water, sanitary sewers, and drainage, 40 year general life, 20 year financing; (e) miscellaneous items, based on asset life, 10 year financing; and (f) local sales tax projects, 10 and 15 year financing with double barreled bonds.
2. Utility Revenue Bonds are utilized when necessary and feasible to finance Public Improvements using a 20-year amortization to minimize the impact of annual revenue requirements.



3. Maintenance of the highway and street system to provide safe and effective vehicular access and efficient urban traffic flow emphasizing the following: (a) Expedite the plans (in cooperation with Sedgwick County) for constructing and financing US-400, maximizing state and federal funds supplemented by local sales tax; (b) Concentrate efforts on selected cross-town arterials and intersections to improve traffic movement, safety and reduce congestion; (c) Include features in new projects which will reduce future maintenance requirements (i.e., delineation of crosswalks, low-maintenance medial treatment, etc.); (d) Complete railroad crossing improvements on arterials; and (e) Provide good streets and roadways to serve City facilities (i.e., Art Museum, Cowtown, Expo Hall, Airport, etc.).
4. Provide improvements in the downtown area.
5. Continuation of Neighborhood Improvement Program in conjunction with code enforcement.
6. Develop a balanced capital maintenance program for all types of City assets.
7. Include beautification and landscape improvements in projects, especially on arterials and highways, public facilities, etc.
8. Insure an adequate water supply for existing neighborhoods and for the planned growth and development of the City.
9. Prioritize projects that leverage outside funding.
10. Maintain a Capital Improvement Program within the debt limitations established by state law, and that is balanced over the 10 year period, as well as the first three year period.

**Design Council (Art and Design Board):** As the CIP Administrative Committee reviews and prioritizes projects, the Design Council reviews project lists. Specific attention is provided to projects for which the incorporation of aesthetic improvements would be appropriate. In these cases, the projects are slated for “special consideration” and the design council begins the process, as outlined in City Code section 2-12.1120 et seq., of making recommendations on aesthetic design that could be incorporated into projects.

**Financing the CIP:** Once a draft project prioritization is developed, staff begin exploring financing options and review capacity calculations. This financing of CIP projects is based on City Council Policy 2. This provides guidance on the types of financing that may be used for certain projects. In addition, staff review proposed debt levels for compliance with State debt limit statutes. Projects proposed for funding from local sales tax dollars are screened to ensure conformance with Ordinance 39-196, which outlines the appropriate uses of sales tax funds.

**Review of Operating Cost Impact** - As part of the CIP review process, the CIP Administrative Committee identifies projects that will have a significant impact on the City’s operating budget. Departments provide estimated ongoing costs associated with CIP projects so all costs can be considered in the evaluation process. When a project is completed, the operating costs are included in the department’s operating budget.

**Draft CIP Discussion:** Upon completion of the Administrative Committee’s plan, the Committee’s recommendations are forwarded to the City Manager and then to the City Council. Hearings are held before the Metropolitan Area Planning Commission and the District Advisory Boards. Like the operating budget, the City Council hears public comments on the CIP prior to adoption. The City Council may shift, add, or delete projects in the before finalizing an Adopted CIP.

**Hearings and Adoption of the CIP:** After the draft CIP has been reviewed, staff may reallocate projects based on feedback. Eventually, a public hearing will be held, and the City Council will formally adopt the CIP budget. This adoption provides long term strategic guidance and allows resources to be allocated in conformance with this long term plan.

**Implementation:** After the CIP is adopted by the City Council, departments use the CIP as a guide for implementing capital improvements. Departments are responsible for “initiating” projects based on the schedule included in the Adopted CIP. This initiation process allows every project to be authorized individually by the City Council through the adoption of an ordinance or resolution. When initiated, a project budget will be established based on the approved resolution or ordinance. Upon project completion, a final statement of costs will be completed by the initiating department and the project closed out.

## KANSAS STATUTES

Statutes of the State of Kansas govern the CIP budget process. The most relevant statute is the Debt Limit Law. The Debt Limit Law is contained in KSA 10-308 et seq. These statutes limit the total debt of a city to no more than 30 percent of the assessed valuation of the city. Several forms of debt are exempt from the debt limit, including utility debt and revenue bond debt. This statute is included in the Appendix.

## CITY CODE SECTIONS AND ORDINANCES

There are two code sections that are highly relevant for the CIP. Code Section 2.12.1120 et seq. creates the Arts Council, which oversees the aesthetic components of certain projects. The code outlines the membership of the Arts Council and its duties, which include making recommendations to develop and define criteria for public improvements. The other code section (Code Section 2.05.10 et seq.) outlines the disclosure that the City provides during bond sales.



Ordinance 39-196, approved by the City Council in June 1985, outlines uses for the one cent local sales tax. The ordinance pledges one half of any revenues to the General Fund, to reduce property taxes charged to residents. The other half of the sales tax proceeds is pledged towards road, highway and bridge projects.

As part of the operating budget, the policy of the reserve level of the Debt Service Fund is established. The targeted year-end balance level is equivalent to 3 percent of annual revenues of the debt service fund. Any amount in excess of this reserve may be used to reduce capital project fund general purpose expenditures. The policy is reviewed annually and approved as a component of the annual operating budget.

**CITY POLICIES AND REGULATIONS**

Financing guidelines for the CIP are found in City Council Policy 2. This policy provides that maintenance and repairs of arterials will be financed by GO bonds, while the reconstruction or replacement of residential streets will be assessed. In addition, the financing of storm water and sewer improvements is addressed.

Administrative Regulation 2.8 outlines the CIP Administrative Committee and its members. The duties of the CIP committee are established as: reviewing CIP requests, assigning a priority to these requests, scheduling the requests based on funding constraints, and making a CIP recommendation to the City Manager.

**CIP CALENDAR**

The CIP process takes approximately 7—14 months from initial planning to Council adoption. There is more flexibility in the CIP calendar compared to the operating budget, since CIP process dates are not statutorily set. The planning for the 2011—2020 CIP began in September 2010. Council adoption is anticipated by year end in 2011. The CIP calendar is shown below.

**2011-2020 CIP CALENDAR**

<b>September 2010</b>	Initial planning process for the 2011—2020 CIP
<b>November 2010</b>	Departments submit proposed CIP projects to the Department of Finance
<b>March 2010</b>	Preliminary draft CIP is prepared by Finance staff
<b>April 2010</b>	CIP projects are reviewed by the CIP Advisory Committee
<b>May 2011</b>	Finance staff review the draft CIP with the City Manager
<b>November 2011</b>	Draft CIP budget is reviewed in a workshop
<b>November 2011</b>	Draft CIP budget is presented to the Advance Plans sub-committee, MAPC
<b>November 2011</b>	Draft CIP budget is presented to the Metropolitan Area Planning Commission
<b>December 2011</b>	Draft CIP budget is reviewed with District Advisory Boards
<b>December 2011</b>	CIP is adopted by City Council



## Budget Process

Budget formulation is a comprehensive process that attempts to incorporate the long term strategic planning process of the City, the shorter term strategic planning process (based on Strategic Operating Plans developed for each City service), the development of the Capital Improvement Program (by considering its implications on the operating budget) and the longer range financial plan (by adjusting budgeted amounts and performance targets) based on the long term financial conditions of funds. In addition, the budget process is impacted by Kansas Statutes, organizational policies, accounting standards and budgeting practices.

Departmental staff began the process of developing Strategic Operating Plans, including Program Options, for each service. The City organization is divided into City Departments, but each department is then divided into “services” - strategic units that provide outcomes in core areas. An Ad Hoc Budget Committee, comprising two representatives from each department, evaluated and recommended a variety of suggested strategies.

Staff also consider the implications of the Capital Improvement Program (CIP) in relation to the short term annual operating budget. Maintaining infrastructure is in the long term strategic interest of the City. Service budgets note changes in maintenance costs stemming from completion of capital projects. Adjustments to resource needs are noted, relative to the impact of the CIP project on the base-line level of outcomes provided.

## Resource Allocation

After the City Manager reviews Strategic Operating Plans with departmental leadership and the Budget Office staff, the long term financial planning process is integrated into the annual budget process. Particular attention is paid to funds facing structural or cyclical financial challenges.

In 2012, new performance data were gathered and a citizen survey was conducted. The information was incorporated into the resource allocation process, which depends on data-driven decisions about how to invest the City’s revenue.

Additionally, WSU facilitated a discussion about prioritization at City Council workshops in June 2009. The outcome of those discussions was the identification of four strategic priorities:

- ◆ Ensure the physical safety of people in the community.
- ◆ Protect the private property of people in the community.
- ◆ Provide and protect public investment for quality infrastructure.
- ◆ Promote economic development that maximizes return on investments to create a healthy community.

## Citizen Engagement

The budget process is centered around the concept of citizen engagement. A citizen survey was fielded in November 2012, and that data is used as general feedback about local government services. Staff presented budget updates and proposals at each of the six District Advisory Boards. In addition the Wichita Independent Neighborhood (WIN) group is a key player in the engagement process. A televised meeting is held each year to present budget proposals and to allow citizens to provide feedback and comments.

Electronic media is an important component of engagement. Material related to the budget development process is posted to the City’s website, and the [budgetquestions@wichita.gov](mailto:budgetquestions@wichita.gov) email address is provided. For the second year, social media is being utilized with two Social Media Town Hall meetings being hosted. All Council meetings and workshops discussing the budget process are televised on City Channel7, and are also provided in streaming video on the internet.

## Budget Adoption

On July 16th, the Proposed Budget was presented to the City Council, beginning the formal budget adoption process. In compliance with State statute, the governing body set the maximum amount of taxes to be levied on July 16th. This first deadline is set a minimum of ten days prior to the date of budget adoption. The second formal, statutorily required hearing is held in August, at least ten days prior to August 25th. The City Council’s formal adoption of the budget generally occurs on the second Tuesday in August, which fell on August 13th this year.

## Budget Environment

In addition to City Council priorities other considerations shape budget formulation. Some of these include:

- ◆ Kansas Statutes.
- ◆ Other Planning Processes
- ◆ Accounting Standards.
- ◆ Wichita Budgeting Practices.
- ◆ Wichita Financial Policies.

## Kansas Statutes

Statutes of the State of Kansas govern the operating budget process. Three of the most relevant statutes include the Budget Law, the Cash Basis Law and the Debt Limit Law.

Generally, the municipal budgeting process is outlined in the Budget Law—KSA 79-2925, et seq. Specifically, those statutes require that cities:

- ◆ Prepare annual, itemized budgets.
- ◆ Present the budget no later than August 1st.
- ◆ Do not budget contingency amounts greater than 10 percent of budgeted expenditures.



# Budget Process

- ◆ Do not budget fund balances (for applicable funds) of more than 5 percent of fund expenditures.
- ◆ Adopt the annual budget no later than 10 days prior to August 25th.
- ◆ Provide public notice of budget hearings.
- ◆ Provide the adopted budget to the County Clerk by August 25th.

The State's Cash Basis Law is outlined in KSA 10-1101 et seq. This statute includes the following provisions:

- ◆ No city can create an indebtedness greater than the funds in the city's treasury.

A city can issue "no fund warrants" by a resolution of the governing body declaring an extraordinary emergency.

The Debt Limit Law is contained in KSA 10-308 et seq. These statutes limit the total debt of a city to no more than 30 percent of the assessed valuation of the city.

## Other Planning Processes

In addition and support of the Budget Process, other planning processes are completed by the City of Wichita.

- ◆ Comprehensive Plan
- ◆ Capital Improvement Program
- ◆ Neighborhood Plans
- ◆ Long-Term Operations Plans
- ◆ Strategic Management Plan
- ◆ Technology Plan
- ◆ Bicycle Master Plan
- ◆ Park & Recreation Plans
- ◆ Project Downtown
- ◆ Library Master Plan
- ◆ Water Conservation Plans

## Comprehensive Plan

The [Community Investments Plan](#) is the current revision to the Comprehensive Plan. The process began in 2012, and is expected to be conclude in December 2015. A Comprehensive Plan is covers all aspects of community development, such as population growth, environmental constraints, emergency services, transportation, land use, parkland, wastewater and water treatment, and community appearance. Existing conditions and trends, projected future growth demands, and capital capacity assessments are completed to develop a preferred land use guide for a designated period of time. This plan influences department operating budgets.

## Capital Improvement Program

The [Capital Improvement Program](#) (CIP) budget process is a comprehensive effort that attempts to incorporate the long term

strategic planning process with the short term City strategic goals. Many longer term planning processes are integrated with the CIP budget. The CIP guides new construction and improvements, ranging from repairs to major expansions. Coordination of the CIP with the annual operating budget is critical as projects can impact ongoing operating expenditures. The CIP budget will be further discussed, but a basic understanding of the CIP and its relationship with other processes is critical to understanding their collective impact on the operating budget.

## Neighborhood Plans

Neighborhood and area plans are developed by community stakeholders with the assistance of the Wichita/Sedgwick County Metropolitan Area Planning Department. Through these plans citizens are able to define issues affecting their community and ways to address those concerns and improve their neighborhoods. These plans can be viewed as supplements to the Comprehensive Plan. As such, these plans can have real and substantial impacts on the CIP and the operating budget. Neighborhood Plans have been adopted for the [Central Northeast Area](#), [Delano](#), [Douglas Design District](#), [Hilltop](#), [Midtown](#), [Downtown](#), and the [South Central Neighborhood](#).

## Long-Term Operations Plans

Long-term operations plans are completed by departments sometimes in conjunction with their respective boards. The Police Department's Safe and Secure Initiative Plan is an example of such a plan, as would be the Library Master Plan. These plans provide a longer perspective than the Strategic Operating Plans that are completed as a part of the annual budgeting process. These plans include projections of costs to fulfill long-term goals and objectives of departments and services, and often these plans form the basis for operating budget discussion.

## Strategic Management Plan

The City's Strategic Management Plan was created and is periodically updated through retreats and workshops. The City Council provides staff with direction as to the desired strategic priorities. The most recent update to the Strategic Management Plan established the current priorities including: *Ensure Physical Safety*; *Protect Property*; *Protect Public Infrastructure Assets*; and *Create a Growing Community*. These priorities then drive the operating budget discussion.

## Technology Plan

The Information Technology Department develops the City's technology plan. This plan forecasts future technology that align with departmental strategic goals. The plan relates to finance in regards to project development and associated operating budgets. The financial impacts of the projects are identified and incorporated into the annual operating budgets. An update of the Technology Plan is being formulated in 2013 with the assistance of WSU.



# Budget Process

## Bicycle Master Plan

The Wichita Bicycle Master Plan was adopted by the City Council on February 5, 2013. The planning process lasted more than two years and more than 4,000 people were engaged in the planning process. The plan will guide development of bicycle facilities, such as on-street bike lanes and off-street paths through 2022. The Bicycle-Pedestrian Advisory Board was added as a recommendation of that plan.

## Park & Recreation Plans

The Park, Recreation, and Open Space (PROS) Plan was adopted on January 5, 2009. The PROS Plan used inventoried system resources, citizen feedback, and best practices to recommend levels of service for regional, community, and neighborhood parks. The Recreation Strategic Plan, adopted by the City Council in 2010, includes an analysis of recreation center usage trends and facilities. The Aquatics Master plan is under development in 2013, and will be used to create the next CIP.

## Project Downtown

Project Downtown—The Master Plan for Wichita was adopted by the City Council on December 14, 2010. The plan inventoried current conditions and identified catalyst sites for redevelopment. The Self-Supporting Municipal District, Metropolitan Area Planning Department, Engineering Division, and Wichita Transit have been engaged in activities to support Project Downtown.

## Library Master Plan

The Wichita Public Library System Master Plan was adopted in February 21, 2007. That plan identifies current usage trends as well as future needs associated with the WPL. Funding for a new Central Library has been included in the 2011-2020 Adopted CIP. The ongoing planning process has been concerned with the appropriate size and scope of a new library in the context of the changing role of libraries, as well as fiscal constraints.

## Water Conservation Plans

The Water Conservation Plan for utility customers was adopted on June 4, 2013, and includes \$1 million in rebates for installing water saving appliances and devices. The Internal Water Conservation Plan was adopted by the City Council on June 11, 2013. The internal plan outlines water saving measures such as reducing irrigation on City-owned grass covered land, reducing water usage of decorative and interactive fountains, and deploying staff more aggressively to stop slow water leaks. The plan also suggests capital improvements to reduce water usage. The 2014 Adopted Budget incorporates elements of the Water Conservation Plans by budgeting for positions that lead to fewer leaks, watering less, and converting passive park land to native grasses and wildflowers.

## Accounting Standards

The City of Wichita uses the **cash basis of accounting** when preparing budgets. After the close of the fiscal year the City's accounts are converted to the **modified accrual basis of accounting** to produce the Comprehensive Annual Financial Report. The table at right shows the differences between these standards.

	REVENUES	EXPENDITURES
CASH	Recognizes only when cash changes hands	Recognized only when cash changes hands
MODIFIED ACCRUAL	Recognized when they become measurable and available to pay for expenses	Recognized when the liability is incurred, measurable, and expected to be paid

## Wichita Budgeting Practices

**Bi-annual Budget:** To ensure continuity in government services, the City of Wichita employs a two-year rolling budget cycle. The City Council adopts the Budget for the next fiscal year (2014). The Council also reviews the Approved Budget for the ensuing fiscal year (2015) to better plan in advance, and a revised budget for the current fiscal year (2013).

**Capital Improvement Program:** While the City is developing the annual operating budget, a parallel process occurs to fund capital improvements, such as large public works projects. After the operating budget is adopted, the Capital Improvement Program (CIP) is presented, outlining the City's 10-year program for planned capital investments and the means for funding these projects.

**Revenue Projections:** The amount of funding the governing body chooses to spend on outcomes drives the budget process. The first step in the budget development process is the projection of revenues by City staff, assuming all current policies and practices are continued. Since future revenues cannot be known for certain, the framework for the whole budget development process, in effect, is built upon assumptions about the City's economic and financial future.

Trends in the performance of each revenue source are studied, and economic conditions and events that could alter the projections are considered. Many factors affect revenues, including weather conditions (especially important for electric, gas and water utility franchise taxes); motor vehicle and gas taxes, and local economic conditions (influencing the sales tax revenue stream as well as other sources). Economic indicators used in preparing the financial projections and budget are included in the "Summaries of Revenues and Expenditures" section of this document.



# Budget Process

Forecasting revenues is one of the most difficult tasks the City encounters when preparing a budget. If assumptions are too optimistic, policy makers may adopt programs that will not be supported by actual revenues in the coming year. If assumptions are too pessimistic, the budget process becomes constrained by the need to reduce programs and expenditures, or to find new revenue sources, including tax increases.

Assumptions are stated at the beginning of the General Fund presentation because of their importance in the benchmark for adjustments in the actual year of operation. Doing this also allows interested citizens to challenge and improve on the assumptions as the budget is being reviewed.

**Mid-year Budget Changes:** If adjustments to the budget are necessary, there are two methods to accomplish this task.

- ◆ **Budget Adjustments:** During the year, budget adjustments in amounts less than \$25,000 are made within funds administratively, based on City policy. Budget adjustments greater than \$25,000, or adjustments that change the intent of program expenditures are brought to the City Council for action.
- ◆ **Budget Amendments:** Under Kansas law, the City Council may amend an adopted budget during an operating year, if unforeseen circumstances create a need to increase the expenditure authority of a fund or budget. This process, known as recertification, requires a published, ten day official notice and a public hearing held before the City Council.

## Wichita Financial Policies

### Operating Budget Policies

**Service Level:** The City attempts to maintain its present service level for all priority and essential services within existing tax rates, as adjusted for normal growth in the tax base. No new services are added without offsetting expenditure reductions or increases in tax revenues.

**Financial Control:** The City maintains a financial control system to ensure adherence to the budget and an awareness of the financial environment, preparing quarterly reports to compare actual revenues and expenditures to budgeted amounts, analyzing operating surplus or deficit conditions, and balance sheets on all City funds.

**Performance Management:** The City integrates performance measurement and productivity indicators within the budget.

**Personnel:** The City attempts to avoid layoffs in all actions to balance the budget. However, there are cases in which reductions in force are necessary during periods of economic downturn.

**Cost Control:** The City emphasizes efforts to control the budget at departmental and character levels.

**Balanced Budget:** The City attempts to maintain a balanced budget, with current year revenues equal to or exceeding current year expenditures.

**Self Supporting:** Airport, Golf, Sewer, Water, and Storm Water enterprise funds are self-supporting.

**Market Methodology:** Privatization, volunteerism, incentive programs, public/private partnerships and other alternatives are used whenever possible to provide services.

**Competitiveness:** Charges for internal services are set at the lowest possible level to maintain essential programs.

### Revenue Policies

The City considers market rates and charges levied by other public and private organizations for similar services in establishing tax rates, fees, and charges.

**Diversification:** The City directs efforts to maintain a diversified and stable revenue system to mitigate fluctuations in any one revenue source.

**Collection:** The City follows an aggressive revenue collection policy.

**User Fees:** Where possible, the City establishes user charges and fees at a level related to the full cost (operating, direct, indirect, and capital) of providing the service.

**Cost Recovery:** The City reviews fees/charges regularly, and designs and modifies revenue systems to include provisions that automatically allow charges to grow at a rate that keeps pace with the cost of providing services.

### Investment Policies

**Stewardship:** Disbursement, collection, and deposit of all funds are managed to insure maximum cash availability.

**Investing:** The City strives to maximize the return on investments consistent with the primary goal of preserving capital in accordance with the City's ordinance and prudent investment practices.

### Debt Policies

**Long-term Debt:** The City confines long-term borrowing to capital improvements.

**Short-term Debt:** In anticipation of bonding, the City uses short-term debt.



**Disclosure:** The City follows a policy of full disclosure on every financial report and bond prospectus.

**Debt Type:** Revenue bonds are issued when practical for City enterprises to reduce the amount of the City's general obligation debt. The City uses general obligation (GO) debt to fund general purpose public improvements which cannot be financed from current revenues.

The City uses special assessment general obligation debt to fund special benefit district improvements consistent with existing policies.

**Debt Retirement:** The City maintains an aggressive retirement of existing debt over 10 years for city-at-large debt and 15 years for special assessment debt.

## Reserve Policies

**Reserve Amount:** The City maintains a revenue reserve to pay for expenses caused by unforeseen emergencies or for shortfalls caused by revenue declines. Specific discussion of reserve policies is included in the *Budget Implementation* section.

**Contingency:** The City maintains a contingency expenditure account to provide for unanticipated expenditures of a non-recurring nature, or to meet unexpected small increases in service delivery costs.

**Proposed Program Enhancements:** Reserves in excess of targeted amounts are used for one-time only expenditures. In addition, where appropriate, reserves are maintained for specific long term commitments.

**Debt Service:** The City maintains a debt service fund reserve at year end equivalent to 3 percent of annual revenues of the debt service fund. Any amount in excess of this reserve will be used to reduce capital project fund general purpose expenditures.

**Working Capital:** Adequate levels of working capital shall be maintained in all proprietary funds.

## Accounting, Auditing, and Financial Reporting Policies

**Audit:** An independent audit is performed annually during the first and second quarter.

**Financial Reports:** The City produces annual and quarterly financial reports in accordance with Generally Accepted Accounting Principles (GAAP) as outlined by the Governmental Accounting Standards Board (GASB).

## Capital Improvement Program

The Capital Improvement Program (CIP) guides new construction and improvements to the City's infrastructure and facilities, ranging from road expansion to repairs on publicly owned buildings, to acquisition of new water sources.

The CIP requires a sound operating budget and a solid financial base to allow for debt or cash financing of capital projects. A well prepared operating budget assists in raising or maintaining the bond rating of the City. A higher bond rating means that the City pays a lower interest rate for the bonds sold to finance capital projects.

The annual budget process takes into account requirements of funding infrastructure, maintenance, and related operational costs. Since the CIP is primarily funded from property taxes, mill levy changes in the annual operating budget can mean changes in resources available for capital projects.

## Revenue Sources and Projections

Development of the CIP has two phases. The first phase is revenue projections. Like revenue projections for the operating budget, trends are studied, and performance assumptions are generated. From these assumptions, expenditure estimates are developed. Since the CIP is a ten-year plan, revenue projections must be made further into the future than those required for the operating budget.

Existing debt service obligations are considered when estimating the additional amount of debt that can be assumed under the City's policy. After the new debt for proposed projects is calculated and all revenue sources are identified, projects are prioritized and funds are allocated for the ten year planning period. The revenues and debt service expenditures for the part of the CIP financed from property and sales taxes are managed through the Debt Service Fund. Components of revenue funding for the CIP are:

1. The mill levy is projected at 8.0 mills in 2013, and 8.5 mills from 2014 to 2020.
2. Sales tax revenue for freeway and road construction is managed through the Sales Tax Trust Fund until the funds are transferred to projects or to the Debt Service Fund to pay debt service on sales tax general obligation bonds.
3. Special assessments are made against properties to fund portions of the CIP.
4. Motor vehicle taxes collected by Sedgwick County on all motor vehicles not subject to property or ad valorem taxes are a CIP revenue source.
5. Interest earnings on the fund balance and current revenues contribute to CIP revenue.



# Budget Process

6. Transfers from other funds, such as the Tourism and Convention Fund for Century II, Lawrence-Dumont Stadium and parking facilities, and from Tax Increment Financing Funds for economic development projects are considered in revenue estimating.

Other parts of CIP financing are budgeted as debt service in proprietary funds.

## Project Review

The second phase of developing the CIP involves the project requests. Each project request is sent to potentially impacted corporations, community organizations, District Advisory Boards, and other groups. Any interested party may submit a project for consideration by City engineers and the CIP Committee.

The CIP Administrative Committee, through a series of meetings, develops the project plan for the term of the program. Projects are studied and ranked according to criteria set forth by the Committee.

Projects proposed for the CIP are reviewed, evaluated, and recommended under the following guidelines:

1. General revenue-supported debt: Maintain a Capital Improvement Program within the debt limitations established by state law, and within a maximum local mill levy debt service established by the City Council.
2. Capital improvement projects must meet the established useful life criteria to be financed: (a) public buildings, 40 year general life, 10 year financing; (b) new road construction, 40 year general life, 10 year financing; (c) major road and bridge rehabilitation, 15 year general life, 10 year financing; (d) water, sanitary sewers, and drainage, 40 year general life, 20 year financing; (e) miscellaneous items, based on asset life, 10 year financing; and (f) local sales tax projects, 10 and 15 year financing with double barreled bonds.
3. Utility Revenue Bonds are utilized to finance Public Improvements using a 20-year amortization to minimize the impact of annual revenue requirements.
4. Maintenance of the highway and street system to provide safe and effective vehicular access and efficient urban traffic flow emphasizing the following: (a) Expedite the plans (in cooperation with Sedgwick County) for constructing and financing US-54, maximizing state and federal funds supplemented by local sales tax; (b) Concentrate efforts on

selected cross-town arterials and intersections to improve traffic movement, safety and reduce congestion; (c) Include features in new projects which will reduce future maintenance requirements (i.e., delineation of crosswalks, low-maintenance median treatment, etc.); (d) Complete railroad crossing improvements on arterials; and (e) Provide good streets and roadways to serve City facilities (i.e., Art Museum, Cowtown, Century II Airport, etc.).

5. Provide improvements in the downtown area.
6. Continuation of Neighborhood Improvement Program in conjunction with code enforcement.
7. Emphasize projects without regard to the percentage of the total CIP funds available. Under no circumstances will all projects be selected from one area of the City.
8. Develop a balanced capital maintenance program for all types of City assets.
9. Include beautification and landscape improvements in projects, especially on arterials and highways, facilities, etc.
10. Insure an adequate water supply for existing neighborhoods and for the planned growth and development of the City.

## Hearings and Adoption of the CIP

The committee's recommendations are forwarded to the City Manager and then to the City Council. Hearings are held before the Metropolitan Area Planning Commission and the District Advisory Boards. Like the operating budget, the City Council hears public comments on the CIP prior to adoption. The City Council may shift, add, or delete projects in the proposed CIP.

## Implementation

After the CIP is adopted by the City Council, departments use the CIP as a guide for implementing capital improvements. Initiation of each project must be authorized individually by the City Council through the adoption of an ordinance or resolution.

## Budgeting for Ongoing Operating Costs of CIP Projects

As a general practice, the 10-year CIP is developed and revised in a process that parallels development of the City's two-year budget. Departments provide estimated ongoing costs associated with CIP projects so all costs can be considered in the evaluation process. When a project is completed, the operating costs are included in the department's operating budget.



## 2014-2015 Budget Development Calendar

The ongoing budget process from initial planning to the first day of an adopted budget is approximately 23-26 months. For example, the City started planning for 2014 in late 2012 and early 2013. The key dates for the 2014-2015 Budget are shown below. Dates with asterisk are broadcast on CityChannel7 and streamed on the internet.

<b>January - February</b>	Staff budget committee develops and reviews operational suggestions by City employees.
<b>March - April</b>	Budget staff review Strategic Operating Plans submitted by departments.
<b>April - May</b>	City Manager meets with Departments and Budget Office staff to develop recommendations.
<b>April 23 *</b>	Budget workshop with City Council about preliminary forecasts and budget issues
<b>May 6, 8</b>	Initial presentations to District Advisory Boards of revenue projections and expenditure details
<b>May 22 *</b>	Budget workshop with City Council about Performance Measures and strategic options
<b>June 4, 6</b>	Follow-up presentations to District Advisory Boards of revenue projections and expenditure details.
<b>June 26 *</b>	City Manager presents budget information to members of District Advisory Boards, Wichita Independent Neighborhood association and the public in an evening meeting
<b>June 27</b>	First Social Media Townhall #ictbudget
<b>July 16 *</b>	City Manager formally presents budget document to City Council. City Council holds a first public hearing and authorizes publication (sets maximum taxes levied)
<b>July 17</b>	Second Social Media Townhall #ictbudget
<b>August 6 *</b>	Public hearing at the City Council meeting
<b>August 13 *</b>	Final public hearing and adoption of the 2014-2015 operating budget at the City Council meeting
<b>August 25</b>	Certification forms for the 2014 budget are filed with the Sedgwick County Clerk
<b>November</b>	Final assessed valuation is recorded and mill levies are calculated by the Sedgwick County Clerk
<b>January 1, 2014</b>	Fiscal Year 2014 begins

\* Shown live on City Channel 7 or via streaming video on [www.wichita.gov](http://www.wichita.gov)



## Wichita Bicycle & Pedestrian Advisory Board

www.wichita.gov/LivePlay/Bicycle



### **WPAB Members:**

Jack, Brown, Chair  
Maxine Bostic  
Barry Carroll  
Ryan Hollingshead  
Jerry Jones  
Tom Lasater  
Anna Mosher  
Tyler Stutzman  
George Theoharis  
Alex Umberger

The Wichita Bicycle and Pedestrian Board shall advise the Mayor; City Council; City Manager; all departments; all offices of the City; City Boards and committees; and other public agencies that provide services within the City, on matters related to bicycling and/or walking and the impact that their actions may have on the bicycling and/or walking environment.

City of Wichita  
Ordinance 49-441

June 2, 2014

## Agenda Item #7

Mayor Brewer and City Council  
Robert Layton, City Manager  
455 N Main  
Wichita, KS 67202

Subject: WPAB Budget recommendations

Dear Mayor, Council Members and City Manager:

The Wichita Bicycle and Pedestrian Advisory Board's mission is to advise the Council and City Manager on various matters relating to bicycle and pedestrian activities, this includes advice regarding funding recommendations for bicycle and pedestrian facilities. The board has met and offers the following recommendations:

1. \$xxx,000 for bicycle facilities maintenance in the 2015 General Operating Budget -The city does not currently fund bicycle pathways maintenance, with more bicycle and pedestrian projects planned maintenance will be a continued cost.
2. Continued financial support for the 10 bicycle projects approved by the City Council in 2013 in the amount of \$xxx,000.
3. Financial support in the amount of \$xxx,000 for new bicycle projects in 2014 and 2015.

Sincerely,

WPAB

## Wichita Bicycle Master Plan – 2014 Public Open House

The 2014 open house for the Wichita Bicycle Master Plan (Plan) was held on Tuesday, May 27, 2014 from 4:30 p.m. to 6:30 p.m. at the Wichita City Hall. There were 73 persons in attendance. Members of the Wichita Bicycle and Pedestrian Advisory Board, and City staff helped facilitate the open house event. The meeting provided Wichita residents with a series of stations highlighting the progress implementing the Plan and opportunities for individuals to provide input. Please note that thunderstorms with heavy rain occurred around the start of the open house and staff have heard anecdotal reports that the storms deterred individuals from attending the event.

### Open House Stations

#### *Sign-in Table*

Participants were asked to provide their name and email address both to track the number of participants and to disperse project information to those interested. Comment cards were also available for participants to provide written comments on bicycling related issues.

#### *Station 1: Open House Overview*

This board presented a short description of the Plan, the benefits of the plan, a description of who developed the Plan, and why the open house event was being held. It also provided information about how individuals can stay up-to-date with the latest information about bicycling and walking in Wichita.



#### *Station 2: About the Plan*

This station consisted of four boards that provided information about the Wichita Bicycle Master Plan, including: vision, goals, objectives, strategies, and performance measures.

#### *Station 4: Plan in Action*

This board provided information about the relationship between the Wichita Bicycle Master Plan, the annual work Plan, and the annual progress report.

#### *Station 3: Funding*

This station included three boards that described how infrastructure, programs, and non-infrastructure projects are funded. It included information about the Capital Improvement Program and the City Budget. The third board at the station provided a general overview of the development process for standalone bikeway projects.

#### ***Station 4: Engineering***

This station included two boards that described engineering category projects to implement the Wichita Bicycle Master Plan in 2013 and 2014.

#### ***Station 5: Education***

This board described education category projects to implement the Plan in both 2013 and 2014.

#### ***Station 6: Encouragement***

This board provided information about encouragement category projects in 2013 and 2014 to implement the Plan.

#### ***Station 7: Enforcement***

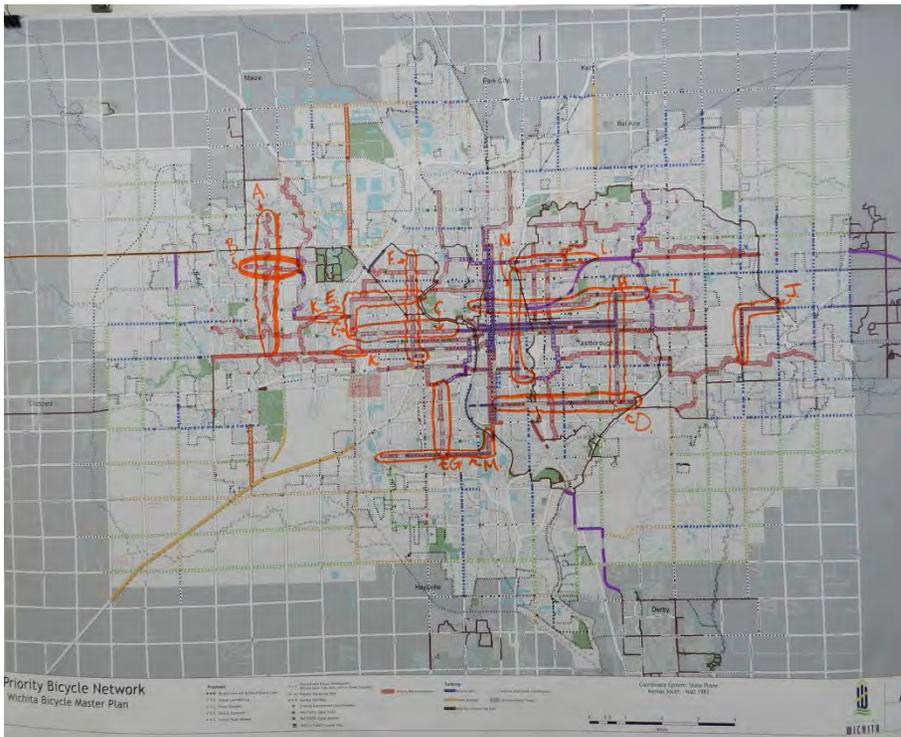
This station consisted of one board that listed the enforcement category projects to implement the Wichita Bicycle Master Plan in 2013 and 2014.

#### ***Station 8: Evaluation and Planning***

This board described different evaluation and planning efforts to implement the Plan in 2013 and 2014.

#### ***Station 9: Bikeway Priorities***

This station consisted of five boards that provided information about the purpose of the priority bikeway projects, maps with Wichita Bicycle and Pedestrian Advisory Board identified candidate bikeways, and sheets for individuals to vote with sticky dots for community priority bikeway projects. Two categories of bikeway projects were presented for individuals to vote on. One category was off-street priorities, where individuals were encouraged to use two dots to vote for the ones that were most important to them. The other category was on-street and side path priorities, where individuals were encouraged to vote with three dots. The sheets for individuals to vote on also included rows where individuals were encouraged to write in candidate corridors that had not been identified on the sheet. Below are tables and photos of the votes.



## VOTE - ON-STREET & SIDE PATHS PRIORITIES

Help identify the most important on-street and side path bicycle facility projects for the City to develop next. Please use your three (3) dots to vote for the ones that are most important to you. If you would like to vote for a project and do not see it on the list, then please write it in on the bottom of the list so that you and others can vote for it.

Project Name	Project Description	Place Your "Dots" Here
A Weststink Bicycle Boulevard	Install a bicycle boulevard from 29 <sup>th</sup> St and Keith St along Keith St to 20 <sup>th</sup> St, Keith St, to 17 <sup>th</sup> St, to Westfield St, to Weststink Ave, to Caddy Ln, to Tee Ln, to Wetfield Ave, to Callahan Dr. (north/south)	●●●●●●●●●● ●●●●
B Westport / 17 <sup>th</sup> St Bicycle Boulevard	Install a bicycle boulevard from 21 <sup>st</sup> St to Bella Vis, to Westport St, to 17 <sup>th</sup> St to 16 <sup>th</sup> St, to the Woodchuck Bicycle Boulevard (east/west)	●●●●●●●●●●
C 2 <sup>nd</sup> Street Shared Lane Markings	Install shared lane markings from Seneca St. to Hoover Rd. (east/west)	●●●●●●●●●● ●●●●●●●●●●
D Mt Vernon Road Bike Lanes	Install bike lanes from Broadway Ave to Woodawn Blvd. (east/west)	●●●●●●●●●● ●●●●●●●●●●
E 9 <sup>th</sup> St and Hoover Ave Bikeway	Install a bicycle boulevard on 9 <sup>th</sup> St. from the Big Arkansas River Path to Hoover St, then south on Hoover to 2 <sup>nd</sup> St., then west on 2 <sup>nd</sup> to Elder St., then south on Elder St. (north/south & east/west)	●●●●●●●●●● ●●●●●●●●●●
F St. Paul Shared Lane Markings	From the Big Arkansas River Path south on St. Paul to University, then east to Friends University (north/south)	●●●●●●●●●●
G Glenn Ave Shared Lane Markings	Install shared lane markings from Orient Blvd. to 35 <sup>th</sup> St. (north/south)	●●●●●●●●●●
H Edgemoor Bikeway	Install bike lanes from Mt. Vernon to 13 <sup>th</sup> St. (north/south)	●●●●●●●●●● ●●●●●●●●●●
I Murdock/9 <sup>th</sup> St Shared Lane Markings	Install shared lane markings from river to Armour Drive (east/west)	●●●●●●●●●● ●●●●●●●●●● ●●●●●●●●●●
J Greenwich Rd / Central Ave Bikeway	Install a sidepath from the Greenwich Rd sidepath at Kellogg to Central, then a sidepath along Central Ave to 12 <sup>th</sup> St. to the Kellogg Path (north/south & east/west)	●●●●●●●●●● ●●●●●●●●●● ●●●●●●●●●●
K I-235 East/West Crossing: Central Ave or Maple St	Pending further study, install a side path connection under I-235 and across the "Big Ditch" (east/west)	●●●●●●●●●● ●●●●●●●●●●
L 17th St. Bike Lanes to	Install bike lanes from the I-135 Path to the Redbud Path at Oliver St.	●●●●●●●●●● ●●●●●●●●●●
M 31st St Bike Lane/Old Lawrence Rd Bicycle Boulevard	Install bike lanes on 31st Street from I-235 to Old Lawrence Rd. and a bicycle boulevard on Old Lawrence Rd from 31st St to the Arkansas River Path	●●●●●●●●●● ●●●●●●●●●●
N Cleveland / Pattie Bikeway	Install shared lane markings from the I-135 Path at 15 <sup>th</sup> St to Ohio Ave to 13 <sup>th</sup> St to Cleveland Ave to Douglas Ave to Pattie Ave to the pedestrian bridge over Kellogg, then a bicycle boulevard from Kellogg to One St to the I-135 path	●●●●●●●●●● ●●●●●●●●●●
O		

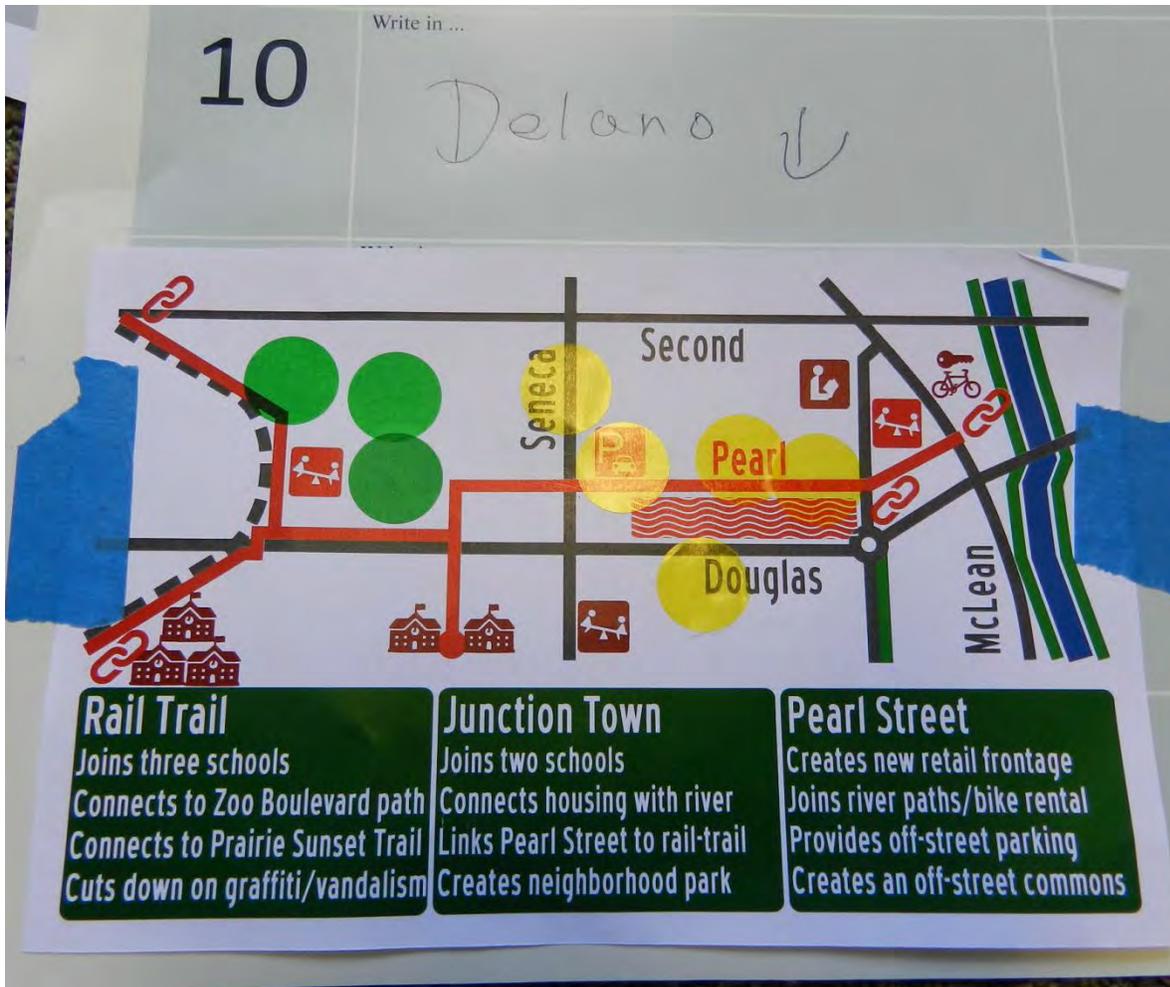


## Vote - On-Street and Sidepath Priorities

Ranking Based on Votes Count	Name	Description	Total Votes
1	Greenwich Rd / Central Ave Bikeway	Install a sidepath from the Greenwich Rd sidepath at Kellogg to Central, then a sidepath along Central Ave to 127 <sup>th</sup> to the K-96 Path (north/south & east/west)	26
2	17 <sup>th</sup> Street Bike Lanes	Install bike lanes from I-135 to the Redbud Path at Oliver	20
3	Murdock / 9 <sup>th</sup> Street Shared Lane Markings	Install shared lane markings from Central Riverside Park to Armour Drive (east/west)	17
4, 5,6 (tie)	Westlink Bicycle Boulevard	Install a bicycle Boulevard from 29 <sup>th</sup> St and Keith St along Keith St to 20 <sup>th</sup> St, Kieth St, to 17 <sup>th</sup> St, to Westfield St., to Westlink Ave, to Caddy Ln, to Tee Ln, to Wetfield Ave, to Callahan Dr (north/south)	14
4, 5,6 (tie)	2 <sup>nd</sup> St Shared Lane Markings	Install shared lane markings on 2 <sup>nd</sup> Street from Hoover Ave to Seneca St. (east/west)	14
4, 5,6 (tie)	Mt Vernon Bike Lanes	Install bike lanes from Broadway Ave to Woodlawn Blvd. (east/west)	14
7, 8 (tie)	I-235 East/West Crossing	Pending further study, install a sidepath connection under I-235 and over the Big Ditch	13
7, 8 (tie)	Edgemoor Bikeway	Install bike lanes from Mt. Vernon to 13 <sup>th</sup> St	13
9	Westport / 17 <sup>th</sup> St Bicycle Boulevard	Install a bicycle boulevard from 21 <sup>st</sup> St to Bella Vis, to Westport St, to 17 <sup>th</sup> St to 16 <sup>th</sup> St, to the Woodchuck Bicycle Boulevard (east/west)	10
10	St. Paul Shared Lane Markings	From the Big Arkansas River Path south on St. Paul to University, then east to Friends University (north/south)	8
11	Cleveland / Pattie Bikeway	Install shared lane markings from the I-135 Path at 15 <sup>th</sup> St to Ohio Ave to 11 <sup>th</sup> St to Cleveland Ave to Douglas Ave to Pattie Ave to the pedestrian bridge over Kellogg, then a bicycle boulevard from Kellogg to Osie St to the I-135 path	7
12	31 <sup>st</sup> St Bike Lanes / Old Lawrence Rd Bicycle Boulevard	Install bike lanes on 31 <sup>st</sup> St from I-235 to Old Lawrence Rd, and a bicycle boulevard on Old Lawrence Rd from 31 <sup>st</sup> St to the Arkansas River Path	4
13	Glenn Ave Shared Lane Markings	Install shared lane markings from Orient Blvd to 35 <sup>th</sup> St. (north/south)	2
14	9 <sup>th</sup> St and Hoover Ave Bikeway	Install a bicycle boulevard on 9 <sup>th</sup> Street from the Big Arkansas River Path to Hoover St, then south on Hoover to 2 <sup>nd</sup> St, then west on 2 <sup>nd</sup> to Elderst, then south on Elder St (north/south & east/west)	1

## Vote - Off-Street Priorities

Ranking Based on Votes Count	Name	Description	Total Votes
1	Redbud Path K-96 to the county line /159 <sup>th</sup> (east/west)	Construct path on former railroad right-of-way from K-96 to the Andover path at the Sedgwick/Butler County line (east/west)	25
2,3 (tie)	Big Ditch Trail/Path	Study the installation of a paved path or chipped rock trail along the Big Ditch from approximately 37 <sup>th</sup> St to the Arkansas River (north/south)	22
2,3 (tie)	Prairie Sunset Trail	Construct a paved path or unpaved trail on the former railroad corridor south of Kellogg from Tyler Rd. to 167 <sup>th</sup> St. (east/west)	22
4	Redbud Path Woodlawn to Rock	Install a path from Woodlawn Blvd to Rock Rd. (east/west)	15
5	Delano Neighborhood Path	Construct a path along the former Railroad Right-of-way between Seneca and Delano Park (east/west)	14
6	K&O Path	Install path along the active Kansas and Oklahoma Railroad corridor from Zoo Boulevard to I-235	11
7	Redbud Path Rock to K-96 (east/west)	Install a path from Rock Road to the K-96 Path	9
8	Delano (write-in)	See graphic for a description	8
9	South Central Path	Construct path along east side of the Arkansas River from Kellogg to Broadway Ave (north/south)	2
10	Ark River to Haysville Bikeway	From the Arkansas River Path to Gold Street (on-street facility), south to McArthur Rd, then south on the former railroad corridor between Seneca and Broadway, then southeast on the former railroad corridor to Haysville (north/south)	2



### Station 10: Bikeway Designs

This station consisted of a table with preliminary conceptual designs for the following bikeways listed below. The table was staffed by personnel from the City of Wichita Public Works and Utilities Engineering Division, to answer any questions and provide an overview of the plans.

- Market and Topeka Bike Lanes
- 1<sup>st</sup> and 2<sup>nd</sup> Street Bike Lanes
- Armour Bicycle Boulevard
- Woodchuck Bicycle Boulevard

### Station 11: Bicycle Network

Four maps of the recommended Bicycle Network, one of each quadrant of the city, were available for participants to review. Sticky notepads were available for individuals to provide comments on the maps. A table with the comments posted on the Bicycle Network maps is provided on the next page.



Quadrant	Comment
NE	Don't spend \$ for bike path on 37 <sup>th</sup> St. N., when K-96 is ½ - 1 mile away. Do, however – put in sidewalk(s).
NE	To have a bicycle friendly university setting will attract more students, both local and from abroad. More students promotes a healthy intellectual community, enriching the city in more ways than one.
NE	The extension of the I-135 path to reach WSU is of the utmost importance. In fact, to provide paths connecting WSU to the rest of the city at all is a priority.
NW	Please finish the connectivity that the Redbud Path has sparked. Thanks
NW	To enable cyclist in west (not NW) Wichita to be able to effectively commute downtown, improving biking conditions on Maple, working on the Westlink / Woodchuck Boulevard, and studying I-135 crossings are essential.
NW	It makes sense to connect the paths to make them more functional for both recreation riders and commuters.
SW	Disappointed schools are not targeted with bike routes!
SW	Connect Downtown with 3 new apartment projects to Delano, Friends University and Newman University and onto the Sunflower trail to Goddard and Clearwater
SW	Chisholm Trail Parkway (Delano) High Return on Investment!

### Comment Forms

Comment forms were also available for participants to provide written comments on bicycling related issues. The forms provided space to answer the specific question – *Please tell us why bicycling is important to you*, as well as general comments. The transcribed comment forms follow, also below are word maps from the comments.

Please tell us why bicycling is important to you	Comment
Cycling is efficient transportation that is healthy, fun, and creates great friendships	Would like to see faster progress 😊
I ride to work and for pleasure. Exercise and a great way to be outside. It is a good de-stressor for me.	NA
I am a regular bicycle commuter, for aesthetic, physical, environmental, financial, and sustainability reasons.	Please keep in mind some possibly esoteric but nonetheless potentially important concerns: 1) laws requiring helmets discourage many marginal cyclists, thus keeping them off the road, lessening cycling presence, thus making less safe overall; 2) bicycles really shouldn't follow completely every traffic law (for example, the "Idaho stop," the understanding that bicycles ought be able to continue

	through low traffic intersections when the way is clear).
Conserves resources!	NA
Gave up a car 2 years ago + struggling against the mainstream is more + more my jam. I love the physically + satisfaction, the local-ness + sense of connection it encourages.	I'd love, love, love, to see AU (+more) of these ideas come true + I challenge our city's leaders to go about daily activities on the roads/walkways they expect us to use – to think more about what they can do vs. are used to doing. Just ride to work/the store/an event (1x a week) and see how rewarding it is. We are a minority but a priority! Bike safety education, reinforcement of road rules, cycling advocates – these are my dreams + bike lanes, bike lanes, bike lane! – love from the road.
NA	<ol style="list-style-type: none"> <li>1. If you do not street sweep bike lanes then they are unusable</li> <li>2. Please ensure stop lights register bike riders</li> <li>3. Check Strava labs for dot bike information</li> </ol>
Healthy living – reasonable commuting costs	NA
Commuting, stress reduction	<p>Please be aware of lighting and shrubbery on bike paths. The path that connects 21<sup>st</sup> St. to 13<sup>th</sup> via Perry St. is not well lit. Residents and vehicles can miss a bike.</p> <p>Large shrubs and bushes need to be trimmed so that cyclists can see around a curve. Also for personal safety bike paths with large bushes and poor lighting may become more prone to crime.</p>
NA	Where the bike path underneath I-135 crosses 13 <sup>th</sup> Street is quite dangerous. The crosswalk overlaps w/the traffic to where you have to zig-zag between up to 6 cars just to get to the other side. Also, cars exiting the off-ramp are often unaware of anyone crossing.
NA	<p>Consider public use bike maintenance installations around the city/bikeways.</p> <p>Lights under I-135 bike path are never on.</p>
Healthy, transportation	<ol style="list-style-type: none"> <li>1. WPD, SCSO need to improve on ticketing, automobile drivers that pass to close.</li> <li>2. Security @ parks is poor. Many people are afraid to leave vehicles @ parks because of auto break ins.</li> <li>3. Trails need to be swept &amp; glass, debris removed.</li> <li>4. Marking to paths from paths need to improve</li> </ol>
I ride every day to school and work	Improve drainage along side streets along Burton St. improve stop signs down Burton.
It is, by far, the most efficient mode of inter-city transportation. For the last year, moreover, it has been my only mode of transportation. The bicycle was conceived before the automobile and shall, for both old and new reasons, outlive the automobile.	2023 is both a reasonable and timely deadline by which to execute these initiatives. As it happens, not all of the initiatives will be fully realized. We shall have to restrict and alter our vision, allowing resources to flow into other channels of influence, which perhaps we had not yet imagined. But whatever changes must be made, we cannot sacrifice the education of our youth – they will become, and in some ways already are, the other half of the wheeling are that we have to set to spinning today. By investing in the education of our youth – through hands on experiences – oriented programs – we extend a greater influence over the world than by manufacturing pathways, which cannot repair themselves, or by painting white bike

	lanes, which fade and cannot bring the brush to fill their own pallor. Unlike these luxuries, we humans have the unique capacity – something we share with all life on earth – to repair ourselves, to deepen our understanding of our place in the world by passing along what we know from the next generation to improve, to learn from, to test against the *** of science – the hallmark of human intellect – and to make that of all the technological vanities of our time we managed to preserve the one which as never field to demonstrate its utility, its ecological viability, its robust influence on human health, and for all that its inspiring simplicity.
I would like to bike more often as a means of transportation. I did this in Europe while living there and also while I was in college. It's a great form of exercise.	I would love to see the city prioritize bike paths, lanes, bike racks (needed!) etc. The more emphasis on biking, the more educated the public will be, making biking safer for adults and children.
We have bicycles and bicyclists, we need better, safer places to use them. Delano is such a “small” project with such obvious benefits – why does it keep getting put off?	NA
Health, safety, and connectivity with bicycling paths keep seniors and children off streets.	We are ready to launch the Chisholm Trail Pathway and get funding. History has not been kind with us always down the list. Now is the time to fund it so we can connect downtown, Delano, Friends, and Newman Universities.
Physical fitness Triathlete – for practice Would love to commute but too dangerous	Fix Greenwich north from 21 <sup>st</sup> to 254 – the seams in the road are horrible 😊
Exercise / Fun Activity with kids Training for races	So happy to see a planned sidepath on Ridge from 29 <sup>th</sup> to 37 <sup>th</sup> . I currently live on an island in terms of sidewalks. I want to be connected to Sedgwick County Park and Maize South Schools. Thank you! Great Plan
Exercise; reduce pollution, with updating bike paths – enjoyment right thing to do. An excellent choice.	NA
Promote active lifestyle and encourages people to explore our city and reduce car congestion	I would like to see more on-street paths and support the new Douglas design incorporating bike lanes. Also during the summer walk/run events close almost all bike paths which is very frustrating. Please include bike path maps at major activities.
The schools desperately need safe and where possible off-street paths to schools	After nearly 20 years of waiting, Delano Neighborhood Associations have begun the funding process for 20% funding for the Delano Path – sometimes called Pearl Street but newly adopted the name Chisholm Trail Pathway. We ask to have it placed back on the list.
Exploring the city and county	Great job! Love riding in Wichita!

while running errands or riding to work! Enjoy our paths + park system	
Exercise Cost savings	Provide avenue for safe travel for those who have bike – example: look @ West St. Great paths from Spirit to Dog Park to River up north to down town. Other plans East + West need to follow.
Exercise! I love visiting other cities and riding on their paths	I'm encouraged to see that this is in progress and being worked on. We visit other cities and wish Wichita had great bike paths like other places. I was afraid nothing was being done.
Heart and joint exercise, overall health	The canal bike path has numerous blind corners due to foliage and fences. Any improvement in visibility would be welcome and would enhance safety.
Health / pleasure	Education for auto drivers Bike rack at businesses (lockable) Tell other about great trails Maps available more places

Word Map – General Comments



Word Map - Please tell us why bicycling is important to you



## Station Boards

The following boards were displayed at the open house.

### OPEN HOUSE OVERVIEW



**What is the Wichita Bicycle Master Plan?**

- The Wichita Bicycle Master Plan is a 10-year guide (2013—2023) for the City. It helps guide future decisions for programs, policies, and infrastructure that impact conditions for bicycling in Wichita.

**Why have a plan?**

- There is growing interest in Wichita for improvements to make it easier, safer and more convenient to get around the city on a bicycle.
- The 2012 edition of the National Citizen Survey reports that the satisfaction of Wichita residents with the ease of bicycle travel in the City is "much below the satisfaction of residents in comparable cities."

**Who developed the plan?**

The Wichita Bicycle Master Plan was developed by Wichita residents as a guide for the City. The Planning process lasted more than two years, and include more than 50 public meetings and events. More than 4,000 people were engaged in the planning process. The following two committees helped with the planning process.

- The Steering Committee was an appointed committee of citizens and agency representatives, this committee helped to ensure that the plan met the needs of Wichita residents and stakeholders.
- The Technical Advisory Committee was committee of City staff members that assisted the Steering Committee with technical information.

**Why hold an open house event?**

The Wichita Bicycle Master Plan is being implemented by the City in many different ways, including: infrastructure improvements, a new advisory board, and new projects. This open house event is an opportunity for you and other stakeholders to review progress implementing the plan (organized by engineering, education, encouragement, enforcement, and evaluation categories) and to provide feedback. Comments received today will be used to help ensure that the plan continues to meet the needs of our community and to help guide the next steps with implementation.

**How to stay updated and involved**

- Register for the City of Wichita bicycling and walking updates at [www.wichita.gov](http://www.wichita.gov) (click on the bicycle icon)
- Attend the Wichita Bicycle and Pedestrian Advisory Board meetings on the second Monday of every month at the Wichita Transit Van Maintenance Building (777 E, Waterman, building 200)



## VISION AND GOALS



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### Descriptions

**Vision Statement:** Describes what the community will be like in 2023. It is a general statement that provides the framework for the plan by identifying key elements and conditions.

**Goals:** What the community wants to work toward achieving. The work of completing a goal is seldom ever completed; it is something we continually strive to achieve.

**Objectives:** Specific initiatives that if accomplished will lead to the realization of the goals and vision. There may be more than one way to accomplish an objective or more than one action that may be undertaken.

### Bicycle Master Plan Vision

*An interconnected network of on-and off-street bicycle facilities that accommodates bicycle riders of all skill levels; and links all areas of the City of Wichita - including employment centers, schools, parks, and other activity centers.*

### Bicycle Master Plan Goals and Objectives

#### **Goal 1: Increase the amount of bicycling in Wichita**

Benchmark: Triple the amount of bicycling in Wichita over the next ten years (2012 – 2022)

Baseline: 0.3 percent of workers age 16 years and over, or (289,338 workers \* 0.3 percent= 8,680 workers) (Source: American Community Survey)

#### **Goal 2: Improve the safety of bicyclists in Wichita**

Benchmark: Reduce the rate of bicycle crashes by one third over the next ten years (2012 – 2022)

Baseline: 73 crashes involving automobiles and bicyclists (Source: KDOT - Three year average 2008 - 2010)

#### **Goal 3: Foster and promote a culture where bicycling is a viable and acceptable form of transportation**

Benchmark: Increase by 50 percent the percent of survey respondents rating ease of bicycle travel in Wichita as “excellent” or “good” (Source: National Citizen Survey)

Baseline: (year 2010) 37 percent of survey respondents rating ease of bicycle travel in Wichita as “excellent” or “good”.

## GOALS AND OBJECTIVES



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### **Goal 1: Increase the amount of bicycling in Wichita.**

**Objective 1.1:** Complete a core network of interconnected on- and off-street bicycle facilities that link all neighborhoods and activity centers in the City, including downtown.

**Objective 1.2:** Place a priority on maintaining existing paths and on-street bicycle facilities while installing new facilities.

**Objective 1.3:** Coordinate with neighboring jurisdictions to promote regional bike facility continuity, including the pathway system and missing links identified in the bicycle network.

**Objective 1.4:** Provide easily accessible information about the bicycle network.

### **Goal 2: Improve the safety of bicyclists in Wichita**

**Objective 2.1:** Educate law enforcement, youth, motorists, and bicyclists about the rights and responsibilities of all road users.

**Objective 2.2:** Take a balanced approach to enforcement that focuses on reducing the behaviors of both motorists and bicyclists that cause crashes.

**Objective 2.3:** Develop safe-routes-to-school (SRTS) programs that focus on safety and encouragement.

### **Goal 3: Foster and promote a culture where bicycling is a viable and acceptable form of transportation**

**Objective 3.1:** Promote bicycling through increased participation in special events.

**Objective 3.2:** Be recognized by the League of American Bicyclists as a Bicycle Friendly Community.

**Objective 3.3:** Increase the number of businesses and colleges that are recognized as Bicycle Friendly Business/Colleges by the League of American Bicyclists.

**Objective 3.4:** Market bicycling as a fun, healthy, culturally "in-thing" to do.

### **Policy Level Objectives and Strategies for Plan Implementation**

**Objective 4.1:** Routinely accommodate bicycle facilities as part of City transportation infrastructure improvements.

**Objective 4.2:** Ensure City development policies maximize opportunities to install appropriate bicycle facilities.

**Objective 4.3:** Develop policies for sequencing projects.

**Objective 4.4:** Fund priority, stand-alone bicycle projects.

**Objective 4.5:** Provide adequate staff to implement plan.

**Objective 4.6:** Monitor and track implementation of the Plan.

# PERFORMANCE MEASURES

( How we measure Plan implementation progress) 1 of 2



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The performance measures are targets that will be used to track our progress implementing the plan. The performance measures should be reviewed on an annual basis and can be updated as needed. Timing for implementation, when things get started, will vary.

Strategy (what we aim to accomplish)	Performance Measure (what we propose to measure)	Performance Target (what our target is)
Provide on- and off-street bicycle facilities	Number of miles of new facilities installed	Average of 12 miles/year
Install a Signed Bicycle Route Wayfinding System	Number of miles of signed bicycle routes	Average of 20 miles/year
Improve bicycle safety and access at arterial roadway crossings (e.g. crossing signals, crossing islands, bulb outs, etc.)	Number of roadway crossing improvements	Average of 2 crossing improvements per year
Improve bicycle access to transit (e.g. directional signage, bicycle facility links, etc.)	Number of locations with improved bicycle access	Average of 2 per year
Increase the availability of bicycle parking throughout Wichita	Number of bike racks installed	Install average of 25 bike racks per year
Determine if a BikeShare program would be good for Wichita	Study Completed	Study Completed
Prioritize and fund bicycle facility maintenance	Existing bicycle facilities maintained	Bike lanes swept 6 times/yr. Bike lanes/shared lane markings re-painted every two years as needed 1 major maint. project in CIP
Incorporate the facility recommendations from this plan into the WAMPO Metropolitan Transportation Plan and other related plans	Incorporation of facility recommendations	Completed in next update of WAMPO Plan
Develop and print wayfinding map	Develop map	Develop map by 2015
Develop on-line wayfinding map	Develop on-line wayfinding system	Develop on-line wayfinding system by 2018
Educate Wichita transportation system professionals and users about new bicycle facility types, planning, design and bicycle-related issues that may arise	Number of trainings and/or educational events held each year	Minimum of 1 professional trainings every year, and 2 public events with education component per year
Promote bicycle education and encouragement in Wichita through partnerships with community organizations and businesses	Growth of community-wide bicycling events per year; number of EC instructors (National Certification Program through the League of American Bicyclists)	Bicycling events grow each yr. Ave of 1 new Effective Cycling instructors/yr.
Support efforts to obtain funding for bicycle education and enforcement programs	Number of grant applications; focus on educating motorists and bicyclists	Support (i.e. assist in submitting application, provide analysis or data, provide match funding, etc.) a minimum of 2 funding applications per year
Increase enforcement of bicyclist and motorist behavior to reduce bicycle and motor vehicle crashes	Police and Bicycle Advisory Board work together to develop enforcement policies (e.g. motorist and bicyclist behaviors that compromise bicycle safety)	Implementation of agreed upon enforcement policies Change in motorist and bicyclist behaviors that compromises safety

# PERFORMANCE MEASURES

( How we measure Plan implementation progress) 2 of 2



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Strategy (what we aim to accomplish)	Performance Measure (what we propose to measure)	Performance Target (what our target is)
Work with school districts to develop collaborative partnerships to encourage children to bike to school	Number of schools actively encouraging children to bike to school	Add 2 schools/yr. that participate in promoting bicycling to school
Coordinate increased participation in bicycling events	Total number of people participating in all special events	Events demonstrate growth every year
First achieve LAB's Bicycle Friendly Community bronze and then silver status designation	Achieve BFC status	Bronze by end of 2015. Silver by 2020
Work with area businesses and colleges to engage them in the League of American Bicyclists recognition program.	Number of businesses and university/colleges recognized as "Bicycle Friendly" by LAB	Average of 1 new business or college recognized/yr.
Enlist <i>opinion</i> leaders in promoting bicycling (e.g. Speakers bureau)	Number of events in which local or regionally recognized opinion leaders present	6 events per year
Engage area businesses in using bicycles in their advertising and other promotions	Recognize businesses that use bicycles in their promotions	2 recognitions per year
Adopt policies to ensure that the City's project planning and review processes account for bicycle facilities	<ul style="list-style-type: none"> <li>. Adoption of routine accommodation policy and integration into project planning and review processes</li> <li>. Adoption of Complete Streets Policy</li> <li>. Change standard cross-section for streets to include appropriate bicycle facilities</li> </ul>	<ul style="list-style-type: none"> <li>. Adopt a Routine Accommodation policy 2014</li> <li>. Update the streets cross sections by 2014</li> <li>. Adopt a Complete Streets Policy by 2018</li> </ul>
Update the Unified Zoning Code to encourage both office and retail developments/redevelopments to provide secure and conveniently located bicycle parking	Updating of Unified Zoning Code	By 2015
Create policy for installing facilities that are isolated segments (e.g. bicycle facilities that don't connect to existing facilities)	Create policy	Adopt and implement policy by 2013
Create policy for reserving space for future facilities (e.g. space for bike lane that is added later)	Create policy	Adopt and implement policy by 2013
Prioritize funding to complete gaps (missing links) in the bikeway network.	Number of gaps completed	Complete a minimum of two gaps per year
Fund through CIP, annual programs and grants	Funding of priority stand-alone projects	Fund at least 2 priority stand-alone projects per year
Allocate staffing to implement this plan	Meet targets of yearly work plan	As agreed to with the bicycle advisory board
Create a bicycle advisory board	Create a bicycle advisory board	In 2013
Update the bicycle master plan on a regular basis	Updating of master plan	Update every 4 years
Publish an annual implementation work plan	Bicycle Advisory Board approves work plan	Approve annually starting in 2013
Establish performance measures to monitor progress	Performance measures included in this plan	Meet performance measures



## Bicycle Facility Development

There are generally two ways that bicycle facilities are developed...

- Stand alone: The bicycle facility is funded, designed and installed as an individual project
- Part of other project: The bicycle facility is installed as part of another project (i.e. repaving of an existing street, construction of a new street or bridge, etc.)

## Bicycle Facility Costs

Here is a table with planning level cost estimates for the construction of stand alone bicycle facilities. The costs for bicycle facilities developed as part of other projects (routine accommodation) are generally less. The table does not include design costs (concept and construction designs), which are generally 20% of the construction costs

Facility Type	Cost Estimate per Mile
Bike Lanes (with parking)	\$28,000
Buffered Bike Lanes	\$40,000
Shared Lane Markings (with parking)	\$18,000
Bicycle Boulevard	\$102,000
Shared Use Path	\$422,000
Paved Shoulder	\$165,000

Note: construction of 1-mile of a five lane arterial road costs approximately \$4 million.

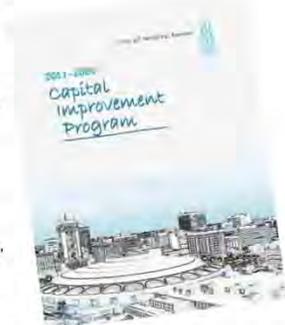
Note—the planning level cost estimates will probably be adjusted after the first bicycle projects are bid and actual costs are known.

## Local Funding

### Wichita Capital Improvement Program

The City of Wichita Capital Improvement Program (CIP) is a budget document that provides an overall 10 year plan for capital assets (streets, bridges, buildings, parks, large equipment, etc.) as well as a 10 year plan to finance those projects. The CIP is updated as needed.

- The current CIP is for 2011—2020. It includes nearly \$900,000,000 for bridges, arterials, and free-ways. The current CIP also includes \$500,000 every other year (\$2.5 million over 10 years) for Bicycle Enhancement projects.



## Possible Funding

### Wichita Area Metropolitan Area Planning Organization Transportation Improvement Program

Local governments can apply for federal transportation funding to develop bicycle facilities (paths, lanes, bicycle boulevards, etc.). In the Wichita area, these applications must be submitted through the Wichita Area Metropolitan Planning Organization (WAMPO). The WAMPO administers the federal funding and is responsible for deciding which applications get funded. The WAMPO funding decisions are made as part of the WAMPO Transportation Improvement Program (TIP).

- WAMPO TIP Funding Categories: Surface Transportation Program (STP), Congestion Mitigation Air Quality (CMAQ), Transportation Enhancements (TE)
- All of the programs are very competitive and require a local match of at least 20%

### Additional Possible Infrastructure Funding Sources

- Federal Recreation Trails Funding—this funding is administered by the Kansas Department of Wildlife, Parks and Tourism. It offered through a competitive application program and requires a local match.
- Sunflower Foundation Trails Grant—this funding is offered through the Sunflower Foundation and requires a 50% local match.



## PROGRAM & NON-INFRASTRUCTURE FUNDING



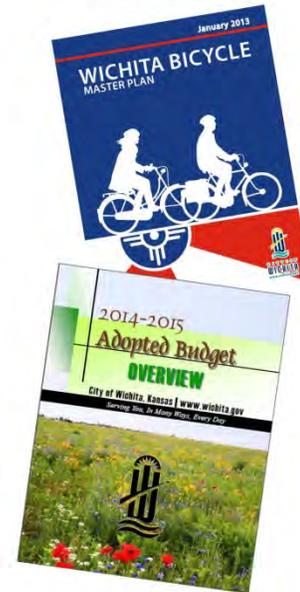
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### Program and Project Recommendations

The Wichita Bicycle Master Plan contains a number of recommendations for initiatives that are program, staffing, or project based. These include developing an annual maintenance plan (Strategy 7); providing bicycling guides (Strategy 8); producing educational materials; providing staffing to implement the plan; and many others.

### Local Funding

City of Wichita programs and (non-capital) projects are generally funded through the City of Wichita Budget. The City budget document is a detailed financial plan for the City. It describes outcome targets for each of the City's departments and summary information regarding expenditures, revenues, and positions for each City service. The City budget is developed every year and adopted by the City Council in August.



# PLAN IN ACTION



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Wichita  
Bicycle  
Master Plan

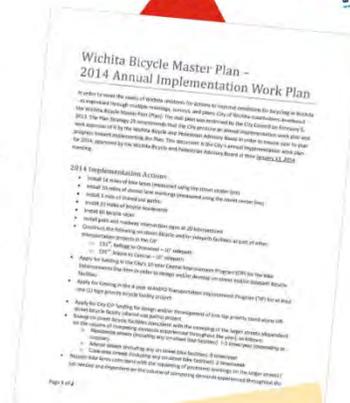
Annual  
Work Plan

Annual  
Progress  
Report



## Annual work plan

In order to help ensure year-to-year progress toward implementing the Plan, the City of Wichita creates an annual work plan (developed by staff and approved by the Wichita Bicycle and Pedestrian Advisory Board). The annual work plan provides measurable objectives that create accountability and demonstrate progress. It focuses attention on looking for opportunities to take advantage of public and private projects. This year (2014) was the first year that an annual work plan for the Wichita Bicycle Master Plan was created.



## Annual Progress Report

The annual progress report allows for regular assessment of the progress being made on accomplishing the strategies recommended in the Wichita Bicycle Master Plan. It is a way of creating an annual “report card” and making adjustments to the Plan as needed. It is also a way of reporting progress to decision makers and the public who want to make sure that public dollars are creating the desired results. The City’s first annual progress report for the Wichita Bicycle Master Plan was published in early 2014 (for progress in 2013).





## Engineering: Creating safe and convenient places to ride and park

The physical environment is a key determinate in whether people will get a on a bike and ride. Surveys of Wichita residents have shown that the number one desired improvement is better connectivity for bicycle facilities (paths, lanes, etc.) and enhanced safety from motor vehicles. Below are some highlights of bicycle related engineering improvements in Wichita.

## 2013 Engineering Initiatives

- The City completed construction of a pathway connection (including the Phil Lambke Path) from Garvey Park to Planeview Park



- Shared lane markings and bike lanes were installed at the intersection of 21st Street and 135th Street. The new markings help bicyclists to get through the intersection east and west.

- The Wichita City Council approved funding (City, Health and Wellness Coalition grant, CDC grant) to design the following bicycle facilities.

- 1<sup>st</sup> and 2<sup>nd</sup> Street (Hoover to Grove)
- Market and Topeka (21<sup>st</sup> to Mt. Vernon)
- Woodchuck Bicycle Boulevard (Sedgwick County Park to University)
- Armour Bicycle Boulevard (K-96 Path to Gypsum Creek Path)
- WSU to I-135 (Wichita State to Schweiter and I-135)
- Sycamore Street Shared Lane Markings (Douglas to Glenn)
- Mt. Vernon Street (Broadway to Woodlawn)
- Redbud Shared-Use Path (Oliver to Woodlawn)
- Douglas Avenue (St. Paul to Washington)
- 17th and 18th St (Perry to I-135)



- The City Council accepted a donation of Perry Avenue bicycle route wayfinding signage from the Wichita Initiative to Renew the Environment (WIRE). The signs have been installed generally between 13th Street and 21st Street along Perry Avenue.

- The City was awarded federal transportation funding from the WAMPO and KDOT to construct the following improvements.

- 1<sup>st</sup> and 2<sup>nd</sup> Street (Seneca to Grove)
- Market and Topeka (21<sup>st</sup> to Mt. Vernon)
- Woodchuck Bicycle Boulevard (Sedgwick County Park to University)
- Armour Bicycle Boulevard (K-96 Path to Gypsum Creek Path)
- WSU to I-135 (Wichita State to Schweiter and I-135)
- Sycamore Street Shared Lane Markings (Douglas to Glenn)
- Redbud Shared-Use Path (Oliver to Woodlawn)
- Douglas Ave. (St. Paul to Washington)
- 17th and 18th St (Perry to I-135)
- Delano Bicycle Parking—Phase II
- Path and Intersection signage
- K-96 Path wayfinding



- The City and the Health & Wellness Coalition of Wichita hosted an AASHTO bikeway workshop

- The City participated in the MAP-21 Workshop to learn about new federal transportation funding and potential opportunities for bicycle projects.





## 2014 Engineering Initiatives

- The City staff are working to complete designs for the following bicycle facilities.
  - 1<sup>st</sup> and 2<sup>nd</sup> Street (Hoover to Grove)
  - Market and Topeka (21<sup>st</sup> to Mt. Vernon)
  - Woodchuck Bicycle Boulevard (Sedgwick County Park to University)
  - Armour Bicycle Boulevard (K-96 Path to Gypsum Creek Path)
  - WSU to I-135 (Wichita State to Schweiter and I-135)
  - Sycamore Street Shared Lane Markings (Douglas to Glenn)
  - Redbud Shared-Use Path (Oliver to Woodlawn)
  - K-96 Path wayfinding
  
- The City is working to install the following bicycle facilities, contingent on the approval of final designs by the City Council.
  - 1<sup>st</sup> and 2<sup>nd</sup> Street Bike Lanes (Seneca to Grove)
  - Market and Topeka Bike Lanes Phase I (21<sup>st</sup> to Kellogg)
  - Woodchuck Bicycle Boulevard Phase I (Sedgwick County Park to Central Ave.)
  - Armour Bicycle Boulevard (K-96 Path to Gypsum Creek Path)
  - WSU to I-135 Phase I
  - Redbud Shared-Use Path (Oliver to Woodlawn)
  - Delano Bicycle Parking—Phase II
  
- The City has submitted federal transportation funding requests to the WAMPO for six bikeway projects.
  
- The City has been awarded a grant from the Kansas Health Foundation to utilize \$50,000 to develop bicycle wayfinding policies and guidance, and to install a small demonstration project.
  
- Delano stakeholders are working with City staff to update the Delano West Douglas Avenue Bicycle Parking Plan
  
- The City, with assistance from the Health and Wellness Coalition of Wichita, is working on the development of a multi-modal policy. This policy is recommended in the Wichita Bicycle Master Plan as a routine accommodation policy (Strategy 20). The recommendation in the plan is for the policy to ensure that as routine road projects such as resurfacing and striping are executed, bicycle facilities are incorporated according to the Wichita Bicycle Master Plan's recommendation, where feasible. Routine accommodation of bicycle facilities is often the most cost effective implementation strategy. This project is scheduled to be completed around September 2014.
  
- The City, with assistance from the Health and Wellness Coalition of Wichita, is working to develop street design guidance. This project will implement Strategy 20 in the Wichita Bicycle Master Plan. This guidance is intended to guide the design of Wichita streets to accommodate bicycling, walking, and transit use; including arterial streets. If approved by the City Council, the street design guidance will be official guidance for the City. This project is scheduled to be completed around September 2014.



# EDUCATION



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## Education: Giving people of all ages and abilities the skills and confidence to ride

A safe transportation system begins with an understanding of the rights and responsibilities of all residents that use the City's streets, sidewalks, and trails. Education is required to address issues such as wrong-way riding; riding without a helmet; how bicycles and cars can safely share the road; the importance of looking both ways; and compliance with stopping regulations.

## 2013 Education Initiatives

- The City created a bicycle specific webpage on the City website with information about laws and regulations that apply to bicyclists and motorists.
- The Health and Wellness Coalition of Wichita launched the fitWichita campaign ("F" stands for "fitness", "I" stands for "inspiration", and "T" stands for "taste") to promote physical activity and healthy eating for every generation living in the Greater Wichita Area. The campaign has prominently featured information on bicycling. The City of Wichita has provided assistance by sharing information about the Wichita Bicycle Master Plan and bicycle related info. The campaign will continue into late 2014.



## 2014 Education Initiatives

- Police Department staff are looking into the possibility of applying for Highway Safety Improvement Program funding from KDOT for targeted education and enforcement of high crash intersection locations.
- The Wichita Police Department and other City staff have developed a series of videos that show both required and recommended behaviors for people bicycling and driving on Wichita streets. The videos are available online YouTube and the City website. They are also being shown on Channel 7.
- City staff members are developing a brochure with information about required and recommended behaviors of people bicycling and driving on Wichita streets.
- The City of Wichita has applied for and been awarded \$50,000 of funding from the Kansas Health Foundation to improve street safety. The project consists of the three activities described below:
  - creation of a strategic street safety outreach system that: identifies messages for priority audiences identified based on behaviors that most impact safety and perceptions of safety; recommends priority formats for reaching the priority audiences; provides graphics/images and other uniform elements to clearly identify this effort; and creates cost estimates for options to expand the effort if additional resources can be secured;
  - development of course material for the Wichita Police Department that can be used to update officers on the required and recommended behaviors for all roadway users, with a special focus on interactions between people on bicycles, walking, and driving motor vehicles; and,
  - hosting train-the-trainer events where at least a dozen individuals can become certified League of American Bicyclists Instructors and teach Smart Cycling classes to children and adults.



# ENCOURAGEMENT



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## Encouragement: Fostering and promoting a culture that welcomes and celebrates bicycling

Communities, businesses, and universities can play an important role in encouraging people to ride—by giving them a variety of opportunities and encouragements to get on their bikes. Wichita is fortunate to have an enthusiastic cycling community. The City has multiple cycling clubs and groups that promote bicycling in and around the city.

### 2013 Encouragement Initiatives

- The City assisted the Wichita Area Metropolitan Planning Organization (WAMPO) in creating the Greater Wichita Bike Map. The Sedgwick County Health Department funded the printing of it by securing a KDHE grant.
- The City participated with many different partner organizations (including but not limited to the Health and Wellness Coalition of Wichita, Bike Walk Wichita, and others) to host Bike Month 2013 in May. The month of fun events included the following activities:
  - morning snack stations on Bike to Work Day for bicycle commuters
  - Promoting the online National Bike Challenge
  - Issuing a proclamation declaring May as Bike Month in Wichita
  - Offering bicycle related workshops by Park and Recreation Department staff



### 2014 Encouragement Initiatives

- The City Council Members participated in the creation of a Bike Month video to encourage residents of Wichita to explore Wichita on a bicycle.



- The City participated with many different partner organizations to host Bike Month 2014 in May. The month of fun events included the following activities:
  - hosting morning snack stations on Bike to Work Day for bicycle commuters;
  - promoting the online National Bike Challenge; and
  - issuing a proclamation declaring May as Bike Month in Wichita
- The City Council is tentatively scheduled to consider approval of submitting a Bicycle Friendly Community (BFC) application to the League of American Bicyclists on June 3rd. The next deadline for BFC applications is August 14, 2014 and the designations will be made in October 2014.



# ENFORCEMENT



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## Enforcement: Ensuring safe roads for all users

Basic laws and regulations need to govern bicycling and the rules of the road to ensure safety for all road users. With a good set of laws and regulations in place, the next key issue is enforcement. Law enforcement.

## 2013 Enforcement Initiatives

- The City staff members and elected officials participated in the MAP-21 Workshop to learn about new federal transportation funding and potential opportunities for bicycle projects. The workshop included information about potential funding sources for enforcement activities.



## 2014 Enforcement Initiatives

- Police Department staff are looking into the possibility of applying for Highway Safety Improvement Program funding from KDOT for targeted education and enforcement of high crash intersection locations.
- The City of Wichita has applied for and been awarded \$50,000 of funding from the Kansas Health Foundation to improve street safety. The project consists of the three activities, including one to develop course material for the Wichita Police Department that can be used to update officers on the required and recommended behaviors for all roadway users, with a special focus on interactions between people on bicycles, walking, and driving motor vehicles.



# EVALUATION / PLANNING



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## Evaluation: Planning for bicycling as a safe and viable transportation option

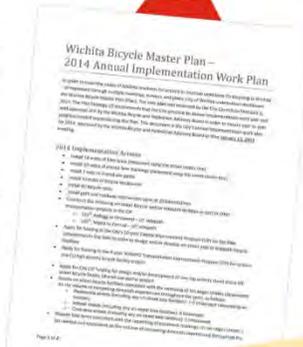
Metrics are essential. A comprehensive bicycle master plan, in combination with funding and active citizen involvement is the foundation of a great bicycling-friendly community.

### 2013 Evaluation / Planning Initiatives

- The City Council endorsed the Wichita Bicycle Master Plan as an official guide for the provision of infrastructure, policies, and programs related to bicycling by the City of Wichita.
- The City Council passed ordinance 49-411 creating the Wichita Bicycle and Pedestrian Advisory Board. The 11-member board advises the City Council and staff on issues related to bicycling and walking. It participates in planning and project development; evaluates policies; makes recommendations to City departments; and plays an influential role in implementing the Wichita Bicycle Master Plan.

### 2014 Evaluation / Planning Initiatives

- The City published a 2014 annual work plan for implementation of the Bicycle Master Plan. The work plan was developed by staff and approved by the Wichita Bicycle and Pedestrian Advisory Board. The annual work plan provides measurable objectives that create accountability and demonstrate progress. It focuses attention on looking for opportunities to take advantage of public and private projects.
- The City published the Wichita Bicycle Master Plan 2013 annual progress report. The report allows for regular assessment of the progress being made on accomplishing the strategies recommended in the Wichita Bicycle Master Plan. It is a way of creating an annual "report card" and making adjustments to the Plan as needed. It is also a way of reporting progress to decision makers and the public who want to make sure that public dollars are creating the desired results.
- City staff submitted a letter of support to the KU School of Medicine for a grant application to the CDC for a project to conduct health impact assessments. One project that will be evaluated is the build-out of the 10-year Priority Bicycle Network recommended in the Wichita Bicycle Master Plan.
- City staff are participating in the Wichita Area Metropolitan Planning Organization's MOVE 2040, a long range regional transportation plan. This plan is important because it establishes the regional priorities for federal transportation funding.



# BIKEWAY PRIORITIES



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## Bicycle Master Plan

The Wichita Bicycle Master Plan (Plan) recommends a network of fully connected bicycle facilities that provides access to all neighborhoods and activity centers in the city; and connects the city to the region. The Plan recommends that the bicycle network be developed both through routine accommodation (as part of other projects) and as stand alone projects.

In order to help ensure the maximum benefit from the development of new stand alone bicycle facilities (paths, lanes, bicycle boulevards, etc.), the Plan includes two categories of prioritization: a 10-year Priority Bicycle Network; and a prioritized lists of on-street and sidepath projects, and a prioritized listing of shared-use path projects.



Table with 2 columns: Name, Description. It lists various bicycle facilities such as '1st and 2nd Street (Hoover to Grove)', 'Market and Topeka (21st to Mt. Vernon)', and 'Woodchuck Bicycle Boulevard (Sedgwick County Park to University)'. Each entry includes a brief description of the project.

Table with 2 columns: Name, Description. It lists shared-use path projects such as 'Armour Bicycle Boulevard (K-96 Path to Gypsum Creek Path)', 'WSU to I-135 (Wichita State to Schweiter and I-135)', and 'Sycamore Street Shared Lane Markings (Douglas to Glenn)'. Each entry includes a brief description of the project.

## Implementation

Since the endorsement of the Plan as an official guide for the City, the City has secured funding to design and construction of the following bikeways listed below. These projects will help to complete all or a portion of nine (9) of the Top Ten Recommended Priority On-street and Side Path Bicycle Facilities and one mile of the Top Priority Off-Street (Shared Use Path) Bicycle Facility.

- 1<sup>st</sup> and 2<sup>nd</sup> Street (Hoover to Grove)
- Market and Topeka (21<sup>st</sup> to Mt. Vernon)
- Woodchuck Bicycle Boulevard (Sedgwick County Park to University)
- Armour Bicycle Boulevard (K-96 Path to Gypsum Creek Path)
- WSU to I-135 (Wichita State to Schweiter and I-135)
- Sycamore Street Shared Lane Markings (Douglas to Glenn)
- Redbud Shared-Use Path (Oliver to Woodlawn)
- Douglas Ave. (St. Paul to Washington)
- 17th and 18th St (Perry to I-135)

## Next Steps

The City of Wichita will need to submit future applications for funding to construct bicycle facilities. In order to help with the funding applications, the City is asking the public to provide input about what the next community priority bicycle facilities should be. The feedback received will be considered by the Wichita Bicycle and Pedestrian Advisory Board as they work to develop a list of priority projects for the City.

# VOTE - ON-STREET & SIDE PATHS PRIORITIES



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Help identify the most important on-street and side path bicycle facility projects for the City to develop next. Please use your three ( 3 ) dots to vote for the ones that are most important to you. If you would like to vote for a project and do not see it on the list, then please write it in on the bottom of the list so that you and others can vote for it.

Project Name	Project Description	Place Your "Dots" Here
A Westlink Bicycle Boulevard	Install a bicycle Boulevard from 29 <sup>th</sup> St and Keith St along Keith St to 20 <sup>th</sup> St, Kieth St, to 17 <sup>th</sup> St, to Westfield St., to Westlink Ave, to Caddy Ln, to Tee Ln, to Wetfield Ave, to Callahan Dr. (north/south)	
B Westport / 17 <sup>th</sup> St Bicycle Boulevard	Install a bicycle boulevard from 21 <sup>st</sup> St to Bella Vis, to Westport St, to 17 <sup>th</sup> St to 16 <sup>th</sup> St, to the Woodchuck Bicycle Boulevard (east/west)	
C 2 <sup>nd</sup> Street Shared Lane Markings	Install shared lane markings from Seneca St. to Hoover Rd. (east/west)	
D Mt Vernon Road Bike Lanes	Install bike lanes from Broadway Ave to Woodlawn Blvd. (east/west)	
E 9 <sup>th</sup> St and Hoover Ave Bikeway	Install a bicycle boulevard on 9 <sup>th</sup> St. from the Big Arkansas River Path to Hoover St., then south on Hoover to 2 <sup>nd</sup> St., then west on 2 <sup>nd</sup> to Elder St., then south on Elder St. (north/south & east/west)	
F St. Paul Shared Lane Markings	From the Big Arkansas River Path south on St. Paul to University, then east to Friends University (north/south)	
G Glenn Ave Shared Lane Markings	Install shared lane markings from Orient Blvd. to 35 <sup>th</sup> St. (north/south)	
H Edgemoor Bikeway	Install bike lanes from Mt. Vernon to 13 <sup>th</sup> St. (north/south)	
I Murdock/9 <sup>th</sup> St Shared Lane Markings	Install shared lane markings from river to Armour Drive (east/west)	
J Greenwich Rd / Central Ave Bikeway	Install a sidepath from the Greenwich Rd sidepath at Kellogg to Central, then a sidepath along Central Ave to 127 <sup>th</sup> to the K-96 Path (north/south & east/west)	
K I-235 East/West Crossing: Central Ave or Maple St	Pending further study, install a side path connection under I-235 and across the "Big Ditch" (east/west)	
L 17th St. Bike Lanes to	Install bike lanes from the I-135 Path to the Redbud Path at Oliver St.	
M 31st St Bike Lanes/Old Lawrence Rd Bicycle Boulevard	Install bike lanes on 31st Street from I-235 to Old Lawrence Rd, and a bicycle boulevard on Old Lawrence Rd from 31st St to the Arkansas River Path	
N Cleveland / Pattie Bikeway	Install shared lane markings from the I-135 Path at 15 <sup>th</sup> St to Ohio Ave to 11 <sup>th</sup> St to Cleveland Ave to Douglas Ave to Pattie Ave to the pedestrian bridge over Kellogg, then a bicycle boulevard from Kellogg to Osie St to the I-135 path	
O		

# VOTE - OFF-STREET PRIORITIES



Help identify the most important bicycle off-street bicycle facility projects for the City to develop first. Please use your two ( 2 ) dots to vote for the ones that are most important to you. If you would like to vote for a project and do not see it on the list, then please write it in on the bottom of the list so that you and others can vote for it.



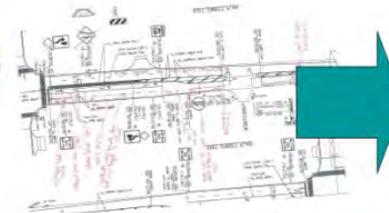
Project Name	Project Description	Place Your "Dots" Here
1 Delano Neighborhood Path	Construct path on former Railroad Right-of-way between Seneca and Delano Park (east/west)	
2 Prairie Sunset Trail	Construct a paved path or unpaved trail on the former railroad corridor south of Kellogg from Tyler Rd. to 167th St. (east/west)	
3 Big Ditch	Study the installation of a paved path or chipped rock trail along the Big Ditch from approximately 37 <sup>th</sup> St to the Arkansas River (north/south)	
4 South Central Neighborhood Path	Construct path along east side of the Arkansas River from Kellogg to Broadway Ave (north/south)	
5 Redbud Path - Woodlawn to Rock Rd.	Install a path from Woodlawn Blvd to Rock Rd (east/west)	
6 Redbud Path—Rock Rd. to K-96 (east/west)	Install a path from Rock Road to the K-96 Path	
7 Redbud Path—K-96 to the county line / 159th St. (east/west)	Construct path on former railroad right-of-way from K-96 to the Andover path at the Sedgwick/Butler County line (east/west)	
8 Ark River to Haysville Bikeway	From the Arkansas River Path to Gold Street (on-street facility), south to McArthur Rd, then south on the former railroad corridor between Seneca and Broadway, then southeast on the former railroad corridor to Haysville (north/south)	
9 K&O Path	Install path along the active Kansas and Oklahoma Railroad corridor from Zoo Boulevard to I-235	
10		
11		
12		
13		

# BIKEWAY DEVELOPMENT PROCESS

( Stand-alone projects )



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## 1. Community Plan

The bicycle facility (path, lane, bicycle boulevard, etc.) is generally included as part of a community plan. In most cases, it will be the Wichita Bicycle Master Plan and will be identified in the Bicycle Network Map. Having the project identified in a community plan shows that there is community support for the project, and that it makes a logical connection or part of the city-wide network of bicycle facilities.

## 2. Local Funding

Funding is critical for the development of bicycle facilities. The City of Wichita plans for capital investments (i.e. roads, bridges, land, buildings, bicycle facilities, etc.) through the Wichita Capital Improvement Plan (CIP). The CIP is a budget document that provides an overall 10 year plan for capital assets as well as a 10 year plan to finance those projects. The CIP is updated as needed. The current CIP is for 2011–2020. It includes nearly \$900,000,000 for bridges, arterials, and freeways. The current CIP also includes \$500,000 every other year (\$2.5 million over 10 years) for Bicycle Enhancement projects. The amount of City CIP funding for bicycle projects is less than the costs

## 3. Non-City Funding

The City of Wichita works to leverage as much funding from other sources as possible. Many of these funding programs require a local match of at least 20 percent, with additional local match funding above 20 percent making the funding application more competitive. Typically, the non-City funding sources are very competitive. Successful funding applications can help the development of projects to be completed sooner. Unsuccessful funding applications can result in projects being developed in phases and/or changes in priorities.

## 4. Concept Designs

Once the City Council has approved the use of funding, then in many cases the City will seek outside help to develop the concept designs for bicycle facilities. The concept designs will help identify where the route should go, what specific type of bicycle facility can be used, what related improvements are needed, and provide an estimate for the costs to construct the project. Depending on the scope and scale of the project, the concept designs are typically presented at the District Advisory Boards or another public event for comments. The public comments are used to refine the concept designs. The concept designs are then presented to the City Council for approval.



## 5. Construction Designs

Following the completion of the concept designs, the next step is for the City to develop construction designs. These are very specific designs that will be used for the construction of the project. At this stage in the project, the City also has more refined construction cost estimates developed. Once they are completed, the construction designs are presented to the City Council for approval.



## 6. Construction Bids

Many of the City's construction projects are bid out for construction. The bid information is posted on the City's procurement website and notices are distributed using the City's procurement process.



## 7. Construction Contract

Based on the results of the bidding process (if they are within the City's estimate and if the bid meets the City's other requirements), then a proposed contract is developed and presented to the City Council for authorization.



## 8. Construction

If the City Council approves the construction contract and the funding, then this is when construction takes place.



## 9. Celebration

Community stakeholders may choose to host a celebration for the completion of construction projects.