

**Meeting of the  
Greater Madison MPO (Metropolitan Planning Organization)<sup>1</sup>**

**October 7, 2020**

**Virtual Meeting via Zoom**

**6:30 p.m.**

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This meeting is being held virtually to help protect our communities from the COVID-19 pandemic.

1. **Written Comments:** You can send comments on agenda items to [mpo@cityofmadison.com](mailto:mpo@cityofmadison.com).
2. **Register for Public Comment:**

- Register to speak at the meeting.
- Register to answer questions.
- Register in support or opposition of an agenda item (without speaking).

If you want to speak at this meeting, you must register. You can register at <https://www.cityofmadison.com/MeetingRegistration>. When you register, you will be sent an email with the information you will need to join the virtual meeting.

3. **Watch the Meeting:** If you would like to join the meeting as an observer, please visit <https://www.cityofmadison.com/clerk/meeting-schedule/watch-meetings-online>
4. **Listen to the Meeting by Phone:** You can call in to the **Greater Madison MPO** using the following number and meeting ID:
  - (877) 853-5257 (Toll Free)  
Meeting ID: 916 4249 0113

If you need an interpreter, materials in alternate formats, or other accommodations to access this meeting, contact the Madison Planning Dept. at (608) 266-4635 or TTY/TEXTNET (866) 704-2318.  
*Please do so at least 72 hours prior to the meeting so that proper arrangements can be made.*

Si usted necesita un interprete, materiales en un formato alternativo u otro tipo de acomodaciones para tener acceso a esta reunión, contacte al Departamento de Desarrollo Comunitario de la ciudad al (608) 266-4635 o TTY/TEXTNET (866) 704-2318.

*Por favor contáctenos con al menos 72 horas de anticipación a la reunión, con el fin de hacer a tiempo, los arreglos necesarios.*

Yog tias koj xav tau ib tug neeg txhais lus, xav tau cov ntaub ntawv ua lwm hom ntawv, los sis lwm yam kev pab kom koom tau rau lub rooj sib tham no, hu rau Madison Lub Tuam Tsev Xyuas Txog Kev Npaj, Lub Zej Zos thiab Kev Txhim Kho (Madison Planning, Community & Economic Development Dept.) ntawm (608) 266-4635 los sis TTY/TEXTNET (866) 704-2318.

*Thov ua qhov no yam tsawg 72 teev ua ntej lub rooj sib tham kom thiaj li npaj tau.*

如果您出席会议需要一名口译人员、不同格式的材料，或者其他的方便设施，请与 Madison Planning, Community & Economic Development Dept. 联系，电话是 (608) 266-4635 或 TTY/TEXTNET (866) 704-2318。  
*请在会议开始前至少 72 小时提出请求，以便我们做出安排。*

**AGENDA**

1. Roll Call
2. Approval of September 2, 2020 Meeting Minutes

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<sup>1</sup> Formerly named the Madison Area Transportation Planning Board – An MPO

3. Communications
4. Public Comment (for items **not** on MPO Agenda)
5. Election of Chair and Vice Chair
6. MPO 2020 Resolution No. 1 Adopting the 2021-2025 Transportation Improvement Program for the Madison Metropolitan Area & Dane County
  - Addition/Change Sheet, dated 9/30/20
7. MPO 2020 Resolution No. 2 Approving the 2020 MPO Title VI Non-Discrimination Program/Language Assistance Plan
8. MPO 2020 Resolution No. 3 Approving Amendment to the MPO 2020 Work Program and Budget
9. Approval to Release Draft 2021 MPO Unified Planning Work Program (UPWP) for Review and Comment
10. Review and Recommendation on Draft 2021 MPO Budget
11. Status Report on Capital Area RPC Activities
12. Announcements and Schedule of Future Meetings
13. Adjournment

Next MPO Board Meeting:

**Wednesday, November 4, 2020 at 6:30 p.m.**  
**Virtual Meeting**

**Greater Madison Metropolitan Planning Organization (MPO)<sup>1</sup>**  
**September 2, 2020 Meeting Minutes**

Virtual Meeting hosted via Zoom

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Chair Opitz called the meeting to order at 6:32 PM.

**1. Roll Call**

**Members present:** Paul Esser, Steve Flottmeyer, Patrick Heck, Grant Foster, Dorothy Krause, Tom Lynch, Jerry Mandli, Ed Minihan (left after item #9), Mark Opitz, Mike Tierney, Doug Wood

**Members absent:** Samba Baldeh, Margaret Bergamini,

**MPO staff present:** Bill Schaefer, Ben Lyman, Zia Brucaya

**Others present in an official capacity:** Diane Paoni, WisDOT; Yogesh Chawla, pending MPO Board member

**2. Approval of August 5, 2020 Meeting Minutes**

Minihan moved, Krause seconded, to approve August 5, 2020 meeting minutes. Motion carried.

**3. Communications**

- Letter from WisDOT approving Amendment #7 to the 2020-2024 Transportation Improvement Program to add USH 14 Mill & Overlay project in Fitchburg.

**4. Public Comment (for items *not* on MPO Agenda)**

None

**5. Public Hearing on the Draft 2021-2025 Transportation Improvement Program for the Madison Metropolitan Area & Dane County**

Opitz opened the hearing. Schaefer explained that staff has reviewed the draft TIP for consistency with the Regional Transportation Plan 2050. He said the TIP includes the Transportation Alternative Program projects previously approved by the board. He reviewed the final schedules and revised funding estimates for the previously approved STBG-Urban projects, noting all of the major projects were funded at less than 60%. He then reviewed the major Metro Transit capital projects and some of the other major roadway and bicycle projects. Lynch added that for the Bus Rapid Transit project, the city is revising the budget and moving some of the line items around, which will both save the city money and make the application more competitive during the FTA Small Starts funding process. The following person registered to speak, but was not present: Andrea Keapproth. Opitz closed the hearing.

Wood asked whether there is a concern that some of the STBG-Urban projects are funded at significantly less than 60% with the revised cost estimates. Schaefer said it was not an issue from an MPO or FHWA perspective given the large amount of federal funding for the projects, however it is an issue for project sponsors as it requires a greater local match. It is difficult because communities do not want to get too far along with project design before applying for and receiving federal funding, but the environmental study and design process can result in large cost increases. The MPO doesn't have the flexibility to move funding around between projects once approved. The MPO could institute a policy to require projects to be at least at 30% design before applying for funding, but that may discourage applications from small communities for

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<sup>1</sup> Formerly named Madison Area Transportation Planning Board

projects with less certainty of being funded. This can be discussed as part of the upcoming update to program policies and scoring criteria. Wood asked if the City of Madison bike project being held up by the railroad (Capital City Trail extension) was within a state-owned rail corridor. Schaefer said it was not. Lynch added that the project goes under I-94, and the railroad will not allow the path to be as close to the tracks as necessary in order for the path to route to the outside of the overpass pillars. Schaefer noted this project had been approved for TAP funding and the city recently had to release the funding.

#### **6. Review of Section 5310 Program (Enhanced Services for Seniors and Individuals with Disabilities) Grant Project Applications for 2021 and Preliminary Approval of Draft Project Funding Recommendations**

Schaefer stated that this is one of three federal programs for which the MPO selects and funds projects. Metro Transit administers the program. Projects are reviewed and funding recommendations made by a small committee that includes a staff person from WisDOT Transit Bureau, a member of the MPO citizen advisory committee with expertise in specialized transportation, and an MPO staff person (Lyman). Lyman then reviewed the six project applications prior to short presentations from three of the applicants. Lyman stated that the MPO received six applications for a \$313,000 funding allotment this year. Applicants were offered an extra page in their application to explain how their operations have been, and may continue to be, affected by COVID-19. Based on a board member suggestion during the last 5310 funding cycle, applicants were also offered the opportunity to make informational presentations to the board prior to board action on this item, but this was not required. Applicants include the Dane County Department of Human Services, Madison Metro, Capitol Express, City of Stoughton, and Carepool Innovation.

The following three applicants present at the meeting, who registered to speak, provided brief remarks about their applications:

- Bob Brancel, Capitol Express Transportation, stated that they are planning to replace an accessible van from 2008 that has over 550,000 miles on it. They installed solar panels on their building in order to operate more efficiently and have one electric vehicle, which gets 10 mpg more than their average van. They are interested in purchasing another electric vehicle if they can, but they are operating at about revenue neutral right now. They are a primary provider for several nursing homes, and work with assisted living centers and others. Their goal is to serve the community and provide better service.
- Ryan Wiesen, City of Stoughton, explained that they are looking to replace the last non-accessible vehicle in their shared-ride taxi fleet. Ridership and revenue have increased over the last three years, and they recently expanded their hours of service. They have built the local cost share into the 2021 capital budget. Minihan commented that they had been discussing expansion into the Town of Dunn prior to the pandemic, and thinks this is something that can work. He expressed support for the application.
- Brent Benner, Carepool Innovation, Inc., shared a short Powerpoint presentation explaining that Carepool's goal is to increase coordination, transparency, and mobility for people with disabilities through the development of a modern, user-friendly ridematching app, that mimics the capabilities of modern apps like Kayak and Yelp. Badger Bus, VanGo Taxi, and Union Cab have sent letters of commitment to participate in the design process. This proposal acts on an idea generated during the last annual transportation partners meeting.

Lyman then discussed the scoring process and results. The projects recommended for funding are the Dane County Call Center and Mobility Training Programs, Metro Transit's Paratransit Eligibility/Mobility Coordinator, vehicle for Capitol Express, and vehicle for City of Stoughton. The two Carepool projects are not recommended. Concerns with the Carpool projects included the lack of quarterly benchmarks and metrics, the uncertainty of tech development processes, and the high funding request. The proposed funding allocation will leave \$19,000 that can be moved to the 2021 funding cycle. Wood asked what the MPO would be paying for as part of the Dane County and Metro Transit projects. Lyman stated that the call center

cost is primarily the staff person. Around \$10,000 goes to the administration costs of RSVP for running the volunteer driver program, which connects people to nutrition and health services, and the rest goes to the MTLIP program, which is a travel mobility program that takes seniors and people with disabilities on outings. The Metro funding primarily goes to the staff person conducting in-person paratransit assessments, and signing people up for travel training who are no longer qualified for paratransit. Wood asked whether these are annual allocations, and Lyman stated that yes, the MPO has been funding these programs for many years. Wood noted that these projects account for over half of the total allocation, and was trying to figure out how a project like Carepool's could be funded. Lyman noted that the program scoring metrics prioritize continuing existing services and replacing existing vehicles over starting new services and expanding service areas. Schaefer added that there was a discussion several years about whether to automatically fund the county and Metro projects at a fixed amount, but the board decided to leave it flexible in case there would be a future desire to reduce their allocation in order to fund another project in a given year.

Opitz noted that the recommendations are presented for preliminary approval and asked the board to express any concerns or questions now, as they will be approved at the next meeting as part of action on the TIP. There were no questions or concerns expressed.

## **7. Presentation on Metro Transit Public Transit Agency Safety Action Plan**

Schaefer stated that this item is on the agenda because of federal rules that require transit agencies to adopt transit asset management and safety plans and performance measures related to federal goals, which MPOs must then incorporate into the regional planning process, including setting targets for these performance measures in coordination with transit agencies. MPOs also must conduct an analysis as part of the RTP and TIP processes to show how investments will support achieving both transit and roadway performance measures. Schaefer said that he wanted the board to have a chance to hear from Metro about their safety plan and performance measures, in advance of the board considering targets for these measures at a future meeting.

Phil Gadke, the safety supervisor in Metro's bus operations unit, then shared that Metro is excited to move forward with the new safety plan and operationalize these measures. He said it will have a positive effect on ridership and on the workplace environment. Metro has a very good safety record, so it was difficult to establish targets beyond the current good performance. For most of the targets, Metro used National Transit Database (NTD) data. Targets were set for four categories: fatalities, injuries, safety events (note: Metro's own data used for this, which includes any safety event reported by drivers and the public), and vehicle performance (distance between road calls for maintenance). Metro is at the beginning of this process and looking forward to working with the MPO.

Lynch asked whether Metro had looked at the proposed targets against 2019 data. Gadke said yes, adding that 2020 will be tricky due to decreased mileage and service due to COVID. Lynch noted that it would be interesting to see performance targets from Milwaukee and Wausau compared to Madison's. Gadke said that Milwaukee has shared their targets and there are definitely differences. Krause asked how issues with passengers, such as medical or behavior issues, are factored into the safety event numbers, and also asked what kind of trainings drivers go through to handle these incidents. Gadke stated that safety events are considered to be anything that Metro has a role in that might result in a claim. The most frequent event is a slip and fall on the bus. An example of something that would not be recorded is if a rider has a drug- or alcohol-related behavioral incident on the bus, which is not caused by Metro. Metro drivers go through many trainings, both as new drivers and on an annual basis. These include mental health trainings and the Transportation Safety Institute's bus driver training program. Metro also recently received dementia-friendly status.

**8. Resolution TPB No. 177 Approving Amendment #8 to the 2020-2024 Transportation Improvement Program for the Madison Metropolitan Area & Dane County**

Schaefer stated the amendment adds three recently approved local bridge replacement projects so that design can begin later this year. They are on CTH KP, Valley Road in the Town of Verona, and Windsor Road in Windsor. The amendment also adds a state pavement markings project.

Wood moved, Krause seconded, to approve Resolution TPB No. 177 Approving Amendment #8 to the 2020-2024 Transportation Improvement Program. Motion carried.

**9. Approval to Release Draft 2020 MATPB Title VI Non-Discrimination Program and Language Assistance Plan for Public Review and Comment**

Lyman explained that because the MPO receives federal funding, the agency must comply with federal Title VI regulations and have a plan for how it will do so. The MPO adopted its first stand-alone Title VI plan in 2014, prior to which it had used the City of Madison's Title VI plan. The plan must be updated every three years and WisDOT has issued a new template to follow. The current plan includes minor updates, mainly to protected classes, demographic data, and board and committee membership. The document also updates acronyms and provides new information about coordination with the City of Madison language assistance program. The draft Public Participation Plan will be included as an appendix. Schaefer noted that staff did a lot of work to improve language access since the last plan, including translating vital documents into Hmong and Cantonese as well as Spanish for the first time. The MPO also created the first bi-lingual English and Spanish version of the Dane County Bike Map this year with the help of the City of Madison language assistance program, making it one of only few bi-lingual bike maps in the country.

Esser moved, Krause seconded, to approve the release of the Draft 2020 MATPB Title VI Non-Discrimination Program and Language Assistance Plan for public review and comment. Motion carried.

**10. Presentation on Greater Madison Remote Work Survey**

Schaefer stated that the MPO will produce a short summary to accompany the survey results. Brucaya provided a presentation on the survey and results. The survey was conducted between June 9-30, 2020 and received 1,881 responses. The purpose was to understand the unique impacts and implications of COVID-19 on workplace organization and commuter transportation trends in the Madison region, as well as to identify resources that might be provided to employers and employees, either through the MPO's TDM program or other sources, to support the continued use of remote work in the region. The survey was designed to be taken by non-managers, managers, and executive leaders at any size and type of organization or business. Findings included that the experience of working remotely for respondents included a number of challenges, both personal and professional, but that overall people were benefitting from the experience and would like to continue working remotely in some capacity on a weekly basis after the pandemic recedes. Managers and executives anticipated that remote work would continue at a greater rate after the pandemic, and the majority of all respondents expressed that they would view an employer more favorably if given the opportunity to work remotely. The implications for TDM in the region are that there could be reductions in overall vehicle miles travelled and peak hour congestion if more people are encouraged to work from home more frequently from now on. MPO staff will share the results with organizations and employers, and look for ways to provide and/or partner on providing resources to continue to support and encourage telework in the region.

Wood asked whether this information would be available on the MPO website. Brucaya stated that the results would be posted and shared when the executive summary is complete, likely this month. Results would also be sent to everyone who completed the survey and requested a copy. Lynch noted that the percent of respondents who indicated wanting to work from home at least once per week after the

pandemic was huge, and could have a major impact on VMT if this trend holds. He also noted that new employees might be struggling during this time, because they miss out on the face-to-face interaction that helps when a person is new. Krause wondered what kind of organizations survey respondents were representing. Brucaya noted that the survey did not ask what industry people worked in, but that there were large bumps in responses after the survey was sent to City of Madison and Dane County employees. There was a good spread of responses across the various workplaces sizes, and the approximately twenty NAICS codes received spanned a range of industry types. Schaefer commented that training new employees was a challenge if working remotely, and also that there could be a counterbalance to VMT reductions if more people choose to live in rural areas because they can telework.

**11. Status Report on Capital Area RPC Activities**

None

**12. Announcements and Schedule of Future Meetings**

The next meeting will be on October 7, 2020. Opitze indicated that election of officers would occur at the meeting. Krause mentioned that bicyclists are very happy that the bike bridge over CTH PD in Fitchburg is almost complete.

**14. Adjournment**

Krause moved, Wood seconded, to adjourn the meeting. Motion carried. The meeting was adjourned at 8:45 p.m.



**Wisconsin Department of Transportation**  
Office of the Secretary  
4822 Madison Yards Way, S903  
Madison, WI 53705

**Governor Tony Evers**  
**Secretary Craig Thompson**  
[wisconsindot.gov](http://wisconsindot.gov)  
Telephone: (608) 266-1114  
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September 17, 2020

Glenn Fulkerson  
Division Administrator  
Federal Highway Administration  
U.S. Department of Transportation  
525 Junction Rd., Suite 8000  
Madison, Wisconsin 53717

Kelley Brookins  
Regional Administrator  
Federal Transit Administration  
U.S. Department of Transportation  
200 W. Adams Street, Suite 320  
Chicago, Illinois 60606

Dear Mr. Fulkerson and Ms. Brookins:

Under the authority delegated to me by Governor Tony Evers, I am hereby approving the Madison Area Transportation Planning Board's amendment to the 2020-2024 Transportation Improvement Program (TIP) for the Dane County urbanized area. The amendment was approved and adopted by the Madison Area Transportation Planning Board on September 2, 2020. We will reflect by reference the 2020-2023 federal aid projects covered by this approval in our 2020-2023 Statewide Transportation Improvement Program (STIP).

Copies of the TIP Amendment 8 and Resolution Number 177 for the Madison Area Transportation Planning Board are enclosed. This TIP amendment represents a comprehensive, continuous, and cooperative effort between the MPO, local communities, affected transit operators, and the Wisconsin Department of Transportation (WisDOT), and is designed to meet the objectives of Title 23 USC 134 and 135 and their implementing regulations 23 CFR 450 and the MPO regional transportation system plan.

We have determined that the proposed amendment: 1) is consistent with the adopted Long Range Transportation Plan for the MPO, 2) conforms to this state's approved implementation plan under the federal Clean Air Act and 42 U.S.C. 7504, 7506 (c) and (d) and 40 CFR 93 (23 CFR 450.222(a)(7), and 3) ensures that the TIP remains fiscally constrained in that federal funding resources are sufficient to support the new or modified projects.

Sincerely,

A handwritten signature in black ink, appearing to read "Craig Thompson".

Craig Thompson  
Secretary

cc: William Schaefer, MPO Director  
Mary Forlenza, FHWA  
Mitch Batuzich, FHWA  
William Wheeler, FTA  
Steve Flottmeyer, WisDOT Southwest Region  
Charles Wade, WisDOT Bureau of Planning and Economic Development



# MPO Agenda Cover Sheet

## October 7, 2020

# Item No. 6

**Re:**

MPO 2020 Resolution No. 1 Adopting the 2021-2025 Transportation Improvement Program (TIP) for the Madison Metropolitan Area & Dane County

**Staff Comments on Item:**

Staff has prepared the attached Addition/Change Sheet, dated 9/30/20, that lists proposed changes to the draft TIP. The proposed changes are minor. Almost all of the changes are revisions in cost/funding due to revised cost estimates and/or changes to reflect what is in the City of Madison's Executive Capital Budget vs. what was in department requests. Projects added as part of Amendment #8 to the current TIP, approved after the draft 2021-2025 TIP was released, are being added. A state bridge deck overlay project was completed early and is therefore being deleted.

Among the changes are increased federal funding for three Transportation Alternatives Program projects. WisDOT approved federal funding (at 80%) for the City of Madison's West Main Street Ped/Bike Improvements project, which the MPO had partially funded. That freed up \$110,500 in federal funding, which is proposed to be added to Madison's West Towne Path Extension project and the Village of DeForest's Safe School Routes Path project. The projects would consequently be federally funded at 72%. The county funded Lower Yahara River Trail Phase 2 project is being moved up a year from 2022 to 2021.

The changes also include the updated budget for the City of Madison's Bus Rapid Transit project, which reflects a recent FTA grant, cost estimate revisions, and changes in how available federal formula funding is being used. In addition, a phase of Metro Transit's Maintenance Facility Renovation project has been delayed from 2022 to 2023. Revisions are proposed to the four Section 5310 (Enhanced Mobility of Seniors & Individuals with Disabilities) Program projects being approved to add the federal funding in 2021.

Staff reviewed the proposed changes with the MPO Citizen Advisory and Technical Coordinating Committees at their recent meetings, and both committees recommended approval of the TIP with these changes.

FTA staff provided some comments/corrections on the draft TIP. No other comments were received.

**Materials Presented on Item:**

1. MPO 2020 Resolution No. 1 Adopting the 2021-2025 TIP
2. Addition/Change Sheet dated 9/30/20

**Staff Recommendation/Rationale:**

Staff recommends adoption of MPO 2020 Resolution No. 1 approving the draft 2021-2025 TIP with the changes listed in the Addition/Correction Sheet dated 9/30/20.

## MPO 2020 Resolution No. 1

### Adopting the 2021-2025 Transportation Improvement Program (TIP) for the Madison Metropolitan Area & Dane County

**WHEREAS**, the Fixing America's Surface Transportation (FAST) Act (Pub. L. 114-357) and U.S. Department of Transportation (DOT) regulations (23 C.F.R. Parts 450 and 500, 49 C.F.R. Part 613) require that the designated metropolitan planning organization (MPO) for each urbanized area develop, in cooperation with the State, local officials, and any affected transit operator, a Transportation Improvement Program (TIP) for the area for which it is designated; and

**WHEREAS**, the FAST Act and U.S. DOT regulations require that the TIP be updated at least once every two years and be approved by the designated metropolitan planning organization and the Governor<sup>1</sup>; and

**WHEREAS**, the Greater Madison Area Metropolitan Planning Organization (MPO)<sup>2</sup> is the designated MPO for the Madison, Wisconsin Metropolitan Area with responsibilities to perform metropolitan transportation planning and programming; and

**WHEREAS**, working with local units of government, Wisconsin Department of Transportation (WisDOT), Metro Transit, and other implementing agencies, the Greater Madison MPO has prepared a coordinated, comprehensive listing of transportation improvement projects proposed to be implemented over the next five years, including a priority list of proposed federally supported projects to be undertaken in 2021-2025; and

**WHEREAS**, this listing of capital and non-capital transportation improvement projects relates to all modes of surface transportation, including public transit, pedestrian and bicycle facilities, roadways, and other transportation improvements; and

**WHEREAS**, in developing the TIP, the Greater Madison MPO has provided local officials, citizens, affected public agencies, private transit providers, and other interested parties with reasonable notice of and an opportunity to participate and comment on the proposed program, including holding a public hearing on the draft TIP on September 2; and

**WHEREAS**, the draft TIP has been published and made available for public review, including in an electronically accessible format on the MPO's Website; and

**WHEREAS**, the Greater Madison MPO's public involvement process for development of the TIP is also used by the City of Madison (Metro Transit) to satisfy the public participation requirements for development of the Program of Projects required under the Federal Transit Administration's Section 5307 Urbanized Area Formula Program:

**NOW, THEREFORE, BE IT RESOLVED** that the Greater Madison MPO approves the *2021–2025 Transportation Improvement Program for the Madison Metropolitan Area & Dane County*, which incorporates the changes to the Draft TIP, dated August 2020, listed in the Addition/Change Sheet, dated September 30, 2020, and provides specific approval of the listed 2021-2024 projects, including the Priority Surface Transportation Block Grant (STBG)—Urban Projects for 2021-2025; and

**BE IT FURTHER RESOLVED** that project notification and review procedures (in accordance with the successor rules to the Office of Management and Budget Circular A-95) are hereby being met, unless

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<sup>1</sup> The Governor has delegated TIP approval authority to the WisDOT Secretary.

<sup>2</sup> Formerly named the Madison Area Transportation Planning Board – An MPO

otherwise specifically noted, for all 2021 through 2024 listed projects utilizing federal funding (many of which had earlier received favorable A-95 reviews);

**BE IT FURTHER RESOLVED** that the Greater Madison MPO and WisDOT agree that the first year of the TIP constitutes an “agreed to” list of projects for project selection purposes and no further project selection action is required for WisDOT or Metro Transit, the major transit operator, to proceed with federal funding commitment; and, even though a new TIP has been developed and approved by the MPO, WisDOT can continue to seek federal funding commitment for projects in the previous TIP until a new State TIP (STIP) has been jointly approved by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA); and

**BE IT FURTHER RESOLVED** that projects from the second, third, or fourth year of the TIP may be advanced by WisDOT or Metro Transit for federal funding commitment without further project selection action by the MPO, and concerning federal funding sources for projects in the TIP WisDOT may interchange eligible FHWA funding program sources without necessitating a TIP amendment, subject to the expedited project selection procedures outlined in the TIP; and

**BE IT FURTHER RESOLVED** that financial capacity assessment regulations have been met as set forth in UMTA Circular 7008.1, dated March 30, 1987, and financial capacity exists to undertake the programmed projects; and

**BE IT FURTHER RESOLVED** that the Greater Madison MPO certifies that the federal metropolitan transportation planning process is addressing major issues facing the metropolitan area and is being conducted in accordance with all applicable federal requirements, including:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, and this subpart;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21;
3. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Sections 1101(b) of the FAST Act (Pub. L. 114-357) and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in U.S. DOT funded projects;
5. 23 C.F.R. Part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. 23 U.S.C. 324 regarding the prohibition of discrimination based on gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. 27 regarding discrimination against individuals with disabilities; and

**BE IT FURTHER RESOLVED** that the Greater Madison MPO certifies that all of the listed federally funded and regionally significant projects in the TIP are consistent with the *Regional Transportation Plan 2050 for the Madison Metropolitan Area and Dane County*, the currently adopted regional transportation plan, as amended, and additional sub-element plans incorporated as part of the plan.

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Date Adopted

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Mark Opitz, Chair

2021-2025  
Transportation Improvement Program  
For the Madison Metropolitan Area & Dane County Area  
(Project costs in \$000s)

ADDITION/CHANGE SHEET

Parking Projects in the Madison Metropolitan Area

Page 13: **REVISE** the State Street Campus-Lake Street Parking Garage project, delaying construction until after 2025.

Pedestrian/Bicycle Projects in the Madison Metropolitan Planning Area

Page 15: **REVISE** the Lower Yahara River Trail Phase 2 Path (Fish Camp County Park to Williams Drive) project, increasing local construction and moving project up a year as follows: ~~\$6,000~~ \$6,500 (Local, Const., Total) in ~~2022~~ 2021.

Page 18: **REVISE** the Garver Path (Capital City Trail to Milwaukee Street) Multi-use path project, adding construction funding as follows: ~~Continuing (Const.)~~, \$847 (Const., Fed-TA), \$853 (Const., Local), \$1,700 (Total) in 2021.

Page 19: **REVISE** the West Main Street (Proudfit Street to Fairchild Street) Priority Pedestrian and Bicycle Improvements project as follows: \$7 (PE, Local), \$7 (Total) in 2021, PE (Continuing) in 2022, ~~\$114~~ \$180 (Const., Fed-TA), ~~\$114~~ \$45 (Const., Local), \$225 (Total) in 2023. Federal TA program funding is from statewide pool.

**REVISE** the West Towne Path Phase 2 (Gammon Road to High Point Road) Multi-use path project, removing local funding in 2023 and 2024 to reflect project delay until after 2025.

**REVISE** the West Towne Path Phase 3 (Commerce Drive to Junction Road) Multi-use path project, adding local design funding, increasing federal construction funding, decreasing local construction funding, and revising the total cost as follows: \$12 (PE, Local), \$12 (Total) in 2021, PE (Continuing) in 2022, ~~\$352~~ \$407 (Const., Fed-TA), ~~\$218~~ \$156 (Const., Local), ~~\$570~~ \$563 (Total) in 2023.

Page 20: **REVISE** the Commercial Avenue Bike Path project, adding local design funding, decreasing federal construction funding, increasing local construction funding, and revising the total cost as follows: \$12 (PE, Local), \$12 (Total) in 2021, ~~\$202~~ \$201 (Const., Fed-TA), ~~\$50~~ \$51 (Const., Local), \$252 (Total) in 2022.

Page 22: **REVISE** the DeForest School District Safe Route Path project, adding local design funding, increasing federal construction funding, decreasing local construction funding, and revising the total cost as follows: \$12 (PE, Local), \$12 (Total) in 2021, ~~\$351~~ \$406 (Const., Fed-TA), ~~\$210~~ \$155 (Const., Local), \$561 (Total) in 2022.

Transit Projects in the Madison Metropolitan Planning Area

Page 23: **REVISE** the Bus Rapid Transit project budget for 2021-'22 as follows:  
Environmental study/Design, ~~\$2,000~~ \$5,500 (Local) in 2021, \$4,100 (Local) in 2022;  
Roadway improvements (including TSP), ~~\$2,888~~ (Fed), ~~\$26,200~~ \$39,252 (Local), ~~\$26,200~~ \$42,140 (Total) in 2022;  
Construction of BRT stations (incl. monitors, fare collection, etc), \$4,032 (Fed), ~~\$23,700~~ \$28,713 (Local), ~~\$23,700~~ \$32,745 (Total) in 2022;  
Articulated Buses (5307), \$3,671 (Fed), \$14,176 (Local), \$17,847 (Total) in 2022;  
Articulated Buses (5337), \$1,737 (Fed), \$6,331 (Local), \$8,068 (Total) in 2022;



Articulated Buses (5339), \$2,880 (Fed), \$10,585 (Local), \$13,465 (Total) in 2022;  
Maint. Equipment for buses (5339B), \$264 (Fed), \$136 (Local), \$400 (Total) in 2022;  
BRT systems, \$22,200 (Local), \$22,200 (Total) in 2022;  
BRT Bus Maintenance Facility ~~\$700~~ \$140 (Local) in 2021, ~~\$7,200~~ \$21,115 (Local) in 2022;  
Total, ~~\$6,200~~ \$2,140 (Local, Total) in 2021, ~~\$8,288~~ \$16,997 (Fed), ~~\$114,492~~ \$125,193 (Local),  
~~\$122,780~~ \$142,190 (Total) in 2022

**REVISE** the Metro Capital Transit Projects as follows:

**REVISE** the Remodel, Renovate Existing Bus Maintenance Facility project budget to defer one phase from 2022 to 2023 as follows: \$10,805 (Local), \$10,805 (Total) in 2021, ~~\$10,000 (Local), \$10,000 (Total) in 2022,~~ \$540 \$10,540 (Local), \$540 \$10,540 (Total) in 2023, \$40 (Local), \$40 (Total) in 2024, \$40 (Local), \$40 (Total) in 2025.

**REVISE** the Improvements to new Satellite Bus Garage project to separate out the different federal funding sources and local funding in 2021 as follows: \$1,777 (Fed 5307), \$445 (Local), \$2,222 (Total), \$869 (Fed 5337), \$217 (Local), \$1,086 (Total), \$1,433 (Fed 5339), \$358, \$1,791 (Total), \$ 4,901 (Other Local).

**REVISE** Year 2021 cost/funding for Metro Transit Paratransit Eligibility & Mobility Coordinator Program to add federal funding as follows: ~~\$79~~ (Fed-Sec. 5310), ~~\$99~~ \$20 (M), \$99 (Total).

**REVISE** Year 2021 cost/funding for City of Stoughton to add federal funding as follows: ~~\$32~~ (Fed-Sec. 5310), ~~\$40~~ \$8 (ST), \$40 (Total).

**Page 24:** **REVISE** Year 2021 cost/funding for Dane County's Mobility Management & Training Program to add federal funding as follows: \$124 (Fed-Sec. 5310), \$31 (State) ~~\$155~~ (DC), \$155 (Total).

**REVISE** Year 2021 cost/funding for Capitol Express to add federal funding as follows: \$32 (Fed-Sec. 5310), ~~\$40~~ \$8 (CE), \$40 (Total).

### **Street/Roadway Projects in the Madison Metropolitan Planning Area**

Incorporate the cost/funding revisions and project addition contained in TIP Amendment No. 8 (Resolution TPB No. 177). See attachment.

**Page 27:** **REVISE** the Interstate 39/90/94 (USH 51 Bridge) Polymer Bridge Deck Overlays project (TIP No. 111-19-014), reducing federal and state construction funding, and revising the total cost as follows: ~~\$647~~ \$203 (Const., Fed-NHPP), ~~\$72~~ \$23 (Const., State), ~~\$719~~ \$226 (Total) in 2021, with construction in 2022.

**REVISE** the Interstate 39/90/94 (STH 19 Bridge) Polymer Bridge Deck Overlays project (TIP No. 111-19-015), reducing federal and state construction funding, and revising the total cost as follows: ~~\$673~~ \$241 (Const., Fed-NHPP), ~~\$75~~ \$27 (Const., State), ~~\$748~~ \$268 (Total) in 2021, with construction in 2022.

**Page 28:** **REVISE** the Interstate 39/90 (South Beltline/USH 12/18 to STH 30) Concrete Pavement Repair project (TIP No. 111-19-023) as follows: PE (Continuing) in 2021-2024, \$2,875 (Const., Fed-NHPP), \$320 (Const., State), \$3,195 (Total) in 2025.

**REVISE** the USH 12/18 (New CTH AB Interchange) project, adding local design funding and local construction funding, and revising the total cost as follows: \$11 (PE, Local), \$11 (Total) in 2021, \$9,881 (Const., Fed-NHPP/SAF-MS30), \$1,097 (Const., State), \$5,000 (Const., Local), ~~\$10,978~~ \$15,978 (Total) in 2022, \$13,637 (Const., Fed-NHPP), \$3,409 (Const., State), \$17,046 (Total) in 2023.

**Page 29:** **REVISE** the USH 18/151 (Town Hall Road to CTH PD) Pavement Repair project (TIP No. 111-19-017), increasing federal and state funding, and revising the total cost as follows: ~~\$6,515~~ \$7,500 (Const., Fed-NHPP), ~~\$1,628~~ \$1,875 (Const., State), ~~\$8,143~~ \$9,375 (Total) in 2021, with construction in 2022.

**DELETE** the USH 18/151 (Frontage Road) Polymer Bridge Deck Overlays project (TIP No. 111-19-018).

**Page 30:** **REVISE** the USH 151/S. Blair St. (East Washington Avenue to E. Wilson St./Williamson St.) Concrete Repair and Overlay project, increasing local construction funding, adding local ROW funding, and revising the total project cost as follows: \$3,136 (Const., Fed-NHPP), \$784 (Const., State), ~~\$1,518~~ \$1,627 (Const., Local), \$50 (ROW, Local), ~~\$5,438~~ \$5,597 (Total) in 2021.

**Page 32:** **REVISE** the CTH MM (McCoy Road Intersection) Reconstruction project, changing the project sponsor from WisDOT to City of Fitchburg, and changing the \$86 in state construction funding to local construction funding.

**Page 37:** **REVISE** the S. Blair Street/USH 151 (East Washington Ave. to E. Wilson St./Williamson St.), Intersection Safety Improvement project, decreasing local construction funding, adding local ROW funding, and revising the total cost as follows: \$2,116 (Const., Fed-MS30/NHPP), \$235 (Const., State), ~~\$1,140~~ \$829, \$50 (ROW, Local), ~~\$3,491~~ \$3,230 (Total) in 2021.

**Page 38:** **REVISE** the Outer Capitol Loop South project, adding local utility funding, increasing local funding, and increasing the total cost as follows: \$170 (PE, Local), \$65 (UTL, Local), ~~\$1,770~~, \$1,790 (Const., Local), ~~\$1,940~~ \$2,025 (Total) in 2023.

**REVISE** the Park Street/USH 151 (Badger Road to the Union Pacific Railroad, Olin Avenue to W. Washington Avenue) project, advancing construction from 2022 to 2021.

**REVISE** the University Avenue (Shorewood Blvd. to University Bay Drive) Reconstruction project, increasing local construction funding, adding local ROW funding, and revising the total cost as follows: \$12,710 (Const., Fed-URB), ~~\$20,240~~ \$20,968 (Const., Local), \$200 (ROW, Local), ~~\$32,950~~ \$33,878 (Total) in 2021.

**REVISE** the Wilson Street (Martin Luther King Jr. Blvd. to King Street) Concrete Replacement project, increasing local construction funding, and revising the total cost as follows: \$60 (PE, Local), ~~\$1,410~~ \$1,971 (Const., Local), ~~\$1,470~~ \$2,031 (Total) in 2024.

**Page 39:** **ADD** the following project sponsored by the City of Madison: Vision Zero; \$500 in local funding for each year of the TIP (2021 – 2025).

**ADD** the following project sponsored by the City of Madison: Traffic Signal Installation; \$80 (State), \$745 (Local), \$825 (Total) in 2021, \$80 (State), \$750 (Local), \$830 (Total) in 2022, \$80 (State), \$750 (Local), \$830 (Total) in 2023, \$80 (State), \$750 (Local), \$830 (Total) in 2024, and \$80 (State), \$755 (Local), \$835 (Total) in 2025.

#### **Street/Roadway Projects outside of the Madison Metropolitan Planning Area**

**Page 50:** **REVISE** the USH 18/151 (W. County Line to Town Hall Road) Resurfacing project as follows: PE (Continuing) in 2021, ~~\$14,880~~ \$12,650 (Const., Fed-NHPP) ~~\$3,162~~ \$3,163 (Const., State), ~~\$18,042~~ \$15,813 (Total) in 2022, with construction in 2023.



**Page 51:** REVISE the CTH E German Valley Creek Bridge project as follows: ~~\$85~~ \$84 (PE, Fed-BR), ~~\$22~~ \$21 (PE, Local), ~~\$107~~ \$105 Total in 2021, PE Continuing in 2022, ~~\$700~~ \$676 (Const., Fed-BR), ~~\$200~~ \$170 (Const., Local), ~~\$900~~ \$846 (Total) in ~~2022~~ 2023.

**Page 52:** ADD the Lake Kegonsa Road Badfish Creek Bridge project sponsored by the Town of Rutland as follows: \$66 (PE, Fed-BR), \$16 (PE, Local), \$82 (Total) in 2021, PE continuing in 2022 and 2023, and \$406 (Const., Fed-BR), \$102 (Local), \$508 (Total) in 2024.

PROJECT LISTINGS FOR AMENDMENT NO. 8 TO THE 2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM

(Cost in \$000s)

Primary Jurisdiction/ Project Sponsor	Project Description	Cost/ Type	Jan-Dec 2020				Jan-Dec 2021				Jan-Dec 2022				Jan-Dec 2023				Jan-Dec 2024				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
<b>STREET/ROADWAY PROJECTS</b>																							
<b>WisDOT</b>  <b>NEW</b> *  <b>111-20-012</b>	<b>SW REGION PAVEMENT MARKINGS</b> Replace worn epoxy markings on STH network per annual plan for 2021.	PE ROW CONST  TOTAL					840	210		1,050													1009-12-95 61.05 net centerline miles for all counties with 50% in Dane County
<b>DANE COUNTY</b>  <b>NEW</b> *  <b>111-20-013</b>	<b>CTH KP</b> Black Earth Creek Bridge Replacement Located between Bourban Road and USH 14 in Village of Cross Plains. B-13-0215	PE ROW CONST  TOTAL	106		27	133	Continuing				Continuing						832		209	1,041			5572-00-02, -72
<b>VILLAGE OF WINDSOR</b>  * -  <b>111-20-014</b>	<b>WINDSOR ROAD</b> Yahara River Bridge Replacement <u>.05 miles west of CTH CV in Village of Windsor.</u> Bike Path will be provided on north side; sidewalk will be provided on south side. B-13-0234	PE ROW CONST  TOTAL					83		21	104					676		169	845					6992-00-05, -75 Joint project with Village of DeForest. Local cost share agreement needed. Seeking federal BR funding. Not programmed.
<b>TOWN OF VERONA</b>  <b>NEW</b> *  <b>111-20-015</b>	<b>VALLEY ROAD</b> Sugar River Bridge Replacement Located 1.0 miles west of STH 69 in Town of Verona. B-13-0346	PE ROW CONST  TOTAL	75		19	94	Continuing												652		163	815	5796-00-04, -74
			75		19	94					652		163	815					652		163	815	



# MPO Agenda Cover Sheet

## October 7, 2020

Item No. 7

**Re:**

MPO 2020 Resolution No. 2 Approving the 2020 MPO Title VI Non-Discrimination Program/Language Assistance Plan

**Staff Comments on Item:**

All recipients of federal funding must comply with Title VI of the Civil Rights Act of 1964 and related laws and regulations. This includes sub-recipients of funding such as the MPO, which receives FTA and FHWA funding administered by WisDOT. The purpose of Title VI is to ensure that no person or groups of persons are, on the grounds of race, color, or national origin, excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under programs and activities of agencies etc. receiving federal funding.

Until 2014, the MPO had simply relied on the Title VI compliance plan of the City of Madison, which is the MPO's fiscal and administrative agent. With new Title VI requirements and guidelines for FTA recipients published in late 2012, including requirements specifically for MPOs, it was decided the MPO should create its own Title VI program. The Title VI Program must be updated every three years. This document updates the 2017 program. The MPO still relies on support from the City of Madison Civil Rights Department such as for translations, language assistance services, and responding to complaints, if needed. The City of Madison adopted a new Language Access Plan in 2018 that is referenced in the MPO Plan.

The Title VI document outlines how the MPO meets or plans to meet all Title VI requirements, including notice to the public, complaint procedures, procedures to ensure the needs of minority populations are considered, and language assistance services. The document includes updated demographic and English language proficiency data. It outlines the new process developed for identifying Environmental Justice priority areas, combining minority and low-income data. It also outlines the steps that the MPO has taken to improve the accessibility of its planning, services, and documents Limited English Proficient populations.

MPO staff shared the draft Title VI document with City of Madison Civil Rights and WisDOT Planning staff. WisDOT responded that the "draft is comprehensive and a model for other MPOs/RPCs and subrecipients to follow" and "a solid example for how to address and respond to the required elements." Notice of the availability of the document for comment and review was sent out to local officials and staff and various organizations, but no comments on it were received.

**Materials Presented on Item:**

1. MPO 2020 Resolution No. 2 Approving the Title VI Program/Language Assistance Plan
2. [Draft Title VI Program/Language Assistance Plan](#)

**Staff Recommendation/Rationale:**

Staff recommends adoption of MPO 2020 Resolution No. 2 approving the Title VI Program/Language Assistance Plan.

**MPO 2020 Resolution No. 2**  
**Approving the Title VI Non-Discrimination Program/Language Assistance Plan**

**WHEREAS** Section 601 of Title VI of the Civil Rights Act of 1964 and U.S. Department of Transportation (USDOT) regulations to implement the law (49 CFR, Part 21) require all recipients and sub-recipients of Federal transportation funds such as the Greater Madison Metropolitan Planning Organization (MPO) to establish and maintain a Title VI Program that carries out the regulations and integrates the activities and considerations outlined in the USDOT's Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons (70 FR 74087, December 14, 2005) ; and

**WHEREAS** the Federal Transit Administration (FTA) issued Circular FTA 4702.1B, Title VI Requirements and Guidelines for FTA Recipients, on October 12, 2012 providing further guidance and instructions necessary to carry the USDOT Title VI regulations and policy guidance related to Limited English Proficient (LEP) persons; and

**WHEREAS** Title II of the Americans with Disabilities Act (ADA) protects individuals with disabilities from discrimination on the basis of disability in services, programs, and activities provided by State and local government entities; and

**WHEREAS** a Title VI Non-Discrimination Program has been developed for the Greater Madison MPO and City of Madison as its administrative and fiscal agent, which aims to meet these requirements, updating the current Title VI Program approved in 2017; and

**WHEREAS** the Title VI Program includes an updated Language Assistance Plan (LAP) contained in Appendix F; and

**WHEREAS** the Greater Madison MPO intends that no person shall, on the grounds of race, color, and/or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any MPO program or activity, regardless of funding source; and

**WHEREAS** the Greater Madison MPO and City of Madison as its agent intends that any agencies or firms with whom the city contracts on behalf of the MPO will comply with the Title VI Program as appropriate and the MPO will take reasonable steps to ensure such compliance:

**NOW, THEREFORE, BE IT RESOLVED** that the Greater Madison Area MPO, as the designated Metropolitan Planning Organization for the Madison Metropolitan Area, approves the Title VI Non-Discrimination Program/Language Assistance Plan dated October 2020 which reflects the draft document without substantive change; and

**BE IT FURTHER RESOLVED** that the Greater Madison MPO certifies that the federal metropolitan transportation planning process is addressing major issues facing the metropolitan area and is being conducted in accordance with all applicable federal requirements, including:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, and this subpart;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21;
3. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Sections 1101(b) of the FAST Act (Pub. L. 114-357) and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in U.S. DOT funded projects;

5. 23 C.F.R. Part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. 23 U.S.C. 324 regarding the prohibition of discrimination based on gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. 27 regarding discrimination against individuals with disabilities.

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Date Adopted

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Mark Opitz, Chair

**MPO Agenda Cover Sheet**  
**October 7, 2020**

**Item No. 8**

**Re:**

MPO 2020 Resolution No. 3 Approving Amendment to the 2020 MPO Work Program and Budget

**Staff Comments on Item:**

Consultant work on our new travel forecast model will likely not be completely finished by the end of the year. At a minimum, work will need to be done to prepare a model calibration/validation report and a model users guide. At this point, it is conservatively estimated that \$34,721 in total funding for the project will need to be carried over into 2021.

The work program included some funding for miscellaneous consulting services as well. Staff plans to use this funding for a website for the Regional Transportation Plan update and public engagement assistance and potentially to fund work by the UW TOPS Lab to update the intersection safety analysis it did for the MPO. This work will carry over into 2021 as well. At this point, the entire \$32,379 in funding is proposed to be carried over, even though some of the funding may be spent this year.

Finally, the MPO needed to spend some of the funding (\$26,000) that had been budgeted for Misc. Consulting Services to cover the balance of the cost of renewing its subscription to the StreetLight Data analytics platform. Most of the cost was covered with 2019 carryover funding. As part of this amendment, the budget is being updated to reflect this.

The updated 2020 Work Program budget is attached to the resolution along with the draft 2021 Work Program Budget that shows the estimated carryover funding to be spent in 2021.

**Materials Presented on Item:**

1. MPO 2020 Resolution No. 3 Approving Amendment to the 2020 MPO Work Program and Budget

**Staff Recommendation/Rationale:**

Staff recommends adoption of MPO 2020 Resolution No. 3 approving the amendment to the 2020 Work Program and Budget.

**MPO 2020 Resolution No. 3**  
**Approving Amendment to the 2020 Unified Planning Work Program and Budget**

**WHEREAS** preparation and adoption of a Unified Planning Work Program is a requirement for all Metropolitan Planning Organizations (MPOs) receiving federal and state planning financial assistance; and

**WHEREAS** the Greater Madison MPO (formerly named the Madison Area Transportation Planning Board) is the designated MPO for the Madison, Wisconsin Metropolitan Area with responsibilities to perform regional transportation planning and programming; and

**WHEREAS** the Unified Planning Work Program for the Greater Madison MPO is annually updated, and the 2020 Work Program dated November 2019 was approved on November 6, 2019; and

**WHEREAS** planning grants for 2020 planning activities were received, including funds from the Federal Transit Administration, Federal Highway Administration (FHWA), Wisconsin Department of Transportation (WisDOT), and several local governmental units; and

**WHEREAS** the City of Madison is the Greater Madison MPO's fiscal and administrative agent and is a legally constituted entity under the laws of the State of Wisconsin and able to receive these funds; and

**WHEREAS** the MPO included a work activity and funding in the 2020 Work Program for a consultant to complete work on the update and enhancements to the regional travel forecast model, and that work will likely not be completely finished by the end of the year; and

**WHEREAS** the 2020 Work Program also included a miscellaneous consulting services project, which is planned to be used to hire a consultant to create a website for the Regional Transportation Plan and assist with public engagement activities and also to hire UW TOPS Lab staff to update the intersection safety analysis using crash data from 2017-2019, and this work will be mostly done in early 2021; and

**WHEREAS** a portion of the miscellaneous consulting services budget had to be used to cover part of the cost of renewing the MPO's subscription to StreetLight Data's transportation analytics platform; and

**WHEREAS** the Greater Madison MPO is therefore requesting that the work program budget be amended accordingly (as shown in the attached revised 2020 work program budget table) and to carry over into 2021 an estimated \$67,100 in 2020 funding for these activities (as reflected in the draft 2021 work program budget table); and

**WHEREAS** the Greater Madison MPO is also requesting that the date within which to complete the travel model work and other miscellaneous consulting services work be extended to May 31, 2021 with the carryover 2020 funding to be spent and invoiced by that date:

**NOW, THEREFORE, BE IT RESOLVED** that the Greater Madison MPO approves an amendment to the 2020 Unified Planning Work Program revising the budget table and extending the date to complete the aforementioned work and spend the funding until May 31, 2021 with the carryover funding to be spent and invoiced by May 31, 2021; and

**BE IT FURTHER RESOLVED** that the MPO Planning Manager is authorized and directed to submit this work program amendment to WisDOT and FHWA for approval; and

**BE IT FURTHER RESOLVED**, in accordance with 23 CFR 450.334(a) the Greater Madison MPO hereby certifies that the metropolitan transportation planning process is addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303, and this subpart;
2. Title VI of the Civil Rights Act of 1964, as amended (42 USC 2000d-1) and 49 CFR part 21;
3. 49 USC 5332, prohibiting discrimination on the basis of race, color, creed, national origin, ex, or age in employment or business opportunity;
4. Sections 1101(b) of the Fixing America's Surface Transportation (FAST) Act (Pub. L. 114-357) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in the US DOT funded projects;
5. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of title 23, U.S.C regarding the prohibition of discrimination based on gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities.

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Date Adopted

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Mark Opitz, Chair

2020 GREATER MADISON MPO (FORMERLY MATPB) BUDGET AND WORK PROGRAM ELEMENTS

WORK ELEMENT NUMBER	WisDOT Work Element Percent (6)	PERSON MONTHS	STAFF HOURS	FHWA/ FTA PL FUNDS 80.0%	WisDOT (1) 4.71%	MPO/ Local 15.29%	STBG-U 80%		OTHER PROGRAMS			TOTAL MPO		MPO PROGRAM TOTAL	
							(2)	MPO/ Local	(See Key)	OTHER	MPO/ Local	Non-Local	Total MPO/ Local		
STAFF AND INDIRECT COSTS															
2100	100% AD	12.20	2,049	108,190	6,376	20,672							114,565	20,672	135,237
2200	100% LR	21.00	3,526	186,200	10,973	35,577							197,173	35,577	232,750
2300	50% LR 50% SR	20.50	3,442	181,794	10,713	34,735							192,507	34,735	227,243
2400	100% SR	7.50	1,259	66,510	3,920	12,708							70,430	12,708	83,138
2500	100% SR	5.00	840	44,340	2,613	8,472			(3)	See note			46,953	8,472	55,425
2600	100% TIP	5.00	840	44,340	2,613	8,472							46,953	8,472	55,425
2700	60% LR 40% SR	5.00	840	44,340	2,613	8,472							46,953	8,472	55,425
2800	100% SR	10.31	1,732				91,464	22,866					91,464	22,866	114,330
2900	100% LR	0.49	83						(4)	5,457			5,457	0	5,457
OTHER DIRECT COSTS															
4030	StreetLight Data Purchase (balance of cost)			20,800	1,226	3,974							22,026	3,974	26,000
4040	Regional Travel Model Update Project Completion (6)			61,866	3,646	11,821							65,512	11,821	77,333
4060	Misc. Consulting Services - RTP Public Engagement/Webiste and/or Safety Analysis Update (6)			25,903	1,527	4,949							27,430	4,949	32,379
4070	Employment Forecast and TAZ Level Growth Forecast Work by CARPC (6)			13,600	801	2,599							14,401	2,599	17,000
SUMMARY OF TOTAL COSTS BY TYPE															
TOTAL PERSON-MONTHS AND HOURS		87.00	14,609												
CONSULTING SERVICES AND DATA/SOFTWARE (6)				101,370	5,974	19,369							107,343	19,369	126,712
OTHER DIRECT COSTS															
STAFF				675,713	39,821	129,108	91,464	22,866		5,457	0		812,455	151,974	964,429
TOTAL 2020 COST				777,083	45,794	148,476	91,464	22,866		5,457	0		919,798	171,342	1,091,141

(1) FHWA/FTA PL (80%), WisDOT (4.75%), MPO (15.25%)  
 (2) STBG Urban Rideshare (80%) MPO (20%)

(3) Dane County (\$5,000 for Specialized Transp Services)  
 (4) Capital Area Regional Planning Commission

(5) LR = Long Range; SR = Short Range, AD = Administration; TIP = TIP  
 (6) Consultant Services

2019 MADISON AREA TRANSPORTATION PLANNING BOARD CARRYOVER FUNDING BUDGET AND WORK PROGRAM ELEMENTS

WORK ELEMENT NUMBER	WisDOT Work Element Percent (5)	PERSON MONTHS	STAFF HOURS	FHWA/ FTA PL FUNDS 80.0%	WisDOT (1)	MPO/ Local	STBG-U 80%		OTHER PROGRAMS			TOTAL MPO		MPO PROGRAM TOTAL	
							(2)	MPO/ Local	(See Key)	OTHER	MPO/ Local	Non-Local	Total MPO/ Local		
4040				22,000	1,333	4,167							23,333	4,167	27,500
4050				79,200	4,799	15,001							83,999	15,001	99,000
4050				8,000	485	1,515							8,485	1,515	10,000
TOTAL 2019 CARRYOVER COST				109,200	6,617	20,683							115,817	20,683	136,500



**2021 GREATER MADISON MPO BUDGET AND WORK PROGRAM ELEMENTS**

WORK ELEMENT NUMBER	WisDOT Work Element Percent (6)	PERSON MONTHS	STAFF HOURS	FHWA/ FTA PL FUNDS 80.0%	WisDOT (1) 4.81%	MPO/ Local 15.19%	STBG-U 80% (2)	MPO/ Local	OTHER PROGRAMS			TOTAL MPO		MPO PROGRAM TOTAL	
									(See Key)	OTHER	MPO/ Local	Non-Local	Total MPO/ Local		
STAFF AND INDIRECT COSTS															
2100	Transportation Admin/Service	100% AD	8.70	1,461	77,479	4,659	14,711						82,138	14,711	96,848
2150	Public Participation Activities	100% PP	9.50	1,595	84,603	5,087	16,063						89,691	16,063	105,754
2200	Long-Range Multi-Modal System-Wide Transportation Planning	100% LR	20.05	3,367	178,557	10,737	33,902						189,295	33,902	223,197
2300	Data Collection Activities	50% LR	19.17	3,219	170,720	10,266	32,414						180,986	32,414	213,400
		50% SR													
2400	TSM Planning/Congestion Management Process	100% SR	3.50	588	31,170	1,874	5,918						33,044	5,918	38,962
2500	Short Range Transit & Specialized Transportation Planning	100% SR	4.50	756	40,075	2,410	7,609			(3)	See note		42,485	7,609	50,094
2600	Transportation Improvement Program (TIP)	100% TIP	5.50	924	48,981	2,945	9,300						51,926	9,300	61,226
2700	Roadway and Transit Corridor & Special Area Studies	60% LR	3.75	630	33,396	2,008	6,341						35,404	6,341	41,745
		40% SR													
2800	Ridesharing/TDM - Staff	100% SR	10.37	1,741				92,360	23,090				92,360	23,090	115,450
	Ridesharing/TDM - Services, Materials							2,400	600	9,000	11,400	600	12,000		
2900	Capital Area RPC - MPO Planning Services	100% LR	0.49	82						(4)	5,457		5,457	0	5,457
OTHER DIRECT COSTS															
4030	StreetLight Data Analytics Platform Subscription (6)				100,000	6,013	18,987						106,013	18,987	125,000
4050	Misc. Consulting Services, including RTP Public Engagement Services, Website (6)				16,945	1,019	3,217						17,964	3,217	21,181
SUMMARY OF TOTAL COSTS BY TYPE															
TOTAL PERSON-MONTHS AND HOURS			85.53	14,362											
CONSULTING SERVICES AND DATA/SOFTWARE (6)					116,945	7,032	22,204						123,977	22,204	146,181
OTHER DIRECT COSTS															
STAFF					664,983	39,988	126,258	94,760	23,690	14,457	0		814,188	149,948	964,135
TOTAL 2021 COST					781,928	47,020	148,462	94,760	23,690	14,457	0		938,165	172,152	1,110,316

(1) FHWA/FTA PL (80%), WisDOT (4.81%), MPO (15.19%)  
 (2) STBG Urban Rideshare (80%) MPO (20%)

(3) Dane County (\$5,000 for Specialized Transp Services)  
 (4) Capital Area Regional Planning Commission

(5) LR = Long Range; SR = Short Range, AD = Administration; PP = Public Participation; TIP = TIP  
 (6) Consultant Services

**2020 MADISON AREA TRANSPORTATION PLANNING BOARD CARRYOVER FUNDING BUDGET AND WORK PROGRAM ELEMENTS**

WORK ELEMENT NUMBER	WisDOT Work Element Percent (5)	PERSON MONTHS	STAFF HOURS	FHWA/ FTA PL FUNDS 80.0%	WisDOT (1)	MPO/ Local	STBG-U 80% (2)	MPO/ Local	OTHER PROGRAMS			TOTAL MPO		MPO PROGRAM TOTAL	
									(See Key)	OTHER	MPO/ Local	Non-Local	Total MPO/ Local		
4040	Regional Travel Model Update Project (6)				27,777	1,637	5,307						29,414	5,307	34,721
4060	Misc. MPO Consulting Services - Intersection Safety Analysis Update & RTP Website, Public Engagement Services (6)				25,903	1,526	4,949						27,429	4,949	32,379
TOTAL 2020 CARRYOVER COST					53,680	3,163	10,257						56,843	10,257	67,100

**MPO Agenda Cover Sheet**  
**October 7, 2020**

**Item No. 9**

**Re:**

Approval to Release Draft 2021 MPO Unified Planning Work Program (UPWP) for Review and Comment

**Staff Comments on Item:**

A draft of the 2021 Work Program has been prepared. The work program, which is required as a condition of receipt of federal Planning funds, outlines the priority planning issues and describes the planning activities the MPO intends to undertake in the following year. MPO staff will be meeting with WisDOT and USDOT staff soon to review and discuss the draft work program. The meeting date has yet to be scheduled. Any proposed changes to the draft document to reflect their comments will be noted at the meeting or the following meeting depending upon when the meeting is scheduled. Staff is seeking approval to release the draft Work Program for review and comment. Board action on the work program is scheduled for the November meeting. The draft document will be made available to all local units of government within the MPO planning area and appropriate agencies, committees, and commissions for review and comment.

**Materials Presented on Item:**

1. [2021 MPO Draft Work Program](#)

**Staff Recommendation/Rationale:**

Staff recommends approval to release the draft Work Program for review and comment.

**MPO Agenda Cover Sheet**  
**October 7, 2020**

**Item No. 10**

**Re:**

Review and Recommendation on Draft 2021 MPO Budget

**Staff Comments on Item:**

The MPO's budget is part of the city of Madison's operating budget since the city is the MPO's fiscal agent and provides most of the local share funding. The MPO Board approves the Work Program outlining the planning activities to be undertaken, but the city approves the budget. Staff presents the budget to the board, however, for a recommendation to the city. Attached is a budget table showing the proposed budget for 2021 compared to 2020.

The overall budget for 2021 is \$15,824 (1.4%) less than last year. The lower budget is to assist the Planning Division in meeting the Madison Mayor's directive of a 5% reduction in departments' operating budgets compared to "cost to continue" budgets. With the increase in funding the MPO could have received, the MPO is returning \$31,740 in Planning funds to the state for use by other MPOs. The reduced budget is manageable and only affects the amount of funding available for consultant services or data.

Most of the reduction in the budget is in Purchased Services, including conferences/training and consulting services. Rent is also less than budgeted last year as the usable square footage upon which the new office rent is based ended up being less than what was estimated last year when the budget was done. Staff salary/benefit costs are also \$3,000 lower. The MPO paid for some time by City of Madison Planning staff in 2020 to assist with growth allocations for the travel model. Eliminating that cost mostly offset MPO staff salary increases. Estimated benefit costs are a bit lower in 2021 too.

**Materials Presented on Item:**

1. Table reflecting the draft 2021 MPO Budget compared to 2020

**Staff Recommendation/Rationale:**

Staff recommends approval of the draft 2021 budget.

**CITY OF MADISON PLANNING DIVISION**  
**Regional Transportation Planning Services - Staff to MPO**  
**Draft 9/15/20**

	<u>Actual 2020 Budget</u>	<u>Estimated 2021 Budget</u>	<u>Comments</u>
<b>Purchased Services</b>			
54120 Telephone	1,500	800	
54320 Communication Device RPR Main	500	500	
54330 General Equip. Repairs & Maintenance	500	500	
54230 Property Rental	59,861	57,571	Budget high last year; actual sq. ft lower
54515 Mileage	100	50	
54520 Conferences and Training/Travel	6,000	3,000	Only virtual conf. for at least first part of year
54810 Other Services General (incl transcription, interp)	750	500	
54650 Advertising Services	12,250	12,250	Rideshare adv; \$250 for notices if needed
54645 Consulting Services / Data Services	152,712	146,181	StL Data subscription, RTP PI assistance
54535 Memberships	3,600	3,700	AMPO membership; staff APA dues
54690 Catering Vending Services	250	250	
Total	238,023	225,302	
<b>Supplies</b>			
53110 Office Supplies	1,300	1,200	
53130 Office Furniture/Equipment	6,750	750	'20 budget incl. plotter cost, if needed
53165 Subscription & Books	500	250	
53120 Reproduction Copier/Printing	1,400	2,100	Inc. for rebranding materials (e.g., banner, postcards)
53150 Postage	1,200	1,000	
53140 Computer Hardware/Supplies	500	500	
53145 Computer Software Licenses & Supplies	27,650	33,100	Rideshare, Jackalope, ArcGIS, Creative Cloud, etc
Total	39,300	38,900	
<b>Inter-departmental Charges</b>			
57175 Insurance Fund Inter-D	2,303	2,596	
57176 Workers Comp	663	801	
Total	2,966	3,397	
<b>Staff</b>			
Includes 7 full-time MPO staff (Mgr., 5 Planners, GIS Specialist), 1 part-time MPO staff (Admin. Ass't)(0.37 FTE), MPO Intern (0.15 FTE), City PL Division Dir. (0.09 FTE), City Admin/Payroll Clerk (0.05 FTE), and City Finance Staff (0.18 FTE)			
	<u>FTE</u>	<u>FTE</u>	
Total	7.94	7.84	'20 budget incl. 0.1 FTE City Planning staff for growth allocation work
Salaries	665,738	666,311	
Benefits	180,114	176,407	
Total	845,852	842,718	
<b>Grand Total</b>	<b>1,126,141</b>	<b>1,110,317</b>	
<b>Summary</b>			
	<u>2020 Budget</u>	<u>Estimated 2021 Budget</u>	
Total Expenditures	1,126,141	1,110,317	
Interagency Billings/Revenues	\$950,824	\$938,165	
Difference	175,317	172,152	Required local matching funds



<b>Revenues</b>	<u><b>Year 2020</b></u>	<u><b>Year 2021</b></u>	
FHWA/FTA	\$797,883	\$781,928	MPO returning \$31,740 in funding in order to help PL Division meet 5% oper budget decrease goal.
WisDOT Match	\$47,020	\$47,020	
MPO Match	<u>\$152,451</u>	<u>\$148,462</u>	
Subtotal	\$997,354	\$977,410	
STP Urban Rideshare	\$91,464	\$94,760	
MPO Match	<u>\$22,866</u>	<u>\$23,690</u>	
Subtotal	\$114,330	\$118,450	
Other			
Dane County	\$5,000	\$5,000	Spec Transp PL services
Rideshare Advertising	\$9,000	\$9,000	Other agency matching contributions
Capital Area RPC	\$5,457	\$5,457	MPO PL Services contract with CARPC
Other Local Support (Fitchburg, McFarland, Monona)	<u>\$15,154</u>	<u>\$15,154</u>	Fitchburg, McFarland, Monona, Sun Prairie
Subtotal	\$25,611	\$25,611	
<b>Totals</b>			
Federal & State	\$936,367	\$923,708	Excludes CARPC pass-thru funding
MPO Match	\$175,317	\$172,152	Includes non-Madison match
Other	<u>\$14,457</u>	<u>\$14,457</u>	
<b>GRAND TOTAL</b>	<u>\$1,126,141</u>	<u>\$1,110,317</u>	
Total Interagency Revenues	\$950,824	\$938,165	