

Greater Madison Metropolitan Planning Organization (MPO)¹
October 7, 2020 Meeting Minutes

Virtual Meeting hosted via Zoom

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

1. Roll Call

Members present: Samba Baldeh, Margaret Bergamini, Paul Esser (joined during item #6), Steve Flottmeyer, Grant Foster, Patrick Heck, Dorothy Krause, Tom Lynch, Jerry Mandli (joined during item #6), Ed Minihan, Mark Opitz, Mike Tierney, Doug Wood

Members absent: None

MPO staff present: Bill Schaefer

Others present in an official capacity: Diane Paoni (WisDOT Planning); Chris Petykowski (City of Madison Engineering)(left after item #6)

2. Approval of September 2, 2020 Meeting Minutes

Krause moved, Wood seconded, to approve September 2, 2020 meeting minutes. Motion carried with Chawla and Bergamini abstaining.

3. Communications

- Letter from WisDOT approving Amendment #8 to the 2020-2025 TIP. Schaefer said this added three local bridges and a WisDOT pavement marking project.

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

None

5. Election of Chair and Vice Chair

Opitz asked for nominations for Chair. Baldeh nominated Esser. Wood nominated Opitz. After brief discussion, Baldeh withdrew the nomination for Esser. Minihan moved, Baldeh seconded, to cast unanimous vote for Opitz for Chair. Motion carried. Opitz asked for nominations for Vice Chair. Krause nominated Wood. There were no other nominations. Foster moved, Minihan seconded, to cast unanimous vote for Wood for Vice Chair. Motion carried.

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

Schaefer reviewed the project revisions and additions identified in the Addition/Change Sheet, dated 9/30/20. Lynch explained that most of the BRT project budget changes involved shifting certain BRT-related expenses from Madison Metro Transit's budget to the BRT project budget in order to increase the local match for the project, thereby increasing the project's likelihood of receiving federal funding. He noted that the new facility on the former Oscar Mayer site would be the base for the BRT fleet, which will consist of

¹ Formerly named Madison Area Transportation Planning Board

about 41 buses (32 electric/9-10 diesel), but that maintenance on the BRT buses could also be performed at Madison Metro's existing facility at 1101 E. Washington Avenue.

Schaefer noted that there is a public information meeting about the BRT project scheduled for 10/22/20, and that if Board members were interested, staff could do a presentation on the changes at a future board meeting. Lynch added that one of the issues to be discussed at the meeting would be the potential to use center-running rather than side-running buses in some areas of the proposed East-West BRT route.

Esser moved, Krause seconded, to approve MPO 2020 Resolution No. 1 Adopting the Draft 2021-2025 Transportation Improvement Program with the revisions included in the Addition/Change sheet. Motion carried.

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

Schaefer said that the MPO is required to produce and implement a document like this in order to be eligible for federal funding. He mentioned that the MPO had made changes to the methodology used to identify environmental justice (EJ) areas and has improved accessibility to MPO materials and services for non-native English speakers.

Foster asked Schaefer to explain the changes to the methodology used to identify EJ areas. Schaefer said that the MPO has focused on three criteria to identify EJ areas—low-income populations, minority populations, and the households without access to an automobile. However, overlaying three separate measures on maps to assess potential impacts of projects was difficult, so the MPO was looking for a way to streamline this process by developing a single measure that could be used to identify EJ areas. Because there is so much overlap among these measures, and low-income population estimates have a high margin of error, the MPO used available data about minority and low-income concentrations, as well as the percentage of students eligible for free and reduced price lunch, to develop a single metric to identify EJ priority areas. The MPO will still collect and use data for other types of EJ-related measures for more detailed analyses, including data generated by CARPC.

Foster moved, Krause seconded, to approve MPO Resolution No. 2 Approving the 2020 MPO Title VI Non-Discrimination Program/Language Assistance Plan. Motion carried.

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

Schaefer explained that the amendment to the 2020 program would allow the MPO to carry over some funding for several projects and to allow the associated project work to continue into 2021, including:

- The MPO's current consultant travel model update and improvement project.
- A miscellaneous consulting budget item. Some of these funds will be used to hire for UW TOPS Lab to perform some follow up work to the intersection safety screening that was done, including updating the crash prediction model and intersection project screening with additional variables and crash data from '17 to '19, and creation of a model to identify countermeasures to improve intersection safety. Additional funds from this budget line item will be used for the development of a website for the Regional Transportation Plan update and for assistance with related public engagement activities.

Lynch said that the City of Madison currently has a similar intersection safety project going on with a private consultant, and suggested that the City and the MPO coordinate the projects so that work is not being duplicated. Schaefer said the work being done by Madison involves a higher level of detail of analysis than the model to be developed would provide so they aren't duplicative, but Schaefer said staff would seek input from Madison staff on the project.

Esser moved, Krause seconded, to approve MPO Resolution No. 3 Approving the Amendment to the MPO 2020 Work Program and Budget. Motion carried.

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

Schaefer noted that the biggest item for the MPO is continuing work on the long-range transportation plan update. In the past the MPO has had an advisory committee for the plan update and, assuming the board approves, will be working to recruit people for that soon. An MPO board representative could be on the committee. Regardless, the board will be kept abreast of its work with regular updates at board meetings. Regarding public engagement, a series of three public meetings are planned for spring 2021, fall 2021, and early 2022. The MPO is required to have the plan update completed and adopted in spring 2022.

Bergamini moved, Foster seconded, to release the draft 2021 MPO Unified Planning Work Program for review and comment. Motion carried.

10. Review and Recommendation on Draft 2021 MPO Budget

Schaefer reviewed MPO budgeting process, noting the board approves the work program, but the city approves the budget. Staff still review the budget with the board and seek a recommendation on it. He noted that the 2021 budget is somewhat reduced compared to 2020 because the Madison Mayor had requested a 5% budget cut from all departments. The MPO is housed in the City of Madison Planning Division. He highlighted the total budget, federal funding, and local match funding required. He said the city of Madison provides the bulk of the match funding, but several communities voluntarily contribute. Per the MPO agreement, the city is responsible for the local match funding, but other communities are requested to participate in proportion to their population. He said Dane County contributes \$5,000 per an agreement to provide specialized transportation planning and coordination services.

Opitz asked Schaefer to identify the suburban communities that are currently providing funding for the MPO. Schaefer said that Monona, McFarland, Fitchburg, and Sun Prairie contribute. While Sun Prairie's contribution is not proportional to its population, Mayor Esser has said that they would take the approach of incrementally increasing their contributions over time until they reach their proportional share. Sun Prairie will increase their contribution by \$1,000 next year. The MPO receives a total of about \$21,000 per year in contributions from Dane County and local suburban communities. The City of Madison's contribution is about \$150,000 per year. Opitz thanked those communities for their contributions.

Foster asked Schaefer to share, at a future meeting, population information by municipality and their proportional share of MPO local match funding. Opitz agreed and said that he would like Schaefer to email that information to the board. Schaefer said that some MPOs use methods to encourage contributions from participating jurisdictions, such as prohibiting non-contributing communities from having a seat on the board. Opitz requested that this topic be included as an agenda item at a future board meeting. Foster concurred.

Krause moved, Minihan seconded, to recommend that the City approve the draft 2021 MPO budget. Motion carried.

11. Status Report on Capital Area RPC Activities

Foster said that the survey about the MPO's COVID-19 related telework survey sparked a lot of interest from CARPC and that they would be interested getting a presentation on the results. He also suggested sending that information to other municipal planning commissions in the MPO area. Schaefer replied that the MPO had presented the results to CARPC staff, and that he would talk to Steve Steinhoff about whether the commission would like a presentation on the results. He also said that the MPO is currently finalizing a summary report on the results, and that the MPO would be making an effort to share the results with area

employers and local officials. Krause emphasized the importance of including the environmental ramifications in discussions of the survey results.

12. Announcements and Schedule of Future Meetings

Schaefer mentioned that, as part of the MPO's rebrand project, the consultant had put together a list of potential marketing strategies/tactics primarily related to promoting stakeholder and public engagement. The MPO will be reviewing that and putting together a plan. He said he was interested in convening the group that worked on the rebrand project—it included Opitz, Wood and Foster—to meet prior to the next meeting on this, but told other board members to let him know they were interested in participating.

The next meeting is Wednesday, November 4.

13. Adjournment

Wood moved, Krause seconded, to adjourn the meeting. Motion carried. The meeting was adjourned at 7:31 pm.