

**Greater Madison MPO (Metropolitan Planning Organization)  
Technical Coordinating Committee  
September 23, 2020 Meeting Minutes**

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**1. Roll Call**

**Members present:** Balke (joined during item 6), Batuzich, Beck, Bruun (for Stephany), Clark, Dunphy, Gritzmacher, Hessling (left after Item 6), Holt, Koprowski, Paoni (joined during item 7), Phillips, Scheel, Stauske, Stouder, Tao

**Members absent:** Even, Hall, Larson, Violante, Wheeler

**MPO Staff present:** Schaefer, Kanning, Brucaya, Hoesly

**Others present:** Asad Rahman (WisDOT)

**2. Approval of August 26, 2020 Meeting Minutes**

Stauske moved, Scheel seconded, to approve the August 26, 2020 meeting minutes. Motion carried.

**3. Election of Committee Chair and Vice Chair**

Stauske expressed willingness to take over as Chair. Stouder moved, Phillips seconded, to nominate Stauske for Chair. Motion carried. Tao expressed willingness to serve as Vice Chair. Phillips moved, Stouder seconded, to nominate Tao for Vice Chair. Motion carried.

**4. Recommendation on Draft 2021-2025 Transportation Improvement Program for the Madison Metropolitan Area and Dane County**

Schaefer described some of the most significant proposed changes to the Draft TIP, reflecting the City of Madison's Executive Capital Budget and modifications submitted by WisDOT and Metro Transit:

- The Lake Street parking garage project, originally planned for 2024, will be delayed until after 2025. A new inter-city bus terminal is planned to occupy part of the street-level space, with private development above the garage.
- Federal TAP funding for the West Main Street project will be increased so that it covers 80% of construction costs, using WisDOT's statewide allocation of TAP funding in lieu of TAP funding that had been awarded by the MPO. Final approval from WisDOT is still required.
- The final section of the West Towne Path, between West Towne Mall and High Point Road, is being delayed to 2025 or later due to budget issues.
- The BRT budget is being refined. In addition, funding for one phase of the bus maintenance facility project has been deferred from 2022 to 2023. This is due to the large amount of funding that is programmed for the BRT project in 2022.
- WisDOT has revised the costs for several roadway projects. Additionally, the USH 18/151 Bridge Deck Overlay project has been deleted as it will be done early.
- The City of Madison's Vision Zero Initiative, with \$500,000 allocated per year for transportation safety projects, is being added. Madison TE projects weren't included in the draft TIP.

Phillips moved, Beck seconded, to recommend approval of the Draft 2021-2025 Transportation Improvement Program with the draft changes. Motion carried.

## **5. Brief Review and Recommendation on Draft 2020 MPO Title VI Program/Language Assistance Plan**

Schaefer explained that the MPO, as a recipient of US DOT funding, is required to prepare and implement a Title VI Program/Language Assistance Plan every three years. The last update was completed in 2017. Some of the actions the MPO has taken to promote non-discrimination and make MPO plans and services accessible to limited English proficient populations include:

- Developing a new process for determining Environmental Justice (EJ) priority areas based on the percentage of minority and low-income residents. It is important to see how EJ priority areas may be affected by projects in our Long Range Plan and TIP.
- Adding a Spanish translation to the Dane County Bicycle Map.
- Publishing the MPO's Regional Transportation Plan summary in Spanish, as well as English, on the MPO website.
- Translating vital documents, including our Policy and Complaint Procedures form, into Hmong and traditional Chinese as well Spanish.

Schaefer said that staff sent the draft plan to City of Madison Civil Rights staff and WisDOT staff. WisDOT provided positive feedback and noted that the plan is a model for other MPOs. The Policy Board will take action on the document at their next meeting.

Stauske asked how the translations are done, and whether machine translation technology is used. Schaefer said that Madison Civil Rights staff have provided translations as part of the city's language assistance plan. Machine translation software is not used and is not recommended per city policy.

Clark moved, Tao seconded, to recommend approval of the Draft 2020 MPO Title VI Program/Language Assistance Plan. Motion carried.

## **6. Presentation on Regional Telework Study**

Brucaya presented the results of the MPO's Regional Remote Work Survey, conducted June 9-30, 2020. The purpose of the survey was to understand the implications of COVID-19 for future workplace organization and commuter transportation trends in the Madison region and to identify opportunities to connect employers and employees with the tools needed to successfully support remote work and other sustainable, flexible commute options.

The survey generated 1,881 responses. 73% of respondents were in non-managerial positions, with the remainder divided between managers and executive leadership. Some interesting findings:

- Less than 10% of respondents said that remote work was somewhat or very common at their workplace, prior to the COVID-19, and only 1% primarily telecommuted.
- At the height of COVID-19 restrictions, 80% of respondents worked from home at least 1 day per week, and 64% worked from home five or more days per week.
- The top challenges of telework identified by respondents were: lack of access to equipment and quality workspace; barriers to communication and collaboration; and negative impacts to workplace culture and social connectivity.
- Top benefits of telework identified by respondents were: time and money savings; greater comfort and lower stress; and greater personal and professional satisfaction.
- When business gets back to "normal," 79% of respondents would like to continue working from home at least one day per week, and nearly 50 percent would like to work at home at least three days per week.

Brucaya asked committee members to contact her if they think of groups that the MPO should share this research with. She also noted that the TDM coordinating committee will be trying to put together a webinar, along with Downtown Madison Inc. and the Greater Madison Chamber of Commerce, to share this information more widely.

Stauske commented that we didn't know we had the tools to support telework until we had to use them. This could not have been done ten years ago. Tao said that this is timely information and will have a huge impact on how people commute. Schaefer asked Tao if telework is part of the point system in the TDM ordinance being drafted by the city. Tao said that he would need to check. Schaefer commented that telework may or may not significantly reduce VMT, but could definitely make a difference in reducing peak hour congestion. Stouder said that there are some limitations to what a developer can commit to compared to a future employer. There will need to be physical improvements and perhaps employer commitments as time goes on. Brucaya agreed, and said that telework can be promoted most effectively through employer ordinances. Schaefer concurred. Tao said that some items are related, such as the number of on-site parking spaces provided for employees. Some developers have addressed this through leases with conditions on parking.

Brucaya said that the MPO conducts an annual advertising campaign for the Rideshare Etc. program. This is jointly funded by the MPO, Dane County, UW, and Metro Transit. She explained that the TDM committee recently met to discuss whether the campaign should be done this year, and what it should look like. It was decided to do a larger campaign next year depending upon how we are doing with COVID, perhaps a Commute with Confidence campaign. Some of the money will be used this year to do a targeted Telework Works campaign focused on employers. Part of that might include having a webinar with employers to see how telework is working for them, and to share available resources.

## **7. Committee Member Reports**

Beck: Metro Transit has scheduled a public hearing for October 14. Metro Transit service is currently running at 85% of normal. Commuter routes are more limited compared to what was offered before COVID-19. The meeting will be an opportunity to hear how the service is working and people's needs are.

Tao: Traffic Engineering has continued to monitor the city's traffic situation. Volumes have started to increase from where they bottomed out. There had been a 55% drop in volumes due to the pandemic. Volumes have plateaued over the past several weeks, and are now about 15-30% lower than pre-COVID levels. Traffic Engineering has updated signal timing accordingly. The Shared Streets and "streatery" programs are continuing. The city is continuing to suspend enforcement of peak period parking restrictions. The UW has not created a volume spike with it being back in session due to online teaching.

Phillips: Construction of CTH M is complete and all lanes are open. Storm sewer repair on Raymond Road is continuing and will be completed this fall. Final paving of Cottage Grove Road is scheduled for this week; restoration will follow. The Gammon Road and West Towne Path underpass project is on schedule and will be completed in November. 60% plans for University Ave. are complete. The geometry has been approved and environmental documents and DSR have been submitted. TPP is in for Council approval and PS&E is scheduled for November 2020 with construction in 2022. 60% plans for Pleasant View Road project are complete, and environmental documents and geometry have been approved. Currently working on DSR and TPP. PS&E is scheduled for February 2022 with construction in 2022-'23. 60% plans for the Blair Street including Blair/John Nolen Intersection

are complete, and environmental documents and geometry have been approved. Currently working on DSR and TPP is in for Council approval. PS&E is scheduled for August 2021 with construction 2022.

Stouder: The city is working on an electric vehicle ordinance that would require the installation of conduit for EV charging in many new developments. The Common Council will consider approval of the ordinance at their meeting in November. The city is also working on a TDM ordinance. A special meeting of the Plan Commission is scheduled for October 29 where it will be the focus of discussion. No action will be taken at that meeting.

Dunphy: Dane County is working with KL Engineering on the design of CTH M. Construction is scheduled for fall 2023. A public information meeting is scheduled for November. CTH T and TT between Madison and Cottage Grove opened this week.

Koprowski: The STH 19 (River Road to I-39/90) capacity expansion project is scheduled to be completed this November.

Clark: Clinton Road is now paved. Half of CTH DM will be paved by the end of this week; the other half will be paved by the end of October.

Scheel: The USH 51 pavement rehabilitation project from downtown Main Street to the west side of the city has been completed and is fully open to traffic. The city will be submitting an urban service area amendment request for a mixed-use development that is proposed on the west side of the city along the USH 51 corridor. In response to question from Schaefer, he said the area was north of the Kettle Park West development. He said Phase 2 of Kettle Park West will start construction next spring.

Gritzmacher: Several multi-family projects are under development throughout the city. Two ordinance modifications are currently running through the Council. One would allow any taxi operators with operations in adjoining communities to operate in Sun Prairie with approval from the City Clerk's office. The other pertains to the city's bike ordinance. The city has re-written it to allow for bike share and e-bikes in the community, as well as other forms of people-powered with electric assist mobility that have been introduced in recent years. This was needed in part because there wasn't a structure to allow them on multi-use paths. Onerous penalties related to biking have been simplified or removed. Schaefer asked if the modifications related to shared mobility, such as scooters, make them a permitted use. Gritzmacher said that the modifications will enact a review/approval process managed by the Clerk's office. For example, a company that wishes to drop off scooters in Sun Prairie would need to seek approval before doing so.

Bruun: The third and final phase of the riverfront development project is underway. Bridge Road was recently reconstructed from Winnequah Road to West Broadway.

Hessling: Schaefer reported for Hessling that planning for the Exchange Street project is continuing.

Batuzich: The FAST Act expires September 30. There is a continuing resolution in the House of Representatives that would keep the federal government running through December 11. Within that resolution is a one-year extension of the FAST Act.

Stauske: The drop in traffic in Middleton contributed to a significant loss in tourism revenue and will affect upcoming city budgets. The city has started to plan the restoration of the Pheasant Branch corridor trails which were damaged by the 2018 floods. The Council, in addition to permitting streateries, is allowing businesses to designate certain on-street areas for customer pickup. Middleton's draft Comprehensive Plan was unveiled at the Plan Commission meeting last night.

## 8. Staff Report

Schaefer reported on the following:

- **MPO Targets for Federal Performance Measures**  
The FAST Act contains national performance measures for roadway and transit safety and infrastructure condition, as well as congestion management. State DOTs and MPOs are required to establish targets for these measures. New long-range plans and TIPs are required to document how strategies and investments in the plan or program are going to help achieve the targets. Appendix E in the Draft TIP contains this analysis. Thus far the MPO has chosen to support the state targets for the different measures rather than create our own, since we don't control most of the project funding. MPO staff discussed with the Policy Board the possibility of adopting its own traffic safety targets more consistent with Madison's Vision Zero Initiative. The board indicated it was more interested in tracking trends and taking actions to improve safety rather than setting aspirational goals. It is anticipated the MPO will continue the approach this year of supporting/adopting the state and Metro Transit targets and reporting how we are doing locally.
- **2021 MPO Work Program**  
Staff is currently finalizing the draft Work Program for next year. A draft will be presented to the Board at their meeting in October, with final approval in November. Schaefer asked members to notify him of any projects/plans they would like MPO assistance on next year.
- **E Newsletter**  
An E Newsletter will be sent out soon. One of the article examines how the pandemic has affected VMT and traffic volumes using StreetLight Data.
- **STBG-Urban Program Policies and Project Scoring Criteria**  
We will begin updating our STBG-Urban program polices and project scoring criteria this fall.

## 9. Next Meeting Dates

The next scheduled meeting dates are October 28 and November 18, 2020. Schaefer said one of those would be cancelled.

## 10. Adjournment

Phillips moved, Bruun seconded, to adjourn the meeting. The meeting adjourned at 3:20 p.m.

*Minutes recorded by Kanning and Schaefer*