

Meeting of the
Greater Madison MPO (Metropolitan Planning Organization) Policy Board

August 2, 2023

**Madison Water Utility Building, Room A-B
119 East Olin Avenue, Madison, WI 53713**

6:30 p.m.

1. **Written Comments:** You can send comments on agenda items to 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 [in person at the meeting](#).

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 and Introductions
2. Approval of June 7, 2023 Meeting Minutes
3. Communications
 - Letter of Support for Madison SS4A Grant Application
 - June 14 2023 letter from WisDOT approving the TIP amendment approved by the MPO at the June meeting
4. Public Comment (for items **not** on MPO Agenda)
5. Election of Officers

6. MPO 2023 Resolution No. 8 Approving Amendment No. 4 to the 2023-2027 Transportation Improvement Program for the Madison Metropolitan Area & Dane County (5 Min)
 - Employee Education and Training grant for Metro Transit
 - Replacement Accessible Vehicle for Sauk County, Statewide Section 5310 grant
 - Fixed Route and Volunteer Driver for Sauk County, Statewide Section 5310 grant
 - Safe Streets and Roads for All (SS4A) planning grant for the City of Madison
 - Advancing STBG-U funding obligation for Exchange Street project in McFarland from 2024 to 2023
7. Approval to Release Draft 2024-2028 Transportation Improvement Program (TIP) for the Madison Metropolitan Area & Dane County for Public Review and Comment (5 Min)
8. Review of Scoring and Potential Approval of Proposed Funding for Surface Transportation Block Grant (STBG) Urban Program Projects with FY 2024-2029 Bipartisan Infrastructure Bill Funding (15 Min)
9. Initial Overview and Discussion on Adjustments to the MPO Urbanized Boundary (15 Min)
10. Review of MPO Operating Rules and Procedures and Public Participation Plan (10 Min)
11. Discussion of Potential Future MPO Work Program Planning Activities (10 Min)
12. Status Report on Capital Area RPC Activities
13. Announcements and Schedule of Future Meetings
 - Wednesday, September 6th, 2023, Virtual
 - Wednesday, October 4th, 2023, Virtual
13. Adjournment

Greater Madison Metropolitan Planning Organization (MPO)
June 7, 2023 Meeting Minutes

[Virtual Meeting hosted via Zoom](#)

Opitz called the meeting to order at 6:31 PM.

1. Roll Call and Introductions

Members present: Richelle Andrae, Phil Caravello, John Duncan, Pam Dunphy, Paul Esser (joined during item #4), Derek Field, Steve Flottmeyer, Barbara Harrington-McKinney (joined during item #8), Tom Lynch, Charles Myadze, Mark Opitz, Kristi Williams, Doug Wood

Members absent: None.

MPO staff present: Alex Andros, Colleen Hoesly, Ben Lyman, David Kanning

Others present in an official capacity: Mike Cechvala (City of Madison)

2. Approval of May 3, 2023 Meeting Minutes

Williams moved, Caravello seconded, to approve the May 3, 2023 meeting minutes. Motion carried.

3. Communications

- MPO Comments on Final WI State Rail Plan Draft were included in the Board packet.

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

None.

5. Public Hearing on Proposed Major Amendment to 2023-2027 Transportation Improvement Program to increase federal funding for East-West Bus Rapid Transit (BRT) Project

Opitz opened the Public Hearing at 6:34. One comment received by email from Mr. Josh Olson was read in for the record: "I am in support of increasing funding for BRT. I'm not much of a finance guy but I know that BRT is good for our community and it should receive as much funding as possible to bring about prosperity to our city." Opitz closed the Public Hearing at 6:35.

6. MPO 2023 Resolution No. 7 Approving Amendment No. 3 to the 2023-2027 Transportation Improvement Program for the Madison Metropolitan Area & Dane County (15 Min)

Kanning reviewed the TIP amendment additions and revisions, including adding \$7.6 million in federal Section 5309 Small Starts program funding to the City of Madison's East-West BRT Line project, additional funding for articulated buses, local funding for the City of Madison's Restoring Community Connectivity grant application, removing the federal Section 5310 Dane County Accessible Taxi Service Driver Incentive program from the TIP, adding the federal Section 5311 WETAP project for SWCAP Vehicle Loans and Mobility Management, adding the approved Carbon Reduction Program projects, and HSIP funding for the Vinburn and N. Town Road Intersection project in Deforest. The amendment also includes added the previously adopted federal performance measures for PM 1, 2 and 3 into the TIP.

Due to the dollar amount increase to the BRT project, it was subject to the requirements of a major TIP

amendment. Following approval at the May meeting, the notice of the hearing and opportunity to comment on the TIP amendment for the East-West BRT project was sent out to the MPO contact list, and the memo sent to chief elected officials posted on the MPO website, satisfying the 30-day public comment period.

Esser moved, Wood seconded, to approve MPO 2023 Resolution No. 7 Approving Amendment No. 3 to the 2023-2027 Transportation Improvement Program for the Madison Metropolitan Area & Dane County as amended. Motion carried.

7. Amendment to the Section 5310 Program of Projects to Transfer Vehicle Ownership (5 Min)

Lyman explained that several years ago the MPO Policy Board awarded funding to Capitol Express for the purchase of an accessible vehicle to use for non-emergency medical transportation and shared ride services. The business was sold to another non-emergency medical transportation provider, VanGo Taxi. Because it was a private transaction, the MPO did not have oversight and was not alerted of the transfer until after it had occurred. Soon after, VanGo Taxi and its parent company, Mobile 22, went out of business and the MPO-funded vehicle was no longer in use. Metro was able to work with VanGo Taxi's former staff to take possession of the van, so that it would not be sold to cover debts, and it has been sitting in a Madison Metro Transit parking lot since then. The former staff of Metro 22 have now formed a new non-emergency medical transportation business (Fico Skye Transportation) and would like to use the vehicle again. FTA regulations require that the transfer be approved by the MPO by amending the MPO's program of projects (POP) from a previous funding cycle. Metro will remain a lienholder on the vehicle.

Williams moved, Field seconded, to approve the Amendment to the Section 5310 Program of Projects to Transfer Vehicle Ownership. Motion carried.

8. Discussion on Scope and Process Review for the Transit Development Plan (TDP) Update (15 Min)

Lyman provided background on the Transit Development Plan, and explained that it had been postponed several times due to conflicting or redundant efforts, such as Metro Forward, the City of Madison's Vehicle Registration Fee, and most recently the Transit Network Redesign. Lyman explained that staff is looking for approval of the proposed scope, process, and oversight of the TDP development.

The TDP is primarily a technical document, and that there is limited potential for public input to have a meaningful impact on the plan's contents. Staff are concerned that a large public engagement process would create unrealistic expectations about the outcome of the plan, and wants to ensure that the public has reasonable expectations about the impacts of the plan. Staff do, however, want to ensure that there is meaningful public engagement with transit-dependent minority and low-income populations. City of Madison Department of Civil Rights staff, as well as other staff engaged in the Racial Equity and Social Justice Initiative, have met with MPO staff and concur that the best way to ensure meaningful public engagement is to hold focus groups with individuals who are difficult to reach through traditional outreach methods. In addition to holding focus groups, other public engagement efforts will be largely limited to publishing information on the MPO web site and Facebook page, consistent with the MPO's Public Participation Plan.

Lynch asked about the relationship between the TDP and the planned 2024 On-Board Survey (OBS). Lyman explained that the OBS will take place in the winter of 2024, but that due to the amount of time that had passed since the last TDP was adopted, it is important to begin the TDP update process now. Harrington-McKinney asked about how public comments had been collected on past planning efforts,

and Lyman explained that other recently-adopted plans all include chapters explaining their public engagement processes and collected feedback, which would be reviewed and help inform the TDP. Field asked about the upcoming OBS, and Lyman provided an overview of how the survey would be conducted, but acknowledged that the survey instrument and process had not yet been finalized. Andre and Field volunteered to participate in the TDP review group.

9. Discussion on State Restriction on MPO Suballocated Funding (10 Min)

Andros discussed the state restrictions on MPO suballocated funding. She noted that other MPOs throughout the state have many of the same concerns. She said that FHWA has determined that the state has the right impose restrictions on the funding but that FHWA is continuing to keep track of the state's restrictions.

Opitz asked what other MPOs staff had been in contact with. Andros replied that SEWRPC and a number of others had voiced the same concerns.

Hoesly noted that this issue affects primarily the TMAs, the large MPOs, and that the smaller MPOs in the state do not receive as much funding that is subject to these restrictions. The issue is of great concern to East Central RPC, SEWRPC. Staff talked about options to address issue with the City attorney's office, who said at this time it's probably best to continue coordinating with the other TMAs and AMPO, and wait and see what happens after the state budget is passed. Wood noted that FHWA's response limits what makes sense to push for through a legal route, and it perhaps makes the most sense to not draw more attention to the issue as it works through the legislative process.

10. Status Report on Capital Area RPC Activities

Andros noted that CARPC's update is included in the Board Packet, and there were no questions.

11. Announcements and Schedule of Future Meetings

Andros stated that Phil Caravello and Mark Opitz were both renominated by the Dane County suburban cities and villages, and both reappointed to the Policy Board.

The MPO Board Meeting scheduled for Wednesday, July 5, 2023 has been cancelled.

Next MPO Board Meeting will be in person at the City of Madison Water Utility (119 E Olin Ave, Madison, WI) Wednesday, August 2, 2023 at 6:30 p.m.

12. Adjournment

Caravello moved, Williams seconded, to adjourn. The motion carried. Meeting adjourned at 7:23 p.m.

July 7, 2023

Paul Teicher
U.S. Department of Transportation
Program Manager, Safe Streets and Roads for All

RE: Letter of Support for the 2023 Safe Streets and Roads for All Grant Program:
Forward to Vision Zero-Madison

Dear Paul Teicher:

As Executive Director of the Greater Madison MPO, I am writing to offer the MPO's enthusiastic endorsement of the City of Madison's Safe Streets and Roads for All grant application, which is before your agency. The SS4A funding will accelerate implementation of the City of Madison's Vision Zero Action Plan and improve safety for everyone whether walking, bicycling, taking transit, or driving, while paving the way for other communities in our region to follow suit.

The MPO believes this grant application is well aligned with USDOT's strategic goals as it uses the Safe Systems approach to address critical traffic safety concerns in the rapidly growing City of Madison, WI. The City has focused efforts on vulnerable users including those walking, biking and going to and from transit. The City has lowered speed limits, redesigned streets, improved crosswalks, added sidewalks and bike facilities. They have also partnered across City agencies and with other community organizations to make system and policy changes focused on safety. Funding for implementation of Madison's Vision Zero Action Plan is crucial to continuing these efforts and reaching zero roadway fatalities.

Ensuring that the transportation system enables all people to safely get to where they need to go is a key goal in the recently adopted *Connect Greater Madison 2050* Regional Transportation Plan, the metropolitan transportation plan for the MPO. Madison's application is bolstered through collaboration with key regional partners, including surrounding communities, the Madison Metropolitan School District, Wisconsin DOT, University of Wisconsin-Madison, and local community organizations. The projects identified in the City of Madison's application will strengthen the safety of our region's transportation system, helping the MPO to achieve our regional transportation safety targets as we develop a regional safety action plan, and most importantly, reduce serious injuries and save lives.

The MPO fully supports the City of Madison's application for the funding of *Forward to Vision-Madison* and looks forward to the safety investments in our region. Please give this 2023 SS4A funding proposal your full consideration.

Sincerely,

Alexandra Andros

Alexandra Andros, AICP
Greater Madison MPO



ph: 608.266.4336
greatermadisonmpo.org

GREATER MADISON
METROPOLITAN
PLANNING ORGANIZATION

100 State St #400
Madison, WI 53703



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

Governor Tony Evers
Secretary Craig Thompson
wisconsindot.gov
Telephone: (608) 266-1114
FAX: (608) 266-9912
Email: sec.exec@dot.wi.gov

June 14, 2023

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 Greater Madison MPO Policy Board's amendment to the 2023-2027 Transportation Improvement Program (TIP) for the Dane County urbanized area. The amendment was approved and adopted by the Greater Madison MPO Policy Board on June 7, 2023. We will reflect by reference the 2023-2026 federal aid projects covered by this approval in our 2023-2026 Statewide Transportation Improvement Program (STIP).

Copies of the TIP Amendment 3 and MPO 2023 Resolution Number 7 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: Alexandra Andros, Greater Madison MPO
Mary Forlenza, FHWA
William Wheeler, FTA
Jason Ciavarella, FTA
Steve Flottmeyer, WisDOT Southwest Region
Alexander Gramovot, WisDOT Bureau of Planning and Economic Development
Charles Wade, WisDOT Bureau of Planning and Economic Development

MPO Agenda Cover Sheet

August 2, 2023

Item No. 6

Re: MPO 2023 Resolution No. 8 Approving Amendment No. 4 to the 2023-2027 Transportation Improvement Program (TIP) for the Madison Metropolitan Area & Dane County

Staff Comments on Item:

Amendment 4 Project Listings:

- Employee Education and Training grant for Metro Transit
- Replacement Accessible Vehicle for Sauk County, Statewide Section 5310 grant*
- Fixed Route and Volunteer Driver for Sauk County, Statewide Section 5310 grant*
- Safe Streets and Roads for All (SS4A) planning grant for the City of Madison
- Exchange Street (Farwell Street to Sleepy Hollow Sleepy Hollow Road)

*By WisDOT request, as Sauk County does not adopt a TIP and FTA requires these grants to be in an adopted TIP as well as the STIP

Materials Presented on Item:

1. MPO 2023 Resolution No. 8 approving TIP amendment 4 (with attachments)

Staff Recommendation/Rationale:

Staff recommends approval of 2023-2027 Transportation Improvement Program Amendment 4

MPO 2023 Resolution No. 8

Amendment No. 4 to the 2023-2027 Transportation Improvement Program for the Madison Metropolitan Area & Dane County

WHEREAS, the Greater Madison MPO (Metropolitan Planning Organization) approved the *2023-2027 Transportation Improvement Program for the Madison Metropolitan Area & Dane County* on October 12, 2022; and

WHEREAS, the Greater Madison MPO adopted MPO 2023 Resolution No. 2 on February 1, 2023, approving Amendment No. 1, adopted MPO 2023 Resolution No. 5 on April 5, 2023, approving Amendment No. 2, and adopted MPO Resolution No. 7 on June 7, 2023, approving Amendment No. 3; and

WHEREAS, the Madison Metropolitan Planning Area transportation projects and certain transportation planning activities to be undertaken using Federal funding in 2023–2026 must be included in the effective TIP; and

WHEREAS, an amendment is needed to add the federal Section 5307 Metro Transit Employee Education and Training program; and

WHEREAS, an amendment is needed to add the federal Section 5310 Sauk County Replacement Accessible Vehicle Purchase; and

WHEREAS, an amendment is needed to add the federal Section 5310 Sauk County Fixed Route and Volunteer Driver program; and

WHEREAS, an amendment is needed to add the federal Safe Streets and Roads for All (SS4A) City of Madison planning grant; and

WHEREAS, an amendment is needed to advance federal STBG-Urban construction funding from 2024 to 2023 for the Exchange Street (Farwell Street to Sleepy Hollow Road) reconstruction project in the Village of McFarland; and

WHEREAS, the TIP amendment will not affect the timing of any other programmed projects in the TIP and the TIP remains financially constrained as shown in the attached revised TIP financial table (Table B-2); and

WHEREAS, the MPO's public participation procedures for minor TIP amendments such as this have been followed, including listing the projects on the MPO policy board meeting agenda; and

WHEREAS, the new and revised projects are consistent with *Connect Greater Madison: Regional Transportation Plan 2050*, the long-range regional transportation plan for the Madison Metropolitan Planning Area as adopted on May 11, 2022:

NOW, THEREFORE, BE IT RESOLVED that the Greater Madison MPO approves Amendment No. 4 to the *2023-2027 Transportation Improvement Program for the Madison Metropolitan Area & Dane County*, making the following project additions and revisions as shown on the attached project listing table:

1. **ADD** the federal Section 5307 Metro Transit Employee Education and Training program to page 29 of the Transit Capital Projects section.

2. **ADD** the federal Section 5310 Sauk County Replacement Accessible Vehicle Purchase project to page 29 of the Transit Capital Projects section.
3. **ADD** the federal Section 5310 Sauk County Fixed Route and Volunteer Driver program to page 34 of the Transit Operating Projects section.
4. **REVISE** the federal Safe Streets and Roads for All planning grant listing on page 48 of the Street/Roadway Projects section, adding federal funding and revising the local funding amount.
5. **REVISE** the Village of McFarland's Exchange Street (Farwell Street to Sleepy Hollow Road) reconstruction project on page 56 of the Street/Roadway Projects section, advancing federal STBG-Urban funding and local funding from 2024 to 2023, with construction remaining in 2024.

Date Adopted

Mark Opitz, Chair, Greater Madison MPO

PROJECT LISTINGS FOR AMENDMENT NO. 4 TO THE 2023-2027 TRANSPORTATION IMPROVEMENT PROGRAM

8/2/23

Primary Jurisdiction/ Project Sponsor	Project Description	Cost Type	Jan.-Dec. 2023				Jan.-Dec. 2024				Jan.-Dec. 2025				Jan.-Dec. 2026				Jan.-Dec. 2027				Comments
			Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	Fed	State	Local	Total	
TRANSIT CAPITAL																							
CITY OF MADISON	METRO TRANSIT CAPITAL PROJECTS																						Future s. 5307 UAFP grants Future s. 5337 UAFP grants Future s. 5339 UAFP grants Anticipate future funding. Amount TBD FY2021 s. 5339B grant & GF- GO borrowing Carryover & Future s. 5307 UAFP grants Carryover & Future s. 5337 UAFP grants Carryover & Future s. 5339 UAFP grants Carryover & Future s. 5307 UAFP grants GF- GO borrowing GF- GO borrowing s. 5304 Statewide Planning grant Seeking Route Planning Restoration Seeking federal earmark funding Update following city budget action.
	40-ft. Low-Floor Buses electric (up to 15/year) 5307	New/Repl									7,730 1,933 9,663				7,730 1,933 9,663				7,730 1,933 9,663				
	40-ft. Low-Floor Buses electric (up to 15/year) 5337	New/Repl									900 225 1,125				900 225 1,125				900 225 1,125				
	40-ft. Low-Floor Buses electric (up to 15/year) 5339	New/Repl									1,930 482 2,412				1,930 482 2,412				1,930 482 2,412				
	40-ft. Low-Floor Buses diesel (up to 15/year) VW Settlement	RE/PE/Cap																					
	Remodel, renovate existing bus maintenance facility (5339B)	PE/Const	6,400		1,600	8,000			40	40			40	40			40	40			40	40	
	Remodel, renovate bus maintenance facility (5307)	PE/Const	9,982		2,496	12,478																	
	Remodel, renovate bus maintenance facility (5337)	PE/Const	1,325		331	1,656																	
	Remodel, renovate bus maintenance facility (5339)	PE/Const	1,460		365	1,825																	
	Employee Education and Training	Cap	55		14	69																	
	Maintenance Equipment	New/Repl	18		74	92			670	670			245	245			40	40			65	65	
	Support Vehicles	New/Repl			56	56			129	129			61	61			138	138			66	66	
	Facility/Infrastructure Enhancements	New/Repl			2,000	2,000			2,000	2,000			1,000	1,000									
	Metro On-Board Passenger Survey	PL			Continuing																		
	Route service planning	PL			436	436			Continuing				Continuing										
	Articulated bus safety equipment for VRU protection	New/Repl							1,437	1,437													
	TOTAL		49,167-19,222		7,354-7,368	26,521-26,590			4,276	4,276	10,560		3,986	14,546	10,560		2,858	13,418	10,560		2,811	13,371	
	5307/5337/5339					M			M		5307/5337/5339		M		5307/5337/5339		M		5307/5337/5339		M		
SAUK COUNTY	REPLACEMENT ACCESSIBLE VEHICLE PURCHASE																						WisDOT Section 5310 Award
	One Medium Bus	Cap	110		28	138																	
		TOTAL	110		28	138																	
			5310		SC																		
TRANSIT OPERATING																							
SAUK COUNTY	FIXED ROUTE & VOLUNTEER DRIVER																						WisDOT Section 5310 Award
		Oper	116		29	145																	
		TOTAL	116		29	145																	
			5310		SC																		
STREET/ROADWAY PROJECTS																							
CITY OF MADISON	MISC - SAFE STREETS AND ROADS FOR ALL																						Plan to be led by the Traffic Engineering Division. Seeking 16,000 in Federal Funding under new grant program. Federal Funding not programmed.
	FEDERAL GRANTS	PL	268		67	335																	
	Safety Improvements on Streets	ROW																					
	City-wide supplemental planning (SS4A)	GONST			20,000	20,000																	
111-23-032		TOTAL	268		67	335																	
			SS4A		M																		
VILLAGE OF MCFARLAND	EXCHANGE STREET																						5685-00-04, -05, -06
	Farwell Street to Yahara River Bridge	PE																					
	Pulverize and repave with utility work.	UTL																					
	Add sidewalk where missing and bike lanes	CONST	1,177		2,302	3,479	1,177		2,302	3,479													
111-20-005		TOTAL	1,177		3,650	4,827	1,177		3,650	4,827													
			URB		McF		URB		McF														

1 Project programming shown in 2027 is for informational purposes only.

(x) = Major project with capacity expansion. (*) = MPO action required. Shading denotes those projects programmed for Federal funding

NOTE: Funds Key page 9.

Table B-2
Summary of Federal Funds Programmed (\$000s) and Those Available in Year of Expenditure Dollars
in the Madison Metropolitan Planning Area

Funding Source		Programmed Expenditures					Estimated Available Funding				
Agency	Program	2023	2024	2025	2026	2027	2023	2024	2025	2026	2027
Federal Highway Administration	National Highway Performance Program	2,812	1,168	62,248	37,482	9,962	2,812	1,168	62,248	37,482	9,962
	Bridge Replacement and Rehabilitation	1,353	547	0	2,391	1,738	1,353	547	0	2,391	1,738
	Surface Transp. Block Grant Program - Madison Urban Area	<u>17,885</u>	<u>2,201</u>	3,654	12,191	210	<u>17,885</u>	<u>2,201</u>	3,654	12,191	210
	Surface Transp. Block Grant Program - Small Urban Area	0	0	0	621	0	0	0	0	621	0
	Surface Transp. Block Grant Program - State Flexibility	7,183	2,912	7,610	36	0	7,183	2,912	7,610	36	0
	Surface Transp. Block Grant Program - Transp. Alternatives	1,137	1,853	600	1,198	0	1,137	1,853	600	1,198	0
	<u>Safe Streets and Roads For All Planning Grant</u>	<u>268</u>	0	0	0	0	<u>268</u>	0	0	0	0
	Carbon Reduction Program	1,100	unknown	unknown	unknown	unknown	1,100	unknown	unknown	unknown	unknown
	Highway Safety Improvement Program	5,680	2,106	2,749	845	1,636	5,680	2,106	2,749	845	1,636
Federal Transit Administration	Section 5307 Urbanized Area Formula Program	<u>37,210</u>	4,057	8,025	30,303	30,825	<u>37,210</u>	4,057	8,025	30,303	30,825
	Section 5309 Small Starts	110,600	0	0	0	0	110,600	0	0	0	0
	Sec. 5339 Bus & Bus Facilities	17,894	1,502	2,004	2,042	2,080	17,894	1,502	2,004	2,042	2,080
	Sec. 5337 State of Good Repair	3,987	1,350	934	952	970	3,987	1,350	934	952	970
	Sec. 5310 E/D Enhanced Mobility Program	<u>726</u>	0	0	0	0	<u>726</u>	489	499	509	519
	Sec. 5311 Rural Area Formula Program	2,745	1,505	1,533	1,562	1,592	2,745	1,505	1,533	1,562	1,592
	Areas of Persistent Poverty	670	0	0	0	0	670	0	0	0	0
	CARES/ARPA	19,679	0	0	0	0	19,679	0	0	0	0

* Fifth year of funding (2027) is informational only.

** Funding shown in calendar year versus state fiscal year.

Note: All state roadway projects using applicable funding sources (e.g., NHPP, STBG State Flexible, BR) are programmed through 2027. Local BR, STBG (BR), and STBG Rural projects are programmed through 2026. HSIP (other than annual small HES program) projects are programmed through 2026. Local STBG -Transp. Alternatives projects are programmed through 2025. Local STBG-Urban (Madison Urban Area) projects are programmed through 2026. Transit funding is not yet programmed and is based on needs and anticipated future funding levels (See also Table B-4 Metro Transit System Projected Expenses and Revenues). Programmed transit funding for 2023 excludes carryover projects for which the Federal funding is already obligated. Roadway and transit inflation rate @ 1.89% per year applied to expenses, except for the STBG-Urban program. Fiscal constraint for this project is being handled at the state level.

MPO Agenda Cover Sheet

August 2, 2023

Item No. 7

Re:

Approval to Release of Draft 2024-2028 Transportation Improvement Program (TIP) for the Madison Metropolitan Area & Dane County for Public Review and Comment

Staff Comments on Item:

Staff has received TIP project submittals from WisDOT, Dane County, and local units of government and is compiling them into a complete, coordinated listing of projects programmed or planned for implementation over the next five-year period. Staff has reviewed the projects to ensure consistency with the MPO's long-range regional transportation plan. A meeting was held with WisDOT, Dane County, and City of Madison staff on 7/18/23 to review and work out discrepancies in joint projects or local projects with federal and/or state funds and discuss project scheduling issues.

The complete draft TIP with the appendices we typically include is expected to be ready to release for review and comment the week of August 14th. Draft maps of the major programmed pedestrian/bicycle and roadway projects are attached. MPO staff has yet to receive information from Metro Transit on transit operating or capital projects.

The STBG Urban projects (item #8) is the main item that the board is approving for release for review and comment. If the board approves funding for the projects, staff will prepare an updated STBG Urban priority projects table to include in the draft TIP. Otherwise, we'll just show the new projects as "to be determined" in the table for the draft TIP. The other TIP projects constitute a coordinated listing of projects submitted by the implementing agencies and projects already approved by the MPO for funding. Also, keep in mind, the board only approves the federally funded projects. Others are included in the TIP for informational purposes, though staff does the same check for consistency with the MPO's regional transportation plan.

A public hearing on the TIP will be held at the Board's next meeting on September 6. Action on the TIP is anticipated at the Board's October meeting.

Materials Presented on Item:

1. Maps of major pedestrian/bicycle and roadway projects in the Draft 2024-2028 TIP

Staff Recommendation/Rationale:

Staff recommends approval to release the draft TIP for public review and comment.

Draft

2024 - 2028 Transportation Improvement Program

(Major Pedestrian/Bicycle
Projects in the
Madison Metropolitan
Planning Area)

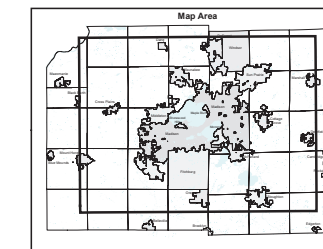
- Year Programmed**
- 2024
 - 2025
 - 2026
 - 2027
 - 2028
- ◆ Existing Bicycle Over/Underpass
- Existing Bike Path
- MPO Planning Boundary

Reconstruction Programmed
Federal Funding

Reconstruction State and/or Local
Funding Only

Note: Year of construction shown.
See project listings for information
on obligation of federal funding.

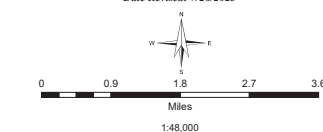
Dane County, Wisconsin



Prepared by staff to the:



Date Revised: 7/26/2023



Coordinate System: NAD 1983 HARN WISCRS Dane County Feet
Projection: Lambert Conformal Conic

Source Info:
Street Base 2023 (DCLIO)
Hydrography: 1500, 1:24,000 (WIDNR)
Civil Division Limits: 2023, Annexation Records (DCLIO)
Transportation Improvement Program: 2024 - 2028 (MPO)

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Draft
2024 - 2028
Transportation
Improvement
Program
(Major Roadway Projects
in the Outer
Dane County Area)

Year Programmed

- 2024
- 2025
- 2026
- 2027
- 2028

Study

MPO Planning Boundary

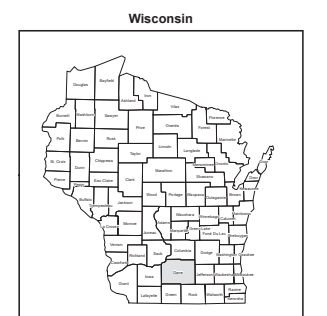
Reconstruction Programmed Federal Funding

Reconstruction State and/or Local Funding Only

Reconstruction Red Text Denotes Planned Major Capacity Expansion Project

NOTE: Outer area projects shown for informational purposes. MPO approval not required.

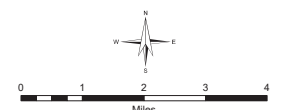
NOTE: Year of construction shown. See project listings for information on obligation of federal funding.



Prepared by staff to the:



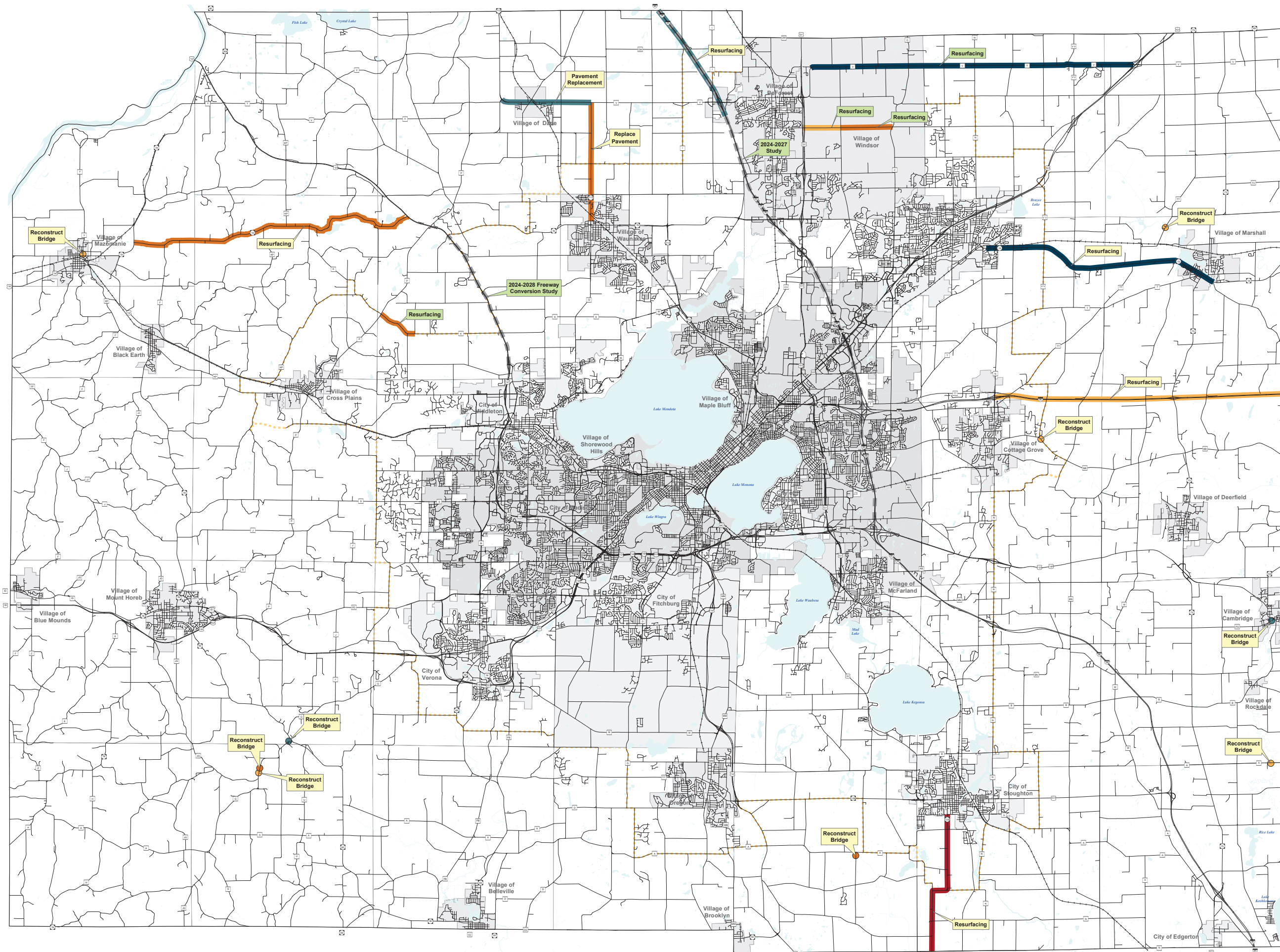
Date Revised: 7/26/2023



Coordinate System: NAD 1983 HARN WISCONSIN Dane County Feet
Projection: Lambert Conformal Conic

Source Info:
Street Base 2023 (DCLIO)
Hydrography: 1200, 1:24,000 (WIDNR)
Civil Division Limits: 2023, Annexation Records (DCLIO)
Transportation Improvement Program: 2024 - 2028 (MPO)

Map 2024
Date Printed: 7/26/2023
Map Scale: 1:24,000 (WIDNR)
Map: WISCONSIN, Dane County, Transportation Improvement Program: 2024 - 2028 (MPO)



MPO Agenda Cover Sheet

August 2, 2023

Item No. 8

Re:

Review of Scoring and Potential Approval of Proposed Funding for Surface Transportation Block Grant (STBG) Urban Program Projects with FY 2024-2029 Bipartisan Infrastructure Bill (BIL) Funding

Staff Comments on Item:

The MPO receives a direct allocation of funding under the Federal Surface Transportation Block Grant (STBG) - Urban program, and solicits applications and selects projects for funding every two years. For this 2024-2029 program cycle, projects are being approved for two additional state fiscal years (SFY) – 2028 through 2029 – with a review and adjustment, if necessary, of the funding and schedule for projects already approved for SFYs 2024-2027. The recently revised program policies and the scoring criteria for evaluation of projects are outlined in the STBG – Urban Project Selection Process paper at this [link](#).

MPO staff developed three funding scenarios for the July 26 TCC Committee meeting (see attachment). Scenario 1 provides funding to the highest scoring roadway projects and highest scoring ped/bike project. Scenario 2 provides funding to the Glacial Drumlin Trail and highest scoring roadway projects. Scenario 3 funds the greatest number of projects, regardless of project score.

The Rideshare/TDM program and Madison's Ped/Bike Safety Education program will continue to be funded per MPO policy.

Staff presented the scenarios to the technical committee on 7/26. The scenarios provided ways to approach decision-making. After discussion, the committee developed Scenario 4, which would fund the Glacial Drumlin Trail and the highest scoring projects from Scenario 3 (see attachment).

As scenario 4 would allocate over half of the total available funding to path projects, MPO staff developed scenario 5, which would fund the Glacial Drumlin Trail project, the highest scoring roadway projects, and smaller projects to spread funding across a larger geographic area.

Staff received comment from City of Madison Transportation Department expressing strong support for funding for the Glacial Drumlin Trail. (Email included in the attachment).

As part of approval to release the draft TIP (item #7), staff is seeking permission to release the draft STBG Urban project scoring tables and the draft priority projects table with recommended project funding for review and comment. It would be cleanest if the MPO made a decision on project funding at this meeting as this could then be reflected in the draft TIP to be released for comment. However, if the board is not comfortable making a decision it could be postponed to the September 6 meeting. MPO Board approval of the STBG-Urban project listings and the 2024-2028 TIP is anticipated at the October 4 meeting.

Materials Presented on Item:

1. Summaries of new STBG Urban project applications.
2. STBG Urban Project Map.
3. STBG Urban project scoring tables for the roadway and bicycle/pedestrian project.
4. Draft alternative project funding scenarios presented to the TCC (i.e., Scenarios 1 through 3), the project funding scenario developed and recommended by the TCC at their July 26th meeting (i.e., Scenario 4), and MPO staff's recommended project funding scenario developed by staff following the TCC meeting (i.e., Scenario 5).
5. Email from City of Madison Transportation Department expressing support for the Glacial Drumlin Trail project.

Staff Recommendations/Rationale: Staff recommends approval of either project funding Scenario 4 or 5. Approximately half of the funding in scenario 4 would go to path projects. In scenario 5 two path projects are removed and replaced with smaller roadway projects.

Greater Madison MPO STBG-Urban Program Descriptions of Project Applications for FY 2024-2029 Funding

Sponsor:	Dane County
Project:	Glacial Drumlin Path (I-39/90 to CTH AB/Buckeye Road)
Total Construction Cost:	\$ 11,114,000
65% Federal Funding Amount:	\$ 7,224,360
Requested Year (FY) of Const.:	2027

Project Description: The proposed trail will generally parallel the existing railroad corridor and is anticipated to include approximately 450 feet of 14-foot wide bridge structures, 4,200 feet of 14-foot wide boardwalk and 2,200 feet of 10-foot wide paved asphalt trail with 2' gravel shoulders on both sides. The project will also include a spur trail connection to a proposed 19-car parking lot with trailhead access. (A future Phase 2 will extend the Glacial Drumlin Trail east to the WDNR State trailhead in the Village of Cottage Grove.)

The project coincides with a City of Madison extension of Capital City Trail Segments 5 and 6, from Wagon Trail through and crossing I-39/90. A recent permit issued by WisDOT to WDNR allows this long-delayed project to be constructed.

Sponsor:	Dane County
Project:	CTH MM/Rimrock Road (McCoy Road to Beltline Highway on/off ramps) Pavement Replacement
Total Construction Cost:	\$ 2,155,600
65% Federal Funding Amount:	\$ 1,401,140
Requested Year (FY) of Const.:	2026

Project Description: This project would replace the pavement on Rimrock Road. Rimrock Road is a divided four-lane minor arterial with an urban cross section. The roadway transitions to a two-lane rural cross section south of Oregon Road. The project would reduce the travel lane width from 11 feet to 10 feet and add 6-foot wide bike lanes with two-foot wide buffers in the urban cross section. Six-foot wide bike lanes would be provided in the rural cross section. The project will make spot repairs to curb and gutter and repair some of the inlets.

Sponsor:	Dane County
Project:	CTH MM/Rimrock Road (John Nolen Drive to Beltline Highway on/off ramps)
Total Construction Cost:	\$ 1,355,600
65% Federal Funding Amount:	\$ 881,140
Requested Year (FY) of Const.:	2026

Project Description: This project would replace the pavement on Rimrock Road. Rimrock Road is a four-lane minor arterial with an urban cross section. The northbound and southbound lanes are separated by a turn lane or median. The project proposes to replace the existing sidewalk on the west side of the

roadway with a separated multi-use path. This path will tie into a future planned multi-use path that is anticipated along the west side of John Nolen Drive. The project will make spot repairs to curb and gutter and replace some of the inlets.

Sponsor:	City of Madison
Project:	West Towne Path (Zor Shrine Place to S. Gammon Road)
Total Construction Cost:	\$ 3,740,000
65% Federal Funding Amount:	\$ 2,431,000
Requested Year (FY) of Const.:	2027

Project Description: This project would construct an extension of the West Towne Path. Once completed, the 10-foot wide path will connect the Ice Age Junction Path on the west end to Whitney Way. The project connects path segments to the east and west end that have already been built or are scheduled for completion.

Sponsor:	City of Madison
Project:	John Nolen Drive (Olin Avenue to Lakeside St.) Reconstruction
Total Construction Cost:	\$ 6,570,000
65% Federal Funding Amount:	\$ 4,270,500
Requested Year (FY) of Const.:	2026

Project Description: The project would reconstruct John Nolen Drive, a 4-6 lane principal arterial, and the intersection at Lakeside Street. (This section of John Nolen Drive contains six travel lanes). The number of travel lanes may be reduced from six to four. One bridge over Wingra Creek will be rehabilitated as part of this project. Improvements at the intersections of Olin Avenue and Lakeside Street will improve access to the bus stop along John Nolen Drive. The Lakeside intersection is proposed to be reconstructed with significantly shorter cross walks and include high visibility crosswalks, improved signage and other proven safety countermeasures. A west side multi-use path may be constructed. The path and sidewalk network on the east side of the roadway will be upgraded with the City's upcoming 2024 Olin Turville Court resurfacing project. The project will provide important stormwater treatment enhancements where the current roadway runoff now directly enters Lake Monona. Storm sewer and street lighting improvements will be included, along with curb and gutter for the entire project length.

Sponsor:	City of Madison
Project:	CTH MC / John Nolen Drive / Olin Avenue (Wingra Creek to Beltline Highway on/off ramps) Reconstruction
Total Construction Cost:	\$ 11,750,000
65% Federal Funding Amount:	\$ 7,637,500
Requested Year (FY) of Const.:	2027

Project Description: This project would replace the pavement on Olin Avenue and John Nolen Drive. John Nolen Drive is a divided six-lane principal arterial roadway; Olin Avenue is a four-lane minor arterial roadway. Both roadways have urban cross sections. Improvements at the intersection of Olin Avenue will improve access to the bus stop along John Nolen Drive. In addition to the pavement replacement, the project would add a new multi-use path on the west side of John Nolen Drive. The east side path will be resurfaced and possibly

widened. Metro Transit's network redesign retains two routes on John Nolen Drive in this segment and there are bus stop improvements planned. The new multi-use path is intended to provide better access to the stops.

Sponsor:	City of Madison
Project:	High Point Road – Mid Town Road – Raymond Road: Connect Mid Town Road and Raymond Road on New Alignment; Extend High Point Road from Mid Town Road to Raymond Road
Total Construction Cost:	\$ 20,910,000
65% Federal Funding Amount:	\$ 13,591,500
Requested Year (FY) of Const.:	2027

Project Description: This project would connect Mid Town Road and Raymond Road on a new alignment and extend High Point Road from Mid Town Road to Raymond Road. Sidewalk will be provided on both sides of the new roads. A path is planned along the new Raymond Road alignment, extending from Elver Park to High Point Road. Pedestrian connections will be improved throughout the project, but locations are unspecified.

Sponsor:	City of Sun Prairie
Project:	O’Keefe Avenue (Reiner Road to Summerfield Way) Pavement Replacement and Road Diet
Total Construction Cost:	\$ 2,204,600
65% Federal Funding Amount:	\$ 1,432,990
Requested Year (FY) of Const.:	2028

Project Description: This project would replace the pavement on O’Keefe Avenue, a four-lane collector road with an existing urban cross section. Additionally, the project would reduce the vehicle travel lanes from four 11-foot wide lanes to two 10-foot wide lanes. The remainder of the pavement will be reserved for Bike/Bus/Right-turn-only lanes. Although this will be an improvement for bicyclists, the MPO’s LTS methodology considers Bike/Bus/Right-turn lanes to be general purposes lanes, so the bicycle Level of Traffic Stress (LTS) will remain LTS 4 after this project is completed. Given that the LTS rating does not acknowledge the improved bicycle facilities provided by this project, staff recommend that an exception to the MPO’s Complete Streets Policy be granted to this project if it is selected for funding. A roughly parallel low-traffic stress (LTS 1 and 2) route on separated paths and Leopold Way exists roughly ¼ mile from the project corridor. Existing on-street parking bays would be retained.

Sponsor:	City of Sun Prairie
Project:	St. Albert the Great Drive (Broadway Drive to N. Bird Street) Pavement Replacement
Total Construction Cost:	\$ 1,211,600
65% Federal Funding Amount:	\$ 787,540
Requested Year (FY) of Const.:	2029

Project Description: This project would replace the pavement on St. Albert the Great Drive. St. Albert the Great Drive is a two-lane undivided collector roadway with an urban cross section. The project would narrow the travel lanes down to 10 feet from their current 13-foot width, and provide 5-foot wide bike lanes on both sides of the roadway. Rectangular Rapid-Flashing beacons will be placed at School Street and North Pine Street to provide for safer road crossings at sites of high pedestrian activity and crash history, both near CH Bird Elementary School.

Sponsor:	Village of DeForest
Project:	Holum Street (Rail Line to N. Towne Road)
Total Construction Cost:	\$ 3,638,745
65% Federal Funding Amount:	\$ 2,365,184
Requested Year (FY) of Const.:	2025

Project Description: This project would reconstruct Holum Street, an undivided two-lane collector roadway. Holum Street, formerly known as CTH DV, was transferred from Dane County to the Village of DeForest in the early 2000s. The project would connect sidewalk on the north side of Holum Street from Halsor Street to North Towne Road trails. Storm sewer improvements are also planned. The Village has had flooding in the past on Holum Street and plans to adjust curb and sidewalk heights to prevent flooding into private properties. Additionally, the Village plans to either increase the size of storm pipe or add another pipe to help reduce flooding.

Sponsor:	Village of DeForest
Project:	Vinburn Road (Rail Line to N. Towne Road)
Total Construction Cost:	\$ 2,763,549
65% Federal Funding Amount:	\$ 1,796,307
Requested Year (FY) of Const.:	2027

Project Description: This project would reconstruct Vinburn Road to an urban cross section. The project would reconstruct the undivided two-lane rural roadway to an urban cross section with a travel lane in each direction, a multi-use path, and sidewalk. Storm sewer improvements are also planned, since the roadway would be urbanized.

Sponsor:	Village of Windsor
Project:	Windsor Road Path (Windsor Ridge Lane to 650' East of Wolf Hollow Road)
Total Construction Cost:	\$ 619,570
79.09% Federal Funding Amount:	\$ 490,019
Requested Year (FY) of Const.:	2028

Project Description: This project would add a new 10-foot wide asphalt bike/pedestrian path along Windsor Road between Windsor Ridge Lane and 650 feet east of Wolf Hollow Road.

Sponsor:	Town of Sun Prairie
Project:	Bailey Road (CTH N to Forward Drive) Reconstruction
Total Construction Cost:	\$ 1,791,128
65% Federal Funding Amount:	\$ 1,164,233
Requested Year (FY) of Const.:	2024-2028

Project Description: The project would reconstruct Bailey Road and add a four-foot wide paved shoulder. The speed limit would be reduced from 45mph to 35mph. Although the MPO's Level of Traffic Stress (LTS) methodology "is not directly applicable to rural areas"¹, the bicycle LTS would remain LTS 4 with the paved shoulder unless the speed limit is also reduced; staff recommend Board approval of an exception to the MPO Complete Streets Policy if this project is selected for funding, as it will still be a context-appropriate improvement to the existing facility. Bailey Road is an undivided two-lane collector roadway with a rural cross section. New culvert pipes will be used to convey stormwater.

¹ <https://www.greatermadisonmpo.org/planning/documents/LTSRReportFinal.pdf> page 7

DRAFT

STBG Urban Projects and Candidate New Projects with Supplemental Funding

Approved 2023 - 2027 Projects

- 2023
- 2024
- 2025
- 2026
- 2027

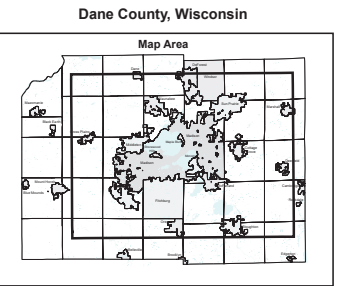
Proposed 2024 - 2028 Projects



Approved Madison Urban Boundary

Red Text Denotes Planned Major Capacity Expansion Project

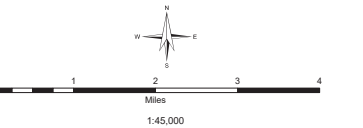
Note: Year of construction shown. See project listings for information on obligation of federal funding.



Prepared by staff to the:



Date Revised: 7/26/2023



Coordinate System: NAD 1983 HARN WISCRS Dane County Feet
Projection: Lambert Conformal Conic

Source Info:
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Hydrography: 1:200, 1:24,000 (WIDNR)
City Division Limits: 2023, Annotation Records (DCLIO)
Transportation Improvement Program: 2024 - 2028 (MPO)

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2024 - 2028 TIP/STBG-URBAN BICYCLE PROJECTS SCORING		Jul-23	Bike Projects		
			West Towne Path Phase 2 (Zor Shrine Place. to S. Gammon Rd.)	Glacial Drumlín Trail (I-39/90 to CTH AB/E. Buckeye Rd.)	Windsor Road Path (Windsor Ridge Lane to 650' East of Wolf Hollow Road)
I. Importance to Regional Transportation System and Supports Regional Devel. Framework (25 pts)		Point Range			
A. LTS System Connectivity & Continuity		0 - 20	20	20	20
B. Access to natural areas etc.		0 - 5	2	5	3
II. System Preservation (5 pts)					
A. Facility maintenance		0 - 5	5	5	5
III. Congestion Mitigation & Transportation System Management (TSM) (5 pts)					
A. Improve access/attractiveness of alternative modes		0 - 5	4	1	0
IV. Safety Enhancement (20 pts)					
A. Addresses documented safety problem		0 - 10	10	8	5
B. Facility suitable for less-skilled bicyclists		0 - 10	10	10	10
V. Enhancement of Multi-Modal Options (25 pts)					
A. Population Served		0 - 13	11	5	9
B. Destinations Served		0 - 12	10	5	7
VI. Environment (5 pts)					
A. Increase use of alternative modes		0 - 5	5	3	3
VII. Equity (15 pts)					
A. Environmental Justice & Accessibility		0 - 12	9	3	0
B. Public Health		0 - 3	3	3	3
TOTAL POINTS		0 - 100	89	68	65
I. Importance to Regional Transportation System and Supports Regional Devel. Framework			22	25	23
II. System Preservation			5	5	5
III. Congestion Mitigation & Transportation System Management (TSM)			4	1	0
IV. Safety Enhancement			20	18	15
V. Enhancement of Multi-Modal Options			21	10	16
VI. Environment			5	3	3
VII. Equity			12	6	3
TOTAL POINTS		0 - 100	89	68	65

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Greater Madison MPO FY 2024-'29 STBG Urban Program Projects

Project Funding Scenarios

August 2, 2023 DRAFT

Scenario 1 - Provides funding to highest Scoring Roadway Projects and Highest Scoring Ped/Bike Project

Project	Requested FY**	Total Cost	Fed \$	Percent	Score	Comments
CTH MM / Rimrock Road (McCoy Rd to Beltline Highway on/off ramps) Pavement Replacement	2026	\$2,155,600	\$1,361,908	63.18%	45	Classified as a "Small Project".
CTH MM/Rimrock Road (John Nolen Drive to Beltline Highway on/off ramps) Pavement Replacement	2026	\$1,355,600	\$856,468	63.18%	51	Classified as a "Small Project".
Ph. 2 John Nolen Drive (Olin Avenue to Lakeside St.) Reconstruction	2026	\$6,570,000	\$4,150,926	63.18%	58	
Ph. 3 John Nolen Drive / CTH MC/ Olin Avenue (Wingra Creek to Beltline Highway on/off ramps) Reconstruction	2027	\$11,750,000	\$7,423,650	63.18%	63	
West Towne Path (Zor Shrine Place to S. Gammon Road) New Path	2027	\$3,740,000	\$2,362,932	63.18%	89*	
O'Keefe Avenue (Reiner Road to Summerfield Way) Pavement Replacement	2028	\$2,204,600	\$1,392,866	63.18%	44	Classified as a "Small Project".

Total Federal Funds \$17,548,750

Scenario 2 - Provides Funding to Glacial Drumlin Trail and Highest Scoring Roadway Projects

Project	Requested FY**	Total Cost	Fed \$	Percent	Score	Comments
Glacial Drumlin Path (I-39/90 to CTH AB/Buckeye Road)	2027	\$11,114,400	\$6,626,405	59.62%	68*	
Ph. 2 John Nolen Drive (Olin Avenue to Lakeside St.) Reconstruction	2026	\$6,570,000	\$3,917,034	59.62%	58	
Ph. 3 John Nolen Drive / CTH MC/ Olin Avenue (Wingra Creek to Beltline Highway on/off ramps) Reconstruction	2027	\$11,750,000	\$7,005,350	59.62%	63	

Total Federal Funds \$17,548,789

Scenario 3 - Funds greatest number of projects (i.e., all projects except Glacial Drumlin Trail, John Nolen Drive Ph. 3, and High Point Rd-Mid Town Road-Raymond Rd)

Project	Requested FY**	Total Cost	Fed \$	Percent	Score	Comments
CTH MM / Rimrock Road (McCoy Rd to Beltline Highway on/off ramps) Pavement Replacement	2026	\$2,155,600	\$1,401,140	65%	45	Classified as a "Small Project".
CTH MM/Rimrock Road (John Nolen Drive to Beltline Highway on/off ramps) Pavement Replacement	2026	\$1,355,600	\$881,140	65%	51	Classified as a "Small Project".
Ph. 2 John Nolen Drive (Olin Avenue to Lakeside St.) Reconstruction	2026	\$6,570,000	\$4,270,500	65%	58	
West Towne Path (Zor Shrine Place to S. Gammon Road) New Path	2027	\$3,740,000	\$2,431,000	65%	89*	
O'Keefe Avenue (Reiner Road to Summerfield Way) Pavement Replacement	2028	\$2,204,600	\$1,432,990	65%	44	Classified as a "Small Project".
St. Albert the Great Drive (Broadway Drive to N. Bird Street) Pavement Replacement	2029	\$1,211,600	\$787,540	65%	42	Classified as a "Small Project".
Holum Street (Railroad to N. Towne Road) Reconstruction	2025	\$3,638,745	\$2,365,184	65%	30	
Vinburn Road (Main Street to N. Towne Road) Reconstruct to Urban Cross Section	2027	\$2,763,549	\$1,796,307	65%	37	Classified as a "Small Project".
Windsor Road Path (Sunset Meadows Drive to N. Towne Road) New Path on South side of Roadway	2028	\$619,570	\$490,018	79%	65*	Classified as a "Small Project".
Bailey Road (CTH N to Forward Drive) Reconstruction w/ paved shoulders	2024-2029	\$1,791,128	\$1,164,233	65%	30	Classified as a "Small Project".

Total Federal Funds \$17,020,052

Greater Madison MPO FY 2024-'29 STBG Urban Program Projects

Project Funding Scenarios (continued)

August 2, 2023 DRAFT

Scenario 4, Developed and Recommended by TCC. Provides Funding to the Glacial Drumlin Trail and the Highest Scoring Projects from Scenario 3.

Project	Requested FY**	Total Cost	Fed \$	Percent	Score	Comments
Glacial Drumlin Path (I-39/90 to CTH AB/Buckeye Road)	2027	\$11,114,400	\$6,686,423	60.16%	68*	
West Towne Path (Zor Shrine Place to S. Gammon Road) New Path	2027	\$3,740,000	\$2,249,984	60.16%	89*	
Windsor Road Path (Sunset Meadows Drive to N. Towne Road) New Path on South side of Roadway	2028	\$619,570	\$490,018	79.09%	65*	Classified as a "Small Project".
Ph. 2 John Nolen Drive (Olin Avenue to Lakeside St.) Reconstruction	2026	\$6,570,000	\$3,952,512	60.16%	58	
CTH MM/Rimrock Road (John Nolen Drive to Beltline Highway on/off ramps) Pavement Replacement	2026	\$1,355,600	\$815,529	60.16%	51	Classified as a "Small Project".
CTH MM / Rimrock Road (McCoy Rd to Beltline Highway on/off ramps) Pavement Replacement	2026	\$2,155,600	\$1,296,809	60.16%	45	Classified as a "Small Project".
O'Keefe Avenue (Reiner Road to Summerfield Way) Pavement Replacement	2028	\$2,204,600	\$1,326,287	60.16%	44	Classified as a "Small Project".
St. Albert the Great Drive (Broadway Drive to N. Bird Street) Pavement Replacement	2029	\$1,211,600	\$728,899	60.16%	42	Classified as a "Small Project".
Total Federal Funds		\$17,546,461				

Scenario 5 --Based on Scenario 4, but removes the West Town and Windsor Road Paths, and adds the Vinburn Road and Bailey Road reconstruction projects.

Project	Requested FY**	Total Cost	Fed \$	Percent	Score	Comments
Glacial Drumlin Path (I-39/90 to CTH AB/Buckeye Road)	2027	\$11,114,400	\$6,686,423	60.16%	68*	
Ph. 2 John Nolen Drive (Olin Avenue to Lakeside St.) Reconstruction	2026	\$6,570,000	\$3,952,512	60.16%	58	
CTH MM/Rimrock Road (John Nolen Drive to Beltline Highway on/off ramps) Pavement Replacement	2026	\$1,355,600	\$815,529	60.16%	51	Classified as a "Small Project".
CTH MM / Rimrock Road (McCoy Rd to Beltline Highway on/off ramps) Pavement Replacement	2026	\$2,155,600	\$1,296,809	60.16%	45	Classified as a "Small Project".
O'Keefe Avenue (Reiner Road to Summerfield Way) Pavement Replacement	2028	\$2,204,600	\$1,326,287	60.16%	44	Classified as a "Small Project".
St. Albert the Great Drive (Broadway Drive to N. Bird Street) Pavement Replacement	2029	\$1,211,600	\$728,899	60.16%	42	Classified as a "Small Project".
Vinburn Road (Main Street to N. Towne Road) Reconstruct to Urban Cross Section	2027	\$2,763,549	\$1,662,551	60.16%	37	Classified as a "Small Project".
Bailey Road (CTH N to Forward Drive) Reconstruction w/ paved shoulders	2024-2029	\$1,791,128	\$1,077,543	60.16%	30	Classified as a "Small Project".
Total Federal Funds		\$17,546,553				

Notes

*Ped/Bike Project Scoring is weighted differently and cannot be directly compared to Roadway Project Scores.

** Selected projects may be programmed in a different FY.

From: [Lynch, Thomas](#)
To: [mpo](#)
Cc: [Callaway, Renee](#)
Subject: Technical Coordinating Committee Comments
Date: Monday, July 24, 2023 2:49:46 PM
Attachments: [image001.png](#)
[image002.png](#)

This email provides comment to Agenda Item 3 of the Technical Coordinating Committee regarding the funding of STBG projects. This email represents the opinions of Madison's Transportation Department, and does not necessarily represent those of other City of Madison Departments or policy bodies.

We believe that some STBG funding must be allocated towards the Glacial Drumlin Trail to make it feasible. Work on completing this trail has spanned almost two decades, and with recent acquisition of permit and easements, it is within reach. Key factors supporting the allocation of STBG funding to the Glacial Drumlin Trail include:

- The wetland challenges make it an extremely expensive project needing multiple funding sources to make it feasible.
- The complementing Capital City Trail extension was just awarded Transportation Alternatives Funding in June of 2023. There is limited utility to the Capital City Trail extension without the construction of the adjoining Glacial Drumlin by Dane County.
- This trail extension has been in the MPO's Bicycle Transportation Plan for decades. With the recent agreements by WisDOT to use the right of way, the project should be programmed before permits and easements expire.

It is likely that without federal funding the Glacial Drumlin project will not occur. The obstacles and expense are too great. We encourage Board and Committee members to consider this in their STBG funding recommendations.

Tom

Tom Lynch PE PTOE PTP AICP (he/his)

Director of Transportation

City of Madison

Madison Municipal Bldg Suite 109

215 MLK Blvd. Madison, 53703

608 266 6546 office, 608 320 6161 cell

MPO Agenda Cover Sheet

August 2, 2023

Item No. 9

Re:

Initial Overview and Discussion on Adjustments to the MPO Urbanized Boundary

Staff Comments on Item: Urban Areas are defined by the US Census as individual municipalities or groups of nearby municipalities with a total population of 5,000 or higher. MPOs with populations of 200,000 and higher, including the Greater Madison MPO, are federally designated as Transportation Management Areas (TMAs). The US Census Bureau releases updated urbanized area boundaries (UABs) following each decennial census. The criteria used by the Census Bureau for defining urban areas do not align well with transportation planning needs. Census-defined urban areas often do not correspond to known geographic or municipal boundaries and can be irregularly shaped. For this reason, FHWA allows states to adjust the Census-defined urban boundaries in creating the official urban boundary for planning and funding purposes. Adjustment of these boundaries (called the adjusted urban area boundary, adjusted UAB) allows states and MPOs to smooth out the irregularities, ensure administrative continuity, and encompass fringe areas with residential, commercial, industrial, recreational, and/or national defense significance. The adjusted UAB is important because the location of the boundary affects roadway eligibility for federal Surface Transportation Block Grant (STBG) funding, dividing STBG funds into STP-Urban and STP-Rural. The UAB is also a factor for Federal Highway Administration (FHWA) Highway Performance Monitoring System (HPMS) reporting. It's important to note-the MPO's federal planning funding and suballocated funding programs are based strictly on the census defined urban area; adjusting the census-defined UAB to include more population will NOT increase our funding levels.

The biggest changes between our current adjusted UAB (adopted in 2015) and the 2020 census-defined UAB are the loss of Stoughton and Cross Plains from the UAB. Since Stoughton has a population of over 5,000, it is now considered its own urban area, and cannot be including in the MPO's adjusted UAB. Cross Plains, however, is not considered its own urban area, and therefore could still be included in the MPO's adjusted UAB.

MPO staff are currently working on reviewing the census-defined UAB and proposed adjustments to the boundary. After consultation with the TCC and Policy Board, an initial draft of the proposed adjusted UAB should be complete this fall. The final adjusted UAB map must be approved by June 30th, 2024.

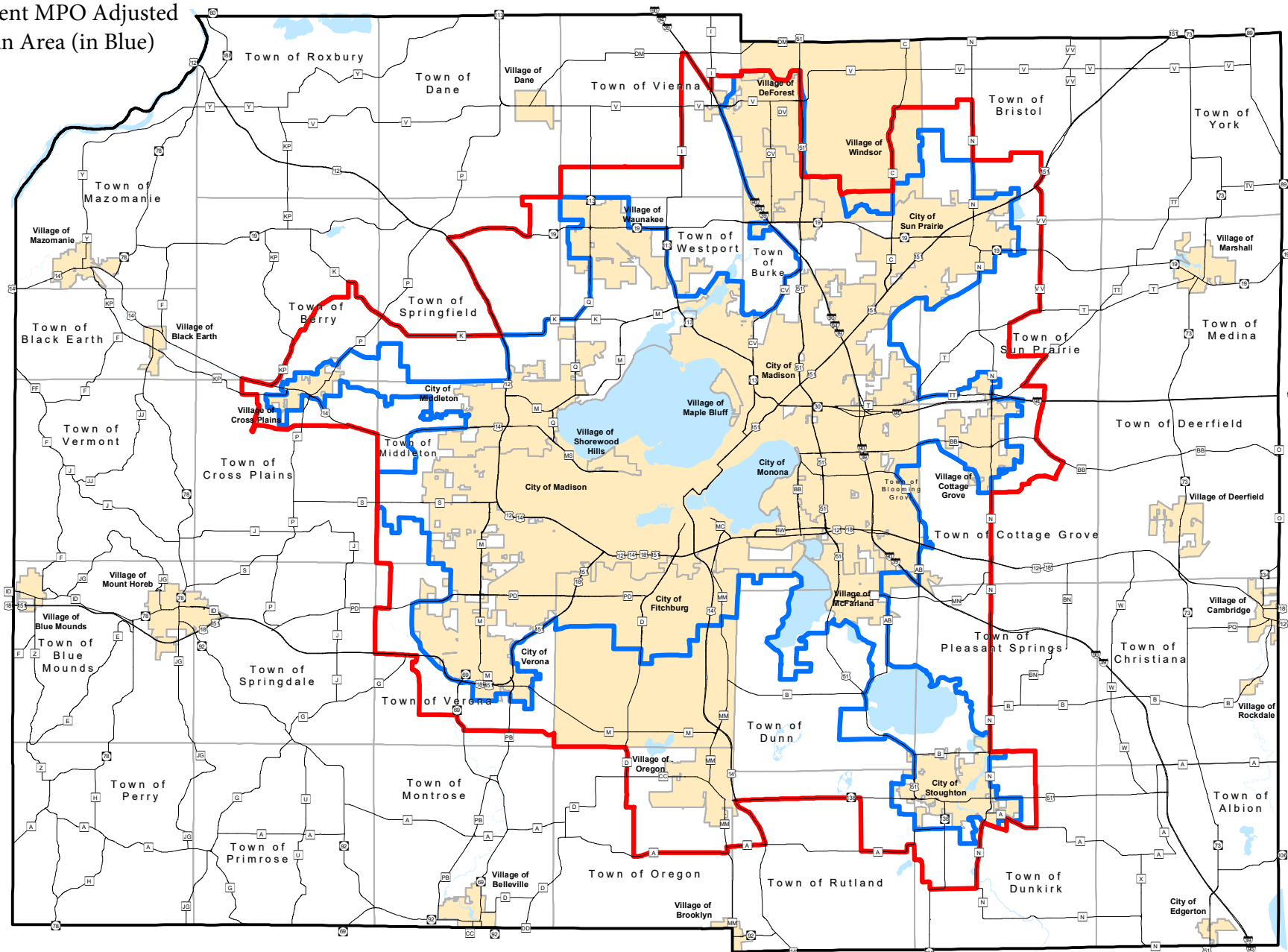
Materials Presented on Item:

1. Map of current MPO (adjusted) urban area boundary and planning area boundary
2. Map showing new Madison census-defined urban area (2020) over the current urban area boundary

Staff Recommendation/Rationale:

For review/discussion only at this time

Current MPO Adjusted Urban Area (in Blue)



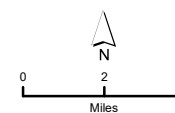
Planning Boundaries of the
Greater Madison MPO
A Metropolitan Planning Organization

- Madison Urban Area (approved by U.S. DOT 6/11/13, revision approved by the MATPB 3/4/15)
- Metropolitan Planning Area Boundary (approved by WisDOT 7/30/13)
- Incorporated Area (2023)

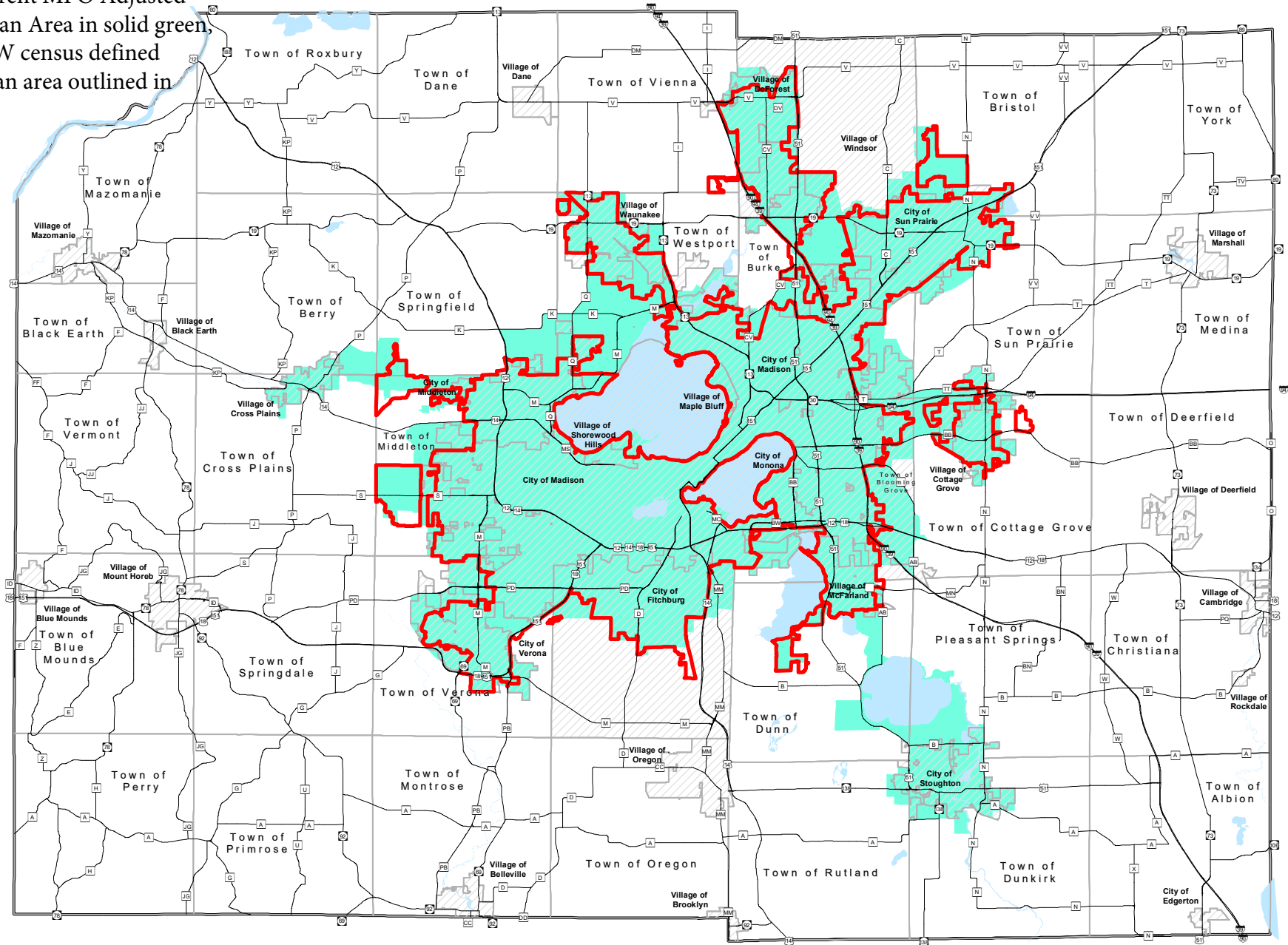
Prepared by staff to the:



Date Revised: 4/18/2023



Current MPO Adjusted Urban Area in solid green,
 NEW census defined urban area outlined in red.

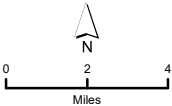


Madison Urban Areas
 Greater Madison MPO
 A Metropolitan Planning Organization

- Madison Census Urban Area 2020
- Approved Madison Urban Area 2013-2015
- Incorporated Area (2023)

Prepared by staff to the:

 Date Revised: 1/13/2023



MPO Agenda Cover Sheet

August 2, 2023

Item No. 10

Re:

Review of MPO Operating Rules & Procedures and the Public Participation Plan

Staff Comments on Item:

The Operating Rules and Procedures are what the MPO Policy Board and staff must adhere to. The Public Participation Plan is a required element of our Unified Planning Work Program (UPWP) and defines a process for providing citizens, affected public agencies, private transportation providers, users of the transportation system, and others with opportunities to be involved in our planning processes. It outlines the public participation goals and techniques to be used in the Greater Madison MPO's transportation planning and programming processes, with the goal of reaching regional agreement on transportation investments that balance roadway, public transit, bicycle, pedestrian, and other transportation needs.

Materials Presented on Item:

1. MPO Operating Rules and Procedures, Updated 2022
2. [MPO Public Participation Plan, Updated 2021](#)

Staff Recommendations/Rationale:

For review/discussion only



GREATER MADISON
mpo

JANUARY 2022
OPERATING RULES AND
PROCEDURES

Introduction

The Greater Madison MPO (Metropolitan Planning Organization) is the policy body responsible for cooperative, comprehensive regional transportation planning and decision making for the Madison Metropolitan Planning Area as designated by the Governor of the State of Wisconsin under Federal law and regulations. The Greater Madison MPO (formerly named the Madison Area Transportation Planning Board) was created through an intergovernmental agreement redesignating the MPO signed by the Governor and local units of government representing over 75% of the Madison Metropolitan Planning Area population, effective May 2, 2007. This agreement superseded and voided a redesignation agreement dated November 29, 1999.

The responsibilities of the MPO include:

1. Carrying out a cooperative, continuous and comprehensive planning process for making transportation investment decisions in the metropolitan area with program oversight from the Federal Highway Administration, the Federal Transit Administration and the Wisconsin Department of Transportation.
2. Preparing and maintaining a long-range multi-modal regional transportation plan.
3. Preparing and implementing an annual work program.
4. Preparing a transportation improvement program (TIP) to provide for transportation investments to meet metropolitan transportation needs.
5. Other duties as required to comply with State and Federal regulations.

In 2020 as part of an MPO rebranding effort that resulted in the name change the MPO adopted the following mission and vision statements:

Mission: Lead the collaborative planning and funding of a sustainable, equitable transportation system for the greater Madison region.

Vision: A sustainable, equitable regional transportation system that connects people, places, and opportunities to achieve an exceptional quality of life for all.

These rules and operating procedures are adopted by the MPO to facilitate the performance of its transportation planning and programming responsibilities¹ and establish guidance on issues pertaining to the MPO that are not otherwise addressed in other documents.

SECTION I – AUTHORITY

The MPO has authority granted under the redesignation agreement, effective May 2, 2007, and federal laws and regulations, including but not limited to 23 U.S.C. 134 and 23 C.F.R. Section 450.

¹ These responsibilities are outlined under United States Code (23 USC 134 and 49 USC 5303-5306), 23 CFR 450, as most recently amended by the Infrastructure Investment and Jobs Act (IIJA), also known as the “Bipartisan Infrastructure Law”, Public Law 117-58.

Because the MPO is not a corporate entity, the City of Madison serves as its fiscal and administrative agent.

SECTION II – BOARD MEMBERSHIP AND OFFICERS

A. Board Membership²

The MPO consists of fourteen (14) members appointed by the local units of government within the Madison Metropolitan Planning Area, Dane County, and the Wisconsin Department of Transportation (WisDOT). Each appointee to the MPO who is an elected official must reside within the Madison Metropolitan Planning Area. Non-elected official appointees who administer or operate major modes of transportation in the metro area do not need to be planning area residents. All appointees shall serve until their successor is appointed as long as they continue to remain eligible to serve on the board.

The appointments to the MPO are made as follows:

- The Mayor of the City of Madison appoints six (6) members. Appointees serve a period of two (2) years. A minimum of two-thirds or four (4) and a maximum of five (5) of the six appointees must be elected officials.³

Representation by Public Transportation Provider: One of the City of Madison appointments must include a representative of Metro Transit, the city-owned transit agency that is the major provider of public transportation in the metropolitan area and the designated recipient of Federal Transit Administration funding under the Section 5307 Urbanized Area Formula Program. The Metro Transit representative may be the City of Madison Transportation Department Director, Transit General Manager, or a non-elected citizen member of the City of Madison's Transportation Commission, which oversees and sets policy for the transit system functioning as its board of directors. The Metro Transit representative should consider the needs of all eligible public transportation providers that provide service in the Metropolitan Planning Area. The MPO Policy Board shall make a recommendation on the Metro Transit representative for consideration by the Mayor.

While not reflected in the 2007 redesignation agreement, this provision for a Metro Transit representative as one of the City of Madison Mayor's appointments reflects the MPO's intent

² The composition of the Greater Madison MPO (formerly named Madison Area Transportation Planning Board) is outlined under "An Agreement Redesignating the Metropolitan Planning Organization for the Madison Urbanized Area," signed by then Governor Jim Doyle and those local units of government representing at least 75% of the population in the MPO Planning Area, including the largest incorporated city (Madison), effective on May 2, 2007.

³ Appointments that are not elected officials must be officials of public agencies or departments that administer or operate major modes of transportation in the metropolitan planning area, including local planning or engineering staff or members from local boards and commissions with a focus on transportation or land use.

to institutionalize the long-standing practice since the MPO was last redesignated in 2007 to include a Metro Transit representative on the board and meet the federal requirement of representation by providers of public transportation in MPOs serving a transportation management area (TMA).⁴ While meeting the federal requirement, continued representation by Metro Transit on the board also better enables the MPO to meet the federal transit-related planning requirements and develop plans and TIPs that support a multi-modal regional transportation system.

- The Dane County Executive appoints three (3) members. Appointees serve a period of two (2) years. A minimum of two-thirds or two (2) of the three appointees must be elected officials.³
- Three (3) members of the policy board shall be appointed by a simple majority vote of the chief elected officials of the cities and villages within the Metropolitan Planning Area other than Madison. Appointees serve a period of two (2) years. A minimum of two-thirds or two (2) of the three appointees must be elected officials.³
- One (1) member of the policy board shall be appointed by a simple majority vote of the Chairpersons of the towns with land area within the Metropolitan Planning Area. The appointee serves a period of two (2) years. The appointee must be an elected official.
- One (1) member shall be appointed by the Secretary of the Department of Transportation. The appointee serves a two-year term.

When making appointments, the appointing authorities are encouraged to keep in mind the MPO's commitment to meeting the transportation needs of all citizens, particularly those who have traditionally been under-represented in the transportation planning process. These include the transit dependent, low-income and minority populations, and persons with disabilities. The appointing authorities are also encouraged to consider the desirability of maintaining geographic balance within the municipality or among municipalities of board members appointed.

B. Changes to Policy Board Composition

Future changes to the composition of the policy board may be made to ensure equitable and proportional representation as the number of local units of government and their population within the MPO Planning Area increases. Per the 2007 redesignation agreement, such a change requires notification of the appointing authorities and all local units of government in the MPO

⁴ At its November 6, 2013 meeting, the MPO Policy Board voted to direct the City of Madison to continue to appoint a Metro Transit representative to the board to meet the new federal requirement for public transportation provider representation while also addressing the issue of appropriate central city and suburban community representation in light of the expanded planning area following the 2010 Census. One of the City of Madison representatives now serves as the Metro Transit representative. This avoided the need to go through essentially a redesignation process (without the Governor's signature) in order to formally change the board structure as required in the 2007 redesignation agreement. See Section II.B.

Planning Area, a public hearing, and ratification by those units of government with at least 75 percent of the population within the MPO Planning Area, including the City of Madison. A simple majority vote of the board is required to initiate this process to submit a change to the local units of government for ratification.

C. Procedure for Nomination and Voting on City/Village and Town Appointments

The MPO Director/Planning Manager shall send a memo (electronically and/or by mail) to the chief elected officials of all cities and villages and towns in the MPO Planning Area informing them of expiring or open appointments and requesting nominations to fill them. The memo shall include information on the appointment requirements and a deadline for submitting candidate names. Following receipt of the nominations, the MPO Director/Planning Manager shall send out another memo/email to the chief elected officials with the list of candidates requesting a vote either via email or regular mail. It should be noted that voting for the candidates via email is a matter of public record and therefore not confidential. The city/village appointee(s) must receive a vote from a majority of the chief elected officials of the cities/villages in the MPO Planning Area other than Madison. The town appointee must receive a vote from a majority of the Chairpersons of the towns in the MPO Planning Area. If no candidate receives a vote of the majority of the elected officials, the two or more candidates with the most votes will be resubmitted for a second vote. Following the voting, the Director/Planning Manager shall send out a final memo/email informing the chief elected officials of the new appointment(s).

D. Changes to Appointments

While the terms of all appointments to the Board are two years, members may be replaced prior to the end of their two-year term by the appointing authority. In such case, the new member fills the remainder of the term of the member replaced.

For the city/village and town appointments, the process for removal of an appointment prior to the expiration of the term can be initiated by a written request submitted to the MPO Director/Planning Manager by at least one-third of the chief elected officials of the cities/villages or Chairpersons of the towns in the MPO Planning Area. Upon receipt of a request by the requisite number of chief elected officials, the Director/Planning Manager shall send a memo or email to all chief elected officials for a vote on the removal of the appointee. If a majority of the chief elected officials vote for removal, the procedure for nomination and voting on appointments shall be followed to appoint a new member to fill the remainder of the term of the member removed.

E. Officers

The officers of the MPO shall consist of a Chair and Vice Chair. Nominations for the Chair and Vice Chair shall be made from the floor by board members. Once nominations are closed, the Chair shall call a vote with separate votes for each officer. Election shall be by simple majority vote.

The terms for the Chair and Vice Chair shall be one year, unless extended by a majority vote of the Board. Election of the Chair and Vice Chair shall generally take place at the July or August meeting. In the event that a vacancy occurs in either office, a successor shall be elected at the next Board meeting to serve out the unexpired term.

1. Chair – The duties of the Chair shall be to: (a) consult with the MPO Director/Planning Manager in setting board meeting agendas; (b) preside at all board meetings; (c) appoint MPO representatives to study committees and MPO subcommittees, as may be required, with confirmation by the board; (d) act as official signatory for MPO resolutions, letters, and other documents; (e) serve as the official spokesperson of the MPO in reporting actions taken by the MPO⁵; and (f) perform such other duties as may be agreed to by the board. The Chair is permitted to participate in discussion on all agenda items at meetings and to vote on all matters before the board.
2. Vice Chair – The duties of the Vice-Chair shall be to preside at all board meetings and act as official signatory for MPO resolutions and other documents in the absence of the Chair.

In the absence of both the Chair and Vice Chair at a meeting, those present shall elect a chair pro tem to preside at the meeting.

SECTION III – MPO COMMITTEES AND STAFF

A. Subcommittees of the MPO Policy Board

Subcommittees may be appointed by the MPO Chair with confirmation by the board to consider such matters and perform such tasks as are referred to them by the policy board. Such subcommittees may include MPO Technical Coordinating Committee members, local officials, public citizens, and others in addition to board members.

B. MPO Technical Coordinating Committee

1. Authority and Responsibilities

The MPO shall establish an intergovernmental Technical Coordinating Committee (TCC) with staff from local units of government in the metropolitan area and various agencies or facets of transportation planning to assist in carrying out its responsibilities. The TCC provides professional expertise in the development of the MPO's transportation plans, studies, and programs, ensuring a high quality technical review of the planning process and a direct communication liaison with the policy board. The TCC shall review, coordinate, and advise on all transportation planning matters, and provide input to the board on issues directed to it by the board or MPO Director/Planning Manager. Drafts of

⁵ The Chair may also designate the MPO Director/Planning Manager to communicate actions taken by the MPO.

all required documents and programs shall be submitted to the TCC for review and recommendation to the board. The TCC is strictly advisory to the policy board.

2. Membership, Voting, and Officers

The TCC is comprised of 14 voting members, 6 alternate members, and 2 non-voting members. Alternate members include six of the twelve (12) representatives from non-Madison communities. The alternates are listed 1-6. The first alternate counts for quorum and may vote when one voting member is absent. The second alternate may vote when the first alternate is absent or two voting members are absent, and so on with the remaining alternates. Alternates are encouraged to participate in committee discussions and serve on any subcommittees created. The voting and alternate members of the 12 representatives from non-Madison communities will be switched on an annual basis at the beginning of the year assuming the alternate members are regular meeting participants. The priority of the alternates will also be rotated over time.

The TCC is comprised of the following agency staff:

Voting TCC Members:

City of Madison

Traffic Engineer

Engineer

Planning Division Director

Metro Transit Planning Manager

City of Fitchburg

Public Works or Planning Director

City of Middleton

Public Works or Planning Director

City of Monona

Public Works Director or City Planner

City of Stoughton

Public Works or Planning Director

City of Sun Prairie

Public Works Director or Transportation Coordinator

City of Verona

Public Works, Planning Director, or Community Development Specialist

Village of Cottage Grove

Public Works or Planning Director

Village of DeForest

Public Works Project Coordinator

Village of McFarland

Public Works or Community Development Director

Village of Oregon

Public Works or Planning Director

Village of Waunakee

Public Works or Community Development Director

Village of Windsor

Public Works Director

Dane County

Assistant Commissioner, Public Works & Transportation Dept.

Planning Director, Planning & Development Dept.

Wisconsin Department of Transportation

Transportation Planner, Bureau of Planning

Transportation Planner, Southwest Region

Non-Voting TCC Members:

Federal Highway Administration

Community Planner, Wisconsin Division

Federal Transit Administration

Transportation Program Specialist, Region V

The TCC shall elect a Chair and Vice Chair by simple majority vote of the voting members. The Chair shall be responsible for presiding at all meetings. The term of the Chair shall be two years. There shall be no limit on the number of terms a member may hold the office of Chair. In the absence of the Chair, the Vice Chair shall preside at the meeting. In the absence of either, the TCC shall select another member to preside at that meeting.

3. Meetings and Quorum

Regular meetings shall be held monthly in accordance with the annual meetings schedule included in the annual Unified Planning Work Program, unless cancelled by the MPO Director/Planning Manager due to a lack of a sufficient number of agenda items. Special meetings may be held as needed. All meetings shall be publicly noticed with both the City of Madison and Dane County. Agendas and meeting packets shall also be posted on the MPO website. Meetings may be held virtually or in person. In person meetings shall be located in a place that is ADA accessible. In person meetings shall be in a location that is transit accessible. All meetings shall be conducted in conformance with Sections 19.81 to 19.98 of the Wisconsin Statutes, which set forth the public policy and requirements for open meetings of governmental bodies.

A quorum is formed by the presence of a simple majority of the voting membership or eight (8) members. Voting members may designate an alternate to attend meetings and represent them in their absence. Such designation may be on a standing basis or for a specific meeting. Alternates to voting members shall count for quorum purposes and have voting privileges. No action shall be taken without a quorum in attendance at that meeting, but information may be presented to those in attendance so long as the meeting was properly noticed.

4. Subcommittees of the TCC

The MPO may establish standing or ad hoc subcommittees of the TCC, as needed. Past subcommittees have included a standing Intelligent Transportation Systems (ITS) subcommittee and an ad hoc committee to develop recommendations related to changes to the policies and criteria for evaluating STBG (formerly STP) Urban projects.

Meetings of subcommittees shall be held as necessary to carry out their duties. A quorum is formed by a simple majority of the members. No action shall be taken without a quorum in attendance, but information may be presented to those in attendance as long as the meeting was properly noticed.

C. MPO Staff

The City of Madison is responsible for providing professional staff services to the MPO. MPO staff are directed by MPO policies and approved documents.

The Manager of the Regional Transportation Planning Section of the City of Madison Planning Division within the City's Department of Planning & Community & Economic Development ("MPO Director/Planning Manager") shall be the chief staff person for the MPO. The MPO Director/Planning Manager shall be responsible for direction of all administrative and operational functions of the MPO, including supervision of MPO staff. The MPO Director/Planning Manager shall be responsible for preparing agendas, supporting documentation, information and technical support for MPO meetings, posting MPO meeting notices, maintaining accurate records of all MPO meetings, and transmitting notice of all official actions taken by the MPO to its constituent members, WisDOT, FHWA, and FTA.

The City of Madison Planning Division Director is the appointing authority and supervises the MPO Director/Planning Manager. The City of Madison Planning Division Director is encouraged to communicate closely with and involve the MPO Policy Board and its Chair in the hiring of the MPO Director/Planning Manager, who serves as the chief staff person for the MPO. If the MPO Policy Board has concerns about the professional staff services it is receiving, the board should communicate those concerns to the MPO Director/Planning Manager and/or City of Madison Planning Division Director.

SECTION IV – MPO POLICY BOARD MEETINGS

A. Public Notice, Accessibility, and Conduct

All meetings shall be publicly noticed with both the City of Madison and Dane County. Agendas and meeting packets shall also be posted on the MPO website. Meetings may be held virtually or in person. In person meetings shall be located in a place that is ADA accessible. The regular location⁶ for in person meetings shall be in a location that is transit accessible. All meetings shall

⁶ The MPO Board periodically holds "outreach" meetings in suburban communities, which may not have transit service.

be conducted in conformance with Sections 19.81 to 19.98 of the Wisconsin Statutes, which set forth the public policy and requirements for open meetings of governmental bodies. For all meetings, accommodations will be made for persons with disabilities if the attendee gives advance notice of a need for an interpreter, materials in alternate forms, or other accommodations to access the meeting. In accordance with the [MPO's Title VI Non-Discrimination Program and Language Assistance Plan](#), a notice to this effect is included on all meeting agendas in Spanish, Hmong, and Traditional Chinese as well as English.

B. Meetings

1. Regular Meetings

The MPO Policy Board shall generally meet once a month either virtually or at a location to be determined by the Policy Board in consultation with the MPO Director/Planning Manager.

When there are insufficient agenda items for a meeting, the meeting will be cancelled at the discretion of the Chair. If the regular meeting date is a holiday recognized by the city of Madison, the meeting will be rescheduled or cancelled. However, a special meeting may be called in lieu of the regular meeting.

2. Special Meetings

Special meetings may be held as needed and may be called at any time by the Chair. The Chair shall set the date, time, and place of the special meeting. In the absence of a Board Chair, the Vice Chair may call a special meeting.

Telephonic or virtual participation for quorum purposes and voting is permitted for special meetings that are held in person versus virtual. A maximum of two members may participate via telephone. The public notice, accessibility, and conduct of the special meeting shall still meet state requirements for open meetings. The public notice for the meeting shall indicate those members that will not be participating in person. For all meetings at which some members are participating via telephone, a roll call vote shall be conducted for all actions taken so the vote of each member can be acknowledged and recorded.

3. Joint Meetings

Joint meetings may be held with other agencies, committees, or commissions on items of mutual interest. These include joint meetings with the Capital Area Regional Planning Commission, the MPO's partner regional planning agency.

C. Agenda

Meeting agendas shall be prepared by the MPO Director/Planning Manager in consultation with the Chair. Suggested items for the agenda, accompanying information, and written communications intended for consideration as part of an agenda item should be received by the MPO Director/Planning Manager no later than nine (9) calendar days prior to the scheduled

meeting. However, written communications received after this deadline will be reported and either included as communication in the meeting packet, emailed to board members, or provided to the Board at the meeting if in person.

All agendas and accompanying information packets shall be mailed to Board members and posted on the [MPO's website](#) no later than five (5) calendar days in advance of the scheduled meeting. An email list for meeting email notices with link to meeting agenda and packet based on requests for same will be maintained by MPO staff. Persons wishing to be added to the email list may contact the MPO at mpo@cityofmadison.com. If the agenda is amended, the amended agenda shall be posted with the City of Madison and Dane County and on the MPO website no later than 24 hours in advance of the meeting.

Order of Business for Meetings

- Roll Call
- Approval of Minutes
- Communications
- Public Comment
(Note: This item is intended to offer the public an opportunity to comment on an issue that is not on the agenda, such as introducing an issue that the person would like the MPO Policy Board to consider at a future meeting.)
- Public Hearing
(Note: A set time is to be noticed)
- Presentations by non-MPO staff (if any)
- Other Items
(Note: Most items, including those intended for formal action via resolution, other informal action, or substantive discussion, should be presented with a cover sheet, copy of resolution (if applicable), and other accompanying materials, if available, to assist board members in considering the item. The cover sheet shall include background information, staff comments, and staff recommendation/rationale, if applicable.)
- Status Report on Capital Area Regional Planning Commission Activities
- Announcements and Schedule of Future Meetings
- Adjournment

The board may alter the above order of the agenda items at the meeting.

D. Public Comment

For in person meetings a welcome table or area shall be set up with a copy of the meeting packet for viewing, copies of the meeting agenda, registration forms, and a city laptop computer or other device to view and manage the online registration report. A printed copy of the city's registration sign, which has the QR code and a link to the online registration form shall also be available.

Persons wishing to speak on or indicate support or opposition to an agenda item must register using the [city of Madison's online registration form](#) or in the case of an in person meeting filling out and giving the paper registration form to MPO staff, preferably before the item comes up on the agenda. If the paper registration form is used, staff shall enter the registrant's information into the online registration report.

The time limit for comments on items for which a public hearing has not been scheduled is three (3) minutes per person, unless waived by a 2/3s majority vote of the members present. Questions of the speaker may occur following the speaker's comments/presentation, unless questioning is anticipated to last longer than three minutes. Then questions will be held until after all public comments on the item.

E. Attendance

Board members are to inform the MPO Director/Planning Manager and Board Chair in advance (preferably two days) if they are not able to attend a meeting. Absences without advance notice or those of an avoidable nature will be recorded as unexcused. Board roster attendance information shall be provided to board members on a biennial basis. The Chair may remind board members of their responsibility to attend and participate in board meetings in the event of poor attendance. If the problem persists, the board may authorize the Chair to send a letter to the appointing authority or authorities informing them of the board member's poor attendance.

F. Motions

Motions shall be restated by the Chair before a vote is taken. The name of the maker of the motion and the person seconding it shall be recorded. A motion made at the following meeting to reconsider an item may be made, but if notice of reconsideration has not been published, the motion is to be referred to the next meeting so that adequate public notice can be provided.

G. Parliamentary Procedure

Board meetings shall be governed by *Roberts Rules of Order Newly Revised* unless otherwise provided for herein.

H. Quorum

A majority of the board or eight (8) members shall constitute a quorum for the conducting of business and taking of official action. Federal law prohibits MPO policy board proxies or substitutions. Therefore, board members are not permitted to designate an alternate to attend meetings for quorum and voting purposes when they cannot be present.

Whenever a quorum is not present within thirty (30) minutes of the scheduled beginning meeting time, the Chair shall not call the meeting to order and the meeting shall be rescheduled to a time and date selected by the Chair.

I. Reports

The board may ask for reports and recommendations, if any, from staff and the MPO Technical Coordinating Committee (TCC) on any matters before it. [See Agenda regarding staff reports to accompany agenda items and Subsection B and D of Section III regarding the TCC.]

J. Voting

Voting shall be by voice. Only whether the motion or resolution passed or failed shall be recorded, unless a roll call is requested or a member requests that the votes cast be recorded by number and/or name. All persons will be assumed voting in the affirmative unless they verbally cast a “no” vote or indicate at the time of the vote that they wish to abstain. If there is any question, the Chair will restate the votes cast for record purposes.

[Note: It is advisable that members who abstain from voting indicate their reason(s) for doing so. If a member abstains from voting due to a conflict of interest, he/she should not participate in the discussion.]

A motion for reconsideration of any agenda item from a previous meeting may only be made by a member who was present at that meeting and voted on the prevailing side or who is recorded as an excused absence. All members who are in attendance at the meeting where reconsideration is being considered may vote on the issue.

SECTION V – PUBLIC HEARINGS

The board shall schedule and hold public hearings on the Regional Transportation Plan and Transportation Improvement Program consistent with the MPO’s approved [Public Participation Plan](#) and may hold public hearings on any other matters.

A. Public Notice and Comments

Reasonable effort shall be made to notify affected local units of government and the general public of hearings through posting and mailing of notices, through the news media, social media, and other means.

Persons wishing to speak at a hearing must register using the city of Madison’s online registration form or in the case of an in person meeting filling out a paper registration form and giving the to MPO staff, preferably before the start of the hearing. The time limit for comments at a public hearing is five (5) minutes per person, unless waived by a two-thirds majority vote of the members present. Questions of the speaker may occur following the speaker’s presentation, unless questioning is anticipated to last longer than three (3) minutes. The Board will not engage in discussion or debate with the speakers. Further questions will be held until after all public comments are completed.

B. Conduct and Record of Hearing

At the beginning of the hearing, the Chair shall briefly identify the subject(s) under consideration and instruct the public on how the hearing will proceed. MPO staff may give a presentation on

the subject, if deemed appropriate. Board members may then ask questions or pose questions during the presentation by permission of the Chair. Public comments will then be allowed. A record of the names, addresses, and positions of those appearing shall be made. If questions by the public are permitted, they shall be directed to the Chair. Any member of the Board may question a speaker on his/her statements. These rules may be suspended or modified, or a speaker allowed more time, with approval by a majority vote of the board.

SECTION VI – PUBLIC PARTICIPATION PLAN AND UNIFIED PLANNING WORK PROGRAM

A. Public Participation Plan

The MPO shall develop and use a documented public participation plan that defines a process for providing citizens, affected public agencies, private transportation providers, users of the transportation system, and others with reasonable opportunities to be involved in the metropolitan transportation planning process in accordance with 23 C.F.R. Section 450.316. The current Public Participation Plan is available on the MPO's website at:

https://www.greatermadisonmpo.org/planning/documents/PPP2021_forWeb.pdf.

B. Unified Planning Work Program and Budget

The MPO shall annually develop, in cooperation with the Wisconsin Department of Transportation and public transit operators, a Unified Planning Work Program (UPWP) and budget that outlines transportation planning activities to be performed using federal and state transportation funding in accordance with 23 C.F.R. Section 450.308.

Because the City of Madison provides staff services and is the fiscal agent for the MPO, the MPO's budget is incorporated into the budget for the City's Planning Division in the Department of Planning & Community & Economic Development. Preparation and review of the MPO Work Program and budget by MPO staff and Board shall occur along the same general timeline as the City's budget process to ensure coordination and consistency of the Work Program and budget and consistency between the budgets approved by the MPO and the City of Madison.

SECTION VII – MISCELLANEOUS

No member of the MPO Policy Board shall take any action, which may be interpreted as representing the view of the MPO Policy Board as a whole unless he/she has been authorized to do so by the board as a body or by the Chair.

Suspension or Amendment to the Operating Rules and Procedures – The Board may suspend or amend these rules and procedures by a two-thirds vote of the total membership (10 members).

MPO Board members shall be governed by the Code of Ethics of their appointing governmental bodies. In the event that the appointing governmental body does not have a Code of Ethics, the Board member shall simply strive to maintain high moral and ethical standards, including

avoidance of conflicts between their personal interests and their public responsibilities as Board members.

SECTION VIII – AMENDMENTS

The MPO Operating Rules and Procedures may be amended at any meeting by a simple majority vote of the board present, provided the item has been publicly noticed. Amendments may be initiated by board members or the MPO Director/Planning Manager.

2021 Update Public Participation Plan



GREATER MADISON
mpo



Greater Madison Metropolitan Planning Organization

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Doug Wood, Vice Chair
Samba Baldeh
Margaret Bergamini

Yogesh Chawla
Paul Esser
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Planning Manager

Bill Holloway
Transportation Planner

Dan Seidensticker
GIS Specialist

Zia Brucaya
Transportation Planner

Ben Lyman
Transportation Planner

Sherry BonDurant
Administrative Clerk

Colleen Hoesly
Transportation Planner

David Kanning
Transportation Planner



U.S. Department
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**Federal Highway
Administration**



U.S. Department
of Transportation
**Federal Transit
Administration**



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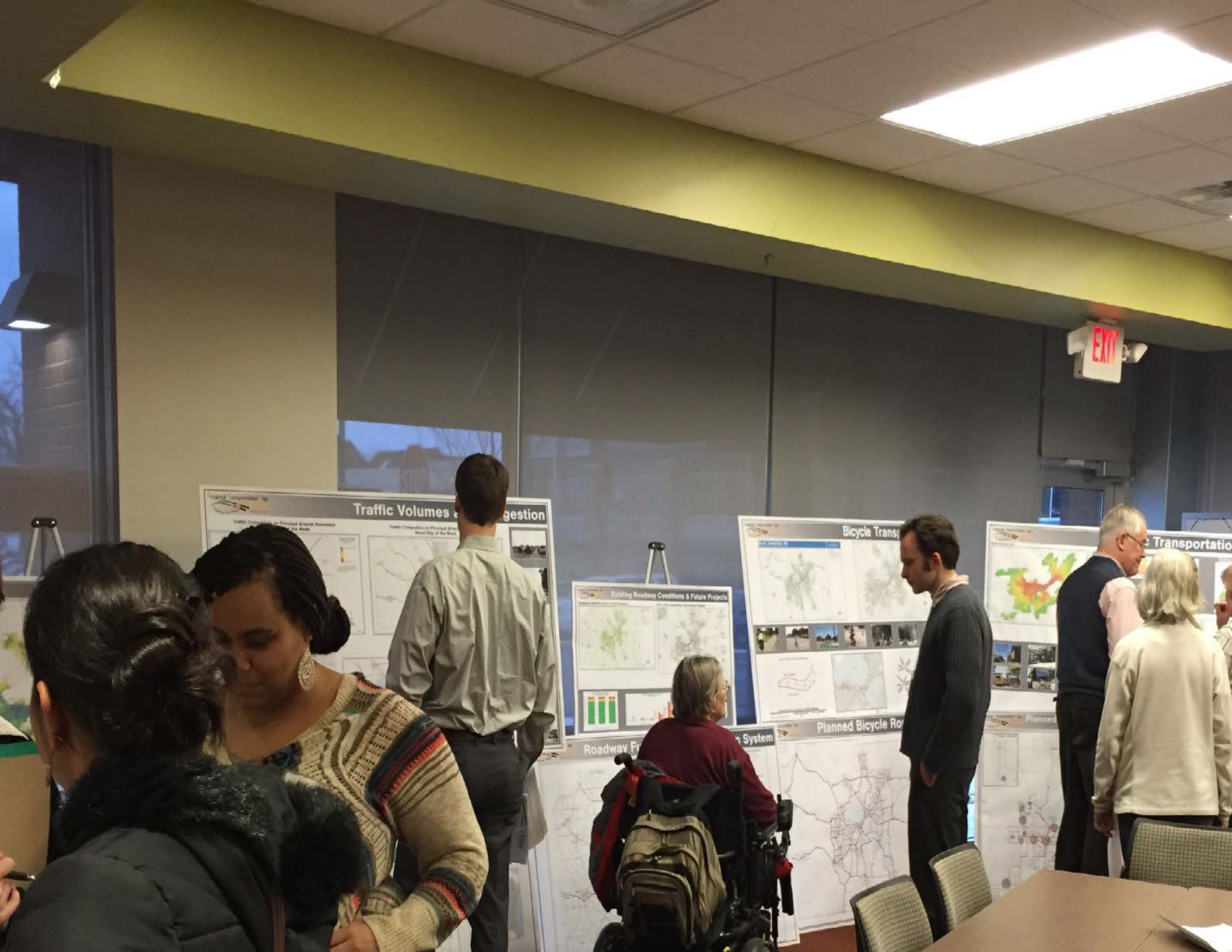
The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation or WisDOT.

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Greater Madison Metropolitan Planning Organization

MISSION	Lead the collaborative planning and funding of a sustainable, equitable transportation system for the greater Madison region.
VISION	A sustainable, equitable regional transportation system that connects people, places, and opportunities to achieve an exceptional quality of life for all.



SECTION 1- INTRODUCTION AND BACKGROUND

The Greater Madison MPO (Metropolitan Planning Organization) shall develop and use a documented public participation plan that defines a process for providing citizens, affected public agencies, private transportation providers, users of the transportation system, and others with reasonable opportunities to be involved in the metropolitan transportation planning process in accordance with 23 C.F.R Section 450.316 (MPO Rules and Operating Procedures, amended March 6th, 2019)

Purpose

This plan outlines the public participation goals and techniques to be used in the Greater Madison MPO's transportation planning and programming processes. This plan revises the previous plan, dated September 2015. The revised plan reflects the MPO's ongoing commitment to actively evaluate and improve the public involvement process and to ensure compliance with updated Federal requirements.

Public participation in the transportation planning process is vital for many reasons, including:

Citizens have the right to participate in transportation planning and investment decisions that affect their daily lives.

Public participation that begins early in the planning process and is maintained throughout the life of the project helps to avoid, minimize, and mitigate negative project impacts.

Plans that are developed with citizen participation are more likely to have community support, increasing their chances of implementation.

Citizen participation strengthens the democratic process and improves the likelihood that plans will be successfully implemented. When the public involvement process is implemented correctly, it builds a public understanding and knowledge about decisions, identifies public concerns and values, and helps to develop consensus, resolve conflicts, and produce better decisions.

The Greater Madison MPO is committed to providing ample opportunities for all current and future users of the greater Madison transportation system to learn about and provide feedback on

transportation issues and plans and projects under consideration in the region. The MPO is further committed to ensuring that traditionally underserved populations that have historically faced challenges and barriers have meaningful opportunities to participate in the MPO's transportation planning and programming processes; the MPO will strive to address environmental justice issues at all stages of the planning process. This plan is a guide for the MPO to identify key stakeholders and proactive public engagement strategies to meet the public participation goals of the agency, while also informing the public and other stakeholders on opportunities to get involved in the planning process.

About the MPO

The Greater Madison MPO is the designated metropolitan planning organization (MPO) responsible for overseeing the continuous, comprehensive, and cooperative (3-C) transportation planning decision-making process for the Madison Metropolitan Planning Area. MPOs are federally designated decision-making bodies for metropolitan areas with populations greater than 50,000, which guide decisions about how federal transportation funds for planning studies, capital projects, and services will be programed in the region. MPOs help facilitate implementing agencies (including municipal public works departments, county highway departments, and state departments of transportation) in the prioritization of their transportation investments in a coordinated way consistently with regional goals, policies, and needs, as outlined in a long-range regional transportation plan.

The goal of the MPO planning and programming processes is to build regional agreement on transportation investments that balance roadway, public transit, bicycle, pedestrian, and other transportation needs and support regional land use, economic development, and environmental goals.

What Does the MPO Do?

The MPO is a regional transportation planning agency and approves use of federal transportation funding; the MPO is not an implementing agency that builds facilities or operates transit service. The following outlines the key responsibilities of the MPO and those that fall with other agencies and local communities.

What the MPO does:

- ☑ Prepare a long range (20+ year) regional transportation plan (RTP) for all modes of travel, which is updated every 5 years
- ☑ Provide a forum for regional transportation decision making
- ☑ Approve Federal funding for projects in the region
- ☑ Conduct public engagement
- ☑ Administer the RoundTrip Travel Demand Management (TDM) program

What the MPO does not do:

- ☒ Design, construct or maintain roadways or multi-use paths
- ☒ Traffic control (e.g., signs and signals) and enforcement
- ☒ Operate public transit service or design and construct transit capital facilities
- ☒ Land use planning and zoning

Core Planning Responsibilities

The MPO is responsible for four major transportation plans and programs, the Regional Transportation Plan (RTP), the Transportation Improvement Program (TIP), the Unified Planning Work Program (UPWP), and the Public Participation Plan (PPP). In addition, the MPO is responsible for preparing or assisting with other special transportation plans and studies as needed, including the Bicycle Transportation Plan, Transit Development Plan (TDP) and Coordinated Public Transit – Human Services Transportation Plan.

Regional Transportation Plan (RTP): The RTP is a fiscally-constrained plan that guides decision-making for the selection and implementation of transportation projects across all modes in the Greater Madison area. It outlines the policies, and the long-range and short-range actions that support an integrated and intermodal transportation system for the effective and efficient movement of people and goods. The planning process involves collaborating with stakeholders

including WisDOT, Dane County, and local communities, resulting in policy, strategy, and project recommendations. The RTP's planning horizon is at least twenty (20) years and the document is reviewed and updated every five years. (23 C.F.R 450.324)

Transportation Improvement Program (TIP): The TIP lists all multi-modal transportation projects programmed (i.e., with committed funding) in the Greater Madison area within a five-year time frame. The TIP's primary purpose is to serve as the financial programming document for the MPO. The MPO also includes some planned projects without committed funding for informational purposes as "illustrative" projects. All TIP projects with federal funding or that are regionally significant must be identified in (if involving capacity expansion) or consistent with the goals and policies of the RTP, and all projects receiving federal funding must be included in the TIP. (23 C.F.R. 450.326)

Unified Planning Work Program (UPWP): The UPWP identifies specific planning, data, and analysis tasks that the MPO and its partner agencies will undertake in a calendar year. The UPWP is updated annually. A UPWP is a requirement for receipt of Federal Planning funds, which supports the majority of the MPO's work. (23 C.F.R. 450.308)

Public Participation Plan (PPP): The PPP identifies the MPO's public participation methods, the strategies for public engagement and outreach, and State and Federal regulations regarding public participation. The PPP is updated every five (5) years, and evaluated annually. (23 C.F.R. 450.316)

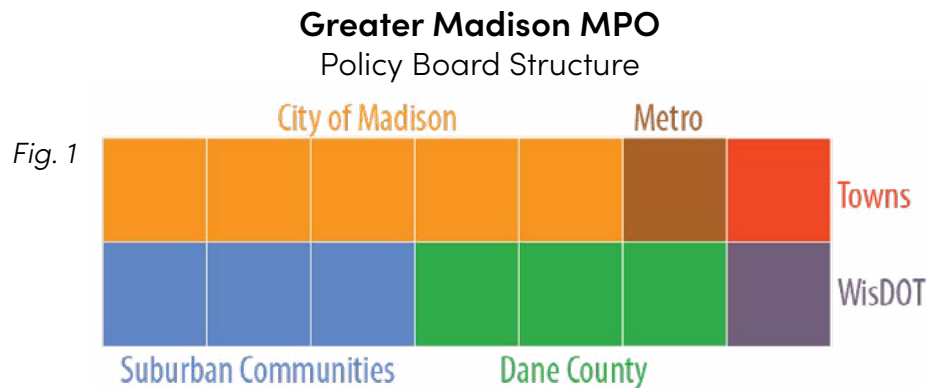
The MPO also maintains a **Title VI Non-Discrimination Program and Language Assistance Plan**. Title VI of the 1964 Civil Rights Act (42 U.S.C. 2000d-1) prohibits discrimination on the basis of race or national origin under any program or activity receiving Federal financial assistance, while Executive Order 12898, issued in 1994, entitled "Federal Actions to Address Environmental Justice (EJ) in Minority Populations and Low-Income Populations" further extends Title VI protections to low-income populations.

Organizational Structure

MPO Policy Board

The MPO is governed by a 14-member Policy Board appointed by the local units of government within the Metropolitan Planning Area, Dane County, and Wisconsin Department of Transportation, as shown in Fig 1. The Policy Board is the decision-making body for the organization. Federal law requires that the Policy Board shall consist of:

- Elected officials;
- Officials of public agencies that administer or operate major modes of transportation in the metropolitan area; and
- Appropriate State officials.



A listing of the current Policy Board members, meeting calendar, and past meeting minutes can be accessed at <https://www.gretermadisonmpo.org/meetings/tpb.cfm>.

Technical Coordinating Committee

The Technical Coordinating Committee (TCC) is a multi-modal planning advisory and coordinating committee. It includes members representing various agencies or facets of transportation planning and consists of 14 voting members, 5 alternate voting members, and 2 non-voting members representing the U.S. Department of Transportation. While the MPO Board serves as the policy body for the MPO, the TCC reviews, coordinates, and advises on transportation planning matters. MPO staff reviews all draft plans, policies, project recommendations, TIPs, and other documents with the TCC, which then makes recommendations to the MPO Board. The TCC also plays an important information sharing and coordinating role.

A listing of the current TCC members, meeting calendar, and past meeting minutes can be accessed at <https://www.gretermadisonmpo.org/meetings/tcc.cfm>

Citizen Advisory Committee

The Citizen Advisory Committee (CAC) provides feedback to the MPO board and its staff on matters related to MPO planning activities. Other purposes of the committee are to: (a) provide a “sounding board” for reactions to possible transportation planning policy issues; (b) provide liaison with various other public and/or private interest groups; and (c) provide for a means of feedback on citizen relations to MPO planning issues and to relate this to possible future shifts in planning policy directions. The CAC include representatives of various public and/or private interest groups or interests (e.g., business community), local elected officials, and local citizens.

Anyone interested in becoming a member of the CAC is encouraged to contact the MPO Planning Manager.

A listing of the current CAC members, meeting calendar, and past meeting minutes can be accessed at <https://www.gretermadisonmpo.org/meetings/cac.cfm>.



Federal Public Participation Requirements

The Fixing America's Surface Transportation Act (FAST Act), the federal surface transportation funding and authorization bill, was signed into law on December 4th, 2016 and continues to support previous federal public participation guidelines. The FAST Act was recently extended for a year until September 2021. MPOs are required to develop a public participation plan that identifies reasonable opportunities for the public and all interested stakeholders to be involved in and comment on the contents of the long-range Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP). In addition to the RTP and TIP, this Public Participation Plan also outlines public participation requirements and outreach methods for all of the MPO's core planning processes.

The FAST Act also requires that MPOs identify a broad and inclusive list of stakeholders that must be provided the opportunity to comment and be involved in the planning process. These stakeholders, including the general public, affected government agencies, transportation disadvantaged populations, providers of transportation and more are listed in Section 3. MPO's are also required to coordinate with the statewide transportation planning public participation and consultation processes.

Additionally, the FAST Act also requires that MPOs conduct public meetings at convenient and accessible locations at convenient times, use visualizations such as maps and charts to help describe plans, and make public information available in electronically accessible formats. More policies and methods for engaging with the public can be found in Section 4.

SECTION 2- PUBLIC INVOLVEMENT GOALS

To help achieve broader public understanding and consensus on transportation plans, programs, and projects, the following major goals have been identified for the public participation efforts of the MPO.

INFORM- Provide timely, objective information to keep the public informed about Greater Madison MPO's ongoing transportation planning and project programming processes throughout the region.

INVOLVE- Create inclusive opportunities for the public to provide comments and feedback for consideration at key decision-making points in the transportation planning and programming process, with an emphasis on actively seeking out input from traditionally underserved populations.

COMPREHEND- Broaden the mutual understanding of priorities and concerns of all involved and impacted by the MPO's transportation planning and programming activities.

ENGAGE- Collaborate with local communities and other stakeholders in an interactive process to develop a transportation system reflective of the values of the region.

IMPROVE- Continuously seek ways to improve information, involvement, and engagement through annual evaluation of the public participation process.

SECTION 3- IDENTIFICATION OF STAKEHOLDERS

The MPO considers all who live, work, or travel through Dane County as stakeholders potentially effected by transportation planning decisions in Dane County. The following are stakeholder groups that are important participants in the transportation planning and programming process. See Appendix B for a listing of organizations representing one or more of the following stakeholder groups that are included in the MPO contact list.

General Public

All residents and employees of the MPO Planning Area utilize and are affected by the region's transportation system on a daily basis. Persons representing special interest groups often tend to make up a large percentage of those participating in public involvement activities. It is helpful to involve as many members of the general public as possible to get a broader perspective of the "average citizen."

Minority and Low-Income Populations

According to 2014-2018 Census American Community Survey (ACS) five year estimates, the minority population within the MPO Planning Area is around 23% of the total population, while around 18% of households in Dane County are classified as "low-income" (i.e., with incomes less than 150% of the federal poverty level), and 8% of households are autoless.

Minority and low-income populations are protected population groups under Title VI of the 1964 Civil Rights Act (42 U.S.C. 2000d-1), the President's Executive Order 12898, issued in 1994, entitled "Federal Actions to Address Environmental Justice (EJ) in Minority Populations and Low-Income Populations", and a subsequent U.S. Department of Transportation order. Title VI prohibits discrimination on the basis of race or national origin under any program or activity receiving Federal financial assistance. The EJ Order further amplified Title VI and added low-income populations to the protected list. The MPO maintains a list of organizations representing or working with racial and ethnic minorities.

Limited English Proficient

According to the 2014-2018 ACS five-year data, around 5% of the Madison urban area's population state that they speak or understand English less than "very well," and of those, over 40% speak Spanish. The MPO adopted an updated Language Assistance Plan on October 7, 2020 that outlines the policies and procedures that will be used to address the needs of LEP persons. This includes provision of interpretive services upon request. The plan is available on the MPO's

web site at www.greatermadisonmpo.org/about/civilrights.cfm (2020 Title VI Program, Appendix F) and at its offices at 100 State Street, #400, Madison, Wisconsin 53703.

Title VI of the 1964 Civil Rights Act and Executive Order 13166, "Improving Access to Services for Persons with Limited English Proficiency", requires any agency that receives federal funds to establish a means of including Limited English Proficiency (LEP) persons in the agency's decision making processes and ensuring meaningful access to the information and services the agency provides. The Department of Justice has issued guidelines to assist agencies in complying with this requirement. The steps required to ensure "meaningful access" depend upon a number of factors, including the number of LEP persons that may be impacted, the importance of the service provided, and the resources available to the agency.

Elderly, Persons With a Disability, and the Transportation Disadvantaged

U.S. Department of Transportation planning regulations require MPOs to "seek out and consider the needs of those traditionally underserved by existing transportation systems. . ." In this spirit, the MPO includes the elderly, persons with a disability, and the autoless as additional target population groups for inclusion in public involvement efforts and for transportation needs assessments. The MPO has a contact list of organizations representing the elderly and persons with disabilities as well as agency staff working with these groups. According to 2012-2016 ACS estimates, 12% (61,555) of Dane County's population was aged 65 and over; 5% (23,365) were aged 75 and over. These populations are expected to increase substantially, with the over-65 population doubling from 10% of the population in 2010 to 20% in 2040. The 2016 5-year ACS also estimated that 9% of Dane County's non-institutionalized population experienced a disability; 29% of the population 65 or older experience a disability. The 2014-2018 ACS estimates that over 7% of Dane County's population lives in a household without access to an automobile.

Transportation Providers

These stakeholders include public agencies and private companies administering or providing passenger transportation (fixed-route bus, paratransit, shared-ride taxi, intercity bus) and freight transportation (rail, truck, air) services. Representatives of these agencies and companies are included in the MPO's contact lists, which are updated continually. A notice with the listing of transit projects in the draft TIP is sent out to representatives of these agencies and private transportation providers for comment each year in accordance with federal regulations.

Local Jurisdictions and Public Agencies

The MPO transportation planning process needs to be coordinated with local, county, and state transportation planning and other planning activities affected by transportation, including land use growth, economic development, safety/security operations, and environmental protection. Thus, local, county, state, and federal officials and agency staff are important stakeholders. The FAST Act continues to place an emphasis on consultation and coordination with these officials and staff. Local, county, and WisDOT planners and engineers are represented on the MPO's Technical Coordinating Committee (TCC). The MPO also maintains a contact list of chief elected local officials and all city alders and village board trustees. The MPO list of public agency staff includes state and federal agencies responsible for agricultural and natural resource conservation, workforce development, public health, environmental protection, historic preservation, safety/security operations, and Indian Tribal government staff.

Private Businesses, Special Interest Groups, and Other Organizations

Special interest groups are another group of stakeholders. Representatives of these organizations are helpful to the planning process by bringing particular perspectives and extensive knowledge of their issue areas. Some of these groups or organizations are represented on the MPO's Citizen Advisory Committee. Examples of these groups include: bicycle, pedestrian, and transit advocacy organizations; chambers of commerce; environmental organizations; League of Women Voters; and neighborhood organizations. The MPO maintains contact lists of these organizations, which are updated periodically.

Coordination With Other State and Local Planning Efforts and Public Involvement Activities

The planning efforts and public involvement activities of the MPO (including those in particular for the RTP) will be coordinated with those of WisDOT, Dane County, and local units of government in the MPO planning area. This will ensure consistency between plans, make the best use of staff resources and citizens' limited time for public involvement activities, and avoid confusion about the different plans. Most notably, the MPO has worked with the Capital Area Regional Planning Commission (CARPC) to coordinate the timing of the upcoming RTP update with CARPC's update of the Regional Development Framework, which serves as an important input to the RTP. A number of communities have also recently completed or are in the process of completing their comprehensive plan updates. WisDOT has an effort titled Connect 2050 to create an updated state transportation policy plan, which is also on a similar timeline as the RTP update.

The MPO consults and coordinates with federal, state, and county agencies responsible for planning activities affected by transportation. Such coordination will be achieved through a variety of mechanisms, including:

- MPO Technical Coordinating Committee and ad hoc plan/study committees;
- MPO Board and staff participation on advisory committees for WisDOT, Dane County, and other regionally significant plans and studies (e.g., major corridor/feasibility studies);
- MPO staff assistance with public involvement activities for WisDOT, Dane County, and other regionally significant plans, studies, and projects;
- MPO staff monitoring of state, county, CARPC, and local land use/transportation planning activities and others affected by transportation; and
- Comparison of the RTP and TIPs, as they are developed, with the plans, maps, and inventories developed by state, county, CARPC, Indian Tribal, and private agencies responsible for transportation planning and activities affected by transportation (see Sections regarding consultation with public agencies in development of the TIP and RTP respectively).

SECTION 4- PUBLIC INVOLVEMENT METHODS

The MPO uses a wide variety of outreach and engagement methods to reach and interact with the stakeholders identified in Section 3. The various methods and tools the MPO may use to accomplish the public participation goals listed earlier are detailed below, as funding and resources permit. These methods are also summarized by plan type in Figure 2, which further categorizes methods as primary or supplemental methods. Primary methods include traditional outreach and engagement methods, which are “tried and true” and often expected by stakeholders. Supplemental methods will be used to further enhance traditional engagement methods, and will be utilized based upon need or request as time, funding, and logistics allow. The MPO seeks to balance traditional, in-person engagement and tools with innovative digital methods as well. The following listing of methods is not intended to be exhaustive, and the MPO may facilitate or participate in other public involvement opportunities that may not be known or available at this time.

MPO Web Site: www.GreaterMadisonMPO.org

The MPO website provides up-to-date information on the following:

- Policy Board and committee meeting schedules, agendas, minutes, and other important notices
- Current and past plans, projects, and publications
- GIS data and maps (e.g., roadway functional classification system, traffic counts and growth, bicycle map, in static pdfs and interactive maps)
- Links to related agencies, project-specific sites, and other resources



The website is used both as a communication tool and as an avenue for receiving public input during the transportation planning and programming processes. There is a general online comment form, as well as contact information for all MPO staff.

Email Notifications

MPO staff maintains a database of contacts, which serves as the foundation of e-mail and mailing lists. Email is the preferred communication method by the MPO in order to assure immediate receipt and to conserve materials, staff time, and postage costs. Efforts will be made to continue to build upon the MPO's current e-mail and mailing lists, to reach as many people as possible, including under-served populations. The MPO's e-mail and mailing lists include stakeholders identified in Section 3, including neighborhood associations; community, business, environmental, and other interest groups; elected and appointed officials; public agencies; and other interested citizens. Most correspondence sent to chief elected officials is also be copied to the municipal clerks to ensure that all local elected officials receive the information. The mail and e-mail lists will be used to announce upcoming meetings, distribute public informational materials, provide information about the MPO's activities, and identify potential citizen advisory committee members. The lists may also be used for questionnaires/surveys and flyers. In addition to using the lists of other city and county agencies, the mailing lists will be built up through meeting sign-in sheets, phone call logs, and email correspondence. Anyone wishing to be added to the email distribution list can contact the MPO.

Public Involvement Meetings and Open Houses

Public involvement meetings will be held throughout the metropolitan area at various stages of transportation planning and program development. Public meetings allow MPO staff to present and illustrate information, alternatives, and recommendations and are a primary vehicle for receiving public comment.

Public meetings will be held at times and in areas convenient to potentially affected citizens. Convenient time generally means in the evening after typical work hours, but other times will be considered. Most meetings will be held in locations with convenient access by transit and bicycle as well as by car. However, in the interest of holding meetings throughout the MPO planning area, this will not always be possible. The locations of all meetings will be in locations that are accessible by persons with disabilities. At least one meeting in each

Fig. 2- Public Engagement Methods by MPO Planning Process

Public Engagement Methods	General MPO Outreach	RTP	TIP	UPWP	PPP	Title VI & EJ	Coordinated Plan	TDP	Bicycle Plan	RoundTrip Program
MPO Website	●	●	●	●	●	●	●	●	●	●
Email Notifications	●	●	●	●	●	●	●	●	●	○
Public Involvement Meetings & Open Houses	○	●							●	
Public Hearing		●	●							
Advisory Committee	●	●	○				○	●	●	●
Fact Sheets & Brochures	●	●	○	○	○	○	●	○	●	●
Social Media	●	●	●	●	●	●	●	●	●	○
Newsletter	●	●	●	●	●	●	●	●	●	●
Media Outreach	●	●	●				○		●	○
Focus Groups & Workshops		○			○		○	○	○	
Webinar Series	○	○					○		○	○
Surveys	○	●		○	○		●	○	●	○
Presentations to Local Committees, Civic Groups, and Organizations	○	●	○				○	○	○	●
Community Event Tabling & Information Booths	○	○						○		○
Videos	○	○								○
Forums/Conference	○						●			○
Emerging PE Tools	○	○						○	○	○
Update Schedule	Continuous	5 Years	Annually	Annually	5 Years	3 Years	5 Years	5-10 Years	10 Years	Continuous
Public Comment Period	N/A	30 Days	30 Days	30 Days	45 Days	30 Days	30 Days	30 Days	30 Days	N/A

● PRIMARY METHOD

○ SUPPLEMENTAL METHOD (Based on need and request)

The methods listed above are based upon methods used for each of the MPO'S planning efforts in the past, planned strategies for upcoming planning processes, or identified during the 2020 MPO Rebranding Survey and Focus Groups. The methods listed in the table above are subject to change based on best practices and the evaluation of the methods moving forward. Other plans or projects that the MPO may be involved in that are not listed here will use a variety of the public participation methods listed above as appropriate.

RTP- Long Range Transportation Plan; TIP- Transportation Improvement Program; UPWP- Unified Planning Work Program; PPP- Public Participation Plan; EJ- Environmental Justice; Coordinated Plan- Coordinated Public Transit-Human Services Plan; TDP-Transit Development Plan

series will be held in an area with a concentration of environmental justice populations. Public involvement meetings may also be held virtually. For the upcoming RTP update, all meetings will need to be held virtually until the COVID-19 pandemic is addressed and in-person meetings are safe. Even after this, the MPO will likely hold at least one in a series of meetings virtually to broaden access for people who don't have the time, ability, or desire to attend an in-person meeting. In that case, the meeting will be recorded and posted in order to allow people to watch at a time convenient for them.

Flyers will be used to announce RTP and other selected meetings. The flyers will be produced in a digital format and distributed via e-mail to the MPO's e-mail list. Special interest groups may request a digital copy of a flyer from the MPO. The meeting flyer will generally contain a brief description of the purpose of the meeting(s), the time(s) and location(s), and contact information and the website address where additional information can be obtained.

The format of the meetings will vary, but will typically include "open houses," small group discussion, and large group question/answer or comment sessions.

Public Hearings

The Board shall schedule and hold public hearings on all items required by law (e.g., Regional Transportation Plan, Transportation Improvement Program) and may hold public hearings on any other matters. Public hearings are meetings where the public is invited to provide on the record comments and testimony before the MPO on an issue. Participants may also submit written comments as part of the public hearing process. As outlined in Section 6, public hearings are a required component before the formal adoption of many MPO plans.

Advisory Committees

The Citizen Advisory Committee (CAC), as described in the Introduction, provides feedback to the MPO board and its staff on matters related to MPO planning activities. The CAC makes recommendations on MPO plans and other feedback on general transportation matters. The MPO typically also creates ad hoc advisory committees for major plans such as the Regional Transportation Plan, Transit Development Program, and Bicycle Plan. These ad hoc plan or study committees are typically comprised of a mix of agency staff,

elected officials, and citizens depending upon the plan/study.

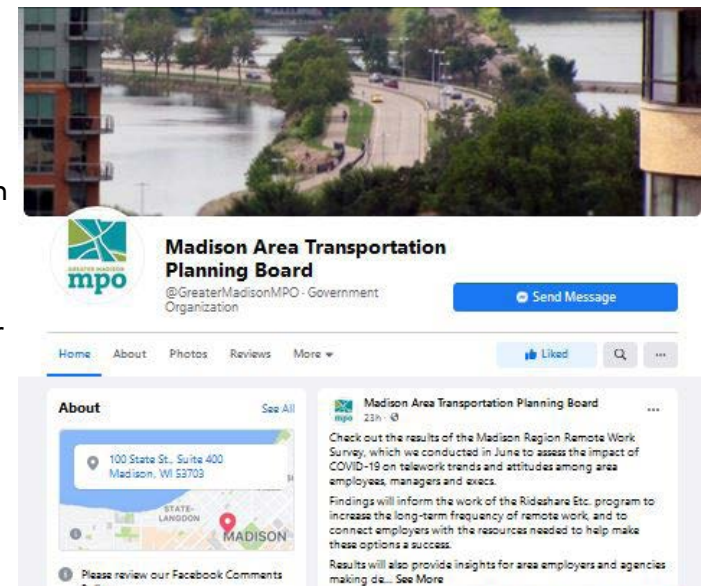
To encourage participation on its citizen advisory committee and any other ad-hoc advisory committees, the MPO will continue to reach out to community, ethnic and faith-based organizations to connect with all populations. In addition, the MPO strives to find ways to make participating on its committees convenient. This includes scheduling in-person meetings after traditional weekday daytime work hours and in locations with good transit service (e.g., downtown) and in or near neighborhoods with a high concentration of minority and low-income populations

Fact Sheets and Informational Brochures

Fact sheets and other informational brochures will be used to provide easily digestible formats, including but not limited to the use of graphics or other visualization techniques. Fact sheets can be distributed at meetings, on the MPO website, and through other avenues.

Social Media

The MPO maintains a Facebook page which can be viewed at <https://www.facebook.com/GreaterMadisonMPO>. The MPO posts announcements, meeting notices, and general interest posts on Facebook. The MPO is actively working on increasing its reach and following on social media, and frequently partners with other organizations to share relevant content. The MPO may explore other social media channels in the future.



E-Newsletter

The MPO publishes its digital newsletter “Connecting the Region” 3–4 times a year. The newsletter contains information about current transportation planning initiatives, upcoming projects, the MPO’s TDM program, and regional transportation news. Project specific newsletters may be considered in the future.

The newsletter is sent out by email to subscribers, and also posted on the website and Facebook. There is an option to sign up for the newsletter on the MPO website, as well as options for signing up during open houses and other meetings.



ARTICLES

Madison Region Remote Work Survey: COVID-19 Impact

COVID-19 Impacts Regional Traffic

Big Data Helps MPO Understand Travel Patterns in the Greater Madison Area

Refinements to East-West Bus Rapid Transit Considered

DRAFT 2021-2025 Transportation Improvement Program Available for Review and Comment

Regional Transportation Plan Update

CARPC: Planning for Future Development in the Capitol Region

ABOUT US

Greater Madison MPO

100 State Street, Suite 400
Madison, Wisconsin 53703

Phone 608-266-4336
Fax 608-261-9967

Introducing the Greater Madison MPO

Connecting People, Places & Opportunities

You may have noticed that something's changed... as the newly minted Greater Madison MPO (formerly Madison Area Transportation Planning Board), we are excited to share the results of our recent rebranding!

We initiated this process as a big step toward improving public awareness and understanding of the MPO's role and resources within the region. The results and feedback we gathered will help us draw better connections to the everyday things that people value most, and will inform our approach to future engagement processes such as the Regional Transportation Plan update that will begin in early 2021.

As part of the rebrand, we also defined a forward-thinking mission and vision to guide our work in the region, and teamed with the Capital Area Regional Planning Commission to further connect our two regional planning agencies with coordinated brands.

Finally, our transportation options program, Rideshare Etc., received an exciting facelift and will be introduced publicly as RoundTrip in 2021.

We are grateful to everyone who assisted us in this journey and we look forward to bringing our new identity to life in the coming weeks and months. We updated our website and Facebook page to reflect the new MPO name and logo, and additional improvements are planned for the future.

Greater Madison MPO's COVID-19 Response

Like many organizations, the MPO office remains closed to the public due to COVID-19. Our staff will continue to work remotely part- or full-time to help protect the health of our community, and we are committed to providing the same dependable level of service that you are accustomed to. While our phones are monitored, the best way to reach us during this time is via email. If you have any questions or requests, please visit our [staff page](#) for a complete list of contact information.

Media Outreach

Various media strategies will be employed to generate public interest and disseminate information as widely as possible. These may include press releases to local media (newspaper, television, radio), editorial board meetings, public service announcements (PSAs), social media, and possibly videotaping of some meetings. Daily and weekly newspapers may be solicited for publishing supplements with information about the draft RTP. Placement of ads or other announcements in minority publications in English, Spanish, Hmong, and Traditional Chinese will also be considered.

Focus Groups and Workshops

Focus groups are small groups of stakeholders brought together for a facilitated discussion to provide more in-depth feedback on a topic or plan, and gather user specific comments and concerns. Focus groups may also participate in workshops using small group exercise and discussion questions. These methods are helpful to engage targeted stakeholder groups such as environmental justice populations and vulnerable roadway users to ensure that all voices are part of the planning process.

Webinar Series

In partnership with the Capital Area Regional Planning Agency (CARPC), the MPO is developing a recurring webinar series featuring local land use and transportation planning issues.

Surveys

Surveys will be considered when specific input from the public is desired. Surveys can be used to assist in making decisions that reflect the values, priorities, and desires of area citizens. These will typically be online surveys, but paper surveys, phone surveys, and other methods may be used as needed or requested.

Presentations to Civic Groups, Local Transportation Committees, and Other Associations

Presentations will be given to or meetings held with organizational groups and associations, upon request. Depending upon the nature of the request, these presentations may focus on specific planning initiatives, or be more general and educational in nature. In addition, those groups and associations that have newsletters will be identified, and announcements and information sent to them to expand the impact of the MPO's communication outreach efforts.

Community Event Tabling/ Information Kiosks

The greater Madison region has numerous festivals, markets, and community events happening all year round. These events are a great opportunity to interact with residents, allowing the MPO to go to them instead of asking them to come to MPO meetings. Booths may include informational handouts and interactive activities.

Videos

Videos and other recorded materials may be produced to promote ongoing plans or studies, to inform and/ or educate the public and stakeholders about planning activities, or encourage stakeholder involvement. Given the high cost and staff time and expertise to produce, these would only be considered for major planning efforts, as appropriate.

Forum/Conference

The MPO received considerable feedback during the agency rebranding initiative from community leaders, technical staff, and other agencies and organizations that forums or conferences focusing on regional issues and needs is highly desired to facilitate the sharing of information and resources. The MPO will investigate opportunities to host a regional transportation forum in the future or a land use and transportation forum in partnership with CARPC.

Emerging Public Engagement Tools

In an increasingly digital world, new online tools and applications for engaging the public, gathering feedback, and sharing information are constantly emerging. The MPO will stay up to date on these emerging tools, and will seek to find opportunities to pilot new or innovative outreach methods as appropriate.

Inclusive Participation: Title VI and Environmental Justice

The MPO is committed to ensuring that all persons, including minority and low-income populations and those with a disability or language barrier, have meaningful opportunities to participate in the MPO's transportation planning and programming processes. The MPO will strive to address environmental justice issues at all stages of the planning process. This includes implementing the following strategies

to reduce participation barriers for these traditionally under-served groups in attempting to engage them in the decision-making process:

- Representatives of minority, disability, and low-income groups will be identified and an effort will be made to include them on the board and citizen advisory committee and in MPO mailings.
- Whenever possible, meetings will be held at locations accessible to persons with a disability, bus riders, and bicyclists, and that are convenient to neighborhoods with a concentration of minority and low-income persons.
- Translators/interpreters will be provided for meetings, if requested.
 - A statement is included at the bottom of all meeting notices in English, Spanish, Hmong, and Traditional Chinese indicating that an interpreter, materials in alternate formats, or other accommodations will be made available, if requested at least 48 hours prior to the meeting.
- Information, including meeting notices and press releases, will be provided to minority news media.
- For RTP and other selected meetings, digital format announcement flyers in English and Spanish will be distributed via e-mail to the MPO's e-mail list and to special interest groups representing minority and low-income populations.
- The RTP Executive Summary and other documents may be translated and made available in Spanish, Hmong, and Traditional Chinese on an as-practical and reasonable basis.
- Vital documents, as identified by the Title VI plan, are published in Spanish, Hmong, and Traditional Chinese.

The MPO has an adopted Language Assistance Plan that outlines the policies and procedures that will be used to address the needs of LEP persons. This includes provision of interpretive services upon request. The plan is available on the MPO's Web site and at its offices.

A summary of the MPO's methodology for identifying Environmental Justice Priority Areas is included in Appendix C.



SECTION 5- ENSURING PUBLIC PARTICIPATION IN THE GREATER MADISON REGION

Proactive Public Involvement Process

The goals and various components of the public participation program, including the structure of special advisory committees, and the scheduling of public information meetings and hearings at key decision points in the TIP, RTP, and other planning processes, are designed to provide a public involvement process that is proactive. Efforts will be made to provide information in a timely manner with reasonable public access to technical and policy information. This includes those groups that are traditionally under-served by existing transportation systems.

When significant written and oral comments are received on the draft RTP, other major plans, or the TIP, a summary, analysis, and report on the disposition of comments will be prepared and made a part of the final document.

Whenever possible, MPO public involvement processes will be coordinated with statewide, county, and local planning and public involvement processes to enhance public consideration of the issues, plans, and programs.

Access to Technical and Policy Information and Planning Documents

MPO staff are available during business hours to discuss technical and policy information with interested members of the public. By prior arrangement, MPO staff are available to meet with or provide presentations to groups or organizations or local transportation related commissions after normal business hours. The MPO maintains a library of past and current area transportation planning studies and transportation-related information, maps, and materials that are available for review during normal business hours. Copies of studies, maps, and other materials are available from the MPO's website and/or from staff for the cost of reproduction and postage. Draft and final plans and TIPs are available for review on the MPO website and at the MPO office. Copies of the final RTP will also be available at selected libraries in the metropolitan area.

When requested from the public, efforts will be made to make available documents or portions of documents in alternative formats or languages, including Spanish, Hmong, and Traditional Chinese.

General Public Involvement Policies and Procedures

MPO Policy Board Meetings

The MPO Policy Board is the decision-making body for the organization. Action on matters such as official plans, projects, funding decisions, and other matters brought before it are discussed and voted on at MPO Policy Board meetings.

Public Notice, Accessibility, and Conduct

All meetings are publicly noticed with both the City of Madison and Dane County. Agenda and meeting packets are posted on the [MPO website](#). Meetings are located in a place that is accessible to all persons, and conducted in conformance with Sections 19.81 to 19.98 of the Wisconsin Statutes, which set forth the public policy and requirements for open meetings of governmental bodies. Accommodations will be made for persons with disabilities if the attendee gives advance notice of a need for an interpreter, materials in alternate forms, or other accommodations to access the meeting. With a minimum of 48 hours' notice prior to a public meeting the MPO can make a digital recording of the meeting available to those that request the recording.

Meeting Schedule

The MPO Policy Board generally meets monthly on the first Wednesday of the month, currently at the Madison Water Utility Building, located at 119 E. Olin Ave., Madison, WI 53713, beginning at 6:30 p.m.¹ When there are insufficient agenda items for a meeting, the meeting may be canceled at the discretion of the Chair. If the regular meeting date is on or near a holiday, the meeting will be rescheduled or canceled.

In order to improve coordination of MPO and local planning efforts, increase the visibility of the MPO, and improve access to the MPO for non-Madison residents, the MPO Policy Board will periodically hold its regular meeting in different communities around the metropolitan area. The agenda for these meetings will include presentations and discussion on MPO planning activities and local community plans and issues.

¹ Meetings have been held virtually during the COVID-19 pandemic and will continue to be until in-person meetings are determined to be safe by public health officials.

Special meetings may be held as needed and may be called at any time by the Chair. The public notice, accessibility, and conduct of the special meeting shall still meet state requirements for open meetings. *Joint meetings* may be held with other agencies, committees, or commissions on items of mutual interest.

Virtual Meetings

Virtual board meetings and public hearings are permissible where public health orders or guidance recommend against in-person meetings due to a pandemic or other health emergency.

Virtual board meetings may also be permissible in rare occurrences for a short, generally one item agenda meeting to address an urgent, non-controversial matter (e.g., minor TIP amendment).

In circumstances where virtual meetings are authorized and held, the meeting information will be posted on the MPO website at the time that the agenda is posted with details on how the public can access the meeting. Meeting information will also be distributed electronically.

Meeting Agenda

Meeting agendas shall be prepared by the MPO Planning Manager in consultation with the Chair. Items for the agenda, accompanying information, and written communications intended for consideration as part of an agenda item should be received by the MPO Planning Manager no later than ten (10) days prior to the scheduled meeting. However, written communications received after this deadline will be reported and provided to the board at the meeting or emailed to the board.

All agendas and accompanying information packets shall be mailed to Board members and posted on the MPO's website no later than five (5) days in advance of the scheduled meeting. An email list for the meeting notices with link to the meeting packet is maintained by the MPO. Individuals and agencies may request to be added to the email list to receive MPO Board meeting notices.

Public Comment

Persons wishing to speak on an agenda item must register and give the registration form to the MPO Chair, preferably, before the item comes up on the agenda. The agenda also includes a public comment

opportunity for items not on the agenda, such as introducing an issue that the person would like the MPO Policy Board to consider at a future meeting.

Public Hearings

Public Notice and Comments

Reasonable effort shall be made to notify affected local units of government, other stakeholders, and the general public of hearings through posting on the MPO website, emailing of notices, social media posts, through the news media, and by other means as necessary.

Persons wishing to speak at a hearing must register and give the registration form to the MPO Chair, preferably before the start of the hearing. The time limit for comments at a public hearing is five (5) minutes per person. Questions of the speaker may occur following the speaker's presentation. The board will not engage in discussion or debate with the speakers. Further questions will be held until after all public comments are completed.

Conduct and Record of Hearing

At the beginning of the hearing, the Chair shall briefly identify the subject(s) under consideration and instruct the public on how the hearing will proceed. MPO Staff may give a presentation on the subject, if deemed appropriate. Board members may then ask questions or pose questions during the presentation by permission of the Chair. Public comments will then be allowed. A record of the names, addresses, and positions (if relevant) of those appearing shall be made. If questions by the public are permitted, they shall be directed to the Chair. Any member of the Board may question a speaker on their statements.

SECTION 6- INDIVIDUAL PLAN REQUIREMENTS

Regional Transportation Plan

A key responsibility of MPOs is the preparation and maintenance of a long-range Regional Transportation Plan (RTP). The RTP includes long-range and short-range strategies or actions that lead to the development of an integrated, multi-modal transportation system to facilitate the safe and efficient movement of people and goods.

Federal law requires RTPs for air quality attainment areas such as the Madison area to be updated every five years. On April 5, 2017, the MPO adopted the **Regional Transportation Plan 2050 for the Madison Metropolitan Area**, the current RTP. RTP 2050 was amended on December 5, 2019 to add the West Beltline Dynamic Part-Time Shoulder Use project, and again on August 5, 2020 to add the East-West Bus Rapid Transit and Satellite Bus Garage projects to the fiscally constrained plan. The MPO has begun work on the next RTP update, which is due in April 2022. Public engagement activities for the RTP update will begin in early 2021.

Planning Process and Outreach

The full range of the public participation plan elements described in Section 3 to educate and involve the public will be utilized throughout the planning process for all regular plan updates.

A detailed program and generalized schedule of public participation activities for the RTP update will be developed by early 2021. The general process for preparation of RTP updates will generally involve the phases shown in Figure 3.

Consultation with Public Agencies

The MPO will consult with Federal, state, and county agencies responsible for planning activities affected by transportation throughout all phases of the planning process for the regional transportation plan, particularly starting with Phase II of the process consisting of analysis of transportation needs and alternatives. The MPO has developed a list of staff contacts for these agencies, which include those responsible for environmental protection, natural resource conservation, historic preservation, and agricultural resource preservation. Information on the draft plan and public

Fig. 3 RTP Development and Outreach Phases



involvement process will be provided to the agency staff contacts. An opportunity will also be provided for agency staff to meet with MPO staff as a group or individually either at the MPO office or virtually.

The consultation process will focus on the purpose and need for proposed transportation improvements and environmental or other resource impacts associated with them. As part of the environmental assessment and consultation process, a map of proposed capacity expansion transportation projects will be overlaid on maps of natural and historic resources. In addition, an assessment will be conducted using the MPO's geographic information systems (GIS) database to determine what environmental features or areas fall within the buffers. A table will be prepared identifying those resource features that fall within the buffer zones of each project. This early environmental screening will identify projects that have the potential to negatively impact the natural and built environment with the intent of preventing or minimizing the impacts and notifying implementing agencies of the possible impacts.

Public Notice and Comment

The following is the public notice and comment process for updates and amendments to the RTP:

1. A public notice will be distributed via e-mail to local units of government and contacts lists of stakeholders identified in Section 2.0 to begin a 30-day comment period.
2. The public notice and a copy of the draft RTP update or amendment will be posted on the MPO's website.
3. A public hearing notice will be posted on the MPO's website.
4. A public hearing will be held before the MPO Policy Board at the end of the comment period. Comments received on the plan prior to the hearing and any proposed revisions based on the comments will be communicated to the board. Any comments received at the hearing will be recorded in the minutes, which is standard practice for any public hearing.
5. The RTP update or amendment will be adopted by the MPO Policy Board with any revisions based upon all of the comments received.
6. The final RTP report will be published and posted on the MPO's web site.
7. A summary of all significant comments received and responses to them will be incorporated into the final RTP report.

Transportation Improvement Program (TIP)

The Transportation Improvement Program (TIP) is the annual effort to specify a coordinated, multi-modal transportation program that includes the full range of transportation improvements scheduled for implementation during the next five-year period, and is the mechanism to list projects with committed Federal funding. This coordinated listing is prepared as a cooperative staff effort by the Wisconsin Department of Transportation (WisDOT), Dane County, and local implementing agencies and the staff of the MPO, and is primarily based upon capital improvement programs and budgets.

The TIP must be consistent with the MPO's long-range regional transportation plan (RTP), include all transportation projects in the metropolitan planning area that are proposed for Federal funding, all regionally significant projects regardless of funding source, and cover at least four years of programming.

Procedure, Schedule, and Outreach

For information and coordination purposes, the MPO lists projects within the entire Dane County area, and covers five years of programming. All major projects are listed regardless of whether Federal funding is being used. Projects being considered, but without committed funding at current time are also included for informational purposes.

Implementing agencies submit their listings of proposed projects to the MPO staff to coordinate into a comprehensive listing of proposed major transportation improvements, with indications of project limits, project type and scope, cost, timing, etc. MPO staff works with WisDOT Southwest Region, Dane County, municipal, and Metro Transit staff to clarify any questions about projects and review any discrepancies in the project listings submitted by these agencies for inter-jurisdictional and Federal and/or state funded projects. An annual meeting is held with WisDOT, county, and City of Madison staff to discuss any issues and resolve discrepancies.

The draft TIP with the project listings is then prepared. The draft TIP includes maps of the major transportation projects in the MPO planning area and outer county areas. Capacity expansion projects are highlighted. The draft TIP also includes an environmental justice

analysis and an analysis of the impact of programmed projects in helping achieve federal performance measure targets, a requirement of the federal transportation system management process.

The draft TIP is posted on the MPO's website. A notice regarding the availability of the draft TIP is emailed to the chief elected officials of local units of government and clerks, Dane County Executive and supervisors, county and local transportation committees, WisDOT, Metro Transit, staff of public agencies responsible for planning activities affected by transportation, the MPO's technical and citizen advisory committees, neighborhood organizations, and others for review and comment. Anticipated transit and specialized transportation projects are sent to private transit operators in the county for comment. A minimum 30-day public comment period is provided.

During the public comment period, MPO staff are available to meet with or answer questions from local staff or members of the public. A public hearing notice is posted on the MPO website at least seven days prior to the public hearing on the draft TIP. The notice indicates that the City of Madison (Metro Transit) relies on the public involvement process associated with the TIP to satisfy the public participation requirements for development of the Transit Program of Projects required under the Federal Transit Administration's Section 5307 Urbanized Area Formula Program.

MPO staff provides responses to comments received and the comments and responses are included as an appendix in the final TIP report. If the final TIP differs substantially from the version that was initially made available for public comment, a notice and additional reasonable opportunity for public comment will be provided. A substantial change includes any change that would be considered a "major amendment," including the addition or deletion of a regionally significant project or a substantial change in the cost or design concept or scope of such project.

Following action by the MPO Board, the final TIP document is submitted to appropriate state and Federal agencies as an indication of transportation improvement projects anticipated to be undertaken in this area. By following this process annually, an up-to-date program of transportation projects is assured.

A summary of the timetable and public review opportunities for the TIP is shown in Figure 4.

Consultation with Public Agencies

Appropriate staff of Federal, state, and county agencies responsible for planning activities affected by transportation are included on the list of those receiving the notice regarding the availability of the draft TIP for review and comment. If requested, a hard copy of the TIP will be sent. These agencies include those responsible for environmental protection, natural resource conservation, historic preservation, and agricultural resource preservation. MPO staff will add any agency staff that indicate an interest in reviewing the TIP to the MPO mailing list. MPO staff will meet with staff of these agencies upon request.

TIP Amendments

Revisions to the TIP often occur between the scheduled annual updates. There are two types of revisions: (1) administrative modifications; and (2) amendments. The definitions and procedures for each are outlined below:

Administrative modifications are minor revisions, including:

- Minor change (less than 5%) in project or project phase costs;
- Minor change in funding sources of programmed project(s); or
- Minor change to project or project phase initiation dates.

Fig. 4 Annual TIP Development Schedule

April	<ul style="list-style-type: none"> • Provide notice to local units of government and general public, including request for proposed projects and submittal deadline
June	<ul style="list-style-type: none"> • Project submittals due
July	<ul style="list-style-type: none"> • Preliminary review of scored project applications for STBG Urban funding (odd years)
August	<ul style="list-style-type: none"> • Draft TIP released, available on MPO website for review • Preliminary review of projects at MPO committee meetings
September	<ul style="list-style-type: none"> • Public hearing on Draft TIP
October	<ul style="list-style-type: none"> • TIP approved by Policy Board • Includes summary of public comments recieved

Provided such a revision does not necessitate redemonstration of fiscal constraint, the procedure for administrative modifications includes approval by the MPO Planning Manager/Director who then sends a letter to appropriate FHWA/FTA, WisDOT Bureau of Planning, WisDOT SW Region, and project sponsor staff notifying them of the TIP modification, with a copy included in the TIP file.

Amendments are revisions to federally funded projects listed in the TIP that involve a major change, including:

- Addition of a project to the first four years of the TIP;
- Deletion of a project from the TIP or moving it out of the first four years of the TIP;
- Major change to the initiation date of a project or project phase; or
- Major change in the design concept or scope or limits of a project.

Amendments require provision for public review and comment, a resolution by the MPO Board, and submission to WisDOT and FHWA/FTA for approval and incorporation into the State TIP. Amendments also require a redemonstration of fiscal constraint. Amendments are categorized as minor or major with different procedures for each.

Minor amendments include:

- Addition or deletion¹ of system preservation projects (e.g., street resurfacing or reconstruction without additional travel lanes, replacement of buses) that do not involve a major capacity expansion, are not regionally significant, and do not exceed the cost threshold for major amendments outlined below;
- Substantial change in the design concept or scope or limits of a system preservation project such that the original project description is no longer reasonably accurate;
- Substantial change in funding for a project that impacts the funding for other projects within the first four years of the TIP, forcing any project out of the 4-year TIP window.²

The process for minor TIP amendments is to provide advance notice of the amendment action by including a listing of the project changes under the TIP amendment resolution agenda item for the upcoming

¹ Addition or deletion includes moving federal project funding in or out of the four-year project window of the TIP.

² The MPO prepares a five-year TIP, but the FHWA and FTA consider projects in the fifth year to be informational only.

MPO Policy Board meeting. An opportunity for public comment is provided prior to action by the board. The amendment is also included in the posted meeting packets and reviewed with the MPO's technical and citizen advisory committees prior to MPO Board action if the committee meeting schedules allow.

Major amendments include:

- Addition or deletion⁴ of a major capacity expansion project of a regionally significant project;
- Substantial change in the design concept or scope limits of a major capacity expansion project or regionally significant project such that the original project description is no longer reasonably accurate;
- Change in the funding of a project or project phase (including adding or deleting a project⁴) exceeding 10% of total Federal funding programmed in the MPO Planning area for the calendar year or \$7 million, whichever is less;
- Addition or deletion⁴ of a project involving STBG-Urban funding; and
- Change in the cost or implementation schedule of a project or project phase involving STBG-Urban funding that impacts the funding available for or timing of other STBG-Urban projects.

Major capacity expansion projects include:

- Construction of a new regional arterial or collector roadway on new alignment;
- Reconstruction of an existing regional arterial or collector roadway to provide additional general purpose travel lanes for a significant distance;
- Construction of new interchanges;
- Conversion of an expressway to a freeway; and
- Construction of fixed-guideway or other priority (rail, bus rapid transit, dedicated bus lanes) transit facilities.

Regionally significant projects include:

- Roadway capacity expansion projects on the designated regional arterial system;
- Transit projects involving a fixed-guideway or other priority transit facility; and
- Major projects directly serving a regional employment/activity center or an airport (e.g. new roadway construction).

The process for major amendments is to send out a notice to local officials and others included in the notice for the annual TIP update and post the memo and public hearing notice on the MPO website. A 30-day public comment period will be provided and a public hearing held before the MPO Policy Board prior to adoption.

Annual Listing of Obligated Federally Funded Projects

The MPO will annually make available to the public a listing of federally funded projects for which funding was obligated in the previous year. When the complete listing of obligated federally funded projects is available from FHWA and FTA, it will be posted on the MPO's website. This generally occurs by the end of the first quarter of the following year. In addition, the MPO includes an appendix to the final TIP, which lists the status of all major programmed projects scheduled for construction or implementation in the previous year.

Unified Planning Work Program (UPWP)

The Unified Planning Work Program outlines the transportation planning priorities and work tasks that will be performed by the MPO. This is an annual work program that is updated yearly.

Procedure, Schedule, and Outreach

The MPO receives notification from WisDOT in August announcing the federal, state, and local funding allocation available for the next year's eligible planning activities.

The MPO develops the UPWP in accordance with the [WisDOT UPWP Guidance document](#) (2017). The MPO Planning Manager notifies local agencies, and solicits input for program development. The draft UPWP is released in October following review and approval by the MPO Policy Board initiating a thirty (30) day public comment period. The draft UPWP is presented at the TCC and CAC meetings for their review and recommendation.

The final UPWP must be approved by the MPO Policy Board in November before submittal to WisDOT and USDOT for approval. FHWA and FTA are responsible for coordinating their review of the UPWP and issuing a joint concurrence for approval of the final UPWP.

Amendment Requirement Thresholds

If unanticipated changes in funding or work activities occur during the calendar year, the UPWP may need to be amended, which requires approval from the MPO Policy Board. The magnitude of the change determines the need for an amendment.

UPWP Amendments will be required if it becomes necessary to:

- Add additional funds to perform existing or additional work program activities;
- Reduce funds or delete work program activities;
- Transfer funds from one Work Program element to another, in an amount equal to or greater than 10% of the total work program budget;
- Request an extension of the period of availability of funds to complete activities and spend the funds in the following year.

Amendments are also required if there is a significant change in work activities. The following are examples:

- Change from having staff perform work program activities to hiring a consultant to perform work program activities; and
- Significant change in the scope of work activities within a specific work element (e.g. Short Range Planning).

Public Participation Plan (PPP)

Consultation with Interested Parties on the Public Participation Plan

The MPO will consult with interested parties in the development of the public participation plan. Typically, at the beginning of the process prior to preparation of the draft plan, a notice will be sent via e-mail to the MPO's lists of contacts of stakeholder groups. The notice will ask for their input and invite them to a meeting to discuss how best to inform them about the MPO's transportation planning and programming activities and include them in the process. Due to the COVID-19 pandemic in 2020, a different method was used to gather feedback to inform the recommended public engagement methods in this PPP. As part of the MPO agency rebranding process, in early 2020 a survey was sent out to the entire MPO email list that included questions about preferred methods of communication and public engagement, and received more than 600 responses. A series of focus group meetings with targeted stakeholder groups was also held as part of this process, which provided additional feedback. The information gathered from

the survey and focus groups was used to help shape the development of the draft public participation plan. A summary of the survey and findings can be found in Appendix D.

Public Notice and Comment on the Public Participation Plan

The following public notice and comment process will be used for the public participation plan:

- (1) A public notice will be distributed via e-mail to local units of government and contact lists of stakeholders identified in Section 2.0 to begin a minimum 45-day comment period.
- (2) The public notice and the draft public participation plan will be posted on the MPO's website.
- (3) The final public participation plan will be adopted, published and posted on the MPO's website after taking into account all of the comments received.

Other Plans and Projects

In addition to these four major documents, the MPO prepares other multi-modal plans and conducts studies, in coordination with local, regional, state, and federal partners. A list of all MPO plans and projects can be found on the website at <https://www.greatermadisonmpo.org/planning/>. All MPO plans and projects that will be officially adopted will first be presented for discussion before the TCC and CAC advisory committees, and will have a minimum 30-day public comment period prior to MPO Policy Board approval.

SECTION 7- PLAN EVALUATION

The Greater Madison MPO routinely evaluates the effectiveness of its public engagement methods in order to optimize outreach strategies, identify opportunities to expand or improve outreach and engagement methods, and refine or replace outreach strategies that are ineffective. The most recent comprehensive [public participation plan evaluation](#) was conducted in 2017, which resulted in the MPO undertaking a comprehensive renaming and rebranding initiative, which was completed in 2020. The findings of the 2017 evaluation helped inform the contents of this public participation plan.

The MPO will complete an evaluation form for all public information meetings, hearings, open houses, and other public engagement activities it hosts or participates in. Information that will be tracked will include method(s) used, number of participants, stakeholder groups in attendance, how the event was advertised, comments that were received and any general notes on what could be improved for future events. Meeting attendees will also be provided with comment forms to evaluate meeting content, methods, and other general feedback. This information will be summarized annually, as well as additional measures including number of website hits, social media reach, and media coverage as available. The MPO will also conduct a more detailed evaluation of the public participation plan at least every three years, and make changes or additions in the components or strategies, as deemed necessary.

The meeting evaluation form is included in Appendix E.

MPO Agenda Cover Sheet

August 2, 2023

Item No. 11

Re:

Discussion of Potential Future MPO Work Program Planning Activities

Staff Comments on Item: The MPO is required to update a Work Program each year. It describes the work activities the MPO to be performed in a subsequent calendar year and should reflect local priorities while ensuring that our work is consistent with federal and state requirements.

Certain 2024 projects are:

- Coordinated Human Services-Transportation Plan,
- Finalized MPO Planning Area Boundary and Roadway Functional Classification updates,
- develop the Regional Safe Streets and Roads for All (SS4A) application,
- initiate the MPO Active Transportation Plan,
- provide assistance with ADA Transition Plans, and
- update the Bike map.

Potential future projects include:

- Resiliency Plan*,
- Develop a local technical assistance program,
- Regional Transportation Systems Management and Operations Plan (TSMO),
- Regional Park and Ride Study,
- Regional parking study.

Materials Presented on Item: None.

Staff Recommendations/Rationale: We are looking for your input/feedback on the potential future project list. In considering potential projects we think about the benefits and interests of our communities. Staff feels that a Resiliency Plan is not a worthwhile endeavor at this time because there would be too much duplication of effort given the existence of other regional plans such as the Dane County Climate Action plan. We also think how projects will feed into our future Regional Transportation Plan (RTP).

MPO Agenda Cover Sheet

August 2, 2023

Item No. 12

Re:

Status Report on Capital Area Regional Planning Commission (CARPC) Activities

Staff Comments on Item:

- Held a public hearing on amending the Northern Urban Service Area for the Village of DeForest's Daentl Road Industrial Area
- Held a public hearing on amending the Stoughton Urban Service Area for the City's USH 51 and CTB B Developments
- Recommended amendment of the Stoughton Urban Service Area to DNR for the Stone Crest Subdivision
- CARPC Budget and Personnel Committee (comprised of appointing authorities) meeting August 8 to consider a CARPC Executive Director position
- Participating in Wisconsin Stormwater Week August 5-13 to educate residents across the state on stormwater issues and encourage actions to protect Wisconsin waters ([partner sign up](#))
- CARPC Honored with Special Achievement in GIS Award for [Dane County Canopy Cover Priorities](#) webapp

Materials Presented on Item: none

Staff Recommendations/Rationale: this item is for discussion purposes only.