

**Greater Madison Metropolitan Planning Organization (MPO)  
February 5, 2025, Meeting Minutes**

Virtual Meeting hosted via [Zoom](#)

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Opitz called the meeting to order at 6:31 p.m.

**1. Roll Call and Introductions**

**Members present:** Liz Callin, Phil Caravello, John Duncan, Michelle Ellias, Paul Esser, MGR Govindarajan, Barbara Harrington-McKinney, Tom Lynch, Mark Opitz, Kristi Williams, Doug Wood

**Members absent/excused:** Clement Abongwa, Richelle Andrae (excused), Derek Field (excused)

**MPO staff present:** Alex Andros, Bill Holloway, David Kanning, Ben Lyman

**Others present in an official capacity:** None

**2. Approval of January 8, 2025, Meeting Minutes**

Williams moved, Caravello seconded to approve the January 8, 2025 meeting minutes, with the change of February 5 instead of March 5 as the upcoming meeting listed at the end of the minutes. Motion carried.

**3. Communications**

- Metropolitan Planning Area (MPA) Boundary approval letter from WisDOT
- Transportation Improvement Plan (TIP) Amendment approval letter from WisDOT

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

None.

**5. MPO 2025 Resolution No 1 Adopting the 2025-2029 Transit Development Plan for the Madison Urban Area**

Lyman stated that the board discussed this resolution at the January 2025 meeting and decided to defer action to allow time to consider language revisions. He also stated that the MPO received comments from Dane County Human Services after the January meeting outlining service and program updates that were incorporated into the plan. Lyman then reviewed changes to the resolution language and administrative corrections made to the plan since the January meeting.

Wood moved, Callin seconded, to adopt MPO 2025 Resolution No 1 Adopting the 2025-2029 Transit Development Plan for the Madison Urban Area. Motion carried.

**6. MPO 2025 Resolution No 2 Approving Transportation Improvement Program (TIP) Amendment No 3 to the 2025-2029 TIP for the Madison Metropolitan Area & Dane County**

Kanning explained minor technical corrections to the John Nolen Drive Phase 1 reconstruction project made by this TIP amendment. He stated that staff recommends approval.

Esser moved, Caravello seconded, to adopt MPO 2025 Resolution No 2 Approving Transportation Improvement Program (TIP) Amendment No 3 to the 2025-2029 TIP for the Madison Metropolitan Area & Dane County. Motion carried.

**7. MPO 2025 Resolution No 3 Approving Changes to the Rules & Procedures Related to Technical**

## **Coordinating Committee (TCC)**

Holloway explained that he was tasked with reviewing the TCC rules and procedures to identify opportunities for administrative process improvements. He then summarized his findings and the proposed changes, which are intended to simplify administration, increase flexibility for participating communities, improve transparency, and improve committee member attendance and group cohesion.

Opitz asked about the logic behind using four meetings as the threshold for the proposal to dismiss committee members who are absent from four consecutive meetings of the TCC. Holloway stated that the number is arbitrary and open to change, but was favored by the TCC when it was discussed. Wood asked how this proposed change would affect a community's participation in the TCC if their representative is removed. Holloway explained that the removal only applies to the individual, not the community, and they would be asked to nominate a new representative.

Esser moved, Wood seconded, to adopt MPO 2025 Resolution No 3 Approving Changes to the Rules & Procedures Related to Technical Coordinating Committee. Motion carried.

## **8. Announcements and Staff Reports**

- Esser announced that he will not run for re-election in Sun Prairie and will resign from the MPO Policy Board after the April 2025 meeting.
- Lynch announced that he will retire in April.
- Andros stated that relative to the recent Federal funding freezes, she would like to emphasize the difference between the regular Federal funding allocation that the MPO receives, which is currently flowing, and funding such as the Safe Streets and Roads for All grant award the MPO received in 2024, which is currently on hold.
- The March meeting agenda will include a 2025 UPWP Amendment and an update on the RoundTrip program.

## **9. Adjournment**

Lynch moved, Esser seconded, to adjourn. Motion carried. Meeting adjourned at 7:03 p.m. The next meeting will be held hybrid, both in-person at Sun Prairie City Hall and via Zoom, on March 5, 2025.