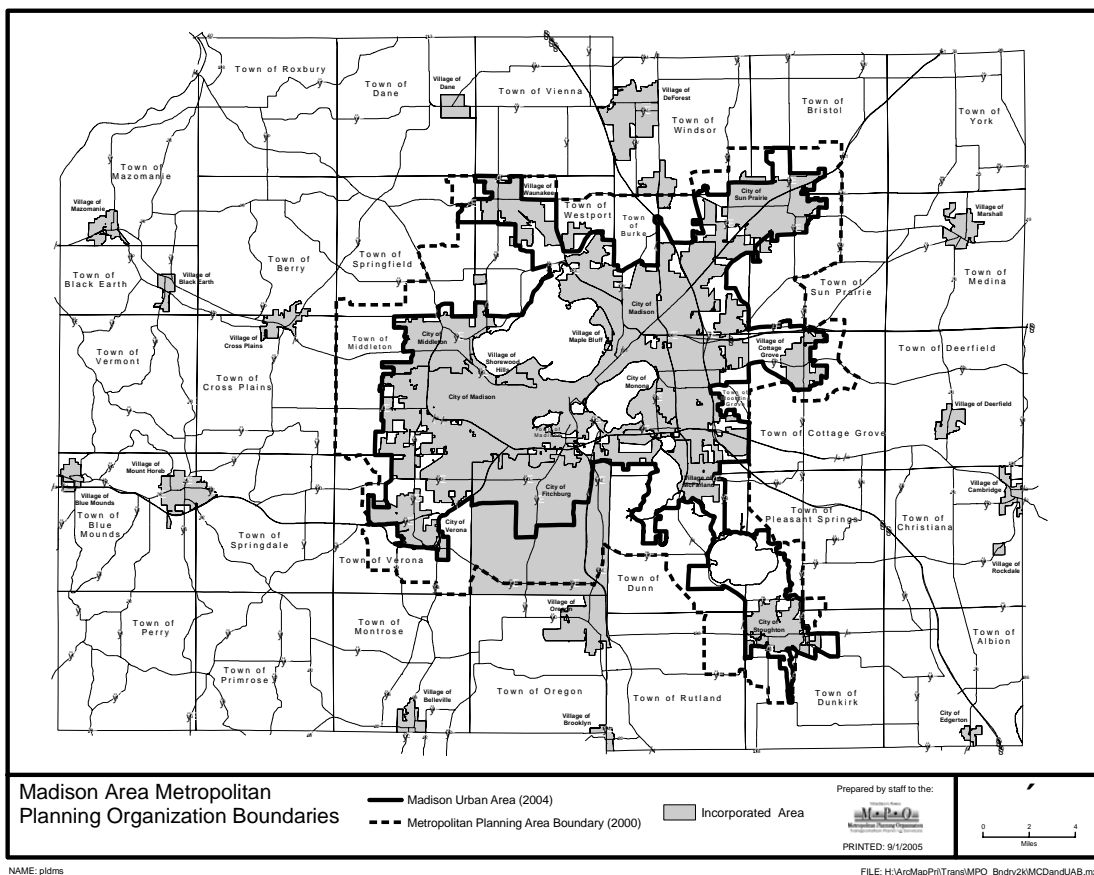


MADISON AREA TRANSPORTATION PLANNING BOARD A METROPOLITAN PLANNING ORGANIZATION (MPO) PUBLIC PARTICIPATION PLAN

INTRODUCTION AND BACKGROUND

The Madison Area Transportation Planning Board (TPB)-A Metropolitan Planning Organization (MPO) is the designated policy body responsible for cooperative, comprehensive regional transportation planning and decision making for the Madison Metropolitan Planning Area (See Figure 1). Federal law and regulations require the designation of MPOs in urbanized areas of 50,000 or more in population as a condition for spending federal transportation funds.



(Figure 1)

Two key responsibilities of MPOs are:

- Preparing and maintaining a long-range (20+ years) regional transportation plan (RTP); and
- Preparing and maintaining a transportation improvement program (TIP)—a coordinated, comprehensive listing of transportation improvement projects to be implemented over a four-year period¹ consistent with the RTP.

The Madison Area TPB also prepares or assists in preparation of other transportation mode-specific or sub-area/corridor plans.

¹ While Federal law only requires a four-year TIP, the Madison Area TPB prepares a five-year TIP.

The goal of the Madison Area TPB 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.

This plan outlines the public participation goals and techniques to be used in the Madison Area TPB's transportation planning and programming processes, and in particular for the RTP and TIP. This plan revises the previous plan, dated February 2004, that was adopted at the beginning of the planning process for the most recent RTP update. The revised plan reflects the Madison Area TPB's ongoing commitment to actively evaluate and improve the public involvement process and to ensure compliance with updated Federal requirements.

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), approved in August 2005, is the current legislation authorizing federal surface transportation programs for the five-year period from 2005 to 2009. SAFETEA-LU expanded the public involvement provisions for metropolitan transportation planning. A key change is a new requirement that MPOs develop public participation plans in consultation with an expanded list of "interested parties". Broadly defined, this includes groups or individuals who are affected by, or involved with, transportation in the region (See Section 2.0 Identification of Stakeholders). SAFETEA-LU states that public meetings must, to the extent feasible and reasonable, be held at accessible locations and times convenient to expected participants. Plans must be available on the Web. Finally, SAFETEA-LU stresses the use of "visualization techniques" (i.e., maps, photos, etc.) to enhance communications. The revised plan is designed to meet these requirements as well as the current federal regulations on metropolitan transportation planning (23 CFR Parts 450 and 500 and 49 CFR 613), as retained and amended by SAFETEA-LU.

SAFETEA continues to place increased emphasis on "environmental justice" (i.e., making special efforts to involve minority and low-income populations and addressing their transportation needs) and compliance with Title VI of the Civil Rights Act of 1964, prohibiting discriminatory practices in programs receiving Federal funds. The citizen participation goals and techniques that the Madison Area intends to use in addressing environmental justice and complying with Title VI are outlined in this plan.

1.0 PUBLIC INVOLVEMENT GOALS

Citizen participation in the transportation planning process is important for a variety of reasons:

- (a) Citizens have the right to participate in transportation planning and investment decisions that affect their daily lives.
- (b) Citizens who live in a region have knowledge and insights about the problems and needs of their own community.
- (c) Some factors that must be considered in the planning process reflect community values and are not easily quantifiable. Public input is essential to adequately consider them.
- (d) Plans that are developed with citizen participation often have community support, increasing their chances of implementation.

In brief, 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.

To help achieve this 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 Madison Area TPB.

1.1 Actively Reach Out to the Public, Including Those Traditionally Under-Served, to Help Them Understand and Participate in the Transportation Planning and Programming Processes

Given the many commitments and busy lives people have today, public participation efforts must be targeted. Extra effort must be made to search out the public and elicit input on their needs, concerns, and ideas. This is especially true of transportation disadvantaged or under-served populations such as racial minorities, low-income persons, persons with disabilities, autoless households, and younger people, who often have less access to employment and other services, less time to participate, and/or other barriers to participation, and who often lack experience with public involvement.

1.2 Keep the Public Informed of Ongoing Transportation Planning Processes on a Continuous Basis.

Preparation of the RTP and TIP are the two major planning/programming processes for which public involvement activities are undertaken. However, the MPO is involved in or, in some cases, the lead agency for other planning efforts focusing on specific areas/corridors and/or modes of transportation. Continuously updated information should be available on these ongoing efforts, and the MPO can serve a clearinghouse for this information. The MPO Web site is an important vehicle for this.

1.3 Provide Education on the Issues

Knowledge is essential for the public to effectively participate in the transportation decision-making process. The public needs to know the existing socioeconomic conditions and the anticipated changes in those conditions that may affect transportation system development. They also need to know the potential range of multimodal transportation system plan alternatives considered and evaluated, their costs and benefits, and the impacts on the overall physical development of the region.

1.4 Provide a Variety of Opportunities for Active Participation and Input Throughout the Planning and Programming Processes

To the greatest extent possible, a variety of public involvement opportunities are to be provided. Different groups or individuals, even the same groups or individuals, are to be targeted in different ways, while ensuring that the same groups or individuals do not dominate the process. Public input opportunities are to be provided at different stages of the planning and programming processes and focused on key decision points. Public comments are to be recorded and considered throughout these processes. Multiple options (oral, written, e-mail, etc.) will be provided for giving input.

1.5 Provide Opportunities for Informed Public Discussion

It is important to prepare information materials that are readily understandable, useful to the various media, and widely distributed in order to provide opportunities for informed public discussion. Use of visualization techniques (i.e., maps, pictures, diagrams) to supplement and enhance plan and program descriptions help optimize the public's understanding of issues and concepts.

1.6 Engage the Media to Increase Public Awareness and Participation

Because the media disseminate information widely and many people rely heavily on the media for information about plans and projects that affect them, media strategies are very important. Media coverage also helps generate interest.

1.7 Promote Intergovernmental and Interagency Coordination

The target of the public involvement program is not just the general public, but also elected officials, interagency staff, special interest groups and organizations, and knowledgeable citizen leaders involved or concerned with the regional transportation system planning and implementation effort. In addition to those responsible for transportation, this also includes agencies and officials responsible for other planning activities that are affected by transportation (see Section 2.6).

1.8 Meet Both the Letter and Spirit of Federal Transportation Legislation and Transportation Planning Regulations

The purpose of the public involvement program is to ensure that people have an opportunity to participate in the decision making process and affect the final outcomes in ways that respect the roles of the decision-makers. That is to be the focus of the public participation efforts, not meeting Federal requirements.

1.9 Recognize that the Above Goals Must be Balanced with the Need to Complete the RTP and TIPs Within a Set Timeframe and Budget, and That the RTP and TIP Build Upon Other Local and Regional Planning and Programming Processes

Public involvement activities are time-consuming and can be costly. In carrying out the program, the specific timeline for completion of the RTP and TIPs and the limited budget and small staff size of the MPO need to be taken into consideration. Also, the RTP is intended to serve as an overall framework for transportation decisions. The RTP builds upon earlier more geographic-specific (e.g., corridor) and mode-specific planning efforts. Decisions upon which community consensus has already been reached will be carried forward without revisiting every single issue.

2.0 IDENTIFICATION OF STAKEHOLDERS

The following are stakeholder groups that are important participants in the transportation planning and programming process:

2.1 Public Citizens

All citizens of the Madison Area TPB 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". Contact lists of the interested public are maintained for e-mail notices and mailings about board and committee meetings and other public meetings. Anyone interested in being added to one or more of the contact lists may do so by contacting the MPO office at (608) 266-4336 or using the MPO's Web site at www.madisonareampo.org. (See Section 3.1 for a listing and description of techniques used to provide information and communicate with the public).

2.2 Minority and Low-Income Populations

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.

There are three principles underlying the concept of EJ:

- To avoid, minimize, or mitigate disproportionately high and adverse human health, environmental, social, and economic effects from government programs, policies, and investments (such as transportation facilities) on minority and low-income populations;
- To prevent the denial of, or reduction or significant delay in receipt of benefits from government programs, policies, and investments on these populations; and
- To ensure the full and fair participation (or least opportunity to participate) by all potentially affected populations in the government decision-making process.

According to 2000 U.S. Census data, the minority population within the Madison Area TPB Planning Area is just under 45,000 or around 13% of the total population of 350,250. African Americans account for around 5% of this total and Asians account for another 4%. Other racial categories covered include American Indian or Alaska Native, Native Hawaiian or other Pacific Islander, and multi-racial persons. The Hispanic or Latino population is just under 14,000 or around 4% of the planning area population. Around 18% of households in the Planning Area are classified as “low-income” (i.e., with incomes less than 150% of the federal poverty level). Around 7.5% of the households are autoless.

Minority and low-income populations are fairly dispersed throughout the Madison area. However, there are some concentrations of these environmental justice (EJ) populations in the south Madison area along the Beltline corridor, downtown area, and Madison’s north side. These and other areas with concentrations of EJ populations have been identified and mapped to assist the MPO in addressing EJ as part of its transportation planning and programming processes. This includes making efforts to target public involvement efforts to these areas, and analyzing the RTP, other plans, and the TIP for potential impacts and benefits accruing to these areas from proposed transportation plans and projects. The MPO also maintains a list of organizations representing or working with racial and ethnic minorities.

2.3 Limited English Proficient

Title VI of the 1964 Civil Rights Act and the President’s Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency”, issued in 2000, 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. Around 4.5% of the Madison Area TPB Planning Area population is LEP (i.e., state that they speak English less than “very well”). Of those, almost one-half speak Spanish. The Madison Area TPB adopted a Language Assistance Plan on February 7, 2007 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 at 121 S. Pinckney Street, #400, Madison, Wisconsin.

2.4 Elderly, Persons With a Disability, and the Autoless

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 Madison Area TPB 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. Because a higher proportion of low-income persons are autoless, this population group has been included as part of the MPO’s environmental justice

analyses. The MPO has a contact list of organizations representing the elderly and persons with disabilities as well as agency staff working with these groups.

2.5 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 Madison Area TPB's contact lists, which are updated annually. 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.

2.6 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. SAFETEA-LU places increased emphasis on consultation and coordination with these officials and staff. Local, county, UW-Madison, and WisDOT planners and engineers are represented on the Madison Area TPB's Technical Coordinating Committee (TCC) (see Section 3.4.1). The MPO maintains a contact list of others who are on the TCC mail/e-mail list, which includes a Wisconsin Department of Natural Resources South Central District staff person who regularly attends meetings. The MPO also maintains a contact list of chief elected local officials. The MPO has expanded its list of public agency staff to include state and federal agencies responsible for agricultural and natural resource conservation, environmental protection, historic preservation, safety/security operations, and Indian Tribal government staff (Section 3.3 discusses coordination with local, county, and state planning efforts).

2.7 Private Businesses and Special Interest Groups

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 (see Section 3.4.2). Examples of these groups include: bicycle, pedestrian, and transit advocacy organizations; chambers of commerce; environmental organizations; the League of Women Voters, and neighborhood organizations. The MPO maintains contact lists of these organizations, which are updated periodically.

3.0 PLAN COMPONENTS AND EVALUATION

The MPO relies on the distribution of printed materials, electronic communications, and staff presentations to keep the public informed about its activities and programs. Public involvement is an ongoing activity. It is also an integral part of one-time activities such as corridor studies and regularly repeated activities, including the long-range Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP). This section describes the public involvement techniques that the MPO intends to use in preparation of updates to the RTP, TIP, and for other planning efforts:

3.1 Provision of Information and Communications With the Public

3.1.1 Public Information Materials

During planning processes, background information materials will be prepared and distributed, showing land use and transportation trends, trends in population and employment growth, and summaries of prior planning efforts. Drafts of the RTP, TIPs, and other major transportation planning documents will contain brief summary pamphlets or documents to provide focus for public review of key issues, policies, and proposed recommendations and transportation improvements. In some instances, questionnaires may also be developed in a manner such that the public can react to policy choices being presented.

Fact sheets will also be used to provide summary information regarding the MPO and plans, programs, services, and issues. Fact sheets can be distributed at meetings, on the MPO Web site, and through other avenues.

3.1.2 Access to Technical and Policy Information and Planning Documents

Madison Area TPB staff is available during business hours to discuss technical and policy information with interested members of the public. By prior arrangement, MPO staff is 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 Web site (See Section 3.1.11) and/or from staff for the cost of reproduction and postage. Draft and final plans and TIPs are available for review on the MPO Web site and at the MPO office. Copies of the draft and final RTP will also be available at municipal offices and 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 (See Section 3.6).

3.1.3 E-Mail and Mailing Lists and List Servs

MPO staff maintains a database of contacts, which serves as the foundation of e-mail and mailing lists. Efforts will be made to continue to build upon the MPO's current e-mail and mailing lists, and to create a list serv for the MPO to reach as many people as possible, including under-served populations. The MPO's e-mail and mailing lists include neighborhood associations; community, business, environmental, and other interest groups; elected and appointed officials; public agencies; and other interested citizens. Correspondence sent to chief elected officials will also be copied to the municipal clerks to ensure that all local elected officials receive the information. The mail and e-mail lists and list serv 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 and list serve may also be used for questionnaires/surveys. 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 correspondence. E-mail lists and other list servs (e.g., meeting attendees or mailing lists from local land use/transportation planning processes or transportation studies) will also be used to provide notice about upcoming meetings.

3.1.4 Legal Advertisements

MPO Policy Board meeting notices will be posted in the City-County Building and on the City of Madison's Online City Hall. In addition, legal notices will be published in the *Capital Times*, the official newspaper for City of Madison legal notices, as well as in the *Wisconsin State Journal*.

3.1.5 Display Advertisements

"Display ads" will be considered to promote meetings that are not regularly scheduled such as those for the RTP and corridor studies. A display ad was used, for example, to notify the public about the meeting held in coordination with Wisconsin Department of Transportation (WisDOT) staff to develop a "public transit - human services coordination plan". These ads are published in the local section of the newspaper with the intent of reaching a larger audience than those that typically read legal ads. Placement of such ads in minority publications in English and Spanish will also be considered.

3.1.6 Meeting Flyers

Flyers can help reach a larger audience that cannot be reached using e-mail, list servs, and other means. Flyers will be used to announce RTP and other selected meetings. The flyers will be distributed for display in public places such as municipal buildings and community centers. For meetings in environmental justice population target areas, flyers will be posted in community centers, shopping centers, and other locations in both English and Spanish (see also Section 3.6 Title VI and Environmental Justice). Special interest groups may request flyers for distribution and display as well. 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 Web site address where additional information can be obtained.

3.1.7 Comment Forms

Comment forms are typically used to solicit public comment on issues and plans presented at public meetings. The comment forms may be very general or may ask for specific feedback. For example, as part of the recent RTP update comment forms were used at the beginning of the process to allow persons to comment on the overall transportation system and mode-specific goals and how well they thought these goals were being achieved. Comment forms may also be included on the MPO's Web site.

3.1.8 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 and desires of area citizens. For the most recent RTP update, the MPO utilized information from surveys conducted by the Dane County and City of Madison Planning Departments as part of their comprehensive planning processes rather than conduct its own survey. MPO staff assisted in the development of these surveys to obtain relevant transportation information for the RTP update. Surveys are also used to gather data on daily travel patterns. For example, a special add-on sample of the 2001 National Household Transportation Survey (NHTS) was conducted for Dane County. The NHTS is a U.S. DOT effort sponsored by the Bureau of Transportation Statistics and Federal Highway Administration (FHWA). WisDOT contracted to have add-on surveys done in a number of urban areas, which were utilized to calibrate regional travel models and provide general information on travel characteristics and patterns.

3.1.9 Media Strategies

Various media strategies will be employed to generate public interest and disseminate information as widely as possible. These will include press releases to local media (newspaper, television, radio), editorial board meetings, public service announcements (PSAs), and possibly videotaping of some meetings on cable television. Daily and weekly newspapers may be solicited for publishing supplements with information about the draft RTP.

3.1.10 Presentations to Civic Groups and Associations and Use of Their Publications

Presentations will be given to or meetings held with organizational groups and associations, upon request. 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.

3.1.11 MPO Web Site

The percentage of Madison homes connected to the Internet is one of the highest in the nation. The Madison Area TPB has developed and maintains its own Web site (www.madisonareampo.org) to take advantage of this increasingly popular way to access information and provide input. The Web site has up-to-date information on the following: (a) the agency, including contact information and Policy Board and committee membership; (b) Policy Board and committee meeting schedules, agendas, and minutes; (c) current and past plans, projects, and publications; (d) regional transportation trends; (e) GIS data and maps (e.g., roadway functional classification system, traffic counts and growth, bicycle map); and (f) links to related agencies (e.g., WisDOT, Dane County Highway & Transportation Department, Metro Transit, etc.) and project-specific sites. It also has a comment form. The Web site will be used both as a communication tool and as an avenue for receiving public input during the transportation planning and programming processes.

3.1.12 MPO Name and Logo

With the recent redesignation of the MPO the Policy Board approved a change in the name of the MPO from "Madison Area MPO" to "Madison Area Transportation Planning Board – An MPO". The logo was changed to replace the letters "MPO" with "TPB", but otherwise kept the same in order to maintain the logo's identity with the MPO. The purpose of the new name is to help educate the general public on the function and responsibilities of the MPO. The logo is used to identify products and publications of the MPO. This logo helps the public become familiar with the planning and programming activities of the MPO by providing a means of recognizing MPO products.

3.1.13 Information Booths/Kiosks

Use of information booths or kiosks will be considered at appropriate locations (e.g., City-County Building lobby) and special events (e.g., Madison neighborhoods conference, annual Safe Community Coalition traffic summit).

3.2 Public Information Meetings and Hearings

Public information meetings and hearings will be held throughout the metropolitan area at various stages of transportation plan 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 series will be held in an area with a concentration of environmental justice populations (See Section 3.6).

The format of the meetings will vary, but will typically include “open houses,” small group discussion, and large group question/answer or comment sessions. Details regarding the number and scheduling of meetings and/or hearings for the Transportation Improvement Program is provided in Section 4.0.

3.3 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. The MPO will also consult 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 (see Section 3.4);
- 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, regional planning commission, and local land use/transportation planning activities and others affected by transportation;
- Comparison of the RTP and TIPs, as they are developed, with the plans, maps, and inventories developed by state, county, Capital Area Regional Planning Commission (CARPC), Indian Tribal, and private agencies responsible for transportation planning and activities affected by transportation (see Sections 4.3 and 5.3 regarding consultation with public agencies in development of the TIP and RTP respectively);
- MPO staff participation in county planning forums sponsored by the CARPC.

Also, 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.

3.4 Advisory Committee Structure

The MPO Policy Board has established an advisory intergovernmental technical coordinating committee and a citizen advisory committee to assist it in carrying out its responsibilities. The MPO Board and staff also utilize a number of other local and county committees and commissions as part of the MPO’s role in serving as a forum for cooperative decision making on transportation planning issues.

3.4.1 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 20 voting and 2 non-voting members. 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 standing agenda item for meetings is “committee member reports”, which allows members to share information on current plans, studies, or projects their community or agency is involved in. The TCC has a regular monthly meeting schedule (4th Wednesday of the month at 2 p.m.). However, meetings are cancelled occasionally during the year due to the lack of a sufficient number of agenda items.

In 2007 following the redesignation of the MPO, the membership and representation structure of the TCC was revised to include representatives from cities and villages added to the Madison Urban Area following the 2000 Census. The new voting structure for the expanded committee pairs the eight representatives from suburban cities and villages, and provides for a combined vote (1/2 if both are present) and also combines the pairs for quorum purposes.

A listing of the current TCC members and their affiliation is shown in Appendix B.

3.4.2 Citizen Advisory Committee

An MPO Citizen Advisory Committee (CAC) was established in 2005 and began meeting in January 2006. The CAC includes representatives from local units of government, community organizations, interest groups, businesses, and other citizens.

The purposes of the CAC are to:

- Provide advice to the MPO on transportation plans, studies, and programs;
- Provide a “sounding board” for reactions to transportation planning policy issues;
- Provide liaison with various other public and/or private interest groups; and
- 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 has a regular monthly meeting schedule (3rd Tuesday of the month at 5 p.m.). However, meetings are cancelled occasionally during the year due to the lack of agenda items.

The redesignation of the MPO restructured the Policy Board to eliminate most citizen appointees in order to comply with Federal law, which requires board members to be either local elected officials or administrators of major modes of transportation. With this change, it is anticipated that the CAC will play a more prominent advisory role, and the MPO is in the process of expanding the membership of the committee to reflect this. MPO staff will also work with the CAC to identify ways that committee members can assist in public outreach efforts, particularly as part of future RTP updates.

A listing of the current CAC members and their affiliation is shown in Appendix C.

3.4.3 Other Advisory Committees/Commissions

In addition to the TCC and CAC, the MPO usually 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. The MPO also utilizes a number of other committees and commissions as

advisory bodies, which are shown on the MPO Structure Chart in Figure 2 on page 14. These committees and commissions all meet regularly.

3.5 Proactive Public Involvement Process

The goals and various components of the citizen 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 (See Section 3.1.2). This includes those groups that are traditionally under-served by existing transportation systems (See Section 3.6 below).

All MPO Board meetings include an agenda item for public comment on issue(s) not on the agenda. Public comment forms are used to solicit comments on issues being presented at the meeting. 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. For an example, see Regional Transportation Plan 2030, Appendix C, “List of Significant Public Comments on the Draft Plan and MPO Responses.”

Finally, whenever possible, metropolitan 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. Examples include coordination and assistance by MPO staff with updates of WisDOT’s transportation plan and preparation of the comprehensive plans of Dane County, the City of Madison and other local units of government within the MPO planning boundary.

3.6 Title VI and Environmental Justice

The Madison Area TPB will take reasonable steps to ensure 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 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 and Spanish 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, announcement flyers in English and Spanish will be distributed at community centers and other locations in minority and low-income neighborhoods.
- 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 at 121 S. Pinckney Street, #400, Madison, Wisconsin.

3.7 Planning Factors

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the current Federal surface transportation program authorization legislation, identifies eight factors that are to be considered in the planning and programming processes. See Appendix C for a listing of these planning factors. For examples of applicability of these factors, see Appendix A of the TIP, "Selection Process for Surface Transportation Program (STP) - Urban Transportation Projects"; and the *2007 Unified Planning Work Program*, dated November 2006.

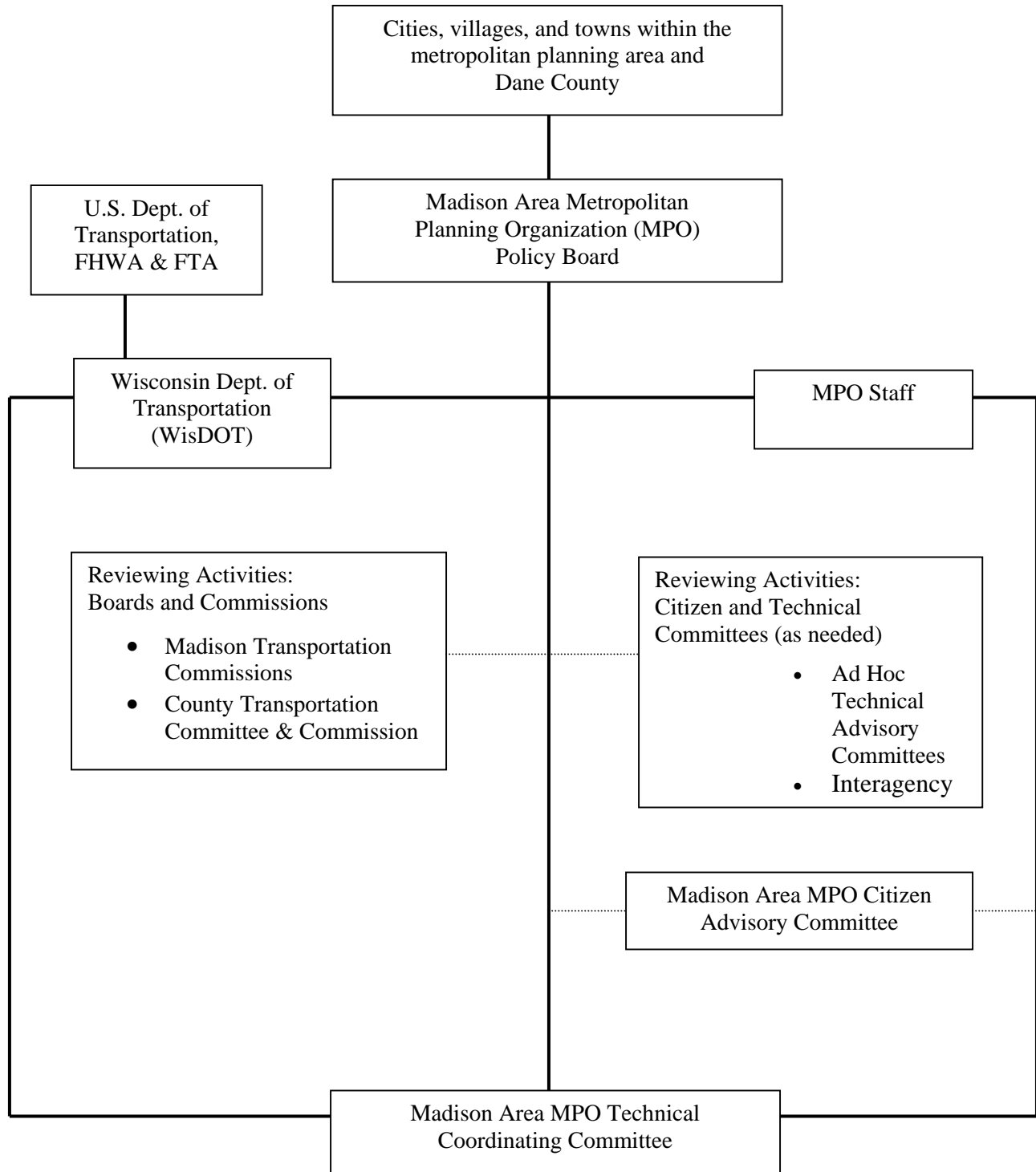
3.8 Periodic Evaluation of Public Participation Plan

Staff and the MPO Policy Board will conduct a qualitative assessment of the public participation process at least every three years, and make changes or additions in the components or strategies, if deemed necessary. The assessment will be based upon available information, such as the availability of meeting notices and information on planning activities, number and diversity of persons attending meetings and/or providing input to the process, media coverage, the number of "hits" on the MPO's Web site, and comments received from meeting attendees (e.g., through use of comment forms) and others. Surveys and statistical analysis (comparing number of persons notified of an activity to number of persons attending) will also be considered as evaluation methods.

3.9 Consultation with Interested Parties on the Public Participation Plan

The MPO will consult with interested parties in the development of the public participation plan. At the beginning of the process prior to preparation of the draft plan, a notice will be sent via mail or e-mail to the MPO's lists of contacts of stakeholder groups (see Section 2.0, which lists these 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. A notice about the meeting and the process to update the public participation plan will also be posted on the MPO's Web site. Persons and groups will also be invited to meet with staff at the MPO office and/or provide staff with oral or written comments. A summary of the public participation meeting will be prepared, including the attendees and comments or suggestions made. These comments and any other comments received will be considered in developing the draft plan.

Madison Area Transportation Planning and Programming *Organizational Structure*



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

4.0 TRANSPORTATION IMPROVEMENT PROGRAM

4.1 Introduction

SAFETEA-LU, which superseded the Federal Transportation Equity Act for the 21st Century (TEA-21), is the current legislation authorizing Federal surface transportation programs for highways, highway safety, and transit for the five-year period from FY 2005-2009 and guides Federal-aid to states and urban areas for these programs. SAFETEA-LU continues the planning and programming framework of ISTEA and TEA-21, which provided state transportation departments and local governments with increased funding levels and more flexible project funding to achieve solutions to their transportation problems. SAFETEA-LU continues to emphasize multi-modal transportation projects and places even greater emphasis on promoting consistency between transportation plans and land use planning as well as planning for other activities affected by transportation.

The mechanism to list projects for Federal funding is through the Transportation Improvement Program (TIP). Under the Federal metropolitan transportation planning provisions, the Madison Area TPB is responsible for developing the TIP, in close cooperation with the State and affected transit operators. 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, and all regionally significant projects regardless of funding source, and cover at least four years of programming. For information and coordination purposes, the Madison Area 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.

4.2 Procedure, Schedule, and Outreach

The TIP is the annual effort to specify a coordinated, multi-modal transportation program that includes the full range of transportation improvements to be considered for implementation during the next five-year period. 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 Madison Area TPB, and is primarily based upon capital improvement programs and budgets.

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, type, cost, timing, etc. MPO staff meets with WisDOT Southwest District, 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.

A draft TIP report with the project listings is then prepared. The TIP report includes maps of the major transportation projects in the MPO planning area and outer county areas. Capacity expansion projects are highlighted. This draft listing is distributed to local units of government, county and local transportation committees, staff of public agencies responsible for planning activities affected by transportation, the MPO's Technical Coordinating Committee (TCC) and Citizen Advisory Committee (CAC), and others for review and comment. Anticipated transit and specialized transportation projects are sent to private transit operators in the county for comment. The draft TIP is posted on the MPO's Web site and a notice regarding the availability of the draft TIP is mailed or e-mailed to contact lists of interested parties. A minimum 30-day public comment period is provided.

Information meetings and a public hearing are held on the project listings at various stages to obtain comments from the general public. A legal notice is published for the public hearing on the TIP. The legal notice and the other public notices indicate 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" under Section 4.3, including the addition or deletion of a regionally significant project or a substantial change in the cost, design concept or scope of such project.

A summary of the timetable and public review opportunities for the TIP is shown in Table 1 on page 19.

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

4.3 Consultation with Public Agencies

MPO staff will contact appropriate staff of federal, state, and county agencies responsible for planning activities affected by transportation to ask whether they are interested in receiving a copy of the draft TIP for review and comment. These agencies include those responsible for environmental protection, natural resource conservation, historic preservation, and freight shipping. Those who indicate an interest in reviewing the TIP will be added to the mailing list. MPO staff will meet with staff of these agencies upon request.

4.4 TIP Amendments

Revisions to the TIP may occur between the scheduled annual updates. Except for administrative modifications, which are not significant enough to constitute a TIP amendment, these revisions are implemented through TIP amendment resolutions.

For administrative modifications, a letter will be sent to FHWA staff, WisDOT Bureau of Planning and District Office staff, and staff of the project sponsor(s) notifying them of the TIP modification, and a copy of this letter will be included in the file. These include minor changes in the cost, funding sources, or initiation date of included projects or project phases.

For revisions significant enough to constitute a TIP amendment, a reasonable opportunity for public review and comment will be provided. For minor amendments, the notice of the TIP amendment and the projects involved will be included in the public posting of the upcoming MPO Policy Board meeting as well as the prior MPO TCC and CAC meetings (if the committee meeting schedules allow). However, there will be no formal 30-day public comment period and public hearing. For major amendments, a public notice will be sent out, a minimum 30-day public comment period will be provided, and a public hearing held before the MPO Policy Board prior to adoption. A re-demonstration of fiscal constraint will also be provided.

Minor amendments include:

- Substantial change in the cost, funding sources, project limits, design scope, or implementation schedule of an approved project that is not regionally significant, does not involve a major capacity expansion, and does not impact Federal funding for other approved projects, forcing them out of the four-year TIP project window, or force the addition of other project(s) to the TIP²;
- Addition or deletion³ of projects that do not involve a major capacity expansion, are not regionally significant, and do not exceed the lesser of 10% of total Federal funding programmed for the calendar year or \$5 million; and

Major amendments include:

- Addition or deletion of a major capacity expansion project, a regionally significant project, or a project exceeding the lesser of 10% of total Federal funding programmed for the calendar year or \$5 million;
- Significantly changing the scope or project limits of a major capacity expansion or regionally significant project such that the current project description is no longer accurate;
- Substantial change in the cost or implementation schedule of a project or project phase that impacts Federal funding for other approved projects, forcing them out of the four-year TIP project window, or forces the addition of other project(s) to the TIP;
- Addition or deletion of a project involving STP-Urban funding; and
- Change in the cost or implementation schedule timing of a project or project phase involving STP-Urban funding that impacts the funding available for or timing of other STP-Urban projects.

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

³ Addition or deletion includes moving project construction in or out of the four-year project window of the TIP.

Major capacity expansion projects include:

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

Regionally significant projects include:

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

4.5 Environmental Justice Analysis

As part of the Madison Area TPB's efforts to address environmental justice and the equitable distribution of transportation resources in compliance with Title VI, MPO staff analyzes the location of programmed transportation investments in relationship to environmental justice populations (minority, low-income, autoless, persons with a disability) in the metropolitan area. This analysis is included as an appendix to the TIP. MPO staff is also cognizant of environmental justice issues in scoring and ranking candidate projects for Surface Transportation Program (STP) - Urban and Statewide Multi-Modal Improvement Program (SMIP) funding.

4.6 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. If the listing of projects is available from the Federal Highway Administration (FHWA) in time to include in the TIP report, it will be included as an appendix. If not, a table identifying the status of major projects programmed for construction or implementation the previous year will be included as an appendix. When the complete listing of obligated federally funded projects is available from FHWA, it will be posted on the MPO's Web site and hard copies will be available at the MPO's office. The listing will also be included with the TIP report or summary when it is distributed or made available at public meetings such as the TIP information meetings.

Table 1
Citizen Participation Effort and Generalized Schedule
for Preparing Transportation Improvement Program

1. Notice to Local Units of Government and General Public. Issue press release and post public notice on Web site.	Request for Proposed Projects with Federal or State Funds, Notice of Public Info. Mtg., and Project Submittal Deadline	Mid-April for Release of Notice
2. Public Information Meeting #1	To answer questions regarding TIP Process	Mid-May
3. Projects due to MPO	Deadline for Project Submittals	Mid-June
4. Preliminary Review #1 by MPO, TCC & CAC	Preliminary Review of Scored Projects for STP Urban Funding	July
5. Print and distribute Draft TIP for Comments, and post on Web site	Preliminary Listing of All Projects in TIP	End of July or first part of August
6. Preliminary Review #2 by MPO, TCC & CAC	Preliminary Review of All Projects in TIP	During August
7. Public Information Meeting #2	Continued Review of Preliminary TIP	End of August
8. Public Hearing before MPO on Draft TIP	Testimony and Comments Formally Received by MPO on Draft TIP	Beginning of September
9. TCC & CAC Recommendations	Final Comments to MPO	Mid-September
10. Action by MPO	Final Action by MPO and Submittal to WisDOT	Beginning of October
11. Publish Final TIP, distribute to MPO local communities, board, and committees, and post on Web site	Summary of public participation process and significant comments received incorporated into an appendix of the final TIP	End of October or beginning of November

5.0 REGIONAL TRANSPORTATION PLAN

5.1 Introduction

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. Specifically, the RTP must include:

- Projected transportation demand of persons and goods;
- Existing and proposed transportation (roadway, transit, bicycle, pedestrian) facilities and enhancement activities;
- Operational and management strategies to improve transportation system performance, reduce congestion, and maximize safety;
- Consideration of the results of the congestion management process;
- Capital investment and other strategies to preserve transportation infrastructure and provide for capacity increases based on needs and priorities;
- Discussion of potential environmental mitigation activities; and
- A financial plan that demonstrates how the plan can be implemented.

Federal law requires RTPs for air quality attainment areas such as the Madison area to be updated every five years. On November 1, 2006, the Madison Area MPO adopted the *Regional Transportation Plan 2030 for the Madison Metropolitan Area & Dane County*. This represented a major update of the previous RTP, the *Vision 2020 Dane County Land Use & Transportation Plan*, adopted in 1997 and reaffirmed in 2000. A minor amendment will be adopted in 2007 to make the plan fully compliant with SAFETEA-LU. This involves primarily meeting the requirement for environmental consultation and discussion of environmental mitigation strategies and activities associated with the plan. The next regular RTP update will be completed in either 2010 or 2011. It is anticipated that this will be a minor update with growth forecasts revised to reflect recent development activity and extended out to the year 2035. Extending the forecasts out to 2035 will maintain the required 20-year forecast.

5.2 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 major public participation effort is not envisioned for the minor RTP amendment in 2007 to achieve SAFETEA-LU compliance. The focus will be on consulting and meeting with environmental resource agencies to: (a) ensure the MPO has all State and county conservation plans/maps and natural and historic resource inventory data; and (b) obtain assistance in using this information to identify regional environmental mitigation strategies. A public notice and opportunity for comment will be provided on the draft amendment.

Prior to initiation of the next plan update, a program and generalized schedule of public participation activities will be developed. The general process for preparation of RTP updates will generally involve the phases described below. The process for minor updates, such as the one to be adopted in 2010, will be somewhat more abbreviated (e.g., omission of multiple future transportation scenarios).

Phase I

The first phase consists of collecting and preparing background information and materials, which identify land use and transportation trends and issues in the region and recent or

currently ongoing land use and transportation plans, including mode-specific or area-specific plans and studies. Environmental resource inventories and conservation plans will be reviewed to ensure land use plans are consistent with them and used to guide the transportation plan. Public information meetings will be scheduled during this phase to communicate this information to all stakeholder groups (see Section 2.0) and to seek input on these trends and issues as well as preliminary plan goals and policy objectives.

Phase II

The second phase consists of analysis of transportation needs and alternatives. For the major update, two or three different alternatives or scenarios may be analyzed. The impacts and generalized costs of each scenario are identified and illustrated. A second series of public information meetings are held to receive comments on the transportation alternatives or scenarios.

Phase III

The third phase consists of preparation of the preliminary draft transportation plan based upon the comments received on the transportation alternatives or scenarios and the plan goals and policy objectives. A third series of public information meetings are held on the draft plan.

5.3 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 freight shipping. Information on the draft plan and public 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 at the MPO office.

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 buffers will be conducted as needed. 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.

5.4 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 mail and 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 Web site.
- (3) A legal notice regarding the public hearing on the draft RTP update will be published.

- (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 distributed, 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.

5.5 Environmental Justice Analysis

As part of the Madison Area MPO's ongoing efforts to comply with Title VI and address environmental justice, both qualitative and quantitative analyses will be conducted for RTP updates to evaluate the impacts of the RTP on minority populations, low-income households, and those households without access to an automobile. The MPO's Geographic Information Systems (GIS) and travel modeling capabilities will continue to be refined and used for such analyses. The details of the assessment methodology to be used for the next RTP update will be developed at the beginning of that planning process. At a minimum, the MPO will conduct: (a) a qualitative transportation project analysis, examining the location of recommended projects in relation to concentrations of environmental justice populations; and (b) an accessibility analysis using the MPO's regional travel model that examines the impact of recommended projects on auto and transit travel times from environmental justice areas to selected major employment, shopping, educational, medical, and recreation centers.

Appendix A
Madison Area Metropolitan Planning Organization
Policy Board

Name	Representing or Appointed By	Local Government Office and Other Affiliations
Eileen Bruskewitz	Towns in MPO Planning Area	Dane Co. Board Supervisor District 25
Tom Clauder	Village and Other Cities in MPO Planning Area	Mayor of Fitchburg
Joe Clausius	Mayor of Madison	Madison Alderperson
Ken Harwood	Village and Other Cities in MPO Planning Area	City of Verona Council Member
Duane Hinz	Mayor of Madison	Madison Transit & Parking Commission
Brett Hulsey	Dane Co. Executive	Dane Co. Board Supervisor District 4
Chuck Kamp	Mayor of Madison	Metro Transit Director
Jerry Mandli	Dane Co. Executive	Director, Dane Co. Dept. of Public Works and Transportation
Al Matano (Chair)	Dane Co. Executive	Dane Co. Board Supervisor District 11
Mark Opitz	Village and Other Cities in MPO Planning Area	Dane Co. Board Supervisor District 26
Satya Rhodes-Conway	Mayor of Madison	Madison Alderperson
Paul Skidmore	Mayor of Madison	Madison Alderperson
John Vesperman	WisDOT	WisDOT Southwest District
Robbie Webber	Mayor of Madison	Madison Alderperson

Appendix B

Madison Area Metropolitan Planning Organization Technical Coordinating Committee

Name	Title	Employed By
Sandy Beaupre	Director	WisDOT Bureau of Planning
Kenneth Clark	Planning Consultant	Kenneth Clark, Planning Consultant
Rod Clark	Transit Director	WisDOT Bureau of Transit and Local Roads
Allan Coville ³	Public Works Director	Village of McFarland
David Dryer	Traffic Engineer	Madison Traffic Engineering
Pam Dunphy	Assistant Commissioner	Dane County Public Works and Transportation Department
Kevin Even ⁴	Public Works Director	Village of Waunakee
Toby Ginder ⁴	Public Works Director	City of Middleton
Michael Hoelker	District Planning Supervisor	WisDOT Southwest District
Rob Kennedy	Transportation Planning Manager	UW Facilities Planning & Management Office
Michael Kirchner	Deputy Director	Dane County Regional Airport
Scott Kugler ¹	Planning Director	City of Sun Prairie
Dwight McComb (nonvoting)	Division Planning Engineer	Federal Highway Administration
Brad Murphy	Director	City of Madison Planning Unit
Larry Nelson (Chair)	City Engineer	City of Madison
Sharon Persich	Planning Manager	Metro Transit
Rodney Scheel ¹	Planning Director	City of Stoughton
Marisol Simon (nonvoting)	Regional Director	Federal Transit Administration, Region V
Bruce Sylvester ²	Planning Director	City of Verona
Rich Vela ³	City Engineer	City of Monona
Todd Violante	Planning Director	Dane Co. Planning & Development
Paul Woodward ²	City Engineer	City of Fitchburg

¹Combined vote (Sun Prairie, Stoughton) at ½ if both present.

²Combined vote (Verona, Fitchburg) at ½ if both present.

³Combined vote (Monona, McFarland) at ½ if both present.

⁴Combined vote (Middleton, Waunakee) at ½ if both present.

Appendix C
Madison Area Metropolitan Planning Organization
Citizen Advisory Committee

Name	Affiliation
Gregg Banks	City of Madison Commission on People with Disabilities
Ronn Ferrell	City of Madison Resident
Jessica Guo	UW-Madison School of Engineering
Dave Phillips	City of Verona Resident
John Rider	Sierra Club – Four Lakes Group
Connie Threinen (interim)	League of Women Voters
Royce Williams	City of Madison Resident
Cheryl Wittke	Safe Community Coalition

Appendix D

Federal Transportation Planning Factors

The planning factors for MPO planning in the Madison Metropolitan Planning Area are listed below. The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), the current Federal surface transportation program authorization legislation, requires the MPO planning process to consider projects and strategies that will:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.