A quorum for the meeting was not met; therefore, no action was taken on any agenda items.

1. **Roll Call**
   
   **Members Present:** D. Paoni (for Beaupre), Beck, D. Trowbridge (for Cornwell), Dunphy, Wydeven, McComb, Phillips, Vanderwegen,
   
   **Members Absent:** Baker, Kugler, Coville, Scheel, Dryer, Even, Stauske, Hessling, Stephany, Kennedy, Sayre, Violante, Bertch
   
   **Others Present:** W. Schaefer, D. Kanning, D. Brown-Martin, J. Gust, M. Erickson, C. Petykowski

2. **Approval of April 23, 2014 Meeting Minutes**
   
   Item deferred due to lack of a quorum.

3. **Discussion Regarding WisDOT Policy Guidance on Administration of STP Urban and Transportation Alternatives Programs and Response to MPO/WisDOT SW Region Questions (Brown-Martin-Martin, Director, WisDOT Bureau of Transit, Local Roads, RR & Harbors)**
   
   Brown-Martin introduced herself. She said that she reviewed the emails that were sent out regarding WisDOT’s policies on administration of the STP Urban program and the MPO funding allocations. She admitted the explanation of the policies was vague and said that the policies were designed to meet WisDOT’s needs but not those of the MPOs and local communities. She said she couldn’t change the policy decision that was made for the current funding cycle, but recommended that a work group be formed to develop revised policy guidance for the STP Urban and other local programs that addresses the concerns raised by the Madison MPO and the other large MPOs. Brown-Martin suggested that the work group include from Madison two MPO representatives, one community representative, and a WisDOT SW Region representative.

   Schaefer said he appreciated Brown-Martin’s willingness to work with the MPOs and WisDOT region staff to develop some revised local program guidance that meets everyone’s needs. He said his biggest concern was the process by which the previous policy decisions regarding both the STP Urban and Transportation Alternatives programs were made and communicated. No opportunity was given for the MPOs to review the policies and provide comments before they were implemented. The information was also only communicated via email or verbally rather than through written guidance. Erickson noted that the Project Management Manual (PMM) had not been revised to reflect the policy changes yet. Erickson and Gust said that written clarification of the new rules is necessary. Among the issues that need clarification are what is allowed in terms of project funding changes and project substitutions and what date is to be used for determining what projects count against an MPO’s allocation of funds. Gust emphasized that the rules for the large MPOs (TMAs) have always been and should continue to be different since TMAs receive a direct allocation of federal funding.

   Brown-Martin commented on the need to better manage projects to keep as many as possible on schedule. If projects aren’t going to stay on schedule, that information needs to be communicated to WisDOT Central office and the MPO. She said a better job needs to be done identifying risks with projects. Erickson said that Madison area communities have generally done a good job with this. Phillips asked McComb what role FWHA had and whether FHWA needed to approve WisDOT’s policy. McComb said the policy was up to WisDOT as long as it met basic federal requirements. For example, the allocations must be based on population. Erickson said the new policy was specifically
designed to meet concerns FWHA had about the need for fiscally constrained TIPs (i.e., not over-programming with the assumption some projects would be delayed). McComb commented that the goal of the new process is to create accountability on the part of the MPOs. The MPOs will now have role in managing the program of STP Urban projects to ensure allocated funds are spent.

Erickson said that the new policies regarding the STP Urban program needed to be finalized this summer so the TIP could be approved. Schaefer agreed, noting that the MPO would probably be proposing some changes to the currently approved set of STP Urban projects, including funding and scheduling changes and possibly a new project or two. The new project is the purchase of buses by Metro Transit, which would start in 2015. Some of these changes are dependent upon the WisDOT policy regarding carryover funds and project changes or substitutions. Schaefer said the MPO is counting on being able to use some carryover funding that wasn’t programmed for projects in the 2011-2014 program cycle. Schaefer and Erickson said the WisDOT policies should be finalized by August. The hearing on the Madison area TIP is in early September and the TIP is approved in early October. Erickson and Wydevan said the goal was to maximize available funding to the region for projects.

Brown-Martin indicated that she hopes the working group reaches a mutual agreement that all parties can support. Phillips said that this working group will be helpful in resolving the outstanding issues.


Schaefer provided an updated copy of the STP Urban Project Priority Listings. He explained that the change from the one sent out involved moving back the City of Fitchburg’s McKee Road (Commerce Park Dr. to Seminole Hwy.) project from 2017 to 2019 and moving up Cottage Grove Road from 2019 to 2017. Moving back McKee Road puts it on the same schedule as the WisDOT Verona Road/McKee Road interchange project, which includes reconstructing McKee Road east to Commerce Park Drive. Cottage Grove Road was moved to 2019 to coincide with the Interstate bridge project, but the timing of that is uncertain. Therefore, the City of Madison would like to proceed with their project.

Schaefer noted that the priority project listings document had a new format, which reflects the fact that the MPO will now be approving a 5-year program of projects using a two-year application cycle in conjunction with the state biennial budget cycle. The format of the old table reflected the previous approach of an annual allocation with carryover of unspent funding from year to year. Now all funds allocated for each program cycle must be spent. Project scores are shown, but the projects are not ranked. They are listed by project/construction year. Schaefer noted that the projects scheduled for 2019 are separated out because those will be part of the next program cycle from 2016-2020. The MPO solicited applications this year even though not part of a WisDOT program cycle because the change to a biennial application cycle wasn’t communicated last year. He said it wasn’t clear whether the 2019 projects would be entered into the program by WisDOT this year or not. Going forward, there will be a firm commitment for all programmed projects going out five years. However, the MPO will require that projects be further along in planning and design to ensure they can be completed within five years. He noted it may be advantageous for projects to be completed in odd years where possible to maximize available funding to the MPO.

He emphasized that the priority project listings are subject to the policies to be finalized by WisDOT regarding what is allowed in terms of project substitutions, changes, etc. Gust explained that WisDOT needs to within its statewide STP Urban program budget each year. It would be advantageous for communities to have projects ready to go and be advanced if projects in other areas of the state are delayed. Erickson explained that the projects that moved to 2019 might need to be dropped from the program and substituted with the new projects and then added back in next year.

Schaefer reviewed the priority project listings document. He mentioned the new projects, including the Metro bus replacement project. He said it would probably increase the MPO’s funding allocation for the next program cycle if the Metro project funds could all be moved up to 2015 since there are no
other major projects next year. The southern segment of CTH M has now been pushed back to 2016. Schaefer noted the large cost increase for the CTH M project. Schaefer said the YWCA JobRide van project was shown as funded, but this would be a policy decision by the board as the project doesn’t score that well under the MPO’s criteria. It would be similar to the policy decision to support the City of Madison’s ped/bike safety education program. He said that the YWCA program does provide a very important service getting low-income residents to/from jobs in locations or at times regular fixed-route Metro service is not available. He mentioned the City of Middleton’s application for reconstruction of Pleasant View Road, proposed to be done in three phases. He said it wasn’t currently funded, but was the highest scoring candidate future project for 2020.

Phillips asked about the schedule for a committee recommendation. Schaefer said staff would review the priority listings with the MPO Policy Board at their meeting next week. The draft TIP will be released in August. A recommendation will be sought from the technical committee at the September meeting with MPO Board adoption of the STP projects with the TIP in early October.

5. **Review and Recommendation on Amendment #5 to the 2014-2018 TIP for the Madison Metropolitan Area**

Schaefer described the proposed TIP amendment and noted that the changes were relatively minor. All of the revisions apply to bridge projects. A new rail crossing project is also proposed. Dunphy said the reference to the CTH PB bridge project should be Old CTH PB. Action was not taken.

6. **Presentation on South Capitol Transit-Oriented Development (TOD) District Planning Study Recommendations**

Trowbridge, City of Madison Planning, provided a Powerpoint presentation on the South Capitol Transit-Oriented Development (TOD) District Planning Study. He described the study area extents and noted that the City received a TIGER grant in 2010 for the project. This second phase of the study analyzed potential transportation improvements in the larger area south of the Capitol Square.

Trowbridge described three potential locations studied for an intercity bus terminal. The South Bedford Street/West Washington Avenue site was recommended and would be able to accommodate five parked buses in an indoor facility. This location is close to the UW-Madison campus, which is the largest customer base for most of the intercity bus companies. Trowbridge presented potential improvements to the Lake Monona path. This would involve creating separate facilities or areas for bikes and pedestrians between Broom Street and Monona Terrace. Next, Trowbridge presented several wide plaza and narrow bridge concepts evaluated that would connect West Wilson Street to John Nolen Drive. The study committee rejected bridge designs that would significantly encroach into Lake Monona as well as the alternatives connected to the convention center due to the aesthetic impacts to the center. The study committee recommended further planning of a plaza style bridge that could potentially be constructed next to Summit Credit Union.

Trowbridge noted that bicyclists are using the sidewalks on Wilson Street to travel downhill in an eastward direction, opposite the flow of vehicle traffic. Bicycle travel is not legal on these sidewalks per the City’s ordinance because buildings abut the street frontage. To address this issue and to accommodate bicyclists that wish to travel eastward on this roadway, a contra-flow bike lane is being considered on the south side of Wilson Street. This would require the elimination of on-street parking on the south side of the roadway. The north side on-street parking would remain. A final recommendation has yet to be made on this as the removal of parking is controversial.

The study also examined alternative designs for the intersection of John Nolen Drive/Blair Street/Wilson Street/Williamson Street. He reviewed the different alternatives considered, all of which were rejected, including one that would cul-de-sac Wilson Street and create a new intersection with John Nolen Drive at Hancock Street extended. Trowbridge said City of Madison staff would be reviewing all of the alternatives that have been proposed and probably others in anticipation of a WisDOT project to reconstruct Blair Street scheduled for 2019-2020.
7. Committee Member Reports

McComb said that the draft MAP-21 planning rules came out in June. Other proposed rules related to the new performance-based planning requirement will be released over the next year or so.

VanderWegen reported that some rail crossing projects are wrapping up in the City of Fitchburg. The Cannonball Path bridge over McKee Road will be completed in July. The City of Verona and Dane County will be starting a joint resurfacing/reconstruction project on McKee Road between Seminole Highway and Fish Hatchery Road. The Spoke and Sprocket Roads construction project that will connect Verona Frontage Road with McKee Road through the Arrowhead Neighborhood is moving forward. He said the process to hire a new Public Works Director is moving forward with the application period now closed.

Dunphy also mentioned the resurfacing/reconstruction project on CTH PD from Seminole Highway to Fish Hatchery Road that will be underway soon. She said the CTH D project had been completed. The traffic signals on CTH M and CTH D are now operational. Several projects – primarily chip sealing – in the outer area of the county are either ongoing or scheduled this summer.

Beck said that Metro Transit buses are still getting overloaded on certain routes. Epic buses are full and the company is willing to pay for expanded service, but Metro does not currently have any buses to use for the service. New, improved service to the American Center is scheduled to begin next spring after the new UW Hospital is completed and Metro will need to find a bus for that service.

Petykowski said the reconstruction of Mineral Point Road and Junction Road/CTH M intersection and surrounding area should be done by the end of August. Landscaping will follow. Reconstruction of Johnson Street is ongoing.

Brown-Martin, who was still at the meeting, provided an update on the Transportation Alternatives program projects that had been approved last cycle, but still had not started construction. A state law passed as part of the last budget required the projects to be commenced within four years of approval. She said outreach should have occurred over the past year, but didn’t. She said projects could be deemed commenced if real estate was purchased, and the Lower Yahara River Trail project would likely meet the deadline based on this interpretation of the law.

8. Staff Reports

Schaefer reported that the consultant for the regional ITS Plan was selected, and the project would start in July. He mentioned that the MPO board will be taking up a proposed revision to their rules and operating procedures to address the new requirement for a transit representative on the MPO board. The language will “institutionalize” the current practice of the City of Madison Mayor appointing a Metro Transit representative to the board, historically the General Manager. All MPO board members whose terms were up were reappointed. However, the one of the small cities/villages representatives, the Deforest Board Chair, resigned due to new work responsibilities.

Schaefer mentioned the Committee would need to elect a new Vice Chair. Paul Woodard previously held the Vice-Chair position.

9. Next Meeting Date

The next meeting is scheduled for July 30, 2014, although Schaefer said that would likely be canceled.

10. Adjournment

Notes were recorded by David Kanning and Bill Schaefer