

**Madison Area Transportation Planning Board (an MPO)
May 4, 2011 Meeting Minutes**

1. Roll Call

Members present: Eileen Bruskevitz, Duane Hinz, Chuck Kamp, Steve King, Jerry Mandli, Al Matano (Chair), Mark Opitz (arrived at Item #6), Steve Ritt, Chris Schmidt (arrived at Item #10), Paul Skidmore, John Vesperman (arrived at Item #6)

Members absent: Mark Clear

Staff present: Bill Schaefer, Dan Seidensticker

2. Approval of March 2, 2011 Meeting Minutes

Moved by Kamp, seconded by Skidmore, to approve the March 2, 2011 meeting minutes. Motion carried.

3. Communications

None

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

None

5. Election of Vice-Chair

Schaefer said the next regular election for Chair and Vice-Chair would be in July. He said the Board could choose to fill the current vacancy in the Vice-Chair position or leave the position vacant for another two months. If the Board chooses to elect a Vice-Chair tonight that person would fill the remainder of the current term. Ritt said he liked the idea of leaving the position vacant and voting on both positions in July.

Skidmore moved, Kamp seconded, to nominate King for Vice-Chair to fill the remainder of Joe Chase's term. There were no other nominations. Motion carried to nominate King.

6. Revision to Madison Area TPB Rules and Operating Procedures

Schaefer said the board had approved a set of revisions to the MPO's rules at the March meeting. It had been suggested at that meeting that the rules be changed to allow the board to meet "as a sub-committee" to take up non-action items when a quorum was not present and to delete the provision in the draft requiring the board not to meet if a quorum was not present within 30 minutes of the scheduled meeting time. This change was included as part of the rule changes adopted by the board. Schaefer said he sought the opinion of an attorney in the City of Madison Attorney's Office. That attorney indicated this provision violated the state open meetings law and he strongly recommended against putting it into the MPO's rules. He explained that the law was intended to cover the deliberative process and not just the vote or action on an item. In fact, he recommended generally not to list items on the agenda as action or non-action items. The attorney also recommended 30 minutes as the maximum amount of time to wait for a quorum. Schaefer said he was recommending some additional revisions to the rules based on this advice.

Matano said he checked with the Dane County Attorney's Office and was told there was no 15-minute rule under the open meetings law. This was a City of Madison ordinance. He distributed some email correspondence on the issue. It was clarified by others that the proposal was to go with a 30-minute rule and that the main issue was whether the board should be allowed to meet to take up non-action items if a quorum was not present. Matano disagreed with the advice of the city attorney and said he didn't consider that to be a legal opinion. He further stated there was nothing in the law preventing a

sub-committee from meeting. Skidmore commented that he felt the rule should be 15 minutes and the board should not meet if a quorum was not present within that time.

Moved by Ritt, seconded by Kamp, to approve the additional changes to the rules recommended by staff, including the requirement that the board not meet if a quorum was not present within 30 minutes of the scheduled meeting time. Motion carried.

7. Resolution TPB No. 51 Regarding Amendment #3 to the 2011-2015 Transportation Improvement Program (TIP) for the Madison Metropolitan Area & Dane County

Schaefer said the amendment adds two planning/design projects for the planned expansion of Interstate 39/90 from Madison to the state line. The State Transportation Projects Commission recently enumerated the project, allowing design work to proceed and WisDOT would like to get started this year. The design work would continue through 2019. He said the project was in the current Regional Transportation Plan. Because it was an intercity project that was mostly outside the MPO planning area, it was not subject to the fiscal constraint requirements. He said the amendment also added a new project to construct roundabouts at the ramp terminals of the CTH MM/USH 14 interchange, moved up the East Washington Avenue pavement replacement project from 2014 to 2012, and moved back the CTH M (RR Bridge) replacement project from 2011 to 2012.

Vesperman explained the two contracts to design construction plans for the Interstate project. The southerly segment extended from the Illinois state line to just south of Janesville and would have program controls (i.e., metrics and performance measures, tools put in place to manage the project effectively). A financial team would be involved. A technical assistance group would also be assigned to this project. Work on the three different segments would proceed simultaneously.

Moved by Kamp, seconded by Bruskewitz, to approve TPB No. 51 regarding amendment #3 to the 2011-2015 TIP.

Matano commented that he couldn't support the Interstate 39/90 projects because he didn't feel it was appropriate to expand the Interstate when there would be no intercity rail service as an alternative. King asked if the MPO had authority over the project. Schaefer responded that most of the project was outside the MPO planning area. King agreed with Matano and moved to separate out the Interstate 39/90 projects from the other projects included in the TIP amendment. Kamp and Bruskewitz agreed to separate out these projects.

Moved by Bruskewitz, seconded by Skidmore, to approve amending the TIP to add the two planning/design projects for the Interstate 39/90 expansion. Motion carried. Ritt then moved, Kamp seconded, to approve the other projects included in the TIP amendment. Motion carried.

8. Citizen Participation Effort and Schedule for the Congestion Management Process Project and the Regional Transportation Plan Update

Schaefer said staff had put together a draft schedule and public participation effort for the Congestion Management Process (CMP) and the interim update of the Regional Transportation Plan (RTP). The draft CMP report should be completed by the end of this month. A presentation to the board by the consultants would be made at the July meeting. A public hearing would be held at that same time. A public information session would be held in June. Schaefer said the board needed to adopt the RTP by November. This would require having a draft report completed by September. Public information meetings are planned for that month. The public hearing would be at the board's October meeting with adoption in November. He said additional presentations would be given to the City of Madison transportation committees. Also, one or two board meetings could be held in other communities to offer the public additional opportunities to provide their input.

Bruskewitz recommended holding the public meetings in the areas with the greatest congestion. King commented that the City of Madison was in the process of adopting a Sustainability Plan and that the plan should be coordinated with the MPO's Congestion Management Process. Bruskewitz noted that

congestion, particularly on the north side and through the Isthmus, could be alleviated with construction of the North Mendota Parkway.

King moved, Bruskewitz seconded, to approve the citizen participation effort and schedule for the CMP and RTP update. Motion carried.

9. Capital Region Partnership for Sustainable Communities Memorandum of Understanding

Schaefer said the MPO had joined with other governmental, business, and non-profit entities in forming the partnership last summer to seek federal funding for a multi-faceted planning effort. The Capital Area Regional Planning Commission (CARPC) was the lead agency and was successful in securing grant funding. One of the requirements of the grant was that all of the partners execute an agreement or MOU, which outlined the goals, responsibilities, decision-making, and grant activities associated with the initiative. Schaefer reviewed the general responsibilities common to all of the members, including establishing a primary contact and reporting in-kind expenses (primarily staff time). Schaefer suggested he be designated as the primary contact. He said the MPO's specific responsibilities included providing guidance for the design and implementation of the regional transit study to be conducted with consultant assistance and coordinating the transit and transit-oriented design activities with CARPC and the Dane County RTA, assuming the RTA was still in existence.

Ritt commented that in addition to the Dane County RTA there was also a possibility that CARPC might not be in existence as well. He said the agency was under attack from the former County Executive and the position of the new County Executive on the agency was unclear. He expressed concern about participation in the project without knowing the future of the lead agency. He also said he was confused by the project goals and activities (Attachments A and B) and what they imposed on the outlying communities. Opitz commented that the RTA and CARPC had their share of critics, but the MPO must assume that the bodies would continue to exist. He said he supported the goals of the project as stated in the MOU. Bruskewitz suggested asking the new Dane County Executive about his position on CARPC and the project. Ritt suggested deferring action until a response was received from him. Schaefer said one of the requirements of the grant was that the MOU be signed by all partners within 120 days of the start date of the grant. There was discussion about the potential impact on the grant project if CARPC was dissolved. Schaefer said the MPO had no financial commitment in the project. The only loss if CARPC was dissolved and the project ended was the staff time committed to the project. Bruskewitz suggested approving the MOU pending an opinion by County Executive Parisi. Opitz responded that he did not think the MPO should be bound by his opinion. Hinz said he didn't see any danger in approving the MOU now if indeed CARPC was later dissolved. If the MPO supported the project he thought the board should vote on it. Asked what other entities had already signed the MOU, Schaefer said he didn't know. The board agreed to suspend the rules to let Steve Arnold, a member of the Fitchburg City Council, speak. Arnold said the council had passed the MOU. With 26 other entities involved that must sign the MOU he commented that it would take time to get it all organized and back to the granting agency. Given that, he suggested the MPO move ahead with its vote.

Moved by Opitz, seconded by Kamp, to authorize the MPO to execute the Capital Region Partnership for Sustainable Communities MOU, authorize Schaefer to sign the MPO on its behalf, and to designate Schaefer as the primary contact person. Motion carried.

10. Update on the Congestion Management Process (CMP) Project

Schafer provided a brief update on the project. He said it was important to understand that this was a process and not a plan that was being developed. The process would be integrated into the overall planning process. It would set up a framework to measure the performance of the transportation system, identify congested facilities/locations, select strategies/projects, and monitor the system over time. He said that FHWA does not require specific performance measures and does not say how the MPO must balance congestion mitigation with other goals such as system preservation, safety, and

preserving/enhancing quality of life. He clarified that “congestion” included bus overcrowding, congested bike paths, and conflicts among roadway users, in addition to motor vehicle congestion. It would be up to the MPO to set the targets for the selected performance measures. For example, the CMP committee discussed whether a different lower standard than LOS D should be identified for capacity constrained core areas such as central Madison and the downtown areas of the larger suburban communities. Alternatively, the LOS D goal would apply everywhere with an acknowledgement that it probably wouldn’t be met in these areas in many cases. He said MPO staff would distribute the draft report when it was available and that a presentation by the consultant would be scheduled for either June or July meeting, but most likely July.

Bruskewitz said this was a federal requirement to address in order for the MPO to remain certified. She wanted information on available funding to address the strategies and projects recommended in the CMP. Vesperman commented that FHWA requires that a project be designed to meet at least LOS D in order to receive federal funding. Schaefer said the CMP committee had discussed this issue and he didn’t think that was the case. He said that roadway design deficiencies needed to be addressed, but he didn’t think the project needed to demonstrate a certain LOS needed to be achieved. However, he would check on that. Bruskewitz commented on the regional nature of the traffic.

11. Review of Initial Travel Forecast Modeling Results for the Regional Transportation Plan Update

Schaefer said staff had completed an initial travel forecast model run with the Year 2035 socio-economic dataset after working with the consultant on the various model inputs. He said the model run was with the committed or programmed projects only. He reviewed the major projects involving a capacity change either being constructed now or programmed in the current TIP. Most of the projects involved a capacity expansion, but there were two projects (segment of N. Park St., Old University Ave.) that involved a reduction from four to two travel lanes. He reviewed a map of the results showing those roadway segments forecast to be congested and very congested. He explained that the congested category included those roadway segments with a volume-to-capacity (V/C) ratio between 65% and 89%, which represented roughly Level of Service (LOS) D on the A-F scale that engineers used. The high end of that 85-89% is close to or in the LOS E range. The very congested category included roadway segments with a V/C ratio of 90% or greater and represented LOS E or F. He noted that the MPO’s policy was to generally accept a LOS D prior to considering a roadway expansion. He explained the primary factors that determined the planning capacity used in the travel model and that the model didn’t factor intersection delay well. More detailed traffic operations modeling was needed for that. He then highlighted some of the corridors with high levels of forecast congestion. These included CTH M (S. Pleasant View Rd.) and Mineral Point Road (west of the Beltline) despite reconstruction and expansion of those facilities now programmed.

Bruskewitz mentioned the traffic modeling and analysis that had been conducted for the Bishop’s Bay development proposed by T. Wall properties. Schaefer said the MPO provided some assistance for that and he had seen the report, but hadn’t reviewed the detailed traffic modeling results. Opitz commented on the current congestion at the intersection of CTH K and USH 12. He said he was surprised the model results showed that congested versus very congested. Schaefer said that was probably due to the model not being able to account for intersection delay well.

12. Updates on the University Avenue (Segoe to Allen) and USH 18/151 (Verona Road) Projects

Matano said the University Avenue project was scheduled for 2012. He said an issue discussed was lack of bike lanes on the overpass at Old Middleton Road. The bridge wasn’t being replaced as part of the project and there isn’t sufficient width for the bike lanes. Schaefer said sharrow markings would be placed on the bridge. He showed a map of the proposed EB and WB bicycle routes to avoid the bridge. Schaefer also noted that the plan now includes sidewalk on the south side of the street in the area of the Hill Farms State Office Building. Vesperman provided an update on the Verona Road project. He said progress on the design was going well. A number of changes had been made in response to feedback from the neighborhoods and local government. The final supplemental EIS was almost ready for

printing and then WisDOT would move into the final design phase. Schaefer added there were two major design changes. The first was to eliminate the major re-routing of the frontage road that separated the Walgreens and other commercial properties from the residential neighborhoods and the addition of a roundabout underneath Verona Road at the grade-separated crossing. There was a concern about pedestrians being able to safely cross the re-routed road. Also, a pedestrian underpass was added just south of the interchange.

13. Status Report by Madison Area TPB Members on Projects Potentially Involving the TPB:

- **USH 51 (USH 12/18 to I 90/94/39) Corridor Study**

Vesperman reported that he didn't anticipate the study advisory committees would meet again. A report would be completed by the end of the summer with the three levels of improvements that have been developed for the different segments of the corridor.

- **USH 51 (McFarland to Stoughton) Corridor Study**

Schaefer noted that a presentation to the board on the study had just been made.

14. Discussion of Future Work Items:

- **MPO Congestion Management Process (CMP)**
- **Regional Transportation Plan Update**
- **Transit Development Plan (TDP)**

Schaefer said he didn't have anything further to add on these work items.

15. Announcements and Schedule of Future Meetings

Schaefer reported on the status of the MPO Board appointments. He said he hadn't received the new appointments from the new City of Madison Mayor or County Executive, which wasn't surprising. Two nominations had been made for the two open slots for the Cities and Villages representatives. Mark Opitz was nominated for re-appointment and Steve Arnold was the other nominee. Schaefer said he provided a deadline of the end of the week to receive any additional nominations. He also provided an update on the MPO staffing situation. He announced that three new intercity bus routes would be added between Madison and Green Bay, Wausau, and Dubuque, Iowa with intermediate stops. The service would begin in late summer or early fall.

The next meeting is scheduled for June 1, 2011 at the Madison Water Utility at 7:00 p.m.

16. Adjournment

Moved by Bruskewitz, seconded by Opitz, to adjourn. Motion carried. The meeting adjourned at 8:40 p.m.