1. **Roll Call**

   **Members present:** David Ahrens, Mark Clear, Chuck Kamp, Steve King, Jason Kramar, Al Matano, Ed Minihan (arrived during item #10), Chris Schmidt, Patrick Stern

   **Members absent:** Ken Golden, Jeff Gust, Jerry Mandli, Mark Opitz, Robin Schmidt

   **MPO Staff present:** Bill Schaefer, Philip Gritzmacher, Jr.

2. **Approval of October 7, 2015 Meeting Minutes**

   Moved by Kamp, seconded by Stern, to approve the October 7, 2015 meeting minutes. Motion carried with Kramar abstaining.

3. **Communications**

   - WisDOT brochure regarding a series of information meetings about the Beltline study. Eight meetings will be held throughout the metro area in the month of November.

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

   None

5. **Resolution TPB No. 110 Approving Amendment to the 2015 Unified Planning Work Program (UPWP) and Budget**

   Schaefer said that WisDOT and FHWA now require current work programs to be amended if funding will be carried into the following year. Funding carryover is occurring because the MPO was late in hiring its new staff member and procurement of travel data and data software took longer than anticipated. Some of the funding was also budgeted for an interactive website for the upcoming Regional Transportation Plan (RTP), and staff is in the process of researching available options for that.

   Moved by Stern, seconded by Kamp, to adopt the amendment to the 2015 UPWP and Budget. Motion carried.


   Schaefer said that WisDOT and FHWA comments were incorporated into the draft 2016 Unified Planning Work Program that was presented at the October board meeting. No substantive changes are being recommended to the draft document. The only revisions are to update the carryover funding amount and a change to the cost allocation plan related to the updated staff leave calculation.

   Moved by Kamp, seconded by Stern to approve the UPWP and the 2016-2018 Overall Program Design Report. Motion carried.

7. **Resolution TPB No. 112 Authorizing the City of Madison to Enter Into an Agreement with Dane County for the Madison Area Transportation Planning Board to Provide Specialized Transportation Coordination Services to Dane County in 2016**

   Schaefer said that this agreement is between the MPO and Dane County for the MPO to continue to provide specialized transportation planning and coordination services. Additionally, the agreement provides $19,000
to Metro for the marketing of transit. This agreement maintains the dollar amounts and scope of services from previous years.

Stern asked how long the funding amount has been maintained. Schaefer responded by saying that the MPO used to receive closer to $12,000, but that the MPO used to do more work for the county. However, by his estimation, the MPO does more work for the county than it is currently reimbursed for. On the other hand, the funding contributed by the County is 100% funding, and unlike other MPO funding, doesn’t have to be matched with local funds. Schaefer said that he hasn’t pursued increasing the funding contribution from the County because the MPO has had sufficient funding with the large increase in Federal planning funds a couple of years ago. The County contribution is akin to that of some local communities in the MPO area that contribute to the budget. Kramar suggested that MPO staff determine how much money Dane County should be contributing for the services that they are receiving. Stern added that it could be beneficial to have the information if the funding is needed in the future.

Moved by Clear, seconded by C. Schmidt, to approve Resolution TPB No. 112. Motion carried.

8. Resolution TPB No. 113 Authorizing the City of Madison to Enter Into an Agreement with the Capital Area Regional Planning Commission (CARPC) for the Madison Area TPB to Provide Transportation Planning Work Activities to CARPC in 2016

Schaefer explained that CARPC passes through some of the funding it receives from WisDOT to contract with the MPO for transportation planning services. The services include preparing transportation analyses for urban service area amendments and now also for future urban development plans. Additionally, this funding will help cover the MPO’s role in assisting CARPC with its regional visioning process and eventually development of an updated land use plan. Historically, the funding provided has covered the amount of work that the MPO performs for CARPC.

Stern asked if the state-level changes to CARPC’s authority change anything that the MPO will be doing for them in the future. From his understanding, the changes reduce their decision-making abilities and that CARPC will not be able to make decisions based on land use and transportation, only water quality. Schaefer clarified that CARPC makes recommendations based on land use and transportation considerations, but can only deny a request based on water quality issues. Kramar agreed and said their recommendations are usually implemented, but they have no teeth on their own. Matano sought clarification as to who the work was being done for, if CARPC could not look at transportation related issues. Schaefer clarified that though the work is WisDOT-funded, it is being done for CARPC, primarily for transportation planning outside of the MPO boundary.

Moved by Stern, seconded by Kamp, to approve Resolution No. 113. Motion carried.

9. Review of the Draft Regional Intelligent Transportation Systems (ITS) Strategic Plan

Schaefer reminded the board that they had received a presentation at their last meeting on the draft Regional ITS Strategic Plan. He distributed an executive summary of the plan as well as the draft implementation plan chapter with details on the recommended projects.

The implementation plan was modified based on staff recommendations related to the phasing of the projects. As initially written, phasing would have been too aggressive given available funding and future budgets. These recommendations will be reviewed with the plan advisory committee next week. The committee includes staff from WisDOT SW Region and Bureau of Traffic Operations, first responder agencies, City Traffic Engineering, Police, and a number of other agencies. It is anticipated that this group will continue on as an implementation body, led by the MPO. That will be discussed at the meeting. Some implementation tasks identified in the ITS plan include defining agency roles and responsibilities on various ITS projects, identifying funding streams, and identifying mechanisms to collect and assess the performance of projects that have already been started.
Schaefer referred to the detailed project tables in the implementation chapter and walked the board through an example project. Noting that project numbers were not correlated between the tables, Kamp requested that projects in the two tables are given the same project numbers. When walking through the tables, Schaefer referenced that the table gave an estimate of staff hours required to complete particular projects. Stern asked if this meant that additional staff would be needed to complete projects. Schaefer responded that it would be dependent upon the project. Some projects could be absorbed by existing staff; some other would require additional staff.

Schaefer explained that one of the main reasons that staff recommended moving projects between phases was that many projects were listed in the initial phase. The main source of ITS funding is STP-Urban funds, which have already been programmed out through 2020 with conditional commitments beyond that. He said there is not dedicated federal ITS funding at this time. Some communities use Congestion Mitigation and Air Quality (CMAQ) funding to pay for ITS projects. Because Dane County is not in violation of air quality standards, we are not eligible for this funding source.

Kramar remarked that it seems that the City of Madison is the primary beneficiary of the ITS plan, though he acknowledged that non-Madison residents use roadways in the city. Schaefer explained that many projects would be on high traffic-volume roads where there is a high-density of traffic signals and most, but not all, of these are in the city.

10. Presentation on Draft Growth Forecasts for the Regional Transportation Plan 2050

Schaefer said that preparation of the draft growth forecasts is the first major step for the development of the regional transportation plan. A few meetings ago, CARPC staff presented their methodology for preparing urban service area level household, population, and employment forecasts. The MPO takes those forecasts and allocates the households and employment to small traffic analysis zones (TAZ), which are a key input into the regional travel model. Schaefer said that households and employment by type are allocated based on local land use plans and regional land use policies. He showed the composite land use plan map created to help guide the process. MPO staff received input from local planners on issues such as development phasing, densities, mix of uses for certain areas. Schaefer reviewed maps of the household and employment allocations by TAZ.

Clear asked if the traffic zones on the map have some relationship to census tracts. Schaefer explained that they are combinations of census blocks that follow the physical geography of the region. This makes generating the base 2010 data easier. Kramar pointed out a few inconsistencies he noticed in data presented, specifically the number of households and population in Black Earth and Morrisonville. Schaefer said this may be an anomaly, but it will be investigated. He explained that the number of households was a variable in the model broken out by size categories, but not population. The official WisDOA population forecast assumes a reduction in size of existing households. To account for this, an adjustment was made in the future year household size categories. King commented that household sizes have been shrinking, so the number of households may rise without a proportional increase in population.

Schaefer concluded by stating that the growth forecasts are used not only used by the MPO for the regional transportation plan, but also by WisDOT for major corridor studies. He said that when land use and transportation plan updates are completed at the same time, it allows for growth scenario planning. However, because the RTP will be completed before a regional land use plan, the RTP will contain only one future land use scenario for this plan update cycle. The scenario reflects local land use plans and is a balance between trends/likely growth scenario and local/regional policies.

11. Update on the Regional Public Values Research and Survey

Schaefer said that the MPO is working with CARPC on a regional values research and survey process. The first two brainstorming sessions have taken place, the first with community leaders, and the second with members of the public. Ahrens commented that there were significant differences between the two groups,
which Schaefer concurred with while presenting the demographics data. The survey of community leaders had many more participants from Madison, while the survey of members of the public contained many fewer responses from the City. He explained that the purpose of this initial phase was not to get a representative sample, but rather to identify a broad range of ideas and opinions to help craft the questions for the scientific survey. The next phase of the survey will include a statistically significant sample size.

Schaefer reported that residents identified crime, failing schools, and affordable housing as key challenges, whereas stakeholders identified inequality of all types, economic development, making the area attractive for people to move to, and developing an integrated transportation system as important issues. Some of the issues both groups ranked high in terms of importance were affordable housing and increasing the number of middle-class jobs.

Clear requested more information about the stakeholder group. Schaefer responded that the group was comprised primarily of members selected from the steering committee. Minihan explained that the survey and follow up scenario planning is based on Envision Utah, which he believed was very effective. Kramar replied that he disagreed, believing it to be impossible to determine values of an entire community with such a small segment of the community. He further questioned how the process related to transportation planning and didn’t believe it to be valuable. King said that he believed it to be directly useful to transportation planning and that Utah was a good example of its value – a conservative community built transit infrastructure 20-years ahead of their plan based on the research they got from this and how to convince the leaders it was the right idea.

Clear stated that it was difficult to tell if the differences of opinion between the two survey groups were due to the composition of the groups or because of where they lived. Schaefer agreed, stating that the larger survey will help make this determination. The next phase will include a random sample of 500 residents – a statistically significant sample – and will be completed in December. He also stated that a number of transportation specific questions would be asked on the survey. Clear expressed concern that the survey appeared to be using the eight-county MadRep region as a base. Schaefer stated that counties surrounding Dane will have 100 surveys, while Dane will have 400, which is a sufficient sample. Minihan stated that this will capture commute patterns from surrounding counties, to which Schaefer concurred.

12. Status Report on Studies and Plans Involving the TPB

Schaefer stated that the City of Madison has completed a draft of the pedestrian and bicycle sections of their transportation master plan. The City is also exploring different street typologies and cross sections to consider in the future and how they might accommodate things like protected bike lanes. Schaefer said that he will have Dave Trowbridge provide an update at a future meeting.

Matano commented on the public meetings being conducted concerning the WisDOT’s Beltline Study. He said he believed that if everything continued at its current pace, the environmental impact statement would be complete by 2022, with construction potentially beginning in 2025.

13. Discussion of Future Work Items

Schaefer stated that the transit-related travel model project is scheduled to kick off next week. He also said that MPO staff had been researching interactive websites for the Regional Transportation Plan and that kick-off meetings would be held in mid- to late January. He said that he would like to have a meeting of the advisory committee before the kick-off meetings. Schaefer mentioned that the Bicycle Wayfinding Plan project kickoff meeting was held this week.

14. Announcements and Schedule of Future Meetings

The next meeting will be held Wednesday, December 2, 2015 at 6:30 p.m. at the Madison Water Utility Building, 119 E. Olin Ave., Room A-B.
15. Adjournment

Moved by King, seconded by Stern to adjourn. Motion carried. The meeting adjourned at 8:05 PM.