



Preliminary Engineering/NEPA Analysis
for the
Dane County/Greater Madison Metropolitan Area

Minutes

TRANSPORT 2020: MANAGEMENT TEAM

Thursday, February 9, 2006

12:00 noon

Madison Municipal Building, Room 260

215 Martin Luther King, Jr. Boulevard

Madison, WI

-- **ROLL CALL**

ITF Members Present: Sandy Beaupre; John DeLamater; Ald. Ken Golden; Dick Wagner.

TAC/Staff Present: Russ Anderson (Wisconsin DNR); Doug Dalton (WisDOT, Urban Planning); Rob Kennedy (UW-Madison, Facilities Planning and Management); Jerry Mandli (Dane County Highway and Transportation Dept.); Bob McDonald (Madison Area Metropolitan Planning Organization); Larry Nelson (City of Madison, Engineering); Arun Rao (WisDOT, Urban Planning); Bill Schaefer (Madison Area MPO); David Trowbridge (Madison Planning and Development; *Transport 2020 Project Manager*).

Others Present: Ken Kinney (*HNTB Project Manager*); Caron Kloser (HNTB); David Nelson (KKO Associates).

1. CURRENT AND PLANNED ACTIVITY AND KEY ACTION ITEMS (KEN KINNEY, HNTB PROJECT MANAGER)

Ken Kinney opened the meeting with an overview of progress on Tasks 1-5. In Task 1, the Project Management Plan is about 90% complete, including the Public Participation Plan. Caron Kloser will submit a hard copy of the PMP to Dave Trowbridge, along with an electronic copy of the document on February 17. The PPP will be a separate electronic file from the PMP.

In Task 2, the draft of the Notice of Intent will be finalized with the date for the Agency/Public Scoping Meeting (April 26). The project team will submit the NOI to Federal Transit Administration no later than April 1. An initial Purpose and Need summary will be included in the Scoping Meeting packet. An outline of the PN will be submitted to Dave Trowbridge on February 17. Caron emphasized that the PN will evolve over the course of the study as more detailed information is obtained. The initial PN will be used to guide alternatives development and selection.

The Purpose and Need and overview of the project will be presented to the ITF on April 5.

On March 2, Laurie Hussey will present to the ITF Management Team on the New Starts updates, issues to consider in the Transport 2020 submittal and the issues to consider between Transport 2020 and the Madison Streetcar study.

A meeting with FTA will be set in April to review the project, modeling assumptions and the project's relationship to the Madison Streetcar project. Dave Trowbridge will circulate an invitation to the Implementation Task Force and agency staff for those interested in attending the FTA meeting.

The Madison MPO has a conference call with FTA scheduled February 13 to discuss the state of the MPO's model and how that interfaces with Transport 2020. A question was raised if finance and governance issues should be discussed at the FTA meeting. Ken Kinney indicated that it is good to communicate the ITF's intentions.

In Task 3, Ken reviewed the updated study area. The Study Area encompasses major activity centers identified during the Transport 2020 Alternatives Analysis. A comment was made that the Greenway Crossing activity center should be called the South Beltline Industrial Area. Bill Schaefer will also send Derek Hungness (HNTB) a GIS file of updated activity centers.

A general comment was made that the Study Area must acknowledge the region beyond the Madison metro area as there are many who commute and make other trips into the metro area. The project team will review Census commute data and create an additional shaded area on the Study Area map to recognize the commuter shed.

Task 4 activity is focused on producing a Purpose and Need outline by February 17, concurrent with establishing the talking points to include in the Scoping Meeting packet.

Task 5 activities are initiated with identifying preliminary alternatives in the Study Area. Preliminary Alternatives will be presented to the Management Team and the Transit and Operations Subcommittee through March to arrive at recommendations for the ITF at its April 5 meeting. The group agreed that developing and screening Preliminary Alternatives quickly is critical to focus down on alternatives that will be evaluated in detail.

The group discussed the complexities of finance and governance and more intensive meetings are anticipated (at least two times/month, for example). This topic will be raised at the Finance and Governance Subcommittee meeting scheduled for March 1.

2. FUTURE MEETING SCHEDULE

The group reviewed the series of meetings and discussion topics scheduled through April.

The Finance and Governance Subcommittee will meet Wednesday, March 1, 12:00 noon, Room LL-110 MMB (FTA, New Starts, flow chart, Purpose and Need talking points).

The Management Team will meet Thursday, March 2, 12:00 noon, Room 260 MMB (Purpose and Need talking points, FTA issues).

The Management Team will meet Tuesday, March 14, 12:00 noon, Room LL-110 MMB (review preliminary alternatives).

Transit Operations Subcommittee will meet Wednesday, March 15, 4:45 p.m., Room LL-110 MMB (review preliminary alternatives).

The Management Team will meet Tuesday, April 4, 12:00 noon, Room LL-110 MMB (preliminary alternatives recommendations).

The next full meeting of the Implementation Task Force will be Wednesday, April 5, 7:00 p.m., Room 260 Madison Municipal Bldg (preliminary alternatives recommendations; note the later start time).

3. ADJOURNMENT

The Management Team adjourned its meeting at 12:45 p.m.