



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 760-2713 FAX: (302) 739-6340

<http://doverkentmpo.org>

DOVER/KENT MPO COUNCIL

MINUTES OF JULY 7, 2010

Dover/Kent MPO Council Members and /or Representatives thereof attending:

**Kenneth Fuchs, Vice-Mayor, for Richard Maly, Mayor, Town of Camden, for Kent County Municipalities
Brad Eaby, for Brooks Banta, President, Kent County Levy Court
Kennard Potts for Stephen Kingsberry, Director, Delaware Transit Corporation
Ralph Reeb Planning Director, for Carolann Wicks, Secretary, DelDOT**

Members not attending:

**Governor Jack Markell, State of Delaware
Carleton E. Carey, Sr., Mayor, City of Dover, Chairman
Letitia A. Thompson, Regional Administrator, Region III, Federal Transit Admin. (FTA)
Hassan Raza, Division Administrator, Federal Highway Admin. (FHWA)**

Non-members attending:

Tricia Faust, DAFB, MPO TAC	Earle Timpson, DelDOT Finance
Juanita Wiczoreck, MPO Staff	Kate Layton, MPO Staff
Catherine Samardza, MPO Staff	Jim Galvin, MPO Staff
Tara Davis, MPO Staff	Ben Johnson, MPO Staff

1. Introduction of Members & Guests

2. Public Comments

3. ACTION ITEM: Approval of Agenda

MOTION By Mr. Reeb to approve the agenda. Seconded by Mr. Potts. Motion carried.

4. ACTION ITEM: Approval of Minutes/ May 5, 2010

MOTION By Vice-Mayor Fuchs to approve the minutes. Seconded by Mr. Potts. Motion carried.

5. ACTION ITEM: Proposed Amendment FY 2010-2013 Transportation Improvement Program – J. Galvin

Council reviewed the amendment for Wyoming Mill Road. Mr. Timpson explained that the \$4,545,000 funding included \$300,000 for Right of Way.

MOTION By Mr. Reeb to adopt the amendment. Seconded by Vice-Mayor Fuchs. Motion carried.

6. UPDATE: Project priority process: Transportation Improvement Program - J. Galvin

Ms. Wiczoreck reported on the TAC's suggestions for the priority process. Mr. Reeb noted that the Complete Streets requirements are very different for rural and urban streets. Ms. Faust noted that the requirements can also change from year to year. There was further discussion concerning bike/ped projects and how to "fill in the gaps" in the system.

7. Municipalities Report – NO REPORT



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 760-2713 FAX: (302) 739-6340

<http://doverkentmpo.org>

8. TAC Report – J. Wiczoreck

Ms. Wiczoreck reported that Chris Zimmerman from the St. Jones Greenway committee reported on the need for a bike/ped bridge crossing over the St. Jones River. The TAC suggested adding the crossing to the Regional Bicycle Plan. Mr. Reeb noted that the St. Jones Greenway is an environmentally sensitive area.

9. PAC Report – K. Layton

Ms. Layton reported on the PAC's annual workshop. Presentations were given on Walkable Community Workshops and the Regional Bicycle Plan. The annual gift was an emergency kit. Mr. Dwight Meyer offered a Delaware State University facility for the next meeting in August, at which time annual elections will be held.

10. Project Update:

10.1 Public Outreach – K. Layton

Ms. Layton reported on the Air Quality outreach being done in movie theaters in Dover and Lewes. The outreach, a short ad or slide played prior to movies, is being funded by DNREC's Community Environmental Protection Fund, which provides grants from environmental fines collected. The slogan being used is "Captain Clean Air says that anyone can be a hero by fighting air pollution."

10.2 Public Education – K. Layton

Ms. Layton reported on the events the MPO has attended or will attend this summer. She also noted that she is working on the MPO Data Book and Newsletter.

10.3 Transportation Studies – J. Galvin

The MPO is delaying the charrette for the Dover Transit Center until September. The MPO is now partnering with the Downtown Dover Partnership and planning a charrette for the entire area from North Street to Division Street. The DDP will help with the costs for the extra work. The charrette process will take five (5) days. Mr. Reeb noted that there is a plan for the area that dates back ten (10) years. In particular, the hospital has done a phenomenal job of strategic planning in the area. Further discussion ensued, noting that the transit center will change development potential in the area. It was also noted that the Frear Building will change hands. Mr. Galvin reported that Wesley College is interested in the building for their nursing program.

Mr. Galvin also reported that the MPO has an open-ended contract with Renaissance Planning Group. The MPO is getting a commitment of support from the Town of Cheswold to do a charrette to create a town center.

10.4 Regional Bicycle Plan – J. Wiczoreck

Ms. Wiczoreck reported that the survey process is completed. One hundred sixty-five responses were received. Only two responses indicated that they commuted by bicycle. Safety was the main criteria for the respondents to decide whether or where to bike. Ms. Wiczoreck announced that staff is working on a survey for employers. The next meeting for the Regional Bicycle Plan committee will be August 3, 2010.



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 760-2713 FAX: (302) 739-6340

<http://doverkentmpo.org>

- 11. Executive Director's Report**
 - 11.1 UPWP and Financial Reports**
 - 11.2 Correspondence**

Ms. Wieczoreck reported that the MPO UPWP FY2011 was approved by FHWA. They want some language changes in the document to reflect that the MPO will be working with DelDOT on freight planning and DTC on environmental justice issues. Mr. Potts explained that in the triennial review of DTC's business plan, FHWA noted that there is no Kent County language identifying environmental justice areas or plans for reaching out to those areas. A consultant is working on draft language.

In addition, there are new guidelines for English Language Proficiency (ELP) areas. The MPO outreach for the Regional Transportation Plan (RTP) included Spanish subtitles. Some air quality materials are in Spanish. If DART serves ELP areas, they must do outreach. Mr. Potts noted that this is more of a Sussex County issue than a Kent County one.

Ms. Wieczoreck also reported that she is working on a possible grant application for Tiger II funds. Federal DOT and HUD have combined to offer community challenge grants. The MPO is working with Jeanine Klimo of the Dover Interfaith Mission for Housing. The project would devise a plan for expanding an existing bicycle lending program and repair shop and try to add training and housing space. The MPO would manage the project.

Next Meeting: September 8, 2010 – Camden Town Council Chambers

The September 8th meeting will be the annual meeting. Council decided to take nominations from the floor at that meeting.

Ms. Wieczoreck reminded Council that there will undoubtedly be TIP amendments necessary to align with the Bond Bill. In addition, the MPO is looking at revising the STIP/TIP amendment process.

Ms. Wieczoreck announced that Mr. Galvin is the new chair for the Population Consortium.

MOTION by Mr. Reeb to adjourn the meeting. Seconded by Vice-Mayor Fuchs. Motion carried.