



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

(302) 387-6030 FAX: (302) 387-6032

<http://doverkentmpo.org>

DOVER/KENT COUNTY MPO TECHNICAL ADVISORY COMMITTEE MINUTES OF AUGUST 13, 2014

Purpose: Bi-Monthly Meeting

Location: Dover/Kent County MPO / 1783 Friends Way / Camden, DE / Town Council Chambers

Date & Time: August 13, 2014 - 10 AM – 12 NOON

Technical Advisory Committee Representatives attending:

Mary Ellen Gray, Kent County Planning (Chair)

Tim Riley, Kent Conservation District

Joe Zilcosky, DE Economic Dev. Office

Mark Eastburn for M. Kirkpatrick, DelDOT Planning

Tremica Cherry for C. Smith, DE Transit Corporation

Marc Dixon, Federal Highway Administration

David Edgell, Off. of State Plng (Vice-chair)

Valerie Gray, DNREC

Milton Melendez, DE Dept. of Agriculture

Sharon Duca, City of Dover, Public Works

Jason Halpin, Dover Air Force Base

Representatives not attending:

Dave Hugg, Town of Smyrna

Rick Crawford, Norfolk Southern

Ann Marie Townshend, City of Dover

Aaron Chaffinch, Town of Camden

Ryan Long, Federal Transit Admin.

City of Milford

Non members attending:

Rich Vetter, MPO Executive Director

Chris Kirby, MPO Staff

Catherine Samardza, MPO Staff

James Galvin, MPO Staff

Kate Layton, MPO Staff

- 1) Introduction of Members & Guests
- 2) Public Comments
- 3) ***ACTION ITEM:*** Approval of Agenda

MOTION by Mr. Edgell to approve the agenda. Seconded by Mr. Melendez. Motion carried.

- 4) ***ACTION ITEM:*** Approval of Minutes – June 11, 2014

Mr. Edgell asked that the minutes be amended on Page Two, agency reports. His report should read that the downtown development district legislation had no minimum for the project area and that a maximum size had yet to be determined.

MOTION By Mr. Riley to approve the minutes as amended. Seconded by Ms. Valerie Gray. Motion carried.

- 5) ***ACTION ITEM:*** FY 2014 -2017 TIP Amendment (Scenic Byways Program) - Rich Vetter

Mr. Vetter noted that this amendment was necessary due to additional federal funds being made available. The money would be used for projects like way-finding signs and easements to promote tourism. Ms. Mary Ellen Gray noted that the Scenic Byways program included scenic, historical, cultural and archeological elements. Mr. Vetter said that he could obtain more detail from DelDOT if it was wanted.

MOTION By Mr. Riley to recommend that Council approve and adopt the amendment to the FY2014-2017 TIP. Seconded by Ms. Valerie Gray. Motion carried.



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6) ACTION ITEM: FY 2015 Congestion Mitigation/Air Quality (CMAQ) Projects - Rich Vetter (enclosure)

TAC members had questions concerning the projects listed for CMAQ funding. In general it was felt that the information provided about the programs and projects was not specific enough. Ms. Valerie Gray felt that there was no clear quantifying of air quality benefits. There was also confusion as to the total monies; it did not seem to add up to the figures provided in the letter from DelDOT. Mr. Edgell said he was uncomfortable making a recommendation to council when he didn't understand the numbers. Ms. Mary Ellen Gray agreed that more information was needed to clarify the programs and projects.

MOTION By Mr. Edgell to table the action pending:

- 1) Information regarding each project and how the funds add up to \$1.25M
- 2) Information quantifying how these projects provide an emissions benefit
- 3) To inform DelDOT that, in future, this information is what is needed for the TAC to take action on this issue

Seconded by Ms. Valerie Gray. Motion carried.

7) ACTION ITEM: 2013 Delaware Population Consortium (DPC) Projections Distribution - Jim Galvin

Mr. Galvin reviewed the purpose of the Data and Demographics Subcommittee. He explained that because of all the work over the last two years, updating the projections was easier this year, only requiring a couple of meetings. He noted that he reached out to Kent County and the municipalities to find out about any new development to incorporate the information into the projections. Mr. Galvin also reviewed the methodology used to update the projections in accordance with the DE Population Consortium numbers, which control numbers the MPO is required by law to use. He reviewed the materials distributed, and noted the changes in employment categories, which allowed for a more detailed designation of job types.

There was some discussion concerning the figures and how the DPC gets the control totals, and how the employment and population numbers change in future years. Mr. Galvin reported that the subcommittee felt the methodology and resulting projections were sound, and recommended that the TAC forward the projections to Council for approval.

MOTION By Mr. Riley to recommend Council approve and adopt the projections. Seconded by Mr. Zilcosky. Motion carried.

8) ACTION ITEM: Draft FY 2015 - 2018 Transportation Improvement Program (TIP) – James Galvin

Staff reviewed the history of the new draft FY2015-2018 TIP, including a review of the previous draft and the issue of the South Frederica and Thompsonville grade-separated intersection projects which DelDOT re-prioritized without input from the MPO. The South Frederica project is scheduled for FY2017, and Thompsonville is being fast-tracked, advertising for bids in 2014. It was noted that Council had not approved the previous draft TIP based on that issue, and that the new draft continues that same ranking for the projects.

Mr. Galvin noted that the previous draft was based on DelDOT's Capital Transportation Program of \$228M, which funds were based in part on an increased gas tax that was not approved. DelDOT's original estimated budget was \$128M; due to increased borrowing authority and an increase in SR1 tolls, the new CTP and TIP are based on \$168M. Much of the additional funding is going to pavement projects and communities through the legislators municipal aid funds.

TAC discussed the new project list. Mr. Vetter noted that the most significant changes were the removal of the Camden bypass and the Garrison Oak connector – the projects are “placeholders” with only some design funding



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allocated. Mr. Zilcosky said he was uncomfortable with the list; DelDOT was giving the MPO the same list that DelDOT was told Council did not want. In fact, the only change was that more Kent County projects were removed.

There was a question as to how DelDOT could change the priority list without the MPO's approval; it was noted that the money for South Frederica was de-obligated then re-obligated for Thompsonville. Ms. Valerie Gray felt that this was a circumvention of the MPO process. Mr. Vetter reported that DelDOT has implementation authority statewide. Ms. V. Gray asked did that mean, in reality, the TIP and the MPO process doesn't matter? Mr. Galvin said that the TIP projects have to be in the 20-year long range plan. There was further discussion regarding the funding and implementation, and Mr. Dixon explained that federal regulations allow DelDOT to move the monies as required for implementation needs. Ms. V. Gray thought this was odd, because the MPO Council could be ignored and FHWA says that's okay. She felt it was high-handed.

Mr. Galvin said that this new draft was based on the DelDOT CTP after the Bond Bill was passed. TAC could recommend approval to council, or not. Mr. Vetter said that the MPO TIP is supposed to be included in DelDOT's CTP. Ms. V. Gray said that the MPO seemed to always be behind the CTP, and felt the MPO needed to get ahead of that.

Mr. Vetter said that now is the time to do that, but how?

It was noted that Council had asked DelDOT for a hypothetical scenario in which the South Frederica project was the top priority project, but it had not been provided. Mr. Dixon said that Council had been okay with that after they received the letter from DelDOT saying that all resources were being used on the I-495 bridge issue. Staff corrected him, saying that Council understood that I-495 was important, but they were unhappy about not receiving the hypothetical scenario they asked for.

Ms. Mary Ellen Gray said that since this was an action item, a motion was needed. Choices were to recommend approval of the TIP, recommend amendments to the TIP, or recommend no approval. There was discussion concerning Kent County projects that were not on the funded list, and whether or not the MPO could suggest those projects be moved forward instead of something else. It was suggested that the Camden Bypass or the Garrison Oak connector road, rather than widening of US13, were projects of more interest to the MPO region. Mr. Edgell noted that in this process, the tail was wagging the dog. Next year the MPO should work with DelDOT to change the process. Mr. Vetter agreed, noting that the CTP and TIP were a multi-month process. There was discussion as to how to get the MPO opinions heard. Mr. Edgell said that would have to be a policy-level decision at the Council level.

MOTION By Mr. Edgell to recommend Council approve the TIP with the amendment to include design funding for the Garrison Oak connector and for Council to discuss timing of projects as necessary. Seconded by Mr. Melendez. Motion carried.

9) ACTION ITEM: Conversion of Data & Demographics Subcommittee to a Working Group - Jim Galvin

Mr. Galvin explained that future work of the subcommittee would probably only take a few meetings a year, and the subcommittee felt that this could be done as a working group. A working group would not require a quorum, which was sometimes problematic for the subcommittee. Staff also explained that a working group that did not need a quorum, could move forward with the work even if only a few people could attend a scheduled meeting, and could add or subtract members as desired or necessary. A working group would also allow some leeway with public notice, and would still be open to the public.

MOTION By Mr. Zilcosky to recommend Council convert the D&D Subcommittee to a working group. Seconded by Ms. Duca. Motion carried.



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10) Member Agency Reports:

Statewide Planning – Mr. Edgell reported on the new Downtown Development District Program, and answered questions from TAC members concerning details of the program.

DEDO – Mr. Zilcosky reported that the Kent Economic Summit would be held on Tuesday, September 24th. Governor Markell will be the keynote speaker, and Secretary Levin will make opening remarks at 8 AM. The summit will be held at DelTech’s conference center. Mr. Zilcosky also noted that Purdue will be raising organic chickens in Milford, providing 95 jobs. Ms. Mary Ellen Gray asked if the chickens would be “free range.” Mr. Riley said that the chicken houses are wider, and that the doors are open when the temperature is around 80 degrees. He also noted that the feed would be different for the chickens. Mr. Zilcosky said that Purdue bought a Pennsylvania company, and will be changing over to the new chicken house over the next three years. Mr. Edgell said that this information should be added to the Milford TAZ for the Data and Demographic Subcommittee information.

11) Staff Report:

11.1 Outreach Activities – Kate Layton

11.2 UPWP Progress & Financial Reports – Rich Vetter

Ms. Layton reported that the Air Quality Partnership mascot, “Tropo,” was introduced at the Delaware State Fair. The Partnership hopes to bring the mascot into schools in the fall. Ms. Layton is working on promoting the MPO’s FaceBook page, which is up to 200 “likes.” She also reported on the events that the MPO is participating in, including the Wyoming Peach Festival and a Back-to-School Fair at Gateway West shopping Center with Kent Kids. She will be part of an NCALL working group next week.

Mr. Vetter reported that he expected to have about \$87,000 from FY2014 to roll over to FY2015. He also reported that the Dover Bike and Pedestrian Plan public workshop was held on June 26. About 25 projects have been developed, and DelDOT is prioritizing the list. There is some funding, but not enough for all of the projects identified.

12) Next Meeting: October 8, 2014

MOTION By Mr. Riley to adjourn the meeting. Seconded by Mr. Zilcosky. Motion carried.