# **DOVER/KENT MPO COUNCIL**

# **MINUTES OF JULY 8, 2015**

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

**Brad Eaby, for Brooks Banta, President, Kent County Levy Court, Chairman**

**Robin Christiansen, Mayor, City of Dover**

**Don Tinari, Mayor, Town of Cheswold, for Kent County Municipalities**

**John Sisson, Executive Director, Delaware Transit Corporation**

**Drew Boyce, for Jennifer Cohan, Secretary, Delaware Dept. of Transportation**

**Marc Dixon for Mary Ridgeway, Division Administrator, Federal Highway Admin. (FHWA)**

**Members not attending:**

**Terry Garcia Crewes, Regional Administrator, Region III, Federal Transit Admin. (FTA)**

**Terry Pepper, Dep. Dir., Safety & Homeland Security, for Governor Jack Markell, State of Delaware**

**Non-members attending:**

**Yolanda Jordan, FHWA Sherry Lambertson, Town of Cheswold**

**Paul W. Cable, Wyoming Michael DuRoss, DelDOT**

**Rich Vetter, MPO Staff Chris Kirby, MPO Staff**

**Kate Layton, MPO Staff Catherine Samardza, MPO Staff**

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

MOTION By Mr. Sisson to approve the agenda. Seconded by Mayor Christiansen. Motion carried.

1. ***ACTION ITEM*: Approval of Minutes / May 6, 2015**

MOTION By Mayor Christiansen to approve the minutes of May 2015. Seconded by Mr. Boyce.

 Motion carried.

1. ***ACTION ITEM*: Federal Title VI Assurance Statement and Nondiscrimination Policy Statement**

 **- Rich Vetter (enclosure)**

Mr. Vetter explained that the Title VI documents are required by FHWA, and the language was provided to the MPO by Mr. Dixon.

MOTION By Mayor Christiansen to adopt the Federal Title VI Assurance and Nondiscrimination Policy

 statements. Seconded by Mr. Sisson. Motion carried.

1. **PRESENTATION: Delmarva Freight Plan - DelDOT Planning – Michael DuRoss, DelDOT**

Mr. DuRoss gave a PowerPoint presentation on the Delmarva Freight Plan; Council members had been sent a copy of the summary prior to the meeting. Mr. DuRoss reported that the federal MAP-21 recommends developing a freight transportation plan. The Delmarva Freight Plan was the result of 18 months of outreach, 150 surveys to shippers and trucking companies, agricultural and chemical companies, 30-35 interviews, and consultation with a major freight organization. Data from multiple sources was gathered and integrated to form a clear picture of what is moving in Delaware. Future freight-related projects may qualify for federal funding.

1. ***ACTION ITEM*: Delmarva Freight Plan Endorsement (enclosure)**

MOTION By Mr. Sisson to endorse the Delmarva Freight Plan. Seconded by Mr. Boyce. Motion carried.

1. **PRESENTATION:Route 10 Trail Study – Rich Vetter**

Mr. Vetter presented a map detailing the status of various sections of the Route 10 Trail: existing, in construction, in design, or in planning. He noted that for the bridge over the St. Jones River, there would be a separated path protected by a “Jersey barrier.” There was discussion concerning the various sections and how they are or will be constructed (shared use path, shoulders, and bike lanes). Sidewalks near the Caesar Rodney High School will be widened, but there is no funding for that project as yet. There was discussion regarding future projects and impending and future development in the area.

1. **DISCUSSION ITEM: Project Prioritization Working Group - Jim Galvin**

Mr. Galvin distributed materials detailing the MPO’s criteria for use with DecisionLens. He reported on the Group’s 3 meetings to date. Mr. Galvin explained that the Working Group defined the criteria in the long range transportation plan, and the Transportation Improvement Plan (TIP). He noted that some criteria mirror DelDOT’s, but that for others the group consensus was that different criteria were needed. He reviewed the criteria for the Council, and explained how the information was weighted. He said that the criteria were all very close, but State Strategies came out as the highest ranking.

Mr. Galvin said that now that the Working Group has developed and weighted the criteria, he would like to go through the same process of weighting the criteria with the TAC and PAC members and he asked if Council would want MPO Staff to move forward with that.

There was discussion concerning how different outcomes could be reconciled; either through an average, or the Council could establish percentages arbitrarily. After additional discussion, Mr. Sisson felt that the TAC and PAC should go through the process; Mr. Boyce felt the TAC needed to see it.

There was a question of how to “marry” the MPO DecisionLens process to DelDOT’s. Mr. Boyce said that it didn’t have to match; the STIP has to match the TIP, but the prioritization process does not have to be identical. He said that whichever projects came out at the top of the TIP list should be funded. The MPO rankings would give DelDOT an idea of local priorities, and enable them to better assess projects statewide.

1. **COUNCIL MEMBER REPORTS**

DelDOT: Mr. Boyce reported that HB 140 was passed and distributed materials documenting the anticipated revenue. About $12.5M is expected from vehicle documentation, and another $11M from penalties. Also, $5M was moved from the Operations Budget (funded by the Transportation Trust Fund) into the General Fund. This results in an additional $5M available for capital projects. Mr. Sisson and Mr. Boyce noted some of the history regarding the TTF, which was originally only for capital projects, not operating expenses. It is expected that $5M a year will be moved back into the General Fund. The legislature plans to reinstate the TTF as only for capital projects; a constitutional amendment will be necessary and will take two sessions. DelDOT’s goal is to reduce the debt service to below 20%. DelDOT will also be increasing the budget for bridge preservation and paving. More money will also be available for the Community Transportation Fund and Municipal Street Aid.

A number of amendments will come to Council for approval in September.

DTC: Mr. Sisson reported that DTC is working on the Origin/Destination study. A test survey will be completed by the end of the month, for release in August/September. DTC has requests for service from Eden Hill and Dover Air Force Base; the survey info will help realign service to work better.

There was some discussion concerning service to DAFB, which has been problematic in the past due to security issues.

Kent County Levy Court: Commissioner Eaby reported that the Regional Sports Complex plans have been approved by the KC Regional Planning Commission and KCLC. He noted that another sports facility has been proposed for Middletown. He does not expect that it will compete with Kent County’s facility, because it is a couple of years behind in development. KCLC is waiting to hear regarding bond financing through M&T Bank.

Commissioner Eaby also reported that a prior feasibility study for the Civil Air Terminal is being updated by R.A. Wiedemann and Associates.

1. **TAC Report – Rich Vetter**

Mr. Vetter reported that the agenda for the TAC meeting was the same as the Council Agenda. The TAC discussed the information from the Prioritization Working Group at length.

1. **PAC Report – Kate Layton**

Ms. Layton reported that the annual PAC workshop was held on June 23 at Dover Downs. Kendall Somers from DNREC gave a presentation on the GIS software used to inventory facilities and analyze needs to plan for future improvements. There are four (4) new PAC members: Jonathon Contant for KC, Karen McLauglin (KC alternate-at-large), Carol Geisecke for DTC, and Carolyn Cohee for KC. Ms. Layton also reported that the PAC recommended endorsement of the Freight Plan.

1. **Staff Reports –**

 **13.1 Outreach Activities – Kate Layton**

 **13.2 UPWP Progress & Financial Reports – Rich Vetter (enclosure)**

Mr. Boyce noted that the MPO FY16 UPWP funding agreement would have to be amended due to the re-allocation of funding to include the Salisbury Wicomico MPO, which includes an area in Sussex County, Delaware. Mr. Vetter said that he believed the MPO was looking at a loss of about $8,500.00; WILMAPCO would lose about $30,000.

It was noted that the bylaws of the Salisbury Wicomico MPO were being reviewed to update TAC and PAC membership.

 **13.3 Other MPO Projects & Updates – Rich Vetter**

Next Meeting: September 2, 2015

MOTION By Mr. Boyce to adjourn the meeting. Seconded by Mr. Sisson. Motion carried.