



Dover/Kent County Metropolitan Planning Organization

P.O. Box 383, Dover, Delaware 19903

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

<http://www.doverkentmpo.org>

DOVER/KENT COUNTY MPO PUBLIC ADVISORY COMMITTEE MINUTES OF FEBRUARY 24, 2015

PUBLIC ADVISORY COMMITTEE MEMBERS ATTENDING:

Dwight Meyer	Chris Asay	Phyllis B. Collins (late)
Earle Dempsey (late)		

MEMBERS NOT ATTENDING:

Michael Gumrot, Chairman	Jayce Lesniewski, Vice Chairman	Dr. Carlton Cannon
Anne Priestly	Jeremy Tucker/Kevin Yingling	James Webster
Jonathan Street		

NON-MEMBERS ATTENDING:

Rich Vetter, MPO staff	Kate Layton, MPO Staff
James Galvin, MPO Staff	Catherine Samardza, MPO Staff

The meeting was called to order without a quorum. Mr. Meyer acted as Chair, and after Items 1 and 2, the committee went on to Item 5.

1. INTRODUCTION OF MEMBERS & GUESTS

2. PUBLIC COMMENTS

3. *ACTION ITEM: Approval of Agenda (enclosure)*

TABLED DUE TO LACK OF QUORUM

4. *ACTION ITEM: Approval of Minutes, Dec. 16, 2014 (enclosure)*

TABLED DUE TO LACK OF QUORUM

5. DISCUSSION ITEM: FY 2016 Unified Planning Work Project (UPWP) Potential Projects
- Rich Vetter (2 enclosures)

6. DISCUSSION ITEM: FY 2017 - 2020 TIP Project Prioritization - Jim Galvin (enclosures)

(Discussion transitioned from one subject to the other)

Mr. Vetter explained that the first six (6) items/projects in the UPWP are the same every year, and are the basic tasks of the MPO. Project 7 is updating the Metropolitan Transportation Plan. He expects that this will be done in-house, for adoption in June 2017. Project 8 – Transportation Studies is where the MPO assists with projects for the State, County or municipalities. Two projects that were previously in this section (NE Milford and a transit study for DTC) have been removed. Both projects are on hold, and DTC is re-visiting the scope of their project. Staff is looking for ideas for other possible transportation studies. The MPO will be assisting Frederica and Little Creek with in-house help with their Comprehensive Plan updates.

Mr. Asay suggested that the MPO's Regional Bicycle Plan be updated. Mr. Vetter reported that Ann Marie Townshend (City of Dover Planning Director) suggested the Capital Gateway project (Division Street from Salisbury Road to State Street) to tie-in with the Downtown Development District improvements.

Mr. Vetter noted that suggestions should be given to him in April; the UPWP goes to Council for adoption in May; implementation in July.

There was discussion concerning potential Metropolitan Transportation Plan projects (also known as the Long Range Transportation Plan and the Regional Transportation Plan). This plan covers 20 years and the projects listed are not as detailed as the TIP projects. Projects come from highway-related studies or are suggested by the public and municipalities. Mr. Asay asked about projects that are not on the current list, but should be; Mr. Vetter said staff is looking for ideas now. Mr. Galvin is



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looking at additional studies for the MTP.

There was discussion concerning the South Frederica/Sports Complex issue with DelDOT. It was noted that the MPO did not specifically send DelDOT a list of priorities adopted by Council; this is something the MPO will be more proactive about for the FY2017 CTP.

It was noted that the timeline for the FY2017 CTP means that the MPO must look at potential projects now, in order to have something to DelDOT before the FY2017 CTP is finalized. The FY2016 CTP will go to the Legislature in June 2015, requiring the MPO TIP to be in place then. Any changes required by the Bond Bill enacted by the General Assembly will be done by amendments to the CTP and TIP in September 2015.

It was also noted that a project cannot be nominated for the CTP and TIP unless it is in the MTP.

Mr. Galvin referred the PAC members to the list of projects distributed to them. He reported that these projects have been through DelDOT DecisionLens, However, he is not yet comfortable using this for the MPO because the MPO has not developed criteria for the program yet.

He explained that this issue was also brought to the TAC, leading to discussion regarding the prioritization process and how it should be accomplished. The TAC members want to involve the municipalities, to identify which projects are most important to them. Dover, as the largest municipality, also has the most projects on the list. The County has a number of projects as well. Right now, staff is looking for input on the process, although this may come back as an action item in the future. Mr. Galvin asked PAC members how they felt about reviewing the projects and ranking or scoring them.

Mr. Asay said he could not visualize the projects from the descriptions. It was also noted that out of 20 projects in the MTP, all but three were the result of a plan or study. Mr. Galvin suggested the MPO remove any project on the list that is not from a plan or study.

There was discussion concerning the projects, the MTP, CTP and TIP timelines. Mr. Vetter reported that the TAC has stepped back from prioritizing the projects until there is input from the municipalities and the Prioritization Working Group.

There was discussion concerning how many projects could actually be done, the amount of funding available to DelDOT, and the fact that some funding is dedicated to certain types of projects.

Mr. Asay suggested adding the bikeway project. Mr. Dempsey said he was wondering how he would approach this, because all the projects are important to someone. He felt more detail was needed on each project because it was hard to gauge importance. Mr. Vetter said there was a limited amount of money and a lot of big projects. He suggested looking at 2-3 "hot projects" to look at and get into the design queue.

There was further discussion of the projects. PAC members also suggested the Bus Tour, saying that had been helpful in the back. Staff explained that the virtual tour is still on the website, with updates on the projects covered. It was noted that when there are no new projects, no one signs up for the bus tour, so the virtual tour was more effective over a period of time.

Mr. Galvin said that the project descriptions could be expanded. He also reported that MPO staff would be requesting that Council form a Prioritization Working Group, which would then reach out to the municipalities. He invited any PAC members who wished to participate in the working group to let him know. He also noted that the meetings would be during the day/work hours. Ms. Layton said it would be helpful to have a layman's point of view on the working group.

Mr. Asay said he was interested in being included in the working group, but it would depend on the time of the meetings.

7. *** MEMBER REPORTS *** -

Ms. Collins reported that the "Chinese" bus has resumed service, providing transportation from Dover and Smyrna to Wilmington and then on to New York City. It can be found at "gotobus.com." She said that she felt Delaware needs to do a better job of providing transportation.



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8. Staff Reports –

8.1 Progress & Financial Reports – Rich Vetter

8.2 Other Project Updates/Activities – MPO Staff

8.3 Correspondence, Publications/Reports/Outreach – K. Layton

Mr. Vetter reported that there was a public workshop in January for review of the Dover Bicycle and Pedestrian plans. The plans will go to the Safety and Transportation Committee for another review, then to City Council for final recommendations.

Ms. Layton reported that she sent a card to Prameela Kaza, who has resigned from the PAC, thanking her for her participation. She is working on the next MPO newsletter, and gearing up for the spring and summer festival “tabling” events.

9. ADJOURN

The meeting was adjourned informally.

Next meeting, April 21, Kent County Levy Court building.