**DOVER/KENT COUNTY MPO TECHNICAL ADVISORY COMMITTEE**

**MINUTES OF AUGUST 10, 2016**

**Technical Advisory Committee Representatives attending:**

**Mary Ellen Gray, Kent County Planning (Chair) David Edgell, Office of State Plng (Vice-chair)**

**Tim Riley, Kent Conservation District Matt Jordan, Dover Air Force Base**

**Win Abbott, Town of Smyrna Rob Pierce, City of Milford**

**Bill Cook for AM Townshend, City of Dover, Plng & Insp. Mila Robinson, DelDOT Planning**

**Jason Lyon for S. Duca, City of Dover, Public Works Lauren DeVore, DNREC Air Quality**

### Cathy Smith, Delaware Transit Corporation Joe Zilcosky, DE Economic Dev. Office

### Scott Blater for Milton Melendez, DE Dept. of Agriculture

**Members not attending:**

### Lindsay Donnellon, Federal Highway Administration Lee Derickson, DE Motor Transport Assoc.

### Ryan Long, Federal Transit Administration Rick Crawford, Norfolk Southern

**Aaron Chaffinch, Town of Camden**

**Non-members attending:**

**Bill Geronimo, DelDOT Finance Mike McConnell, DelDOT**

**Laura Kantor Chupp, Dover Air Force Base Rich Vetter, MPO Staff**

**Kate Layton, MPO Staff James Galvin, MPO Staff**

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

MOTION By Mr. Riley to approve the agenda. Seconded by Mr. Jordan. Motion carried.

1. ***ACTION ITEM*: Approval of Minutes – June 8, 2016**

MOTION By Mr. Zilcosky to approve the June 8, 2016 minutes. Seconded by Mr. Pierce. Motion carried.

1. ***ACTION ITEM:* FY 2017 Federal Funding Request (CMAQ) - Bill Geronimo, DelDOT Finance**

Mr. Geronimo first gave a synopsis of the Bond Bill’s 5-year financial plan, then reviewed the materials sent to the TAC members detailing the federal programs and proposed use of funds. It was noted that although funds were allocated to extend a DART bus route to the Kent County Library, the route is no longer scheduled. This was due to the fact that no agreement was reached with the property owner for a bus stop. It was also noted that streetscape projects, formerly under a program called Transportation Enhancement, is now called Transportation Alternatives Program (TAP) and includes bicycle, pedestrian and air quality mitigation projects Statewide.

MOTION By Ms. Smith to recommend Council concur with the use of federal CMAQ funding. Seconded

 By Mr. Riley. Motion carried.

1. ***ACTION ITEM*: FY 2016 - 2019 TIP Amendment (Transit Vehicle Expansion) –**

**Bill Geronimo, DelDOT Finance**

Mr. Geronimo and Ms. Smith explained that this amendment is for transit expansion, the purchase of a new 45’ bus for an inter-county route between Dover and Middletown and then to Glasgow and Newark. It was noted that while there is no existing bus route now, at one time this corridor was very popular with University of Delaware students and faculty, and State employees. Ms. Smith said that the origin/destination study identified this as a market need. This bus, like the Route 301, will not make local stops, only major ones. Ms. Gray asked if the bus was diesel or electric: Ms. Smith said this bus was diesel, but DTC is looking at electric buses, and there will be an electric bus demonstration tomorrow. Information can be found on the DTC website.

MOTION By Mr. Zilcosky to recommend Council approve the amendment. Seconded by Ms. DeVore.

 Motion carried.

1. ***ACTION ITEM:* 2015 TAZ Population, Employment & Household Projections - Jim Galvin**

Mr. Galvin reviewed the information distributed to the TAC and explained the methodology used by the Data and Demographics Working Group to project out to 2040 using Census data, the Population Consortium control totals and reviewing proposed housing and commercial development. There were some questions and discussion concerning development to the west of Dover as well as new businesses expected to provide jobs in the area. Ms. Gray said that this information is helpful to Kent County for planning purposes.

MOTION By Mr. Zilcosky to recommend Council adopt the projections as presented. Seconded by

 Ms. Smith. Motion carried.

1. ***ACTION ITEM*: FY 2017 - 2020 Transportation Improvement Program - Jim Galvin (enclosure)**

Mr. Galvin noted that at the last TAC meeting a summary of projects was distributed. For this meeting, the full TIP was sent to the members. He noted that the project list is in Appendix A, the resolutions will be included in Appendix B after they are signed.

He reported that there are no major changes in the project list from the last TIP. A few projects have been completed and are no longer included. The list is dominated by a number of large projects, such as the Route 1 grade-separated intersections and the West Dover Connector. Mr. Galvin estimates that by the end of the 6 years included in the TIP, the big projects will be completed, and there are no proposed large projects to bring money to Kent County, although the Camden Bypass or the US13 Smyrna project may be ready for inclusion in the Capital Transportation Program and TIP. He anticipates that the TIP will be smaller, however.

There was discussion concerning the federal monies that Delaware receives towards the larger projects. Mr. Galvin noted that DelDOT has been working through the larger projects pretty much in the order that the MPO has prioritized them. Mr. Geronimo said that there was an initiative at DelDOT several years ago to get the major construction projects moving. He also said that there are some new planning studies in Kent County and Sussex in the proposed 2018-2023 CTP, including the Scarborough service road. Mr. Vetter said that the MPO needs the information for proposed planning studies to include in the Metropolitan Transportation Plan update.

There was some discussion concerning the alignment of the Camden Bypass, but it was noted that the final alignment has not been decided.

Mr. Galvin reported that the financial summary included with the TIP shows how the money drops as projects are completed, and picks up again as new projects are identified. Ms. Gray felt that this was the opportunity to focus on mid-term projects such as local road improvements.

There was some discussion concerning projects that will soon be completed. Mr. Zilcosky suggested North East Front Street in Milford; Ms. Robinson suggested that it be presented to DelDOT. It was noted that the community wants this project, but it will probably take a while to get done. Mr. Vetter thought it might go into construction in 2018.

Ms. Layton reported that the public comment period ends on September 5. To date there has only been one comment, which was opposition to the Route 13 widening project.

MOTION By Mr. Riley recommending Council adopt the FY2017-2020 TIP pending any substantive

 Public comments. Seconded by Mr. Zilcosky. Motion carried.

1. **DISCUSSION ITEM:MPOLong Range Transportation Plan Update - Rich Vetter**

Mr. Vetter reported that the draft Plan distributed to the TAC was the first draft. Moving forward, the schedule anticipates a January 2017 approval for adoption by the Council.

He reviewed the document, noting the sections concerning federal requirements and components, a financial plan, and public comments. The Plan looks at all existing conditions and all modes of travel. He asked that TAC members review the text for accuracy. Mr. Vetter noted that Page 17 lists the goals of the Plan, and that they are consistent with the mission statements of the MPO’s member agencies.

Mr. Vetter touched on the strategies included in the Plan, such as maintaining and promoting technology, preservation of Route 1, and improving local roads. He noted that the financial plan is based on looking at the funding for Kent County projects in the past, and extrapolating from that what might reasonably be available over the next several years. Projects must be in the Plan to be included in the TIP and CTP, making them eligible for federal funding.

It was reported that public outreach included a survey, and 300 completed surveys were returned to the MTP.

The Plan will be on the October agenda as an action item. Mr. Galvin said that the project list in the Plan should be run through the MPO priority process. He expects to have that done by the October meeting.

1. **Member Agency Reports:**

**Kent County Conservation District –** Mr. Riley reported that there is a potential gap in funding specific to DelDOT Right-of-Way projects. Money is being spent from the Community Transportation Fund and the 21st Century Fund for drainage projects. Every year Kent County Conservation waits for the Legislature to take action at the “twelfth hour” to allocate monies to the 21st Century Fund, which is matched by CTF funds. He wanted to know if there was any way possible to get more funding for drainage projects. Mr. Geronimo said that the legislators have a CTF fund of $275,000. Ms. Robinson said Mr. Riley should take the proposal to DelDOT Planning, since drainage is a part of paving projects. Mr. Riley said the problem happens because DelDOT does drainage on the ROW, then it just stops. Kent County Conservation comes in after the properties downstream of the DelDOT ROW get flooded. Mr. Geronimo said he should send an e-mail with the question. Mr. Riley said again that every year on June 30th Conservation is still trying to get funding. Ms. Robinson asked if environmental review would help. Mr. Riley said the issue is stormwater, and how the volume changes. What works for one small area doesn’t work for 50 acres.

 NO OTHER REPORTS

1. **Staff Reports:**

**11.1 Outreach Activities – Kate Layton**

**11.2 UPWP Progress & Financial Reports – Rich Vetter**

Ms. Layton reported that the Public Participation Plan public comment period was concluded on June 30th, and there were no real comments received. It will come to the PAC first, then TAC and Council for action.

The survey period for the MTP is ongoing until August 13. It can be found on FaceBook the MPO website, and paper copies have been available at all the events she has attended throughout the summer.

Those events included the Wyoming Peach Festival, and Back-to School event that included bike safety education for all ages.

Ms. Layton also reported that the MPO PAC still needs a representative from DTC and an agribusiness member.

Mr. Vetter reported that the Senator Bikeway, from Salisbury Road to the railroad tracks on Forrest Avenue, is in final design after a Public Workshop was held.

The MPO has begun the Regional Bike Plan update. TAC, PAC and Council will be notified of the meetings, along with the public and the municipalities.

Staff reminded the TAC members that the annual elections would be held at the October meeting.

1. **Next Meeting: October 12, 2016**

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