# **DOVER/KENT MPO COUNCIL**

# **MINUTES OF MARCH 1, 2017**

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

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

**Michael Petit de Mange, for Brooks Banta, President, Kent County Levy Court**

**Jaime Fenske for Justin King, Mayor, Town of Camden for Kent County Municipalities**

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

**Terry Pepper, Dep. Dir., Safety & Homeland Sec., for Governor John Carney, State of Delaware**

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

**Members not attending:**

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

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

**Non-members attending:**

**Lindsay Donellan, FHWA Rich Vetter, MPO Staff**

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

**Catherine Samardza, MPO Staff**

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

MOTION By Mr. Pepper to approve the agenda. Seconded by Mr. Boyce. Motion carried.

1. ***ACTION ITEM*: Approval of Minutes / January 4, 2017**

MOTION By Mr. Petit de Mange to approve the January 2017 minutes. Seconded by Mr. Pepper.

Motion carried.

1. ***ACTION ITEM*: Special Elections - MPO Staff**

At the November 2016 meeting, Commissioner Eaby had been elected Chair, and Mayor Christiansen Vice-Chair. With Commissioner Eaby’s resignation as a Kent County Levy Court commissioner, a special election was held for both positions. Staff asked for nominations from the floor.

MOTION By Mr. Pepper nominating Mayor Christiansen as Chair. Seconded by Mr. Petit de

Mange. Motion carried.

There were no further nominations. Mayor Christiansen was elected by acclamation, with the Mayor abstaining from voting on the motion.

MOTION By Mr. Pepper nominating Mr. Petit de Mange as Vice Chair. Seconded by Mayor

Christiansen. Motion carried.

There were no further nominations, and Mr. Petit de Mange was elected Vice Chair by acclamation.

1. **DISCUSSION ITEM: FY 2018 UPWP Project Suggestions - Rich Vetter**

Mr. Vetter reported that to date there are several suggestions for FY2018 UPWP projects.

1. City of Dover – North State Street from Walker Road to US 13 (near McGlynn’s Restaurant) – a Bike/Ped feasibility study for a shared-use path.
2. US13 and College Road – pedestrian study to see if the recent pedestrian enhancements are working as intended.
3. City of Milford – Milford Parking Study for the central business area, similar to what is being done in Dover.
4. City of Milford – Truck traffic issues on Washington, Walnut and Front Streets. This problem may be one of geometrics rather than finding an alternative route. There is a question as to whether this project should be done by the MPO or DelDOT. Mr. Vetter said he would get a copy of the scope for this project to DelDOT.
5. Camden – US13 Concept including bicycle and pedestrian concept. There is interest in this project because there is a Grotto’s Pizza coming in to the area.

Mr. Sisson asked about funding. Mr. Vetter said that all of these projects could begin in the summer as soon as funding is available. In addition to the federal allocation, there will be rollover funds to add to the FY18 budget. He also said that the UPWP will come back to the Council in May for approval, in time for the start of FY18 in July.

1. **PRESENTATION: Garrison Oak Traffic Study - Rich Vetter**

Mr. Vetter noted that this project was a request from the City of Dover, to study the feasibility of a limited access road from the Garrison Oak Industrial Park to Route 8. He reported that he had just received the final report from the consultant, that this presentation is just a basic overview. The report will go to the City of Dover Council.

The study included traffic counts on Route 8 and Acorn Lane, the residential road that is the current access to the site. This is a low volume road and is not conducive for a large volume of traffic or heavy vehicles. The businesses located in Garrison Oak at this time are low-volume traffic generators. Approximately 60 more employees are expected when Advantech locates in Garrison Oak. There are still 125 acres of land available in the Park.

Models were run using the existing business (including Advantech), and then using 50%, 75% and 100% tenanted figures. The 100% model included Bay Village, a housing development of 400 proposed units that is not active at this time. The modeling also included both AM and PM traffic. Level of Service (LOS) fell out at A (congestion free) and B. Although there were increases in traffic modeled, there was no change in the LOS condition.

Mr. Vetter said that it would be difficult to justify a new connector road based on the conditions, unless something like Amazon comes in, which would trigger a new traffic study. Mr. Galvin asked if the impact of heavy trucks on Acorn Lane were studied. Mr. Vetter said no, although public perception could raise the issue, the study was strictly traffic feasibility. However, at even double the traffic, there is not a traffic issue.

Mr. Boyce asked if the City of Dover had any concerns, such as “if you build it, they will come” regarding tenants. Mayor Christiansen said that lack of dedicated access had been the deal-breaker in three cases.

Mr. Galvin said that the last mile impacts of freight coming off the highway and into a neighborhood should be considered. Mr. Vetter said that it’s hard to project what will happen. Mr. Boyce said that the issue is that, although the City of Dover wants this road, it is driven by economics, not traffic.

1. **PRESENTATION: Regional Bike Plan Update - Rich Vetter (enclosure)**

Mr. Vetter referred the Council members to the document in the meeting materials that listed the projects the Regional Bicycle Plan Working Group developed for the Plan update. The list included a synopsis of the project rankings. He noted that the Working Group members included agency and municipal representatives, as well as public advocates. He felt that the list passed “the common sense test.” Projects were selected that connect parks and other destinations, and fill gaps in the current bike route and trail system.

He reviewed the highest ranking Dover projects. It was noted that in some areas, creating bike lanes or pedestrian/bicycle bridges is difficult due to lack of actual space available. Milford projects were also reviewed.

Mr. Boyce noted that DelDOT is part of the Working Group, and that bicycle/pedestrian projects are a non-motorized line item in the Capital Transportation Program (CTP). He said that there is already work on projects not in the list presented, and that the new projects from the RBP will be added in as funds are available.

1. **COUNCIL MEMBER REPORTS - NA**

1. **Staff Reports –**

**10.1 Outreach Activities – Kate Layton**

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

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

**10.4 Correspondence (enclosure)**

**10.1**

Ms. Layton reported that there was no February meeting for the PAC. She is working with the relevant agencies regarding appointments to fill the vacant seats. She noted that the Governor’s Office and DelDOT both have positions to fill.

Ms. Layton said that the MPO “tabling events” begin in April. In addition to Chamber events, she is partnering with other agencies for the 55+ Expo and will participate in Dover Days and Milford’s Bug and Bud Festival. She noted that sharing space with other agencies defrays costs.

Ms. Layton announced that 2017 marks the MPO’s 25th anniversary, and an event is being planned.

**10.3**

Mr. Vetter reported that the Dover Parking Study is moving forward. Two rounds of traffic and parking counts have been done and there will be a meeting next week to review the data. The consultant is talking to the businesses downtown, and at the end of March or beginning of April there will be a public workshop. The study is expected to wrap up in June or July.

**10.4**

Mr. Vetter referred to a letter that had been copied to the MPO and originally sent to DelDOT concerning the proposed collector-distributor road / Scarborough Road interchange to the Dover Mall. Mr. Boyce said that DelDOT is working with the owners of the mall and regular meetings are held to discuss the project. He also said that even using tolls against debt service, a lot of money is needed for the project. DelDOT is working with both Kent County and Dover on financial options. This would also require a change to State Code, which means going through the Legislature. Mr. Boyce noted that the CTP has design funding set aside, but the project is not moving as fast as the owners want it to.

**Next Meeting: May 3, 2017**

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