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

**MINUTES OF AUGUST 22, 2017**

**PUBLIC ADVISORY COMMITTEE MEMBERS Attending:**

**Michael Gumrot, Chair Jayce Lesniewski, Vice Chair Chris Asay**

**Shane Breakie Jonathan Contant Earle Dempsey**

**Karen McGloughlin Bruce Snow Jesse Spampinato**

**MEMBERS Not Attending:**

**Dr. Carolyn Cohee Dean Holden (alternate)**

**Dr. Phyllis B. Collins Dr. Carlton Cannon, Jr.**

**Tracey Miller (attempted by telephone, unsuccessful)**

**NON-MEMBERS Attending:**

**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. Dempsey to approve the agenda. Seconded by Mr. Snow. Motion carried.

**4. *ACTION ITEM:* Approval of Minutes, June 26, 2017**

MOTION By Mr. Dempsey to approve the minutes. Seconded by Ms. McGloughlin. Motion carried.

**5. *ANNUAL ELECTIONS***

MOTION By Mr. Asay nominating Mr. Gumrot as Chair and Mr. Lesniewski as Vice-Chair. Seconded

by Ms. McGloughlin. Motion carried.

MOTION By Mr. Dempsey to close nominations. Seconded by Mr. Contant. Motion carried.

Mr. Gumrot and Mr. Lesniewski were elected by acclamation.

**6. *ACTION ITEM:* FY 2018 - 2021 AMENDED TIP - Jim Galvin (enclosures)**

Mr. Galvin reviewed the proposed amendments from DelDOT. Improvements to Kenton Road increased 400% for a total cost of $14M. The improvements cover Kenton Road from Route 8 to Chestnut Grove Road and the money includes funding to purchase right-of-way and construction of enclosed drainage, bike lanes and sidewalks. The other amendment is for two additional inter-county 45-foot buses for DART/DTC. Other changes to the statewide bridge projects involved combining the bridges into one project listing the individual bridge projects as opposed to a separate project page for each bridge. Mr. Gumrot asked if the bridge projects were prioritized. Mr. Galvin said if so, he had not seen such a list, but he would ask about that as well as the construction year for the projects.

MOTION By Mr. Asay to recommend Council adopt the proposed amendments. Seconded by Mr. Breakie. Motion carried.

There was some discussion after the vote regarding facilities for electric vehicles, the West Dover Connector and financial over-runs on various projects. Mr. Galvin noted that the MPO TIP must agree with the State Capital Transportation Program or the federal agencies will not approve either document, and that would hold up the federal money needed. PAC members felt that changing the overall cost of a program after the original approvals is confusing and that most people don’t realize this happens. When the public does realize a project has gone over budget, they often don’t understand that a number of projects may have been rolled into the original project for better construction management (i.e., all the North Street improvements in conjunction with the West Dover Connector).

**7. *ACTION ITEM:* Regional Bike Plan - Final Draft – Jim Galvin (enclosure)**

**8. *ACTION ITEM:* CMAQ Letter for concurrence – DelDOT Finance**

Staff explained that although the letter lists several programs, the only one that required that the MPO concur with DelDOT’s use of funding is the Congestion Mitigation Air Quality program.

PAC members had some questions about the projects. Although staff explained that “ITMS” projects referred to the Transportation Management Center and involved sensors and cameras at intersections to feed information to the Center to adjust timing at traffic lights as needed, PAC members were not satisfied with the limited information available.

MOTION By Mr. Snow to recommend Council concur with DelDOT’s use of CMAQ funding. Seconded by

Mr. Asay. Motion carried with five in favor and four against the recommendation.

Mr. Demsey said more detail was needed and Mr. Spampinato said that some documentation should be provided for review of the CMAQ projects. Ms. McGloughlin stated that DelDOT should not assume the public knows about the various projects and funding and it was insulting that DelDOT staff could not be bothered to talk to the PAC. Mr. Gumrot asked that staff ensure that Council was made aware of the PAC’s concerns. Staff assured the PAC that they would report the PAC’s concerns, and noted that the MPO Bylaws stated that the PAC chair or his designee could attend the Council meetings to report on the PAC meetings. Mr. Gumrot said that he would try to attend, and Mr. Snow said he could be available to attend the Council meeting if Mr. Gumrot could not attend.

**9. DISCUSSION ITEM:Freight Plan Amendments**

Mr. Galvin reviewed the history of the Freight Plan, noting that in 2015 the Plan was developed through a multi-state, multi-MPO working group representing the entire Delmarva Peninsula in response to MAP-21. He noted that the Plan is on the MPO website.

Mr. Galvin reported that new federal regulations, the FAST Act, requires changes to the Plan. Notably, a state-wide freight planning review process is required, a fiscally-constrained freight investment plan, a state freight advisory committee, and consideration of any congestion caused by freight traffic. This means that Delaware must develop a state plan based on the Delmarva Freight Plan. Once a Freight Plan is approved by the federal agencies, money is available for eligible freight projects. Mr. Gumrot asked if that would free up transportation money for other projects, and Mr. Galvin said potentially, yes. However, the freight corridor is not budgeted in the State Capital Transportation Plan yet.

There was some discussion concerning the Sussex portion of the corridor. While the Salisbury-Wicomico MPO works with the western portion of Sussex County, identified as urban in the last Census, DelDOT handles transportation issues for the rest of Sussex County.

Mr. Galvin reviewed other elements of the plan, including freight policies, strategies and performance measures to guide decisions geared to demonstrating how the Plan will improve the State’s ability to move freight. The new plan will include innovative technologies, and an inventory of facilities. Freight corridors are broken out into urban and rural categories, which coincide with the urbanized areas identified by the most recent census. As with the functional classification for Delaware roads, there is a limited number of miles allocated to Delaware – 75 urban miles and 150 rural miles.

Ms. McGloughlin asked if the federal agencies comply with a complete streets policy. Mr. Galvin said that there is no federal complete streets policy, but Delaware does, and that will be considered in developing Delaware’s freight corridor.

**10. DISCUSSION ITEM: Downtown Dover Parking Study – Jim Galvin**

Mr. Galvin announced that there would be a public workshop for the study on Thursday (8/24) from 4-7 PM at the Dover Library. The public presentation will also be on the MPO website.

Mr. Galvin reviewed the consultant’s work reviewing public and private parking throughout the downtown study area. Mr. Galvin reported that study indicates that there is enough inventory in parking spaces to satisfy the volume of traffic downtown, and that a parking garage is not warranted. However, the study area did not include state properties/facilities. It was noted that the new Kent County Courthouse does not have visitor parking. Ms. McGloughlin said that when the General Assembly is in session, there is no parking anywhere except for “reserved” and permit parking areas. Mr. Galvin said that the consultant did not survey the area during the legislative session. Ms. McGloughlin expressed surprise that the study was not coordinated with the State parking facilities. Mr. Snow felt that Dover needs to coordinate with Kent General Hospital and other agencies and that without that, the study was a waste of time. Ms. McGloughlin agreed, feeling that the study needed to involve all those involved in the use of available parking in Dover, because it impacts on whether or not shoppers or residents can find parking. Mr. Galvin suggested that she attend the workshop on Thursday.

The study indicates that during peak hours, there is a 75% occupancy of on-street parking. Off-hours had a 63% occupancy rate. The study also identified issues such as poor signage, permit parking unused after office hours, and inconsistent parking fees and some ADA issues. The study makes recommendations concerning fee increases, meters and limiting permit parking. Ms. McGloughlin asked how that would encourage people to go downtown.

There was some discussion concerning parking at Spence’s (private), the Loockerman Street Farmer’s Market, and permit parking that was reserved/paid for but not used.

**11.** No substantive reports

**12. Staff Reports –**

**12.1 Progress & Financial Reports – MPO Staff**

**12.2 Other Project Updates/Activities – MPO Staff**

**12.3 Correspondence, Publications/Reports/Outreach – K. Layton**

Ms. Layton reported on the MPO participation in back-to-school events and the August 5 Peach Festival.

**13. ADJOURN**

**\*\*Next Meeting – October 24, 2017**

MOTION By Mr.Snow to adjourn the meeting. Seconded by Mr. Contant. Motion carried.