



POB 383 / Dover, DE 19903 / <http://www.doverkentmpo.org> / (302) 387-6030 FAX: (302) 387-6032

DOVER/KENT COUNTY MPO TECHNICAL ADVISORY COMMITTEE
MINUTES OF DECEMBER 20, 2023

TECHNICAL ADVISORY COMMITTEE REPRESENTATIVES ATTENDING:

Josh Thomas, Office of State Planning
James Coverdale, DNREC
Matt Jordan, Dover Air Force Base
Milton Melendez, DE Dept of Agriculture

Jason Berry, Kent County Planning
Humaira Nabeela, DelDOT Planning
Jason Lyon, City of Dover Public Work

MEMBERS NOT ATTENDING:

Rob Pierce, City of Milford, Chair
Tim Riley, Kent Conservation District
Harold Scott Jr., Town of Camden
Anastasia Jackson, DE Div. Small Business
Enos Han, Federal Highway Admin (N/V)
Lee Derrickson, DE Motor Transport Assoc. (N/V)

Jeremy Rothwell, Town of Smyrna, Vice Chair
Cathy Smith, Delaware Transit Corporation
Vacant, City of Dover, Planning
Vacant, Federal Transit Admin.(N/V)
Cliff Grunstra, Delmarva Central Railroad(N/V)

NON-MEMBERS ATTENDING:

Marilyn J. Smith, MPO Staff
Helen Wiles, MPO Staff
Mike Ward, MPO Staff
Bruce Allen, DelDOT
Dan Blevins, Wilmapco

Michael Petit de Mange, MPO Staff
Michelle Vinson, MPO Staff
Malcolm Jacob, MPO Staff
Colton Phillips, DelDOT

1. INTRODUCTION OF MEMBERS & GUESTS
2. PUBLIC COMMENTS - NONE
3. ***ACTION ITEM:*** Approval of Agenda (enclosure)

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

4. ***ACTION ITEM:*** Approval of Minutes October 17, 2023 (enclosure)

MOTION By Mr. Berry to approve the minutes. Seconded by Mr. Jordan
Motion carried.

5. ***ACTION ITEM: PRESENTATION AND RECOMMENDATION:*** Amendment: Dover Bus Canopy Solar Panels / Marilyn J. Smith (enclosure)

Ms. M. Smith shared with TAC the amendment moving money in the budget to support solar panels at the transit center in Dover.



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MOTION By Mr. Melendez to recommend to Council. Seconded by Mr. Lyon.
Motion carried.

6. ACTION ITEM: PRESENTATION AND RECOMMENDATION: Draft 2020 Census Urban Area adjustments / Bruce Allen, DelDOT Colton Phillips DelDOT
<https://experience.arcgis.com/experience/a3ee8860bb5a46bd98cde3539b356b32/> (enclosure)

Mr. Allen initiated the presentation, clarifying that it does not impact PL funding but is instead utilized for roadway system functional classification purposes and HPMS reporting. Mr. Phillips spoke on the criteria for adjusting the Urban Area Boundaries. Ms. M. Smith asked if this would affect the planning area boundaries across county lines. Mr. Phillips stated they would not. There was a consensus that this topic would be deliberated on at a later date. Mr. Lyon asked about the methodology of how developments were analyzed. He is aware of new growth in certain areas. Mr. Lyon is going to reach out with an email for further discussion.

TAC recommended approving the adoption of DelDOT's methodology and concurring with DelDOT on the adjusted urbanized area boundaries based on their planning for HPMS and functional classification purposes on the condition it doesn't automatically affect the MPO boundaries.

MOTION By Mr. Lyon to recommend to Council with the above provisions. Seconded by Mr. Jordan.
Motion carried.

7. PRESENTATION: 2023 Population Projections / Daniel Blevins, WILMAPCO (enclosure)

Mr. Blevins shared the 2020 census data and how differences in the criteria changed the urban areas in Delaware. Following that, Mr. Blevins presented the migration trends and population forecast in Delaware across the three counties. Mr. Thomas thanked Mr. Blevins for the work he does with the population consortium. Mr. Phillips asked about housing data and how it is calculated. Mr. Blevins stated it is all block data density.

8. * MEMBER REPORTS *****

Mr. Coverdale stated the December issue of the State Register published the final amendments to regulation 1140 which pertains to zero-emitting vehicles. It requires manufacturers beginning 2027 to produce more zero-emitting vehicles.

9. Staff Reports –

9.1 Financial & Administration– M. Smith & M. Vinson

a. monthly DelDOT invoice and financial reports (enclosure)

Ms. Vinson shared financials. Ms. M. Smith shared that we are working on our audit and the MPO did hit the \$750,000 federal threshold and are required to have a federal single audit.

9.2 Studies & Maps – M. Jacob, M. Petit de Mange, M. Ward



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Mr. Ward spoke on the Expanded Rail Study. Mr. Jacob spoke about the Cheswold project and ped count, the Milford study scheduling an additional workshop, and the DDP study and having a bus tour with stakeholders. Mr. Petit de Mange spoke about the work he is doing to update the MPO's MTP. This will be a year-long process.

9.3 Outreach and Environmental Justice/Title VI – H. Wiles

Ms. Wiles spoke on the public outreach for the MTP. The outreach will be conducted from January through April. She also hinted about the new MPO STIC grant and called it MPO A Virtual Experience. Ms. M. Smith spoke about the State of Delaware being awarded \$500,000 for a Passenger Rail Corridor Identification project and the MPO was a partner and will be involved. The MPO also received a Safe Streets for All (SS4A) federal grant, which will be happening beginning of next year.

9.4 Correspondence, Publications, Reports, Activities

11. ADJOURN

MOTION By Mr. Jordan to adjourn. Seconded by Mr. Berry
Motion carried.

NEXT MEETING: February 13, 2024, at 10:00 am