



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

**DOVER/KENT COUNTY MPO COUNCIL COMMITTEE**  
**MINUTES OF MAY 1, 2024**

**DOVER/KENT MPO COUNCIL MEMBERS ATTENDING:**

Cathy Smith for John Sisson, Chief Executive Officer, Delaware Transit Corporation, Vice Chair  
Jody Sweeney, Commissioner, for Terry Pepper, President, Kent County Levy Court  
Stephen Bayer for Pamela Steinebach, Dir. of Planning, DE Dept. of Transportation, for Secretary  
Nicole Majeski  
Doug Atkin, Division Administrator, Federal Highway Admin. (FHWA)(NV)

**MEMBERS NOT ATTENDING**

Robin R. Christiansen, Mayor, City of Dover, Chair  
Sharon Bryson, Dir. DE Office of Hwy Safety DSHS, for Governor John Carney, State of DE  
Terry Garcia Crewes, Regional Administrator, Region III, Federal Transit Admin. (FTA)(NV)  
Vacant, Municipal Representative

**NON-MEMBERS ATTENDING**

Marilyn J. Smith, MPO Staff	Michael Petit de Mange, MPO Staff
Helen Wiles, MPO Staff	Michelle Vinson, MPO Staff
Malcolm Jacob, MPO Staff	Mike Ward, MPO Staff
Humaira Nabeela, DelDOT Planning	Nikolas Reckner, Whisman Giordano
Frank DeFroda, Whisman Giordano	Sarah Cahall, Town of Cheswold, Planning

The meeting did not have a quorum.

1. INTRODUCTION OF MEMBERS & GUESTS
2. PUBLIC COMMENTS - No Comments
3. ***ACTION ITEM:*** Approval of Agenda (*enclosure*) – No Vote
4. ***ACTION ITEM:*** Approval of Minutes March 16, 2024 (*enclosure*) – No Vote
5. **PRESENTATION:** FY2023 Whisman Giordano draft audit / Frank DeFroda, Nikolas Reckner

Mr. DeFroda stated that Dover Kent MPO had received a clean opinion on their FY23 audit. The MPO also had a Federal Single Audit, which was also compliant.

6. ***ACTION ITEM:*** Cheswold Pedestrian Safety and Connectivity Study / <https://doverkentmpo.delaware.gov/cheswold-pedestrian-safety-and-connectivity> / Malcolm Jacob



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Mr. Jacob presented a slide presentation highlighting items in the study. He discussed existing and future conditions affecting safety in the corridor studied, public outreach to the community, and recommended improvements.

7. ***ACTION ITEM: FY25 UPWP / <https://doverkentmpo.delaware.gov/unified-planning-work-program> / Marilyn J. Smith***

Ms. M. Smith shared that the UPWP was online. Since we did not have a quorum, it was decided to reschedule the Council meeting to vote on the Cheswold Study and the UPWP Draft.

8. ***ACTION ITEM: PL#1 for FY2025 / Marilyn J. Smith (enclosure)***

No action taken

9. ***PRESENTATION: MTP Innovations 2050 update / Mike Petit de Mange***

Mr. Petit de Mange gave a slide presentation on the timeline for the MTP. He spoke about reaching out to municipalities and what their needs are. He stated he has been working on the TAZ data from Wilmapco and making adjustments that have now been submitted to DelDOT for travel demand forecasting. In the summer months, we will be looking at air quality conformity. There is a public workshop on May 30, 2024. Public Outreach has had over 970 responses to the survey/money game.

10. **\*\*\*\*\*MEMBER REPORTS\*\*\*\*\***

Ms. C. Smith noted a DART service change on May 20, 2024, to kick off the beach bus.

11. **Staff Reports –**  
11.1 **Financial & Administration– M. Smith & M. Vinson**  
a. **monthly DelDOT invoice and financial reports (enclosure)**  
11.2 **Studies & Maps – M. Jacob, M. Petit de Mange, M. Ward**

Mr. Jacob shared the MPO would be presenting the Milford Study to the Milford City Council in May, PAC and TAC in June, and the MPO Council in July. He also reminded members of the Downtown Dover Partnership Charette in May. Mr. Ward shared that he has been working on map updates for Cheswold and maps for the TAZ and population for the MTP.

- 11.3 **Outreach and Environmental Justice/Title VI – H. Wiles**

Ms. Wiles reminded everyone that we would be at Old Dover Days. She also shared we are getting closer to the Virtual MPO experience.

- 11.4 **Correspondence, Publications, Reports, Activities**  
a. **Administrative Modifications list (enclosure)**



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**12. ADJOURN:**

**NEXT MEETING: July 3, 2024**

**\*Confirm members will be able to attend July 3, 2024**

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