

Meeting Minutes

Salisbury/Wicomico Metropolitan Planning Organization Council Meeting June 10, 2014

**Government Office Building
Council Chambers Room #301
125 N Division Street
Salisbury, MD**

Attendees:

S/W Council members:

Rick Konrad, Acting Chair, Wicomico County
Tom Stevenson, City of Salisbury
Jake Day, City of Salisbury Council
Stevie Prettyman, Wicomico County Council
Ian Beam, Maryland Department of Transportation
Mike Pennington, Tri County Council for the Lower Eastern Shore

Others:

Peter Sotherland, Maryland State Highway Administration
Jay Parker, Lower Eastern Shore Heritage Committee
D.J. Hughes, Davis, Bowen & Friedel, Inc.
Becky Robinson, Delaware Water Transport Committee
Keith Hall, S/W MPO staff

Introduction

Mr. Konrad opened the meeting at 1:00 P.M. and welcomed everyone.

Minutes

The first item of business was the approval of minutes from the December 18, 2013, meeting. Mr. Day made a motion to approve the minutes as written, with the motion seconded by Ms. Prettyman. With all Board members voting in favor, and none opposed, the motion passed.

FY 2014 -2017 Transportation Improvement Program (TIP) Amendments

Prior to the budget amendment presentation, Mr. Hall noted the proposed TIP amendments were advertised in accordance with the Organization's Public Participation Plan, adding no public comments had been received to date. The Plan requires a 15-day public comment period prior to any official action of the MPO Council, as well as advertising of the meeting (Daily Times, PAC 14, and S/WMPO website) 14-days in advance of the public hearing.

Mr. Hall and Mr. Beam provided a brief overview of the \$6.1 million TIP budget as adopted by the S/WMPO Council on December 18, 2013. The final Federal allocation was approved resulting in an overall budget increase of \$93,000. The additional funds were allocated to the “Small Urban Transit System” project to provide capital assistance for transit services provided by Shore Transit.

The proposed amendments for consideration include: increases to Preventative Maintenance of \$300,000; increase in Miscellaneous Equipment & Supplies of \$276,000; and reduction of \$483,000 for Buses and Minivans over FY 2015-2017. In addition to the amendments for capital assistance to Shore Transit, the State Highway budget had an increase in FY 2014 for the Urban Street Reconstruction & Revitalization Project of \$10,000 and a decrease of \$10,000 in FY 2015, which results in an overall level budget for the project.

Upon a motion by Mr. Day, seconded by Mr. Stevenson, with all members voting in favor, and none opposed, the amended FY 14 – FY 17 TIP was unanimously approved.

FY 2013 Unified Planning Work Program (UPWP)

Mr. Hall presented the amendments to the FY 2013 UPWP and noted the proposed budget amendments were advertised in accordance with the Organization’s Public Participation Plan, adding no public comments had been received to date. The Plan requires a 15-day public comment period prior to any official action of the MPO Council, as well as advertising of the meeting (Daily Times, PAC 14, and S/WMPO website) 14-days in advance of the public hearing.

The purpose of the proposed amendments is to reprogram unencumbered funds from work program items (Long-Range Transportation Plan, MPO Administration, Transearch freight data, and Shore Transit Ridership Study) to Scenic Byways Planning Initiative. Total amended allocation across the projects is \$4,264 with individual project amounts as shown in the meeting materials.

Mr. Hall noted the MPO TAC made a favorable recommendation to forward the proposed FY 13 budget amendments to the MPO Council for their review and consideration.

Upon a motion by Mr. Day, seconded by Ms. Prettyman, with all members voting in favor, and none opposed, the Council unanimously approved the FY 2013 UPWP amendments.

FY 2015 Unified Planning Work Program (UPWP)

Mr. Hall presented the proposed FY 2015 UPWP budget, which had been advertised in accordance with the Public Participation Plan. Also, he noted no comments had been received to date. Project costs in the upcoming fiscal year were presented; the details were included in the provided budget table from the meeting materials. Highlights include:

- The allocation for the proposed FY15 UPWP increased by \$3,374 or 2.4% compared to the approved FY14 UPWP. FY14 budget was \$141,959 compared to \$145,333 in FY15;
- Increased funding for Core Planning, Long-Range Transportation Plan – revision date of approving updated Long Range Transportation Program (LRTP) is November 30, 2015;

- MPO Administration budget to remain consistent with FY14 allocation;
- Projects as described in the “Special Studies” section of the proposed FY15 UPWP

GIS Enhancements	\$15,000
Eastern Shore Drive Corridor Study	\$25,568
Shore Transit – Transit Planning Initiatives	\$ 7,000
Scenic Byways Planning Initiative	\$15,736
Waterborne Freight – Strategic Dredging Plan	\$11,679

Discussion centered upon the Eastern Shore Drive Corridor Study. Mr. D.J. Hughes, with Davis, Bowen & Friedel, updated members on the timeline and project overview. He emphasized the study will be completed before the end of FY 15 and traffic and ped / cyclist counts will occur while schools were in session.

Mr. Hall noted the MPO TAC had reviewed the proposed budget and made a favorable recommendation to forward the proposed FY 2015 UPWP to the MPO Council for their review and consideration.

Upon a motion by Mr. Day, seconded by Mr. Stevenson, with all members voting in favor, and none opposed, the Council approved the FY 2015 UPWP.

Presentation – Scenic By-Ways (Jay Parker, LESHC)

Mr. Jay Parker, Director of the Lower Eastern Shore Heritage Council (LESHC), presented background information about the history of the Scenic Byways program. He explained the purpose of this program was to revitalize communities and create jobs through the development of heritage and tourism in a State-wide effort.

Mr. Parker proceeded with his formal presentation by providing an overview of the State Scenic Byways within the S/WMPO planning area. The presentation included information about the State and local efforts to date, as well as coordination efforts amongst LESHC, Maryland Heritage Areas Authority, Maryland State Highway Administration, and S/WMPO to promote Scenic Byways. He noted the State is moving away from the current naming convention of the Scenic Byways state-wide. For example, as part of this transition, the Blue Crab Byway will be become part of the Chesapeake Country Byway.

Mr. Parker emphasized the importance of the partnership between the S/WMPO and LESHC. He emphasized the importance of S/WMPO funds allocated to Scenic Byways planning. Over the past 12-months LESHC accomplishments include: researched various heritage areas websites for content and formatting styles for web-based mapping applications; developed a database / repository consisting of over 90 points of interest / features; and began compiling attribute data for points of interests (site name, location, photos, etc.). This information was used to create the Scenic Byways Amenities Map, which an overview was provided to the Council members.

In FY 15, LESHC work program items, include, but are not limited to: preparing a scope of work to integrate the information contained in the database and on the map to a mobile app for public consumption; continuing populating attribute data on points of interest / features within the S/WMPO planning area; and updating the Scenic Byways Amenities Map. Also, Mr. Parker confirmed LESHC’s commitment to working with the S/WMPO to identify pedestrian and cyclist

connections from scenic byways into local heritage areas; and continue coordination efforts with State agencies on potential revisions to delineated byways and identify wayfinding opportunities to highlight points of interest.

Mr. Hall added updates and information will also be shared to include the expanded MPO areas and coordinating with the appropriate agencies in Delaware and Maryland.

Member Updates / Other Business

Mr. Hall and other Council members briefly presented the following upcoming event and/or items of interest information for possible discussion at future meetings and members to pass on to their organizations:

- City of Salisbury - Completed and upcoming plans:
 - City of Salisbury established a Bicycle Pedestrian Advisory Committee;
 - City is applying for funding of from the MDOT Bikeways Program to retain consulting services to prepare a Wayfinding Plan for the Orange, Red, and University to Zoo bike routes. Additionally, funding will be used to prepare a design and marking plan for the Salisbury Urban Greenway bike route, design and construct four wayfinding kiosks, and purchase of 3 bike racks;
 - City hired engineering firm, AMT, for the Main Street Master Plan.
 - Mill & Main Street – Recently completed ADA access, landscaping and beautification intersection improvements.

- Mt. Hermon Road Updates – Mr. Hall noted the sidewalk and ADA improvements appeared to be complete and milling started.

- Safe Routes to Schools – Mr. Hall noted the sidewalks have been started on College Avenue. The plan was to add sidewalks for approximately 7 blocks over a four-week period.

- Railroads – Mr. Hall informed the Council Members contact was made with Norfolk Southern Railroad. Several locations in Somerset & Wicomico Counties will be receiving repairs to aging crossings. Wicomico County was scheduled for repairs to South Division and Main Street Crossings in Fruitland and Old Eden Road for July. Roads will have to be closed and they expect to complete repairs in a 24 hour period.

- Mr. Pennington advised Shore Transit may be increasing fares for medical transportation, as the fixed route has been subsidizing these fares and the costs and needs are increasing. Currently, Shore Transit is in negotiations with the Health Department.

Public Comments

There were no public comments.

Next Meeting Date/Adjourn

Mr. Hall will contact Council members when a meeting needs to be scheduled and an appropriate date and time will then be determined.

There being no other business before the Committee, upon a motion by Mr. Day, seconded by Mr. Stevenson, with all members voting in favor, with none opposed, the meeting was adjourned.