

# Meeting Minutes

## Salisbury/Wicomico Metropolitan Planning Organization (S/WMPO) Council

March 10, 2016

Seaford City Hall  
Seaford, DE

### Attendees:

#### *Council members:*

Matt Creamer, Chair, Wicomico County Council Administrator  
Julia Glanz, City of Salisbury  
Lyn Erickson, Maryland Department of Transportation (MDOT)  
Drew Boyce, Delaware Department of Transportation (DelDOT)  
John Hall, Wicomico County Council  
Lloyd Unsell, Proxy, Town of Delmar  
Charles Anderson, City of Seaford

#### *Others:*

Keith Hall, S/WMPO Administrator

#### *Ex-Officio*

Mary Ridgeway, Federal Highway Administration

### **Introduction**

Mr. Creamer opened the meeting at 1:00 P.M. and welcomed everyone. Council Members were introduced and Mayor Genshaw, Seaford City Council, and Administrators were thanked for graciously hosting the meeting.

### **Minutes**

The first item of business was the approval of minutes from November 24, 2015. Chairman Creamer asked if anyone had additions or corrections to the draft meeting minutes. Mr. John Hall made a motion to approve the minutes as submitted, with the motion seconded by Mr. Boyce. With all Board members voting in favor, and none opposed, the motion passed unanimously.

### **Presentation: Fixing America's Surface Transportation (FAST) Act**

Mary Ridgeway, Federal Highway Administration

Ms. Ridgeway provided presentation about the new surface transportation authorization bill, Fixing America's Surface Transportation (FAST) Act. Highlights of the presentation included:

- Provides 5 years of funding certainty for infrastructure planning and capital programming;
- Authorizes \$305.5 billion for federal highway and public transportation programs over the FY 2016 – FY 2020 timeframe;

- \$226.3 billion – Federal Highway Administration;
- \$61.1 billion – Federal Transit Administration;
- \$3.2 billion – Federal Motor Carrier Safety Administration;
- \$0.4 billion – Pipeline and Hazardous Materials Administration; and
- \$10.3 billion – Federal Railroad Administration.
- Transfers \$70 billion to Highway Trust Fund to maintain solvency over the 5-year period;
- 92 percent of Federal Highway Administration’s funds are apportioned;
  - National Highway Performance Program;
  - Surface Transportation;
  - Metro Planning;
  - Transportation Alternatives;
  - Recreational Trails Program;
  - Highway Safety Improvement Program;
  - Grade Crossings;
  - Congestion Mitigation & Air Quality Improvement; and
  - National Highway Freight Program
- Changes to National Highway Performance Program, Surface Transportation Block Grant Program, Transportation Alternatives Program, Congestion Mitigation & Air Quality Improvement, and Highway Safety Improvement Program;
- Accelerating project delivery is a major theme of FAST Act;
- Creates National Highway Freight Program - \$1.2 billion annually; and
- Creates National Significant Freight & Highway Projects - \$900 million annually;

After a brief discussion about the Transportation Alternatives, the Council requested Mr. Keith Hall to coordinate a presentation by MDOT and DeIDOT about the TA program at an upcoming meeting. Mr. Creamer thanked Ms. Ridgeway for the informative presentation.

**Resolution 01-2016: FY2017 - FY2020 (Maryland) and FY2016 - FY2019 (Delaware) Transportation Improvement Program (TIP)**

Mr. Keith Hall summarized the Maryland and Delaware respective TIP tables and provided copies to Council members in the meeting materials. He noted the Delaware portion of the proposed TIP remains unchanged from the previous TIP adopted by the S/WMPO Council on November 24, 2015. The Maryland portion of the proposed TIP advances the out year from FY 2019 to FY 2020, which placeholders were inserted for FY 2020 spending estimates.

Mr. Keith Hall stated the meeting notice, as well as the public review and comment period for the proposed amendments were advertised in accordance with the S/WMPO’s Public Participation Plan. The Public Participation Plan requires a 15-day public review and comment period prior to an action by the S/WMPO Council, as well as a public meeting notice advertised in the Daily Times, PAC 14, and the S/WMPO website for at least 14-days in advance of a meeting. No public comments were received during the review period. On March 3, 2016, the S/WMPO’s Technical

Advisory Committee reviewed and made a favorable recommendation to forward the proposed TIP to the S/WMPO Council for their consideration.

Mr. John Hall made a motion to adopt the Maryland FY2017 - FY2020 and Delaware FY2016 - FY2019 TIP as presented. Seconded by Ms. Erickson, and with all members voting and none opposed, Resolution 01-2016 passed unanimously.

#### **Resolution 02-2016: FY2016 Unified Planning Work Program (UPWP) Proposed Amendments**

Mr. Keith Hall provided a background about the budget, which was originally adopted by the S/WMPO Council on June 11, 2015. The proposed amendments include reducing Transportation Development Program line item from \$1,600 to \$963, which represents a decrease of \$637, and reprogramming the money to Public Participation Process line item. The proposed total amount for the Public Participation Process is \$3,137. The increase in funding is needed to cover anticipated expenses associated with advertising public meetings and maintaining the S/WMPO website throughout the end of this fiscal year.

Mr. Keith Hall added no public comments were received during the review period and the S/WMPO's Technical Advisory Committee reviewed and made a favorable recommendation to forward the proposed amendments to the S/WMPO Council for their consideration.

Mr. Anderson made a motion adopt the proposed amendments to the FY2016 UPWP. Seconded by Mr. John Hall, and with all members voting and none opposed, Resolution 02-2016 passed unanimously.

#### **FY2017 Unified Planning Work Program – Proposed Special Studies Discussion**

Mr. Keith Hall reviewed the proposed format changes to the budget table contained in an UPWP. The changes are in response for the need to document the various budgets for the Maryland and Delaware portions of the S/WMPO. In addition, he noted the proposed change to the special studies section of the table, which programs funding by mode or program rather than a listing of specific projects. The challenge of using the project based approach is the uncertainty of the actual cost compared to the estimate. The budget contains a preliminary estimate; however, if the project cost exceeds the estimate a budget amendment will need to occur. The proposed approach provides flexibility to the TAC and Council to respond to situations as they arise and carryover funding to cover project expenses. No official action is requested by the Council.

#### **Member Updates / Other Business**

In a general discussion, members expressed their enthusiasm about this new multi-state partnership and the benefits of participating on a regional transportation planning entity.

#### **Public Comments**

There were no public comments.

### **Next Meeting Date**

Mr. Creamer noted the upcoming meeting is May 26, 2016. There being no other business before the S/WMPO Council, Mr. John Hall made a motion to adjourn, seconded by Ms. Erickson, and with all members voting and none opposed, the motion passed unanimously. Mr. Creamer thanked everyone for attending, and the meeting was adjourned.