

Meeting Minutes

**Salisbury Wicomico Metropolitan Planning Organization
Technical Advisory Committee (TAC)
May 14th, 2008**

**City of Salisbury/Wicomico County Government Building
125 North Division Street, Salisbury. MD
Room 302**

Attendees:

TAC Members:

John Redden, Wicomico County Public Works, Chair
Ray Birch, City of Salisbury Public Works, Vice Chair
Ian Beam, Maryland Department of Transportation
Tracey Gordy, Maryland Department of Planning
Jim Magill, Salisbury-Wicomico Planning Commission
John F. McDonnell, City of Fruitland
Sara Bynum-King, Town of Delmar
LaTonya Franklin, Tri-County Council
Jeff Downes, Salisbury University
Gary Pusey, S/W MPO staff, City of Salisbury/Wicomico County Planning

Others:

Tashia Clemons, Federal Highway Administration
Mark Glazer, Delaware Department of Transportation
Jim Thompson, Maryland State Highway Administration
Jim Dooley, Maryland State Highway Administration
Betty Tustin, The Traffic Group, Inc.
Derek Joost, The Traffic Group, Inc.
Chip Messick, City of Salisbury Public Works
Lee Beauchamp, City of Salisbury Public Works
Greig Mitchell, Salisbury University

Introduction

Chairman Redden opened the meeting at 1:05 p.m. and welcomed everyone.

Minutes

Chairman Redden introduced the first item on the agenda, which were the minutes of the Committee's March 12, 2008 meeting. Mr. Magill moved to approve the meeting minutes, and Mr. Birch seconded the motion. All Committee members voted aye, with none opposed, and the motion to approve the minutes was passed.

Presentation – The Traffic Group, Inc. – East Side Corridor Study

Chairman Redden asked representatives from The Traffic Group to report on this item.

Betty Tustin and Derek Joost from The Traffic Group introduced themselves. Ms. Tustin stated that draft copies of the Executive Summary for the East Side Corridor Study were available for everyone in attendance.

Ms. Tustin began by indicating on the Powerpoint presentation the boundaries of this study. She referred those in attendance to Exhibit 1 of the Executive Summary which showed the intersections within the Study Area that were analyzed in detail. Traffic counts were taken for each of these intersections, and given data provided by the Planning Staff for parcels of land that were either vacant or under-developed, future traffic impacts could be estimated. Also included were various roadway improvements anticipated by either the County, the City of Salisbury or the State of Maryland.

The study analyzed current traffic at each of these intersections, and estimated future traffic for the years 2010, 2020 and 2030. Ms. Tustin summarized the findings based on current conditions and to the year 2030, and with the assistance of the traffic modeling software, was able to show current and future traffic flows at each of the study's intersections. She explained that a Level of Service (LOS) of "D" or better was considered acceptable, especially since the LOS levels were for morning and evening peak hour conditions, with the expectation that the other 22 hours of the day these intersections would experience better conditions.

For the year 2030, intersections with potential problems included Beaglin Park Drive/Mt. Hermon Road, Kelly Road/Outten Road and Snow Hill Road/ramps to and from northbound U.S. Route 13. Other intersections would also have problems without the recommended improvements included in the Plan. Ms. Tustin explained that this information is contained in Exhibit 12 of the report, with the recommended improvements included as Exhibit 14.

Mr. Messick questioned if there was a light recommended at Gordy Road, and Mr. Joost responded that the traffic didn't warrant it. Ms. Tustin suggested that the proposed light be moved from Gordy Road to Outten Road. Mr. Redden questioned if a light at Gordy Road would eliminate the need for a light at Outten Road and Ms. Tustin said that was possible. Mr. Magill suggested waiting on a light at these locations until the traffic actually warranted it.

Mr. Joost pointed out that Exhibit 12 indicated the Fruitland Roundabout would have a LOS of "E" in 2030, and he explained that the model does not adequately address roundabouts, and that the actual data indicated there would be no problems with the roundabout through 2030, and that the actual LOS would be "A" or "B."

Mr. Thompson suggested that the differences between Table 1 and Table 2 developments should be more clearly explained in the report.

Ms. Tustin also mentioned the issue at College Avenue and Snow Hill Road. Projections indicate a lengthening of the right turn lane on College Avenue eastbound is needed, but the location of the convenience store limits the possibility of this being provided. It was noted by Mr. Thompson that Snow Hill Road is in SHA's Highway Needs Inventory for multi-lane urban reconstruction and perhaps this will be included as part of that study.

Mr. Thompson also suggested that a table be included in the report that lists all the recommended improvements by year, and that these improvements should be shown on a map as well.

Mr. Mitchell asked if pedestrian movements were considered, and Ms. Tustin said they were and would be included in the final report. She stated she would provide Mr. Mitchell with their data.

After further discussion, Ms. Tustin stated they would include the comments from the Committee in the final report. Mr. Pusey said the next meeting of the Council will be in June and that he would invite the Technical Committee members to that meeting if this presentation is to be made at that time.

No action was necessary by the Committee on this study.

FY 2008 Unified Planning Work Program – Revision and Adoption

Chairman Redden asked Mr. Pusey to report on this item.

Mr. Pusey stated that as the current fiscal year is ending, there are several instances in the budget where funds need to be shifted around to reflect actual costs. The budget was initially approved a year ago, and during that time actual costs have changed slightly from what was initially estimated.

Mr. Pusey noted that at the Committee's March meeting, certain revisions were proposed at that time. Those revisions were not taken to the Council for adoption, and since that time, the items proposed to be revised in March have changed once again.

He summarized the new changes, which were all included under the "Special Studies" category. The Development Capacity Study has been removed entirely and will instead be included in the FY 2009 UPWP. The \$10,000 initially allocated to that was instead distributed to the South Division Street (East Side) Corridor Study, along with extra funding from the Riverside Drive Study.

Upon a motion by Mr. Birch, seconded by Ms. Gordy, the Committee unanimously approved the revised FY 2008 UPWP.

FY 2009 Unified Planning Work Program - Adoption

Chairman Redden asked Mr. Pusey to report on this item.

Mr. Pusey stated that the FY 2009 budget is slightly less, by about \$7,000, than what was provided for FY 2008. He referred the Committee to the last page of the document, which was the budget table. With the exception of the projects listed under the “Special Studies,” all the other projects remained the same as in FY 2008.

For FY 2009, the three “Special Studies” proposed are the Development Capacity Study, Geographic Information Systems and one additional corridor study – the U.S. Route 13 North Corridor. Mr. Pusey stated that the Development Capacity Study was initially proposed for FY 2008, but the timing of this project fits better in FY 2009. The Development Capacity Study is better known as a “build-out analysis” where each undeveloped parcel and underdeveloped parcel is analyzed based on zoning and other constraints to determine how much development can occur on a given parcel. The traffic generated by this development can be used to assist the MPO with corridor studies and eventually, with the development of a traffic model for the region. This study is being conducted in conjunction with the County’s Comprehensive Plan update, and as a result, the estimated cost is less than what would be expected if it were conducted as a “stand alone” project.

The Geographic Information Systems (GIS) project is an ongoing project that has been conducted within the Planning Department. It was not included in last year’s UPWP for budgetary reasons. The data generated by this has been used extensively with the corridor studies and the Long-Range Transportation Plan, and maintenance and updating of the data is constantly occurring. The amount budgeted for FY 2009 would be applied to the ongoing refinement and updating of the data.

The last Special Study is the U.S. Route 13 North Corridor Study. This would be the fifth corridor study to be conducted by the MPO. The boundaries of this study have not yet been specifically defined, but it will connect the Delmar Corridor Study with the East Side Corridor Study on the north and south, respectively, and in the vicinity of Jersey Road to the west and Brown Road to the east. This area was requested for study by the City of Salisbury due to the amount of development that has occurred there, and in addition, the amount of new development that is being proposed.

Mr. Thompson agreed that this area is where extensive development is occurring, and it would be logical to conduct a study here, especially since it will link with two earlier study areas.

Mr. Pusey briefly summarized the remainder of the proposed UPWP.

Upon a motion by Ms. Gordy, seconded by Mr. Magill, the Council unanimously approved the FY 2009 UPWP.

FY 2008-2011 Transportation Improvement Program – Revision and Adoption

Chairman Redden asked Mr. Pusey to report on this item, and Mr. Pusey deferred to Mr. Beam and Mr. Dooley.

Mr. Dooley summarized the changes being proposed in TIP. which contains a listing of state projects proposed to be undertaken within the MPO area. They include both highway and transit projects. The highway projects are included in one of seven categories, and the category that is planned to be revised is the "Resurface and Rehabilitate," which refers to resurfacing and upgrading of roadways.

The only change is that more funding is being provided for FY 2008. The approved plan allocated \$2,250,000 for FY 2008, and the proposed plan allocates \$4,000,000, an increase of \$1,750,000. Mr. Dooley stated that the Council needs to approve this change since the funding amount has changed, and the Committee needs to make a recommendation to the Council.

Upon a motion by Mr. Magill, seconded by Ms. Gordy, the Committee unanimously recommended that the revision to the FY 2008-2011 Transportation Improvement Program be approved by the Council.

Other Business

Ms. Clemons stated she would be giving a presentation on the MPO's Public Participation Plan and asked about its status. Mr. Pusey said the Draft Plan that was reviewed by the Committee in March will be considered at the Council meeting in June for adoption. The changes recommended by the Committee have been incorporated into the Plan.

Mr. Thompson and Mr. Dooley discussed the upcoming Conference on Access Management that the Maryland State Highway Administration is co-sponsoring from July 13-16, 2008, at the Renaissance Harborplace Hotel in Baltimore. They stated registration was underway and they hoped members could attend.

No action was required for these items.

Next Meeting Date/Adjourn

The next meeting date is scheduled for July 9, 2008 at 1 p.m. Mr. Pusey stated he will send out reminders and all relevant meeting materials prior to the meeting.

There being no further business, upon a motion by Ms. Gordy, seconded by Mr. Magill, with all members voting in favor, the meeting adjourned at 2:50 p.m.