

# Meeting Minutes

**Salisbury/Wicomico Metropolitan Planning Organization  
Technical Advisory Committee (TAC)  
May 25th, 2010**

**City of Salisbury/Wicomico County Government Building  
125 North Division Street, Salisbury, MD  
Room 301**

## **Attendees:**

### TAC Members:

John Redden, Wicomico County Public Works, Chair  
Ian Beam, Maryland Department of Transportation  
Tracey Gordy, Maryland Department of Planning  
Julie Wheatley, Sussex County  
Mike Pennington, Tri-County Council  
Bob Bryant, Salisbury-Ocean City: Wicomico Regional Airport  
Riggin Johnson, Shore Transit  
Jim Magill, Salisbury/Wicomico Planning Commission  
William Hardin, Town of Delmar  
Brenden Frederick, City of Salisbury Transportation & Safety Advisory Committee

### Staff:

Jack Lenox, S/W MPO staff, City of Salisbury/Wicomico County Planning  
Keith Hall, S/W MPO staff, City of Salisbury/Wicomico County Planning  
Robin Ayele, S/W MPO staff, City of Salisbury/Wicomico County Planning

### Others:

Mike Nixon, Maryland Department of Transportation  
Gregory Oliver, Delaware Department of Transportation  
Steven Hoehn, Shore Transit  
Teri Robinson, Shore Transit

## **Introduction**

Chairman Redden opened the meeting at 1:10 p.m. and welcomed everyone, and mentioned that Keith Hall was the newly-appointed Chief of Long Range Planning. Robin Ayele was introduced as the new Long Range Planner.

## **Staff Organization**

Jack Lenox stated that the MPO is staffed through personnel of the Salisbury - Wicomico County Department of Planning, Zoning & Community Development, which has recently undergone staff reduction. The County's budget is currently being reviewed by the Executive and Council. Additional information will be available in the coming weeks.

## Minutes

Chairman Redden introduced the first item on the agenda, which were the minutes of the Committee's January 27, 2010 meeting. Ms. Tracey Gordy moved to approve the meeting minutes and Mr. William Hardin seconded the motion. All Committee members voted aye, with none opposed, and the motion to approve the minutes was passed.

### **FY 2011 Unified Planning Work Program (UPWP) – Review of Draft FY 2011 UPWP**

Mr. Keith Hall distributed handouts that contained the Proposed FY 2011 UPWP budget table. The UPWP Proposed FY 2011 Budget identifies the projects being undertaken in FY 2011. He stated that the major difference within the Core Planning section was the removal of the Freight Plan, which accounted for \$22,300 of the UPWP FY 2010 Core Planning functions. Other revisions to the Core Planning section of the proposed FY 2011 UPWP included minimal increases to the TIP, UPWP, and Transportation Development Program. Other changes included a reduction in proposed funding of the Long-Range Transportation Plan update.

Mr. Mike Nixon mentioned that the Long Range Transportation Plan is handled at the State and the Department of Planning, Zoning and Community will manage the project and consultants. He will have the scope of work in the next few weeks for MPO staff to review. Mr. Nixon reiterated this is a Plan update and will not require the same level of effort needed to create the currently adopted Plan. Mr. Keith Hall asked Mr. Nixon about the deadline date for adoption of the Plan. Mr. Nixon responded the deadline is October 2010; however due to the delayed start of this project it is unlikely the update will be adopted prior to the deadline. He added there are no conformity issues related to the Plan, therefore not meeting the deadline will not create any issues.

Mr. Mike Nixon informed the TAC members about the Proposed FY 2011 UPWP not containing a transit component. Mr. Nixon and Mr. Lenox agreed that the Proposed FY 2011 UPWP Budget Table will be revised to include the Shore Transit – Bus Routing study from the FY 2010 UPWP and narrative should be included in the UPWP Narrative about the project.

Chairman Redden discussed the Beaglin Park Drive study. The County met with the City on the high number of accidents at that location. They are considering several options including signage, speed limit changes and lane changes. The MPO will move forward with the preparation of an RFP for a safety study of Beaglin Park Drive.

Mr. Greg Oliver expressed concern about whether it made sense to conduct the Carrying Capacity study since the State Highway Administration would revisit and reclassify the highway system in the next two years in order to adjust to the U.S. Census results. Following a discussion, it was decided that it would be helpful to conduct the study so the State could have a database.

Mr. Nixon stated that FTA was interested in addressing general issues such as sustainability, livability and climate change. The livability component would relate to bicycle and pedestrian issues. He will provide further details from FTA in the future. Mr. Hall added that the City's Comprehensive Plan recommended the preparation of a Functional Master Plan of Bike and Pedestrian Trails and Paths. In doing so, the Plan would implement that recommendation. It was suggested that it would be good to evaluate the existing trails, as well as to identify any gaps in the network.

Mr. Nixon mentioned that Gary Pusey developed a public participation plan. Federal review agencies make sure that it is abided by. It can be amended.

### **Corridor Studies - Update**

Mr. Hall provided a brief overview of the two corridor studies, as well as the Freight Study, and a RFP currently being advertised for consulting services. The draft of the Riverside Drive Plan will be presented at the next meeting. The Traffic Group is prepared to present to the final report of the Riverside Drive Corridor Study to the TAC. Mr. Hall stated that JMT consulting firm is still working towards the completion of the U.S. Route 13 North/Naylor Mill Road Corridor study, which is anticipated during the summer.

### **Other Business**

Mr. Hall explained that a final draft of the Delmarva Freight Study is expected to be provided by June 30 to meet the MOU deadline; however, follow-up work will be necessary to fully complete the scope of work per the Memorandum of Understanding. Mr. Oliver noted that due to the additional time needed, the consultant would not be able to present the final results of the study until October.

Mr. Hall notified the group about the recently prepared Request For Proposals (RFP) for the new Tri-County Council of the Lower Eastern Shore/ Shore Transit location at the intersection of U.S. Route 50 and Walston Switch Road. The RFP is currently being advertised and has a closing/response date of June 2, 2010. The purpose of this proposed study is to understand the transportation related impacts to U.S. Route 50 and Walston Switch Road as a result of the upcoming relocation of Shore Transit.

Mr. Hall informed the TAC members about staff efforts to prepare a RFP for a Beaglin Park Drive safety study. The purpose of this study is planning related with respect to identifying appropriate steps (non-engineering) necessary to reduce the volume of accidents along a segment of Beaglin Park Drive between N. Park Drive and Glen Avenue.

Mr. Bob Bryant of the Salisbury-Ocean City: Wicomico Regional Airport stated the primary runway is in the process of expanding at the airport to 6,400 feet, which could accommodate 737 Airliners. Additionally, overall air traffic is increasing, which is good news since experiencing declines over the past few years.

### **Next Meeting Date/Adjourn**

Mr. Hall stated that the next meeting of the Technical Advisory Committee is tentatively scheduled for July 14, 2010. Staff will contact TAC members to determine availability and to identify a quorum.

There being no further business, upon a motion by Ms. Tracey Gordy, seconded by Mr. Jim Magill, with all members voting in favor, the meeting adjourned at 2:05 p.m.