

FY 2010 Unified Planning Work Program

**FISCAL YEAR 2010
July 1, 2009 – June 30, 2010**

UNIFIED PLANNING WORK PROGRAM

for the

WILMINGTON METROPOLITAN AREA

Prepared by the staff of the
Wilmington Area Planning Council

The preparation of this document was financed in part with funds provided by the Federal Government, including the Federal Transit Administration and the Federal Highway Administration of the United States Department of Transportation.

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Wilmington Area Planning Council Unified Planning Work Program - FY 2010

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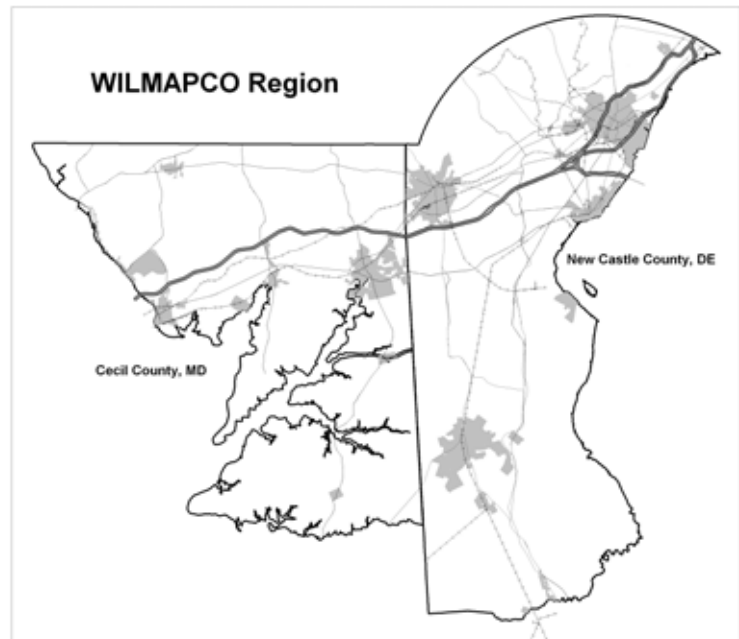
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I INTRODUCTION

The Unified Planning Work Program (UPWP) is a document that includes all planning activities to be performed with funds provided under Title 23, U.S.C. and the Federal Transit Act. The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) requires that metropolitan planning organizations (MPOs), such as the Wilmington Area Planning Council (WILMAPCO), in areas with over 200,000 populations develop a UPWP in cooperation with the State and operators of publicly owned transit. Other sources of federal funds used for planning activities in the region should also be included in the UPWP.

The UPWP discusses the planning priorities facing the metropolitan planning area and should describe all metropolitan transportation and transportation-related air quality planning activities anticipated within the area during the next one- or two-year period, regardless of funding sources or agencies conducting activities, in sufficient detail to indicate who will perform the work, the schedule for completing the work and the products that will be produced.

The WILMAPCO region consists of two counties. The total area is 744 square miles (396 in New Castle County and 348 in Cecil County) with a 2006 population of 662,258. Although the square mileage of the two counties is fairly similar, their population figures are quite disparate: Cecil County had a 2008 population of 103,161, while New Castle County had 532,097. New Castle County is an urbanized county with a density of 1,343 persons per square mile while Cecil County has only 374 persons per square mile.



WILMAPCO's mission is to ensure the implementation of the best multi-modal transportation plan that meets all the requirements mandated by the Federal Clean Air Act and its Amendments (CAAA) and SAFETEA-LU and that promotes the attainment of the Goals for the Region. The Goals, Objectives and Actions arrived at by consensus through the several long-range plan updates are:

❖ **Support Economic Growth, Activity and Goods Movement**

➤ *Objectives:*

- Ensure a Predictable and Adequate Public Investment Program to Guide Private Sector Investment Decisions
- Plan and Invest to Promote the Attractiveness of the Region

❖ **Efficiently Transport People**

➤ *Objectives:*

- Improve Transportation System Performance
- Promote Accessibility, Mobility, and Transportation Alternatives

❖ **Improve Quality of Life**

➤ *Objectives:*

- Protect the Public Health, Safety, and Welfare
- Preserve our Natural, Historic, and Cultural Resources
- Support Existing Municipalities and Communities
- Provide Transportation Opportunity and Choice

WILMAPCO performs its mission by using the Comprehensive, Continuing and Cooperative (3-C) metropolitan transportation system planning process. It serves as a cooperative regional forum for the development of transportation system plans and programs and for the resolution of transportation planning-related issues.

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WILMAPCO is responsible to all the citizens of the region to ensure the implementation of the best transportation plan for the region. Therefore, the WILMAPCO Council is composed of elected officials from state, county and municipal jurisdictions. These elected officials are accountable to their respective citizens. The implementation of the transportation plan is carried out by WILMAPCO's member agencies.

WILMAPCO collects, analyzes and evaluates demographic, land use and transportation-related data and seeks public input to understand the transportation system requirements of the region. Understanding these requirements allows for the development of plans and programs and the implementation of a transportation system that provides for the efficient transport of people, goods and services.

WILMAPCO has developed and updated a long-range Regional Transportation Plan (RTP). The RTP is a regionally based plan encompassing a twenty-year planning horizon and includes all transportation modes. The Transportation Improvement Program (TIP) is a four-year program of capital investments that implements the long-range plan. The RTP is derived from the Vision Goals established for the region and is supported by demographic and land use data to define the transportation system investments. These transportation system investments are periodically tested and updated, and the resulting paradigms are adopted as the twenty-year horizon transportation plan.

WILMAPCO evaluates the RTP within a four-year planning horizon, weighs and prioritizes elements, considers funding sources, and evaluates the potential near-term benefit to the citizens of the WILMAPCO region. The highest priority RTP projects are then incorporated into the TIP for implementation. WILMAPCO, in conjunction with its member agencies, implements these near-term elements of the RTP. In addition, WILMAPCO, as the region's metropolitan planning organization, must approve all federally funded transportation projects in the region and must select projects to be funded with Congestion Mitigation and Air Quality (CMAQ) funds and Urbanized Area Surface Transportation Project (STP) funds.

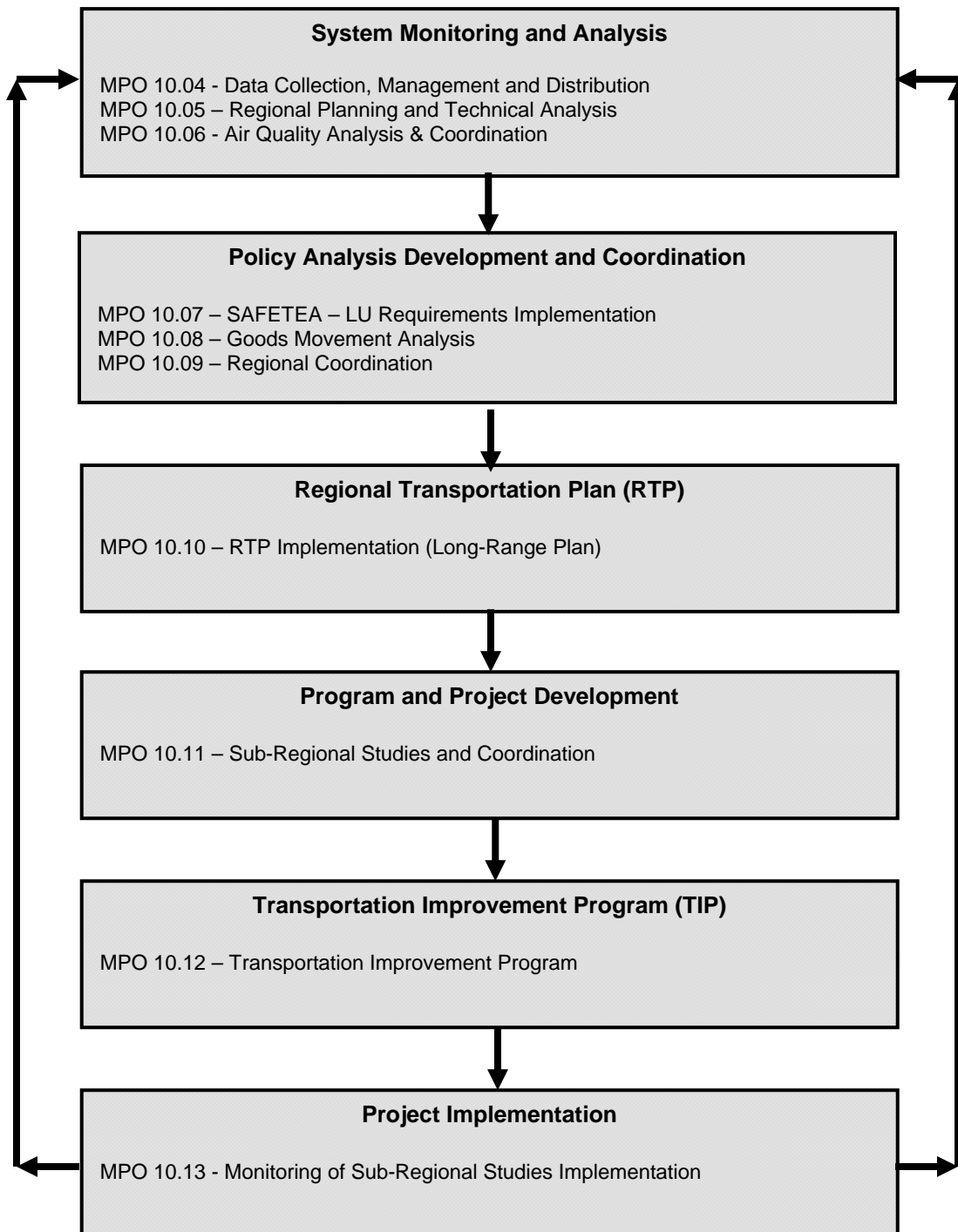
The work tasks in this UPWP are presented in a sequence that reflects the planning process used by WILMAPCO. The first three tasks describe activities that are overarching and permeate all aspects of the planning process. *Administration* provides the underpinnings of WILMAPCO's activities, the *Unified Planning Work Program (UPWP)* task provides for the development and administration of the work plan and budget that guide all of WILMAPCO's activities, and the *General Public Outreach and Education* task provides for public involvement and education throughout the planning process.

The actual planning work is reflected in the remaining work tasks. The following flow chart shows the general flow of the planning process as reflected in the Unified Planning Work Program (UPWP). Data is collected and analyzed and used to inform policy discussions. Policies are determined and incorporated into the long-range regional transportation plan (RTP). The Plan includes policies, actions, and projects that guide the development of studies and plans. The projects that are recommended for implementation in studies and plans are programmed for capital and operating funds in the TIP. Projects programmed for engineering in the TIP are followed by WILMAPCO to provide continuity from the planning process through the engineering process.

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WILMAPCO FY 2010 UPWP

Planning Flow Chart



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II ORGANIZATION

WILMAPCO Council

The policy making body of WILMAPCO is its Council that consists of nine voting members:

1. **Delaware Governor's appointee** – Cleon L. Cauley
2. **Delaware Department of Transportation, Secretary** – Carolann Wicks
3. **Delaware Department of Transportation, Delaware Transit Corporation, Director** – Stephen Kingsberry
4. **City of Wilmington, Mayor** - James M. Baker
5. **New Castle County, County Executive** – Christopher A. Coons
6. **New Castle County, Municipalities representative** – Vance A. Funk III, Mayor, City of Newark
7. **Maryland Governor's appointee** – Donald A. Halligan, Maryland Department of Transportation
8. **Cecil County Commissioners** – James T. Mullin
9. **Cecil County, Municipalities representative** – Joseph L. Fisona, Mayor, Town of Elkton

Technical Advisory Committee (TAC)

The TAC consists of planners and engineers from all WILMAPCO participating agencies. It performs analyses and makes recommendations concerning transportation and land use issues to Council for their approval. The actual technical work is performed by WILMAPCO staff and the TAC member organizations. The TAC elects its own chairperson and vice-chair annually from among its members to serve for a one-year period from fiscal year to fiscal year, subject to approval by the Council. The following is a list of the TAC member agencies and the current representatives:

1. **Cecil County Office of Planning and Zoning** – Anthony J. Di Giacomo
2. **Delaware Department of Natural Resources and Environmental Control** – Philip A. Wheeler
3. **Delaware Department of Transportation** – Gregory Oliver
4. **Delaware River and Bay Authority** – Anna Marie Gonnella Rosato
5. **Delaware Economic Development Office** – Shannon Marchman
6. **Delaware Department of Transportation** – Catherine Smith
7. **Maryland Department of Transportation** – Ian Beam
8. **Maryland Transit Administration** – Leonard Howard
9. **Maryland Department of Planning** – Shawn Kiernan
10. **Maryland State Highway Administration** – Jim Dooley
11. **Maryland Department of the Environment** – Diane Franks
12. **Newark Planning Department** – Michael Fortner
13. **New Castle County Department of Land Use** – John Janowski
14. **State Planning Coordination Office** – Herbert M. Inden
15. **Town of Elkton** – Jeanne D. Minner
16. **Transportation Management Association of DE** – William D. Osborne
17. **Wilmington Department of Planning** – Gwineth Kaminsky Rivera
18. **Wilmington Department of Public Works** – David Blankenship

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Ex-Officio Members:

19. **Federal Transit Administration** – Keith Lynch
20. **Federal Highway Administration** – Kwame Arhin
21. **Federal Environmental Protection Agency** –Martin Kotsch
22. **Amtrak** – Stan Slater
23. **Diamond State Port Corporation** – Randall Horne

Current subcommittees of the TAC are the **Air Quality Subcommittee (AQS)**, the **Congestion Management System (CMS) Subcommittee**, the **Demographic and Data Subcommittee**, the **Goods Movement Working Group**, the **Environmental Justice Working Group**, and the **Nonmotorized Transportation Working Group**.

Public Advisory Committee (PAC)

The Public Advisory Committee (PAC) was organized to include citizen representatives from different geographic areas throughout the WILMAPCO region that have an interest in transportation policy and public involvement. PAC members are recruited from the following groups: civic umbrella groups, business groups, public interest groups, environmental groups, transportation interest groups and agencies that represent diverse populations, such as minorities, the elderly, disabled citizens, and transit-dependent populations.

The PAC assists Council with public outreach by recommending public outreach and involvement strategies; reviewing WILMAPCO publications for clarity, effectiveness and user friendliness; serving as a liaison between Council and the public for the distribution of WILMAPCO publications and information; advising Council on the needs for public education regarding WILMAPCO and regional transportation policies; and advising Council on the effectiveness of public outreach for Action Items.

Members of the PAC were recommended by the Executive Director and appointed by the Council to serve for a term of no more than three (3) years and may be reappointed by the Council for an additional term. The PAC elects its own chair and vice-chairperson annually from among its members for a term of one year from fiscal year to fiscal year, subject to approval by the Council.

The current membership of the PAC is as follows:

1. AAA
2. AARP
3. Bear Glasgow Council
4. Cecil County – three (3) representatives
5. Cecil County Board of Realtors
6. Cecil County Chamber of Commerce
7. Centreville Civic Association
8. City of New Castle
9. City of Newark
10. City of Wilmington – two (2) Representatives
11. Civic League for New Castle County
12. Claymont Community Coalition
13. Committee of 100
14. Delaware Greenways
15. Delaware State Chamber of Commerce
16. Delmarva Rail Passengers Association
17. Elderly & Disabled Transit Advisory Committee (EDTAC)
18. Latin American Community Center
19. League of Women Voters
20. Milltown-Limestone Civic Alliance
21. Neighborhood House, Inc.
22. New Castle County Chamber of Commerce
23. Pike Creek Civic League
24. Southern New Castle County
25. Southern New Castle County Alliance
26. Urban Environmental Center
27. White Clay Bike Club

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WILMAPCO Staff

The day-to-day operations of the agency are performed by the WILMAPCO staff, with technical expertise in transportation systems planning and other related areas. The staff, in conjunction with WILMAPCO's member agencies, collects, analyzes and evaluates demographic, land use, and transportation data to understand the transportation system requirements of the region. They also prepare materials for use at TAC, PAC and Council meetings as well as any existing sub-committee meetings.

The professional staff members participate in all WILMAPCO meetings and provide expertise as needed. In addition, they represent the agency at other meetings of importance to planning activities within the region.

The current staff members are:

Tigist Zegeye, Executive Director

Heather Dunigan, Principal Planner

Daniel S. Blevins, Principal Planner

Dave Gula, Senior Transportation Planner

William Swiatek, Senior Transportation Planner

Tamika Graham, Transportation Planner

Randi Novakoff, Transportation Planner

Janet Butler, Executive Assistant

Janet Jasinski, Administrative Secretary

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III FY 2010 UPWP FINANCIAL INFORMATION

**FY 2010 UPWP FUNDING ANALYSIS
TOTAL FUNDS AVAILABLE
and
TOTAL CASH COMMITMENT**

SOURCE	COST SHARE	CASH SHARE	IN-KIND MATCH
DELAWARE			
FHWA	\$1,185,470	\$1,185,470	
FTA	\$275,277	\$275,277	
STATE	\$182,593	\$55,000	\$127,593
NEW CASTLE COUNTY	\$156,081	\$31,500	\$124,581
CITY OF WILMINGTON	\$26,513	\$11,796	\$14,717
MARYLAND			
FHWA	\$31,065	\$31,065	
FTA	\$10,802	\$10,802	
STATE	\$5,234	\$5,234	
CECIL COUNTY	\$5,234	\$2,200	\$3,034
TOTAL	\$1,878,269	\$1,608,344	\$269,925

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FY 2010 UPWP FUNDING OUTLINE

Task #	Task Description	Cash Activity	In-Kind Activity	Total
MPO 10.01	Administration	\$284,495	\$63,775	\$348,270
MPO 10.02	Unified Planning Work Program (UPWP)	\$40,459	\$10,553	\$51,012
MPO 10.03	Public Outreach & Public Education	\$130,378	\$34,008	\$164,387
MPO 10.04	Data Collection, Management & Distribution	\$153,361	\$13,267	\$166,628
MPO 10.05	Regional Planning & Technical Analysis	\$117,999	\$20,345	\$138,344
MPO 10.06	Air Quality Analysis & Coordination	\$35,771	\$9,331	\$45,102
MPO 10.07	SAFETEA-LU requirements Implementation	\$37,435	\$9,765	\$47,199
MPO 10.08	Good Movement Analysis	\$57,239	\$11,018	\$68,257
MPO 10.09	Regional Coordination	\$91,975	\$23,991	\$115,966
MPO 10.10	RTP Implementation	\$143,810	\$16,505	\$160,314
MPO 10.11	Sub-Regional Studies and Coordination	\$261,965	\$25,814	\$287,780
MPO 10.12	Transportation Improvement Program (TIP)	\$66,824	\$17,431	\$84,255
MPO 10.13	Monitoring of Sub-Regional Study Implementation	\$54,141	\$14,122	\$68,263
TOTAL		\$1,475,852	\$269,925	\$1,745,777
Vacation and Holiday		\$132,492		\$132,492
Grand Total		1,608,344	\$269,925	\$1,878,269

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WILMAPCO Consultant Costs (included in cash activity above)

MPO 10.01	BOOKKEEPING	\$40,000
MPO 10.04	CECIL COUNTY TRAFFIC DATA COLLECTION	\$15,000
MPO 10.04	CECIL COUNTY TRAVEL TIME DATA COLLECTION	\$12,500
MPO 10.04	NCC INTERSECTIONS	\$25,000
MPO 10.04	REGIONAL MODEL DEVELOPMENT AND SUPPORT	\$15,000
MPO 10.04	GIS ASSISTANCE PERFORMED BY CADSR	\$20,000
MPO 10.04	PUBLIC OPINION SURVEY	\$15,000
MPO 10.05	UNIVERSITY OF DELAWARE	\$40,000
MPO 10.08	GOODS MOVEMENT ANALYSIS	\$15,000
MPO 10.11	WILMINGTON INITIATIVES PUBLIC OUTREACH AND MANAGEMENT	\$48,000
MPO 10.11	CHESAPEAKE CITY ZONING ORDINANCE	\$35,000
MPO 10.11	TOWN OF ELKTON BICYCLE PLAN	\$10,000
MPO 10.11	AIR QUALITY ACTION TRANSIT PARTNERS PROGRAM	\$20,000
MPO 10.11	TOWN OF PERRYVILLE TOD	\$35,000
		<u>\$345,500</u>

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FY 2010 UPWP IN-KIND ACTIVITIES

Value of in-kind activities, by task, to be performed by member-agencies to fulfill matching share requirement (see charts on pages III-1 and III-2).

TASK #	TASK DESCRIPTION	STATE OF DELAWARE	NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	TOTAL
MPO 10.01	Administration	\$30,146	\$29,435	\$717	\$3,477	\$63,775
MPO 10.02	Unified Planning Work Program (UPWP)	\$4,989	\$4,871	\$119	\$575	\$10,553
MPO 10.03	Public Outreach & Public Education	\$16,076	\$15,696	\$382	\$1,854	\$34,008
MPO 10.04	Data Collection, Management & Distribution & Consultant (see below)	\$6,271	\$6,123	\$149	\$723	\$13,267
MPO 10.05	Regional Planning & Technical Analysis	\$9,617	\$9,390	\$229	\$1,109	\$20,345
MPO 10.06	Air Quality Analysis & Coordination	\$4,411	\$4,307	\$105	\$509	\$9,331
MPO 10.07	SAFETEA-LU Requirements Implementation	\$4,616	\$4,507	\$110	\$532	\$9,765
MPO 10.08	Good Movement Analysis & Consultant (see below)	\$5,208	\$5,085	\$124	\$601	\$11,018
MPO 10.09	Regional Coordination	\$11,340	\$11,073	\$270	\$1,308	\$23,991
MPO 10.10	RTP Implementation	\$7,802	\$7,618	\$186	\$900	\$16,505
MPO 10.11	Sub-Regional Study & Coordination	\$12,202	\$11,914	\$290	\$1,407	\$25,814
MPO 10.12	Transportation Improvement Program (TIP)	\$8,239	\$8,045	\$196	\$950	\$17,431
MPO 10.13	Monitoring of Sub-Regional Study Implementation	\$6,676	\$6,518	\$159	\$770	\$14,122
	TOTAL	\$127,593	\$124,581	\$3,034	\$14,717	\$269,925

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IV FY 2010 WORK TASKS - WILMAPCO

MPO 10.10 - ADMINISTRATION

10.01.01 – General Administration

ADMINISTRATOR: WILMAPCO Staff

This task includes all office management functions including purchasing all supplies, office equipment and computer equipment, maintaining equipment and facilities and developing the most cost-effective and efficient methods of providing the necessary support for staff, member agencies and the public. This task also includes updating and maintaining WILMAPCO's database of interested citizens, consultants, state and local officials, and committee members. In addition, weekly staff meetings keep staff informed of WILMAPCO activities and provide direction and the exchange of ideas.

10.01.02 – Financial Administration

ADMINISTRATOR: Janet Butler, Executive Assistant and Tigist Zegeye, Executive Director

This task includes all financial and accounting functions including preparation of monthly Financial Status Reports and monthly billing reports. This task also provides for annual audits, annual budget development and monitoring, and coordination with federal fund administrators.

\$40,000 Bookkeeping

10.01.03 – Personnel Administration

ADMINISTRATOR: Janet Butler, Executive Assistant and Tigist Zegeye, Executive Director

This task includes all personnel functions including recruiting and hiring of new personnel, maintaining personnel records, coordinating employee evaluations, administering employee benefits programs, and performing all payroll functions including preparation of all tax returns, W-2s and 1099s.

10.01.04 – Support for Council, Committees and Subcommittees

ADMINISTRATORS:

***Council:** Tigist Zegeye, Executive Director*

***Technical Advisory Committee:** Heather Dunigan, Principal Planner*

***Public Advisory Committee:** Dave Gula, Senior Planner*

***Air Quality Subcommittee:** William Swiatek, Senior Transportation Planner*

***Congestion Management System Subcommittee:** Daniel Blevins, Principal Planner*

***Demographics and Data Subcommittee:** Daniel Blevins, Principal Planner*

***Non-Motorized Transportation Working Group:** Heather Dunigan, Principal Planner*

***Goods Movement Working Group:** Daniel Blevins, Principal Planner*

***Environmental Justice Working Group:** William Swiatek, Senior Transportation Planner*

The Council, with the support of the advisory committees, determines WILMAPCO policy, approves the expenditure of federal transportation funds in the WILMAPCO region, and oversees staff planning and agency coordination activities. Staff efforts ensure that the Council and the supporting advisory committees function effectively, that materials and information are developed on a timely basis to support council decisions, and that public meetings are regularly held. This task includes time and expenses for staff preparation and attendance at all WILMAPCO Council, committee and sub-committee meetings including development of materials (agendas, minutes, reports) as well as mailings.

10.01.05 – Staff Training and Education

ADMINISTRATOR: WILMAPCO Staff

Ongoing staff training includes attendance at conferences, seminars and training sessions. Employee training needs are also identified and appropriate classes and/or training programs are made available to employees to enhance their skills.

10.01.06 – Other

ADMINISTRATOR: Janet Butler, Executive Assistant

Other administrative tasks as identified.

OUTCOME AND FINAL PRODUCT: Efficient operation of the WILMAPCO Council and offices, accurate financial and budget information, efficient personnel administration, well-staffed committees provided with all necessary information to perform their functions, effective staff communications and knowledgeable, well-trained staff.

SCHEDULE: FY 2010

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TASK TYPE: Recurring

PUBLIC PARTICIPATION: All WILMAPCO Council, committee and subcommittee meetings are open to the public and databases are maintained to ensure that as many people as possible are kept informed of WILMAPCO activities. All financial reports are made available to the public at TAC and Council meetings or by request.

BENEFIT: Optimal utilization of planning funds by ensuring that WILMAPCO is run efficiently, cost effectively and within budget and with well-trained and educated staff and informed committees.

PARTICIPANTS: WILMAPCO Staff

TOTAL COSTS:

Resource Allocation		WILMAPCO		\$244,495
		IN-KIND SERVICES		\$63,775
		CONSULTANT		\$40,000
		TOTAL		\$348,270
Cost Allocation				
	Cash	In-Kind	Total	
FHWA DE	209,694	0	209,702	
FTA DE	48,693	0	48,693	
FHWA MD	5,495	0	5,495	
FTA MD	1,911	0	1,911	
Delaware	9,729	30,146	39,875	
Maryland	926	0	926	
New Castle County	5,572	29,435	35,007	
Cecil County	389	717	1,106	
City of Wilmington	2,087	3,477	5,564	
TOTALS	284,495	63,775	348,270	

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MPO 10.02 - UNIFIED PLANNING WORK PROGRAM (UPWP)

10.02.01 – UPWP Preparation

ADMINISTRATOR: Tigist Zegeye, Executive Director, Janet Butler, Executive Assistant, STAFF
WILMAPCO, in cooperation with the states of Delaware and Maryland and operators of publicly owned transit, develops a UPWP to meet the requirements of 23 CFR Part 420, sub-part A that states, "In urbanized areas with populations of 200,000 or more, the states' Metropolitan Planning Organization (MPO) shall develop a UPWP, which describes urban transportation and transportation-related air quality planning activities anticipated in the metropolitan area during the next one- or two-year period including all planning work to be performed regardless of funding source or the agencies conducting activities. The UPWP will also indicate who will perform the work, the schedule for completing it, and its products." This task provides for the development of the FY 2010 UPWP by the WILMAPCO staff.

10.02.02 – UPWP Administration

ADMINISTRATOR: Tigist Zegeye, Executive Director and Janet Butler, Executive Assistant
This task provides for the administration of the UPWP throughout the fiscal year including distribution of the document, preparation of funding agreements, contract administration, and preparation of proposed amendments and updating the document as required.

10.02.03 – Other

ADMINISTRATOR: Tigist Zegeye, Executive Director and Janet Butler, Executive Assistant
Other UPWP tasks as identified.

OUTCOME AND FINAL PRODUCT: The FY 2010 Unified Planning Work Program will contain documentation of all transportation planning activities in the WILMAPCO region.

SCHEDULE:

Project ideas for Staff to perform in FY 2010 due by	February 20, 2009
Draft Review by TAC and PAC	March 2009
Draft UPWP 30-Day Public Comment Period	April 7, 2009 – May 7, 2009
Final Draft Approval by TAC and PAC	April 2009
Council Approval	May 2009
Submission to DelDOT and MDOT	May 2009
Implementation	July 1, 2009

TASK TYPE: Recurring

PUBLIC PARTICIPATION: The public is invited to attend all TAC and PAC meetings during the development of the UPWP and the final draft will be available for public review from April until adoption by the Council in May. The public review period will be advertised in local newspapers.

BENEFIT: A document that guides planning activities in the Wilmington metropolitan region.

PARTICIPANTS: WILMAPCO Staff, TAC, PAC and Council

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TOTAL COSTS:

Resource Allocation	WILMAPCO	\$40,459	
	IN-KIND SERVICES	\$10,553	
	CONSULTANT	\$0	
	TOTAL	\$51,052	
Cost Allocation	Cash	In-Kind	Total
FHWA DE	29,821	0	29,821
FTA DE	6,925	0	6,925
FHWA MD	781	0	781
FTA MD	272	0	272
Delaware	1,384	4,989	6,372
Maryland	132	0	132
New Castle County	792	4,871	5,663
Cecil County	55	119	174
City of Wilmington	297	575	872
TOTALS	40,459	10,553	51,052

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MPO 10.03 - PUBLIC OUTREACH AND PUBLIC EDUCATION

OBJECTIVE AND TASK DESCRIPTION: Provides for public education and participation in transportation planning decisions in the WILMAPCO region. Federal and State transportation planning laws and regulations require public involvement in the process. These requirements reflect the fact that transportation decisions are more likely to be effective, add value to the surrounding communities, and be implemented in a timely manner when the public is involved in the process.

This task provides for the staff time for general public involvement in the transportation planning process at WILMAPCO. In addition to the specific sub-tasks described below, this task also provides for staff time to make presentations and brief interested groups and elected officials; participate in public meetings and workshops; and general staff liaison and coordination of work with other agencies and groups. Individual planning efforts and their public involvement activities are budgeted in those specific work tasks later in this document.

10.03.01 - Public Meetings and Outreach

ADMINISTRATOR: Randi Novakoff, Transportation Planner, Janet Butler, Executive Assistant, Tigist Zegeye, Executive Director, Staff

- A. **General Public** - Staff will identify organizations and individuals representing a broad spectrum of community interests and encourage their participation in the transportation planning process. This will include working to identify new stakeholders and underserved populations within the region. It will also include developing relationships and partnerships with communities through presentations made to civic, county, municipal and other stakeholder groups; participation in community activities such as festivals, workshops, and summer camps; and through distribution of WILMAPCO literature at several locations and events. Different public outreach formats will be used to promote events and documents including: public meetings, workshops, walking workshops, and charrettes. Meetings will also be held in a variety of ADA compliant locations to reach a wider audience. Each project will use an array of formats to meet the needs of the community and staff will create incentives for public participation such as giveaway items distributed at WILMAPCO outreach activities.
- B. **Targeted Audiences** - Public participation strategies will be developed that fit the audience and the issues, rather than using a "one size fits all" approach. Staff will strive to understand the interests and concerns of target audiences in order to determine the most relevant content and most efficient ways to communicate with each segment. Staff will target specific audiences, go where people are, and participate in events targeted to those audiences.

10.03.02 - Development of Public Information Documents

ADMINISTRATOR: Randi Novakoff, Transportation Planner, Tigist Zegeye, Executive Director, Staff

Brochures, booklets and pamphlets will be developed to promote general WILMAPCO efforts as well as individual tasks. Supplemental guides may also be created to provide more detailed information regarding topics such as: air quality, the TIP process and the RTP Update. Transportation planning information will be conveyed in language and context that is easily understandable to the lay citizen. Acronyms, abbreviations, and jargon will be kept to a minimum and all necessary background information on documents prepared will be provided to ease understanding of transportation planning processes and programs. Easy to understand documents will be developed explaining steps in the planning process and typical timelines involved. Real examples and success stories will be used to demonstrate how public ideas have influenced planning outcomes. Staff will develop literature that promotes awareness of WILMAPCO's achievements and capabilities.

10.03.03 – Newsletter and E-News

ADMINISTRATOR: Randi Novakoff, Transportation Planner, Janet Butler, Executive Assistant, Tigist Zegeye, Executive Director, Staff

A quarterly newsletter on transportation issues, plans and projects will be produced and distributed to a database of interested parties to provide information on WILMAPCO and member agency activities. In addition, a monthly electronic newsletter will be sent out with current meeting information and brief stories of interest to our e-mail address list. A special effort will be made in our newsletters to include examples of the impact our public has had on our transportation planning progress.

10.03.04 - Development of Multimedia presentations

ADMINISTRATOR: Randi Novakoff, Transportation Planner, Staff

To expand the public's awareness of WILMAPCO, staff will develop various presentations to educate the public on the importance of their involvement in the transportation planning process. Various PowerPoint slide presentations will be created to show to civic and community groups, city, town and county council meetings, and other interested organizations. These presentations will focus on several topics, including the TIP development process, interregional coordination and possible freight studies.

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10.03.05 - Webpage Management

ADMINISTRATOR: William Swiatek, Senior Transportation Planner, Janet Butler, Executive Assistant, Staff
Maintain, update and continue to improve the WILMAPCO webpage, which provides information including meeting dates, times, locations, and agendas for upcoming Council, Committee, Subcommittee and other related meetings; publishes and makes available WILMAPCO's plans and studies; and informs the public about opportunities to participate. The webpage also provides access to the UPWP, the TIP, the RTP and other planning documents, as well as planning data and maps; and provides another method of presenting information and receiving comments on draft documents and planning activities in the region.

10.03.06 - Maintaining the School Children Education Program

ADMINISTRATOR - Randi Novakoff, Transportation Planner

A School Children's Transportation Program was developed in 2001 and adjustments have been made to improve its effectiveness. Staff will continue to work with other local schools, to introduce the concept of multimodal transportation alternatives and the goals of WILMAPCO's RTP to children in elementary and middle schools, prior to them obtaining a drivers license. On-going maintenance will include monitoring the program's effectiveness; updating it following feedback from students and teachers; expanding the program to schools throughout our region; and promoting the program by coordinating teacher's in-service day workshops, participating in educational cluster sessions, GIS day and other educational activities. Other school programs, such as Safe Routes to Schools, and TMA's School Pool, can be promoted as an element of the existing program or as an additional feature.

10.03.07 - Media Relations Coordination

ADMINISTRATOR – Randi Novakoff, Transportation Planner and Staff

This task requires contacting various media outlets (radio, television, newspapers) to promote meetings, events, major policy issues, document changes and staffing changes relevant to WILMAPCO. It includes writing press releases to support public involvement, submitting editorials to local papers, and encouraging radio and TV interviews on talk shows to promote specific issues. Public involvement for individual technical products and tasks are referenced in each of the individual task descriptions throughout the UPWP. The work on public outreach and educational efforts under this task will be generally guided by the policy advice of the Public Advisory Committee.

10.03.08 - Coordination with Other Agencies on Public Outreach

ADMINISTRATOR – Randi Novakoff, Transportation Planner and Staff

Staff will coordinate public involvement activities with other jurisdictions and agencies particularly those focused on transportation. This will include participating in local conferences and events by exhibiting display booths focused on specific projects or general WILMAPCO activities. It will also include conducting seminars and conferences that educate target audiences on design, development, and technology advances furthering WILMAPCO's goals. Staff will participate in the development and scoping of a variety of plans and studies that further the goals and strategies of the RTP. Staff will also conduct legislative briefings for area elected officials as determined by community and area planning advisory committees or major funding or policy changes.

10.03.09 – Air Quality Public Outreach

ADMINISTRATOR – Randi Novakoff, Transportation Planner and William Swiatek, Senior Transportation Planner

This task provides for the oversight of the outreach efforts to the public and our legislators to educate them on the seriousness of our air quality situation. This will include managing an outreach program, designed to raise the public's awareness of the health risks and what can be done statewide in Delaware, and across New Castle and Cecil counties to improve the air quality. Staff will also look to develop new outlets to circulate our message including exploring new partnerships with neighboring air quality organizations such as the Clean Air Partners in the Baltimore metropolitan area. Participation will include PowerPoint presentations, brochures, newsletters, and possible multi-media strategies promoting the Air Quality Partnerships of Delaware and Pennsylvania. Federal and local grants will be solicited to fund outreach efforts approved by the Air Quality Partnership. This fiscal year staff will participate in the Air Quality Action Transit Partners Program and will provide technical and financial assistance. For more information about the program, please refer to MPO 10.11.04.

10.03.10 – Environmental and Transportation Justice Outreach

ADMINISTRATOR – Randi Novakoff, Transportation Planner and William Swiatek, Senior Transportation Planner

With the PAC, strategies will be developed for engaging minority, low-income, elderly, disabled, households without an automobile, low-literacy and Limited-English speaking communities in the transportation decision-making process. Strategies will also be developed to reduce the participation barriers these Environmental Justice and Transportation Justice Communities often experience. Staff will attend and help organize expos, exhibits and conferences to better engage and understand the evolving needs of these constrained populations.

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10.03.11 – Public Participation Plan Evaluation

ADMINISTRATOR: Randi Novakoff, Transportation Planner

WILMAPCO's Public Participation Plan will be evaluated annually to determine the effectiveness of WILMAPCO's public outreach efforts. A matrix will be developed that will tabulate how many of the Plan's objectives were met. This information will be used to establish a base year that subsequent years will be compared to. Effective outreach strategies will be continued and encouraged while less effective strategies decreased or eliminated. Feedback from the PAC and the general public will be sought to improve the effectiveness of WILMAPCO's outreach efforts and the Public Participation Plan.

10.03.12 – Other

ADMINISTRATOR: Randi Novakoff, Transportation Planner

Other Public Outreach tasks as identified.

OUTCOME AND FINAL PRODUCT: A process and products that educate the public regarding transportation plans/processes in the region and that encourage citizen initiative, involvement, and comment. Educational programs and events designed to educate the citizens in New Castle County and Cecil County regarding transportation planning and programming.

SCHEDULE: FY 2010

TASK TYPE: Recurring

PUBLIC PARTICIPATION: The public is invited to attend all TAC and PAC meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases and media relations work with local newspapers and radio and television stations. A Calendar of Events will be published quarterly and will include dates, times and locations of all regular WILMAPCO Council, TAC, PAC and subcommittee meetings, as well as special project meetings.

BENEFIT: A better-informed public who will be more equipped to make intelligent and responsible transportation decisions and a transportation system that better serves the needs of the public.

PARTICIPANTS: General Public, WILMAPCO, PAC

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$130,378
	IN-KIND SERVICES		\$34,008
	CONSULTANT		\$0
	TOTAL		\$164,387
Cost Allocation	Cash	In-Kind	Total
FHWA DE	96,099	0	96,099
FTA DE	22,315	0	22,315
FHWA MD	2,518	0	2,518
FTA MD	876	0	876
Delaware	4,459	16,076	20,534
Maryland	424	0	424
New Castle County	2,554	15,696	18,250
Cecil County	178	382	561
City of Wilmington	956	1,854	2,810
TOTALS	130,378	34,008	164,387

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MPO 10.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

OBJECTIVE AND TASK DESCRIPTION: To develop, research, and analyze data that assists member agencies and the public with understanding the demographic, economic, and transportation planning issues confronting the WILMAPCO region. This task will result in a number of analytical reports on various issues, the analysis for different studies and plan implementation, and the development of projects for the Transportation Improvement Program (TIP).

Under this task, WILMAPCO staff will also provide technical assistance to member agencies, organizations, businesses and residents, as requested.

10.04.01 - Data Collection

ADMINISTRATOR: *Daniel Blevins, Principal Planner, William Swiatek, Senior Transportation Planner*

In order to produce more useful analysis tools, specific data must be collected on a more frequent basis. Data collection activities will include:

- Traffic data collection in Cecil County and New Castle County. This task will include turning movement counts (vehicle volumes at identified intersections during peak morning and evening periods to ascertain overall intersection level of service ratings) and other traffic data collection, as needs are identified. The data collected will serve as input into the WILMAPCO Congestion Management System (CMS) and other analyses. **\$15,000 is budgeted for consultant support in traffic data collection in Cecil County and \$25,000 is budgeted in New Castle County.**
- Roadway Travel Time runs will continue in New Castle County (funded through DelDOT) and in Cecil County. The travel time runs will collect travel speed and delay data on major roadways in our region and will serve as a primary input into the WILMAPCO Congestion Management System (CMS). **\$12,500 is budgeted for consultant support in roadway travel time data collection in Cecil County.**
- Additional traffic counts will be done in Cecil County, to help analyze both current and future transportation needs. Specific locations will be determined as part of this task in cooperation with MDOT and Cecil County.
- Travel demand data for use in planning activities such as the CMS and the long-range regional transportation plan (RTP) will be generated and maintained.
- Information on pedestrian travel will be collected for use in planning and project analysis and other uses as needed.

Total = \$52,500 consultant

10.04.02 - Data Updating, Management and Acquisition

ADMINISTRATORS: *Daniel Blevins, Principal Planner and Staff*

This task includes recurring efforts such as the development of population and employment estimates and geographic information system management. This task also includes technical assistance to member agencies and reflects the needs that member agencies have identified during the Unified Planning Work Program development.

- **Population and Employment Estimates**

To provide location-specific, accurate population estimates, future population and employment projections, and housing and employment data by traffic analysis zones (TAZs) for use in the regional transportation planning process. Estimates and projections in this task will be based on the most current Delaware Population Consortium, Maryland Office of Planning, New Castle County and Cecil County data. Data derived from this task will be utilized in transportation network modeling, land use simulation models, analysis of sub-regional projects and studies, and the future updates of the WILMAPCO Regional Transportation Plan (RTP).

- **Geographic Information Systems**

A regional Geographic Information Systems (GIS) database will be coordinated by staff to better organize and maintain the vast amounts of spatially related data developed by member agencies. The database will make the management and tracking of transportation project status, development patterns, and demographic data, among others, much easier to comprehend. The following contains a listing and abbreviated description of some of the components of the regional GIS development:

- Annual Travel Time and Delay data for all major arterials/freeways in New Castle and Cecil Counties
- Annual Park and Ride Usage

1. Staff will maintain, update, and map a project database so that projects can be listed, tracked and utilized by WILMAPCO's GIS. The database will include projects from the Transportation Improvement Program (TIP) and projects contained in the Regional Transportation Plan (RTP) constrained projects.
2. Staff will work with New Castle County, Cecil County, DelDOT, and MDOT to compile GIS road

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coverages including classification, AADT, capacity and other transportation-related data elements, including land use and zoning data for planning purposes. **\$20,000** is budgeted for various work performed by John Laznik, Dave Racca and Ed Ratledge, University of Delaware, i.e. crash analysis, geocoding, GIS help, survey data, employment forecasting etc... to supplement WILMAPCO staff time.

- **Data Acquisition**

In order for WILMAPCO to continue producing its regional performance-based documents, large amounts of data are required for their development. As a result, WILMAPCO relies on its member agencies to provide several data items delivered in a timely manner to allow for staff to produce the desired outcomes. In order to better serve the needs of our planning activities, a list of the needed data from member agencies is provided below:

Data	Description	County	Responsible Agency	Delivery Date
2008 Traffic Count Data	GIS file of 2007 Average Annual Daily Traffic Volumes (AADT) and associated roadway characteristics (i.e. speed limit, lane width, shoulder width, etc.)	New Castle	DeIDOT	May 2009
Raw Traffic Collection Data	Tabular/GIS file of all traffic data collected during calendar year 2008. This includes all permanent count locations, counts collected from individual studies and classification counts collected at various individual locations	New Castle	DeIDOT	May 2009
Pavement Conditions	Tabular data file of roadway conditions during FY 2009. Includes: - NCC: Total centerline miles and quality rated either Good, Fair or Poor - Cecil: Total centerline miles and quality rated either Very Good, Good, Fair, Mediocre or Poor	New Castle/ Cecil	DeIDOT/ MDSHA	August 2009
Bridge Inventory and Conditions	Tabular/GIS file of all Bridges with each county in the region and their status (Structurally Deficient and Functionally Obsolete) for FY 2009	New Castle/ Cecil	DeIDOT/ MDSHA	August 2009
Annual Crash Statistics	GIS file of all reported crashes and associated attribute data for calendar year 2008	New Castle	DeIDOT	May 2009

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Data	Description	County	Responsible Agency	Delivery Date
Annual Transit Ridership	Tabular data consisting of transit operations statistics (Monthly and Annual): <ul style="list-style-type: none"> - Total Transit Ridership by service type and route - On-Time performance for paratransit and fixed route services - Transit costs per trip for paratransit and fixed route services - Total Annual Route Mileage for paratransit and fixed route services 	New Castle	DTC	August 2009
Completed Projects- FY 2009	GIS file of all projects completed during the fiscal year	New Castle	DeIDOT	August 2009
EZ Pass/MTag Usage	Tabular file of Monthly/Annual totals at all toll collection facilities including: <ul style="list-style-type: none"> - SR 1 & Dover, Smyrna, Denney Rd. Biddles Corner and Boyd's Corner Rd. - I-95 @ DE/MD Line - I-95 @ Kent/Cecil Border 	New Castle/ Cecil	DeIDOT/ MDSHA	August 2009
Transit Data	Updated GIS files for DTC bus stops, transit routes and headways	New Castle	DTC	August 2009
Air Quality Data	Tabular speed vs. emission data for ozone and PM2.5. In addition, GIS shapefiles of each benchmark year (including base year), containing Model AADT, VMT, VHT, emissions and truck volumes	New Castle	DeIDOT	With each model run
Parcel Data	Updated GIS file for parcels in New Castle County, with descriptive attribute data, including the number of units per parcel	New Castle	NCC-LU	October 2009

Regional Model Development and Support

ADMINISTRATOR: Daniel Blevins, Principal Planner

- Funding for additional Model Development and Calibration. Effort needed to continue to incorporate relevant truck/rail traffic data into their travel demand model to help facilitate better investment decisions. Funding allows for periodic reviews that should be performed to ensure all base year model inputs are based on the most recent data collection activities. Travel demand data for use in planning activities such as the CMS and the long-range regional transportation plan (RTP) will be generated and maintained. **\$15,000 is budgeted for consultant support.**

Total = \$35,000 consultant

10.04.03 - Data Distribution and Local Planning Support

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ADMINISTRATOR: Daniel Blevins, Principal Planner, William Swiatek, Senior Transportation Planner, Tamika Graham, Transportation Planner

Staff will provide technical data to WILMAPCO member agencies, local municipalities and other entities. The data provided typically includes traffic counts, accident data, demographic projections, and data developed for the RTP. Staff will work with member agencies to improve data collection activities. The following are some anticipated data management and distribution projects:

- Maintain a WILMAPCO Data Clearinghouse for regional data provided by member agencies and other sources that will be accessible via the WILMAPCO website and by request. The clearinghouse will function as a common site for data to be shared/exchanged between various groups to improve data gathering for various activities. Data such as population/employment projections, roadway network coverages, municipal boundaries, annual transit ridership figures, and other data sets will be listed on the site. The data will be accessible by direct downloading from the website, links to other websites containing the listed data, or by submitting a request to WILMAPCO staff for the data. This format also allows for accommodating individual public data requests.
- Produce a series of WILMAPCO Data Reports containing data, maps and other information pertaining to the region. The document will be accessible by direct downloading from the website and hardcopy by request.
- Develop a summary of travel time data and analyze its impact on various parts of our region. Utilizing existing data, the project will illustrate short-term and long-term shifts in travel times and the possible implications for transportation planning activities.
- Support planning exercises for local municipalities and civic groups through the provision of specialized planning information and data products.
- Accommodate individual requests from the public, providing data in a variety of formats.

10.04.04 - Public Opinion Survey

ADMINISTRATOR: Randi Novakoff, Transportation Planner

The Public Opinion Survey asks questions about the effectiveness of actions from the RTP and provides data on the public perception of transportation facilities and services. The results are used to monitor public concerns and opinions on RTP strategies, and awareness of WILMAPCO. It also serves as a performance measure in the Annual Progress Report. A separate survey has been designed for Cecil County to provide annual transportation mode data. This will be used in conjunction with the data we currently receive from DelDOT and other Delaware transportation agencies. The Cecil County public opinion survey will be conducted annually during the month of June with results available in July. The New Castle County survey is conducted in concurrence with the RTP updates, once every four years. Both surveys allow WILMAPCO to track the opinions of our residents over time, to identify trends, and provide direction for our policies. The surveys also provide comparison data regarding topics such as: which alternative modes of transportation are most favored; what are the most effective methods to improve our transportation system; should land use, growth and development be controlled; and how much does the public know about WILMAPCO. Results are then used, in conjunction with other outreach efforts, to set policies for future planning efforts. **\$15,000 is budgeted for the consultant support.**

10.04.05 – Other

ADMINISTRATOR: Daniel Blevins, Principal Planner

Other data collection, management, and distribution tasks as identified.

OUTCOME AND FINAL PRODUCT:

Staff, with consultant assistance, will produce a series of annual population and employment estimates for the region that will serve as inputs for updates of the RTP, TIP, transportation network model, and subsequent sub-regional transportation plans. Additional products may include reports such as a project summary report that includes findings resulting from the project and an evaluation of project results, data limitations, problems and methods needed to resolve them. Staff will produce a comprehensive GIS database containing, among other elements: upcoming TIP projects, intersection data, roadway geometry data, traffic volumes, population and employment data, proposed development listings, and travel demand forecasts. Staff will maintain the regional data clearinghouse, and produce spreadsheets and maps of available data as requested. Demographic data will also be produced to identify targeted populations for environmental justice analysis and outreach.

SCHEDULE: FY 2010

TASK TYPE: Recurring

PUBLIC PARTICIPATION: There is a 30-day public comment period on all population and employment numbers. The public is invited to attend all TAC and PAC meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized

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through press releases, the WILMAPCO website, and media relations work with local newspapers and radio and television stations.

BENEFIT: Knowledgeable member agencies and citizens better able to contribute to the planning process; increased use of sophisticated demographic data in the planning process; and more accurate travel models that promote better plan development. Population and Employment estimates will provide a useful tool for updating and monitoring the WILMAPCO RTP, network model, and other regional and sub-regional transportation planning needs. This task will also provide reports and/or maps as requested for specific uses such as travel and demographic data analysis and area study GIS maps. Activities will be better coordinated between member agencies, local municipalities and other entities.

PARTICIPANTS: WILMAPCO Staff, Demographics Subcommittee, Congestion Management Subcommittee, Member Agencies and Municipalities

TOTAL COSTS:

Resource Allocation	WILMAPCO	\$50,861	
	IN-KIND SERVICES	\$13,267	
	CONSULTANT	\$102,500	
	TOTAL	\$166,628	
Cost Allocation	Cash	In-Kind	Total
FHWA DE	113,039	0	113,039
FTA DE	26,249	0	26,249
FHWA MD	2,962	0	2,962
FTA MD	1,030	0	1,030
Delaware	5,244	6,271	11,516
Maryland	499	0	499
New Castle County	3,004	6,123	9,127
Cecil County	210	149	359
City of Wilmington	1,125	723	1,848
TOTALS	153,361	13,267	166,628

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MPO 10.05 – REGIONAL PLANNING AND TECHNICAL ANALYSIS

10.05.01 - Congestion Management System Development

ADMINISTRATOR: Daniel Blevins, Principal Planner, William Swiatek, Senior Transportation Planner, Tamika Graham, Transportation Planner

Staff and the CMS Subcommittee will collect and analyze data from a variety of sources including: traffic impact studies, cordon study counts, intersection turning movement counts, travel demand model output, and corridor travel time analyses in order to update the WILMAPCO CMS Report. Based on this data, congested corridors or areas will be identified and a screening process will be applied to determine the most appropriate congestion mitigation strategies for each corridor or area. The effectiveness of strategies recommended in previous CMS reports will be assessed. A summary report of the 2010 CMS will be issued by June 2010.

10.05.02 – Regional Progress Report

ADMINISTRATOR: William Swiatek, Senior Transportation Planner, Tamika Graham, Transportation Planner

In an effort to gauge how well the region is progressing towards its goals, as laid out in the Regional Transportation Plan (RTP 2030), staff will prepare the calendar year 2009 Regional Progress Report. The 2009 review will track the implementation of items such as: actions and suggested actions by implementing agencies; transportation projects, services and policies; land development activity; person-trips by mode; vehicle miles of travel; transit ridership; air quality; congestion management; and public opinions.

10.05.03 – Environmental and Transportation Justice Analysis

ADMINISTRATOR: William Swiatek, Senior Transportation Planner, Tamika Graham, Transportation Planner

Measures will continually be developed to better assess the mobility constraints of our region's low income, minority, elderly, disabled, and zero-car household populations. Additionally, efforts will continue to ensure the fair and adequate participation of these communities in the transportation decision-making process. This analysis will help us to identify problems, improve our performance, and ensure the fulfillment of our obligations to environmental justice. In 2009, an updated Environmental Justice study will be completed.

10.05.04 – Data Analysis for Planning Partners

ADMINISTRATOR: Daniel Blevins, Principal Planner, William Swiatek, Senior Transportation Planner, Tamika Graham, Transportation Planner

Assistance will be provided to our planning partners, when requested, in the form of data analysis in order to help enhance their planning tool capacity. As part of this assistance, WILMAPCO and the Institute for Public Administration (IPA) will continue their partnership to provide a Park & Ride Study. In addition, IPA will continue to survey the use and appearance of the facilities in New Castle County during fall 2009 and spring 2010, and develop a report of its findings.

The IPA partnership will also provide a Regional Truck Safety Analysis, to assist with addressing Recommendation #18 within the WILMAPCO Regional Freight and Goods Movement Analysis, which states: Using the results of the truck safety portion of the Gaps and Conflicts Analysis, develop a more detailed crash analysis of problem areas and assess crashes by type, time of day, road conditions and other factors. WILMAPCO's data for this work is for the years 2000-2008. A presentation of the results of this analysis will be made along with a summary report of the findings.

Another task will include a Multimodal Level of Service (LOS) Research and Application, which involves reviewing published research on multimodal LOS. Based on this research, develop and apply a planning level, GIS based multimodal analysis for an area in the WILMAPCO region. This work will include bike, pedestrian, and transit LOS analysis. A detailed work scope will be developed.

In addition, data assistance will also include Supplemental Research and Support, as directed by WILMAPCO, on projects IPA has studied with WILMAPCO, to help advance these projects. Subject to mutual agreement, these projects may include: Newark Transit Study, Bus Rapid Transit, Transportation Impacts on Public Health, and efforts to continue to examine transportation issues in the WILMAPCO area associated with the Base Realignment and Closure (BRAC) activity in Aberdeen, MD.

\$40,000 University of Delaware

10.05.05 – Other

ADMINISTRATOR: Daniel Blevins, Principal Planner

Other technical development and analysis tasks as identified.

OUTCOME AND FINAL PRODUCT: Development of technical planning tools and analysis that meet the

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requirements of federal planning regulations and increased interagency coordination and mutual support in the areas of technical planning tools development and application.

SCHEDULE: FY 2010

TASK TYPE: Recurring

PUBLIC PARTICIPATION: Updates on interagency coordination in these areas will be presented as appropriate at TAC and Council meetings or by request.

BENEFIT: Increased interagency coordination and shared staff knowledge and resources in the development of technical tools. The task also allows WILMAPCO staff to ensure that federal regulations concerning transportation models are met.

PARTICIPANTS: WILMAPCO Staff, member agency staff

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$77,999
	IN-KIND SERVICES		\$20,345
	CONSULTANT		\$40,000
	TOTAL		\$138,344
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	86,974	0	86,974
FTA DE	20,196	0	20,196
FHWA MD	2,279	0	2,279
FTA MD	793	0	793
Delaware	4,035	9,617	13,653
Maryland	384	0	384
New Castle County	2,311	9,390	11,701
Cecil County	161	229	390
City of Wilmington	865	1,109	1,975
TOTALS	117,999	20,345	138,344

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MPO 10.06 - AIR QUALITY ANALYSIS AND COORDINATION

OBJECTIVE AND TASK DESCRIPTION: As the Federally designated Metropolitan Planning Organization (MPO) for New Castle County, Delaware and Cecil County, Maryland, WILMAPCO is charged with coordinating regional air quality issues with member agencies and developing air quality conformity determinations on our Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP) to ensure compliance with Federal air quality goals.

Staff will coordinate on regional air quality and transportation conformity issues with the assistance of the WILMAPCO Air Quality subcommittee. These coordination issues include, but are not limited to:

1. Reviewing the TIP, RTP and major amendments to the TIP and Plan for adherence to Federal guidelines and for conformity determination "triggers";
2. Reviewing any Federal regulations or guidance for applicability to the WILMAPCO region;
3. Reviewing all technical inputs to the air quality conformity modeling process;
4. Developing and/or reviewing any public outreach activities or materials related to air quality;
5. Serving as a forum for raising or discussing any regional or local air quality issues.

The WILMAPCO Air Quality Subcommittee includes members from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), the Environmental Protection Agency (EPA), the Delaware Department of Transportation (DeIDOT), the Delaware Transit Corporation (DTC), the Maryland Department of Transportation (MDOT), the Delaware Department of Natural Resources and Environmental Control (DNREC), the Maryland Department of the Environment (MDE), the Delaware Transportation Management Association (TMA), New Castle County, and Cecil County. This task also includes involvement in other regional air quality committees such as the Delaware Statewide Air Quality Conformity Consultation Working Group.

The WILMAPCO Air Quality Subcommittee will meet monthly to discuss and make recommendations to the WILMAPCO TAC on any amendments to the TIP or RTP that may trigger a conformity determination. This task also includes staff coordination on technical modeling issues related to air quality conformity determinations with the Delaware Department of Transportation (DeIDOT), Maryland Department of Transportation (MDOT), the Delaware Department of Natural Resources and Environmental Control (DNREC), and the Maryland Department of the Environment (MDE)

OUTCOME AND FINAL PRODUCT: WILMAPCO, DeIDOT, MDOT, DNREC, and MDE will undertake an interagency consultation process with local or regional offices of EPA, FHWA, and FTA on the development of the TIP, the RTP, any revisions to the preceding documents, and all required conformity determinations resulting in an air quality conforming TIP and RTP. A second result of this task will be agency coordination on other air quality issues, Federal guidance and regulations, and public outreach activities. WILMAPCO staff will produce air quality conformity determination reports for submission to USDOT and EPA when deemed appropriate by the WILMAPCO Air Quality Subcommittee and with the approval of the WILMAPCO Council.

SCHEDULE: FY 2010

TASK TYPE: Recurring

PUBLIC PARTICIPATION: There is a public comment period on all air quality conformity determinations developed as part of the TIP or RTP. The conformity determinations are presented to the Air Quality Subcommittee, TAC, and Council. The public is invited to attend all Air Quality Subcommittee, TAC and Council meetings during the development of the work products described above.

BENEFIT: Coordination between member agencies on air quality issues and transportation planning documents that conform to Federal clean air standards.

ADMINISTRATOR: *Tigist Zegeye, Executive Director and William Swiatek, Senior Transportation Planner*

PARTICIPANTS: WILMAPCO Staff, Air Quality Subcommittee, Member Agencies (including Municipalities), and the public.

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TOTAL COSTS:

Resource Allocation	WILMAPCO	\$35,771	
	IN-KIND SERVICES	\$9,331	
	CONSULTANT	\$0	
	TOTAL	\$45,102	
Cost Allocation	Cash	In-Kind	Total
FHWA DE	26,366	0	26,366
FTA DE	6,122	0	6,122
FHWA MD	691	0	691
FTA MD	240	0	240
Delaware	1,223	4,411	5,634
Maryland	116	0	116
New Castle County	701	4,307	5,007
Cecil County	49	105	154
City of Wilmington	262	509	771
TOTALS	35,771	9,331	45,102

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MPO 10.07 – SAFETEA-LU REQUIREMENTS IMPLEMENTATION

OBJECTIVE AND TASK DESCRIPTION: Under the provisions of the Federal Transportation Act, SAFETEA-LU, Metropolitan Planning Organizations (MPOs) are required to consider eight planning factors in the development of transportation plans and programs.

FEDERALLY REQUIRED PLANNING FACTORS:

- Support Economic Activity
- Increase Accessibility and Mobility
- Protect the Environment (including promote consistency with planned growth and economic development patterns)
- Enhance Modal Integration
- Promote Efficient System Management
- Preserve the Existing System
- Increase Safety
- Increase Transportation Security

Under the provisions of the Federal Transportation Act, SAFETEA-LU, Metropolitan Planning Organizations (MPOs) are required to consider five areas in the development of transportation plans and programs.

PLANNING EMPHASIS AREAS:

- Consideration of Safety and Security in the Transportation Process
- Linking the Planning and NEPA Processes
- Consideration of Management and Operations within Planning Processes
- Enhancing the Technical Capacity of Planning Processes
- Coordination of Human Service Transportation

Although SAFETEA-LU was signed into law on August 10, 2005, many of the provisions require additional rulemaking in order to implement the requirements of the law. The proposed rulemaking was published in the Federal Register on June 9, 2006, and includes the following requirements:

SAFETEA-LU REQUIREMENTS:

- Plan Cycle – Plans shall be updated every four (4) years in air quality non-attainment and maintenance areas
- Fiscal Constraint
- Transportation System Security – SAFETEA-LU calls for the security of the transportation system to be a stand-alone planning factor
- Environmental Mitigation – Plans must include a discussion of the types of potential environmental mitigation activities to be developed in consultation with federal, state, and tribal wildlife, land management, and regulatory agencies
- Consultations – MPOs must consult “as appropriate” with “State and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation” in developing long range transportation plans
- Consistency of Plan with Planned Growth and Development Plans – Revises the previous planning factor related to environmental factors to add promoting consistency between transportation improvements, and state and local planned growth and economic development patterns
- Operational and Management Strategies – Plans shall include operational and management strategies to improve the performance of the existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods
- Participation Plan – MPOs must develop and utilize a “Participation Plan” that provides reasonable opportunity for interested parties to comment on the content of the plan and TIP. Further, this “Participation Plan” must be developed “in consultation with all interested parties.” This consultation requirement is intended to afford parties, who participate in the metropolitan planning process, a specific opportunity to comment on the Participation Plan prior to its approval
- Visual Techniques in Plans and TIP Development – As part of the transportation plan and TIP development, MPOs shall employ visualization techniques
- Publication of Plans and TIP – MPOs shall publish or otherwise make available for public review the transportation plans and TIPs “including (to the maximum extent practicable) in electronically accessible formats and means, such as the World Wide Web”

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➤ Air Quality Conformity
SCHEDULE: FY 2010

TASK TYPE: Recurring

PUBLIC PARTICIPATION: Updates and information on this task will be made available at the PAC, TAC, and WILMAPCO Council meetings, and upon request.

BENEFIT: The task promotes increased interagency coordination and better integration of its planning efforts into the comprehensive MPO planning process.

ADMINISTRATOR: Tigist Zegeye, Executive Director and Staff

PARTICIPANTS: WILMAPCO Staff, Member Agency Staff and other Stakeholder Groups

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$37,435
	IN-KIND SERVICES		\$9,765
	CONSULTANT		\$0
	TOTAL		\$47,199
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	27,592	0	27,592
FTA DE	6,407	0	6,407
FHWA MD	723	0	723
FTA MD	251	0	251
Delaware	1,280	4,616	5,896
Maryland	122	0	122
New Castle County	733	4,507	5,240
Cecil County	51	110	161
City of Wilmington	275	532	807
TOTALS	37,435	9,765	47,199

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MPO 10.08 – GOODS MOVEMENT ANALYSIS

OBJECTIVE AND TASK DESCRIPTION: As an MPO, WILMAPCO is bound by federal transportation legislation to be involved with the integration and connectivity of freight, across and between modes. The collection of data and its analysis will serve to broaden WILMAPCO's understanding of the logistic, safety and economic issues that surround the movement of goods throughout the region. By engaging in this task, WILMAPCO staff will be able to more adequately address safety and congestion concerns about trucks traveling on regional roadways and economic questions regarding the mode and route choice of shippers.

As part of this task, the Delaware Department of Transportation (DelDOT) in cooperation with the Port of Wilmington and WILMAPCO will conduct a study on truck traffic relating to port operations, particularly in the areas outside of the port, along Terminal Avenue and Pigeon Point Road. The study will also attempt to identify a truck parking area outside of the port property to alleviate back-ups on Terminal Avenue and to free up approximately 3-4 acres of port property for other operations. 30 to 50 spaces will be needed within 3-5 minutes access to the port. In addition, the study will forecast future truck levels serving the Port of Wilmington and determine what other transportation improvements will be needed to keep the port competitive. **\$15,000 is budgeted to support a study to analyze the traffic flow around the Port of Wilmington.**

OUTCOME AND FINAL PRODUCT: The WILMAPCO Goods Movement Initiative released a goods movement analysis in July 2008. This broad evaluation of freight transportation in the WILMAPCO region will provide insight into topics such as mode choice, route selection, safety and financial matters.

SCHEDULE: FY 2010

TASK TYPE: Recurring

PUBLIC PARTICIPATION: Meetings with freight transport companies, as well as public meetings, will be held throughout the goods movement planning process to ensure that the significant issues for both the private and public sectors are addressed. Updates and information on this task will be made available at the PAC, TAC, and WILMAPCO Council meetings, and upon request.

BENEFIT: The examination of the economic and safety impacts of goods movement will allow WILMAPCO planners to better understand both the economic and safety impacts surrounding trucks that travel the region's roadways, as well as freight rail, barge and pipeline. By evaluating mode and route choices, WILMAPCO can formulate a means of improving the efficiency and effectiveness of the overall goods movement system in the region.

ADMINISTRATOR: *Daniel Blevins, Principal Planner, Tamika Graham, Transportation Planner*

PARTICIPANTS: WILMAPCO Staff, member agencies

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TOTAL COSTS:

Resource Allocation	WILMAPCO	\$42,239	
	IN-KIND SERVICES	\$11,018	
	CONSULTANT	\$15,000	
	TOTAL	\$68,257	
Cost Allocation	Cash	In-Kind	Total
FHWA DE	42,190	0	42,190
FTA DE	9,797	0	9,797
FHWA MD	1,106	0	1,106
FTA MD	384	0	384
Delaware	1,957	5,208	7,165
Maryland	186	0	186
New Castle County	1,121	5,085	6,206
Cecil County	78	124	202
City of Wilmington	420	601	1,021
TOTALS	57,239	11,018	68,257

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MPO 10.09 – REGIONAL COORDINATION

OBJECTIVE AND TASK DESCRIPTION: To promote the coordination of government and agency planning and programming activities, and to address policy issues that are important to the efficient operation of the transportation system in the WILMAPCO region, WILMAPCO serves as a forum for discussion, policy development, and regional coordination on key issues. Staff acts to provide forums and facilitate discussion of regional issues that might not otherwise occur given different state, local, and agency jurisdictions in the region. To address transportation issues that are generated by transportation investments, growth patterns, and policy changes outside of the WILMAPCO region, WILMAPCO serves to promote coordination with bordering governments and regional planning agencies. Regular coordination promotes awareness and education on regional transportation system and growth issues, and encourages the development of multi-regional policies and solutions that are required to address significant regional issues.

10.09.01 – Intra-Regional Coordination

ADMINISTRATOR: Tigist Zegeye, Executive Director and Staff

Transportation issues having impacts on both counties in the region may be raised from time to time. These issues will be identified and studied and recommendations will be developed to address the issues and/or an action plan will be recommended.

10.09.02 – Inter-Regional Agency Coordination

ADMINISTRATOR: Tigist Zegeye, Executive Director, Daniel Blevins, Principal Planner, Tamika Graham, Transportation Planner

To promote ongoing coordination between planning agencies, municipalities, environmental agencies and transportation departments adjacent to and impacting the WILMAPCO region, WILMAPCO staff will regularly pursue coordination opportunities with appropriate agencies. This will include the sharing of information on work programs; coordination meetings on cross border studies and other issues, and the review and discussion of regional transportation planning issues. Information regarding the transportation plans and activities of adjacent MPOs and other transportation planning commissions or organizations will be gathered and reviewed in order to determine its impact, if any, relative to plans in place for the WILMAPCO region. In FY 2010, WILMAPCO will continue to partner with Baltimore Metropolitan Council and MDOT to identify transportation needs for linking Cecil and Harford Counties to serve BRAC and other inter-regional travel.

10.09.03 – Other

ADMINISTRATOR: Tigist Zegeye, Executive Director

Other regional coordination tasks as identified.

OUTCOME AND FINAL PRODUCT: The development of a statement of issues, impacts, and conclusions, recommendations for further study, and an action plan to pursue resolution of identified issues, impacts and recommendations.

SCHEDULE: FY 2010

TASK TYPE: Recurring as issues are identified

PUBLIC PARTICIPATION: Updates and information on this task will be made available at the PAC, TAC, and WILMAPCO Council meetings, and upon request. In addition, specialized public outreach may occur if deemed appropriate.

BENEFIT: The task allows WILMAPCO to address a bi-state and regional coordination issue affecting the transportation system and regional economic development and equity issues.

PARTICIPANTS: WILMAPCO Staff, member agencies, local officials

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TOTAL COSTS:

Resource Allocation	WILMAPCO	\$91,975	
	IN-KIND SERVICES	\$23,991	
	CONSULTANT	\$0	
	TOTAL	\$115,966	
Cost Allocation	Cash	In-Kind	Total
FHWA DE	67,792	0	67,792
FTA DE	15,742	0	15,742
FHWA MD	1,776	0	1,776
FTA MD	618	0	618
Delaware	3,145	11,340	14,486
Maryland	299	0	299
New Castle County	1,801	11,073	12,874
Cecil County	126	270	395
City of Wilmington	675	1,308	1,983
TOTALS	91,975	23,991	115,966

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MPO 10.10 – RTP IMPLEMENTATION

The WILMAPCO 2030 Regional Transportation Plan (RTP), adopted on March 22, 2007, provides a broad vision and context for transportation issues. The Plan includes a revised Transportation Investment Area (TIA) map, which identifies areas within the region based on how the transportation should be performing and what type of investments should be made. It also represents which public transportation investments will be appropriate over the next 20-25 years. Another aspect of the RTP is the updated project prioritization process that uses quantifiable measures to select projects that are tied to the goals and vision of the RTP. This process ensures that areas with the greatest need receive the highest priority for funding. **\$100,000 is budgeted for the WILMAPCO Long Range Plan Update.**

The WILMAPCO 2030 RTP identified several priority planning actions to achieve the goals identified in the RTP. These actions include:

- Working to ensure affordable transportation choices for all
- Working harder to address the needs of the elderly, persons with disabilities and zero-car households
- Facilitating interagency and public discussions to refine and further identify activity centers in New Castle County
- Evaluating the current Transportation Investment Areas (TIA) designations in New Castle County and the resulting policy ramifications, and consideration of alternative TIA designations, which includes interagency coordination and public review.

Additional challenges were identified in the RTP that included the following:

- Managing growth, especially regional land use trends, which involves the increase in development in rural areas of the region, and requires an understanding of new land use policies that have emerged
- Finding solutions to anticipated transportation needs that far override the funds available to pay for them
- Accommodating demographic changes such as the aging population's transportation needs
- Sustaining economic development, including workforce changes, rising gas prices, and demands for alternative energy
- Addressing congestion and improving air quality, which includes finding alternatives to automobiles

OUTCOME AND FINAL PRODUCT: Implemented actions that will help to achieve the goals of WILMAPCO's 2030 RTP.

SCHEDULE: FY 2010

TASK TYPE: Non-Recurring

PUBLIC PARTICIPATION: The task involved outreach to the members of the general public, through regular occurring and additional public outreach forums.

BENEFIT: Implementation of these actions assisted WILMAPCO in evaluating policy required to fully implement the RTP and engaged key stakeholders in a necessary discussion of public policy and planning tools for the region.

ADMINISTRATOR: *Tigist Zegeye, Executive Director and Staff*

PARTICIPANTS: WILMAPCO Staff, member agencies, local officials, general public, other stakeholder groups

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TOTAL COSTS:

Resource Allocation	WILMAPCO		\$143,810
	IN-KIND SERVICES		\$16,505
	CONSULTANT		\$0
	TOTAL		\$160,314
Cost Allocation	Cash	In-Kind	Total
FHWA DE	105,999	0	105,999
FTA DE	24,614	0	24,614
FHWA MD	2,778	0	2,778
FTA MD	966	0	966
Delaware	4,918	7,802	12,719
Maryland	468	0	468
New Castle County	2,817	7,618	10,434
Cecil County	197	186	382
City of Wilmington	1,055	900	1,955
TOTALS	143,810	16,505	160,314

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MPO 10.11 – SUBREGIONAL STUDIES AND COORDINATION

This task allows for the coordination of transportation and land use planning activities by working with local and state governments and community groups. WILMAPCO either takes the lead or participates in the development and scoping of a variety of plans and studies that further the implementation of the RTP. Studies we expect to administer during fiscal year 2009 include the following:

MPO 10.11.01 Safe Routes to Schools Planning Assistance

OBJECTIVE AND TASK DESCRIPTION: This project will facilitate and promote the safe travel of children to school, particularly by foot and bicycle. WILMAPCO will work with DOTs to publicize the program to identify potential schools and will coordinate with schools and DOTs to examine existing and potential routes to school and identify deficiencies in the network that discourage safe walking and biking. Strategies to remedy these deficiencies (sidewalks, speed reduction, pedestrian and bicycle crossing improvements, bikeways, etc.) will be identified. WILMAPCO will work with the state DOTs, counties, municipalities, and school districts to design, program and implement public infrastructure improvements in tandem with locally-led marketing programs. This project satisfies a SAFETEA-LU emphasis area and there is federal funding for design and construction of identified strategies that will substantially improve the ability of students to walk and bike to school. Products will be tailored to assist sponsors in applying for federal and state implementation funds set aside for Safe Routes to School projects.

OUTCOME AND FINAL PRODUCT: Work will assist schools in developing needed plans to apply for Safe Routes to School implementation funding.

SCHEDULE: FY 2010

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: School children, parents, school districts and staff, state DOTs, municipalities, residents, transportation agencies and operators.

BENEFIT: To improve travel safety, reduce traffic congestion, improve air quality, reduce school transportation costs, and promote healthy, active living.

ADMINISTRATOR: Heather Dunigan, Principal Planner, Randi Novakoff, Transportation Planner, Bill Swiatek, Senior Transportation Planner, Tamika Graham, Transportation Planner

MPO 10.11.02 –Scenic and Historic Byways Planning Assistance

OBJECTIVE AND TASK DESCRIPTION: WILMAPCO, in partnership with DeIDOT, New Castle County and the local scenic byway development committees, will assist with the Scenic Byway designation process by providing technical and public outreach assistance.

OUTCOME AND FINAL PRODUCT: The final products will be reports detailing resources in the corridors and characterizing the threats endangering the long-term viability of these important resources. This will include a review of zoning and land use plans for future growth, identification of current and future local and state planned infrastructure investments and transportation level of service.

SCHEDULE: FY 2010

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: These studies will require extensive public involvement. WILMAPCO and its partners will seek the input of residents, business owners, environmental and historic preservation organizations, and tourist attractions in the corridors as well as other interested stakeholders. WILMAPCO seeks public involvement by publicizing workshops and meetings. The publicity includes notices in area newspapers, flyers posted at area libraries, and direct mailings to interested groups, civic associations, individuals, and others.

BENEFIT: These studies will help to implement the RTP strategies to preserve natural and historic resources, improve commerce, and link land use and transportation.

ADMINISTRATOR: Heather Dunigan, Principal Planner and Randi Novakoff, Transportation Planner

PARTICIPANTS: WILMAPCO staff, the Scenic Byway Designation Committee established for each targeted scenic byway, New Castle County, DeIDOT

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10.11.03 Walkable Community Workshop Program

OBJECTIVE AND TASK DESCRIPTION: Walkable Community Workshops are interactive events that focus attention on making communities safer and easier to walk in. Workshops will provide information on how we can turn our communities into the kind of pedestrian-friendly places we all like to experience.

OUTCOME AND FINAL PRODUCT: During workshops, participants will learn about the elements of a walkable community and solutions to common issues. Instructors then lead a walking tour of the study area and emphasize seeing the community from the perspective of a pedestrian. Participants identify specific measures to improve conditions for pedestrians and priority actions they can take to create a more walkable community.

SCHEDULE: FY 2010

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: Any city, town, unincorporated community, or corridor where people want a safer, more attractive route for walking. Workshops bring together residents, elected officials, advocates, public agency staff, public health practitioners, educators, planners and engineers.

BENEFIT: Educate community leaders about the needed tools to advocate and plan for walkable communities

ADMINISTRATOR: Heather Dunigan, Principal Planner, Bill Swiatek, Senior Transportation Planner, Randi Novakoff, Transportation Planner and Tamika Graham, Transportation Planner

10.11.04 - Coordination with the Delaware Department of Transportation (DeIDOT) and Delaware Transit Corporation (DTC)

1. Newark Transit Study

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner, Heather Dunigan, Principal Planner and Daniel Blevins, Principal Planner

WILMAPCO staff will work with the Delaware Transit Corporation (DTC), City of Newark, and the University of Delaware on a comprehensive Newark Transit Study to evaluate the potential to coordinate transit services and providers within the City of Newark. New opportunities for service will be possible after the Newark Transit Hub implementation is complete, while land-use changes and anticipated employment changes will also be factors. This study will look for best practices nationally in coordinating small city and University transit systems and include analyses on types of fare systems, operational arrangements, passenger information and technology sharing. The final report will provide recommendations on cost sharing, fare integration and a reformulation of existing transit routes and services. Partnering with WILMAPCO will be City of Newark Planning Staff, Council and Mayor, and City Manager.

2. Amtrak Northeast Corridor Feasibility Study

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner, Daniel Blevins, Principal Planner and Heather Dunigan, Principal Planner

WILMAPCO Staff will work with DeIDOT, Norfolk Southern Railroad, Amtrak, and Maryland DOT, to determine the feasibility and cost estimate to develop an infrastructure solution (additional track, switches, etc.) on the Amtrak Northeast Corridor that will allow 24/7 access for freight movements between Perryville, Maryland and Newark, Delaware. Amtrak's Planning and Engineering groups will carry out the study under a Memorandum of Understanding with project partners. WILMAPCO will be the project administrator. The Perryville-Newark Link has been identified in the Delaware and WILMAPCO freight plans, as well as by the NS Delmarva Business Unit, as the most important freight rail project for the State and region. The additional track capacity between Perryville and Newark will facilitate the expansion of transit service (MARC) to areas north of Perryville, including possible new service to Delaware. The *MARC Growth & Investment Plan* cites the need for expanded transit to: 1) provide fast, reliable transportation in key corridors and serve BRAC-related travel markets; 2) reduce the need to expand highways; 3) offer efficient, environmentally sustainable transportation choices to commuters and regional travelers; 4) encourage efficient regional land use and transit-oriented development, and 5) support more efficient freight rail movement. **\$5,000 is budgeted for the Feasibility Study for the Development of the South College Avenue Train Station.**

3. DART First State Air Quality Action Transit Partners Program

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner, Randi Novakoff, Transportation Planner

DART First State Air Quality Transit Partners Program is a partnership between DART First State, Transportation

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Management Association (TMA) of Delaware and the Delaware Air Quality Partnership. The program is administered by Transportation Management Association (TMA) of Delaware to provide employers with no cost Ozone Action Days Transit Passes. The passes will be distributed among registered companies and presented to registered employees for use specifically during the work week, Monday through Friday from June 1 - September 30, 2009. The partners' goals include encouraging new transit ridership, congestion management, and improving air quality in the State of Delaware, especially on Action Alert Days. Tasks include the following:

1. Updating the Air Quality Transit Partners Toolkit and marketing materials to reflect changes in the program.
2. Marketing the program to businesses in Delaware to increase employer registration.
3. Creating an E-survey with the assistance of WILMAPCO.
4. Displaying an E-survey on the official TMA Delaware website where employees must complete it to enroll in the program.
5. Gathering and analyzing the results of the survey.
6. Tracking enrollment of new and previous employee participants.
7. Distributing passes to registered employers.
8. Tracking supplies; including postage, posters, toolkits and marketing supplies associated with the program.
9. Providing periodic updates to DART First State, WILMAPCO, and other Air Quality Partners.
10. Providing a progress report by June 1, 2009 and a final report by November 1, 2009.

Changes to this program include limiting the use of passes to weekdays only. Distribution will be on a first come first serve basis, developing the E-survey and requiring E-registration for employees and limiting the pass distribution to 35,000 bus passes. All marketing materials will clearly identify these changes.

\$20,000 is budgeted for consultant.

10.11.05 - Coordination with the Maryland Department of Transportation (MDOT)

Maryland I-95 Corridor Study

WILMAPCO STAFF PARTICIPANT: Tigist Zegeye, Executive Director

Staff will participate in an analysis of transportation needs including roadway pricing/value pricing alternatives for I-95 in Cecil County. MDOT contact: Michael Nixon

10.11.06 - Coordination with the Cecil County Office of Planning and Zoning

Cecil County Transit Coordination

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner

Analysis will be done to determine the needs of the increased population and employment anticipated in Cecil County. Staff will coordinate with MDOT and Cecil County to determine how staff can best support member agency planning, and what, if any, additional WILMAPCO analysis is needed. Additional assistance provides analysis of needed bus stops and related pedestrian improvements. Staff will accomplish this task through participation in the Cecil County Transit Coordinating Council.

10.11.07- Coordination with Town of Chesapeake City

1. Town of Chesapeake City Comprehensive Plan Update

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Bill Swiatek, Senior Transportation Planner

The Town of Chesapeake City is in the process of updating their Comprehensive Plan. The project will include a critical review of the existing Comprehensive Plan, and work to match the Towns' visions for the future with HB 1141, Smart Growth principles and policies and it will incorporate the basic requirements of the 1992 Planning Act. A consultant will be hired to coordinate and meet with the Town Mayor and Commissioners, Planning Commissioners, Sanitary Commission, Town Staff members and citizens in the preparation of the plan. The Town also wishes to update their transportation section to incorporate mobile friendly design standards. The Town requests assistance from WILMAPCO in the amount of \$35,000 to hire a consultant to work with the Town on completing these tasks. Work also includes the development of the Chesapeake City Parking Plan, to further analyze parking issues raised in the Comp Plan. **\$35,000 is budgeted for consultant.**

2. Town of Chesapeake City Zoning Ordinance

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Bill Swiatek, Senior Transportation Planner

This project will update the Town of Chesapeake City Zoning Ordinance and Zoning Map so that it is in alignment with the town's Comprehensive Plan and WILMAPCO's Long Range Regional Transportation Plan. This task will be to overhaul the zoning ordinance and modernize it. The task will also simplify the content of the regulations, and improve its clarity and organization. The Town will determine what modifications are required for procedures and practices and research best practices and modern regulatory language, including variances, special exceptions, overlay zones, site plan requirements, annexations, conditions on approvals, public notification, community or architectural design, parks, parking, and zoning administration and plan approval. In addition, updates will incorporate the required bike parking standards. Participants will include WILMAPCO Staff, Maryland Office of Planning, URS,

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Historic Area Commission, Jakubiak & Associates, Chesapeake City District Civic Association, and Chesapeake City Merchants Association. **\$35,000 is budgeted for consultant.**

3. Town of Chesapeake City Subdivision Regulations
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Bill Swiatek, Senior Transportation Planner
This project will update, improve and modernize the city's subdivision regulations, so they are in conformance with the Town's emphasis on Traditional Neighborhood Design in which multiple choices of travel are encouraged and streets and lots are modeled on the town's traditional and historic patterns of development. Regulations will be amended to incorporate principles of low impact development, current storm water management techniques and traditional open space. Procedures will be reviewed and revised, including submittal requirements, public work standards and requirements. There will be a greater emphasis on better and more compatible street design including the role of pedestrians and bicyclists. The subdivision regulations will target small scale village commercial centers, access management and control along MD 213, adequate public facilities and natural resource conservation. New architectural design standards will be incorporated into the new zoning ordinances. **\$22,000 is budgeted for consultant.**

10.11.08 – Coordination with Town of Perryville

1. Town of Perryville Master Trail Plan
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Randi Novakoff, Transportation Planner
The Town of Perryville is asking WILMAPCO for assistance to develop a master trail plan that will map existing trails, and show future trails and how they can be linked together. Because of the increased development over the last few years of a senior apartment complex, a new library and a shopping center on Route 40, this will be an important project for the town of Perryville. They are also looking toward the future for a way to connect residential and commercial development on Coudon Boulevard to the MARC train station, and eventually connect the existing trail to Port Deposit via a recent annexation and possible additional annexations, creating interconnectivity that is not dependent on the automobile. **\$7,500 is budgeted for consultant in FY 2009 UPWP.**

2. Town of Perryville Transit Oriented Development (TOD)
*WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner
Randi Novakoff, Transportation Planner*
The Town of Perryville TOD study will examine opportunities to enhance the existing MARC commuter service and facilities. It will examine existing and future demands to accommodate users, which is essential for the community and for the future of mass transit ridership in the area. The study is needed because the MARC service from Perryville south to Aberdeen, Baltimore and Washington has substantially increased. The immediate impact of this increase is the overflow of parking on streets and parking lots. A transit center has been identified as essential through studies done with the University of Maryland, Urban Studies and Planning Program and the School of Architecture, Planning and Preservation. These studies recommend the addition of alternative parking solutions including a parking garage on the south side of Broad Street and on lots adjacent to the train station. The goals of the Town of Perryville TOD are in alignment with the goals of the Maryland Smart Growth Initiatives, Maryland and Delaware State Transportation Plans, and efforts to link transportation and land use to improve regional mobility. The town will work with WILMAPCO Staff, a consultant, members of the community, the Town Planning Department, Maryland Department of Transportation, and Maryland Transportation Authority. **\$35,000 is budgeted for consultant.**

10.11.09 - Coordination with Town of Elkton Planning

1. Town of Elkton TOD Feasibility Study
*WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner
and Tamika Graham, Transportation Planner*
Staff will conduct a TOD feasibility study for an intermodal transportation center around the site of the Amtrak station on Bow Street. A transportation center will provide an ideal location in Elkton's Central Business District for future commercial and institutional development and will be accessible via all modes of transportation, including MARC and SEPTA. A TOD development will serve to enhance community character in downtown Elkton; enhance regional accessibility, connectivity, and mobility; support Smart Growth, and promote alternative transportation modes, including bicycling, walking, and bus transit. This project will build upon efforts to establish bus and commuter rail links between Elkton, Maryland and Newark, Delaware, and Elkton Maryland and Perryville, Maryland. Partnering with WILMAPCO will be Town of Elkton, Cecil County Planning & Zoning, MTA, and MDOT. **\$45,000 is budgeted for consultant in FY 2009 UPWP.**

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2. Town of Elkton Bicycle Plan

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner and Tamika Graham, Transportation Planner

Staff will develop a bicycle plan for the Town of Elkton, which will include a bicycle route network that will link to and coordinate with other modes of transportation in and around Elkton. The plan will expand the existing transportation system and will support economic activity and growth by integrating land use and transportation planning through coordinated bike routes. Tasks include background inventory and assessment of existing conditions and preparation of a bicycle route plan that identifies and recommends future bike routes. The proposed routes will create a network that provides a safe, attractive and convenient alternative to driving for commuting and recreation. The Plan will include improvements to bike transportation and provisions for bike facilities such as bike racks and signage. Public meetings and outreach will be required, which will include public education materials, such as brochures and route maps, suitable for printing and distribution. An implementation plan and funding plan will provide cost estimates and possible funding sources. The final product will include a Bicycle Plan and map with existing and proposed routes, as well as transportation connections, points of interest and recommended route facilities. The Plan will be presented to the Elkton Planning Commission and Mayor and Commissioners for approval. Participants include WILMAPCO staff, Town of Elkton, MDSHA, Cecil County Planning and the general public. **\$10,000 is budgeted for consultant.**

10.11.10 – Coordination with the Town of North East

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Bill Swiatek, Senior Planner

The Town of North East will complete payment related to the tasks recently completed for the Town of North East Subdivision Regulations and Road Code Revisions, for the Engineer, legal notices and Attorney fees, with the goal of adoption of these components of the North East Zoning Ordinance.

\$15,000 is budgeted for the consultant

10.11.11– Coordination with the City of Wilmington

1. Wilmington Initiatives Public Outreach and Management Assistance & Interagency Coordination

WILMAPCO STAFF PARTICIPANT: Tigist Zegeye, Executive Director and Dave Gula, Senior Transportation Planner

The City of Wilmington (City) plays a key role in the region to promote development of cost-effective and user-friendly transportation systems. Effective outreach and proper coordination are essential components in the process of developing workable solutions to transportation problems. Implementation of this work task will assist with achieving proper intergovernmental coordination and promoting meaningful public/private communication. In particular, this effort will focus on the budgetary status of various initiatives, as it relates to updating our long-range plan. A consultant will be retained to attend, coordinate, and provide timely follow-through in support of the various initiatives.

Also, up-to-date public information materials will be developed to clearly summarize the status of the various transportation projects in the City, in support of the WILMAPCO Public Outreach program and efforts to address important Environmental Justice concerns and Access to Jobs issues.

Effective coordination of public outreach activities, in concert with the design development process of the Wilmington Initiatives committees (Management, Technical, Steering, and Partners), is essential to achieving the RTP goal of linking land use and transportation activities. The Wilmington Initiatives support a variety of cultural and economic developments in an area where population and employment densities can support relatively cost-effective bus and rail transit. Inclusion of grass-roots public participation in the efforts to update the long-range plan will be critically needed to promote quality-of-life improvements, such as installing pedestrian-level Street lighting to enhance safety and security, while allowing growth of street trees to reinforce the aesthetic and environmental assets of the City.

This study coordinates Wilmington's development strategies and provides the specific information needed to make the concepts in the WILMAPCO RTP work in practice. This task is a continuation of work begun in FY 1996.

Objectives of this element of the task are:

1. To provide a balance between the requirements for local and regional access within the corridor for all modes including walking, bicycling, transit and private vehicles
2. To promote economic development related to community objectives
3. To improve the visual quality of the corridors for residents, workers and visitors in keeping with community character
4. To enhance safety for all modes of travel and environmental quality within the corridors
5. To support coherent and viable neighborhoods in sync with other community goals

Participants include WILMAPCO Staff, City of Wilmington, DeIDOT, DART, a Consultant and the Community. Coordination with other ongoing planning studies and design projects, such as the Citywide Environmental Enhancement projects conducted by the City and the Christina Waterfront Projects being conducted by DeIDOT and

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RDC, will be an integral part of this task. DeIDOT contact: Ray Petrucci, City of Wilmington contact: David Blankenship. **\$48,000 is budgeted for consultant.**

2. City of Wilmington updates to Subdivision Regulations

WILMAPCO STAFF PARTICIPANT: Tigist Zegeye, Executive Director and Bill Swiatek, Senior Transportation Planner

The City of Wilmington will update its Subdivision Regulations with the addition of comprehensive traffic standards, which will provide guidance in the assessment of the potential impacts of major development projects on the surrounding local and State maintained street networks with respect to traffic, circulation, parking and public safety issues, during the course of reviewing plans for approval. The traffic standards document will be developed by the consultant with direction and input from Wilmington Departments of Planning, Public Works, and Law, and through the research of existing traffic standards, regulations, review processes and procedures used by other communities. WILMAPCO will partner with City of Wilmington Department of Planning, who will act as project manager, and will take the lead role in creating and distributing a Request for Proposal (RFP) and retain a consultant team to conduct work. The Department of Planning, in conjunction with the consultant, will also take the lead role in outreach activities, including a minimum of two governmental meetings with City Department representatives and others; a public review and comment process; the presentation of the final draft of the traffic standards document at a public hearing before both the City Planning Commission for its review and recommendation, and the City Council for adoption as part of the Subdivision Regulations. **\$50,000 is budgeted for consultant in FY 2009 UPWP.**

3. Downtown Wilmington Circulation Study

WILMAPCO STAFF: Dave Gula, Senior Transportation Planner and Bill Swiatek, Senior Transportation Planner and Tamika Graham, Transportation Planner

WILMAPCO, in coordination with DeIDOT, DTC and the City of Wilmington is developing a Wilmington Downtown Circulation Study. This will be a comprehensive study of land use assessment and multi-modal transportation improvements. The study is designed to build on a similar study completed in August 1997. Ultimately, that study recommended a series of multi modal improvements to be implemented within the Downtown to better serve transportation needs, mitigate traffic congestion and facilitate transit-oriented growth. With significant residential and commercial developments occurring in both the Downtown and Riverfront areas, it is necessary to assess the effects on the transportation system. Unlike the 1997 study, this project will include the Christina Riverfront. The study boundaries are I-95 to the west, the Brandywine River to the north, Walnut Street to the east and the Christina River to the south. WILMAPCO will take the lead role for the Downtown Wilmington Circulation Study and work with the consultant to coordinate scheduling of the kick-off meeting, and subsequent public meetings. It is anticipated that three workshops will be held with the public. For each meeting attended, WILMAPCO will prepare a memorandum of meeting minutes and distribute these minutes to document and clarify any questions, resolutions, or other positive outcomes from the meetings. In order to update the Study and make recommendations, the consultant will also collect current data pertinent to the transportation system. WILMAPCO will facilitate this process by supplying existing datasets and coordinating with partner agencies. Data collected will include Turning Movement Counts, Transit Facilities, Land Use, Crash Data, and Pedestrian and Bicycle Facilities. Other tasks will include Traffic Modeling, Development of Improvement Alternatives, and Report Preparation. The Project Team will consist of WILMAPCO, Wilmington Initiatives Joint Partners and Technical and Steering Committees. **\$212,000 is budgeted for consultant in FY 2009 UPWP. An additional \$40,000 is budgeted for transit analysis.**

10.11.12– Coordination with New Castle County

Southern New Castle County Master Plan (SNCCMP)

WILMAPCO STAFF PARTICIPANT: Tigist Zegeye, Executive Director and Daniel Blevins, Principal Planner

OBJECTIVE AND TASK DESCRIPTION: The purpose of the Memorandum of Agreement (MOA) and Scope of Work between DeIDOT, OSPC, DOA, the County, the School Districts, the Towns, and WILMAPCO is to establish a cooperative process for ascertaining, evaluating, coordinating, and implementing infrastructure improvements necessary to assure the responsible use of fiscal resources, encourage the development of more livable communities, and provide for sustainable economic development.

OUTCOME AND FINAL PRODUCT: The MOA and Scope of Services is intended to provide the framework by which DeIDOT, OSPC, DOA, the County, the School Districts, the Towns, and WILMAPCO with the participation of other appropriate agencies, will collectively develop a Master Plan to include future land use and infrastructure plan elements for Southern New Castle County. These agencies have agreed to work cooperatively through the planning process to produce a comprehensive regional master plan to include land use policies and the transportation, sewer and other community facilities plans needed in order to best accommodate future growth in SNCC. Additionally, they have agreed to individually and collectively incorporate the Plan recommendations into the Comprehensive Plans of the County and the Towns, the WILMAPCO Regional Transportation Plan, DeIDOT's Transportation Plan, School

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District Comprehensive Building Plans, the State Strategies for Policies and Spending, and additional State plans or programs as appropriate.

PARTICIPANTS: New Castle County, WILMAPCO, DelDOT, Department of Agriculture, Office of State Planning Coordination, Appoquinimink School District, Smyrna School District, Colonial School District, Town of Middletown, Town of Odessa, and Town of Townsend

ADMINISTRATOR: New Castle County, Department of Land Use

\$100,000 Consultant - Carry over from FY 2007 UPWP

10.11.13– Coordination with the City of New Castle

City of New Castle 2003 Comprehensive Plan Update

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, William Swiatek, Senior Transportation Planner

OBJECTIVE AND TASK DESCRIPTION: Update (2008) of the 2003 Comprehensive Plan and scope of work for the project will be an analysis of the current Plan and circumstances that have changed since the preparation of the 2003 Plan. The plan will be revised to include those strategies and a strategy for implementation, including meeting goals and objectives under the Livable Delaware agenda.

OUTCOME AND FINAL PRODUCT: Elements of the Comprehensive Plan update, including a Transportation Plan, a Land Use Plan, a Community Facilities Plan, and an Infrastructure Plan, directly impact regional transportation routes and transit systems, which either pass through or are adjacent to the City boundaries. In addition, existing or potential pedestrian and bicycle facilities in the City relate and connect to facilities in the adjacent sectors of New Castle County. The main goals of the WILMAPCO RTP coincides with how New Castle's Comprehensive Plan update, as a document geared to support economic growth, transports people using a variety of efficient modes and improves the quality of life for New Castle's citizens. In addition, the more specific objectives of the RTP relate directly to the document, which includes to: 1) promote the attractiveness of the City and Region; 2) improve transportation system performance; and 3) preserve natural, historic and cultural resources.

PARTICIPANTS: WILMAPCO, the City of New Castle residents and business owners, elected and appointed officials, staff members, consultants, community groups, Municipal Services Commission, the Trustees of the New Castle Common, the Delaware State Office of State Planning Coordination. **\$15,000 is budgeted for the consultant in FY 2009 UPWP.**

10.11.14– Coordination with Office of State Planning Coordination

Update Town of Bellefonte's Zoning and Subdivision Ordinances

WILMAPCO STAFF PARTICIPANT: William Swiatek, Senior Transportation Planner and Randi Novakoff, Transportation Planner

OBJECTIVE AND TASK DESCRIPTION: In order to implement Town of Bellefonte's first comprehensive plan, Town of Bellefonte's zoning and subdivision ordinances must be updated as part of their 2008 certified Comprehensive Plan. Located north of Wilmington and along Philadelphia Pike, the town needs to make sure that any code updates do not interfere with the transportation system.

OUTCOME AND FINAL PRODUCT: Located north of Wilmington and along Philadelphia Pike, the town wants to make sure that any code update does not interfere with the transportation system. Furthermore, the town is looking to possibly enhance its position with respect to the Philadelphia Pike similarly to what has been done in Claymont.

PARTICIPANTS: WILMAPCO, Office of State Planning Coordination, and the Institute for Public Administration (IPA). **\$21,000 is budgeted for the consultant in FY 2009 UPWP.**

ADMINISTRATOR: Herb Inden, Office of State Planning Coordination

10.11.15- Coordination with the City of Newark

ADMINISTRATOR: Heather Dunigan, Principal Planner and Dave Gula, Senior Transportation Planner

An update to the November 1998 Newark-Elkton Intermodal Transportation Plan, Long Range Analysis in the form of a new Long Range Multi-modal Transportation Plan for Greater Newark will be completed. This update will encompass changes in local land use and traffic patterns, and the anticipated local impact from "BRAC" military base expansion in Aberdeen, Maryland. **\$75,000 is budgeted for consultant support for the Greater Newark Circulation Study.**

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10.11.16- Other

ADMINISTRATOR: Tigist Zegeye, Executive Director and Heather Dunigan, Principal Planner
Other sub-regional study coordination tasks as identified.

OUTCOME AND FINAL PRODUCT: Recommendations for implementation and RTP, TIP and UPWP amendments, where appropriate.

SCHEDULE: FY 2010

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: The study process requires extensive public involvement. Although the Steering Committees for various studies and planning efforts represent the public and it is involved in the evaluation and recommended selection of strategies, we cannot understate the role of individual members of the public, particularly those most affected by the recommendations. We also conduct legislative briefings for area elected officials.

WILMAPCO seeks public involvement by publicizing workshops and meetings. The publicity includes notices in area newspapers, flyers posted at area libraries, and direct mailings to interested groups, civic associations, individuals, and others. The members of Steering Committees have also taken responsibility of informing those individuals they represent of upcoming opportunities for public comment.

BENEFITS: Coordinated transportation and land use plans for our communities, supports WILMAPCO's goals and implements the 2030 RTP. Particularly, these studies and plans will link land use and transportation and seek to improve quality of life, strengthen our existing communities and improve intergovernmental relations between the state and local levels of government.

PARTICIPANTS: Each major WILMAPCO study is directed in partnership by Management Committees of Senior officials from WILMAPCO, DOT(s), County (ies), and affected municipalities. The Management Committee responsibilities include overall direction and management of the work effort. A Technical Committee, made up of staff planners and engineers from the above agencies, provides technical review of all study data and products. The Technical Committee also provides input and carries out technical analysis as requested by the Management Committee. The Steering Committees include civic association representatives, residents, builders and developers, businesses, area elected officials, Transportation Management Association of New Castle County, and other interested groups. The steering committee provides input to the study process at periodic meetings and review materials for public workshops and meetings before such events. Smaller studies may include a smaller participating and management structure.

Other responsible member agencies, as noted above, will determine their own study process and participants.

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TOTAL COSTS:

Resource Allocation	WILMAPCO		\$98,967
	IN-KIND SERVICES		\$25,814
	CONSULTANT		\$163,000
	TOTAL		\$287,780
Cost Allocation	Cash	In-Kind	Total
FHWA DE	193,088	0	193,088
FTA DE	44,837	0	44,837
FHWA MD	5,060	0	5,060
FTA MD	1,759	0	1,759
Delaware	8,958	12,202	21,161
Maryland	853	0	853
New Castle County	5,131	11,914	17,045
Cecil County	358	290	648
City of Wilmington	1,921	1,407	3,329
TOTALS	261,965	25,814	287,780

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MPO 10.12 - TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

OBJECTIVE AND TASK DESCRIPTION: Provides for the development of a regional Transportation Improvement Program (TIP) for FY 2011-2014 as well as advanced preparation for FY 2012-2015 and amendments to FY 2010-2013. The TIP will be developed using public input and will be financially constrained and meet air quality conformance requirements. This task will require an active support of all WILMAPCO committees and coordination with member agencies, and it will include the following elements:

1. Assistance with scoping of TIP project submissions, in conjunction with DeIDOT and MDOT planners and/or engineers.
2. Scoring submitted projects in accordance with the prioritization process.
3. Working with both DeIDOT and MDOT to develop a financial plan for the TIP.
4. Providing assistance to the Technical Advisory Committee (TAC) members in reviewing technical scores for projects.
5. Working with the Air Quality Subcommittee (AQS) to determine need for, and review of, air quality conformity analysis.
6. Holding public hearing on the Draft FY 2011-2014 TIP.
7. Preparing the document and coordinating with our member agencies to develop and produce a user friendly TIP.
 - Under the SAFETEA-LU requirement, WILMAPCO may include “for illustrative purposes, additional projects that would be included in the approved transportation improvement program if reasonable additional resources beyond those identified in the financial plan were available.”
 - We also publish listings of projects. “An annual listing of projects for which Federal funds have been obligated in the preceding year shall be published or otherwise made available by the metropolitan planning organization for public review.”
8. Making inventory of TIP projects and monitoring them for consistency to the RTP goals and objectives.
9. Reviewing current TIP with DeIDOT and MDOT.
10. Incorporate TIP status reporting into regional progress report to examine current status of prior TIP projects.
11. Explore expanded use of Google Earth to provide interactive web mapping.
12. Revise TIP submission/amendment form to be consistent with WILMAPCO Complete Streets Policy and simplify application process.

Work will also include monitoring implementation of the American Recovery and Reinvestment Act of 2009 and providing public information about the projects and benefits.

OUTCOME AND FINAL PRODUCTS: Implementation of projects in the Regional Transportation Plan via the FY TIPs. A TIP that is consistent with the 2030 RTP and reflects the transportation needs of the region.

SCHEDULE: The FY 2011-2014 TIP will be completed in March 2009 for approval by the WILMAPCO Council and forwarded to FHWA, FTA, EPA, DeIDOT and MDOT.

TASK TYPE: Recurring

PUBLIC PARTICIPATION: WILMAPCO will hold public meetings at different stages of the TIP development: (1) to present a candidate list of new projects, (2) to present rankings and a draft TIP, and (3) to present a final draft TIP. WILMAPCO will also advertise a 30-day public notice for the draft TIP and air quality conformity analysis. Special public meetings may be held to address issues or concerns from our committees and/or member agencies.

BENEFIT: A four-year document that provides the program for the implementation of the Regional Transportation Plan.

ADMINISTRATOR: *Tigist Zegeye, Executive Director, Heather Dunigan, Principal Planner, Tamika Graham, Transportation Planner*

PARTICIPANTS: Public, WILMAPCO, Member Agencies

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TOTAL COSTS:

Resource Allocation	WILMAPCO		\$66,824
	IN-KIND SERVICES		\$17,431
	CONSULTANT		\$0
	TOTAL		\$84,255
Cost Allocation	Cash	In-Kind	Total
FHWA DE	49,254	0	49,254
FTA DE	11,437	0	11,437
FHWA MD	1,291	0	1,291
FTA MD	449	0	449
Delaware	2,285	8,239	10,525
Maryland	217	0	217
New Castle County	1,309	8,045	9,354
Cecil County	91	196	287
City of Wilmington	490	950	1,440
TOTALS	66,824	17,431	84,255

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MPO 10.13 – MONITORING OF SUBREGIONAL STUDY IMPLEMENTATION

OBJECTIVE AND TASK DESCRIPTION: To work with member agencies and the public to develop and coordinate the implementation of adopted transportation and comprehensive development plans that are significant to the region in the attainment of the goals of the 2030 Regional Transportation Plan. Under this task, WILMAPCO staff provides member agencies technical or coordination assistance. The implementing agency will take the lead role in the specific sub-tasks described below.

10.13.01 – City of New Castle Transportation Plan

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner

Staff will work with the City of New Castle and DelDOT to implement the recommendations. DelDOT contact: Bruce Allen

10.13.02 Wilmington Bicycle Plan

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner and Tamika Graham, Transportation Planner

WILMAPCO staff will coordinate with staff from the City of Wilmington's Mayor's Office and Public Works Department to form an Advisory Committee that will work to implement the recommendations of the Bike Plan.

10.13.03 – Mobility Friendly Design Standards Middletown

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner and Daniel Blevins, Principal Planner

Mobility Friendly Design Standards have been completed in Middletown, Chesapeake City, Rising Sun, Perryville, Port Deposit, Cecilton and North East. Staff will work with these towns, community leaders, and member agencies to implement their mobility friendly design standards.

10.13.04 - Newark/Elkton Short- and Long-Term Recommendations

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner and Dave Gula, Senior Transportation Planner

Staff will continue to work with involved member agencies to implement the short and long-term recommendations of the Newark/Elkton studies.

10.13.05 - Newark Traffic Calming

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner and Dave Gula, Senior Transportation Planner

Staff will work with Newark, community leaders, and DelDOT to implement plans for traffic calming and pedestrian upgrades in Newark according to the Old Newark Traffic Calming plan and Newark Ad Hoc Traffic Calming Committee plan. Assistance will provide developing plans for South College Avenue pilot project.

10.13.06 - City of Newark Bicycle Plan

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner

WILMAPCO will work with the City of Newark, Newark Bicycle Committee and DelDOT to implement the Newark Bicycle Plan.

10.13.07 - Centreville Village Plan

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner and William Swiatek, Senior Transportation Planner

Staff will work with the Centreville Civic Association, DelDOT and New Castle County to assist with implementation of the Centreville Village Plan. Staff will also complete ongoing evaluation of the effectiveness of the Plan, as outlined in the TCSP grant.

10.13.08 - East Coast Greenway

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner

Staff will work with the Nonmotorized Transportation Working Group to coordinate greenway planning efforts between Delaware and Maryland and assist with implementation of the East Coast Greenway route.

10.13.09 – New Castle County Greenway Plan

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, and William Swiatek, Senior Transportation Planner

WILMAPCO, in partnership with DelDOT, New Castle County, DE State Parks, and local government will coordinate to implement the New Castle County Greenway Plan for pedestrian and bicycle pathways throughout New Castle County. This plan will complement the DelDOT Bicycle Plan, which addresses on road connections, and the DelDOT

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Pedestrian Plan, which is in development. The Plan identified existing and potential multi-use connections, emphasizing a network of sidepaths and greenways with proposed actions and policies to promote their implementation.

10.13.10 – Delaware City Transportation Plan

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, William Swiatek, Senior Transportation Planner

The Plan identified and made recommendations to address the community's transportation concerns and recommended enhancements to the transportation system. WILMAPCO will continue to coordinate with DeIDOT, Delaware City and DTC to support its implementation.

10.13.11 - Coordination with the Delaware Department of Transportation and Delaware Transit Corporation

1. Churchmans Crossing Implementation

WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Principal Planner and Dave Gula, Senior Transportation Planner

The initial Churchmans Crossing Study was a joint effort by DeIDOT, New Castle County and WILMAPCO to develop a land use/transportation vision for this important area. The land use and transportation recommendations provide a planning guide for this growth area over the next 25 years, including process and design guidelines. The study and its recommendations were adopted by the WILMAPCO Council into the 2020 Metropolitan Transportation Plan on September 11, 1997 and subsequently into the 2030 RTP. To account for the uncertainty as to when development will actually occur, the study provides performance indicators that DeIDOT, New Castle County and WILMAPCO will monitor closely to determine when and which projects should be implemented. For example, if indicators predict an intersection will fall below LOS D, the improvement plan for that area will be triggered. Similar indicators are recommended to determine when various components of the transit, travel demand management, and new roadway connection recommendations should be implemented. The current phase of the Churchmans Crossing effort is referred to as "Implementation - Phase I". Early action items have been identified and have been, or are in the process of being, implemented. WILMAPCO staff is participating in the implementation of:

- a. Sidewalks/Bicycle Paths/Greenway Improvements
- b. Bus Stop Improvements
- c. Transit Service Enhancements
- d. Integrated Transportation Management System (ITMS)
- e. Intersection Improvements
- f. Roadway Improvements

DeIDOT contact: Mark Tudor, NCC contact: John Janowski

2. Route 40 Corridor Improvements

WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Principal Planner and Dave Gula, Senior Planner

The Route 40 Corridor Improvements Project was initiated by DeIDOT in partnership with New Castle County and WILMAPCO in September 1998. The Route 40 Corridor 20-Year Transportation Plan was completed on June 19, 2000 and adopted by the Steering Committee. Subsequently, the WILMAPCO Council had adopted the Route 40 Corridor 20-Year Transportation Plan as part of the Metropolitan Transportation Plan on September 7, 2000. The Plan addresses the conditions resulting from projected growth in housing, employment and traffic over the next 20 years. The Plan contains projects, separated into three phases, (Phase I 2000-2007, Phase II 2008-2013, Phase III 2014-2020) which address the projected transportation problems that would result without the Plan. The final step of the project, now underway, is the implementation of the Plan recommendations. As part of this step a Corridor Monitoring Committee was created in order to assure that all projects in the Plan are implemented as conditions dictate – neither prior to the anticipated need, nor subject to unnecessary delay after need is identified. Staff is participating as a member of the Committee and providing assistance to the effort. DeIDOT contact: Mark Tudor, NCC contact: John Janowski. **\$10,000 is budgeted for Route 40 Program Development Support.**

3. Tyler McConnell Bridge

WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Principal Planner

This effort will support staff participation in the Tyler McConnell Bridge working group committee and provide technical and coordinating assistance as needed. DeIDOT contact: Carolann Wicks

4. Route 301

WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Principal Planner

The initial Greater Route 301 MIS was a joint effort by DeIDOT, New Castle County and WILMAPCO to reach a conclusion on a locally preferred alternative package of investments endorsed by New Castle County, municipalities and the State of Delaware through the WILMAPCO Council. The WILMAPCO Council had adopted Greater Route 301 MIS recommendations as part of the Metropolitan Transportation Plan. DeIDOT will now advance projects for implementation through the Transportation Improvement Program. WILMAPCO staff is participating in the implementation of these projects including the draft EIS. DeIDOT contact: Mark Tudor, NCC contact: John Janowski

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5. DTC Business Plan / Long-Range Plan

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner

This effort will support staff participation in the DTC Business Plan / Long-Range Plan implementation and provide technical and coordinating assistance as needed. DTC contact: Stephen Kingsberry

6. Commuter Rail Study

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner and Dave Gula, Senior Transportation Planner

Staff will work with DeIDOT to provide technical assistance and public outreach as needed.

7. Claymont Transportation Plan

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner and Randi Novakoff, Transportation Planner

Staff will work with DeIDOT, New Castle County and community groups to develop a transportation plan for the area and provide technical assistance as needed. DeIDOT contact: Drew Boyce

10.13.12 - Coordination with MDOT, the Cecil County Office of Planning and Zoning and Parks and Recreation and the Cecil County Department of Aging

1. Cecil County Transit Study

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner and Dave Gula, Senior Transportation Planner

Staff will assist with and monitor the implementation of the recommendations from the transit study conducted by the Cecil County Department of Aging.

2. Track A Feasibility Study Phase I and II

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner and Dave Gula, Senior Transportation Planner

Staff will participate in future work toward implementing commuter rail as identified in the feasibility studies and provide technical assistance as needed. Phase I investigated rail improvements between Newark and Elkton; Phase II investigated rail improvements between Elkton and Perryville Cecil County contact: Tony Di Giacomo.

3. Incorporate the Lower Susquehanna Heritage Greenways Management Plan into Cecil County Mobility Friendly Design Standards In Perryville and Port Deposit, Maryland

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner
Staff will participate in the Mobility and Transit Friendly Design Standards Studies and provide technical assistance as needed. Staff will provide assistance as requested to Cecil County and their consultant to support the work begun in FY 2002 with North East, to develop and adopt mobility friendly design standards.

4. Transit Service Between Harford and Cecil Counties—*Filling the Gap*

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Planner and Heather Dunigan, Principal Planner

Staff will work with the Maryland Department of Transportation and Maryland Transit Administration in collaboration with Harford and Cecil counties, BMC, and DTC in seeking short-term means to improve connections between existing transit services in Harford and Cecil Counties; thereby “filling the gap” for transit riders traversing the Harford and Cecil County lines. The objectives of this effort are to examine near-term improvements that: 1) link the existing local transit service offered in Harford and Cecil Counties, 2) serve longer regional transit needs to Baltimore and Wilmington through extension of commuter bus service or better interface with existing commuter bus and rail service, and 3) improve communication regarding availability of local and regional transit services and how such linkages between the services can be made. MDOT contact: Michael Nixon.

5. TMA Feasibility Study for Cecil County, Maryland

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner and Randi Novakoff, Transportation Planner
Work with local and state agencies and employers to implement recommendations from TMA Feasibility Study.

10.13.13 - Coordination with the City of Wilmington

1. Wilmington Initiatives Implementation

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner, Tigist Zegeye, Executive Director
The Wilmington Land Use and Development Capacity Assessment and The Downtown Circulation Study were both adopted by the WILMAPCO Council on September 11, 1997. Results from these studies call for major improvements in the City of Wilmington encompassing several design project development efforts, such as:

- Market Street Retail Corridor Improvement
- Delaware Avenue/Washington Street Gateway Improvements
- King and Orange Streets Transit Corridor Improvements

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- Transportation Center Phase III
- Downtown 4th Street Improvements Project
- Wilmington Signalization Project
- Northeast Boulevard Streetscape Improvements

Staff is working with the City of Wilmington, DeDOT, and DTC to design and implement the above projects. City of Wilmington contact: David Blankenship, DeDOT contact: Ray Petrucci, DTC contact: Cathy Dennis

2. Southbridge Circulation Study

WILMAPCO STAFF PARTICIPANT: William Swiatek, Senior Transportation Planner and Randi Novakoff, Transportation Planner

WILMAPCO will continue to work with the Southbridge community on the implementation of the Southbridge Circulation Study. This work includes an ongoing Safe Routes to School Program at Palmer Elementary School, the co-sponsorship of a Transportation Enhancements Project centered along Heald Street and New Castle Avenue and monitoring of the South Wilmington Signage Study. Community contact: Marvin Thomas; City of Wilmington contact: Dave Blankenship; DeDOT contacts: Sarah Coakley and Maria Andaya

10.13.14 - Other

ADMINISTRATOR: Tigist Zegeye, Executive Director and Heather Dunigan, Principal Planner

Other sub-regional study implementation tasks as identified.

OUTCOME AND FINAL PRODUCTS: Implemented plans and projects that will help to achieve the goals of WILMAPCO's 2030 RTP

SCHEDULE: FY 2010

TASK TYPE: Recurring

PUBLIC PARTICIPATION: Member agencies are responsible for implementing public participation strategies for their projects. WILMAPCO will assist when possible by placing notices in our newsletter, e-news and other mailings.

BENEFIT: Assurance that plans and projects are implemented in such a manner as to conform to the goals and strategies of WILMAPCO's 2030 RTP.

PARTICIPANTS: WILMAPCO Staff, Member Agencies, and the Public

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$54,141
	IN-KIND SERVICES		\$14,122
	CONSULTANT		\$0
	TOTAL		\$68,263
Cost Allocation	Cash	In-Kind	Total
FHWA DE	39,906	0	39,906
FTA DE	9,267	0	9,267
FHWA MD	1,046	0	1,046
FTA MD	364	0	364
Delaware	1,851	6,676	8,527
Maryland	176	0	176
New Castle County	1,060	6,518	7,578
Cecil County	74	159	233
City of Wilmington	397	770	1,167
TOTALS	54,141	14,122	68,263

V PRIOR YEARS' WORK TASKS CARRIED OVER

This table shows the status of FY 2009 UPWP work tasks which were not completed by June 30, 2009 and have been amended into the FY 2010 UPWP.

TASK #	DESCRIPTION	BALANCE REMAINING 6/30/09
MPO 1.07A	Village Plan – TCSP Grant	\$1,687
MPO 3.04	Regional Modeling Support	\$16
MPO 4.04	Town of Cecilton Comprehensive Plan Update	\$966
MPO 7.04	Town of Port Deposit Comprehensive Plan Update	\$4,669
MPO 7.11	Consultant Claymont	\$4,719
MPO 7.11	Consultant SNCC Master Plan	\$100,000
MPO 8.04	Public Opinion Survey	\$1,910
MPO 8.08	Goods Movement Analysis	\$16,500
MPO 9.04	Data Collection	\$2,788
MPO 9.04	Data Updating & Management – GIS Assist.	\$25,000
MPO 9.04	Public Opinion Survey	\$15,000
MPO 9.10	RTP Implementation	\$40,449
MPO 9.11	Town of Elkton TOD Study	\$45,000
MPO 9.11	Wilmington Subdivision Regulations Update	\$50,000
MPO 9.11	Town of Bellefonte Comp Plan Update	\$21,000
MPO 9.11	Wilmington Initiatives Outreach	\$3,913
MPO 9.11	Chesapeake City Comp Plan	\$8,296
MPO 9.11	Downtown Wilmington Circulation Study	\$38,222
MPO 9.11	Perryville Master Trail Plan	\$7,500
MPO 9.11	TMA Feasibility Study for Cecil County	\$90
	TOTAL	\$387,725

TASK #	DESCRIPTION	BALANCE REMAINING 6/30/09
	Tasks Carried Over to FY 2010 UPWP	
MPO 1.07A	Village Plan – TCSP Grant	\$1,687
MPO 4.04	Town of Cecilton Comprehensive Plan Update	\$966
MPO 7.04	Town of Port Deposit Comprehensive Plan Update	\$4,669
MPO 7.11	Consultant SNCC Master Plan	\$100,000
MPO 8.08	Goods Movement Analysis	\$16,500
MPO 9.04	Data Updating & Management – GIS Assist.	\$25,000
MPO 9.04	Public Opinion Survey	\$15,000
MPO 9.11	Town of Elkton TOD Study	\$45,000
MPO 9.11	Wilmington Subdivision Regulations Update	\$50,000
MPO 9.11	Town of Bellefonte Comp Plan Update	\$21,000
MPO 9.11	Chesapeake City Comp Plan	\$8,296
MPO 9.11	Downtown Wilmington Circulation Study	\$38,222
MPO 9.11	Perryville Master Trail Plan	\$7,500
	TOTAL	\$333,840
	Tasks Transferred to General Funds	
MPO 3.04	Regional Modeling Support	\$16
MPO 7.11	Consultant Claymont	\$4,719
MPO 8.04	Public Opinion Survey	\$1,910
MPO 9.04	Data Collection	\$2,788
MPO 9.10	RTP Implementation	\$40,449
MPO 9.11	Wilmington Initiatives Outreach	\$3,913
MPO 9.11	TMA Feasibility Study for Cecil County	\$90
	TOTAL	\$53,885
	GRAND TOTAL	\$387,725

Prior Years' Carry over Funds

DE FHWA \$153,410

DE FTA \$28,075

MD FHWA \$25,680

MD FTA \$3,542

MD State \$3,649

Total \$214,356

Total Available Funds to be Programmed = \$214,356 + \$53,885 = \$268,241

Projects*	
Town of Chesapeake City Subdivision Regulations	\$22,000
Town of North East Subdivision Regulations and Road Code Revisions	\$15,000
Greater Newark Circulation Study	\$75,000
WILMAPCO Long Range Plan Update	\$100,000
Wilmington Downtown Circulation Study	\$40,000
Feasibility Study for the Development of the South College Ave. Train Station, Newark	\$5,000
Route 40 Program Development Support	\$10,000
Total Request	\$267,000
Total Available Funds to be Programmed	\$268,241
Remaining Funds for Future Tasks	\$1,241

* Descriptions for these projects can be found under MPO 10.10 – RTP Implementation, MPO - 10.11 Sub Regional Studies and Coordination, and MPO 10.13 – Monitoring of Sub Regional Study Implementation.

MPO 1.07A - PROGRAM DEVELOPMENT AND COMMUNITY/AREA PLANS AND STUDIES

OBJECTIVE: To coordinate transportation and land use planning activities in Centreville, DE by working with local and state government and community groups.

TASK DESCRIPTION: WILMAPCO was awarded a \$100,000 Federal Transportation and Community and System Preservation Program grant, of which \$1,687 remains. The grant is to link transportation and land use in an historic village in New Castle County. Centreville was included in the grant application. WILMAPCO will work with the Delaware Department of Transportation, Delaware Office of State Planning Coordination, New Castle County, and community groups to develop this project, which is an action in the 2030 RTP.

OUTCOME AND FINAL PRODUCT: Recommendations for implementation and RTP, TIP and UPWP amendments, where appropriate.

SCHEDULE: FY 2010

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: The study process requires extensive public involvement. Although the Steering Committees for various studies and planning efforts represent the public and are involved in the evaluation and recommended selection of strategies, we cannot understate the role of individual members of the public, particularly those most affected by the recommendations. We also conduct legislative briefings for area elected officials.

WILMAPCO seeks public involvement by publicizing workshops and meetings. The publicity includes notices in area newspapers, flyers posted at area libraries, and direct mailings to interested groups, civic associations, individuals, and others. The members of Steering Committees have also taken responsibility of informing those individuals they represent of upcoming opportunities for public comment.

BENEFITS: Coordinated transportation and land use plans for our communities supports WILMAPCO's goals and implements the 2030 RTP. Particularly, these studies and plans will link land use and transportation and seek to improve quality of life, strengthen our existing communities and improve intergovernmental relations between the state and local levels of government.

ADMINISTRATOR: Heather Dunigan, Principal Planner, WILMAPCO

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$
	IN-KIND SERVICES		\$
	CONSULTANT		\$1,687
	TOTAL		\$1,687
Cost Allocation			
	Cash	In-Kind	Total
FHWA TCSP GRANT	\$1,687		\$1,687
TOTALS	\$1,687		\$1,687

MPO 3.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

OBJECTIVE AND TASK DESCRIPTION: To develop, research, and analyze data that assists member agencies and the public with understanding the demographic, economic, and transportation planning issues confronting the WILMAPCO region. This task will result in a number of analytic reports on various issues, the analysis for different studies and plan implementation, and the development of projects for the Transportation Improvement Program. Under this task, WILMAPCO staff will also provide technical assistance to member agencies, organizations, businesses and residents, as requested.

3.04.01 - Data Collection

ADMINISTRATOR: Daniel Blevins, Principal Planner

In order to produce more useful analysis tools, specific data must be collected on a more frequent basis. Data collection activities will include:

- Travel demand data for use in planning activities such as the CMS and the long-range regional transportation plan (RTP) will be generated and maintained. **\$30,000 is budgeted for consultant support for modeled data collection efforts on the regional highway system. \$16 remains in this task. [Amended into the FY 10 UPWP - Transfer to General Funds](#)**

OUTCOME AND FINAL PRODUCT:

Staff, with consultant assistance, will produce a series of annual population and employment estimates for the region that will serve as inputs for updates of the RTP, TIP, transportation network model, and subsequent sub-regional transportation plans. Additional products may include reports such as a project summary report that includes findings resulting from the project and an evaluation of project results, data limitations, problems and methods needed to resolve them. Staff will produce a comprehensive GIS database containing, among other elements: upcoming TIP projects, intersection data, roadway geometry data, traffic volumes, population and employment data, proposed development listings, and travel demand forecasts. Staff will maintain the regional data clearinghouse, and produce spreadsheets and maps of available data as requested. Demographic data will also be produced to identify targeted populations for environmental justice analysis and outreach.

SCHEDULE: FY 2009

TASK TYPE: Recurring

PUBLIC PARTICIPATION: There is a 30-day public comment period on all population and employment numbers. The public is invited to attend all TAC and PAC meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases, our website, and media relations work with local newspapers and radio and television stations.

BENEFIT: Knowledgeable member agencies and citizens better able to contribute to the planning process; increased use of sophisticated demographic data in planning process; and more accurate travel models which promote better plan development. Population and Employment estimates will provide a useful tool for updating and monitoring the WILMAPCO RTP, network model, and other regional and sub-regional transportation planning needs. This task will also provide reports and/or maps as requested for specific uses such as travel and demographic data analysis and area study GIS maps. Activities will be better coordinated between member agencies, local municipalities and other entities.

PARTICIPANTS: WILMAPCO Staff, Demographics Subcommittee, Congestion Management Subcommittee, Member Agencies and Municipalities

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$16
	TOTAL		\$16
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$12		\$12
FTA DE	\$3		\$3
FHWA MD	\$0		\$0
FTA MD	\$0		\$0
Delaware	\$1		\$1
Maryland	\$0		\$0
New Castle County	\$0		\$0
Cecil County	\$0		\$0
City of Wilmington	\$0		\$0
TOTALS	\$16		\$16

MPO 4.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

OBJECTIVE AND TASK DESCRIPTION: To develop, research, and analyze data that assists member agencies and the public with understanding the demographic, economic, and transportation planning issues confronting the WILMAPCO region. This task will result in a number of analytic reports on various issues, the analysis for different studies and plan implementation, and the development of projects for the Transportation Improvement Program. Under this task, WILMAPCO staff will also provide technical assistance to member agencies, organizations, businesses and residents, as requested.

4.04.02 - Data Updating and Management

ADMINISTRATORS: Daniel Blevins, Principal Planner

This task includes recurring efforts such as the development of population and employment estimates and geographic information system management. This task also includes technical assistance to member agencies and reflects the needs that member agencies have identified during the Unified Planning Work Program development.

- Population and Employment Estimates
To provide location specific, accurate population estimates, future population and employment projections, and housing and employment data by traffic analysis zones (TAZs) for use in the regional transportation planning process. Estimates and projections in this task will be based on the most current Delaware Population Consortium, Maryland Office of Planning, New Castle County and Cecil County data. Data derived from this task will be utilized in transportation network modeling, land use simulation models, analysis of sub-regional projects and studies, and the future updates of the WILMAPCO Regional Transportation Plan (RTP). **\$25,000 is budgeted for consultant support for allocation of population and employment data. Amended FY 08 UPWP to assist the Town of Cecilton with Comprehensive Plan Update (\$18,000 budgeted - \$966 remains in this task).**

OUTCOME AND FINAL PRODUCT:

Staff, with consultant assistance, will produce a series of annual population and employment estimates for the region that will serve as inputs for updates of the RTP, TIP, transportation network model, and subsequent sub-regional transportation plans. Additional products may include reports such as a project summary report that includes findings resulting from the project and an evaluation of project results, data limitations, problems and methods needed to resolve them. Staff will produce a comprehensive GIS database containing, among other elements: upcoming TIP projects, intersection data, roadway geometry data, traffic volumes, population and employment data, proposed development listings, and travel demand forecasts. Staff will maintain the regional data clearinghouse, and produce spreadsheets and maps of available data as requested. Demographic data will also be produced to identify targeted populations for environmental justice analysis and outreach.

SCHEDULE: FY 2009

TASK TYPE: Recurring

PUBLIC PARTICIPATION: There is a 30-day public comment period on all population and employment numbers. The public is invited to attend all TAC and PAC meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases, our website, and media relations work with local newspapers and radio and television stations.

BENEFIT: Knowledgeable member agencies and citizens better able to contribute to the planning process; increased use of sophisticated demographic data in planning process; and more accurate travel models which promote better plan development. Population and Employment estimates will provide a useful tool for updating and monitoring the WILMAPCO RTP, network model, and other regional and sub-regional transportation planning needs. This task will also provide reports and/or maps as requested for specific uses such as travel and demographic data analysis and area study GIS maps. Activities will be better coordinated between member agencies, local municipalities and other entities.

PARTICIPANTS: WILMAPCO Staff, Demographics Subcommittee, Congestion Management Subcommittee, Member Agencies and Municipalities

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$
	IN-KIND SERVICES		\$
	CONSULTANT		\$966
	TOTAL		\$966
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$722		\$722
FTA DE	\$152		\$152
FHWA MD	\$21		\$21
FTA MD	\$6		\$6
Delaware	\$35		\$35
Maryland	\$3		\$3
New Castle County	\$22		\$22
Cecil County	\$1		\$1
City of Wilmington	\$4		\$4
TOTALS	\$966		\$966

MPO 7.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

OBJECTIVE AND TASK DESCRIPTION: To develop, research, and analyze data that assists member agencies and the public with understanding the demographic, economic, and transportation planning issues confronting the WILMAPCO region. This task will result in a number of analytic reports on various issues, the analysis for different studies and plan implementation, and the development of projects for the Transportation Improvement Program. Under this task, WILMAPCO staff will also provide technical assistance to member agencies, organizations, businesses and residents, as requested.

7.04.02 - Data Updating and Management

ADMINISTRATORS: *Daniel Blevins, Senior Transportation Planner and Transportation Planner*

This task includes recurring efforts such as the development of population and employment estimates and geographic information system management. This task also includes technical assistance to member agencies and reflects the needs that member agencies have identified during the Unified Planning Work Program development.

- **Population and Employment Estimates**

To provide location specific, accurate population estimates, future population and employment projections, and housing and employment data by traffic analysis zones (TAZs) for use in the regional transportation planning process. Estimates and projections in this task will be based on the most current Delaware Population Consortium, Maryland Office of Planning, New Castle County and Cecil County data. Data derived from this task will be utilized in transportation network modeling, land use simulation models, analysis of sub-regional projects and studies, and the future updates of the WILMAPCO Regional Transportation Plan (RTP). **\$25,000 is budgeted for consultant support for allocation of population and employment data. – Amended FY 08 UPWP to assist the Town of Port Deposit with Comprehensive Plan Update (\$25,000) (\$4,669 remains in this task).**

OUTCOME AND FINAL PRODUCT:

Staff, with consultant assistance, will produce a series of annual population and employment estimates for the region that will serve as inputs for updates of the RTP, TIP, transportation network model, and subsequent sub-regional transportation plans. Additional products may include reports such as a project summary report that includes findings resulting from the project and an evaluation of project results, data limitations, problems and methods needed to resolve them. Staff will produce a comprehensive GIS database containing, among other elements: upcoming TIP projects, intersection data, roadway geometry data, traffic volumes, population and employment data, proposed development listings, and travel demand forecasts. Staff will maintain the regional data clearinghouse, and produce spreadsheets and maps of available data as requested. Demographic data will also be produced to identify targeted populations for environmental justice analysis and outreach.

SCHEDULE: FY 2009

TASK TYPE: Recurring

PUBLIC PARTICIPATION: There is a 30-day public comment period on all population and employment numbers. The public is invited to attend all TAC and PAC meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases, our website, and media relations work with local newspapers and radio and television stations.

BENEFIT: Knowledgeable member agencies and citizens better able to contribute to the planning process; increased use of sophisticated demographic data in planning process; and more accurate travel models which promote better plan development. Population and Employment estimates will provide a useful tool for updating and monitoring the WILMAPCO RTP, network model, and other regional and sub-regional transportation planning needs. This task will also provide reports and/or maps as requested for specific uses such as travel and demographic data analysis and area study GIS maps. Activities will be better coordinated between member agencies, local municipalities and other entities.

PARTICIPANTS: WILMAPCO Staff, Demographics Subcommittee, Congestion Management Subcommittee, Member Agencies and Municipalities

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$4,669
	TOTAL		\$4,669
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$3,490		\$3,490
FTA DE	\$734		\$734
FHWA MD	\$99		\$99
FTA MD	\$29		\$29
Delaware	\$167		\$167
Maryland	\$16		\$16
New Castle County	\$106		\$106
Cecil County	\$7		\$7
City of Wilmington	\$21		\$21
TOTALS	\$4,669		\$4,669

MPO 7.11 – SUBREGIONAL STUDIES AND COORDINATION

This task allows for the coordination of transportation and land use planning activities by working with local and state governments and community groups. WILMAPCO either takes the lead or participates in the development and scoping of a variety of plans and studies which further the implementation of the RTP.

Studies we expect to **administer** during fiscal year 2007 include the following:

7.11.05 - Claymont Train Station Improvement Plan

OBJECTIVE AND TASK DESCRIPTION: The objective of this project is to develop a proposal to upgrade the Claymont Train Station, from a basic refurbishment up to and including the possible relocation of the station. This will build upon the Claymont Transportation Plan and the Claymont Community Redevelopment Plan. The community is defined by the state line to the north, Delaware Avenue to the south, the Delaware River to the east and CSX railroad tracks to the west. The Claymont Train Station is located on the eastern edge of the community, along the Amtrak Northeast Corridor, connected to Philadelphia Pike by Myrtle Avenue. The train station project is intended to complement and coincide with other community revitalization efforts under way or planned (components including urban design, historic preservation and economic development). Claymont is composed of a close-knit, medium density variety of older single family and multi-family homes, businesses and industry. With this historic land use pattern, the Philadelphia Pike corridor and the rail transit facility, it is ideal for transportation improvements that will link them together. A feasibility study for the improvement of the Claymont Train Station will be undertaken. The study will include an evaluation of the current site and the adjacent area, and determine if there is the need and the opportunity to construct a station building and new platforms. The study will evaluate existing pedestrian access points, and consider the construction of new crossings for the Amtrak Northeast Corridor, both vehicular and pedestrian. Recommendations for the type and location of parking facilities and the potential size and location of a station building will be included. The existing internal patterns for bus movements will be analyzed and will be considered for any new layout. The study will supply a conceptual layout for an upgraded train station.

OUTCOME AND FINAL PRODUCT: The project will result in a proposal for an upgraded Claymont Train Station. This may include roadway improvements, upgraded pedestrian, bicycle and bus amenities, expanded automobile parking areas and new rail facilities. The plan will also consider the potential for Transit-Oriented development at the train station and the addition of station art. There will also be recommendations for implementation priorities, funding and phasing.

SCHEDULE: FY 2009

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: The Claymont Community Coalition civic group and the Claymont Renaissance Development Corporation meets monthly, so there will be ample opportunity to seek input, give presentations and provide information to interested parties. WILMAPCO holds monthly meetings of its Technical and Public Advisory Committees which will provide opportunities for periodic updates. The WILMAPCO website offers an additional effective means of keeping the community informed of the progress of the project.

BENEFIT: This project will contribute to the RTP by combining the revitalization of the traditional and historic community of Claymont with the improvement of the community's Train Station. Claymont's compact mix of good housing stock, local business and institutions offer a unique opportunity to bring together all the characteristics that comprise a Transit-Oriented community. Improved, convenient access from Claymont center to the commuter train station will encourage greater use of that facility, and will augment the existing bus connection. Sidewalk and bikeway improvements and linkages will encourage modes other than auto use for train users to access the station. This project could also tie into the Delaware Greenways system and Fox Point State Park. The East Coast Greenway is expected to pass through Claymont and could be incorporated into the station plan with the proposed crossing of Amtrak's Northeast Corridor. With Claymont's proximate mix of uses and promotion as an employment center, significant automobile trip reduction can result, assisting in air quality goals. Implementation of a train station improvement plan will strengthen Claymont's identity, focus attention to its function as a Transit-Oriented community and highlight its unique characteristics allied with accepted notions of quality of life.

ADMINISTRATOR: Dave Gula, WILMAPCO Senior Transportation Planner **\$20,000 consultant – \$4,719 remains in this task. Amended into the FY 10 UPWP - Transfer to General Funds**

PARTICIPANTS: Claymont Community Coalition, Claymont Renaissance Development Corporation, Claymont Business Owners Association, Claymont Historic Society, New Castle County Department of Land Use, DTC, New Castle County Council, Delaware General Assembly, Delaware Greenways, the Commonwealth Group, Setting

Properties, Torti Gallas and Partners, Archmere Academy, and University of Delaware.

7.11.09 – Southern New Castle County Master Plan

OBJECTIVE AND TASK DESCRIPTION: The purpose of the Memorandum of Agreement (MOA) and Scope of Work between DeIDOT, OSPC, DOA, the County, the School Districts, the Towns, and WILMAPCO is to establish a cooperative process for ascertaining, evaluating, coordinating, and implementing infrastructure improvements necessary to assure the responsible use of fiscal resources, encourage the development of more livable communities, and provide for sustainable economic development.

OUTCOME AND FINAL PRODUCT: The MOA and Scope of Services is intended to provide the framework by which DeIDOT, OSPC, DOA, the County, the School Districts, the Towns, and WILMAPCO with the participation of other appropriate agencies, will collectively develop a Master Plan to include future land use and infrastructure plan elements for Southern New Castle County. These agencies have agreed to work cooperatively through the planning process to produce a comprehensive regional master plan to include land use policies and the transportation, sewer and other community facilities plans needed in order to best accommodate future growth in SNCC. Additionally, they have agreed to individually and collectively incorporate the Plan recommendations into the Comprehensive Plans of the County and the Towns, the WILMAPCO Regional Transportation Plan, DeIDOT's Transportation Plan, School District Comprehensive Building Plans, the State Strategies for Policies and Spending, and additional State plans or programs as appropriate.

PARTICIPANTS: New Castle County, WILMAPCO, DeIDOT, Department of Agriculture, Office of State Planning Coordination, Appoquinimink School District, Smyrna School District, Colonial School District, Town of Middletown, Town of Odessa, and Town of Townsend

ADMINISTRATOR: Charles Baker, New Castle County, Department of Land Use
\$100,000 Consultant

OUTCOME AND FINAL PRODUCT: Recommendations for implementation and RTP, TIP and UPWP amendments, where appropriate.

SCHEDULE: FY 2009

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: The study process requires extensive public involvement. Although the Steering Committees for various studies and planning efforts represent the public and is involved in the evaluation and recommended selection of strategies, we cannot underestimate the role of individual members of the public, particularly those most affected by the recommendations. We also conduct legislative briefings for area elected officials.

WILMAPCO seeks public involvement by publicizing workshops and meetings. The publicity includes notices in area newspapers, flyers posted at area libraries, and direct mailings to interested groups, civic associations, individuals, and others. The members of Steering Committees have also taken responsibility of informing those individuals they represent of upcoming opportunities for public comment.

Other responsible member agencies, as noted above, will establish their own public participation process.

BENEFITS: Coordinated transportation and land use plans for our communities supports WILMAPCO's goals and implements the 2025 RTP. Particularly, these studies and plans will link land use and transportation and seek to improve quality of life, strengthen our existing communities and improve intergovernmental relations between the state and local levels of government.

PARTICIPANTS: Each major WILMAPCO study is directed in partnership by a Management Committee of Senior officials from WILMAPCO, DOT(s), County (ies), and affected municipalities. The Management Committee responsibilities include overall direction and management of the work effort. A Technical Committee, made up of staff planners and engineers from the above agencies, provides technical review of all study data and products. The Technical Committee also provides input and carries out technical analysis as requested by the Management Committee. The Steering Committees include civic association representatives, residents, builders and developers, businesses, area elected officials, Transportation Management Association of New Castle County, and other interested groups. The steering committee provides input to the study process at periodic meetings and review materials for public workshops and meetings before such events. Smaller studies may include a smaller participating

and management structure.

Other responsible member agencies, as noted above, will determine their own study process and participants.

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$104,719
	TOTAL		\$104,719
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$78,283		\$78,283
FTA DE	\$16,457		\$16,457
FHWA MD	\$2,229		\$2,229
FTA MD	\$641		\$641
Delaware	\$3,748		\$3,748
Maryland	\$359		\$359
New Castle County	\$2,385		\$2,385
Cecil County	\$150		\$150
City of Wilmington	\$463		\$463
TOTALS	\$104,719		\$104,719

MPO 8.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

OBJECTIVE AND TASK DESCRIPTION: To develop, research, and analyze data that assists member agencies and the public with understanding the demographic, economic, and transportation planning issues confronting the WILMAPCO region. This task will result in a number of analytic reports on various issues, the analysis for different studies and plan implementation, and the development of projects for the Transportation Improvement Program (TIP). Under this task, WILMAPCO staff will also provide technical assistance to member agencies, organizations, businesses and residents, as requested.

8.04.04 - Public Opinion Survey

ADMINISTRATOR: Randi Novakoff, Transportation Planner, Heather Dunigan, Principal Planner

The Public Opinion survey asks questions about the effectiveness of actions from the RTP and provides data on the public perception of transportation facilities and services. The results will be used to monitor public concerns and opinions on RTP strategies, and awareness of WILMAPCO. It will also serve as a performance measure in the Annual Progress Report. In New Castle County the survey will be conducted in concurrence with the RTP updates once every four years in the month of June with results available in July. The survey allows WILMAPCO to track the opinions of our residents, over time, to identify trends and provide direction for our policies. This survey will provide comparison data regarding topics such as: which alternative modes of transportation are most favored; what are the most effective methods to improve our transportation system; should land use, growth and development be controlled; and how much does the public know about WILMAPCO. Results are then used, in conjunction with other outreach efforts, to set policies for future planning efforts. A separate survey has been designed for Cecil County to provide annual transportation mode data. This will be used in conjunction with the data we currently receive from DelDOT and other Delaware transportation agencies. **\$18,000 is budgeted for the consultant. \$1,910 remains in this task. [Amended into the FY 10 UPWP - Transfer to General Funds](#)**

OUTCOME AND FINAL PRODUCT:

Staff, with consultant assistance, will produce a series of annual population and employment estimates for the region that will serve as inputs for updates of the RTP, TIP, transportation network model, and subsequent sub-regional transportation plans. Additional products may include reports such as a project summary report that includes findings resulting from the project and an evaluation of project results, data limitations, problems and methods needed to resolve them. Staff will produce a comprehensive GIS database containing, among other elements: upcoming TIP projects, intersection data, roadway geometry data, traffic volumes, population and employment data, proposed development listings, and travel demand forecasts. Staff will maintain the regional data clearinghouse, and produce spreadsheets and maps of available data as requested. Demographic data will also be produced to identify targeted populations for environmental justice analysis and outreach.

SCHEDULE: FY 2009

TASK TYPE: Recurring

PUBLIC PARTICIPATION: There is a 30-day public comment period on all population and employment numbers. The public is invited to attend all TAC and PAC meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases, the WILMAPCO website, and media relations work with local newspapers and radio and television stations.

BENEFIT: Knowledgeable member agencies and citizens better able to contribute to the planning process; increased use of sophisticated demographic data in planning process; and more accurate travel models that promote better plan development. Population and Employment estimates will provide a useful tool for updating and monitoring the WILMAPCO RTP, network model, and other regional and sub-regional transportation planning needs. This task will also provide reports and/or maps as requested for specific uses such as travel and demographic data analysis and area study GIS maps. Activities will be better coordinated between member agencies, local municipalities and other entities.

PARTICIPANTS: WILMAPCO Staff, Demographics Subcommittee, Congestion Management Subcommittee, Member Agencies and Municipalities

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$1,910
	TOTAL		\$1,910
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	\$1,428		\$1,428
FTA DE	\$300		\$300
FHWA MD	\$41		\$41
FTA MD	\$12		\$12
Delaware	\$68		\$68
Maryland	\$7		\$7
New Castle County	\$44		\$44
Cecil County	\$3		\$3
City of Wilmington	\$8		\$8
TOTALS	\$1,910		\$1,910

MPO 8.08 – GOODS MOVEMENT ANALYSIS

OBJECTIVE AND TASK DESCRIPTION: As an MPO, WILMAPCO is bound by federal transportation legislation to be involved with the integration and connectivity of freight, across and between modes. The collection of data and its analysis will serve to broaden WILMAPCO’s understanding of the logistic, safety and economic issues that surround the movement of goods throughout the region. By engaging in this task, WILMAPCO hopes that staff will be able to more adequately address safety and congestion concerns about trucks traveling on regional roadways and economic questions regarding the mode and route choice of shippers. **\$25,000 is budgeted for good movement network modeling. \$16,500 remains in this task. Programmed to support a study analyzing the traffic flow around the Port of Wilmington in FY 2010 UPWP.**

OUTCOME AND FINAL PRODUCT: The WILMAPCO Goods Movement Initiative is scheduled to release a goods movement analysis in July 2007. This broad evaluation of freight transportation in the WILMAPCO region will provide insight into topics such as mode choice, route selection, safety and financial matters.

SCHEDULE: FY 2009

TASK TYPE: Recurring

PUBLIC PARTICIPATION: Meetings with freight transport companies, as well as public meetings, will be held throughout the goods movement planning process to ensure that the significant issues for both the private and public sectors are addressed. Updates and information on this task will be made available at the PAC, TAC, and WILMAPCO Council meetings, and upon request.

BENEFIT: The examination of the economic and safety impacts of goods movement will allow WILMAPCO planners to better understand both the economic and safety impacts surrounding trucks that travel the region’s roadways, as well as freight rail, barge and pipeline. By evaluating mode and route choices, WILMAPCO can begin to formulate means of improving the efficiency and effectiveness of the overall goods movement system in the region.

ADMINISTRATOR: Daniel Blevins, Principal Planner

PARTICIPANTS: WILMAPCO Staff, member agencies

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$16,500
	TOTAL		\$16,500
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	\$12,335		\$12,335
FTA DE	\$2,593		\$2,593
FHWA MD	\$351		\$351
FTA MD	\$101		\$101
Delaware	\$591		\$591
Maryland	\$57		\$57
New Castle County	\$376		\$376
Cecil County	\$24		\$24
City of Wilmington	\$73		\$73
TOTALS	\$16,500		\$16,500

MPO 9.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

OBJECTIVE AND TASK DESCRIPTION: To develop, research, and analyze data that assists member agencies and the public with understanding the demographic, economic, and transportation planning issues confronting the WILMAPCO region. This task will result in a number of analytical reports on various issues, the analysis for different studies and plan implementation, and the development of projects for the Transportation Improvement Program (TIP). Under this task, WILMAPCO staff will also provide technical assistance to member agencies, organizations, businesses and residents, as requested.

9.04.01 - Data Collection

ADMINISTRATOR: *Daniel Blevins, Principal Planner, William Swiatek, Senior Transportation Planner*

In order to produce more useful analysis tools, specific data must be collected on a more frequent basis. Data collection activities will include:

- Traffic data collection in Cecil County and New Castle County. This task will include turning movement counts (vehicle volumes at identified intersections during peak morning and evening periods to ascertain overall intersection level of service ratings) and other traffic data collection, as needs are identified. The data collected will serve as input into the WILMAPCO Congestion Management System (CMS) and other analyses. **\$15,000 is budgeted for consultant support in traffic data collection in Cecil County and \$35,000 is budgeted for New Castle County.**
- Roadway Travel Time runs will continue in New Castle County (funded through DelDOT) and in Cecil County. The travel time runs will collect travel speed and delay data on major roadways in our region and will serve as a primary input into the WILMAPCO Congestion Management System (CMS). **\$12,500 is budgeted for consultant support in roadway travel time data collection in Cecil County and \$2,500 has been budgeted for New Castle County.**
- Additional traffic counts will be done in Cecil County, to help analyze both current and future transportation needs. Specific locations will be determined as part of this task in cooperation with MDOT and Cecil County.
- Travel demand data for use in planning activities such as the CMS and the long-range regional transportation plan (RTP) will be generated and maintained.
- Information on pedestrian travel will be collected for use in planning and project analysis and other uses as needed.

Total = \$65,000 consultant - \$2,788 remains in this task. [Amended into the FY 10 UPWP - Transfer to General Funds](#)

9.04.02 - Data Updating, Management and Acquisition

ADMINISTRATORS: *Daniel Blevins, Principal Planner and Staff*

This task includes recurring efforts such as the development of population and employment estimates and geographic information system management. This task also includes technical assistance to member agencies and reflects the needs that member agencies have identified during the Unified Planning Work Program development.

- **Population and Employment Estimates**
To provide location-specific, accurate population estimates, future population and employment projections, and housing and employment data by traffic analysis zones (TAZs) for use in the regional transportation planning process. Estimates and projections in this task will be based on the most current Delaware Population Consortium, Maryland Office of Planning, New Castle County and Cecil County data. Data derived from this task will be utilized in transportation network modeling, land use simulation models, analysis of sub-regional projects and studies, and the future updates of the WILMAPCO Regional Transportation Plan (RTP).
 - **Geographic Information Systems**
A regional Geographic Information Systems (GIS) database will be coordinated by staff to better organize and maintain the vast amounts of spatially related data developed by member agencies. The database will make the management and tracking of transportation project status, development patterns, and demographic data, among others, much easier to comprehend. The following contains a listing and abbreviated description of some of the components of the regional GIS development:
 - Annual Travel Time and Delay data for all major arterials/freeways in New Castle and Cecil Counties
 - Annual Park and Ride Usage
3. Staff will maintain, update, and map a project database so that projects can be listed, tracked and utilized by WILMAPCO's (GIS). The database will include projects from the Transportation Improvement Program (TIP) and projects contained in the Regional Transportation Plan (RTP) constrained projects.

4. Staff will work with New Castle County, Cecil County, DeIDOT, and MDOT to compile GIS road coverages including classification, AADT, capacity and other transportation-related data elements, including land use and zoning data for planning purposes. **\$15,000** is budgeted for various work preformed by John Laznik, University of Delaware, i.e. crash analysis, geocoding, GIS help, etc... to supplement WILMAPCO staff time.

- **Data Acquisition**

In order for WILMAPCO to continue producing its regional performance-based documents, large amounts of data are required for their development. As a result, WILMAPCO relies on its member agencies to provide several data items delivered in a timely manner to allow for staff to produce the desired outcomes. In order to better serve the needs of our planning activities, a list of the needed data from member agencies is provided below:

Data	Description	County	Responsible Agency	Delivery Date
2007 Traffic Count Data	GIS file of 2007 Average Annual Daily Traffic Volumes (AADT) and associated roadway characteristics (i.e. speed limit, lane width, shoulder width, etc.)	New Castle	DeIDOT	May 2008
Raw Traffic Collection Data	Tabular/GIS file of all traffic data collected during calendar year 2007. This includes all Permanent count locations, counts collected from individual studies and classification counts collected at various individual locations	New Castle	DeIDOT	May 2008
Pavement Conditions	Tabular data file of roadway conditions during FY 2008. Includes: <ul style="list-style-type: none"> - NCC: Total centerline miles and quality rated either Good, Fair or Poor - Cecil: Total centerline miles and quality rated either Very Good, Good, Fair, Mediocre or Poor 	New Castle/ Cecil	DeIDOT/ MDSHA	August 2008
Bridge Inventory and Conditions	Tabular/GIS file of all Bridges with each county in the region and their status (Structurally Deficient and Functionally Obsolete) for FY 2008	New Castle/ Cecil	DeIDOT/ MDSHA	August 2008
Annual Crash Statistics	GIS file of all reported crashes and associated attribute data for calendar year 2007	New Castle	DeIDOT	March 2008

Data	Description	County	Responsible Agency	Delivery Date
Annual Transit Ridership	Tabular data consisting of transit operations statistics (Monthly and Annual): <ul style="list-style-type: none"> - Total Transit Ridership by service type and route - On-Time performance for paratransit and fixed route services - Transit costs per trip for paratransit and fixed route services - Total Annual Route Mileage for paratransit and fixed route services 	New Castle	DTC	August 2008
Completed Projects- FY 2008	GIS file of all projects completed during the fiscal year	New Castle	DeIDOT	August 2008
EZ Pass/MTag Usage	Tabular file of Monthly/Annual totals at all toll collection facilities including: <ul style="list-style-type: none"> - SR 1 & Dover, Smyrna, Denney Rd. Biddles Corner and Boyd's Corner Rd. - I-95 @ DE/MD Line - I-95 @ Kent/Cecil Border 	New Castle/ Cecil	DeIDOT/ MDSHA	August 2008
Transit Data	Updated GIS files for DTC bus stops, transit routes and headways	New Castle	DTC	August 2008
Air Quality Data	Tabular speed vs. emission data for ozone and PM2.5. In addition, GIS shapefiles of each benchmark year (including base year), containing Model AADT, VMT, VHT, emissions and truck volumes	New Castle	DeIDOT	With each model run
Parcel Data	Updated GIS file for parcels in New Castle County, with descriptive attribute data, including the number of units per parcel	New Castle	NCC-LU	October 2008

Regional Model Development and Support

ADMINISTRATOR: Daniel Blevins, Principal Planner

- Funding for additional Model Development and Calibration. Effort needed to continue to incorporate relevant truck/rail traffic data into their travel demand model to help facilitate better investment decisions. Funding allows for periodic reviews that should be performed to ensure all base year model inputs are based on the most recent data collection activities. Travel demand data for use in planning activities such as the CMS and the long-range regional transportation plan (RTP) will be generated and maintained. **\$10,000 is budgeted for consultant support for modeled data collection efforts on the regional highway system. Programmed to be used in spring to model future truck volume runs using TranSearch data.**

Total = \$25,000 consultant

9.04.04 - Public Opinion Survey

ADMINISTRATOR: Randi Novakoff, Transportation Planner

The Public Opinion Survey asks questions about the effectiveness of actions from the RTP and provides data on the public perception of transportation facilities and services. The results are used to monitor public concerns and opinions on RTP strategies, and awareness of WILMAPCO. It also serves as a performance measure in the Annual Progress Report. A separate survey has been designed for Cecil County to provide annual transportation mode data. This will be used in conjunction with the data we currently receive from DelDOT and other Delaware transportation agencies. The Cecil County public opinion survey will be conducted annually during the month of June with results available in July. The New Castle County survey is conducted in concurrence with the RTP updates, once every four years. Both surveys allow WILMAPCO to track the opinions of our residents over time, to identify trends, and provide direction for our policies. The surveys also provide comparison data regarding topics such as: which alternative modes of transportation are most favored; what are the most effective methods to improve our transportation system; should land use, growth and development be controlled; and how much does the public know about WILMAPCO. Results are then used, in conjunction with other outreach efforts, to set policies for future planning efforts. **\$15,000 is budgeted for the consultant.**

9.04.05 – Other

ADMINISTRATOR: Daniel Blevins, Principal Planner

Other data collection, management, and distribution tasks as identified.

OUTCOME AND FINAL PRODUCT:

Staff, with consultant assistance, will produce a series of annual population and employment estimates for the region that will serve as inputs for updates of the RTP, TIP, transportation network model, and subsequent sub-regional transportation plans. Additional products may include reports such as a project summary report that includes findings resulting from the project and an evaluation of project results, data limitations, problems and methods needed to resolve them. Staff will produce a comprehensive GIS database containing, among other elements: upcoming TIP projects, intersection data, roadway geometry data, traffic volumes, population and employment data, proposed development listings, and travel demand forecasts. Staff will maintain the regional data clearinghouse, and produce spreadsheets and maps of available data as requested. Demographic data will also be produced to identify targeted populations for environmental justice analysis and outreach.

SCHEDULE: FY 2009

TASK TYPE: Recurring

PUBLIC PARTICIPATION: There is a 30-day public comment period on all population and employment numbers. The public is invited to attend all TAC and PAC meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases, the WILMAPCO website, and media relations work with local newspapers and radio and television stations.

BENEFIT: Knowledgeable member agencies and citizens better able to contribute to the planning process; increased use of sophisticated demographic data in planning process; and more accurate travel models that promote better plan development. Population and Employment estimates will provide a useful tool for updating and monitoring the WILMAPCO RTP, network model, and other regional and sub-regional transportation planning needs. This task will also provide reports and/or maps as requested for specific uses such as travel and demographic data analysis and area study GIS maps. Activities will be better coordinated between member agencies, local municipalities and other entities.

PARTICIPANTS: WILMAPCO Staff, Demographics Subcommittee, Congestion Management Subcommittee, Member Agencies and Municipalities

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$42,788
	TOTAL		\$42,788
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$31,986		\$31,986
FTA DE	\$6,726		\$6,726
FHWA MD	\$910		\$910
FTA MD	\$262		\$262
Delaware	\$1,532		\$1,532
Maryland	\$147		\$147
New Castle County	\$975		\$975
Cecil County	\$61		\$61
City of Wilmington	\$189		\$189
TOTALS	\$42,788		\$42,788

MPO 9.10 – RTP IMPLEMENTATION

The WILMAPCO 2030 Regional Transportation Plan (RTP), adopted on March 22, 2007, provides a broad vision and context for transportation issues. The Plan includes a revised Transportation Investment Area (TIA) map, which identifies areas within the region based on how the transportation should be performing and what type of investments should be made. It also represents which public transportation investments will be appropriate over the next 20-25 years. Another aspect of the RTP is the updated project prioritization process that uses quantifiable measures to select projects that are tied to the goals and vision of the RTP. This process ensures that areas with the greatest need receive the highest priority for funding. **\$62,838 is budgeted for consultant and member agency support - \$40,449 remains in this task. [Amended into the FY 10 UPWP - Transfer to General Funds](#)**

The WILMAPCO 2030 RTP identified several priority planning actions to achieve the goals identified in the RTP. These actions include:

- Working to ensure affordable transportation choices for all
- Working harder to address the needs of the elderly, persons with disabilities and zero-car households
- Facilitating interagency and public discussions to refine and further identify activity centers in New Castle County
- Evaluating the current Transportation Investment Areas (TIA) designations in New Castle County and the resulting policy ramifications, and consideration of alternative TIA designations, which includes interagency coordination and public review.

Additional challenges were identified in the RTP that included the following:

- Managing growth, especially regional land use trends, which involves the increase in development in rural areas of the region, and requires an understanding of new land use policies that have emerged
- Finding solutions to anticipated transportation needs that far override the funds available to pay for them
- Accommodating demographic changes such as the aging population's transportation needs
- Sustaining economic development, including workforce changes, rising gas prices, and demands for alternative energy
- Addressing congestion and improving air quality, which includes finding alternatives to automobiles

OUTCOME AND FINAL PRODUCT: Implemented actions that will help to achieve the goals of WILMAPCO's 2030 RTP.

SCHEDULE: FY 2009

TASK TYPE: Non-Recurring

PUBLIC PARTICIPATION: The task involved outreach to the members of the general public, through regular occurring and additional public outreach forums.

BENEFIT: Implementation of these actions assisted WILMAPCO in evaluating policy required to fully implement the RTP and engaged key stakeholders in a necessary discussion of public policy and planning tools for the region.

ADMINISTRATOR: *Tigist Zegeye, Executive Director and Staff*

PARTICIPANTS: WILMAPCO Staff, member agencies, local officials, general public, other stakeholder groups

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$40,449
	TOTAL		\$40,449
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$30,238		\$30,238
FTA DE	\$6,358		\$6,358
FHWA MD	\$861		\$861
FTA MD	\$247		\$247
Delaware	\$1,448		\$1,448
Maryland	\$139		\$139
New Castle County	\$921		\$921
Cecil County	\$58		\$58
City of Wilmington	\$179		\$179
TOTALS	\$40,449		\$40,449

MPO 9.11 – SUBREGIONAL STUDIES AND COORDINATION

This task allows for the coordination of transportation and land use planning activities by working with local and state governments and community groups. WILMAPCO either takes the lead or participates in the development and scoping of a variety of plans and studies that further the implementation of the RTP. Studies we expect to administer during fiscal year 2009 include the following:

9.11.06 - Coordination with the Cecil County Office of Planning and Zoning

TMA Feasibility Study for Cecil County, Maryland

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner and Randi Novakoff, Transportation Planner

Increased residential growth and commuting in Cecil County Maryland may warrant TMA services in the region. The purpose of the Study is to determine the feasibility of expanding TMA Delaware's scope to include Cecil County, extend the Harford County Rideshare Service, or establish an independent transportation management association to serve Cecil County, Maryland. Through this study, WILMAPCO will analyze the need for a TMA and the extent of private and public support for a TMA in Cecil County. **\$35,000 is budgeted for consultant. \$90 remains in this task.** [Amended into the FY 10 UPWP - Transfer to General Funds](#)

9.11.07– Coordination with Town of Chesapeake City

Town of Chesapeake City Comprehensive Plan Update

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Bill Swiatek, Senior Transportation Planner

The Town of Chesapeake City is in the process of updating their Comprehensive Plan. The project will include a critical review of the existing Comprehensive Plan, and work to match the Towns' visions for the future with HB 1141, Smart Growth principles and policies and it will incorporate the basic requirements of the 1992 Planning Act. A consultant will be hired to coordinate and meet with the Town Mayor and Commissioners, Planning Commissioners, Sanitary Commission, Town Staff members and citizens in the preparation of the plan. The Town also wishes to update their transportation section to incorporate mobile friendly design standards. The Town requests assistance from WILMAPCO in the amount of \$35,000 to hire a consultant to work with the Town on completing these tasks. **\$35,000 is budgeted for consultant. \$8,290 remains in this task.**

9.11.08 – Coordination with Town of Perryville

Town of Perryville Master Trail Plan

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Randi Novakoff, Transportation Planner

The Town of Perryville is asking WILMAPCO for assistance to develop a master trail plan that will map existing trails, and show future trails and how they can be linked together. Because of the increased development over the last few years of a senior apartment complex, a new library and a shopping center on Route 40, this will be an important project for the town of Perryville. They are also looking toward the future for a way to connect residential and commercial development on Coudon Boulevard to the MARC train station, and eventually connect the existing trail to Port Deposit via a recent annexation and possible additional annexations, creating interconnectivity that is not dependent on the automobile. **\$7,500 is budgeted for consultant.**

9.11.09 - Coordination with Town of Elkton Planning

Town of Elkton TOD Feasibility Study

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner and Tamika Odrick, Transportation Planner

Staff will conduct a TOD feasibility study for an intermodal transportation center around the site of the Amtrak station on Bow Street. A transportation center will provide an ideal location in Elkton's Central Business District for future commercial and institutional development and will be accessible via all modes of transportation, including MARC and SEPTA. A TOD development will serve to enhance community character in downtown Elkton; enhance regional accessibility, connectivity, and mobility; support Smart Growth, and promote alternative transportation modes, including bicycling, walking, and bus transit. This project will build upon efforts to establish bus and commuter rail links between Elkton, Maryland and Newark, Delaware, and Elkton Maryland and Perryville, Maryland. Partnering with WILMAPCO will be Town of Elkton, Cecil County Planning & Zoning, MTA, and MDOT. **\$45,000 is budgeted for consultant.**

9.11.10 - Coordination with the City of Wilmington

1. Wilmington Initiatives Public Outreach and Management Assistance

WILMAPCO STAFF PARTICIPANT: Tigist Zegeye, Executive Director, WILMAPCO and Dave Gula, Senior Transportation Planner

The City of Wilmington (City) plays a key role in the region to promote development of cost-effective and user-friendly transportation systems. Effective outreach and proper coordination are essential components in the process of developing workable solutions to transportation problems. Implementation of this work task will assist with achieving proper intergovernmental coordination and promoting meaningful public/private communication. In particular, this effort will focus on the budgetary status of various initiatives, as it relates to updating our long-range plans. A consultant will be retained to attend, coordinate, and provide timely follow-through in support of the various initiatives. Also, up-to-date public information materials will be developed to clearly summarize the status of the various transportation projects in the City, in support of the WILMAPCO Public Outreach program and efforts to address important Environmental Justice concerns and Access to Jobs issues.

Effective coordination of public outreach activities, in concert with the design development process of the Wilmington Initiatives committees (Management, Technical, Steering, and Partners), is essential to achieving the RTP goal of linking land use and transportation activities. The Wilmington Initiatives support a variety of cultural and economic developments in an area where population and employment densities can support relatively cost-effective bus and rail transit. Inclusion of grass-roots public participation in the efforts to update the long-range plan will be critically needed to promote quality-of-life improvements, such as installing pedestrian-level Street lighting to enhance safety and security, while allowing growth of street trees to reinforce the aesthetic and environmental assets of the City.

This study coordinates Wilmington's development strategies and provides the specific information needed to make the concepts in the WILMAPCO RTP work in practice. This task is a continuation of work begun in FY 1996.

Objectives of this element of the task are:

6. To provide a balance between the requirements for local and regional access within the corridor for all modes including walking, bicycling, transit and private vehicles
7. To promote economic development related to community objectives
8. To improve the visual quality of the corridors for residents, workers and visitors in keeping with community character
9. To enhance safety for all modes of travel and environmental quality within the corridors
10. To support coherent and viable neighborhoods in sync with other community goals

Coordination with other ongoing planning studies and design projects, such as the Citywide Environmental Enhancement projects conducted by the City and the Christina Waterfront Projects being conducted by DeIDOT and RDC, will be an integral part of this task. DeIDOT contact: Ray Petrucci, City of Wilmington contact: David Blankenship

\$48,000 is budgeted for consultant. \$3,913 remains in this task. Amended into the FY 10 UPWP - Transfer to General Funds

2. City of Wilmington updates to Subdivision Regulations

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner and Bill Swiatek, Senior Transportation Planner

The City of Wilmington will update its Subdivision Regulations with the addition of comprehensive traffic standards, which will provide guidance in the assessment of the potential impacts of major development projects on the surrounding local and State maintained street networks with respect to traffic, circulation, parking and public safety issues, during the course of reviewing plans for approval. The traffic standards document will be developed by the consultant with direction and input from Wilmington Departments of Planning, Public Works, and Law, and through the research of existing traffic standards, regulations, review processes and procedures used by other communities. WILMAPCO will partner with City of Wilmington Department of Planning, who will act as project manager, and will take the lead role in creating and distributing a Request for Proposal (RFP) and retain a consultant team to conduct work. The Department of Planning, in conjunction with the consultant, will also take the lead role in outreach activities, including a minimum of two governmental meetings with City Department representatives and others; a public review and comment process; the presentation of the final draft of the traffic standards document at a public hearing before both the City Planning Commission for its review and recommendation, and the City Council for adoption as part of the Subdivision Regulations. **\$50,000 is budgeted for consultant.**

3. Downtown Wilmington Circulation Study

WILMAPCO STAFF: Dave Gula, Senior Transportation Planner and Bill Swiatek, Senior Transportation Planner and Tamika Odrick, Transportation Planner

WILMAPCO, in coordination with DeIDOT, DTC and the City of Wilmington is developing a Wilmington Downtown Circulation Study. This will be a comprehensive study of land use assessment and multi-modal transportation improvements. The study is designed to build on a similar study completed in August 1997. Ultimately, that study recommended a series of multi modal improvements to be implemented within the Downtown to better serve transportation needs, mitigate traffic congestion and facilitate transit-oriented growth. With significant residential and commercial developments occurring in both the Downtown and Riverfront areas, it is necessary to assess the effects on the transportation system. Unlike the 1997 study, this project will include the Christina Riverfront. The study

boundaries are I-95 to the west, the Brandywine River to the north, Walnut Street to the east and the Christina River to the south. WILMAPCO will take the lead role for the Downtown Wilmington Circulation Study and work with the consultant to coordinate scheduling of the kick-off meeting, and subsequent public meetings. It is anticipated that three workshops will be held with the public. For each meeting attended, WILMAPCO will prepare a memorandum of meeting minutes and distribute these minutes to document and clarify any questions, resolutions, or other positive outcomes from the meetings. In order to update the Study and make recommendations, the consultant will also collect current data pertinent to the transportation system. WILMAPCO will facilitate this process by supplying existing datasets and coordinating with partner agencies. Data collected will include Turning Movement Counts, Transit Facilities, Land Use, Crash Data, and Pedestrian and Bicycle Facilities. Other tasks will include Traffic Modeling, Development of Improvement Alternatives, and Report Preparation. The Project Team will consist of WILMAPCO, Wilmington Initiatives Joint Partners and Technical and Steering Committees. **\$212,000 is budgeted for consultant. \$38,222 remains in this task.**

9.11.13 – Coordination with Office of State Planning Coordination

Update Town of Bellefonte's Zoning and Subdivision Ordinances

WILMAPCO STAFF PARTICIPANT: William Swiatek, Transportation Planner and Randi Novakoff, Transportation Planner

OBJECTIVE AND TASK DESCRIPTION: In order to implement Town of Bellefonte's first comprehensive plan, Town of Bellefonte's zoning and subdivision ordinances must be updated as part of their 2008 certified Comprehensive Plan. Located north of Wilmington and along Philadelphia Pike, the town needs to make sure that any code updates do not interfere with the transportation system.

OUTCOME AND FINAL PRODUCT: Located north of Wilmington and along Philadelphia Pike, the town wants to make sure that any code update does not interfere with the transportation system. Furthermore, the town is looking to possibly enhance its position with respect to the Philadelphia Pike similarly to what has been done in Claymont.

PARTICIPANTS: WILMAPCO, Office of State Planning Coordination, and the Institute for Public Administration (IPA). **\$21,000 is budgeted for the consultant**

ADMINISTRATOR: Herb Inden, Office of State Planning Coordination

9.11.14 - Other

ADMINISTRATOR: Tigist Zegeye, Executive Director and Heather Dunigan, Principal Planner
Other sub-regional study coordination tasks as identified.

OUTCOME AND FINAL PRODUCT: Recommendations for implementation and RTP, TIP and UPWP amendments, where appropriate.

SCHEDULE: FY 2009

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: The study process requires extensive public involvement. Although the Steering Committees for various studies and planning efforts represent the public and it is involved in the evaluation and recommended selection of strategies, we cannot understate the role of individual members of the public, particularly those most affected by the recommendations. We also conduct legislative briefings for area elected officials.

WILMAPCO seeks public involvement by publicizing workshops and meetings. The publicity includes notices in area newspapers, flyers posted at area libraries, and direct mailings to interested groups, civic associations, individuals, and others. The members of Steering Committees have also taken responsibility of informing those individuals they represent of upcoming opportunities for public comment.

BENEFITS: Coordinated transportation and land use plans for our community's supports WILMAPCO's goals and implements the 2030 RTP. Particularly, these studies and plans will link land use and transportation and seek to improve quality of life, strengthen our existing communities and improve intergovernmental relations between the state and local levels of government.

PARTICIPANTS: Each major WILMAPCO study is directed in partnership by a Management Committee of Senior officials from WILMAPCO, DOT(s), County (ies), and affected municipalities. The Management Committee

responsibilities include overall direction and management of the work effort. A Technical Committee, made up of staff planners and engineers from the above agencies, provides technical review of all study data and products. The Technical Committee also provides input and carries out technical analysis as requested by the Management Committee. The Steering Committees include civic association representatives, residents, builders and developers, businesses, area elected officials, Transportation Management Association of New Castle County, and other interested groups. The steering committee provides input to the study process at periodic meetings and review materials for public workshops and meetings before such events. Smaller studies may include a smaller participating and management structure.

Other responsible member agencies, as noted above, will determine their own study process and participants.

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$174,021
	TOTAL		\$174,021
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	\$130,091		\$130,091
FTA DE	\$27,353		\$27,353
FHWA MD	\$3,706		\$3,706
FTA MD	\$1,065		\$1,065
Delaware	\$6,229		\$6,229
Maryland	\$595		\$595
New Castle County	\$3,964		\$3,964
Cecil County	\$250		\$250
City of Wilmington	\$769		\$769
TOTALS	\$174,021		\$174,021

VI FY 2010 UPWP COST ALLOCATION BY FUNDING SOURCE

FY 2010 WORK TASKS – WILMAPCO										
TASK#	FEDERAL				STATE 10%		LOCAL 10%			FY 2010 PROGRAM
	DELAWARE		MARYLAND		DELAWARE	MARYLAND	NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	
<u>CASH ALLOCATION</u>										
Administration										
MPO 10.01	\$209,694	\$48,693	\$5,495	\$1,911	\$9,729	\$926	\$5,572	\$389	\$2,087	\$284,495
Unified Planning Work Program (UPWP)										
MPO 10.02	\$29,821	\$6,925	\$781	\$272	\$1,384	\$132	\$792	\$55	\$297	\$40,459
Public Outreach and Education										
MPO 10.03	\$96,099	\$22,315	\$2,518	\$876	\$4,459	\$424	\$2,554	\$178	\$956	\$130,378
Data Collection, Management & Distribution										
MPO 10.04	\$113,039	\$26,249	\$2,962	\$1,030	\$5,244	\$499	\$3,004	\$210	\$1,125	\$153,361
Regional Planning & Technical Analysis										
MPO 10.05	\$86,974	\$20,196	\$2,279	\$793	\$4,035	\$384	\$2,311	\$161	\$865	\$117,999
Air Quality Analysis and Coordination										
MPO 10.06	\$26,366	\$6,122	\$691	\$240	\$1,223	\$116	\$701	\$49	\$262	\$35,771
SAFETEA-LU Requirements Implementation										
MPO 10.07	\$27,592	\$6,407	\$723	\$251	\$1,280	\$122	\$733	\$51	\$275	\$37,435
Goods Movement Analysis										
MPO 10.08	\$42,190	\$9,797	\$1,106	\$384	\$1,957	\$186	\$1,121	\$78	\$420	\$57,239
Regional Coordination										
MPO 10.09	\$67,792	\$15,742	\$1,776	\$618	\$3,145	\$299	\$1,801	\$126	\$675	\$91,975
RTP Implementation										
MPO 10.10	\$105,953	\$24,603	\$2,776	\$965	\$4,916	\$468	\$2,815	\$197	\$1,054	\$143,748
Sub-Regional Studies and Coordination										
MPO 10.11	\$193,088	\$44,837	\$5,060	\$1,759	\$8,959	\$853	\$5,131	\$358	\$1,921	\$261,965
Transportation Improvement Program (TIP)										
MPO 10.12	\$49,254	\$11,437	\$1,291	\$449	\$2,285	\$217	\$1,309	\$91	\$490	\$66,824
Monitoring of Sub-Regional Studies Implementation										
MPO 10.13	\$39,906	\$9,267	\$1,046	\$364	\$1,851	\$176	\$1,060	\$74	\$397	\$54,141
Total FY 2010 New Tasks										
	\$1,087,814	\$252,600	\$28,506	\$9,912	\$50,469	\$4,803	\$28,905	\$2,019	\$10,824	\$1,475,852
Vacation & Holiday										
	\$97,656	\$22,677	\$2,560	\$890	\$4,531	\$431	\$2,595	\$181	\$972	\$132,492
WILMAPCO TOTALS										
	\$1,185,470	\$275,277	\$31,065	\$10,802	\$55,000	\$5,234	\$31,500	\$2,200	\$11,796	\$1,608,344

FY 2010 WORK TASKS – WILMAPCO

TASK#	FEDERAL				STATE 10%		LOCAL 10%			FY 2010
	FHWA	FTA	FHWA	FTA			NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	
	DELAWARE		MARYLAND		DELAWARE	MARYLAND				
IN-KIND ALLOCATION										
Administration										
MPO 10.01	\$0	\$0	\$0	\$0	\$30,146	\$0	\$29,435	\$717	\$3,477	\$63,775
Unified Planning Work Program (UPWP)										
MPO 10.02	\$0	\$0	\$0	\$0	\$4,989	\$0	\$4,871	\$119	\$575	\$10,553
Public Outreach and Education										
MPO 10.03	\$0	\$0	\$0	\$0	\$16,076	\$0	\$15,696	\$382	\$1,854	\$34,008
Data Collection, Management & Distribution										
MPO 10.04	\$0	\$0	\$0	\$0	\$6,271	\$0	\$6,123	\$149	\$723	\$13,267
Regional Planning & Technical Analysis										
MPO 10.05	\$0	\$0	\$0	\$0	\$9,617	\$0	\$9,390	\$229	\$1,109	\$20,345
Air Quality Analysis and Coordination										
MPO 10.06	\$0	\$0	\$0	\$0	\$4,411	\$0	\$4,307	\$105	\$509	\$9,331
SAFETEA-LU Requirements Implementation										
MPO 10.07	\$0	\$0	\$0	\$0	\$4,616	\$0	\$4,507	\$110	\$532	\$9,765
Goods Movement Analysis										
MPO 10.08	\$0	\$0	\$0	\$0	\$5,208	\$0	\$5,085	\$124	\$601	\$11,018
Regional Coordination										
MPO 10.09	\$0	\$0	\$0	\$0	\$11,340	\$0	\$11,073	\$270	\$1,308	\$23,991
RTP Implementation										
MPO 10.10	\$0	\$0	\$0	\$0	\$7,802	\$0	\$7,618	\$186	\$900	\$16,505
Sub-Regional Studies and Coordination										
MPO 10.11	\$0	\$0	\$0	\$0	\$12,202	\$0	\$11,914	\$290	\$1,407	\$25,814
Transportation Improvement Program (TIP)										
MPO 10.12	\$0	\$0	\$0	\$0	\$8,239	\$0	\$8,045	\$196	\$950	\$17,431
Monitoring of Sub-Regional Studies Implementation										
MPO 10.13	\$0	\$0	\$0	\$0	\$6,676	\$0	\$6,518	\$159	\$770	\$14,122
TOTAL FY 2010 NEW TASKS										
	\$0	\$0	\$0	\$0	\$127,593	\$0	\$124,581	\$3,034	\$14,717	\$269,925

FY 2010 WORK TASKS – WILMAPCO										
TASK #	FEDERAL				STATE 10%		LOCAL 10%			FY 2010 PROGRAM
	FHWA	FTA	FHWA	FTA	DELAWARE	MARYLAND	NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	
DELAWARE		MARYLAND		DELAWARE			MARYLAND	NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON
TOTAL TASK COST										
Administration										
MPO 10.01	\$209,694	\$48,693	\$5,945	\$1,911	\$39,875	\$926	\$35,007	\$1,106	\$5,564	\$348,270
Unified Planning Work Program (UPWP)										
MPO 10.02	\$29,821	\$6,925	\$781	\$272	\$6,372	\$132	\$5,663	\$174	\$872	\$51,012
Public Outreach and Education										
MPO 10.03	\$96,099	\$22,315	\$2,518	\$876	\$20,534	\$424	\$18,250	\$651	\$2,810	\$164,387
Data Collection, Management and Distribution										
MPO 10.04	\$113,039	\$26,249	\$2,962	\$1,030	\$11,516	\$499	\$9,127	\$359	\$1,848	\$166,628
Regional Planning and Technical Analysis										
MPO 10.05	\$86,974	\$20,196	\$2,279	\$793	\$13,652	\$384	\$11,701	\$390	\$1,975	\$138,344
Air Quality Analysis and Coordination										
MPO 10.06	\$26,366	\$6,122	\$691	\$240	\$5,634	\$116	\$5,007	\$154	\$771	\$45,102
SAFETEA - LU Requirements Implementation										
MPO 10.07	\$27,592	\$6,407	\$723	\$251	\$5,896	\$122	\$5,240	\$161	\$807	\$47,199
Goods Movement Analysis										
MPO 10.08	\$42,190	\$9,797	\$1,106	\$384	\$7,165	\$186	\$6,206	\$202	\$1,021	\$68,257
Regional Coordination										
MPO 10.09	\$67,792	\$15,742	\$1,776	\$618	\$14,486	\$299	\$12,874	\$395	\$1,983	\$115,966
RTP Implementation										
MPO 10.10	\$105,953	\$24,603	\$2,776	\$965	\$12,717	\$468	\$10,433	\$382	\$1,954	\$160,252
Sub-Regional Studies and Coordination										
MPO 10.11	\$193,088	\$44,837	\$5,060	\$1,759	\$21,161	\$853	\$17,045	\$648	\$3,329	\$287,780
Transportation Improvement Program (TIP)										
MPO 10.12	\$49,254	\$11,437	\$1,291	\$449	\$10,525	\$217	\$9,354	\$287	\$1,440	\$84,255
Monitoring of Sub-Regional Studies Implementation										
MPO 10.13	\$39,906	\$9,267	\$1,046	\$364	\$8,527	\$176	\$7,578	\$233	\$1,167	\$68,263
Total FY 2010 New Tasks										
	\$1,087,814	\$252,600	\$28,506	\$9,912	\$178,062	\$4,803	\$153,486	\$5,053	\$25,541	\$1,745,777
Vacation and Holiday	\$97,656	\$22,677	\$2,559	\$890	\$4,531	\$431	\$2,595	\$181	\$972	\$132,492
WILMAPCO TOTALS										
	\$1,185,470	\$275,277	\$31,065	\$10,802	\$182,593	\$5,234	\$156,081	\$5,234	\$26,513	\$1,878,269

PRIOR YEARS' CARRY OVER TASKS – WILMAPCO

TASK #	FEDERAL				STATE 10%		LOCAL 10%			CARRY OVER TO FY 2010
	FHWA	FTA	FHWA	FTA	DELAWARE	MARYLAND	NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	
	DELAWARE		MARYLAND							
Village Plan - TCSP Grant										
MPO 1.07A	\$1,687	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,687.00
Regional Modeling Support										
MPO 3.04	\$12	\$3	\$0	\$0	\$1	\$0	\$0	\$0	\$0	\$16.00
Town of Cecilton Comprehensive Plan Update										
MPO 4.04	\$722	\$152	\$21	\$6	\$35	\$3	\$22	\$1	\$4	\$966.00
Town of Port Deposit Comprehensive Plan Update										
MPO 7.04	\$3,490	\$734	\$99	\$29	\$167	\$16	\$106	\$7	\$21	\$4,669.00
Consultant Claymont										
MPO 7.11	\$3,528	\$742	\$100	\$29	\$169	\$16	\$107	\$7	\$21	\$4,719.00
Consultant SNCC Master Plan										
MPO 7.11	\$74,755	\$15,718	\$2,129	\$612	\$3,579	\$343	\$2,278	\$143	\$442	\$100,000.00
Public Opinion Survey										
MPO 8.04	\$1,428	\$300	\$41	\$12	\$68	\$7	\$44	\$3	\$8	\$1,910.00
Goods Movement Analysis										
MPO 8.08	\$12,335	\$2,593	\$351	\$101	\$591	\$57	\$376	\$24	\$73	\$16,500.00
Data Collection										
MPO 9.04	\$2,084	\$438	\$59	\$17	\$100	\$10	\$64	\$4	\$12	\$2,788.00
Data Update & Management – GIS Assist.										
MPO 9.04	\$18,689	\$3,930	\$532	\$153	\$895	\$86	\$569	\$36	\$111	\$25,000.00
Public Opinion Survey										
MPO 9.04	\$11,213	\$2,358	\$319	\$92	\$537	\$51	\$342	\$21	\$66	\$15,000.00
RTP Implementation										
MPO 9.10	\$30,238	\$6,358	\$861	\$247	\$1,448	\$139	\$921	\$58	\$179	\$40,449.00
Town of Elkton TOD										
MPO 9.11	\$33,640	\$7,073	\$958	\$275	\$1,611	\$154	\$1,025	\$64	\$199	\$45,000.00
Wilmington Subdivision Regulations Update										
MPO 9.11	\$37,378	\$7,859	\$1,065	\$306	\$1,790	\$171	\$1,139	\$72	\$221	\$50,000.00
Town of Bellefonte Comp Plan Update										
MPO 9.11	\$15,699	\$3,301	\$447	\$128	\$752	\$72	\$478	\$30	\$93	\$21,000.00
Wilmington Initiatives Outreach										
MPO 9.11	\$2,925	\$615	\$83	\$24	\$140	\$13	\$89	\$6	\$17	\$3,913.00
Chesapeake City Comp Plan										
MPO 9.11	\$6,202	\$1,304	\$177	\$51	\$297	\$28	\$189	\$12	\$37	\$8,296.00
Downtown Wilmington Circulation Study										
MPO 9.11	\$28,573	\$6,008	\$814	\$234	\$1,368	\$131	\$871	\$55	\$169	\$38,222.00

Perryville Master Trail Plan										
MPO 9.11	\$5,607	\$1,179	\$160	\$46	\$268	\$26	\$171	\$11	\$33	\$7,500.00
TMA Feasibility Study for Cecil County										
MPO 9.11	\$67	\$14	\$2	\$1	\$3	\$0	\$2	\$0	\$0	\$90.00
TOTAL PRIOR YEARS' CARRY OVER TASKS - WILMAPCO										
	\$290,271	\$60,678	\$8,220	\$2,362	\$13,818	\$1,323	\$8,793	\$553	\$1,707	\$387,725.00
TOTAL AMOUNT FOR NEW PROJECTS AMENDED INTO FY 10 UPWP										
	\$159,315	\$33,498	\$4,538	\$1,304	\$7,628	\$730	\$4,854	\$305	\$943	\$213,115.00
TOTAL ALL PRIOR YEARS' CARRY OVER TASKS										
	\$443,681	\$88,753	\$18,663	\$9,089	\$21,446	\$2,053	\$13,648	\$858	\$2,650	\$600,840.00
GRAND TOTAL ALL TASKS										
	\$1,632,827	\$372,434	\$43,612	\$14,545	\$203,698	\$7,209	\$168,922	\$6,077	\$29,785	\$2,479,109

VII COUNCIL RESOLUTIONS

Wilmington Area Planning Council

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and Quality of Life Policy*

Carolann Wicks
*Delaware Dept. of Transportation
Secretary*

WILMAPCO Executive Director
Tigist Zegeye

RESOLUTION

**BY THE WILMINGTON AREA PLANNING COUNCIL
ADOPTING THE STATE/LOCAL CASH COMMITMENT WHEN MATCHING WILMAPCO'S
FEDERAL FUNDS FOR FY 2010
UNIFIED PLANNING WORK PROGRAM**

WHEREAS, WILMAPCO receives federal funding from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) to support transportation planning activities; and,

WHEREAS, all federal funds must be matched by twenty percent (20%) State/Local funds; and,

WHEREAS, federal regulations permit State/Local matching to be made either in cash or by way of "in-kind services", or soft match; and,

WHEREAS, WILMAPCO requires certain of the matched funds to be made in cash in order to ensure that WILMAPCO's cash obligations may be met; and

WHEREAS, the historically agreed upon cash commitment have been the full 10% match from the State of Maryland in cash with minimum cash matches of \$2,200 from Cecil County, \$55,000 from the State of Delaware, \$30,000 from New Castle County and \$11,796 from the City of Wilmington, with any remaining matching obligation made either in cash or by in-kind services;

NOW, THEREFORE, BE IT RESOLVED that the WILMAPCO Council does hereby adopt the State/Local Cash Commitment when matching WILMAPCO's federal funding for fiscal year 2010 UPWP, as outlined above.

May 14, 2009
Date



Stephen Kingsberry, Chairperson
Wilmington Area Planning Council

WILMAPCO

Wilmington Area Planning Council

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Tigist Zegeye

RESOLUTION

BY THE WILMINGTON AREA PLANNING COUNCIL ADOPTING THE STATE/LOCAL MATCHING RATIO FOR WILMAPCO'S FEDERAL FUNDS FOR FY 2010 UNIFIED PLANNING WORK PROGRAM

WHEREAS, WILMAPCO receives federal funding from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) to support transportation planning activities; and,

WHEREAS, all federal funds must be matched by twenty percent (20%) State/Local funds; and,

WHEREAS, State/Local funds have to be broken down by fixed ratio; and,

WHEREAS, the State of Delaware shall match 10% of its federal planning funds apportioned to WILMAPCO and the State of Maryland shall match 10% of its federal planning funds apportioned to WILMAPCO, New Castle County and the City of Wilmington shall split the 10% local share of Delaware's federal planning funds based on population such that New Castle County shall pay 85.48% of the 10% and the City of Wilmington shall pay 14.52% of the 10%, and Cecil County shall match 10% of Maryland's federal planning funds; and,

WHEREAS, the actual dollar amount of the twenty percent (20%) State/Local funds will vary annually based on the actual federal funds WILMAPCO needs;

NOW, THEREFORE, BE IT RESOLVED that the WILMAPCO Council does hereby adopt the State/Local Matching Ratio for WILMAPCO's federal funding for fiscal year 2010 UPWP, as outlined above.

May 14, 2009
Date:



Stephen Kingsberry, Chairperson
Wilmington Area Planning Council

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Tigist Zegaye

RESOLUTION

BY THE WILMINGTON AREA PLANNING COUNCIL ADOPTING THE FY 2010 UNIFIED PLANNING WORK PROGRAM

WHEREAS, The Wilmington Area Planning Council (WILMAPCO), as designated by the Governors of the States of Delaware and Maryland, is the Metropolitan Planning Organization (MPO) for the Wilmington, Delaware Metropolitan Area; and,

WHEREAS, Federal regulations require the endorsement by the MPO of a Unified Planning Work Program (UPWP) which documents and describes metropolitan transportation planning and related metropolitan planning activities anticipated in the Metropolitan Area during the next fiscal year; and,

WHEREAS, such documentation serves to unify the various metropolitan transportation planning efforts within a comprehensive, continuing, and cooperative planning process; and,

WHEREAS, the draft WILMAPCO FY 2010 Unified Planning Work Program has undergone appropriate technical and public review;

NOW, THEREFORE, BE IT RESOLVED that the WILMAPCO Council does hereby adopt the Unified Planning Work Program for fiscal year 2010.

May 14, 2009
Date: _____



Stephen Kingsberry, Chairperson
Wilmington Area Planning Council

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RESOLUTION

BY THE WILMINGTON AREA PLANNING COUNCIL ADOPTING THE STATE/LOCAL CASH COMMITMENT WHEN MATCHING WILMAPCO'S FEDERAL FUNDS FOR FY 2010 UNIFIED PLANNING WORK PROGRAM

WHEREAS, WILMAPCO receives federal funding from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) to support transportation planning activities; and,

WHEREAS, all federal funds must be matched by twenty percent (20%) State/Local funds; and,

WHEREAS, federal regulations permit State/Local matching to be made either in cash or by way of "in-kind services", or soft match; and,

WHEREAS, WILMAPCO requires certain of the matched funds to be made in cash in order to ensure that WILMAPCO's cash obligations may be met; and

WHEREAS, the historically agreed upon cash commitment have been the full 10% match from the State of Maryland in cash with minimum cash matches of \$2,200 from Cecil County, \$55,000 from the State of Delaware, \$31,500 from New Castle County and \$11,796 from the City of Wilmington, with any remaining matching obligation made either in cash or by in-kind services;

NOW, THEREFORE, BE IT RESOLVED that the WILMAPCO Council does hereby adopt the State/Local Cash Commitment when matching WILMAPCO's federal funding for fiscal year 2010 UPWP, as outlined above.

September 10, 2009
Date:



Stephen Kingsberry, Chairperson
Wilmington Area Planning Council

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Partners with you in transportation planning

Wilmington Area Planning Council

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RESOLUTION BY THE WILMINGTON AREA PLANNING COUNCIL AMENDING THE FY 2010 UNIFIED PLANNING WORK PROGRAM

WHEREAS, The Wilmington Area Planning Council (WILMAPCO), as designated by the Governors of the States of Delaware and Maryland, is the Metropolitan Planning Organization (MPO) for the Wilmington, Delaware Metropolitan Area; and,

WHEREAS, Federal regulations require the endorsement by the MPO of a Unified Planning Work Program (UPWP) which documents and describes metropolitan transportation planning and related metropolitan planning activities anticipated in the Metropolitan Area during the next fiscal year; and,

WHEREAS, such documentation serves to unify the various metropolitan transportation planning efforts within a comprehensive, continuing, and cooperative planning process; and,


WHEREAS, the WILMAPCO FY 2010 Unified Planning Work Program was adopted by Council on May 14, 2009; and

WHEREAS, the UPWP may be amended from time to time by Council to add or modify work tasks; and

WHEREAS, the financial agreement with the Delaware Department of Transportation requires that incomplete prior years' UPWP work tasks be amended into the current UPWP for project tracking purposes;

NOW, THEREFORE, BE IT RESOLVED, that the WILMAPCO Council does hereby amend the FY 2010 UPWP by adding the incomplete work tasks (carry-over tasks) from prior years' UPWPs.

September 10, 2009
Date:



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Wilmington Area Planning Council

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Tigist Zegeye

RESOLUTION BY THE WILMINGTON AREA PLANNING COUNCIL

AMENDING THE FY 2010 UNIFIED PLANNING WORK PROGRAM

WHEREAS, The Wilmington Area Planning Council (WILMAPCO), as designated by the Governors of the States of Delaware and Maryland, is the Metropolitan Planning Organization (MPO) for the Wilmington, Delaware Metropolitan Area; and,

WHEREAS, Federal regulations require the endorsement by the MPO of a Unified Planning Work Program (UPWP) which documents and describes metropolitan transportation planning and related metropolitan planning activities anticipated in the Metropolitan Area during the next fiscal year; and,

WHEREAS, such documentation serves to unify the various metropolitan transportation planning efforts within a comprehensive, continuing, and cooperative planning process; and,

WHEREAS, the WILMAPCO FY 2010 Unified Planning Work Program was adopted by Council on May 14, 2009; and

WHEREAS, the UPWP may be amended from time to time by Council to add or modify work tasks; and

WHEREAS, the \$53,885 funds from carry-over tasks are no longer required for those purposes and these funds are now available to be used for another work task; and

WHEREAS, prior years' Unified Planning Work Programs contain \$214,356 funds available to be programmed; and

WHEREAS, project requests have been received for the Greater Newark Circulation Study, Town of North East Subdivision Regulations and Road Code Revisions, Town of Chesapeake City Subdivision Regulations, and WILMAPCO Long Range Transportation Plan Update;

NOW, THEREFORE, BE IT RESOLVED, that the WILMAPCO Council does hereby amend the FY 2010 UPWP by transferring funding from General Funds to these projects.

September 10, 2009
Date:



Stephen Kingsberry, Chairperson
Wilmington Area Planning Council

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Partners with you in transportation planning