

**REGULAR COUNCIL MEETING
MARCH 12, 2020**

The Council meeting was held at WILMAPCO, 100 Discovery Boulevard, Suite 800, Newark, DE 19713.

1. CALL TO ORDER: Mr. Sisson, Chair, opened the meeting at 10:02 a.m.

2. ROLL CALL:

Members present:

Drew Boyce, representing DelDOT Secretary of Transportation, Jennifer L. Cohan (via conference call)

Connie Holland, Delaware Governor's Appointee

Herb Inden, representing City of Wilmington Mayor, Michael S. Purzycki

Heather Murphy, Maryland Governor's Appointee

Eric Sennstrom, representing Cecil County Executive, Alan McCarthy

John Sisson, representing Delaware Transit Corporation

Michael Spencer, representing New Castle County Municipalities

Andrea Trabelsi, representing New Castle County Executive, Matthew Meyer

Members absent:

Dave Warnick representing Cecil County Municipalities

Guests, Observers:

Doug Atkin, FHWA (via conference call)

Marc Côté, DelDOT Planning

Tom Fruehstorfer, WILMAPCO PAC Chairperson

Philip McBride, New Castle County Land Use

Ryan O'Donoghue, FHWA (via conference call)

Kevin Racine, WILMAPCO PAC Member

Staff members:

Dan Blevins, Principal Planner

Heather Dunigan, Principal Planner

Sharen T. Elcock, Executive Assistant

Dave Gula, Principal Planner

Randi Novakoff, Outreach Manager

Bill Swiatek, Principal Planner

Jacob Thompson, Transportation Planner

Dawn Voss, Administrative Assistant

Tigist Zegeye, Executive Director

Minutes prepared by Dawn Voss

3. MINUTES:

ACTION: On motion by Mr. Spencer seconded by Mr. Sennstrom the Council approved the January 9, 2020 Council Meeting Minutes.

Motion passed.

(03-12-20-01)

4. PUBLIC COMMENT PERIOD:

None.

5. COUNCIL MEMBERS' AND DIRECTOR'S REPORT:

Chairperson's Report:

Mr. John Sisson appointed the following members to the Nominating Committee for the 2020-2021 WILMAPCO Officers: Ms. Heather Murphy; Ms. Connie Holland; and Mr. Herb Inden. Ms. Holland will be the chairperson for the Committee.

- Council Member's Reports:

Ms. Connie Holland said that the Office of State Planning is preparing State Strategies for Policies and Spending. This is required every five years. It is data driven and addresses area of growth in the State of Delaware as well as state government spending. The process is nearly complete. The report will be presented to the Cabinet Committee on State Planning Issues on March 23rd. Hopefully, there will be public hearings: three in Sussex, two in Kent and two in New Castle County. There is a flyer on the website. There is some concern that the public meetings will be canceled due to the coronavirus. Ms. Holland will work with the attorney to determine their options. Part of the process of creating this document included working with every local jurisdiction to compare maps and ensure the strategies work with local Comprehensive Plans, but a venue is needed to allow public input. Some people have suggested meeting via web conference software.

Mr. Herb Inden said the City of Wilmington Comprehensive Plan is certified.

Mr. Marc Coté reported that this was to be Mr. Drew Boyce's last meeting. He is retiring at the end of March. Mr. Coté will be taking over as Director of Planning and he will be on this Council moving forward.

Ms. Andrea Trabelsi reported that New Castle County is about to begin their Comprehensive Countywide Plan Update. Mr. Inden asked if the county has selected a consultant. Ms. Trabelsi replied that a consultant will be selected very soon. Ms. Trabelsi said before the next meeting, the county will probably launch some parts of the process, such as the Youth Planning Board, which will formally engage young people across New Castle County in the process. Ms. Trabelsi asked for help with raising awareness.

6. Executive Director's Report – Ms. Zegeye shared the following information:

- Staff is working with five schools with our Safe Routes to School program as well as Safe Kids Delaware.
- Staff participated in the Delaware Clean Cities Coalition Meeting.
- Staff participated in the development of Cecil County's 2021-2024 Strategic Highway Safety Plan.
- Staff participated in the New Castle County All-Hazards Mitigation Plan Update.
- The Route 9 Master Plan Monitoring Committee will be meeting on March 17th.
- Staff is supporting a funding application to Healthy Community Delaware for the planning and implementation of a project along the Route 9 corridor including Southbridge.
- Staff is participating in the Delaware Climate Action Plan Technical Workshop.
- Staff will be providing an update of the implementation of the Marshallton Circulation Study to their civic association on March 12th

- Staff will serve on a panel at the University of Delaware's Public Health in Practice symposium on April 7th.
- Staff is planning the 2020 Mid-Atlantic Regional Roundtable with BMC, WASHCOG, and DVRPC which will be hosted by the Washington MPO sometime in September or October.
- RK&K was selected as the consultant for the Churchmans Crossing Plan Update. A kickoff meeting with the consultant team and partners was hosted on March 9th at WILMAPCO. RK&K was asked to revisit the scope of work.
- A flyer was distributed for Wilmington Earth Day on April 22nd. Air Quality Awareness Week will be the week of April 20-24th.
- Staff is working on the Southern New Castle County Master Plan's detailed traffic analysis. A final workshop will be scheduled for May if possible.
- A public visioning session for the Newport Transportation Study was held on January 28th with forty people in attendance. A workshop summary will be available on the WILMAPCO website project webpage when it is complete.
- The Governor Printz Boulevard Workshop vision session was held on January 29th with ninety people in attendance. The online survey was available until the end of February. The summary is available on the WILMAPCO website.
- The February Financial Report was distributed. We are well underbudget and proceeding with a number of projects.
- The preliminary FY 2019 Audit Report was distributed. There were no findings on our financial statements or federal awards nor were there any findings last year. Once it is finalized, Ms. Zegeye will send electronic copies to Council members as well as funding agencies and the Federal Highway and Federal Transit Administrations.
- A flyer was distributed about the US-202/Concord Pike Master Plan virtual workshop. The US-202/Corridor Master Plan Workshop was planned for April 1st. Staff is proposing, in lieu of having an in-person meeting, having an online meeting. Staff has been working with member agencies and our consultants to accommodate the workshop online, and Ms. Zegeye asked for Council's approval. Staff will be able to communicate through web conference software and is working on making the format interactive to allow public comments. Ms. Zegeye spoke with elected officials from the area, specifically Councilwomen Dee Durham, who does not oppose the workshop being held online. The information from this workshop will not be repeated later, so the online meeting will replace the in-person meeting. Mr. Sisson asked what the next step will be, considering that this is an update meeting. Ms. Zegeye replied that draft recommendations will be presented, then after the public responds, staff will have a final, hopefully in-person, public meeting to communicate the findings. Ms. Zegeye asked for consensus from Council. Council members approved of the online workshop.
- WILMAPCO staff is prepared to work from home if they are unable to come to the office due to quarantine. Everyone has access to their computer and can access software and digital files at the office. We are working on forwarding calls. Staff is also planning to have all meetings, such as Air Quality Subcommittee and the TAC through web conference. Mr. Sisson asked about PAC. Ms. Zegeye replied that they are scheduled every other month. Mr. Spencer stated that the next PAC meeting is in April. Ms. Zegeye said PAC could meet remotely as well.

Ms. Holland thanked Ms. Zegeye and commended her because the audit showed no findings. Ms. Zegeye commended the staff for their efforts.

Mr. Spencer stated that there was a good response to the Newport Transportation Study meeting. The majority of attendees were from the town. One of the goals of the meeting was to get the community involved.

7. Public Advisory Committee (PAC) Report:

Tom Fruehstorfer reported that the PAC met February 24th with one action item, the approval of the Public Outreach section of the UPWP. The PAC suggested working on agreements with other agencies to share WILMAPCO newsletters online. There was discussion of the role member agencies play in shaping studies. There was discussion of how post-study tracking is done. There was a question of sources of transit ridership data in the plans approved by the PAC. Mr. Bill Swiatek presented about the Sea Level Rise Vulnerability Assessment with discussion of the human influence on climate change versus natural causes and questions of the sources of data. Ms. Randi Novakoff presented the Public Participation Plan update and discussion. The PAC suggested the use of interns for outreach work perhaps to earn college credit for their work, and the PAC suggested new potential PAC member organizations.

8. Technical Advisory Committee (TAC) Report:

Ms. Heather Dunigan reported the TAC met on January 16th. Mr. Carl Chamberlin from the Maryland Transportation Authority presented an update on the I-95/Belvidere Road project in Cecil County. Mr. Bill Swiatek presented an update of the Sea Level Rise Vulnerability Assessment. Mr. Dan Blevins presented a Performance Measures Update. At the February 20th TAC meeting, the TAC recommended certifying the Metropolitan Transportation Planning Process for FY 2021. Ms. Susan Love presented on the Transportation and Climate Initiative. Ms. Randi Novakoff presented an update on the Public Participation Plan. Ms. Dunigan presented an update of the New Castle County Bicycle Plan. Mr. Dan Blevins discussed Demographic Projections in anticipation of the upcoming census.

ACTION ITEMS:

9. To Certify the Metropolitan Transportation Planning Process for FY 2021.

Ms. Dunigan explained that as an MPO we are required by federal transportation legislation to self-certify our planning process at least every four years. A resolution and agreement, which is to be signed by the Secretary of Transportation in both Maryland and Delaware was included in the packets. Also, there is an attachment that goes through all the requirements, describes what they are and how WILMAPCO is complying with them. This includes a variety of measures addressing all the required elements of WILMAPCO processes in the RTP and TIP including additional measures related to the Clean Air Act.

ACTION: On motion by Mr. Sennstrom seconded by Mr. Spencer the Council certified the FY 2021 Metropolitan Transportation Planning Process.

Motion passed.

(03-12-20-02)

10. To Approve the Proposed Public Advisory Committee (PAC) Appointments, Reappointments and Replacements.

Ms. Randi Novakoff proposed new PAC members. Mr. Jawann Saunders is President of Simonds Gardens Civic Association. Mr. Saunders was recruited from the Route 9 Monitoring Committee in an effort to increase diversity on the PAC. Reappointments include: Mr. Ken Grant from AAA Delaware, Mr. Carlos de los Ramos of AARP Delaware, Mr. Tom Fruehstorfer from the City of Newark, Mr. Eugene Truono, who is president of the Centerville Civic Association. All have been members of the PAC since March of 2017 and all have a good record of attendance, except Mr. Truono, who has struggled with attendance in the last year. Because Ms. Novakoff had not heard from Mr. Truono to confirm his interest in reappointment to the PAC, she suggested that Mr. Truono be removed from the list. Ms. Novakoff will contact another member of the Centerville Civic Association who expressed interest in becoming a member of the PAC. Replacements include Mr. Ken Potts, President of the Delmarva Rail Passengers Association, who will replace Mr. Tom Posatco. Mr. Potts was the DTC Chief Administrative Officer for more than twenty years. Mr. Mike Kaczynski will replace Mr. Dwight Walters, representing the Delaware State Chamber of Commerce. Mr. Kaczynski is with Duffield Associates, as was Mr. Walters, and has twenty-seven years of experience with land use.

Ms. Trabelsi asked the male-female breakdown on the PAC. Ms. Novakoff replied there are two or three women. The majority are men.

ACTION: On motion by Mr. Spencer seconded by Mr. Sennstrom the Council Approved the PAC appointments, reappointments and replacements with the removal of Eugene Truono and addition of Mike Kaczynski.

DISCUSSION:

Mr. Spencer asked for clarification that members should remove Mr. Truono and add Mr. Kaczynski. Ms. Novakoff confirmed that is correct.

Mr. Coté asked if Mr. Kaczynski replacing Mr. Truono. Ms. Novakoff responded that Mr. Kaczynski is replacing Mr. Walters.

Mr. Sisson confirmed that we still need to find a replacement for the Centerville Civic Association. Mr. Sisson mentioned that the PAC is making progress, but he recommends the PAC be more diverse across race and gender.

Motion passed.

(03-12-20-03)

PRESENTATION/DISCUSSION ITEMS:

11. FY 2021 Unified Planning Work Program (UPWP)

Ms. Zegeye presented the Draft Resolution for Adopting the State/Local Cash Commitment for FY 2021; FY 2021 UPWP Funding Analysis; FY 2021 UPWP Funding Outline; and FY 2021 UPWP Consultant Costs (**Attachment A**). Staff is preparing the FY 2021 Unified Planning Work Program (UPWP). Page III-1 shows the state and local cash commitment from the State of Maryland (\$13,090), Cecil County (\$4,400), the State of Delaware (\$412,451), New Castle County (\$31,500), and the City of Wilmington (\$11,796). Page III-1 also shows the cost share and cash share from Delaware and Maryland Federal Highway and Federal Transit, as well as the state agencies. In the State of Maryland, specifically Cecil County, a portion is listed as in-kind. WILMAPCO staff have worked with Cecil County and the Town of Elkton on an in-kind agreement and have identified how to contribute the \$8,690 using staff hours, which will be part of the UPWP.

On page III-2, task descriptions as well as the in-kind and the cash totals for the tasks staff plans to perform in the FY2021 are listed.

Page III-3 lists the Consultant Costs that are included in the cash activity. Everything listed from Bookkeeping to Regional Transportation Performance Measurement and Development are tasks that are performed every year. The remaining tasks listed are proposed as new projects to be included in the FY2021 UPWP.

- The Statewide Truck Parking Study is at the request of DeIDOT Planning. Staff will work with freight subcommittees statewide. This project involves evaluating truck parking throughout the State of Delaware. The State of Maryland has recently performed a similar study, so the scope of work and cost estimate was developed after consultation with MDOT. Ms. Murphy said that Maryland is close to a final product.
- The Port of Wilmington Circulation Study will complete an impacts and benefits analysis of truck access improvements around the port area. This task includes coordination with the Route 9 Master Plan Monitoring Committee because some of the projects proposed by that committee address some of the improvements.
- The First/Final Mile Freight Network Development Study is a roadway inventory throughout the state. WILMAPCO has performed this task in the past, but the inventory needs to be updated.
- The City of New Castle Transportation Plan Update was added because, WILMAPCO received a resolution from their Council requesting help with the city transportation plan. This task would update the City of New Castle Transportation Plan and will coordinate with their Comprehensive Plan which was developed recently. We have the 20% commitment from the City for this project, which is proposed to cost \$150,000.
- The Union Street Reconfiguration and Streetscape Improvements Study is at the request of the City of Wilmington and DeIDOT Planning and will seek a permanent solution for Union Street. For this project, the City of Wilmington committed to the 20% cash match.

The UPWP will be presented to the TAC. Then there will be a thirty-day public comment period from April 1st to May 1st. The final draft will be brought to the PAC and TAC in April and then to the next Council meeting on May 7th. The UPWP will be submitted to DeIDOT and MDOT in May and should be implemented in July.

Mr. Sisson asked if the Dover/Kent MPO and Sussex County be involved in the two statewide tasks. Ms. Zegeye replied yes, all parties are involved in a statewide freight work group, which will participate in those tasks.

Ms. Trabelsi asked when the last City of New Castle Transportation Plan Update took place. Ms. Zegeye replied that it was in 1999.

12. Sea Level Rise Regional Vulnerability Assessment

Mr. Swiatek presented an update of a 2011 Sea-Level Rise Transportation Vulnerability Study. It is a data report with updated sea-level rise (SLR) scenarios with transportation infrastructures added into those scenarios. WILMAPCO was one of the first MPOs in the country to evaluate the vulnerability of transportation infrastructure related to SLR. Since then, some of the methodology from the 2011 study informed the processes Delaware and Maryland have used in their work with rising sea levels. The study looked at the impacts on both transportation and housing in different SLR scenarios, specifically 0.5-

meter, 1-meter and 1.5-meter rise in Delaware and a 2-foot 5-foot and 10-foot in Cecil County. The study also looked at project impacts related to SLR in the TIP and RTP. Since this study, impacts from SLR are included in every project report. The study update is being done now because new projections were released for Maryland in 2018 and Delaware in 2017. A chart of sea level trends from the past one-thousand years shows a very steep increase in global sea levels over the last one-hundred years which corresponds to temperature data. As the planet is warming, there is a correspondence between warming and sea-level rise. SLR may be thought of as something in the future but it has already begun. Lewes, Delaware, has seen 16 inches of SLR between 1900 and 2016. Just south of Delaware City, Reedy Point has seen 8.6 inches of rise from 1956 to 2016. Predictions of future SLR are variable depending the emission pathway taken globally. The three emissions scenarios in the study are the Paris Agreement which limits warming, Stabilized, which maintains current emissions levels, and Growing conditions. By 2150, whatever the scenario, there will be SLR, but limiting emissions reduces SLR. In terms of the probability of rise, this analysis considers 2-foot, 4-foot and 6-foot rise. By 2100 the chance of a 2-foot rise is 87%; the chance of a 4-foot rise is 25%; and the chance of a 6-foot rise is 3%. For transportation planning, the study used scenarios with a 1-5% probability, meaning a 2-foot rise by 2050, 4-foot by 2080, and 6-foot by 2100. These projections help in planning to stay ahead of these scenarios and the surges that will come with them. New Castle County is more impacted than Cecil County due to the geology of the Delaware River versus the Chesapeake Bay. In terms of land impacts, 80% of land in New Castle County would be impacted by a 6-foot rise as opposed to 2% of land in Cecil County.

The population numbers that were taken from the 2010 census show that a 6-foot rise will impact around four-thousand people in New Castle County and slightly more than one thousand in Cecil County. Those numbers would change as population grows near the coast. In terms of social equity, the average block group closely mirrors the impacted block group, indicating that SLR impacts everyone equally regardless of race or income. In Wilmington specifically, some social inequity is found, where the average block group is 57% Black, but impacted block groups are 73% Black. In the average block group, 25% live in poverty, but is 30% of the impacted block group live in poverty. These results are found in many cities along the U.S. coast. Lower income populations are more likely to be affected by SLR. Mr. Inden asked if the data showing equity in SLR impact were due to beach properties. Mr. Swiatek responded that the data referred to a regional area, not just the city of Wilmington, but also southern parts of New Castle County, which are less diverse.

Centerline roadway impacts are much greater in New Castle County than Cecil County. With a 6-foot rise, eighty-two miles of centerline roads in New Castle County would be impacted, but only seven miles in Cecil County. Both the railways and rail station in Wilmington will be challenged. The railway impacts are very centered in the City of New Castle up into the City of Wilmington. With a 6-foot rise, up to twenty-four miles of railways would be impacted in New Castle County, while Cecil County would experience less than half of a mile of railway impact. The impacts on the 2050 funded transportation projects that could be challenged by a 2-foot rise have been identified. In most cases the impacts can be mitigated. As projects move forward, this data in this report will allow for adjustments that allow for SLR or, in extreme cases, re-considering the project. With the Christina River Bridge project, for example, the approaches were raised by two feet to accommodate potential future SLR.

Hotspots around the region were determined by the impact of a 2-foot rise as there is an 87% chance of that amount of rise by 2100. From Fort Dupont through the Southern Route 9 corridor and into southern New Castle County will experience significant impact. With a 2-foot rise, Norfolk Southern Rail between Port Deposit and Perryville in Cecil County will be challenged just south of Port Deposit. In the City of Wilmington roadways and railways on the eastern part of the city at the confluence of the Brandywine Creek and the Christina River face challenges at SLR of two feet. There are different strategies to adapt to SLR. One is to fortify using man-made or natural structures. Southbridge Wilmington Wetlands Park is an example of how a project can be adapted for current and future SLR, while creating a great feature for the community. In this area, where SLR continues to go up, more will need to be done. Wilmington is considering other ways to adapt to SLR including raising infrastructure or even retreating. Comprehensive localized decisions are needed. Transportation is only part of the equation. The importance of a road is determined by the people and industry that it services.

If emissions are reduced through policy, there will be less SLR in the future, which will reduce costs. WILMAPCO's 2050 RTP includes the reduction of VMT as a performance measure, as well as action items supporting cleaner vehicle infrastructure, technology and fuel, and encouraging increased density. Our last conformity shows CO₂e emissions declining between 2020 and 2030, but they begin to increase in the 2040s. More sustained CO₂e emission reductions should be considered when projects are selected. Reducing emissions is something the State of Delaware is working toward in its climate action plan and transportation is a major factor in that.

The analysis should be completed in March and Mr. Swiatek expects the data report will be completed for the next Council meeting.

Ms. Holland expressed support of this work. She asked if Mr. Swiatek collaborated with Ms. Susan Love of DNREC. Ms. Holland had been on a committee with Ms. Love and said that it was enlightening. Many people assume that Sussex County is going to be affected by SLR, but the whole state is going to be impacted. The impact in New Castle will greatly affect businesses. There was concern that businesses may not be able to expand there, so rising sea levels will affect economic development and quality of life. Ms. Holland said they put as much as they could into state strategies for policies on spending. Farmers have lost farmland to saltwater intrusion and we may face wetlands issues into the middle of the State of Delaware. This study helps because although it's not law, they have pushed every jurisdiction to have a sea level rise component in their Comprehensive Plan. DNREC has a list of what is required in the Comprehensive Plans, but Ms. Holland expressed that sea-level rise should be included.

Mr. Inden said that it was in the budget to re-visit the waterfront zoning code, where the need to address sea-level rise is most expected in the City of Wilmington. Public works hasn't finalized their plan yet. Mr. Inden asked if Dr. Phil Barnes from the University of Delaware is doing similar work, because Dr. Barnes called him. Ms. Trabelsi replied that Dr. Barnes called her to ask where municipalities and local government are getting their information about sea-level rise and climate change.

Mr. Swiatek said the project team worked with the state, communicated with Ms. Love and used the state's data. Mr. Swiatek agrees that now is the time to work with zoning. Before development begins is the time to work with the developers to make some changes. Ms. Holland added that there is a subdivision of ten lots in Sussex County being built on stilts.

Mr. Spencer finds it interesting that that there is more rise from the sea in Sussex County and the rise from New Castle County is from the Delaware River. In Sussex, 60% of sea-level rise is from subsidence, which is not the focus in the reports as much as emissions. If sea-level is rising, let people know why it's rising. In New Castle County it is not sinking, but Mr. Spencer would like to know why the Delaware River would have such an impact. Mr. Swiatek does not have an answer about ground sinking.

Ms. Trabelsi asked for clarification on how this study is coordinating with the State climate action plan. Mr. Swiatek replied that this study is for WILMAPCO projects, so the latest data is used to flag projects that are affected by SLR. Mr. Swiatek participated in the climate action plan and it currently mainly focuses on emissions mitigation but will focus on adaptation at some point.

Ms. Holland asked if this information is related to First Maps, which she uses because the information is updated so well. That is how they do the state strategies too, with layering. Mr. Swiatek said the information should be the same as it was pulled from state reports.

13. Performance Measures Update

Mr. Dan Blevins spoke about the process to report transportation performance targets. Performance Measurement is a data driven system that fits within all of the modes of transportation of concerns at WILMAPCO. In May of 2018, our baseline report was created. Now the mid-point report is being created to check the progress in these measures including safety, infrastructure, system performance, freight and CMAQ. Soon transit safety measures will be measured. The FTA has a parallel function to this, so a similar process will be brought to the January Council meeting except it will be focused on transit. Much of this data has already been reported. The two-year and four-year target Information is available on the WILMAPCO website or in the TIP Appendix H. This data is included when the TIP is updated so it can be part of the planning process. Each state's MPOs have to complete this report. The baseline report created in 2018 includes four-year targets. Every two years a report is due from either the federal or statewide perspective. This report is a mid-point report, which checks the progress on projects and allows an opportunity to adjust the targets. DeIDOT is working on significant progress determination, which can be difficult only two years into capital projects. By October 1st the report that will be submitted by the DOT includes the two-year condition of performance, progress on targets, investment strategies, discussion on that progress, adjustment discussion, extenuating circumstances and the CMAQ performance plan. If the Department of Transportation adjusts a 4-year target, the MPO has 180 days to respond whether they agree with the adjustment or not. Adjustments made by the MPOs and DOTs working together in the beginning will make this process easier

Each state must create a list of truck bottlenecks. In October 2018 WILMAPCO, DeIDOT and the Dover/Kent MPO met to create a list of state bottlenecks. The list was narrowed down to include around 15 bottlenecks with a full data analysis and mapping. The October 1st will include discussion of progress on those bottlenecks, relevant projects in the CTP and RTP, and a description of what is being done operationally to satisfy this requirement. All of the measures focus on the interstate system and NHS and not smaller roads. Much of the data needed for these travel-based measures is available online from the National Performance Management Research Data Set (NPMRDS).

The targets were set, then each year the data is plotted so a trend line appears. The data sets are large so small changes can get lost. The subparts, such as pavement conditions and bridge performance are graphically organized to make the data simple and easily usable for the public. The 4-year targets were set. The measurement for the baseline year and each year since is added to the table, so now there is a trend line. The trend line allows the DOT to determine if the four-year target needs to be adjusted. Visually, this information is clear and easy to read on our website.

Some of the measures are tied to the entire Philadelphia Metropolitan Area, such as peak hours of excessive delay per capita in hours. The average number of hours people in the entire area spend in delay is calculated. In addition to measuring the percentage of single occupancy vehicles (SOV), the non-SOV traffic like public transportation, carpool, etc. is measured as well. Over time, changes in the percentage of travel time appear. The largest change in non-SOV is found in work from home. This is timely as employers have people working from home in the current pandemic and may have people work from home in the future.

CMAQ was treated almost like an individual report. DeIDOT is looking at alternative tools, such as new tools available from the FHWA. The CMAQ portion will include some major pollutants that are not normally included in our regular air quality efforts. The CMAQ portion will be completed over the summer.

In November, staff had a meeting with DeIDOT about preparing the data. The NPMRDS will have finalized the data on their website by March 15th so all the statistics for Delaware and Maryland will be available, which allows the discussion of target changes in March or April. In April or June any proposed target changes will go through the MPO process and come back to Council. Finally, the report is submitted to DeIDOT and MDOT to meet their October 1st deadline.

Mr. Sisson asked what was done with the data related to the I-95 reconstruction. Mr. Blevins replied that the 4-year target was made relatively low in 2018 because that project was considered. Mr. Coté asked if the four-year target looked back at the previous four-year target average or the next four years. Mr. Blevins replied it is for the measured year. This data set is relatively simple, enter the calendar year and it shows the data for the interstates. In 2017 the baseline number was set with one year of data. The two-year target is off a little because we had so little data, but there is the opportunity to adjust the four-year target. While meeting with Planning there was discussion of the I-95 project in 2021. Mr. Sisson commented that the project may cause and increase in people working from home.

14. Draft New Castle County Bicycle Plan

Ms. Heather Dunigan said that in previous Council updates about the New Castle County Bicycle Plan there was discussion about the public outreach, comments that were received from the public and infrastructure recommendations, but installing bike lanes alone is not going to achieve a bicycle-friendly community. This Plan's recommendations take a holistic approach to making New Castle County a bicycle-friendly community. The recommended bicycle network was developed from the agency and public input. Prioritization processes have been discussed and local priorities were collected. The Nonmotorized Transportation Working Group and public outreach recommend consideration of all the other elements that work together to make bicycling more friendly, including programs and policies, maintenance, parking and support

facilities, connections for transit, safety, equitable access, land use and all the other education and encouragement programs.

Maintenance was one of the top concerns from public outreach. An asset management system, comparable to what is inventoried for roads, should be put in place for bike lanes, trails and pathways. The asset management system should inventory existing conditions, establish standards for desired conditions, and fund improvements to achieve the maintenance standards.. It is recommended that facilities be designed to require less maintenance. For example, striping bike lanes with paint will wear away, but epoxy or tinted pavement will last longer and require less maintenance. The community needs to get involved as a partner. Programs exist for communities to adopt trails and pathways. Members of the community can also report maintenance concerns. This would be easier if there were one place to call and report concerns so members of the community do not have to guess which jurisdiction to contact.

Parking is another issue reported from the public. People need a secure place to lock up their bikes at destinations. At a shopping center, short-term parking should be close and visible. For long-term parking, security is important. In reviewing county and municipal codes, it is found that some municipalities do not address bicycling at all. We are suggesting model code language for parking zoning recommendations. The City of New Castle and the City of Newark both have wayfinding for bicycles. This is an educational tool to let people know destinations that are reachable by bike, how far they are and the reasonable expectation of the time it takes to get there.

Coordination of bicycle facilities with transit provides a good synergy because all the buses have bike racks on them. Expanding the safe routes to transit can expand the reach of the transit system and the reach of the bicycle routes in local transit. Some data has been collected on the location of high-use bus routes for loading and unloading bicycles onto the buses. This data is from 2013, but if sensors are made to work again, this information can be incorporated into the DART app to let riders know if there is space available on the bus for their bikes.

Certain lane designs are not only safer but more comfortable for riders, so we are recommending designs to encourage the most users, that are more intuitive to use and make riders more visible to drivers. The design should create low stress travel and avoid conflict points with different modes of transportation.

Equitable access is an important factor and is supported through access to existing co-op programs like the Urban Bike Project and the Newark Bike Project which provide low cost transportation options. Other communities have bike share options. The City of Wilmington is considering coordinating with DART to provide easy access to a bike share option. Some employers offer bike access. Some recommendations and information from the Transportation Justice Report were incorporated into this document. By designing for low stress travel and having events to bring together a broad cross-section of users, we can reach those in the community who may not consider themselves bicyclists but might be interested in bicycling if they feel comfortable.

Land use offers an opportunity to make recommendations to the county and local governments to make code changes in support of bike friendly development because bicycle lanes will only be used if they connect to desirable destinations.

Education and encouragement refer to the marketing and programs that get people out riding including hosting events to encourage riding.

Ms. Holland commended Ms. Dunigan, because a lot of the local jurisdictions do not have the planning staff to get ordinances and, right now, the ordinances are antiquated. Ms. Dunigan said it was eye opening to see that many towns do not have bikes listed in their codes at all. Ms. Holland said they would, but do not have staff and money to do it.

INFORMATION ITEMS:

15. DeIDOT's Administrative Modification Request Letters

OTHER BUSINESS:

Ms. Zegeye recognized that Drew Boyce is retiring at the end this month. He has been a member of the WILMAPCO Council since his appointment as Director of Planning at DeIDOT. Prior to that he worked with WILMAPCO as the north district engineer working exclusively on New Castle County projects. Ms. Zegeye thanked Mr. Boyce for everything he has done including the many TIP workshops he has helped staff. He has helped with many projects, including SR 141, SR 10, the Wilmington Initiatives, just to name a few. Not to mention the many meetings with elected officials, member agencies and the community. After 34 years of service, he has accomplished quite a lot and in her opinion one of his best accomplishments is making the working relationship between WILMAPCO and DeIDOT Planning to the highest level. Not only does Mr. Boyce know how staff can work together but he advocated for the role of the MPO. He has communicated the role of the MPO to elected officials, the community and more importantly to the different divisions of DeIDOT. He has practiced what he preached throughout his career. On behalf of the WILMAPCO staff, Ms. Zegeye wishes Mr. Boyce congratulations and thanks and we wish him all the best.

Mr. Boyce said thank you and it has been fun working with a professional organization like WILMAPCO. One of the things he is most proud of is taking all of this hard work and actually getting some physical projects done. He is appreciative of the staff working hard to make that happen and make a difference and getting these things constructed.

Ms. Holland thanked Mr. Boyce for all he has done for Planning and the State of Delaware.

Mr. Sisson thanked Mr. Boyce for making his transition into WILMAPCO easier.

Mr. Inden thanked Mr. Boyce for his role in the Wilmington Initiatives. He will be missed.

Ms. Zegeye let Mr. Boyce know that a small token of appreciation will be sent along for him. We are sorry he is unable to join us for lunch.

ADJOURNMENT: Mr. Spencer made a motion to adjourn, Ms. Holland seconded the motion. The meeting adjourned at 11:28 a.m.

ATTACHMENTS: (1)