

# WILMAPCO Council

## Action Item Summary Sheet

Meeting Date: September 14, 2017

**Action Item #10: To Amend the FY 2018 Unified Planning Work Program (UPWP) with WILMAPCO and Member Agency Tasks**

**Description/Summary of Item:** The FY 2018 Unified Planning Work Program will be amended by transferring funds from the General Funds to consultant support for WILMAPCO and member agency tasks.

**Summary of Action Taken by PAC:** The WILMAPCO PAC did not take action on this agenda item.

**Summary of Action Taken by TAC:** The WILMAPCO TAC voted to recommend approval of the amendment to the FY 2018 UPWP.

**Summary of Action Taken by Subcommittee/Task Force (if applicable):**  
N/A

**WILMAPCO Staff Recommendations:** The WILMAPCO staff recommends that the Council amend the FY 2018 Unified Planning Work Program to transfer funds from General Funds to the proposed tasks.

**WILMAPCO Council:**

John Sisson, Chair  
*Delaware Transit Corporation  
Chief Executive Officer*

Robert J. Alt  
*Mayor of Elkton*

Jennifer Cohan  
*Delaware Dept. of Transportation  
Secretary*

Connie C. Holland  
*Delaware Office of State Planning  
Coordination, Director*

Alan McCarthy  
*Cecil County Executive*

Matthew Meyer  
*New Castle County Executive*

Heather Murphy  
*Maryland Dept. of Transportation  
Director, Office of Planning and  
Capital Programming*

Michael S. Purzycki  
*Mayor of Wilmington*

Michael Spencer  
*Mayor of Newport*

WILMAPCO Executive Director  
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## DRAFT

### RESOLUTION BY THE WILMINGTON AREA PLANNING COUNCIL AMENDING THE FY 2018 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 2018 Unified Planning Work Program was adopted by Council on May 11, 2017; and

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

**WHEREAS**, the \$244,666.99 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 \$520,670.72 funds available to be programmed; and

**WHEREAS**, project requests have been proposed by staff for Consultant Support for WILMAPCO and member agencies future tasks in the amount of \$765,337.71; and

**WHEREAS**, staff may seek new tasks from member agencies and submit them to Council for approval before including them in the FY 2018 UPWP;

**NOW, THEREFORE, BE IT RESOLVED**, that the WILMAPCO Council does hereby amend the FY 2018 UPWP by transferring funding from General Funds to Consultant Support for WILMAPCO and member agencies task.

Date:

John Sisson, Chairperson  
Wilmington Area Planning Council



	TASK #	DESCRIPTION	BALANCE REMAINING 6/30/17
		<b>Proposed Tasks to be Carried Over to FY 2018 UPWP</b>	
1	MPO 14.10	Member Agency and WILMAPCO Consultant Support	\$38,152.59
2	MPO 16.11	Cecil County Route 40 Program Development Support	\$10,256.18
3	MPO 16.11	Wilmington Initiatives Public Outreach and Management	\$22,226.00
4	MPO 16.13	Churchmans Crossing Program Development	\$43,280.00
5	MPO 17.03	Urban Bike Project: Earn-a-Bike and Trip for Kids Program	\$200.00
6	MPO 17.04	Cecil County Travel Time Runs	\$18,000.00
7	MPO 17.04	Regional Model Development and Support	\$54,000.00
8	MPO 17.05	Congestion Management System Consultant Support	\$4,566.28
9	MPO 17.05	Regional Transportation Performance Measurement Development	\$23,421.46
10	MPO 17.11	Wilmington Initiatives Public Outreach and Management	\$48,000.00
11	MPO 17.13	Churchmans Crossing Program Development	\$48,000.00
12	MPO 17.13	New Castle County-Route 40 Program Development Support	\$33,279.87
		TOTAL	\$343,382.38
		Proposed Tasks to be Transferred to General Funds	
1	MPO 15.10	Member Agency and WILMAPCO Consultant Support – Amend FY 2018 UPWP – Transfer to General Funds	\$22,070.23
2	MPO 16.05	Congestion Management System Consultant Support – Amend FY 2018 UPWP – Transfer to General Funds	\$96.90
3	MPO 16.05	Regional Transportation Performance Measurement Development – Amend FY 2018 UPWP – Transfer to General Funds	\$154.36
4	MPO 16.10	Member Agency and WILMAPCO Consultant Support- Amend FY 2018 UPWP – Transfer to General Funds	\$189,348.00
5	MPO 17.01	Bookkeeping - Amend FY 2018 UPWP – Transfer to General Funds	\$7,607.50
6	MPO 17.03	Media Relations Coordination - Amend FY 2018 UPWP – Transfer to General Funds	\$1,078.00
7	MPO 17.04	Cecil County Intersection Counts - Amend FY 2018 UPWP – Transfer to General Funds	\$4,000.00
8	MPO 17.04	Public Opinion Survey (RTP & TJ) - Amend FY 2018 UPWP – Transfer to General Funds	\$312.00
9	MPO 17.11	Cecil County-Route 40 Program Development Support - Amend FY 2018 UPWP – Transfer to General Funds	\$20,000.00
		TOTAL	\$244,666.99
		GRAND TOTAL	\$588,049.37

**Prior Years' Carry over Funds**

MD FHWA \$61,787.40 + \$963 (FY 18 distribution) = \$62,750.40  
MD FTA \$24,206.59 + \$655 (FY 18 distribution) = \$24,861.59  
MD State \$9,125.32 + \$202 (FY 18 distribution) = \$9,327.32  
DE FHWA \$495,547.54 + \$415,889.07 = \$911,436.61  
DE FTA \$100,344.17

**Total** \$1,108,720.09

**Total Available Funds to be Carried Over = \$1,108,720.09**

**\$343,382.38 for prior year's tasks which were not complete by June 30, 2017**

**\$765,337.71 (\$520,670.72 + \$244,666.99) to be programmed for future tasks**

<b>PRIOR YEARS' CARRY OVER TASKS - WILMAPCO</b>										
TASK #	FEDERAL				STATE 10%		LOCAL 10%			CARRY OVER TO FY2018
	FHWA	FTA	FHWA	FTA	DELAWARE	MARYLAND	NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	
	DELAWARE		MARYLAND							
Member Agency and WILMAPCO Consultant Support										
MPO 14.10	\$28,597	\$7,185	\$1,564	\$543	\$0	\$263	\$0	\$0	\$0	\$38,152.59
Cecil County Route 40 Program Development Support										
MPO 16.11	\$7,688	\$1,931	\$420	\$146	\$0	\$71	\$0	\$0	\$0	\$10,256.18
Wilmington Initiatives Public Outreach and Management										
MPO 16.11	\$16,660	\$4,186	\$911	\$316	\$0	\$153	\$0	\$0	\$0	\$22,226.00
Churchmans Crossing Program Development										
MPO 16.13	\$32,441	\$8,150	\$1,773	\$616	\$0	\$299	\$0	\$0	\$0	\$43,280.00
Urban Bike Project: Earn-a-Bike and Trip for Kids Program										
MPO 17.03	\$150	\$38	\$8	\$3	\$0	\$1	\$0	\$0	\$0	\$200.00
Cecil County Travel Time Runs										
MPO 17.04	\$13,493	\$3,390	\$738	\$256	\$0	\$124	\$0	\$0	\$0	\$18,000.00
Regional Model Development and Support										
MPO 17.04	\$40,477	\$10,169	\$2,213	\$768	\$0	\$373	\$0	\$0	\$0	\$54,000.00
Congestion Management System Consultant Support										
MPO 17.05	\$3,423	\$860	\$187	\$65	\$0	\$32	\$0	\$0	\$0	\$4,566.28
Regional Transportation Performant Measurement Development										
MPO 17.05	\$17,556	\$4,411	\$960	\$333	\$0	\$162	\$0	\$0	\$0	\$23,421.46
Wilmington Initiatives Public Outreach and Management										
MPO 17.11	\$35,979	\$9,039	\$1,967	\$683	\$0	\$331	\$0	\$0	\$0	\$48,000.00
Churchmans Crossing Program Development										
MPO 17.13	\$35,979	\$9,039	\$1,967	\$683	\$0	\$331	\$0	\$0	\$0	\$48,000.00
New Castle County-Route 40 Program Development Support										
MPO 17.13	\$24,945	\$6,267	\$1,364	\$473	\$0	\$230	\$0	\$0	\$0	\$33,279.87
<b>TOTAL PRIOR YEARS' CARRY OVER TASKS - WILMAPCO</b>										
	<b>\$257,388</b>	<b>\$64,666</b>	<b>\$14,072</b>	<b>\$4,885</b>	<b>\$0</b>	<b>\$2,371</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$343,382.38</b>
<b>TOTAL AMOUNT FOR NEW PROJECTS AMENDED INTO FY 18 UPWP</b>										
	<b>\$654,048</b>	<b>\$35,678</b>	<b>\$48,678</b>	<b>\$19,977</b>	<b>\$0</b>	<b>\$6,956</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$765,337.71</b>
<b>TOTAL AII PRIOR YEARS' CARRY OVER TASKS</b>										
	<b>\$911,436</b>	<b>\$100,344</b>	<b>\$62,751</b>	<b>\$24,861</b>	<b>\$0</b>	<b>\$9,328</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,108,720</b>
<b>GRAND TOTAL ALL TASKS</b>										
	<b>\$2,209,483</b>	<b>\$420,216</b>	<b>\$133,227</b>	<b>\$49,305</b>	<b>\$202,240</b>	<b>\$21,193</b>	<b>\$172,875</b>	<b>\$11,865</b>	<b>\$29,365</b>	<b>\$3,249,769</b>