TECHNICAL ADVISORY COMMITTEE (TAC) MEETING April 19, 2018

A meeting of the Technical Advisory Committee (TAC) was held on Thursday, April 19, 2018, at WILMAPCO, 850 Library Avenue, Suite 100, Newark, DE 19711.

1. CALL TO ORDER: Ms. Kaminsky, TAC chairperson, brought the TAC meeting to order at 10:04 a.m.

2. TAC Members present:

Ian Beam, Maryland Department of Transportation David Dahlstrom, Maryland Department of Planning Stacey Dahlstrom, New Castle County Department of Land Use Lauren DeVore, Delaware Department of Natural Resources and Environmental Control Anthony DiGiacomo, Cecil County Land Use and Development Services Gwinneth Kaminsky, City of Wilmington Department of Planning and Development Jeanne Minner, Town of Elkton, (via conference call) Brian Mitchell, City of Wilmington Department of Public Works David Schlie, MDOT SHA Catherine Smith, Delaware Transit Corporation Joshua Thomas, DelDOT

TAC Ex-Officio Members present:

Lindsay Donnellon, FHWA (via conference call)

TAC Members absent:

City of Newark Delaware Economic Development Office Delaware River and Bay Authority Delaware Office of State Planning Coordination Maryland Department of the Environment MDOT MTA

TAC Ex-Officio Members absent:

Amtrak Diamond State Port Corporation U.S. Environmental Protection Agency U.S. Federal Transit Administration

Guests and Invitees:

Mike DuRoss, DelDOT Meredith Hill, MDOT Winstina Hughes, MDOT SHA

Staff:

Dan Blevins, Principal Planner Janet Butler, Administrative Assistant Heather Dunigan, Principal Planner Sharen Elcock, Executive Assistant Randi Novakoff, Outreach Manager Bill Swiatek, Principal Planner Jacob Thompson, Transportation Planner

Minutes prepared by: Janet Butler

3. MINUTES

ACTION: On motion by Mr. DiGiacomo and seconded by Ms. Smith, the TAC approved the March 15, 2018 minutes.

Motion passed.

(4-19-18 - 01)

4. SUBCOMMITTEE UPDATES:

a. Nonmotorized Transportation Working Group (NMTWG)

Ms. Dunigan said the NMTWG met on April 3, 2018. Ms. Marty Baker, MDOT, presented an update of the Maryland Bike and Pedestrian Master Plan. Mr. Matt Harris, City of Wilmington, presented an update on the recent public outreach and analysis for the City of Wilmington Bicycle Plan. Mr. Jake Thompson, WILMAPCO, discussed draft recommendations and community feedback on the Elkton Pedestrian Plan, and Ms. Dunigan discussed the status of the New Castle County Bicycle Plan.

b. Air Quality Subcommittee (AQS)

Mr. Swiatek said the AQS met on April 12, 2018. AQS reviewed and confirmed the project scores for the following new and revised projects: 1) I-295 Northbound, SR141 to US 13 (currently modeled as 2040 in-service from 0 to -3). 2) US 40/SR7 Grade Separated Intersection (from 0 to -3). 3) North Claymont Area Master Plan – US 13: 495-PA Line (+1); 4) Glasgow Avenue Study Improvements (+1); 5) SR9, New Castle Avenue, Landers Lane to A Street Planning Study (+1); 6) Otts Chapel Road and Welsh Track Road Intersection Improvements (0); and 7) Shallcross Lake Road, Greylag Road to Boyd's Corner Road (0).

The AQS received the draft 2050 Regional Transportation Plan (RTP) project list as information and approved an FY 2020 CMAQ project prioritization list for New Castle County. MDOT provided a presentation regarding their proposal for CMAQ on-road mobile source emissions targets, as part of the federal performance measurement initiative. Several roundabout projects in Cecil County were funded by CMAQ without WILMAPCO's knowledge. WILMAPCO is working with MDOT and FHWA on a path forward so this does not happen for future projects. Additionally, roundabouts are not the optimal use for CMAQ funding from an air quality perspective; therefore, WILMAPCO is looking into whether other projects should receive that funding and if the funding should be used for Cecil County's future emissions targets.

5. PUBLIC COMMENT PERIOD:

None.

6. Appointment of Nominating Committee for TAC Chair

Ms. Kaminsky appointed 1) Cathy Smith, DTC; 2) Ian Beam, MDOT, and 3) Brian Mitchell, City of Wilmington Public Works to the Nominating Committee for TAC Chair and Vice Chair.

ACTION ITEMS:

7. To Recommend Approval of the FY 2019 Unified Planning Work Program (UPWP)

Ms. Elcock distributed the FY 2019 UPWP Financial Information (Attachment A). The UPWP went out for public comment on April 2 and will go through May 2, 2018. The PAC approved the public outreach portion of the UPWP on April 16, 2018. DelDOT indicated that their budget was

off by \$1.00. There was a rounding error. DelDOT (State's) cost share and toll credit has been increased \$1.00 to \$218,199 and \$108,199 respectively.

DelDOT will continue to use toll credits for FY 2019 as part of the local members' match. A conference call, this week with MDOT, included discussions on toll credits. MDOT has informed WILMAPCO that they will no longer pay for Cecil County's match; therefore, they will be using in-kind instead of toll credits or state cash. WILMAPCO subsequently reached out to Cecil County to request an increase in their cash portion.

The member agency cash shares have not changed, from prior years: the State of Delaware is \$110,000, New Castle County's is \$31,500 and, the City of Wilmington's is \$11,796, which is split between Public Works and Planning.

WILMAPCO recently received the letter from MDOT stating that planning fund distribution for FY 2019 is \$123,160. This is a \$2,240 increase from what is, currently allocated in the FY 2019 UPWP. This amount will be added in September 2018, when WILMAPCO amends the UPWP.

Pages IV-26 and IV-27 in the FY2019 UPWP document include the six projects submitted and amended into the FY 2018 UPWP. These new projects include 1) 12th Street Connector Alignment Study. 2) East 7th Street Peninsula Roadway Improvements/Development Study. 3) Safety & Capacity Improvement Study for Five-Point Intersection. 4) Newark Area Transit Study. 5) US 202 Land Use Master Plan. 6) Southern New Castle County Master Plan. The funding amounts for these projects will be included in the FY 2018 UPWP and, will be amended into the FY 2019 UPWP as carry-over tasks. Requests for Proposals (RFPs) were received and, consultant interviews were conducted for four of the six projects.

Ms. Dahlstrom added that the Route 202 project was reviewed and consultants will be selected during the week of April 30, 2018. In addition, the project team is finalizing the Request for Proposal (RFP) for Southern New Castle County.

ACTION: On motion by Mr. Beam and seconded by Mr. Dahlstrom, the TAC recommended approval of the FY 2019 UPWP, contingent upon the removal of the Maryland toll credits applied to Cecil County, with an explanation of how the in-kind services will supplement the funding as required by FHWA/FTA.

Motion passed.

(4-19-18 - 02)

8. To Recommend Approval of the Technical Scoring for Project Prioritization for FY 2020-2023 TIP

Ms. Dunigan said she had asked TAC members at the last meeting to review the prioritization list and provide any additions or changes. Based on what was received those projects highlighted in yellow on the spreadsheet indicate the added projects including Line 10: SR 9 Landers Lane – A Street (FY 2019 TIP). Line 22: Otts Chapel Road/Welsh Track Road Intersection; Line 25: I-295 Northbound SR 141-US 13, which was added to TIP and was previously scored. The adjustment to the score is -3. Line 31: Southern New Castle County Shallcross Lake Road Relocated. Line 55: US 40/SR7 Grade Separated Intersection. The air quality score was adjusted; Line 60: North Claymont Area Master Plan-US 13: I-495 PA. This project focuses on Philadelphia Pike recommendations; and Line 66: Glasgow Avenue Study Improvements. The Bike/ Pedestrian projects will be scored and will be included in New Castle County Bike Plan. WILMAPCO will add these projects in the Regional Transportation Plan (RTP).

On Page 3 is a list of projects that come off the list. The first grouping of projects: 100-109, are under construction. The final three projects taken off the list include I-95 Riverfront Interchange; Wilmington Riverfront: West Street Connector Extension; and Aeronautics, New Castle County Airport Terminal Improvements. On Page 4, the CMAQ scoring has been updated with the methodology from the Federal cost-effectiveness data.

Mr. Swiatek said the projects are sorted into project classifications based on the emissions benefits, which are based on the FHWA analysis that were adopted by the Air Quality Subcommittee (AQS) in June 2017. Then, projects are sorted using a qualitative index within the classifications for a final ranking. DelDOT gets that list, picks the projects, and prioritizes them from the top down for those that get CMAQ funding.

Ms. Dunigan said in Cecil County we are working on a similar scoring method. This method will be used in the future. The CMAQ projects from Delaware are pulled from the TIP; however, for Cecil County, staff has relied on the priority letters that were submitted to MDOT.

ACTION: On motion by Mr. Dahlstrom and seconded by Ms. Smith, the TAC recommended Technical Scoring for Project Prioritization for the FY 2020-2023 TIP.

Motion passed.

(4-19-18 - 03)

PRESENTATION/DISCUSSION ITEMS:

7. Delaware Performance Measures Update

Mr. Mike DuRoss, DelDOT, said DelDOT's Performance Measures are a specific set of technical submissions that State Departments of Transportation (DOTs) and the Metropolitan Planning Organizations (MPOs) have been working on for the past few years. They support travel time data based on measures in FHWA's system performance, freight, and CMAQ performance measures Final Rule. The performance measures provide themes that are incorporated into transportation planning.

The PM3 targets include the following performance measures:

- 1. Percentage of persons-miles on the interstate that are reliable
- 2. Percentage of persons-miles on the non-interstate NHS that are reliable
- 3. Truck Travel Time Reliability (TTTR) Index
- 4. Annual hours of Peak Hour Excessive Delay (PHED) per capita
- 5. Percentage of non-Single Occupancy Vehicle (SOV) travel
- 6. Total emissions reduction

The PM3 targets' timeline includes the PM3 Final Rule's effective date, which is May 20, 2017; State DOT targets, which are due on May 20, 2018; MPO targets, which are due 180 days after the DOT; and the Baseline Performance Report, which is due on October 1, 2018.

The National Performance Management Research Data Set (NPMRDS) is an archived speed and travel time dataset covering the National Highway System. The data set is sourced from INRIX probe-based data, which is reported from vehicles, trucks, and mobile devices, compiled in five-minute intervals for passenger vehicles and trucks and referenced to roadway segments by Traffic Message Channel (TMC), with more than 1,100 Transportation Management Center (TMC) segments in Delaware. The RITIS software, which uses the CATT Lab, is a GIS-type analysis tool that is easy to use that reads the NPMRDS data, and generates maps, charts, and tables. The software includes a series of equations that pulls up the data sets and analyzes them.

DelDOT is getting ready to decide what the targets are. Projects that require longer closures of the interstate have a bigger impact. I-95 is the main street of the east coast and it carries a lot of through traffic as well as generates significant in-state traffic. In 2017, travel time reliability was 81%. The range was wide and was measured month-to-month; therefore; DelDOT found that a 2% decrease in travel time reliability is the best that DelDOT could derive from the RITIS software.

The first target option is to keep it the same; the second option is to manage it to the current trend, and the third option is to use demand modeling and account for the expected impacts from lane closures and short-term road closures. DelDOT is leaning toward the second option, to manage to the current trend. In addition, the non-interstate travel time reliability 2017 target was 85%; and year-to-date was 90.5%, which has the same three options as the interstate travel time.

The freight performance measures analyze truck travel time, which is a subset of the NPMRDS data set. Mr. DuRoss said the data was severely influenced by the I-495 closure from June-August 2014, and it was estimated at a 0.10 annual increase.

DelDOT's next steps include 1) Finalize posted speed limit processing (ongoing). 2) Finalize PHED widget activation (ongoing). 3) Coordinate PHED measure/target discussions with DVRPC (ongoing). 4) Continue the Capital Transportation Program (CTP) project review relative to target-setting perspectives (ongoing). 5) Finalize Delaware statewide targets (5/20/18). 6) Report metric data for Travel Time (TT) based measures to Highway Performance Monitoring System (HPMS) (6/15/18). 7) Report volume assumptions, documentation for PHED to FHWA (8/20/18). 7) Submit Baseline Performance Period Report (10/1/18). 8) Establish MPO targets or confirm use of statewide targets (11/16/18). 9) Submit mid-performance period progress report (10/1/22).

Mr. DuRoss added performance management is a theme that is here to stay, which needs to be integrated into all of the transportation plans and documents. This includes an increased role of analysis using quantities of data. As an example, the DelDOT app can provide data regarding intersections, which is a potential gold mine to help understand the effects on travel time. DelDOT will be exploring more ways to get at that data.

Mr. Blevins referred to a map on the wall and explained that we can now broadly extract the maps and charts data and then get the data down to customized levels of travel times and travel delays for the WILMAPCO region. Mr. DuRoss said DelDOT would try to have the CMAQ results ready by the next AQS meeting. Mr. Dahlstrom asked if the map Mr. Blevins referred to included just delay-directional or delay-segmented data. Mr. Blevins said the map does not include both because it needs to be reviewed and has not been completed in detail.

Mr. Mitchell asked why would DelDOT chose the status quo (Option #2) after what had happened with the I-95 Viaduct. Mr. DuRoss explained what we are trying to do is to find out if we are missing a target and/or how aggressive the target needs to be. FHWA is not as strict about the targets as they were previously. Mr. Blevins added that if we did not meet the targets, we could still come up with an action plan.

8. Maryland Performance Measures Update

Ms. Meredith Hill, MDOT, said Maryland Performance Management includes three components: 1) Transportation Performance Management (TPM) 1: Safety; 2) TPM2: Infrastructure Condition Bridge and Pavement; and 3) TPM 3: System Performance Reliability. MDOT is currently focusing on TPM3.

The TPM Safety Performance Measures were completed; however, Infrastructure Condition 2and 4-year targets for the National Highway System (NHS) Bridge and Pavement are due on May 20, 2018; and System Performance Reliability; Urbanized Area, Unified Target and CMAQ On-road Mobile Source Emissions are due on May 20, 2018.

The Urbanized Area Targets include peak hour delay and mode share delay. They are a unified target for the urbanized area. WILMAPCO's urbanized area is the Philadelphia area. Documentation of coordination and communication is the most important ongoing task. The DOTs need to engage all the partners in the conversations, which is what they will be judged on by FHWA more than just meeting the targets. However, they do need to make a good faith effort to set these targets, and they have an opportunity to explain why they have missed the targets.

MDOT will compose a memo to the attention of FHWA Maryland Division Office, with copies sent to the MPOs including established targets - statewide and for the urbanized area; methods and data used; process and coordination; and next steps to ensure MPO action is within 180 days by November 16, 2018. National Bridge Inventory (NBI) and Highway Performance Monitoring System (HPMS) conditions data will be available to all the partners by either raw data or through iMAP.

The Infrastructure Condition Required Actions include that by April 30, 2018, MDOT will submit Maryland's Transportation Asset Management Plan (TAMP) to FHWA. MDOT will also brief leadership early in May. By May 20, 2018, MDOT will establish 2- and 4-year targets for the entire NHS in Maryland; and by November 16, 2018, the MPOs can support the state targets or develop/adopt their own targets for the region.

Ms. Hill distributed Maryland's National Highway System (NHS) Infrastructure and Conditions map, which indicates the Cumberland Area MPO; Hagerstown-Eastern Panhandle MPO; Baltimore Regional Transportation Board; National Capital Region Transportation Planning Board; WILMAPCO; Salisbury-Wicomico MPO; and Calvert-St. Mary's MPO (Attachment B). The Baltimore Regional and National Capital Regional areas indicate either fair (79.5%) or poor (3.1%) conditions.

System Performance Reliability Required measures include that MDOT will provide a briefing to leadership in May and MDOT will establish 2- and 4-year targets for the entire system in Maryland by May 20, 2018. MPOs can support state targets or develop/adopt their own for the region by November 16, 2018. These targets will be developed using RITIS software, which is user-friendly and is supported by the University of Maryland, CATT Lab. MDOT is developing guidance to help MPOs access and explore the RITIS tools.

Factors that are influencing reliability include the reliability measures ratio of 80th percentile to 50th percentile. These factors measure the variability of travel times caused by recurrent congestion. They are not affected by incident-related or other non-recurrent congestion, unless traffic speeds are impacted by non-recurrent congestion more than 20% of the time. Also influencing reliability is the freight measure ratio of 95th percentile to 50th percentile, affected by non-recurring and recurring congestion.

Reliability has significant impacts to freight, and Maryland is updating both the freight plan and asset management plan. The forecasting data includes National Performance Management Research Data Set (NPMRDS), traffic volumes, road attributes, growth rates, and major capacity projects opening to traffic by 2022.

The Urbanized Area Required Actions include the posted speed limit data that is put into RITIS tool for Peak Hour Excessive Delay (PHED) coverage area and non-SOV travel including the U.S. Census, American Community Survey (ACS) five-year Estimates (DP03). Since Maryland has 60 months of survey data, Maryland's ongoing rate that affects change will be measureable in the 2 – 4 year timeframe. DVRPC is holding regular conference calls that include WILMAPCO and MDOT staff in discussions on peak hour excessive delay and non-SOV travel measures. DVRPC is recommending a moderate increase-percentage point of SOV travel.

Regarding air quality, MDOT will have to set 2-4 year targets for Ozone. CMAQ on-road mobile source emissions required actions can be referenced in the March 30, 2018 memo from MDOT TSO, and no action is required by the Cumberland area MPO.

Mr. Dahlstrom asked what the pavement inventory frequency is. Ms. Hill responded it is submitted annually. She added data collection is cyclical throughout the year, and bridges have a 2-3 year cycle.

INFORMATION ITEMS:

13. Staff Report

Ms. Heather Dunigan reported on the following plans and events:

- The Route 9 Master Plan Monitoring Committee met on April 17, 2018, and staff is continuing to support development of a University of Delaware Survey of area residents. Staff is also working with the Route 9 community on local level recommendations prioritization.
- Staff will attend the Eastern Climate Preparedness Conference in Manchester, New Hampshire on April 30, 2018.
- Several of WILMAPCO's Requests for Proposals (RFPs) were sent and interviews were completed. The Newark Area Transit Needs Data Collection and Analysis project from DTC was awarded to WSP. The City of Wilmington's 12th Street Connector project was awarded to JMT. The Five Point Intersection Safety and Capacity Improvement project was awarded to RK&K. The East 7th Street Peninsula Roadway Improvement project was awarded to Century Engineering. WILMAPCO has also received seven proposals for the Route 202 Master Plan project and interviews will be conducted during the last week in April 2018.
- The WILMAPCO Public Opinion Survey polling was completed and results of the survey may be ready at the next TAC meeting.
- The New Castle County Land Use meetings are being held for the New Castle County Comprehensive Plan projects including Route 9 and Claymont Master Plans. Coordination of public outreach will be for WILMAPCO's Regional Transportation Plan (RTP) and the New Castle County's Comprehensive Plan.
- Staff participated in the Safe Routes to School (SRTS) Elbert/Palmer Family Fun Night on March 22, 2018.
- Staff participated in the Maryland MPO Roundtable event on March 23, 2018.

- Staff will exhibit at the April 20, 2018, Air Quality Partnership Wilmington Earth Day celebrations, featuring Tropo, their mascot, and the Mayor will read the Air Quality Proclamation aloud.
- Staff is coordinating a Nature and Commerce Today workshop to be held later in the year.
- Air Quality Awareness Week is the week of April 30, 2018, and staff will participate in the Social Media Post-a-Picture (Selfie) event.
- Staff attended the Maryland Bike Pedestrian Plan Meeting on March 15, 2018.
- The Blueprint for Bike Friendly Delaware meeting was held on March 28, 2018. Next steps include outreach meetings for the New Castle County Bike Master Plan. A presentation by staff was provided to the Elsmere Town Council on April 12, 2018, and staff will present information at a public workshop including Townsend Town Council on June 6, 2018.
- Maryland Transportation Alternatives Program (TAP) proposals are being accepted through May 16, 2018.
- On March 28, 2018, staff participated in New Castle County Public Workshop regarding Red Clay Valley and Brandywine Valley Scenic Byways to discuss the overlay zoning proposed for the corridors.
- Staff will participate in the Scenic Byways and East Coast Greenways event at the National Washington-Rochambeau Revolutionary Route Association on April 27, 2018.
- Staff will participate in Newark events for National Bike-to-School Week, May 7-11 and National Bike-to-Work Week, on May 18, 2018.
- Staff submitted two trail grant applications to the September 11 Memorial Trail for inclusion in a grant submitted to the U.S. Department of the Interior.

OTHER BUSINESS:

None.

ADJOURNMENT:

The meeting adjourned at 11:28 a.m.

Attachments (2)

FY 2019 Unified Planning Work Program

III FY 2019 UPWP FINANCIAL INFORMATION

FY 2019 UPWP FUNDING ANALYSIS TOTAL FUNDS AVAILABLE and TOTAL CASH COMMITMENT

SOURCE	COST SHARE	CASH SHARE	e .
DELAWARE			TOLL CREDIT
FHWA	\$1,409.173	\$1,409,173	8
FTA	\$336,415	\$336,415	
STATE	<mark>\$218,199</mark>	\$110,000	<mark>\$108,199</mark>
NEW CASTLE COUNTY	NTY \$186,516 \$31,500		\$155,016
CITY OF WILMINGTON	\$31,682	\$11,796	\$19,886
DELAWARE TOTAL	\$2,181,985	\$1,898,884	<mark>\$283,101</mark>
MARYLAND			IN-KIND
FHWA	\$71,439	\$71,439	
FTA	\$25,098	\$25,098	
STATE	\$12,067	\$12,067	
CECIL COUNTY	\$12,067	\$2,200	\$9,867
MARYLAND TOTAL	\$120,671	<mark>\$110,804</mark>	\$9,867
GRAND TOTAL	\$2,302,656	\$2,009,688	\$292,968

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FY 2019 Unified Planning Work Program

FY 2019 UPWP FUNDING OUTLINE

Task #	Task Description	Cash Activity	Toll Credits and In-kind Activity	Total
MPO 19.01	Administration	\$298,830	\$55,434	\$354,264
MPO 19.02	Unified Planning Work Program (UPWP)	\$88,611	\$17,007	\$105,618
MPO 19.03	Public Outreach & Public Education	\$227,021	\$37,910	\$264,930
MPO 19.04	Data Collection, Management & Distribution	\$132,917	\$11,500	\$144,416
MPO 19.05	Regional Planning & Technical Analysis	\$177,152	\$19,606	\$196,757
MPO 19.06	Air Quality Coordination & Analysis	\$51,507	\$9,886	\$61,393
MPO 19.07	New Federal Regulation Compliance	\$74,005	\$14,204	\$88,209
MPO 19.08	Goods Movement Plan Implementation	\$45,810	\$8,792	\$54,603
MPO 19.09	Regional Coordination	\$140,017	\$26,873	\$166,890
MPO 19.10	RTP Update	\$101,730	<mark>\$19,526</mark>	\$121,256
MPO 19.11	Sub-Regional Studies and Coordination	\$239,563	\$36,766	\$276,329
MPO 19.12	Transportation Improvement Program (TIP)	\$80,690	\$15,486	\$96,176
MPO 19.13	Monitoring of Sub-Regional Studies	\$152,099	\$19,979	\$172,079
TOTAL		\$1,809,951	\$292,968	\$2,102,919
Vacation and Holiday		\$199,737		\$199,737
Grand Total		\$2,009,688	<mark>\$292,968</mark>	\$2,302,656

FY 2019 Unified Planning Work Program

TOTAL COSTS

8		WILMAPCO	\$121,256	
Resource Allocation		CONSULTANT		
		TOTAL		
			A	
Cost Allocation	80% Federal Share	20% Local Match	Total	
FHWA DE	\$74,206	\$0	\$74,206	
FTA DE	\$17,715	\$0	\$17,715	
FHWA MD	\$3,762	\$0	<mark>\$3,762</mark>	
FTA MD	<mark>\$1,321</mark>	\$0	<mark>\$1,321</mark>	
Delaware	\$0	<mark>\$11,491</mark>	<mark>\$11,491</mark>	
Maryland	\$0	<mark>\$636</mark>	<mark>\$636</mark>	
New Castle County	\$0	\$9,822	\$9,822	
Cecil County	\$0	\$635	\$635	
City of Wilmington	\$0	\$1,668	\$1,668	
TOTALS	<mark>\$97,004</mark>	<mark>\$24,252</mark>	\$121,256	

IV-23



MARYLAND'S NATIONAL HIGHWAY SYSTEM (NHS) INFRASTRUCTURE AND CONDITIONS



ATTACHMENT B

