FISCAL YEAR 2006
July 1, 2005 – June 30, 2006

UNIFIED PLANNING WORK PROGRAM

for the

WILMINGTON METROPOLITAN AREA

Prepared by the staff of the

Wilmington Area Planning Council
Approved by the WILMAPCO Council May 5, 2005

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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 Transportation Equity Act for the 21st Century (TEA-21) requires that metropolitan planning organizations (MPOs), such as the Wilmington Area Planning Council (WILMAPCO), in areas with over 200,000 population 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 2003 population of 602,725. Although the square mileage of the two counties is fairly similar, their population figures are quite disparate: Cecil County had a 2003 population of 90,355, while New Castle County had 512,370. New Castle County is an urbanized county with a density of 1,294 persons per square mile while Cecil County has only 260 persons per square mile.

WILMAPCO's mission is to ensure the implementation of the best multi-modal transportation plan which meets all the requirements mandated by the Federal Clean Air Act and its Amendments (CAA) and the Transportation Equity Act for the 21st Century and which promotes the attainment of the Goals for the Region. The Goals, Objectives and Strategies, arrived at by consensus through a Visioning process and updated through the development of the 2025 Metropolitan Transportation Plan and, most recently, the Regional Transportation Plan (RTP) 2025, are:

- **To Improve Quality of Life**
  - Protect the Public Health, Safety, and Welfare
    - Implement transportation projects and services consistent with the region’s air quality improvement programs
    - Identify and address safety issues on the transportation system
  - Preserve our Natural, Historic, and Cultural Resources
    - Coordinate transportation and land use planning in the region to preserve open space and farmland and protect environmentally sensitive areas
    - Use environmentally sensitive and context sensitive design that protects natural, historic, and aesthetic features in the development of all projects
  - Support Existing Municipalities and Communities
    - Prioritize investments that enhance and redevelop existing municipalities and communities
    - Implement transportation projects that recognize and enhance the intrinsic qualities of municipalities and communities
    - Minimize negative impacts from transportation investments to low income and minority communities
  - Provide Transportation Opportunity and Choice
    - Ensure fair and equitable access to a range of transportation modes
    - Coordinate the planning of transportation and land use to provide travel choices to the citizens of the region
    - Address the special transportation facility needs of the citizens of the region
Ensure that pedestrian and bicycle facilities are an integral part of transportation project design.

- **To Transport People and Goods**
  - **Improve Transportation System Performance**
    - Maintain the existing system to maximize the effective lifespan of transportation investments
    - Manage the existing system to maximize performance, including the use of new technologies
    - Expand transportation system capacity where necessary to support existing centers, planned growth areas, and increased demand for goods movement
  - **Promote Accessibility, Mobility, and Transportation Alternatives**
    - Plan for an integrated multi-modal transportation system, including roadways, rail and bus services, bicycle and pedestrian facilities, and air and water transportation
    - Support travel demand reduction measures

- **To Support Economic Activity and Growth**
  - Ensure a predictable and adequate public investment program to guide private sector investment decisions
    - Integrate land use and transportation planning to ensure adequate infrastructure to support priority investment and growth areas
    - Coordinate planning among government jurisdictions to promote regional planning consistency, communication, and cooperation
  - Plan and invest to promote the attractiveness of the region
    - Identify the investment needs required to ensure the economic attractiveness and competitiveness of the region, and work with citizens, elected leaders, and the private sector to identify funding alternatives
    - Plan to meet the transportation and information needs of tourists and recreational travelers, including pedestrian and bicycle facilities
    - Identify and respond to the changing transportation needs of employers and employees through planning and effective public and private sector communication

WILMAPCO performs its mission by using the Comprehensive, Continuing and Cooperative (3-C) metropolitan transportation system planning process. This process is used by the member organizations of the Council in conjunction with its Executive Director and staff.

WILMAPCO serves as a cooperative regional forum for the development of transportation system plans and programs and for the resolution of transportation planning-related issues.

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 will update 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 3-year program of capital investments which implements the long-range plan. The RTP is derived from the Vision Goals established for the region and 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 20-year horizon transportation plan.

WILMAPCO evaluates the RTP within a three-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. Data is collected and analyzed and used to inform policy discussions. Policies are determined and incorporated into the long-range regional transportation plan, the 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.
Planning Flow Chart

System Monitoring & Analysis
MPO 6.04 - Data Collection, Management & Distribution
MPO 6.05 – Planning Tool Development & Technical Analysis
MPO 6.06 - Air Quality Analysis

Policy Analysis Development and Coordination
MPO 6.07 – ITS Coordination
MPO 6.08 – Goods Movement Analysis
MPO 6.09 – Regional Coordination

Long-Range Transportation Plan
MPO 6.10 – Long-Range Transportation Plan Further Development

Program & Project Development
MPO 6.11 – Sub-Regional Studies & Coordination

Transportation Improvement Program
MPO 6.12 – Transportation Improvement Program & Interactive Web Mapping

Project Implementation
MPO 6.13 - Monitoring of Sub-Regional Studies Implementation
II ORGANIZATION

WILMAPCO Council

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

1. Delaware Governor’s appointee – Lee Ann Walling, Policy Advisor for Environment and Quality of Life, Delaware Office of the Governor
2. Delaware Department of Transportation, Secretary – Nathan Hayward III
3. Delaware Department of Transportation, Delaware Transit Corporation, Acting Director – Stephen Kingsberry
4. Wilmington, Mayor - James M. Baker
5. New Castle County, County Executive – Christopher A. Coons
6. New Castle County, Municipalities representative – John F. Klingmeyer, Mayor, City of New Castle
7. Maryland Governor’s appointee – Marsha J. Kaiser, Maryland Department of Transportation, Director, Office of Planning and Capital Programming
8. Cecil County – Nelson K. Bolender, Cecil County Commissioner
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 & Zoning - Anthony J. Di Giacomo
2. Delaware Dept. of Natural Resources & Environmental Control – Philip A. Wheeler
3. Delaware Department of Transportation - Mark Glaze
4. Delaware River and Bay Authority - Anna Marie Gonnella Rosato
5. Delaware Economic Development Office- Donna Murray
6. Delaware Transit Corporation - Catherine Dennis
7. Maryland Department of Transportation- Michael W. Nixon
8. Maryland Transit Administration – Leonard Howard
9. Maryland Department of Planning - Markus R. Gradecak
10. Maryland State Highway Administration- James E. Thompson
11. Maryland Department of the Environment – Diane Franks
12. Newark Planning Department - Michael Fortner
13. New Castle County Department of Land Use – David Culver
14. State Planning Coordination Office - Herbert M. Inden
15. Town of Elkton – Jeanne D. Minner
16. Transportation Management Association of DE - Roger P. Roy

5/11/2005
Current subcommittees of the TAC are the Air Quality Subcommittee, the Congestion Management System Subcommittee, the Demographic and Data Subcommittee, and the Non-motorized Transportation Working Group.

Public Advisory Committee (PAC)

The Public Advisory Committee (PAC) was organized to include citizen representatives from New Castle and Cecil Counties, the City of Wilmington, and the City of Newark; business representatives; environmental group representatives and private providers and users. The PAC provides advice and comments on WILMAPCO’s public participation strategies and programs in discerning the citizens' perspectives on the impact of the transportation plans and programs in the WILMAPCO region. The PAC also provides a forum for the public to express their concerns about all transportation and land use related activities.

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. Cecil County Citizen Patricia Folk
2. Cecil County Board of Realtors Harlan Williams
3. City of Newark Citizen Anita Puglisi
4. City of Wilmington Citizen Roy Podorson
5. City of Wilmington Citizen Bruce Brunozzi
6. Delaware Greenways Tim Plemmons
7. Delaware State Chamber of Commerce Paul Pomeroy
8. Delmarva Rail Passenger Association David Dooly
9. Elderly & Disabled Transit Advocacy Committee Darlene Cole
10. Home Builders Association of Delaware Stephen Lefebvre
11. League of Women Voters of New Castle County Peggy Schultz
12. New Castle County Chamber of Commerce Dale Ervin
13. New Castle County Citizen Joseph Mitchell
14. New Castle County Citizen Frances West
15. New Castle County Citizen William Franey
16. Preservation Delaware Christy McEvilly
17. Southern New Castle County Citizen Richard Janney
18. The Committee of 100 Thomas Carroll
19. Upper East Side Neighborhood Association Barbara Washam
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, collect, analyze and evaluate 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 A. Dunigan, Principal Planner
- Daniel S. Blevins, Senior Transportation Planner
- Bernard L. Yacobucci, Transportation Planner
- Scott Hansen, Transportation Planner
- Frank Pisani, Transportation Planner
- Alison E. Burris, Outreach Manager
- Betty J. Reeder, Director of Administration
- Virginia Q. Craig, Secretary
III FY 2006 UPWP FINANCIAL INFORMATION

FY 2006 UPWP FUNDING ANALYSIS
TOTAL FUNDS AVAILABLE
and
TOTAL CASH COMMITMENT

<table>
<thead>
<tr>
<th>SOURCE</th>
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<td>TOTAL</td>
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## FY 2006 UPWP FUNDING OUTLINE

### WILMAPCO In-House Work Tasks

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<th>Task Description</th>
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<td><strong>$189,162</strong></td>
<td><strong>$1,458,884</strong></td>
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### WILMAPCO Consultant Costs (included in cash activity above)

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## FY 2006 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).

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IV FY 2006 WORK TASKS - WILMAPCO

MPO 6.01 - ADMINISTRATION

6.01.01 – 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. It also includes staff time to work with computer consultants to ensure that WILMAPCO’s information technology infrastructure is working efficiently and to troubleshoot, maintain and upgrade workstations and servers and other associated computing devices on a periodic cycle. In addition, weekly staff meetings keep staff informed of WILMAPCO activities and provide direction and the exchange of ideas.
Sub-task cost - $167,589

6.01.02 – Financial Administration
ADMINISTRATOR: Betty Reeder, Director of Administration & Tigist Zegeye, Executive Director
This task includes all financial and accounting functions including preparation of monthly Financial Status Reports and monthly billing reports. Provides for annual audits, annual budget development and monitoring, and coordination with federal fund administrators.
Sub-task cost - $38,259

6.01.03 – Personnel Administration
ADMINISTRATOR: Betty Reeder, Director of Administration & 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.
Sub-task cost - $43,768

6.01.04 – Support for Council, Committees and Subcommittees
ADMINISTRATORS:
Council: Tigist Zegeye, Executive Director
Technical Advisory Committee: Heather Dunigan, Principal Planner
Public Advisory Committee: Alison Burris, Outreach Manager
Air Quality Subcommittee: Bernard Yacobucci, Transportation Planner & Scott Hansen, Transportation Planner
Congestion Management System Subcommittee: Daniel Blevins, Senior Transportation Planner
Demographics & Data Subcommittee: Daniel Blevins, Senior Transportation Planner
Non-Motorized Transportation Working Group: (may be formed in FY 2006) Scott Hansen, 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.
Sub-task cost - $127,805

6.01.05 – 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.
Sub-task cost - $21,577

6.01.06 – Other
ADMINISTRATOR: Betty Reeder, Director of Administration
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 2006

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 are kept informed of WILMAPCO activities as possible. 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:

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MPO 6.02 - UNIFIED PLANNING WORK PROGRAM (UPWP)

6.02.01 – UPWP Preparation
ADMINISTRATOR: WILMAPCO Planning Staff
WILMAPCO, in cooperation with the states of Delaware and Maryland and operators of publicly owned transit, develops a Unified Planning Work Program to meet the requirements of 23 CFR Part 420, sub-part A which states, “In urbanized areas with populations of 200,000 or more, the states' Metropolitan Planning Organization 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 2006 UPWP by the WILMAPCO staff.
Sub-task cost - $19,920

6.02.02 – UPWP Administration
ADMINISTRATOR: Betty Reeder, Director of Administration
This task provides for the administration of the UPWP throughout the fiscal year including distribution of the document, preparation of funding agreements, contract administration, preparation of proposed amendments and updating the document as required.
Sub-task cost - $8,390

6.02.03 – Other
ADMINISTRATOR: Betty Reeder, Director of Administration
Other UPWP tasks as identified.

OUTCOME AND FINAL PRODUCT: The FY 2006 Unified Planning Work Program will contain documentation of all transportation planning activities in the WILMAPCO region.

SCHEDULE:

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<td>Draft Review by TAC and PAC</td>
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<td>Final Draft Approval by TAC and PAC</td>
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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 which guides planning activities in the Wilmington metropolitan region.

PARTICIPANTS: WILMAPCO Staff, TAC, PAC and Council
## Total Costs:

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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 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.

6.03.01 - Public Meetings and Outreach
ADMINISTRATOR: Alison Burris, Outreach Manager
A. General Public - Staff will plan and coordinate one or two seminars or special events in the coming year, including an “Our Town” workshop and a bus tour of the region, coordinated with DelDOT. The purpose of these will be to continue to educate planners, engineers, legislators, developers and citizens as to the cost of sprawl and the advantages of smart development. Staff will work with other interested agencies in the region to develop these events. Staff will also participate in the annual Transportation Day event in September 2005 with an information booth at the event and will participate in other events as they become scheduled. A facilities comment sheet will be distributed at each meeting for feedback on the accommodations and format of the meeting.
B. Targeted Audiences - Develop a program to improve education of legislators, municipal representatives, employers, schools, or other specific audiences to increase outreach and improve education on transportation issues. Efforts may include presentations, brochures detailing our data services, or meeting with key individuals.

Sub-task cost - $65,238

6.03.02 - Development of Public Information Documents
ADMINISTRATOR: Alison Burris, Outreach Manager
Brochures, booklets and pamphlets will be developed to promote general WILMAPCO efforts as well as individual tasks. In addition to the Public’s Guide to Transportation Planning, supplemental guides may also be created to provide more detailed information regarding topics such as: a summary of WILMAPCO’s products, air quality, the TIP process and the RTP Update.
Sub-task cost - $13,332

6.03.03 - Newsletter and Annual Report
ADMINISTRATOR: Alison Burris, Outreach Manager
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. The annual report will be incorporated into the newsletter published after the end of the covered fiscal year (FY 2005). 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.
Sub-task cost - $25,304

6.03.04 - Development of Multimedia presentations
ADMINISTRATOR: Alison Burris, Outreach Manager
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 shows will be created to present to civic and community groups, city, town and county council meetings, and other interested organizations. These presentations will focus on several topics, including “Who is WILMAPCO”, the TIP development process, interregional coordination and possible freight studies.
Sub-task cost - $6,122

6.03.05 - Webpage Management
ADMINISTRATOR: Scott Hansen, Transportation Planner
Maintain, update and continue to improve the WILMAPCO webpage which provides basic information including meeting dates, times, locations, and agendas for upcoming Council, Committee, Subcommittee and other related
meetings. The webpage also provides access to the UPWP, the TIP, the RTP and other planning documents, as well as planning data and maps. The WILMAPCO website provides another method of presenting information and receiving comments on transportation planning activities in the region. It will be updated to provide ADA accessible features and interactive mapping.

Sub-task cost - $15,384

6.03.06 - Maintaining the School Children Education Program
ADMINISTRATOR: Alison Burris, Outreach Manager & Frank Pisani, Transportation Planner
A School Children’s Transportation Program was developed in 2001 and adjustments have been made since 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 our RTP to children. On-going maintenance will include monitoring the program’s effectiveness, updating it following feedback from students and teachers and expanding the program to schools throughout our region. Other school programs, such as DeIDOT’s Safe Routes to Schools and TMA’s School Pool, can be promoted as an element of the existing program or as an additional feature.

Sub-task cost - $1,868

6.03.07 - Media Relations Coordination
ADMINISTRATOR – Alison Burris, Outreach Manager
This task requires contacting various media outlets (radio, television, newspapers) to promote events, issues and staffing changes relevant to WILMAPCO. It includes writing press releases to support public involvement, submitting editorials to local papers, 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.

Sub-task cost - $4,332

6.03.08 - Coordination with Other Agencies on Public Outreach
ADMINISTRATOR – Alison Burris, Outreach Manager
To assist in the creation of a consistent message to the public, we will meet with other public agencies and coordinate events and promotions. This will include attending meetings sponsored by TMA of Delaware, DVRPC, Ozone Action Partnership and APA of Delaware. We will develop methods to distribute WILMAPCO documents to member agencies and government offices to increase public awareness and encourage them to display the documents at public offices or include them in local “welcome wagon” literature packets for new residents.

Sub-task cost - $7,394

6.03.09 – Air Quality Public Outreach
ADMINISTRATOR – Alison Burris, Outreach Manager and Bernie Yacobucci, 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 and across our counties to improve our air. Staff will also look to develop new outlets to circulate our message, including participation in the Ozone Action Partnership of Delaware and DVRPC’s Ozone Action program. In addition, staff will work with member agencies on Particulate Matter 2.5 (PM2.5) public outreach. Outreach will include PowerPoint presentations, brochures, newsletters, and possible multi-media strategies. Federal and local grants will be solicited to fund outreach efforts approved by the Ozone Partnership.

Sub-task cost - $10,806

6.03.10 – Environmental Justice Outreach
ADMINISTRATOR – Alison Burris, Outreach Manager & Scott Hansen, Transportation Planner
With the PAC, strategies for engaging minority, Hispanic and low-income populations in transportation decision-making and strategies for reducing the participation barriers experienced by these groups will be developed. Populations identified in the Environmental Justice analysis will receive specialized public outreach as needed to ensure that they are fully engaged in the transportation decision-making process.

Sub-task cost - $13,696

6.03.11 – Other
ADMINISTRATOR: Alison Burris, Outreach Manager
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 2006

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. These meetings are all open to the public.

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:

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MPO 6.04 – 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.

6.04.01 - Data Collection
ADMINISTRATOR: Daniel Blevins, Senior Transportation Planner & Frank Pisani, 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 and other analyses. **$10,000 is budgeted for consultant support in traffic data collection in Cecil 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). **$10,000 is budgeted for consultant support in roadway travel time data collection in Cecil County.**

- Travel demand data for use in planning 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 plan and project analysis and other uses as needed.

- Data collection for Park ‘n’ Ride and Park ‘n’ Pool lot utilization for use in the Congestion Management Report and other studies. **$5,000 is budgeted for consultant support in data collection for Park ‘n’ Ride and Park ‘n’ pool.**

Sub-task cost - $37,783 + $25,000 consultant

6.04.02 - Data Updating and Management
ADMINISTRATORS: Daniel Blevins, Senior Transportation Planner, Bernie Yacobucci, Transportation Planner & Frank Pisani, 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.**

- 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. Metadata, which is a brief overview of the information contained in GIS coverage, will also be developed and maintained. Metadata includes important information such as data projection, data included in the coverage, the date it was produced, and agency/group which produced the data. GIS coverages specific to WILMAPCO will be created and placed on the Delaware Spatial Data Clearinghouse website and the appropriate designated GIS spatial data clearinghouse in Maryland. Staff will also attend regular Delaware Geographic Data Committee meetings. The following contains a listing and abbreviated description of some of the components of the regional GIS development:

  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.
2. Staff will continue to maintain and update the Traffic Impact Study (TIS) database (documents prepared to comply with New Castle County and Cecil County land development requirements and supplied to WILMAPCO) in the GIS. This database was developed in FY ’99. Data elements such as intersection level of service and information regarding development plans will be included in the database for application in the WILMAPCO Congestion Management System and for other planning purposes.

3. Staff will work with New Castle County, Cecil County, DelDOT, 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.

Sub-task cost - $20,727 + $25,000 consultant

6.04.03 - Data Distribution & Local Planning Support
ADMINISTRATOR: Daniel Blevins, Senior Transportation Planner, Bernie Yacobucci, Transportation Planner & Frank Pisani, 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 an annual WILMAPCO Data Book 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.

Sub-task cost - $14,498

6.04.04 - Public Opinion Survey
ADMINISTRATOR: Heather Dunigan, Principal Planner & Alison Burris, Outreach Manager

As an update to previous Public Opinion Surveys, a consultant will be hired to perform a random sample survey of the WILMAPCO region during FY 2006. The 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, opinions on RTP strategies, and awareness of WILMAPCO and as performance measures in the Regional Progress Report. This survey will be conducted in May with results available in July 2006. It allows us to track the opinions of our residents, over time, to identify trends and provide direction for our policies. This survey will provide 8 years worth of 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 familiar is the public with WILMAPCO. Results are then used, in conjunction with other outreach efforts, to set policies for future planning efforts. $35,000 is budgeted for the consultant.

Sub-task cost - $15,260 + $35,000 consultant

6.04.05 – Other
ADMINISTRATOR: Daniel Blevins, Senior Transportation 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 2006

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:

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MPO 6.05 – PLANNING TOOL DEVELOPMENT & TECHNICAL ANALYSIS

6.05.01 - Congestion Management System Development
ADMINISTRATOR: Daniel Blevins, Senior Transportation Planner & Frank Pisani, 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 (see MPO 6.04) in order to update the 2005 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 2006 CMS will be issued by June 2006.
Sub-task cost - $18,152

6.05.02 – Regional Progress Report
ADMINISTRATOR: Daniel Blevins, Senior Transportation Planner, & Frank Pisani, Transportation Planner & Tigist Zegeye, Executive Director
In an effort to gauge how well the region is progressing towards its goals, as laid out in the Regional Transportation Plan (RTP 2025), staff will prepare the calendar year 2005 Regional Progress Report by July 2006. The 2005 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.
Sub-task cost - $28,798

6.05.03 – Environmental Justice Analysis
ADMINISTRATOR: Scott Hansen, Transportation Planner
In order to assess whether the region’s transportation plans and projects have had disproportionately high and adverse impacts on minority and low-income populations and whether these populations have been fairly and adequately included in the transportation decision making process, measures will be developed that will tell us how well we are doing at bringing environmental justice to all people in our region. In addition, a mobility analysis will be conducted to identify populations whose mobility is impaired, such as the elderly and disabled. These analyses will then help us to identify problems and improve our performance. Whenever possible staff will actively include minority and low-income groups in this environmental justice analysis.
Sub-task cost - $2,241

6.05.04 – Smart Growth Index Model
ADMINISTRATOR: Scott Hansen, Transportation Planner & Frank Pisani, Transportation Planner
As an adjunct tool in our support of community based transportation and land use studies, the Smart Growth Index Model (SGI) will provide valuable snapshot and forecast models to aid in the decision making process.
Sub-task cost - $3,844

6.05.05 – Data Analysis for Planning Partners
ADMINISTRATOR: Daniel Blevins, Senior Transportation Planner, Bernie Yacobucci, Transportation Planner & Frank Pisani, 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.
Sub-task cost - $9,420

6.05.06 – Other
ADMINISTRATOR: Daniel Blevins, Senior Transportation Planner
Other technical development and analysis tasks as identified.

OUTCOME AND FINAL PRODUCT: Development of technical planning tools and analysis that meet the requirements of federal planning regulations and increased interagency coordination and mutual support in the areas of technical planning tools development and application.

SCHEDULE: FY 2006

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

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MPO 6.06 - AIR QUALITY ANALYSIS

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 in developing air quality conformity determinations on our Transportation Improvement Program and Long Range Transportation Plan to ensure compliance with Federal air quality goals.

6.06.01 - Agency Coordination on Air Quality Issues
ADMINISTRATOR: Bernie Yacobucci, Transportation Planner & Tigist Zegeye, Executive Director
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, Long Range Plan 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 (DelDOT), 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), New Castle County, and Cecil County. This task also includes involvement in other regional air quality committees including the Delaware Statewide Air Quality Conformity Consultation Working Group, the Delaware Mobile Source Committee, and other related groups.
Sub-task cost - $27,467

6.06.02 - Conformity Analysis
ADMINISTRATOR: Bernie Yacobucci, Transportation Planner
This task provides for the development of Federally required air quality conformity determinations as elements of the FY2006-08 Transportation Improvement Program (TIP) and potentially for any amendments to the FY2006-07 TIP and/or 2025 Regional Transportation Plan (RTP). The WILMAPCO Air Quality Subcommittee will meet monthly to discuss and make recommendations to the WILMAPCO TAC on any amendments to the FY2006-07 TIP or 2025 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 (DelDOT), Maryland Department of Transportation (MDOT), the Delaware Department of Natural Resources and Environmental Control (DNREC), and the Maryland Department of the Environment (MDE)
Sub-task cost - $5,222

6.06.03 – Other
ADMINISTRATOR: Bernie Yacobucci, Transportation Planner
Other air quality analysis tasks as identified.

OUTCOME AND FINAL PRODUCT:  WILMAPCO, DelDOT, 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 2006

TASK TYPE: Recurring

PUBLIC PARTICIPATION: There is a 30-day public comment period on all air quality conformity determinations developed as part of the TIP or Long Range Transportation Plan. 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.
PARTICIPANTS: WILMAPCO Staff, Air Quality Subcommittee, Member Agencies (including Municipalities), and the public.

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MPO 6.07 – INTELLIGENT TRANSPORTATION SYSTEM COORDINATION

OBJECTIVE AND TASK DESCRIPTION: Opportunities exist for the increased coordination of regional planning through the integration of intelligent transportation system planning efforts into the MPO regional planning effort.

OUTCOME AND FINAL PRODUCT: Increased regional coordination and regular reports on member agency activities in the area of intelligent transportation systems planning. Staff will work with state DOTs to gather information on ITS infrastructure, future development plans as well as getting a better understanding on the benefits of ITS. Materials gathered will be used in the development of the Congestion Management System (CMS) to aid in developing congestion mitigation strategies along identified congested corridors.

SCHEDULE: FY 2006

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. In addition, the inclusion into the CMS will bring ITS and its components out to a wider audience and will underscore its effectiveness in congestion mitigation.

ADMINISTRATOR: Scott Hansen, Transportation Planner & Daniel Blevins, Senior Transportation Planner

PARTICIPANTS: WILMAPCO Staff, member agencies

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5/11/2005
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.

OUTCOME AND FINAL PRODUCT: The WILMAPCO Goods Movement Initiative is scheduled to release a goods movement assessment in late 2005. 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 2006

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, Senior Transportation Planner & Frank Pisani, Transportation Planner

PARTICIPANTS: WILMAPCO Staff, member agencies

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MPO 6.09 – 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 issue 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 polices and solutions that are required to address significant regional issues.

6.09.01 – Intra-Regional Coordination
ADMINISTRATOR: Tigist Zegeye, Executive Director, Heather Dunigan, Principal Planner & Frank Pisani, Transportation Planner
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.
Sub-task cost - $23,477

6.09.02 – Inter-Regional Agency Coordination
ADMINISTRATOR: Scott Hansen, Transportation Planner, Heather Dunigan, Principal Planner, Frank Pisani, Transportation Planner & Tigist Zegeye, Executive Director
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.
Sub-task cost - $22,395

6.09.03 - Agency Coordination on Security Issues
ADMINISTRATOR: Tigist Zegeye, Executive Director, WILMAPCO & Heather Dunigan, Principal Planner
As state and local agencies in the region continue to develop and implement security responses and security system enhancements, WILMAPCO will work with these agencies to coordinate efforts relating to the regional transportation system and to identify specific threats to transportation facilities for agency consideration
Sub-task cost - $2,035

6.09.04 – Other
ADMINISTRATOR: Tigist Zegeye, Executive Director, WILMAPCO
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 2006

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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MPO 6.10 – RTP FOLLOW-UP AND FURTHER DEVELOPMENT

OBJECTIVE AND TASK DESCRIPTION: The current WILMAPCO Regional Transportation Plan, “Opening the Door to Change”, identified key, priority planning tasks for future focus of agency activity to achieve the goals identified for the region.

The WILMAPCO RTP identified several priority planning activities required to achieve the goals identified in the RTP. These included:

- Research, analysis, and interagency and public discussion to refine and further identify activity centers in New Castle County.
- Evaluation of the current Transportation Investment Areas (TIA) designations in New Castle County and the resulting policy ramifications, and consideration of alternative TIA designations. This includes interagency coordination and public review.

Additional challenges were identified in the RTP that will need to be considered in all of our planning activities. These additional challenges are:

- Managing Growth
- Demographic Changes
- Sustaining Economic Development
- Meeting Increased Demand for Goods Movement
- Creating Alternatives to the Automobile
- Accommodating the Needs of Older Citizens
- Addressing Congestion
- Improving Our Air Quality
- Transportation Equity for the Region
- Preserving Aging Infrastructure
- Supporting Traditional Communities

This task will involve technical analysis, interagency coordination, and public outreach to consider these issues and identify appropriate responses to the topics identified in the RTP.

OUTCOME AND FINAL PRODUCT: Public and interagency dialogue and review of the New Castle County TIA designations and identified centers; possible adoption of new TIA designations and an enhanced/refined set of identified regional centers.

SCHEDULE: FY 2006

TASK TYPE: Non-Recurring

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

BENEFIT: Review of these designations will assist WILMAPCO in evaluating policy required to fully implement the RTP and engage key stakeholders in a necessary discussion of public policy and planning tools for the region.

ADMINISTRATOR: Tigist Zegeye, Executive Director & WILMAPCO Planning Staff

PARTICIPANTS: WILMAPCO Staff, member agencies, local officials, general public, other stakeholder groups
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MPO 6.11 – 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.

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

SCHEDULE: FY 2006

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 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.

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.

Studies we expect to administer during fiscal year 2006 include the following:

MPO 6.11.01 – Scenic Byways Planning Assistance

OBJECTIVE AND TASK DESCRIPTION: WILMAPCO, in partnership with DelDOT, New Castle County and the local
scenic byway development committees, will assist with the Scenic Byway designation process by helping to develop
scopes of work and 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 2006

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: These studies will require extensive public involvement. WILMAPCO and its partner 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, Bernie Yacobucci, Transportation Planner & Frank Pisani, Transportation Planner

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

Sub-task cost - $13,061

6.11.02 – Town of Newport Transportation Plan

OBJECTIVE AND TASK DESCRIPTION: The purpose of the plan is to identify and address the community’s transportation concerns and recommend enhancements to the transportation system.

Preliminary objectives include
- Enhancing the center of town around the professional buildings and the firehouses
- Identifying potential bicycle and pedestrian paths
- Investigating the feasibility of burying electric lines
- Developing a center-based town plan, consistent with Livable DE comprehensive plan goals
- Balancing the quality of life needs of the community with the needs of regional traffic
- Reviewing signalization issues
- Reconfiguring I-95 north ramp in Newport
- Addressing Rt. 141 circulation/diversion issues
- Addressing traffic circulation issues on local streets
- Addressing future travel demand from development
- Developing safe routes to schools
- Improved transit facilities

OUTCOME AND FINAL PRODUCT: Transportation plan outlining recommended improvements.

SCHEDULE: FY 2006

TASK TYPE: Non-Recurring

PUBLIC PARTICIPATION: A study advisory group of state and local officials and the general public will be developed. Public workshops will be held at key points in the process and information will be distributed through project newsletters and web site. Updates and information on this task be made available at the PAC, TAC, and WILMAPCO Council meetings, and upon request.

BENEFIT: The task allows WILMAPCO to address local transportation needs and improve community quality of life. The plan will help to implement many RTP objectives, particularly support for existing municipalities, providing transportation opportunity and choice, improving system performance, and promoting accessibility and mobility.

ADMINISTRATOR: Heather Dunigan, Principal Planner, Frank Pisani, Transportation Planner & Scott Hansen, Transportation Planner

PARTICIPANTS: WILMAPCO Staff, DelDOT, Newport officials, general public

Sub-task cost - $19,586

6.11.03 – Wilmington Bike Facilities Plan

OBJECTIVE AND TASK DESCRIPTION: This effort will develop a citywide bike network plan and map within the City of Wilmington with consideration given to desired links between regional destinations. This plan shall be integrated and coordinated with other travel modes to maximize transportation opportunities throughout the City and the greater region. Work will also be coordinated with the East Coast Greenways Plan to maximize the promotion, use and enjoyment of nonmotorized links in the urban environment and surrounding areas.

The scope of work will include:
1. Report of findings: Inventory, assess and evaluate existing bicycle facilities and conditions, and research plans or materials related to the development of bike plans in the area.

2. Wilmington Bicycle Plan: Prepare a bike plan map which identifies existing bikeways and facilities and recommends future bike routes. The plan will consider and provide links to other modes of transportation including rail, transit, pedestrian, and vehicular. Plan will support a bike network that provides a safe, attractive and convenient alternative to driving for commuting and recreation. Recommendations for improving the cycling infrastructure will include supplemental facilities such as bike racks, lockers and signage, as well as their placement. Task will include committee management, public outreach, plan development and mapping.

3. Evaluate Wilmington portion of East Coast Greenway and recommend supporting routes within the City. Also identify related facilities to support the East Coast Greenway such as trail markers, signage and pathways.

4. Prepare public education materials such as brochures and route maps suitable for printing and distribution.

5. Implementation and funding plan will recommend schedule and steps for carrying out tasks. Plan will be presented to the City Planning Commission and City Council and will address estimated costs and possible funding sources.

OUTCOME AND FINAL PRODUCT: A report of findings and bike plan map will indicate existing and proposed routes, as well as major attractions, amenities and recommended supplemental facilities along routes.

SCHEDULE: FY 2006

TASK TYPE: Non-Recurring

PUBLIC PARTICIPATION: A steering committee will include representatives from WILMAPCO, DelDOT, City of Wilmington, and other interested parties. As they are developed, work task products and materials will be presented to the Wilmington Initiatives Management, Technical and Steering Committees for overall input, review and comments, and later to City Council for adoption or endorsement.

BENEFIT: Supports the goals of the RTP. Will serve to improve the quality of life for City residents and regional visitors by providing as safe, convenient and attractive travel choice for commuting and recreation. The bike plan will expand the existing transportation system and will link the City with the region. The plan will support economic activity and growth by integrating land use and transportation planning through coordinated bike routes within the urban environment. The routes serve residents, connecting them with surrounding neighborhoods, the waterfront, the CBD, parks and open space and other modes of travel.

ADMINISTRATOR: Heather Dunigan, Principal Planner, Scott Hansen, Transportation Planner & Frank Pisani, Transportation Planner

PARTICIPANTS: WILMAPCO Staff, DelDOT, Wilmington officials, Nonmotorized Working Group, general public

Sub-task cost - $13,656

6.11.04 – Delaware City Transportation Plan

OBJECTIVE AND TASK DESCRIPTION: The purpose of the plan is to identify and address the community’s transportation concerns and recommend enhancements to the transportation system.

OUTCOME AND FINAL PRODUCT: Transportation plan outlining recommended improvements.

SCHEDULE: FY 2006

TASK TYPE: Non-Recurring

PUBLIC PARTICIPATION: A study advisory group of state and local officials and the general public will be developed. Public workshops will be held at key points in the process and information will be distributed through project newsletters and web site. Updates and information on this task will be made available at the PAC, TAC, and WILMAPCO Council meetings, and upon request.

BENEFIT: The task allows WILMAPCO to address local transportation needs and improve community quality of life. The plan will help to implement many RTP objectives, particularly support for existing municipalities, providing transportation opportunity and choice, improving system performance, and promoting accessibility and mobility.

ADMINISTRATOR: Heather Dunigan, Principal Planner, Scott Hansen, Transportation Planner & Frank Pisani, Transportation Planner

Sub-task cost - $18,670

6.11.05 – Walkable Community Workshop Program

5/11/2005
OBJECTIVE AND TASK DESCRIPTION: The purpose of the program is to educate communities on improving conditions for walking and will include walking workshops to train local leaders and identify realistic improvements.

OUTCOME AND FINAL PRODUCT: Walkable Community Plans outlining recommended improvements.

SCHEDULE: FY 2006

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 allows WILMAPCO to address local transportation needs and improve community quality of life. The plan will help to implement many RTP objectives, particularly support for existing municipalities, providing transportation opportunity and choice, improving system performance, and promoting accessibility and mobility.

ADMINISTRATOR: Heather Dunigan, Principal Planner, Scott Hansen, Transportation Planner & Frank Pisani, Transportation Planner

Sub-task cost - $1,602 + 5,000 consultant

6.11.06 – Southern New Castle County Transportation and Land Use Plan

OBJECTIVE AND TASK DESCRIPTION: The purpose of the plan is to develop a vision, plan and process for ongoing coordination in Southern New Castle County (similar to Rt. 40 and Churchman’s Crossing) to ensure needed transportation improvements are addressed based on the needs for this developing area. Work will be done in partnership by WILMAPCO, DelDOT, New Castle County, Middletown, Odessa and Townsend.

OUTCOME AND FINAL PRODUCT: Transportation and land use plan outlining recommended improvements.

SCHEDULE: FY 2006

TASK TYPE: Non-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 allows WILMAPCO to address local transportation needs and improve community quality of life. The plan will help to implement many RTP objectives, particularly support for existing municipalities, providing transportation opportunity and choice, improving system performance, and promoting accessibility and mobility.

ADMINISTRATOR: Heather Dunigan, Principal Planner, Dan Blevins, Senior Transportation Planner & Frank Pisani, Transportation Planner

Sub-task cost - $n/a

6.11.07 – Middletown Transportation Plan

OBJECTIVE AND TASK DESCRIPTION: The purpose of the plan is to identify and address the community’s transportation concerns and recommend enhancements to the transportation system.

OUTCOME AND FINAL PRODUCT: Transportation plan outlining recommended improvements.

SCHEDULE: FY 2006

TASK TYPE: Non-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 allows WILMAPCO to address local transportation needs and improve community quality of life. The plan will help to implement many RTP objectives, particularly support for existing municipalities, providing transportation opportunity and choice, improving system performance, and promoting accessibility and mobility.

ADMINISTRATOR: Heather Dunigan, Principal Planner, Dan Scott Hansen, Transportation Planner & Frank Pisani, Transportation Planner

Sub-task cost - $n/a

Studies we expect to participate in during fiscal year 2003 include the following as well as any additional DelDOT

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program development studies and other member agency studies that may arise in the course of the year. The following activities will be conducted by WILMAPCO’s member agencies. WILMAPCO staff may participate in these studies as required.

6.11.08 - Coordination with the Delaware Department of Transportation and Delaware Transit Corporation
1. Greater Route 301 EIS/ Southern New Castle County Rural Road and Scenic River and Highway Studies
   WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Senior Transportation Planner
   With the completion of the Greater Route 301 MIS, the three preferred alternatives (two build and one no-build) will now undergo the Environmental Impact Study process. Staff will work with New Castle County and DelDOT on the Southern New Castle County Rural Road and Scenic River and Highway Studies, begun in FY2001. The studies will inventory rural and local road safety and minor capacity needs and develop a plan for addressing those needs in Southern New Castle County. NCC contact: Charles Baker. DelDOT contact: Charles Altevogt
   Sub-task cost - $2,321

2. Commuter Rail Study
   WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner & Scott Hansen, Transportation Planner
   Staff will work with DelDOT to provide technical assistance and public outreach as needed
   Sub-task cost - $2,640

3. Claymont Transportation Plan
   WILMAPCO STAFF PARTICIPANT: Tigist Zegeye, Executive Director & Frank Pisani, Transportation Planner
   Staff will work with DelDOT, New Castle County and community groups to develop a transportation plan for the area and provide technical assistance as needed. DelDOT contact: Joe Cantalupo, NCC contact: Charles Baker
   Sub-task cost - $1,320

6.11.09 - Coordination with the Maryland Department of Transportation
1. Maryland I-95 Corridor Study
   WILMAPCO STAFF PARTICIPANT: Tigist Zegeye, Executive Director & Frank Pisani, Transportation Planner
   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
   Sub-task cost - $1,037

6.11.10 – Coordination with New Castle County Department of Land Use
1. New Castle County Greenway Plan
   WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Frank Pisani, Transportation Planner
   Staff will work with New Castle County to develop a plan to serve as an off-road companion document to the DelDOT Bicycle Plan. The plan will examine existing conditions, purpose and need, proposed routes, policy items, design guidelines, implementation strategies, and management strategies. Work will be completed by WILMAPCO in partnership with New Castle County, Delaware State Parks, DelDOT, and Delaware Greenways.
   Sub-task cost - $4,006

6.11.11 - Coordination with the Cecil County Office of Planning & Zoning and Parks & Recreation
1. Track A Feasibility Study Phase II
   WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner & Scott Hansen, Transportation Planner
   Staff will participate in the commuter rail feasibility study and provide technical assistance as needed. Phase II will investigate rail improvements between Elkton and Perryville Cecil County contact: Eric Sennstrom
   Sub-task cost - $741

2. Elkton TOD Study
   WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner
   Staff will participate in the Elkton Transit Oriented Development Study and provide technical assistance as needed.
   Sub-task cost - $741

3. Mobility and Transit Friendly Design Standards – Northeast, Maryland
   WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal 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 Northeast, to develop and adopt mobility friendly design standards.
   Sub-task cost - $741

5/11/2005
4. 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

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 Northeast, to develop and adopt mobility friendly design standards.

Sub-task cost - $998

6.11.12 - Coordination with the City of Wilmington

1. Wilmington Initiatives Public Outreach and Management Assistance

WILMAPCO STAFF PARTICIPANT: Scott Hansen, Transportation Planner

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

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 DelDOT and RDC, will be an integral part of this task. DelDOT contact: Ray Petrucci, City of Wilmington contact: David Blankenship

Sub-task cost - $6,435

6.11.13- Other

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

Other sub-regional study coordination tasks as identified.

Sub-task cost - $8,403 + $5,000 consultant

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OBJECTIVE AND TASK DESCRIPTION: Provides for the development of a regional Transportation Improvement Project for FY 2006-2008 as well as advanced preparation for FY 2007-2009. The TIP will be developed using public input and will be financially constrained and air quality conforming. 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 DelDOT and MDOT planners and/or engineers.
2. Screening all submitted projects in accordance with the prioritization process.
3. Working with both DelDOT and MDOT to develop a financial plan for the TIP.
4. Participating in the refinement of the project prioritization process.
5. Providing assistance to the Technical Advisory Committee members in prioritizing the projects.
6. Working with the Air Quality Subcommittee to determine need for, and review of, air quality conformity analysis.
8. Preparing the document and coordinating with our member agencies to develop and produce a user friendly TIP.
   - Under the TEA-21 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.”
9. Making inventory of TIP projects and monitoring them for consistency to the RTP goals and objectives.
10. Reviewing current TIP with DelDOT and MDOT.
11. Investigate interactive web mapping.

OUTCOME AND FINAL PRODUCTS: Implementation of projects in the Long Range Transportation Plan via the FY 2006-2008 and FY 2007-2009 TIPs. A TIP that is consistent with the 2025 RTP and reflects the transportation needs of the region.

SCHEDULE: The FY 2006-2007 TIP will be completed in September 2006 for approval by the WILMAPCO Council and forwarded to FHWA, FTA, EPA, DelDOT and MDOT in late September/early October 2006. Advance preparation for the FY 2007-2009 TIP will be completed by June 2006.

TASK TYPE: Recurring

PUBLIC PARTICIPATION: WILMAPCO will hold three (3) 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 three-year document which provides the program for the implementation of the Long-Range Transportation Plan.

ADMINISTRATOR: Heather Dunigan, Principal Planner and Bernie Yacobucci, Transportation Planner

PARTICIPANTS: General Public, WILMAPCO, Member Agencies
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MPO 6.13 – MONITORING OF SUB-REGIONAL 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 2025 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.

5.13.01 – 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
Sub-task cost - $741

5.13.02 – Regional Monorail Study
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner
Staff will continue work with involved member agencies as needed.
Sub-task cost - $2,001

5.13.03 – Mobility Friendly Design Standards Middletown
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner
Staff will work with Middletown, community leaders, DelDOT and New Castle County to implement their mobility friendly design standards.
Sub-task cost - $741

5.13.04 - Newark/Elkton Short and Long Term Recommendations
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner
Staff will continue work with involved member agencies to implement the short and long-term recommendations of the Newark/Elkton studies.
Sub-task cost - $1,483

5.13.05 - Old Newark Traffic Calming
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal 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.
Sub-task cost - $741

6.13.06 - 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.
Sub-task cost - $1,483

6.13.07 - Centreville Village Plan
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Scott Hansen, Transportation Planner & Frank Pisani, 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.
Sub-task cost - $2,284

6.13.08 - East Coast Greenway
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner
Staff will work with the Non-Motorized Working Group to coordinate greenway planning efforts between Delaware and Maryland and assist with implementation of the East Coast Greenway route.
Sub-task cost - $1,483

6.13.09 - Coordination with the Delaware Department of Transportation and Delaware Transit Corporation
1. Churchmans Crossing Implementation
WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Senior Transportation Planner
The initial Churchmans Crossing Study was a joint effort by DelDOT, 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 2025 RTP. To account for the uncertainty as to when development will actually occur, the study provides performance indicators that DelDOT, 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:

- Sidewalks/Bicycle Paths/Greenway Improvements
- Bus Stop Improvements
- Transit Service Enhancements
- Integrated Transportation Management System (ITMS)
- Intersection Improvements
- Roadway Improvements

DelDOT contact: Brian Urbanek, NCC contact: John Janowski

**Sub-task cost - $2,321**

2. Route 40 Corridor Improvements

**WILMAPCO STAFF PARTICIPANT:** Daniel Blevins, Senior Transportation Planner

The Route 40 Corridor Improvements Projects was initiated by DelDOT 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 adoption 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. DelDOT contact: Mark Tudor/Brian Urbanek, NCC contact: Charles Baker/John Janowski

**Sub-task cost - $2,321**

3. Astra/Zeneca, Routes 141 and US 202 Area

**WILMAPCO STAFF PARTICIPANT:** Tigist Zegeye, Executive Director

This effort will support staff participation in the Astra/Zeneca working group committee and provide technical and coordinating assistance as needed. DelDOT contact: Carolann Wicks

**Sub-task cost - $518**

4. Tyler McConnell Bridge

**WILMAPCO STAFF PARTICIPANT:** Tigist Zegeye, Executive Director

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

**Sub-task cost - $518**

5. Greater Route 301 MIS

**WILMAPCO STAFF PARTICIPANT:** Daniel Blevins, Senior Transportation Planner

The initial Greater Route 301 MIS was a joint effort by DelDOT, New Castle County and WILMAPCO to reach 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 the Greater Route 301 MIS recommendations as part of the Metropolitan Transportation Plan. DelDOT 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. DelDOT contact: Charles Altevogt, NCC contact: Charles Baker/John Janowski

**Sub-task cost - $1,802**

6. DTC Business Plan / Long-Range Plan

**WILMAPCO STAFF PARTICIPANT:** Heather Dunigan, Principal 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
Sub-task cost - $815

6.13.10 - Coordination with the Cecil County Office of Planning & Zoning and Parks & Recreation and the Cecil County Department of Aging
1. Cecil County Transit Study
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner
Staff will assist with and monitor the implementation of the recommendations from the transit study conducted by the Cecil County Department of Aging.
Sub-task cost - $741

1. Mobility and Transit Friendly Design Standards for Chesapeake City, Rising Sun, Perryville, Port Deposit and Cecilton
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner
This effort will support staff participation as the various Mobility and Transit Friendly Design Standards for municipalities are implemented. Cecil County contact: Eric Sennstrom
Sub-task cost - $1,740

6.13.11 - Coordination with the City of Wilmington
1. Wilmington Initiatives Implementation
WILMAPCO STAFF PARTICIPANT: Scott Hansen, Transportation Planner
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
• Transportation Center Phase III
• Downtown 4th Street Improvements Project
• Wilmington Signalization Project
• Northeast Boulevard Streetscape Improvements
Staff is working with the City of Wilmington, DelDOT, and DTC to design and implement the above projects. City of Wilmington contact: David Blankenship, DelDOT contact: Ray Petrucci, DTC contact: Cathy Dennis
Sub-task cost - $6,380

6.13.12 - Other
ADMINISTRATOR: Tigist Zegeye, Executive Director & 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 2025 RTP.

SCHEDULE: FY 2006

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 2025 RTP

PARTICIPANTS: WILMAPCO Staff, Member Agencies, and the Public
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PRIOR YEARS' WORK TASKS CARRIED OVER

TBA
## FY 2006 UPWP Cost Allocation by Funding Source Chart

### FY 2006 Work Tasks - WILMAPCO

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### WILMAPCO Totals

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5/11/2005
Wilmington Area Planning Council

RESOLUTION BY THE WILMINGTON AREA PLANNING COUNCIL
ADOPTING THE FY 2006
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 2006 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 2006.

DATE: 5-5-05

[Signature]
Nelson K. Bolender, Acting Chairperson
WILMAPCO

WILMAPCO
Partners with you in transportation planning

5/11/2005
RESOLUTION BY THE WILMINGTON AREA PLANNING COUNCIL
ADOPTING THE FY 2006
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 2006 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 2006.

DATE: 5-5-06

Nelson K. Bolender, Acting Chairperson
WILMAPCO
RESOLUTION BY THE WILMINGTON AREA PLANNING COUNCIL
ADOPTING THE STATE/LOCAL MATCHING RATIO FOR
WILMAPCO’S FEDERAL FUNDS

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 a 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 amounts 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
2006, as outlined above.

DATE: 5-5-05

Nelson K. Boelandler, Acting Chairperson
WILMAPCO

WILMAPCO
Partners with you in transportation planning