

FY 2012 Unified Planning Work Program

**FISCAL YEAR 2012
July 1, 2011 – June 30, 2012**

UNIFIED PLANNING WORK PROGRAM

for the

WILMINGTON METROPOLITAN AREA

Prepared by the staff of the
Wilmington Area Planning Council

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Wilmington Area Planning Council Unified Planning Work Program - FY 2012

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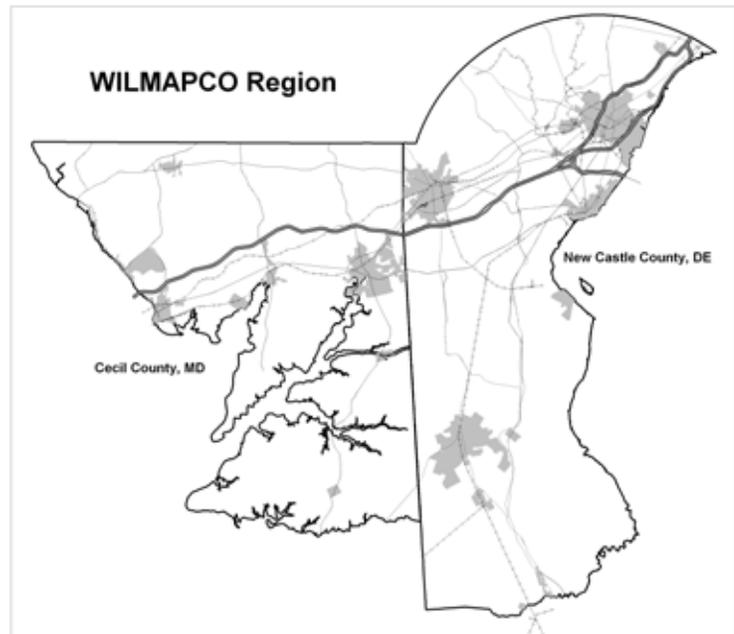
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I INTRODUCTION

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

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

The WILMAPCO region consists of two counties. The total area is 744 square miles (396 in New Castle County and 348 in Cecil County) with a 2010 population of 639,587. Although the square mileage of the two counties is fairly similar, their population figures are quite disparate: Cecil County had a 2010 population of 101,108, while New Castle County had 538,479. New Castle County is an urbanized county with a density of 1,350 persons per square mile while Cecil County has only 290 persons per square mile.



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

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

➤ *Objectives:*

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

❖ **Efficiently Transport People**

➤ *Objectives:*

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

❖ **Improve Quality of Life**

➤ *Objectives:*

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

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

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

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

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

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

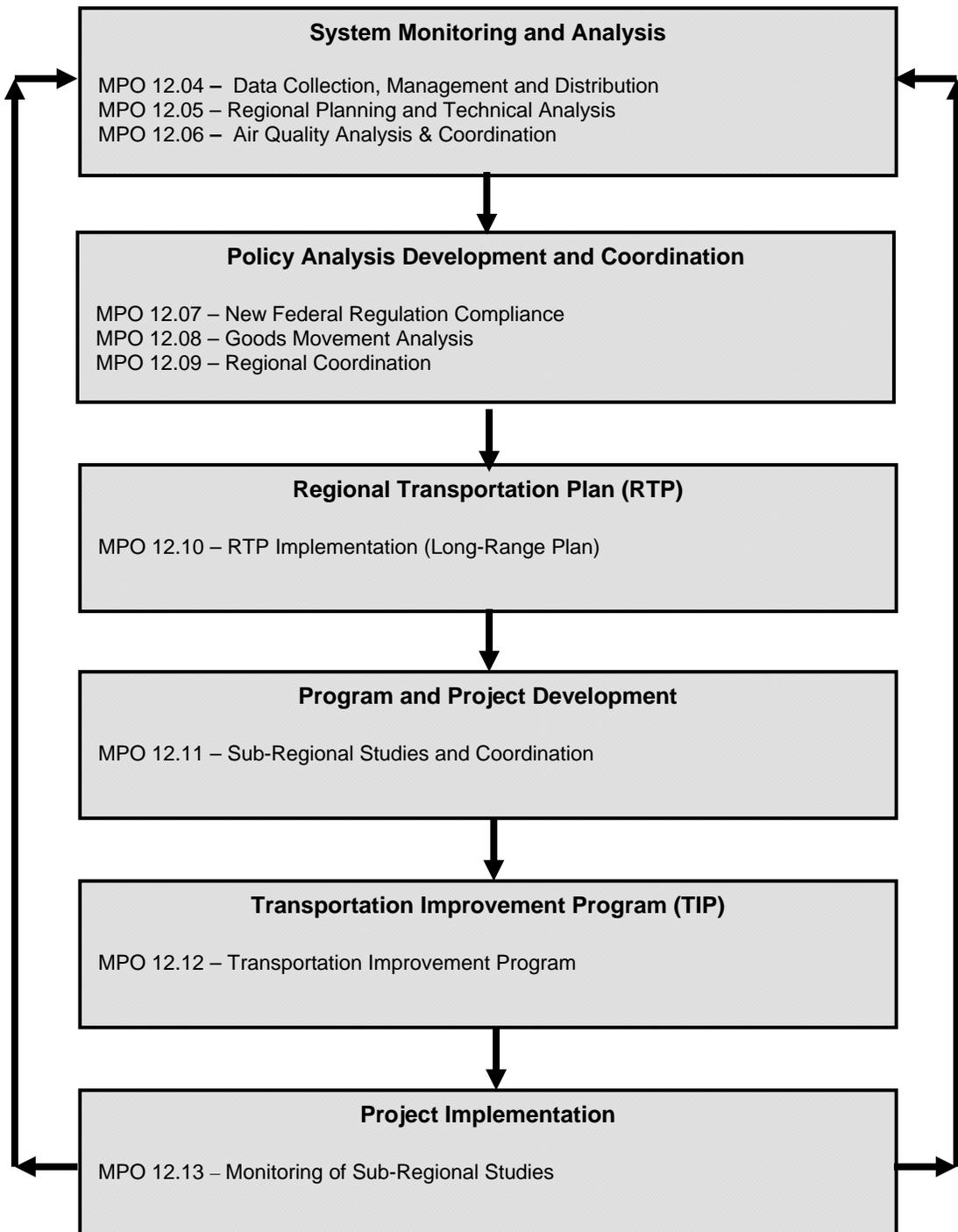
The work tasks in this UPWP are presented in a sequence that reflects the planning process used by WILMAPCO. The first three tasks describe activities that are overarching and permeate all aspects of the planning process. *Administration* provides the underpinnings of WILMAPCO's activities, the *Unified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

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

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WILMAPCO FY 2012 UPWP

Planning Flow Chart



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II ORGANIZATION

WILMAPCO Council

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

1. **Delaware Governor's appointee** – Connie C. Holland
2. **Delaware Department of Transportation, Secretary** – Shailen P. Bhatt
3. **Delaware Department of Transportation, Delaware Transit Corporation, Executive Director** – Stephen Kingsberry
4. **City of Wilmington, Mayor** - James M. Baker
5. **New Castle County, County Executive** – Paul G. Clark
6. **New Castle County, Municipalities representative** – Vance A. Funk III, Mayor, City of Newark
7. **Maryland Governor's appointee** – Donald A. Halligan, Maryland Department of Transportation
8. **Cecil County Commissioners** – James T. Mullin
9. **Cecil County, Municipalities representative** – Joseph L. Fisona, Mayor, Town of Elkton

Technical Advisory Committee (TAC)

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

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

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Ex-Officio Members:

19. **Federal Transit Administration** – Ryan Long
20. **Federal Highway Administration** – Anna Price
21. **Federal Environmental Protection Agency** – Martin Kotsch
22. **Amtrak** – Stan Slater
23. **Diamond State Port Corporation** – Randall Horne

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

Public Advisory Committee (PAC)

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

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

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

The current membership of the PAC is as follows:

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

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WILMAPCO Staff

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

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

The current staff members are:

Tigist Zegeye, Executive Director

Heather Dunigan, Principal Planner

Daniel S. Blevins, Principal Planner

Dave Gula, Senior Transportation Planner

William Swiatek, Senior Transportation Planner

Tamika Graham, Transportation Planner

Randi Novakoff, Outreach Manager

Janet Butler, Executive Assistant

Janet Jasinski, Administrative Secretary

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III FY 2012 UPWP FINANCIAL INFORMATION

**FY 2012 UPWP FUNDING ANALYSIS
TOTAL FUNDS AVAILABLE
and
TOTAL CASH COMMITMENT**

SOURCE	COST SHARE	CASH SHARE	IN-KIND MATCH
DELAWARE			
FHWA	\$1,185,469	\$1,185,469	
FTA	\$292,201	\$292,201	
STATE	\$184,709	\$55,000	\$129,709
NEW CASTLE COUNTY	\$157,889	\$35,000	\$122,889
CITY OF WILMINGTON	\$26,820	\$11,796	\$15,024
MARYLAND			
FHWA	\$36,158	\$36,158	
FTA	\$10,805	\$10,805	
STATE	\$5,871	\$5,871	
CECIL COUNTY	\$5,871	\$2,200	\$3,671
TOTAL	\$1,905,793	\$1,634,500	\$271,293

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FY 2012 UPWP FUNDING OUTLINE

Task #	Task Description	Cash Activity	In-Kind Activity	Total
MPO 12.01	Administration	\$268,915	\$55,461	\$324,376
MPO 12.02	Unified Planning Work Program (UPWP)	\$50,975	\$12,626	\$63,601
MPO 12.03	Public Outreach & Public Education	\$161,878	\$40,095	\$201,973
MPO 12.04	Data Collection, Management & Distribution	\$109,667	\$11,435	\$121,102
MPO 12.05	Regional Planning & Technical Analysis	\$81,440	\$18,933	\$100,373
MPO 12.06	Air Quality Coordination & Analysis	\$40,022	\$9,913	\$49,935
MPO 12.07	New Federal Regulation Compliance	\$48,133	\$11,922	\$60,055
MPO 12.08	Goods Movement Analysis	\$31,194	\$7,726	\$38,921
MPO 12.09	Regional Coordination	\$115,809	\$28,684	\$144,493
MPO 12.10	RTP Implementation	\$74,852	\$7,222	\$82,074
MPO 12.11	Sub-Regional Studies and Coordination	\$343,060	\$28,003	\$371,063
MPO 12.12	Transportation Improvement Program (TIP)	\$73,870	\$18,297	\$92,166
MPO 12.13	Monitoring of Sub-Regional Studies	\$94,685	\$20,975	\$115,660
TOTAL		\$1,494,500	\$271,293	\$1,765,793
Vacation and Holiday		\$140,000		\$140,000
Grand Total		1,634,500	\$271,293	\$1,905,793

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WILMAPCO Consultant Costs (included in cash activity above)

MPO 12.01	BOOKKEEPING	\$45,000
MPO 12.04	CECIL COUNTY TRAFFIC DATA COLLECTION	\$13,500
MPO 12.04	CECIL COUNTY TRAVEL TIME DATA COLLECTION	\$15,000
MPO 12.04	NCC INTERSECTIONS	\$20,000
MPO 12.04	PUBLIC OPINION SURVEY	\$15,000
MPO 12.05	UNIVERSITY OF DELAWARE PARK & RIDE	\$5,000
MPO 12.11	WILMINGTON INITIATIVES PUBLIC OUTREACH AND MANAGEMENT	\$48,000
MPO 12.11	CC-ROUTE 40 PROGRAM DEVELOPMENT SUPPORT	\$40,000
MPO 12.11	PORT DEPOSIT TRANSIT FEASIBILITY STUDY	\$25,000
MPO 12.11	NORTH EAST TRANSPORTATION & LAND USE MAPS UPDATE	\$7,000
MPO 12.11	MARSHALLTON CIRCULATION STUDY	\$50,000
MPO 12.11	TWO-WAY KING STREET MINI_CIRCULATION STUDY WILMINGTON	\$25,000
MPO 12.11	DE AVE/11 th /12 th STREETS CURVE STUDY WILMINGTON	\$35,000
MPO 12.13	NC-ROUTE 40 PROGRAM DEVELOPMENT SUPPORT	\$10,000
		\$353,500

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FY 2012 UPWP IN-KIND ACTIVITIES

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

TASK #	TASK DESCRIPTION	STATE OF DELAWARE	NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	TOTAL
MPO 12.01	Administration	\$26,517	\$25,122	\$750	\$3,071	\$55,461
MPO 12.02	Unified Planning Work Program (UPWP)	\$6,037	\$5,719	\$171	\$699	\$12,626
MPO 12.03	Public Outreach & Public Education	\$19,170	\$18,162	\$543	\$2,220	\$40,095
MPO 12.04	Data Collection, Management & Distribution & Consultant (see below)	\$5,467	\$5,180	\$155	\$633	\$11,435
MPO 12.05	Regional Planning & Technical Analysis	\$9,052	\$8,576	\$256	\$1,049	\$18,933
MPO 12.06	Air Quality Analysis & Coordination	\$4,740	\$4,490	\$134	\$549	\$9,913
MPO 12.07	New Federal Regulation Compliance	\$5,700	\$5,400	\$161	\$660	\$11,922
MPO 12.08	Goods Movement Analysis & Consultant (see below)	\$3,694	\$3,500	\$105	\$428	\$7,726
MPO 12.09	Regional Coordination	\$13,714	\$12,993	\$388	\$1,589	\$28,684
MPO 12.10	RTP Implementation	\$3,453	\$3,271	\$98	\$400	\$7,222
MPO 12.11	Sub-Regional Studies & Coordination	\$13,389	\$12,685	\$379	\$1,551	\$28,003
MPO 12.12	Transportation Improvement Program (TIP)	\$8,748	\$8,288	\$248	\$1,013	\$18,297
MPO 12.13	Monitoring of Sub-Regional Studies	\$10,029	\$9,501	\$284	\$1,162	\$20,975
	TOTAL	\$129,709	\$122,889	\$3,671	\$15,024	\$271,293

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IV FY 2012 WORK TASKS – WILMAPCO

MPO 12.01 – ADMINISTRATION

12.01.01 – General Administration

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

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

12.01.02 – Financial Administration

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

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

\$45,000 Bookkeeping

12.01.03 – Personnel Administration

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

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.

12.01.04 – Support for Council, Committees and Subcommittees

ADMINISTRATORS:

Council: Tigist Zegeye, Executive Director

Technical Advisory Committee: Heather Dunigan, Principal Planner

Public Advisory Committee: Randi Novakoff, Outreach Manager

Air Quality Subcommittee: William Swiatek, Senior Transportation Planner

Congestion Management System Subcommittee: Daniel Blevins, Principal Planner

Demographics and Data Subcommittee: Daniel Blevins, Principal Planner

Nonmotorized Transportation Working Group: Heather Dunigan, Principal Planner

Goods Movement Working Group: Daniel Blevins, Principal Planner

Environmental Justice Working Group: William Swiatek, Senior Transportation Planner

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

12.01.05 – 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.

12.01.06 – Other

ADMINISTRATOR: Janet Butler, Executive Assistant

Other administrative tasks as identified.

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

SCHEDULE: FY 2012

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TASK TYPE: Recurring

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

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

PARTICIPANTS: WILMAPCO Staff

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$223,915
	IN-KIND SERVICES		\$55,461
	CONSULTANT		\$45,000
	TOTAL		\$324,376
Cost Allocation	Cash	In-Kind	Total
FHWA DE	197,378	0	197,378
FTA DE	46,572	0	46,572
FHWA MD	5,254	0	5,254
FTA MD	1,827	0	1,827
Delaware	9,303	26,517	35,820
Maryland	885	0	885
New Castle County	5,328	25,122	30,450
Cecil County	372	750	1,123
City of Wilmington	1,995	3,071	5,067
TOTALS	268,915	55,461	\$324,376

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MPO 12.02 – UNIFIED PLANNING WORK PROGRAM (UPWP)

12.02.01 – UPWP Preparation

ADMINISTRATOR: Tigist Zegeye, Executive Director, Janet Butler, Executive Assistant, and Staff
WILMAPCO, in cooperation with the states of Delaware and Maryland and operators of publicly owned transit, develops a UPWP to meet the requirements of 23 CFR Part 420, sub-part A that states, "In urbanized areas with populations of 200,000 or more, the states' Metropolitan Planning Organization (MPO) shall develop a UPWP, which describes urban transportation and transportation-related air quality planning activities anticipated in the metropolitan area during the next one- or two-year period including all planning work to be performed regardless of funding source or the agencies conducting activities. The UPWP will also indicate who will perform the work, the schedule for completing it, and its products." This task provides for the development of the FY 2012 UPWP by the WILMAPCO staff.

12.02.02 – UPWP Administration

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

12.02.03 – Other

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

OUTCOME AND FINAL PRODUCT: The FY 2012 Unified Planning Work Program will contain documentation of all transportation planning activities in the WILMAPCO region.

SCHEDULE:

Project ideas for Staff to perform in FY 2012 due by	February 18, 2011
Draft Review by TAC and PAC	March 2011
Draft UPWP 30-Day Public Comment Period	April 6, 2011–May 10, 2011
Final Draft Approval by TAC and PAC	April 2011
Council Approval	May 2011
Submission to DelDOT and MDOT	May 2011
Implementation	July 1, 2011

TASK TYPE: Recurring

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

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

PARTICIPANTS: WILMAPCO Staff, TAC, PAC and Council

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TOTAL COSTS:

Resource Allocation	WILMAPCO	\$50,975	
	IN-KIND SERVICES	\$12,626	
	CONSULTANT	\$0	
	TOTAL	\$63,601	
Cost Allocation	Cash	In-Kind	Total
FHWA DE	37,415	0	37,415
FTA DE	8,828	0	8,828
FHWA MD	996	0	996
FTA MD	346	0	346
Delaware	1,763	6,037	7,800
Maryland	168	0	168
New Castle County	1,010	5,719	6,729
Cecil County	71	171	241
City of Wilmington	378	699	1,077
TOTALS	50,975	12,626	63,601

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MPO 12.03 – PUBLIC OUTREACH AND PUBLIC EDUCATION

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

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

12.03.01 – Public Meetings and Outreach

ADMINISTRATOR: Randi Novakoff, Outreach Manager, Tigist Zegeye, Executive Director, Staff

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

12.03.02 – Development of Public Information Documents

ADMINISTRATOR: Randi Novakoff, Outreach Manager, Tigist Zegeye, Executive Director, Staff

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

12.03.03 – Newsletter and E-News

ADMINISTRATOR: Randi Novakoff, Outreach Manager, Tigist Zegeye, Executive Director, Staff

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

12.03.04 – Development of Multimedia presentations

ADMINISTRATOR: Randi Novakoff, Outreach Manager, Staff

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

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12.03.05 – Webpage Management

ADMINISTRATOR: Randi Novakoff, Outreach Manager, William Swiatek, Senior Transportation Planner, Janet Butler, Executive Assistant, Staff

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

12.03.06 – Maintaining the School Children Education Program

ADMINISTRATOR - Randi Novakoff, Outreach Manager

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

12.03.07 – Media Relations Coordination

ADMINISTRATOR – Randi Novakoff, Outreach Manager and Staff

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

12.03.08 – Coordination with Other Agencies on Public Outreach

ADMINISTRATOR – Randi Novakoff, Outreach Manager and Staff

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

12.03.09 – Air Quality Public Outreach

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

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

12.03.10 – Environmental and Transportation Justice Outreach

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

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

1. Urban Bike Project

Urban Bike Project: Earn-a-Bike and Trip for Kids Program serves the community's needs by educating the youth and their families about safe, practical, and cost-efficient forms of recreation in Wilmington. The project promotes transportation choice and improves quality of life by introducing the bicycle as a form of transportation to underserved

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youths in the City of Wilmington. It also instills a positive work ethic and occupies after-school and weekend hours with a positive, productive, and self-esteem building program. The first component of the program includes class instruction to become proficient in the use, identification, and maintenance of bicycle parts and tools and learn safe riding skills. The youth will also be given instruction on healthy eating and physical activity. The second component includes outdoor activities for the youth such as bicycle trips and hiking. The aim of the program is to serve 40 to 50 children over the course of five sessions, with a graduation rate of at least 85%. The session will consist of 16, two-hour classes over the course of eight weeks. These lessons and activities create a safe environment for the youth, while building a mentoring relationship between youth and instructors. The administrator of the project is Corry Wright with the collaboration of the Urban Bike Project Inc 501 (c) 3 of Wilmington, Delaware, and partnering with United Way and the Department of Health and Social Services. **Amended \$5,000.00 for the Urban Bike Project: Earn-a Bike and Trip for Kids Program.**

12.03.11 – Public Participation Plan Evaluation

ADMINISTRATOR: Randi Novakoff, Outreach Manager

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

12.03.12 – Other

ADMINISTRATOR: Randi Novakoff, 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 2012

TASK TYPE: Recurring

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

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

PARTICIPANTS: General Public, WILMAPCO, PAC

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TOTAL COSTS:

Resource Allocation	WILMAPCO		\$161,878
	IN-KIND SERVICES		\$40,095
	CONSULTANT		\$0
	TOTAL		\$201,973
Cost Allocation	Cash	In-Kind	Total
FHWA DE	118,815	0	118,815
FTA DE	28,035	0	28,035
FHWA MD	3,163	0	3,163
FTA MD	1,100	0	1,100
Delaware	5,600	19,170	24,770
Maryland	533	0	533
New Castle County	3,207	18,162	21,369
Cecil County	224	543	767
City of Wilmington	1,201	2,220	3,422
TOTALS	161,878	40,095	201,973

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MPO 12.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

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

12.04.01 – Data Collection

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

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

- Traffic data collection in Cecil County and New Castle County. This task will include turning movement counts (vehicle volumes at identified intersections during peak morning and evening periods to ascertain overall intersection level of service ratings) and other traffic data collection, as needs are identified. The data collected will serve as input into the WILMAPCO Congestion Management System (CMS) and other analyses. **\$13,500 is budgeted for consultant support in Cecil County and \$20,000 is budgeted in New Castle County.**
- Roadway Travel Time runs will continue in New Castle County (funded through DeIDOT) 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). **\$15,000 is budgeted for consultant support in Cecil County.**
- Additional traffic counts will be done in Cecil County, to help analyze both current and future transportation needs. Specific locations will be determined as part of this task in cooperation with MDOT and Cecil County.
- Travel demand data for use in planning activities such as the CMS and the long-range regional transportation plan (RTP) will be generated and maintained.
- Information on pedestrian travel will be collected for use in planning and project analysis and other uses as needed.

Total Consultant= \$48,500

12.04.02 – Data Updating, Management and Acquisition

ADMINISTRATORS: Daniel Blevins, Principal Planner and Staff

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

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

Staff will work with New Castle County, Cecil County, DeIDOT, and MDOT to compile GIS road coverages including classification, AADT, capacity and other transportation-related data elements, including land use and zoning data for planning purposes.

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- **Data Acquisition**

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

Data	Description	County	Responsible Agency	Delivery Date
2010 Traffic Count Data	GIS file of 2010 Average Annual Daily Traffic Volumes (AADT) and associated roadway characteristics (i.e. speed limit, lane width, shoulder width, etc.)	New Castle	DeIDOT	May 2011
Raw Traffic Collection Data	Tabular/GIS file of all traffic data collected during calendar year 2009. This includes all permanent count locations, counts collected from individual studies and classification counts collected at various individual locations	New Castle	DeIDOT	May 2011
Pavement Conditions	Tabular data file of roadway conditions during FY 2011. Includes: <ul style="list-style-type: none"> - NCC: Total centerline miles and quality rated either Good, Fair or Poor - Cecil: Total centerline miles and quality rated either Very Good, Good, Fair, Mediocre or Poor 	New Castle/ Cecil	DeIDOT/ MDSHA	August 2011
Bridge Inventory and Conditions	Tabular/GIS file of all Bridges with each county in the region and their status (Structurally Deficient and Functionally Obsolete) for FY 2011	New Castle/ Cecil	DeIDOT/ MDSHA	August 2011
Annual Crash Statistics	GIS file of all reported crashes and associated attribute data for calendar year 2010	New Castle	DeIDOT	March 2011

Data	Description	County	Responsible Agency	Delivery Date
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Annual Transit Ridership	<p>Tabular data consisting of transit operations statistics (Monthly and Annual):</p> <ul style="list-style-type: none"> - Total Transit Ridership by service type and route - On-Time performance for paratransit and fixed route services - Transit costs per trip for paratransit and fixed route services - Total Annual Route Mileage for paratransit and fixed route services 	New Castle	DTC	August 2011
Completed Projects- FY 2011	GIS file of all projects completed during the fiscal year	New Castle	DeIDOT	August 2011
EZ Pass/MTag Usage	<p>Tabular file of Monthly/Annual totals at all toll collection facilities including:</p> <ul style="list-style-type: none"> - SR 1 & Dover, Smyrna, Denney Rd. Biddles Corner and Boyd's Corner Rd. - I-95 @ DE/MD Line - I-95 @ Kent/Cecil Border 	New Castle/ Cecil	DeIDOT/ MDSHA	August 2011
Transit Data	Updated GIS files for DTC bus stops, transit routes and headways	New Castle	DTC	August 2011
Air Quality Data	Tabular speed vs. emission data for ozone and PM2.5. In addition, GIS shapefiles of each benchmark year (including base year), containing Model AADT, VMT, VHT, emissions and truck volumes	New Castle	DeIDOT	With each model run
Parcel Data	Updated GIS file for parcels in New Castle County, with descriptive attribute data, including the number of units per parcel	New Castle	NCC-LU	October 2011

Regional Model Development and Support

ADMINISTRATOR: Daniel Blevins, Principal Planner

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

12.04.03 – Data Distribution and Local Planning Support

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

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

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

12.04.04 – Public Opinion Survey

ADMINISTRATOR: Randi Novakoff, Outreach Manager

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

12.04.05 – Other

ADMINISTRATOR: Daniel Blevins, Principal Planner

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

OUTCOME AND FINAL PRODUCT:

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

SCHEDULE: FY 2012

TASK TYPE: Recurring

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

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

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$46,167
	IN-KIND SERVICES		\$11,435
	CONSULTANT		\$63,500
	TOTAL		\$121,102
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	80,493	0	80,493
FTA DE	18,993	0	18,993
FHWA MD	2,143	0	2,143
FTA MD	745	0	745
Delaware	3,794	5,467	9,261
Maryland	361	0	361
New Castle County	2,173	5,180	7,353
Cecil County	152	155	306
City of Wilmington	814	633	1,447
TOTALS	109,667	11,435	121,102

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MPO 12.05 – REGIONAL PLANNING AND TECHNICAL ANALYSIS

12.05.01 – Congestion Management System Development

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

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

12.05.02 – Regional Progress Report

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

In an effort to gauge how well the region is progressing towards its goals, staff will develop the 2011 Regional Progress Report. The report tracks 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.

12.05.03 – Environmental and Transportation Justice Analysis

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

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

12.05.04 – Data Analysis for Planning Partners

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

Assistance will be provided to our planning partners, when requested, in the form of data analysis in order to help enhance their planning tool capacity. As part of this assistance, WILMAPCO and the Institute for Public Administration (IPA) will continue their partnership to provide a Park & Ride Study. In addition, IPA will continue to survey the use and appearance of the facilities in New Castle County during fall 2010 and spring 2011, and develop a report of its findings. **\$5,000 for University of Delaware (IPA), additional \$5,000 was amended to expand the current twice-a-year count of vehicles to quarterly counts.**

12.05.05 – Sea-level Rise Transportation Vulnerability Assessment

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

A regional Sea-level Rise (SLR) transportation vulnerability assessment will be finalized, in coordination with wider efforts from both state environmental agencies. The assessment profiles existing and planned transportation infrastructure (highways, railways, marinas, etc.) and projects which risk inundation at established rise levels. The project is guided by a Steering Committee comprised of local transportation and environmental planners.

12.05.06 – Top Priority Pedestrian Segments

ADMINISTRATOR: William Swiatek, Senior Transportation Planner

A regional assessment of top priority pedestrian segments will be finalized. The study features an update of the Prioritized Pedestrian Network, introduced in the 2030 RTP, and walkability recommendations for the region's 20 highest-scoring corridors. A matrix of appropriate funding mechanisms for implementation will also be provided.

12.05.07 – Other

ADMINISTRATOR: Daniel Blevins, Principal Planner

Other technical development and analysis tasks as identified.

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

SCHEDULE: FY 2012

TASK TYPE: Recurring

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

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

PARTICIPANTS: WILMAPCO Staff, member agency staff

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$76,440
	IN-KIND SERVICES		\$18,933
	CONSULTANT		\$5,000
	TOTAL		\$100,373
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	59,775	0	59,775
FTA DE	14,104	0	14,104
FHWA MD	1,591	0	1,591
FTA MD	553	0	553
Delaware	2,817	9,052	11,870
Maryland	268	0	268
New Castle County	1,614	8,576	10,190
Cecil County	113	256	369
City of Wilmington	604	1,049	1,653
TOTALS	81,440	18,933	100,373

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MPO 12.06 – AIR QUALITY ANALYSIS AND COORDINATION

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

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

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

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

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

OUTCOME AND FINAL PRODUCT: WILMAPCO, 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 2012

TASK TYPE: Recurring

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

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

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

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

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TOTAL COSTS:

Resource Allocation	WILMAPCO	\$40,022	
	IN-KIND SERVICES	\$9,913	
	CONSULTANT	\$0	
	TOTAL	\$49,935	
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	29,375	0	29,375
FTA DE	6,931	0	6,931
FHWA MD	782	0	782
FTA MD	272	0	272
Delaware	1,385	4,740	6,124
Maryland	132	0	132
New Castle County	793	4,490	5,283
Cecil County	55	134	190
City of Wilmington	297	549	846
TOTALS	40,022	9,913	49,935

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MPO 12.07 – NEW FEDERAL REGULATION COMPLIANCE

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

FEDERALLY REQUIRED PLANNING FACTORS:

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

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

PLANNING EMPHASIS AREAS:

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

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

SAFETEA-LU REQUIREMENTS:

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

FY 2012 Unified Planning Work Program

➤ Air Quality Conformity
SCHEDULE: FY 2012

TASK TYPE: Recurring

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

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

ADMINISTRATOR: *Tigist Zegeye, Executive Director and Staff*

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$48,133
	IN-KIND SERVICES		\$11,922
	CONSULTANT		\$0
	TOTAL		\$60,055
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	35,328	0	35,328
FTA DE	8,336	0	8,336
FHWA MD	940	0	940
FTA MD	327	0	327
Delaware	1,665	5,700	7,365
Maryland	158	0	158
New Castle County	954	5,400	6,354
Cecil County	67	161	228
City of Wilmington	357	660	1,017
TOTALS	48,133	11,922	60,055

FY 2012 Unified Planning Work Program

MPO 12.08 – GOODS MOVEMENT ANALYSIS

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

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

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

SCHEDULE: FY 2012

TASK TYPE: Recurring

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

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

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

PARTICIPANTS: WILMAPCO Staff, member agencies

FY 2012 Unified Planning Work Program

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$31,194
	IN-KIND SERVICES		\$7,726
	CONSULTANT		0
	TOTAL		\$38,921
Cost Allocation	Cash	In-Kind	Total
FHWA DE	22,896	0	22,896
FTA DE	5,402	0	5,402
FHWA MD	610	0	610
FTA MD	212	0	212
Delaware	1,079	3,694	4,773
Maryland	103	0	103
New Castle County	618	3,500	4,118
Cecil County	43	105	148
City of Wilmington	231	428	659
TOTALS	31,194	7,726	38,921

FY 2012 Unified Planning Work Program

MPO 12.09 – REGIONAL COORDINATION

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

12.09.01 – Intra-Regional Coordination

ADMINISTRATOR: Tigist Zegeye, Executive Director and Staff

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

12.09.02 – Inter-Regional Agency Coordination

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

To promote ongoing coordination between planning agencies, municipalities, environmental agencies and transportation departments adjacent to and impacting the WILMAPCO region, WILMAPCO staff will regularly pursue coordination opportunities with appropriate agencies. This will include the sharing of information on work programs; coordination meetings on cross border studies and other issues, and the review and discussion of regional transportation planning issues. Information regarding the transportation plans and activities of adjacent MPOs and other transportation planning commissions or organizations will be gathered and reviewed in order to determine its impact, if any, relative to plans in place for the WILMAPCO region. In FY 2011, WILMAPCO will continue to partner with Baltimore Metropolitan Council and MDOT to identify transportation needs for linking Cecil and Harford Counties to serve BRAC and other inter-regional travel.

12.09.03 – Sustainability Initiatives

ADMINISTRATOR: William Swiatek, Senior Transportation Planner

WILMAPCO will coordinate with agencies both within and beyond its borders to address growing concerns surrounding environmental sustainability. Beyond our sea-level rise transportation vulnerability assessment, this work includes collaboration to advance the goals of the federal Partnership for Sustainable Communities and our continued support in efforts to promote livability, sustainability, and the reduction of greenhouse gas emissions.

12.09.04– Other

ADMINISTRATOR: Tigist Zegeye, Executive Director

Other regional coordination tasks as identified.

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

SCHEDULE: FY 2012

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

FY 2012 Unified Planning Work Program

TOTAL COSTS:

Resource Allocation	WILMAPCO	\$115,809	
	IN-KIND SERVICES	\$28,684	
	CONSULTANT	\$0	
	TOTAL	\$144,493	
Cost Allocation	Cash	In-Kind	Total
FHWA DE	85,001	0	85,001
FTA DE	20,056	0	20,056
FHWA MD	2,263	0	2,263
FTA MD	787	0	787
Delaware	4,006	13,714	17,721
Maryland	381	0	381
New Castle County	2,295	12,993	15,288
Cecil County	160	388	548
City of Wilmington	859	1,589	2,448
TOTALS	115,809	28,684	144,493

FY 2012 Unified Planning Work Program

MPO 12.10 – RTP IMPLEMENTATION

The WILMAPCO 2040 Regional Transportation Plan (RTP), adopted on January 13, 2011, provides a broad vision and context for transportation issues. The Plan includes a revised Transportation Investment Area (TIA) map, which identifies areas within the region based on how the transportation should be performing and what type of investments should be made. It also represents which public transportation investments will be appropriate over the next 20-25 years. Another aspect of the RTP is the updated project prioritization process that uses quantifiable measures to select projects that are tied to the goals and vision of the RTP. This process ensures that areas with the greatest need receive the highest priority for funding. **\$37,998 is amended for consultant support for WILMAPCO and its member agencies.**

The WILMAPCO 2040 RTP identified several priority planning actions to achieve the goals identified in the RTP. These actions include:

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

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

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

OUTCOME AND FINAL PRODUCT: Implemented actions that will help to achieve the goals of WILMAPCO's 2040 RTP.

SCHEDULE: FY 2012

TASK TYPE: Non-Recurring

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

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

ADMINISTRATOR: Tigist Zegeye, Executive Director and Staff

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

FY 2012 Unified Planning Work Program

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$74,852
	IN-KIND SERVICES		\$7,222
	CONSULTANT		\$0
	TOTAL		\$82,074
Cost Allocation	Cash	In-Kind	Total
FHWA DE	54,940	0	54,940
FTA DE	12,963	0	12,963
FHWA MD	1,463	0	1,463
FTA MD	509	0	509
Delaware	2,589	3,453	6,042
Maryland	246	0	246
New Castle County	1,483	3,271	4,754
Cecil County	104	98	201
City of Wilmington	555	400	955
TOTALS	74,852	7,222	82,074

FY 2012 Unified Planning Work Program

MPO 12.11 – SUBREGIONAL STUDIES AND COORDINATION

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

MPO 12.11.01 – Safe Routes to Schools Planning Assistance

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

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

SCHEDULE: FY 2012

TASK TYPE: Non-recurring

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

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

ADMINISTRATOR: *Randi Novakoff, Outreach Manager, William Swiatek, Senior Transportation Planner, Tamika Graham, Transportation Planner*

MPO 12.11.02 – Scenic and Historic 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 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 2012

TASK TYPE: Non-recurring

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

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

ADMINISTRATOR: *Heather Dunigan, Principal Planner, Randi Novakoff, Outreach Manager*

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

FY 2012 Unified Planning Work Program

12.11.03 – Walkable Community Workshop Program

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

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

SCHEDULE: FY 2012

TASK TYPE: Non-recurring

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

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

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

12.11.04 – Coordination with the Maryland Department of Transportation (MDOT)

1. Maryland I-95 Corridor Study

WILMAPCO STAFF PARTICIPANT: *Tigist Zegeye, Executive Director*

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

12.11.05 – Coordination with the Cecil County Office of Planning and Zoning

1. Cecil County Transit Coordination

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

2. Cecil County Bicycle Plan

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

Staff will assist with the development of a Cecil County Bicycle Plan, in coordination with Cecil County, the Maryland Department of Transportation (MDOT), municipalities, cyclists and other stakeholders to establish recommendations for improved access and comfort of bicycling. The Plan will map proposed bicycle facilities, include an update of Cecil County recommendations outlined in the 2002 Maryland Bicycle and Pedestrian Access Master Plan, and identify where further bicycle investments should be made. The plan will cover both unincorporated and incorporated areas of Cecil County, while integrating the recent bicycle recommendations for Elkton and Perryville. This Plan will also improve Maryland's Bicycle Friendly State ranking from the League of American Bicyclists by having county-level bicycle plans.

3. Cecil County Route 40 Program Development Support

WILMAPCO STAFF PARTICIPANT: *Dan Blevins, Principal Planner*

Staff will develop annual report monitoring transportation and land use changes to the US 40 corridor in Cecil County.

This report will establish baseline and future traffic and land use projections and monitor on ongoing basis. In addition, the report will assess the conditions which may trigger the need to implement projects that were evaluated and identified in the 2007 Roadway Improvement Strategic Plan for Cecil County. **\$40,000 is budgeted for consultant support.**

12.11.06– Coordination with Town of Chesapeake City

FY 2012 Unified Planning Work Program

1. Town of Chesapeake City Subdivision Regulations

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

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

12.11.07 – Coordination with Town of Perryville

1. Town of Perryville Master Trail Plan

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Randi Novakoff, Outreach Manager

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

2. Town of Perryville Transit Oriented Development (TOD)

*WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner
Randi Novakoff, Outreach Manager*

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

\$35,000 is budgeted for consultant in FY 2010 UPWP.

12.11.08 – Coordination with Town of Elkton Planning

1. Town of Elkton Zoning Ordinance and Subdivision Update

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

Staff will provide assistance to update and improve the zoning ordinance and subdivision regulations to be consistent with Elkton's newly updated Comprehensive Plan and WILMAPCO's Long Range Regional Transportation Plan (RTP). The task will include updating and streamlining the existing zoning ordinance and subdivision regulations and will also include developing zoning standards for the mixed-use zoning classification in addition to incorporating recommendations for zoning ordinance language that will be developed as a result of the Transit-Oriented Development Project and Elkton's Bicycle Plan. Participants will include WILMAPCO Staff, Town of Elkton Planning Office, Maryland Office of Planning, and the Elkton Planning Commission.

\$35,000 is budgeted for Consultant in the FY 2011 UPWP.

12.11.09 – Coordination with the Town of North East

1. Town of North East Subdivision Regulations and Road Code Revisions

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

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

FY 2012 Unified Planning Work Program

2. Transportation and Land Use Maps Update

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

The Town of North East will complete revisions to the North East Comprehensive Plan and Zoning Maps, which includes comprehensive plan text for the transportation plan and land use plan; transportation maps to reflect transportation text revisions; a land use plan map to reflect transportation changes and recent annexations; and zoning maps to reflect transportation changes and recent annexations. The zoning maps, transportation maps/land use maps will provide an integral component to the town's future development by providing evidence of the town's goals, objectives, and recommendations for future transportation patterns. The transportation and land use maps will also provide the groundwork to begin implementation of the roads, trails, bicycle paths, sidewalks and identify the course of planning for North East. WILMAPCO Staff will work with The North East Planning Commission, The Mayor and Commissioners, State Highway Administration, Homeowners Associations, and citizens to complete this task. **\$7,000 is budgeted for consultant support.**

3. Town of North East Transit Oriented Development

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

The Town of North East will complete a Transit Oriented Development (TOD) Study to provide a rail link to the Town of North East by examining existing and future demand on the land areas. They will also develop a transit oriented plan for rail service, which would accommodate existing and future needs of the Town. The Study will include recommendations and choices of locations where a rail station is feasible, a plan to include suitable land uses associated with rail use, and identify the impacts to the town in relationship to parking and street improvements. Participants include The North East Planning Commission, The North East Mayor and Commissioners, State Highway Administration, Chesapeake Bay Critical Area Commission, North East Rail Service Committee (to be established), Homeowners Association, and interested citizens. **\$35,000 is amended for consultant support.**

12.11.10 – Coordination with the Town of Charlestown

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

The Town of Charlestown will complete planning for a linear path system that will be inter-connected by a series of facilities for joggers, pedestrians and bicyclists. The pathway network could eventually connect to a Cecil County trail system via the East Coast Greenway which, when completed, would provide a walking, biking path from Elkton through Charlestown and extend to the Susquehanna River in Perryville, MD.

12.11.11– Coordination with the City of Wilmington

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

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

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

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

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

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

Objectives of this element of the task are:

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

FY 2012 Unified Planning Work Program

Participants include WILMAPCO Staff, City of Wilmington, DeIDOT, DART, a Consultant and the Community. Coordination with other ongoing planning studies and design projects, such as the Citywide Environmental Enhancement projects conducted by the City and the Christina Waterfront Projects being conducted by DeIDOT and RDC, will be an integral part of this task. DeIDOT contact: Ray Petrucci, City of Wilmington contact: David Blankenship. **\$48,000 is budgeted for consultant support.**

2. City of Wilmington updates to Subdivision Regulations

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

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

3. Two-Way King Street Study

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

The Downtown Circulation Study completed by WILMAPCO in 2010, identified Two-Way King Street as an area for further study. The Two-Way King Street Study will involve a mini-circulation analysis of N. Market Street and N. King Street to determine whether or not two-way traffic on the 1500 block of King Street, along with other improvements, will enhance both vehicular and pedestrian circulation in the area. Completing a more refined geometry and capacity analysis in the 1500 block of King Street, to include streets in the adjacent area such as 15th and 16th Streets and South Park Drive, will assess whether or not this potential infrastructure project can then be moved forward for funding and construction. WILMAPCO Staff will work with the City of Wilmington Departments of Planning and Public Works, other City of Wilmington Department representatives, and affected community representatives. City of Wilmington Contact: Dave Blankenship. **\$25,000 is budgeted for consultant support.**

4. Delaware Avenue/11th/12th Streets Curve Study

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

The Downtown Circulation Study completed by WILMAPCO in 2010, identified the Delaware Avenue/11th/12th Streets as an area for further study. The Delaware Avenue/11th/12th Streets Curve Study will develop recommendations to improve road geometry of this area and include streetscape, pedestrian, and bicycle accommodations along the corridor. The Delaware Avenue/11th/12th Street Curve Study involves completing the roadway-geometry analysis along the curved portion of Delaware Avenue (SR52) within the central business district to identify improvements and upgrades that will address existing conditions. This analysis will identify recommendations for reconstructing this corridor. WILMAPCO Staff will work with the Wilmington Departments of Planning and Public Works, and the Wilmington Initiatives Partnership (DeIDOT, DTC, WILMAPCO, and the City of Wilmington), and affected community representatives. **\$35,000 is budgeted for consultant support.**

12.11.12– Coordination with New Castle County

Southern New Castle County Master Plan (SNCCMP)

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

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

OUTCOME AND FINAL PRODUCT: The MOA and Scope of Services is intended to provide the framework by which DeIDOT, OSPC, DOA, the County, the School Districts, the Towns, and WILMAPCO with the participation of other appropriate agencies, will collectively develop a Master Plan to include future land use and infrastructure plan elements for Southern New Castle County. These agencies have agreed to work cooperatively through the planning process to produce a comprehensive regional master plan to include land use policies and the transportation, sewer

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and other community facilities plans needed in order to best accommodate future growth in SNCC. In addition, they have agreed to individually and collectively incorporate the Plan recommendations into the Comprehensive Plans of the County and the Towns, the WILMAPCO Regional Transportation Plan, DeIDOT's Transportation Plan, School District Comprehensive Building Plans, the State Strategies for Policies and Spending, and additional State plans or programs as appropriate.

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

ADMINISTRATOR: *New Castle County, Department of Land Use* **\$100,000 budgeted for consultant in FY 2007**

12.11.13– Coordination with the City of Newark

1. Newark Transportation Plan

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

An update to the November 1998 Newark-Elkton Intermodal Transportation Plan, Long Range Analysis in the form of a new circulation analysis and transportation plan for the City of Newark will be completed. This update will encompass changes in local land use and traffic patterns, and the anticipated local impact from "BRAC" military base expansion in Aberdeen, Maryland. **\$75,000 is budgeted for consultant support for the Greater Newark Circulation Study in FY 2010 UPWP.**

2. Newark Regional Transportation Center

ADMINISTRATOR: *Dave Gula, Senior Transportation Planner, William Swiatek, Senior Transportation Planner, Tamika Graham, Transportation Planner*

WILMAPCO will use the TIGER II Planning grants funds to: 1) determine the optimal solution for passenger and freight train operations in the vicinity of Newark; 2) reconfigure the Newark Train Station into a Regional Transportation Center for passenger and intermodal use; and 3) develop the Newark Train Station in context with the 272-acre former Chrysler site, in concert with University of Delaware capital plans, and leveraged the transit-oriented development (TOD) opportunities afforded by the site. This planning study will result in the preparation of a Newark Regional Transportation Center Plan that addresses FTA's six principals of livability. WILMAPCO is the Grant applicant and Project Manager for the project, with partnership from DEDO, DeIDOT, DTC, the city of Newark, New Castle County, Norfolk Southern and the University of Delaware. The services of a consultant will be solicited to work as an extension of staff.

12.11.14 - Coordination with the Town of Port Deposit

Transit Feasibility Study

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

The Town of Port Deposit is located on the waterfront of the Susquehanna River, where there is a resurgence of spring and summer seasonal residents. Visitors are joined by tourists traveling through the town on bicycle tours, motorcycle runs, and others using additional modes of transportation. The Town of Port Deposit seeks access to public transportation, which will provide greater services to citizens and help reduce unnecessary trips. In addition, the roadway is not wide enough to accommodate multi-modal transportation users and vehicular traffic. Port Deposit will combine these needs into one Transit Feasibility Study that will include multi-modal transportation linkages and improvements, and public facility opportunities. WILMAPCO Staff will work with the Town of Port Deposit, Maryland State Highway Administration, Cecil County Planning Department, Cecil County Department of Public Works, and the Water Witch Volunteer Fire Department to complete this task. **\$25,000 is budgeted for consultant support.**

12.11.15- Coordination with the Village of Marshallton

Village of Marshallton Circulation Study

WILMAPCO STAFF PARTICIPANT: *William Swiatek, Senior Transportation Planner*

We will work with the Village of Marshallton to conduct a circulation study of their community. The study will address heavy vehicle volumes and speeding traffic on Old Capitol Trail, along with multimodal concerns throughout the village. Results of a Walkable Community Workshop, scheduled for June 2011, will be incorporated into the study. Staff will work with the Village of Marshallton Civic Association and DeIDOT to complete this task. **\$50,000 is budgeted for consultant support.**

12.11.16 - Coordination with the Town of Odessa

Town of Odessa Comprehensive Plan Update

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WILMAPCO STAFF PARTICIPANT: William Swiatek, Senior Transportation Planner

The Town of Odessa will complete the 2011-2012 Comprehensive Plan Update to include demographic information. Staff will work with the Town of Odessa, Planning Commission, Historic Commission, Mayor and Council, and Institute for Public Administration (IPA) University of Delaware to complete the Town's 2011-2012 Comprehensive Plan. **\$7,000 is budgeted for consultant support.**

12.11.17 – Other

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

Other sub-regional study coordination tasks as identified.

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

SCHEDULE for Tasks 12.11.04 – 12.11.17: FY 2012

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: The study process requires extensive public involvement. Although the Steering Committees for various studies and planning efforts represent the public and it is involved in the evaluation and recommended selection of strategies, we cannot understate the role of individual members of the public, particularly those most affected by the recommendations. We also conduct legislative briefings for area elected officials. WILMAPCO seeks public involvement by publicizing workshops and meetings. The publicity includes notices in area newspapers, flyers posted at area libraries, and direct mailings to interested groups, civic associations, individuals, and others. The members of Steering Committees have also taken responsibility of informing those individuals they represent of upcoming opportunities for public comment.

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

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

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

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TOTAL COSTS:

Resource Allocation	WILMAPCO		\$113,060
	IN-KIND SERVICES		\$28,003
	CONSULTANT		\$230,000
	TOTAL		\$371,063
Cost Allocation	Cash	In-Kind	Total
FHWA DE	251,798	0	251,798
FTA DE	59,413	0	59,413
FHWA MD	6,703	0	6,703
FTA MD	2,331	0	2,331
Delaware	11,868	13,389	25,257
Maryland	1,129	0	1,129
New Castle County	6,797	12,685	19,482
Cecil County	475	379	854
City of Wilmington	2,545	1,551	4,096
TOTALS	343,060	28,003	371,063

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MPO 12.12 – TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

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

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

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

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

SCHEDULE: The FY 2012-2015 TIP will be completed in March 2010 for approval by the WILMAPCO Council and forwarded to FHWA, FTA, EPA, DelDOT and MDOT.

TASK TYPE: Recurring

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

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

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

PARTICIPANTS: Public, WILMAPCO, Member Agencies

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TOTAL COSTS:

Resource Allocation	WILMAPCO		\$73,870
	IN-KIND SERVICES		\$18,297
	CONSULTANT		\$0
	TOTAL		\$92,166
Cost Allocation	Cash	In-Kind	Total
FHWA DE	54,219	0	54,219
FTA DE	12,793	0	12,793
FHWA MD	1,443	0	1,443
FTA MD	502	0	502
Delaware	2,555	8,748	11,303
Maryland	243	0	243
New Castle County	1,464	8,288	9,751
Cecil County	102	248	350
City of Wilmington	548	1,013	1,561
TOTALS	73,870	18,297	92,166

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MPO 12.13 – MONITORING OF SUBREGIONAL STUDIES

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

12.13.01 – Coordination with the City of New Castle

1. 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

2. City of New Castle 2003 Comprehensive Plan Update

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

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

12.13.02 – Wilmington Bicycle Plan

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

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

12.13.03 – Mobility Friendly Design Standards

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

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

12.13.04 – Newark/Elkton Short- and Long-Term Recommendations

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

Staff will continue to work with involved member agencies to implement the short -and long-term recommendations of the Newark/Elkton studies. Currently, staff is working to develop updated recommendations for the City of Newark.

12.13.05 – Newark Traffic Calming

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

Staff will work with Newark, community leaders, and DelDOT to implement plans for traffic calming and pedestrian upgrades in Newark according to the Old Newark Traffic Calming plan and Newark Ad Hoc Traffic Calming Committee plan.

12.13.06 – 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. Work also includes participation in the Newark Bicycle Committee's planning and outreach activities.

12.13.07 – Centreville Village Plan

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

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

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12.13.08 – East Coast Greenway

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner

Staff will work with the Nonmotorized Transportation Working Group to coordinate greenway planning efforts between Delaware and Maryland and assist with implementation of the East Coast Greenway route. Staff provides guidance regarding trail designation through our membership on the East Coast Greenway Alliance Trails Committee.

12.13.09 – New Castle County Greenway Plan

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

WILMAPCO, in partnership with DeIDOT, New Castle County, DE State Parks, and local government will coordinate to implement the New Castle County Greenway Plan for pedestrian and bicycle pathways throughout New Castle County. This plan complements the DeIDOT Bicycle Plan, which addresses on road connections, and the DeIDOT Pedestrian Plan, which is in development. The Plan identified existing and potential multi-use connections, emphasizing a network of sidepaths and greenways with proposed actions and policies to promote their implementation.

12.13.10 – Delaware City Transportation Plan

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

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

12.13.11 – Coordination with the Delaware Department of Transportation and Delaware Transit Corporation

1. Churchmans Crossing Implementation

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

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

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

DeIDOT contact: Mark Tudor, NCC contact: John Janowski

2. Route 40 Corridor Improvements

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

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

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3. Tyler McConnell Bridge

WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Principal Planner

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

4. Route 301

WILMAPCO STAFF PARTICIPANT: Daniel Blevins, Principal Planner

The initial Greater Route 301 MIS was a joint effort by DeIDOT, New Castle County and WILMAPCO to reach a conclusion on a locally preferred alternative package of investment endorsed by New Castle County, municipalities and the State of Delaware through the WILMAPCO Council. WILMAPCO staff is participating in the implementation of these projects including the monitoring of traffic conditions as part of the US 301 Spur Trigger Analysis.

DeIDOT contact: Mark Tudor, NCC contact: John Janowski

5. DTC Business Plan / Long-Range Plan

WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner

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

6. Commuter Rail Study

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

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

7. Claymont Transportation Plan

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

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

8. Newark Transit Study

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

WILMAPCO staff will work with the Delaware Transit Corporation (DTC), City of Newark, and the University of Delaware on a comprehensive Newark Transit Study to evaluate the potential to coordinate transit services and providers within the City of Newark. Expanded analysis has been included in the Newark Transportation Plan scope of work for FY 2010.

9. Amtrak Northeast Corridor Feasibility Study

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

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

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

1. Cecil County Transit Study

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner
Staff will assist with and monitor the implementation of the recommendations from the transit study conducted by the Cecil County Department of Aging.

2. Track A Feasibility Study Phase I and II

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner
Staff will participate in future work toward implementing commuter rail as identified in the feasibility studies and provide technical assistance as needed. Phase I investigated rail improvements between Newark and Elkton; Phase II investigated rail improvements between Elkton and Perryville Cecil County contact: Tony Di Giacomo.

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3. Incorporate the Lower Susquehanna Heritage Greenways Management Plan into Cecil County Mobility Friendly Design Standards In Perryville and Port Deposit, Maryland
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Dave Gula, Senior Transportation Planner
Staff will participate in the Mobility and Transit Friendly Design Standards Studies and provide technical assistance as needed. Staff will provide assistance as requested to Cecil County and their consultant to support the work begun in FY 2002 with North East, to develop and adopt mobility friendly design standards.
4. Transit Service Between Harford and Cecil Counties—*Filling the Gap*
WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Planner, Heather Dunigan, Principal Planner
Staff will work with the Maryland Department of Transportation and Maryland Transit Administration in collaboration with Harford and Cecil counties, BMC, and DTC in seeking short-term means to improve connections between existing transit services in Harford and Cecil Counties; thereby “filling the gap” for transit riders traversing the Harford and Cecil County lines. The objectives of this effort are to examine near-term improvements that: 1) link the existing local transit service offered in Harford and Cecil Counties, 2) serve longer regional transit needs to Baltimore and Wilmington through extension of commuter bus service or better interface with existing commuter bus and rail service, and 3) improve communication regarding availability of local and regional transit services and how such linkages between the services can be made. MDOT contact: Michael Nixon.
5. TMA Feasibility Study for Cecil County, Maryland
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Randi Novakoff, Outreach Manager
Work with local and state agencies and employers to implement recommendations from TMA Feasibility Study.

12.13.12.01– Coordination with Town of Chesapeake City

1. Town of Chesapeake City Comprehensive Plan Update
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Bill Swiatek, Senior Transportation Planner
Staff will work with the Town of Chesapeake City in implementing their Comprehensive Plan.
2. Town of Chesapeake City Zoning Ordinance
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Bill Swiatek, Senior Transportation Planner
Staff will work with the Town as they implement the Town of Chesapeake City Zoning Ordinance and Zoning Map so that it is in alignment with the town’s Comprehensive Plan and WILMAPCO’s Long Range Regional Transportation Plan.
3. Town of Chesapeake City Parking Plan
WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner
Staff will work with the Town of Chesapeake City in implementing their Parking Plan recommendations.

12.13.12.02– Coordination with Town of Elkton Planning

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

12.13.13 – Coordination with the City of Wilmington

1. Wilmington Initiatives Implementation
WILMAPCO STAFF PARTICIPANT: Dave Gula, Senior Transportation Planner, Tigist Zegeye, Executive Director
The Wilmington Land Use and Development Capacity Assessment and The Downtown Circulation Study were both adopted by the WILMAPCO Council on September 11, 1997. The Downtown Circulation Study is updated. Results

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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

2. Southbridge Circulation Study

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

WILMAPCO will continue to work with the Southbridge community on the implementation of the Southbridge Circulation Study. This work includes an ongoing Safe Routes to School Program at Elbert-Palmer Elementary School, the co-sponsorship of a Transportation Enhancements Project centered along Heald Street and New Castle Avenue, monitoring of the South Wilmington Signage Study, efforts to reduce diesel emissions in South Wilmington and leadership within the South Wilmington Planning Network. Community contact: Marvin Thomas; City of Wilmington contact: Dave Blankenship; DelDOT contacts: Sarah Coakley and Jeff Niezgod

3. Downtown Wilmington Circulation Study

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

Staff will be working with the City of Wilmington, DelDOT, and DTC to design and implement recommendations from the circulation study. City of Wilmington contact: David Blankenship, DelDOT contact: Ray Petrucci, DTC contact: Cathy Dennis

12.13.14– Coordination with Office of State Planning Coordination

Town of Bellefonte Zoning and Subdivision Ordinances

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

Staff will work with the Town as they implement the Town of Bellefonte Zoning and Subdivision Ordinances so that it is in alignment with the town's Comprehensive Plan and WILMAPCO's Long Range Regional Transportation Plan. Office of State Planning Coordination contact: Herb Inden

12.13.15 – 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 2030 RTP

SCHEDULE: FY 2012

TASK TYPE: Recurring

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

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

PARTICIPANTS: WILMAPCO Staff, Member Agencies, and the Public

FY 2012 Unified Planning Work Program

TOTAL COSTS:

Resource Allocation	WILMAPCO		\$84,685
	IN-KIND SERVICES		\$20,975
	CONSULTANT		\$10,000
	TOTAL		\$115,660
Cost Allocation	Cash	In-Kind	Total
FHWA DE	69,497	0	69,497
FTA DE	16,398	0	16,398
FHWA MD	1,850	0	1,850
FTA MD	643	0	643
Delaware	3,276	10,029	13,304
Maryland	312	0	312
New Castle County	1,876	9,501	11,377
Cecil County	131	284	415
City of Wilmington	703	1,162	1,864
TOTALS	94,685	20,975	115,660

V PRIOR YEARS' WORK TASKS CARRIED OVER

This table shows the status of FY 2011 UPWP work tasks which were not completed by June 30, 2011 and have been amended into the FY 2012 UPWP.

	TASK #	DESCRIPTION	BALANCE REMAINING 6/30/11
1	MPO 1.07A	Village Plan – TCSP Grant	\$1,687.00
2	MPO 7.04	Town of Port Deposit Comprehensive Plan Update	\$3,244.00
3	MPO 7.11	Consultant SNCC Master Plan – Amend FY 12 UPWP – Transfer to NCC 2012 Comp Plan Update	\$100,000.00
4	MPO 8.08	Goods Movement Analysis – Amend FY 12 UPWP – Transfer to Regional /Statewide Performance Measure Development	\$16,500.00
5	MPO 9.04	Data Updating & Management – GIS Assist. – Amend FY 12 UPWP – Transfer to Port of Wilmington Truck Analysis	\$25,000.00
6	MPO 9.11	Wilmington Subdivision Regulations Update	\$12,430.00
7	MPO 9.11	Perryville Master Trail Plan	\$4,500.00
8	MPO 10.04	Regional Model Development and Support. – Amend FY 12 UPWP – Transfer to Regional /Statewide Performance Measure Development	\$15,000.00
9	MPO 10.04	GIS Assistance Performed by CADSR.	\$19,478.09
10	MPO 10.08	Goods Movement Analysis	\$15,000.00
11	MPO 10.10	WILMAPCO Long Range Plan Update. – Amend FY 12 UPWP – Transfer to General Funds	\$85,051.21
12	MPO 10.11	Wilmington Initiatives Public Outreach and Management. – Amend FY 12 UPWP – Transfer to General Funds	\$348.54
13	MPO 10.11	Chesapeake City Zoning Ordinance	\$3,000.00
14	MPO 10.11	Town of Perryville TOD	\$6,125.00
15	MPO 10.11	Town of North East Subdivision Regulation and Rd Code	\$608.00
16	MPO 10.11	Greater Newark Circulation Study	\$644.70
17	MPO 11.04	Cecil County Traffic Data Collection. – Amend FY 12 UPWP – Transfer to Regional /Statewide Performance Measure Development	\$1,562.21
18	MPO 11.04	NCC Intersections– Amend FY 12 UPWP – Transfer to Regional /Statewide Performance Measure Development	\$7,900.00
19	MPO 11.04	Regional Model Development and Support.	\$15,000.00
20	MPO 11.04	GIS Assistance Performed by CADSR.	\$7,550.50
21	MPO 11.09	TIGER II Grant Application Development for Newark Train Station	\$15,703.72
22	MPO 11.11	Wilmington Initiatives Public Outreach and Management	\$9,581.70
23	MPO 11.11	Town of Elkton Zoning Ordinance and Subdivision Regulations Update	\$13,124.39
24	MPO 11.11	Town of Charlestown Zoning and Subdivisions Ordinance Update	\$14,359.91
25	MPO 11.11	Chesapeake Connector: Freight & Passenger Rail Benefits	\$150,000.00
26	MPO 11.11	Town of North East Subdivision Regulations and Road Code Revisions	\$4,400.00
27	MPO 11.11	Newport Train Station Feasibility Study	\$54,937.63
28	MPO 11.13	Route 40 Program Development Support– Amend FY 12 UPWP – Transfer to General Funds	\$202.00
9/8/11	TOTAL		\$602,938.59

	TASK #	DESCRIPTION	BALANCE REMAINING 6/30/11
		Proposed Tasks to be Carried Over to FY 2012 UPWP	
1	MPO 1.07A	Village Plan – TCSP Grant	\$1,687.00
2	MPO 7.04	Town of Port Deposit Comprehensive Plan Update	\$3,244.00
6	MPO 9.11	Wilmington Subdivision Regulations Update	\$12,430.00
7	MPO 9.11	Perryville Master Trail Plan	\$4,500.00
9	MPO 10.04	GIS Assistance Performed by CADSR.	\$19,478.09
10	MPO 10.08	Goods Movement Analysis	\$15,000.00
13	MPO 10.11	Chesapeake City Zoning Ordinance	\$3,000.00
14	MPO 10.11	Town of Perryville TOD	\$6,125.00
15	MPO 10.11	Town of North East Subdivision Regulation and Rd Code	\$608.00
16	MPO 10.11	Greater Newark Circulation Study	\$644.70
19	MPO 11.04	Regional Model Development and Support.	\$15,000.00
20	MPO 11.04	GIS Assistance Performed by CADSR.	\$7,550.50
21	MPO 11.09	TIGER II Grant Application Development for Newark Train Station	\$15,703.72
22	MPO 11.11	Wilmington Initiatives Public Outreach and Management	\$9,581.70
23	MPO 11.11	Town of Elkton Zoning Ordinance and Subdivision Regulations Update	\$13,124.39
24	MPO 11.11	Town of Charlestown Zoning and Subdivisions Ordinance Update	\$14,359.91
25	MPO 11.11	Chesapeake Connector: Freight & Passenger Rail Benefits	\$150,000.00
26	MPO 11.11	Town of North East Subdivision Regulations and Road Code Revisions	\$4,400.00
27	MPO 11.11	Newport Train Station Feasibility Study	\$54,937.63
		TOTAL	\$351,374.64
		Proposed Tasks to be Transferred to General Funds	
11	MPO 10.10	WILMAPCO Long Range Plan Update. – Amend FY 12 UPWP – Transfer to General Funds	\$85,051.21
12	MPO 10.11	Wilmington Initiatives Public Outreach and Management. – Amend FY 12 UPWP – Transfer to General Funds	\$348.54
28	MPO 11.13	Route 40 Program Development Support– Amend FY 12 UPWP – Transfer to General Funds	\$202.00
		TOTAL	\$85,601.75
		Proposed Tasks to be Amended with Different Tasks	
3	MPO 7.11	Consultant SNCC Master Plan – Amend FY 12 UPWP – Transfer to NCC 2012 Comp Plan Update	\$100,000.00
4	MPO 8.08	Goods Movement Analysis – Amend FY 12 UPWP – Transfer to Regional /Statewide Performance Measure Development	\$16,500.00
5	MPO 9.04	Data Updating & Management – GIS Assist. – Amend FY 12 UPWP – Transfer to Port of Wilmington Truck Analysis	\$25,000.00
8	MPO 10.04	Regional Model Development and Support. – Amend FY 12 UPWP – Transfer to Regional /Statewide Performance Measure Development	\$15,000.00
17	MPO 11.04	Cecil County Traffic Data Collection. – Amend FY 12 UPWP – Transfer to Regional /Statewide Performance Measure Development	\$1,562.21
18	MPO 11.04	NCC Intersections– Amend FY 12 UPWP – Transfer to Regional /Statewide Performance Measure Development	\$7,900.00
		TOTAL	\$165,962.21
		GRAND TOTAL	\$602,938.59

Prior Years' Carry over Funds

DE FHWA \$572,791.00
DE FTA \$124,996.00
MD FHWA \$16,424.00
MD FTA \$5,076.00
MD State \$2,650.00

Total \$721,937.00

Total Available Funds to be Programmed = \$721,937.00 - \$602,939.00 = \$118,998

Proposed Projects	
Urban Bike Project	\$5,000
Town of Odessa Comprehensive Plan Update	\$7,000
Town of North East Transit Oriented Development (TOD)	\$35,000
UD Park and Ride Study	\$5,000
Newport Train Station Feasibility Study	\$29,000
Consultant support for WILMAPCO and member agencies	\$37,998
Total Request	\$118,998
Total Available Funds to be Programmed	\$118,998
Remaining Funds for Future Tasks	\$0

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

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

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

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

SCHEDULE: FY 2010

TASK TYPE: Non-recurring

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

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

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

ADMINISTRATOR: Heather Dunigan, Principal Planner, WILMAPCO

TOTAL COSTS:

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

MPO 7.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

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

7.04.02 - Data Updating and Management

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

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

- **Population and Employment Estimates**

To provide location specific, accurate population estimates, future population and employment projections, and housing and employment data by traffic analysis zones (TAZs) for use in the regional transportation planning process. Estimates and projections in this task will be based on the most current Delaware Population Consortium, Maryland Office of Planning, New Castle County and Cecil County data. Data derived from this task will be utilized in transportation network modeling, land use simulation models, analysis of sub-regional projects and studies, and the future updates of the WILMAPCO Regional Transportation Plan (RTP). **\$25,000 is budgeted for consultant support for allocation of population and employment data. – Amended FY 08 UPWP to assist the Town of Port Deposit with Comprehensive Plan Update (\$25,000) (\$3,244 remains in this task).**

OUTCOME AND FINAL PRODUCT:

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

SCHEDULE: FY 2009

TASK TYPE: Recurring

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

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

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$3,244
	TOTAL		\$3,244
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$2,425		\$2,425
FTA DE	\$510		\$510
FHWA MD	\$69		\$69
FTA MD	\$20		\$20
Delaware	\$116		\$116
Maryland	\$11		\$11
New Castle County	\$74		\$74
Cecil County	\$5		\$5
City of Wilmington	\$14		\$14
TOTALS	\$3,244		\$3,244

MPO 7.11 – SUBREGIONAL STUDIES AND COORDINATION

7.11.09 – Southern New Castle County Master Plan

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

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

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

ADMINISTRATOR: Charles Baker, New Castle County, Department of Land Use

\$100,000 Consultant - Reallocate the funding from SNCCMP to the New Castle County 2012 Comprehensive Plan Update (2012 Plan).

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

SCHEDULE: FY 2009

TASK TYPE: Non-recurring

PUBLIC PARTICIPATION: The study process requires extensive public involvement. Although the Steering Committees for various studies and planning efforts represent the public and is involved in the evaluation and recommended selection of strategies, we cannot 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.

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$100,000
	TOTAL		\$100,000
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$74,755		\$74,755
FTA DE	\$15,718		\$15,718
FHWA MD	\$2,129		\$2,129
FTA MD	\$612		\$612
Delaware	\$3,579		\$3,579
Maryland	\$343		\$343
New Castle County	\$2,275		\$2,275
Cecil County	\$143		\$143
City of Wilmington	\$442		\$442
TOTALS	\$100,000		\$100,000

MPO 8.08 – GOODS MOVEMENT ANALYSIS

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

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

SCHEDULE: FY 2009

TASK TYPE: Recurring

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

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

ADMINISTRATOR: Dan Blevins, Principal Planner

PARTICIPANTS: WILMAPCO Staff, member agencies

TOTAL COSTS:

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

MPO 9.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

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

9.04.02 - Data Updating, Management and Acquisition

ADMINISTRATORS: Daniel Blevins, Principal Planner and Staff

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

- **Population and Employment Estimates**

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

- **Geographic Information Systems**

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

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

2. Staff will maintain, update, and map a project database so that projects can be listed, tracked and utilized by WILMAPCO's (GIS). The database will include projects from the Transportation Improvement Program (TIP) and projects contained in the Regional Transportation Plan (RTP) constrained projects.
3. Staff will work with New Castle County, Cecil County, DeIDOT, and MDOT to compile GIS road coverages including classification, AADT, capacity and other transportation-related data elements, including land use and zoning data for planning purposes. **\$15,000** is budgeted for various work performed by John Laznik, University of Delaware, i.e. crash analysis, geocoding, GIS help, etc... to supplement WILMAPCO staff time. **Amended for Port of Wilmington Truck Analysis.**

- **Data Acquisition**

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

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

EZ Pass/MTag Usage	Tabular file of Monthly/Annual totals at all toll collection facilities including: - SR 1 & Dover, Smyrna, Denney Rd. Biddles Corner and Boyd's Corner Rd. - I-95 @ DE/MD Line - I-95 @ Kent/Cecil Border	New Castle/ Cecil	DeIDOT/ MDSHA	August 2008
Transit Data	Updated GIS files for DTC bus stops, transit routes and headways	New Castle	DTC	August 2008
Air Quality Data	Tabular speed vs. emission data for ozone and PM2.5. In addition, GIS shapefiles of each benchmark year (including base year), containing Model AADT, VMT, VHT, emissions and truck volumes	New Castle	DeIDOT	With each model run
Parcel Data	Updated GIS file for parcels in New Castle County, with descriptive attribute data, including the number of units per parcel	New Castle	NCC-LU	October 2008

Regional Model Development and Support

ADMINISTRATOR: Daniel Blevins, Senior Planner

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

9.04.05 – Other

ADMINISTRATOR: Daniel Blevins, Principal Planner

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

OUTCOME AND FINAL PRODUCT:

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

SCHEDULE: FY 2009

TASK TYPE: Recurring

PUBLIC PARTICIPATION: There is a 30-day public comment period on all population and employment numbers.

The public is invited to attend all TAC and PAC meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases, the WILMAPCO website, and media relations work with local newspapers and radio and television stations.

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

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$25,000
	TOTAL		\$25,000
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	\$18,689		\$18,689
FTA DE	\$3,930		\$3,930
FHWA MD	\$532		\$532
FTA MD	\$153		\$153
Delaware	\$895		\$895
Maryland	\$86		\$86
New Castle County	\$569		\$569
Cecil County	\$36		\$36
City of Wilmington	\$111		\$111
TOTALS	\$25,000		\$25,000

MPO 9.11 – SUBREGIONAL STUDIES AND COORDINATION

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

9.11.08 – Coordination with Town of Perryville

Town of Perryville Master Trail Plan

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

The Town of Perryville is asking WILMAPCO for assistance to develop a master trail plan that will map existing trails, and show future trails and how they can be linked together. Because of the increased development over the last few years of a senior apartment complex, a new library and a shopping center on Route 40, this will be an important project for the town of Perryville. They are also looking toward the future for a way to connect residential and commercial development on Coudon Boulevard to the MARC train station, and eventually connect the existing trail to Port Deposit via a recent annexation and possible additional annexations, creating interconnectivity that is not dependent on the automobile. **\$4,500 remains in this task.**

9.11.09 Coordination with the City of Wilmington

2. City of Wilmington updates to Subdivision Regulations

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

The City of Wilmington will update its Subdivision Regulations with the addition of comprehensive traffic standards, which will provide guidance in the assessment of the potential impacts of major development projects on the surrounding local and State maintained street networks with respect to traffic, circulation, parking and public safety issues, during the course of reviewing plans for approval. The traffic standards document will be developed by the consultant with direction and input from Wilmington Departments of Planning, Public Works, and Law, and through the research of existing traffic standards, regulations, review processes and procedures used by other communities. WILMAPCO will partner with City of Wilmington Department of Planning, who will act as project manager, and will take the lead role in creating and distributing a Request for Proposal (RFP) and retain a consultant team to conduct work. The Department of Planning, in conjunction with the consultant, will also take the lead role in outreach activities, including a minimum of two governmental meetings with City Department representatives and others; a public review and comment process; the presentation of the final draft of the traffic standards document at a public hearing before both the City Planning Commission for its review and recommendation, and the City Council for adoption as part of the Subdivision Regulations. **\$50,000 is budgeted for consultant. \$12,430 remains in this task.**

9.11.14 - Other

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

Other sub-regional study coordination tasks as identified.

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

SCHEDULE: FY 2009

TASK TYPE: Non-recurring

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

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

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

PARTICIPANTS: Each major WILMAPCO study is directed in partnership by a Management Committee of Senior

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

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$16,930
	TOTAL		\$16,930
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$12,656		\$12,656
FTA DE	\$2,661		\$2,661
FHWA MD	\$361		\$361
FTA MD	\$104		\$104
Delaware	\$606		\$606
Maryland	\$58		\$58
New Castle County	\$386		\$386
Cecil County	\$24		\$24
City of Wilmington	\$75		\$75
TOTALS	\$16,930		\$16,930

MPO 10.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

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

10.04.02 - Data Updating, Management and Acquisition

ADMINISTRATORS: *Daniel Blevins, Principal Planner and Staff*

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

- **Population and Employment Estimates**

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

- **Geographic Information Systems**

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

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

4. Staff will maintain, update, and map a project database so that projects can be listed, tracked and utilized by WILMAPCO's (GIS). The database will include projects from the Transportation Improvement Program (TIP) and projects contained in the Regional Transportation Plan (RTP) constrained projects.
5. Staff will work with New Castle County, Cecil County, DeIDOT, and MDOT to compile GIS road coverages including classification, AADT, capacity and other transportation-related data elements, including land use and zoning data for planning purposes. **\$20,000** is budgeted for various work performed by John Laznik, Dave Racca and Ed Ratledge, University of Delaware, i.e. crash analysis, geocoding, GIS help, survey data, employment forecasting etc... to supplement WILMAPCO staff time. **\$19,478.09 remains in this task.**

Regional Model Development and Support

ADMINISTRATOR: *Daniel Blevins, Principal Planner*

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

10.04.05 – Other

ADMINISTRATOR: *Daniel Blevins, Principal Planner*

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

OUTCOME AND FINAL PRODUCT:

Staff, with consultant assistance, will produce a series of annual population and employment estimates for the region that will serve as inputs for updates of the RTP, TIP, transportation network model, and subsequent sub-regional

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

SCHEDULE: FY 2010

TASK TYPE: Recurring

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

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

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$34,478
	TOTAL		\$34,478
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	\$25,774		\$25,774
FTA DE	\$5,420		\$5,420
FHWA MD	\$734		\$734
FTA MD	\$211		\$211
Delaware	\$1,234		\$1,234
Maryland	\$118		\$118
New Castle County	\$786		\$786
Cecil County	\$49		\$49
City of Wilmington	\$152		\$152
TOTALS	\$34,478		\$34,478

MPO 10.08 – GOODS MOVEMENT ANALYSIS

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

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

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

SCHEDULE: FY 2010

TASK TYPE: Recurring

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

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

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

PARTICIPANTS: WILMAPCO Staff, member agencies

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$15,000
	TOTAL		\$15,000
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	\$11,213		\$11,213
FTA DE	\$2,358		\$2,358
FHWA MD	\$319		\$319
FTA MD	\$92		\$92
Delaware	\$537		\$537
Maryland	\$51		\$51
New Castle County	\$342		\$342
Cecil County	\$21		\$21
City of Wilmington	\$66		\$66
TOTALS	\$15,000		\$15,000

MPO 10.10 – RTP UPDATE

The WILMAPCO 2030 Regional Transportation Plan (RTP), adopted on March 22, 2007, provides a broad vision and context for transportation issues. The Plan includes a revised Transportation Investment Area (TIA) map, which identifies areas within the region based on how the transportation should be performing and what type of investments should be made. It also represents which public transportation investments will be appropriate over the next 20-25 years. Another aspect of the RTP is the updated project prioritization process that uses quantifiable measures to select projects that are tied to the goals and vision of the RTP. This process ensures that areas with the greatest need receive the highest priority for funding. **\$100,000 is budgeted for the WILMAPCO Long Range Plan Update. \$85,051.21 remains in this task. Transfer remaining funds to the General Funds.**

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

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

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

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

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

SCHEDULE: FY 2010

TASK TYPE: Non-Recurring

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

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

ADMINISTRATOR: *Tigist Zegeye, Executive Director and Staff*

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$85,051
	TOTAL		\$85,051
Cost Allocation			
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$63,580		\$63,580
FTA DE	\$13,368		\$13,368
FHWA MD	\$1,811		\$1,811
FTA MD	\$520		\$520
Delaware	\$3,044		\$3,044
Maryland	\$291		\$291
New Castle County	\$1,937		\$1,937
Cecil County	\$122		\$122
City of Wilmington	\$376		\$376
TOTALS	\$85,051		\$85,051

MPO 10.11 – SUBREGIONAL STUDIES AND COORDINATION

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

10.11.07– Coordination with Town of Chesapeake City

1. Town of Chesapeake City Zoning Ordinance

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Bill Swiatek, Senior Transportation Planner
This project will update the Town of Chesapeake City Zoning Ordinance and Zoning Map so that it is in alignment with the town's Comprehensive Plan and WILMAPCO's Long Range Regional Transportation Plan. This task will be to overhaul the zoning ordinance and modernize it. The task will also simplify the content of the regulations, and improve its clarity and organization. The Town will determine what modifications are required for procedures and practices and research best practices and modern regulatory language, including variances, special exceptions, overlay zones, site plan requirements, annexations, conditions on approvals, public notification, community or architectural design, parks, parking, and zoning administration and plan approval. In addition, updates will incorporate the required bike parking standards. Participants will include WILMAPCO Staff, Maryland Office of Planning, URS, Historic Area Commission, Jakubiak & Associates, Chesapeake City District Civic Association, and Chesapeake City Merchants Association. **\$35,000 is budgeted for consultant. \$3,000 remains in this task.**

10.11.08 – Coordination with Town of Perryville

1. Town of Perryville Master Trail Plan

WILMAPCO STAFF PARTICIPANT: Heather Dunigan, Principal Planner, Randi Novakoff, Transportation Planner
The Town of Perryville is asking WILMAPCO for assistance to develop a master trail plan that will map existing trails, and show future trails and how they can be linked together. Because of the increased development over the last few years of a senior apartment complex, a new library and a shopping center on Route 40, this will be an important project for the town of Perryville. They are also looking toward the future for a way to connect residential and commercial development on Coudon Boulevard to the MARC train station, and eventually connect the existing trail to Port Deposit via a recent annexation and possible additional annexations, creating interconnectivity that is not dependent on the automobile. **\$7,500 is budgeted for consultant in FY 2009 UPWP. \$4,500 remains in this task.**

2. Town of Perryville Transit Oriented Development (TOD)

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

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

\$35,000 is budgeted for consultant. \$6,125 remains in this task.

10.11.10 – Coordination with the Town of North East

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

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

\$15,000 is budgeted for the consultant. \$608 remains in this task.

10.11.11– Coordination with the City of Wilmington

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

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

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

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

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

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

Objectives of this element of the task are:

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

Participants include WILMAPCO Staff, City of Wilmington, DeIDOT, DART, a Consultant and the Community. Coordination with other ongoing planning studies and design projects, such as the Citywide Environmental Enhancement projects conducted by the City and the Christina Waterfront Projects being conducted by DeIDOT and RDC, will be an integral part of this task. DeIDOT contact: Ray Petrucci, City of Wilmington contact: David Blankenship. **\$48,000 is budgeted for consultant. \$348 remains in this task. Transfer remaining funds to the General Funds.**

2. City of Wilmington updates to Subdivision Regulations

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

The City of Wilmington will update its Subdivision Regulations with the addition of comprehensive traffic standards, which will provide guidance in the assessment of the potential impacts of major development projects on the surrounding local and State maintained street networks with respect to traffic, circulation, parking and public safety issues, during the course of reviewing plans for approval. The traffic standards document will be developed by the consultant with direction and input from Wilmington Departments of Planning, Public Works, and Law, and through the research of existing traffic standards, regulations, review processes and procedures used by other communities. WILMAPCO will partner with City of Wilmington Department of Planning, who will act as project manager, and will take the lead role in creating and distributing a Request for Proposal (RFP) and retain a consultant team to conduct work. The Department of Planning, in conjunction with the consultant, will also take the lead role in outreach activities, including a minimum of two governmental meetings with City Department representatives and others; a public review and comment process; the presentation of the final draft of the traffic standards document at a public hearing before both the City Planning Commission for its review and recommendation, and the City Council for adoption as part of the Subdivision Regulations. **\$50,000 is budgeted for consultant in FY 2009 UPWP. \$12,430 remains in this task.**

10.11.15- Coordination with the City of Newark

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

An update to the November 1998 Newark-Elkton Intermodal Transportation Plan, Long Range Analysis in the form of a new Long Range Multi-modal Transportation Plan for Greater Newark will be completed. This update will encompass changes in local land use and traffic patterns, and the anticipated local impact from "BRAC" military base expansion in Aberdeen, Maryland. **\$75,000 is budgeted for consultant support for the Greater Newark Circulation Study. \$644 remains in this task.**

10.11.16- Other

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

Other sub-regional study coordination tasks as identified.

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

SCHEDULE: FY 2010

TASK TYPE: Non-recurring

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

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

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

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

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$10,727
	TOTAL		\$10,727
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$8,020		\$8,020
FTA DE	\$1,687		\$1,687
FHWA MD	\$228		\$228
FTA MD	\$65		\$65
Delaware	\$448		\$448
Maryland	\$36		\$36
New Castle County	\$245		\$245
Cecil County	\$15		\$15
City of Wilmington	\$48		\$48
TOTALS	\$10,727		\$10,727

MPO 11.04 – DATA COLLECTION, MANAGEMENT, AND DISTRIBUTION

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

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

11.04.01 – Data Collection

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

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

- Traffic data collection in Cecil County and New Castle County. This task will include turning movement counts (vehicle volumes at identified intersections during peak morning and evening periods to ascertain overall intersection level of service ratings) and other traffic data collection, as needs are identified. The data collected will serve as input into the WILMAPCO Congestion Management System (CMS) and other analyses. **\$15,000 is budgeted for consultant support in traffic data collection in Cecil County (\$1,562 remains in this task) and \$20,000 is budgeted in New Castle County (\$7,900 remains in this task). Amended to support a Regional/Statewide Performance Measure Development.**
- 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). **\$13,500 is budgeted for consultant support in roadway travel time data collection in Cecil County. Complete**
- Additional traffic counts will be done in Cecil County, to help analyze both current and future transportation needs. Specific locations will be determined as part of this task in cooperation with MDOT and Cecil County.
- Travel demand data for use in planning activities such as the CMS and the long-range regional transportation plan (RTP) will be generated and maintained.
- Information on pedestrian travel will be collected for use in planning and project analysis and other uses as needed.

11.04.02 – Data Updating, Management and Acquisition

ADMINISTRATORS: Daniel Blevins, Principal Planner and Staff

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

- **Population and Employment Estimates**
To provide location-specific, accurate population estimates, future population and employment projections, and housing and employment data by traffic analysis zones (TAZs) for use in the regional transportation planning process. Estimates and projections in this task will be based on the most current Delaware Population Consortium, Maryland Office of Planning, New Castle County and Cecil County data. Data derived from this task will be utilized in transportation network modeling, land use simulation models, analysis of sub-regional projects and studies, and the future updates of the WILMAPCO Regional Transportation Plan (RTP).
 - **Geographic Information Systems**
A regional Geographic Information Systems (GIS) database will be coordinated by staff to better organize and maintain the vast amounts of spatially related data developed by member agencies. The database will make the management and tracking of transportation project status, development patterns, and demographic data, among others, much easier to comprehend. The following contains a listing and abbreviated description of some of the components of the regional GIS development:
 - Annual Travel Time and Delay data for all major arterials/freeways in New Castle and Cecil Counties
 - Annual Park and Ride Usage
6. Staff will maintain, update, and map a project database so that projects can be listed, tracked and utilized by WILMAPCO's GIS. The database will include projects from the Transportation Improvement Program (TIP) and projects contained in the Regional Transportation Plan (RTP) constrained projects.
 7. 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. **\$15,000** is budgeted for various work performed by John Laznik, Dave Racca and Ed Ratledge, University of Delaware, i.e., crash analysis, geocoding, GIS help, survey data, employment forecasting, etc... to supplement WILMAPCO staff time. **\$7,550 remains in this task.**

- **Data Acquisition**

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

Data	Description	County	Responsible Agency	Delivery Date
2009 Traffic Count Data	GIS file of 2009 Average Annual Daily Traffic Volumes (AADT) and associated roadway characteristics (i.e. speed limit, lane width, shoulder width, etc.)	New Castle	DeIDOT	May 2010
Raw Traffic Collection Data	Tabular/GIS file of all traffic data collected during calendar year 2009. This includes all permanent count locations, counts collected from individual studies and classification counts collected at various individual locations	New Castle	DeIDOT	May 2010
Pavement Conditions	Tabular data file of roadway conditions during FY 2010. Includes: <ul style="list-style-type: none"> - NCC: Total centerline miles and quality rated either Good, Fair or Poor - Cecil: Total centerline miles and quality rated either Very Good, Good, Fair, Mediocre or Poor 	New Castle/ Cecil	DeIDOT/ MDSHA	August 2010
Bridge Inventory and Conditions	Tabular/GIS file of all Bridges with each county in the region and their status (Structurally Deficient and Functionally Obsolete) for FY 2010	New Castle/ Cecil	DeIDOT/ MDSHA	August 2010
Annual Crash Statistics	GIS file of all reported crashes and associated attribute data for calendar year 2009	New Castle	DeIDOT	May 2010

Data	Description	County	Responsible Agency	Delivery Date
Annual Transit Ridership	Tabular data consisting of transit operations statistics (Monthly and Annual): - Total Transit Ridership by service type and route - On-Time performance for paratransit and fixed route services - Transit costs per trip for paratransit and fixed route services - Total Annual Route Mileage for paratransit and fixed route services	New Castle	DTC	August 2010
Completed Projects- FY 2010	GIS file of all projects completed during the fiscal year	New Castle	DeIDOT	August 2010
EZ Pass/MTag Usage	Tabular file of Monthly/Annual totals at all toll collection facilities including: - SR 1 & Dover, Smyrna, Denney Rd. Biddles Corner and Boyd's Corner Rd. - I-95 @ DE/MD Line - I-95 @ Kent/Cecil Border	New Castle/ Cecil	DeIDOT/ MDSHA	August 2010
Transit Data	Updated GIS files for DTC bus stops, transit routes and headways	New Castle	DTC	August 2010
Air Quality Data	Tabular speed vs. emission data for ozone and PM2.5. In addition, GIS shapefiles of each benchmark year (including base year), containing Model AADT, VMT, VHT, emissions and truck volumes	New Castle	DeIDOT	With each model run
Parcel Data	Updated GIS file for parcels in New Castle County, with descriptive attribute data, including the number of units per parcel	New Castle	NCC-LU	October 2010

Regional Model Development and Support

ADMINISTRATOR: Daniel Blevins, Principal Planner

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

11.04.05 – Other

ADMINISTRATOR: Daniel Blevins, Principal Planner

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

OUTCOME AND FINAL PRODUCT:

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

SCHEDULE: FY 2011

TASK TYPE: Recurring

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

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

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$32,013
	TOTAL		\$32,013
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	\$55,945		\$55,945
FTA DE	\$5,033		\$5,033
FHWA MD	\$681		\$681
FTA MD	\$196		\$196
Delaware	\$1,146		\$1,146
Maryland	\$109		\$109
New Castle County	\$730		\$730
Cecil County	\$45		\$45
City of Wilmington	\$141		\$141

TOTALS	\$32,013	\$32,013
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MPO 11.09 – REGIONAL COORDINATION

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

11.09.03 – Mega Region Freight Analysis Support

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

1. To promote coordination of freight travel between Maryland, Delaware, Pennsylvania and New Jersey, including the development of an analytic process, which will allow multiple agencies to work together in support of transportation decisions. The process will account for merging different levels of analysis on a technical basis and provide for procedural methods for staff from various agencies to cooperatively reconcile differences in results. The process will ensure that transportation decisions are made at appropriate levels.

Freight trips may pass through the entire region, thus affecting the modeling done by each MPO, which may have their origin in one MPO and destination in another, or have both the origin and destination within one urban area. Each of the agencies, State of Delaware, Wilmington Area Planning Council (WILMAPCO), The Delaware Valley Regional Planning Commission (DVRPC) and the Baltimore Metropolitan Council (BMC), maintains its own travel forecasting model. The analytic methods to be developed will coordinate the Maryland Statewide Transportation Model (MSTM) with the models of each of the individual agencies. These methods will ensure that each of the MPO models has the relevant input and output and that they are consistent with each other. This will require cooperative working relationships among the staffs of Maryland State Highway Administration (SHA), WILMAPCO, DVRPC, and BMC.

A final product will include: 1) A report describing the methodology used for integrating the statewide and MPO models, how differences were reconciled and how analyses could be carried out at appropriate levels, and 2) A report describing the cooperative working arrangements necessary to support the combined analytic framework.

\$20,000 is budgeted for Consultant. The WILMAPCO Council at its September 9, 2010 meeting amended the FY 2011 UPWP to transfer the \$20,000 budgeted for this task to pay for consultant team’s fee for the preparation of the TIGER II grant application for Newark Regional Transportation Center.

TIGER II Grant Application Development for Newark Train Station

WILMAPCO in partnership with DEDO, DeIDOT, DTC, NCC, the City of Newark, and UD prepared and submitted a TIGER II Planning Grant application for the Newark Regional Transportation Center and the partners agreed to use services of a consultant team to prepare the application for \$21,961. Since WILMAPCO cannot use its federal funding to join the partners in providing a share of the local match for the TIGER II grant, WILMAPCO instead, approved funding for the consultant team’s fee for the preparation of the TIGER II grant application. Therefore, \$20,000 was transferred from task MPO 11.09.03, Mega Region Freight Analysis Support to TIGER II grant application. **\$5,000 is budgeted to fund the Grant application in addition to the \$20,000 transferred from the Mega Regional Freight Analysis Support for a grand total of \$25,000. \$15,704 remains in this task.**

11.09.05– Other

ADMINISTRATOR: *Tigist Zegeye, Executive Director*
Other regional coordination tasks as identified.

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

SCHEDULE: FY 2011

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		
	TOTAL		
			\$15,704
			\$15,704
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$11,740		\$11,740
FTA DE	\$2,468		\$2,468
FHWA MD	\$334		\$334
FTA MD	\$96		\$96
Delaware	\$562		\$562
Maryland	\$54		\$54
New Castle County	\$358		\$358
Cecil County	\$22		\$22
City of Wilmington	\$69		\$69
TOTALS	\$15,704		\$15,704

MPO 11.11 – SUBREGIONAL STUDIES AND COORDINATION

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

11.11.08 – Coordination with Town of Elkton Planning

1. Town of Elkton Zoning Ordinance and Subdivision Update

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

Staff will provide assistance to update and improve the zoning ordinance and subdivision regulations to be consistent with Elkton's newly updated Comprehensive Plan and WILMAPCO's Long Range Regional Transportation Plan (RTP). The task will include updating and streamlining the existing zoning ordinance and subdivision regulations and will also include developing zoning standards for the mixed-use zoning classification in addition to incorporating recommendations for zoning ordinance language that will be developed as a result of the Transit –Oriented Development Project and Elkton's Bicycle Plan. Participants will include WILMAPCO Staff, Town of Elkton Planning Office, Maryland Office of Planning, and the Elkton Planning Commission.

\$35,000 is budgeted for Consultant. \$13,124 remains in this task.

11.11.09 – Coordination with the Town of North East

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

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

\$15,000 is budgeted for consultant in FY 2010 UPWP. In addition, \$4,400 remains in this task for completion of the Town of North East Subdivision Regulations and Road Code Revisions in the FY 2011 UPWP.

11.11.10 – Coordination with the Town of Charlestown

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

1. Town of Charlestown Zoning and Subdivision Ordinances

This project will update the Charlestown Zoning and Subdivision Ordinances to align them with the WILMAPCO Regional Transportation Plan. This task will start the process of updating the ordinances every three to five years. Public hearings will be held to inform the citizens of the updates. Participants will include WILMAPCO Staff, Maryland Office of Planning, and the Town of Charlestown. **\$20,000 is budgeted consultant. \$14,360 remains in this task.**

11.11.11– Coordination with the City of Wilmington

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

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

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

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

Effective coordination of public outreach activities, in concert with the design development process of the Wilmington Initiatives committees (Management, Technical, Steering, and Partners), is essential to achieving the RTP goal of linking land use and transportation activities. The Wilmington Initiatives support a variety of cultural and economic

developments in an area where population and employment densities can support relatively cost-effective bus and rail transit. Inclusion of grass-roots public participation in the efforts to update the long-range plan will be critically needed to promote quality-of-life improvements, such as installing pedestrian-level Street lighting to enhance safety and security, while allowing growth of street trees to reinforce the aesthetic and environmental assets of the City.

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

Objectives of this element of the task are:

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

Participants include WILMAPCO Staff, City of Wilmington, DeIDOT, DART, a Consultant and the Community. Coordination with other ongoing planning studies and design projects, such as the Citywide Environmental Enhancement projects conducted by the City and the Christina Waterfront Projects being conducted by DeIDOT and RDC, will be an integral part of this task. DeIDOT contact: Ray Petrucci, City of Wilmington contact: David Blankenship. **\$48,000 is budgeted for consultant. \$9,582 remains in this task.**

11.11.15 – Coordination with DeIDOT and MDOT

Chesapeake Connector: Freight and Passenger Rail Benefits

ADMINISTRATOR: Tigist Zegeye, Executive Director and Dave Gula, Senior Planner

The project will quantify passenger and freight rail opportunities for the Chesapeake Connector in Cecil County, Maryland. The end result should be an estimate of demand for intercity passenger rail service for Amtrak and MARC commuter services and to quantify freight benefits in terms of carloads and potential new markets. It will also provide a path forward with a series of actions that will advance the project in accordance with federal and private funding options.

This effort will provide the elements of a Service Development Plan as defined by the Federal Rail Administration (FRA) in identifying the purpose and need, demand and revenue forecasts and the rationale. It will also provide activities necessary for both Delaware and Maryland to move this project forward.

Several documents will be reviewed to support the project including the Northeast Corridor Master Plan, MAROPs II Study, MARC Growth and Investment Plan, Norfolk Southern Project list, Maryland Freight Plan and DeIDOT's CTP. WILMAPCO will work with DeIDOT, Maryland DOT/MARC Staff, Cecil County, Amtrak, and Norfolk Southern on the project. **\$150,000 is budgeted for consultant support.**

11.11.16 – Coordination with the Town of Newport

Newport Train Station Feasibility Study

ADMINISTRATOR: Tigist Zegeye, Executive Director and Dave Gula, Senior Planner

The feasibility study will complete a concept plan for a new train station, with consideration given to using the old Newport Station site on the Amtrak Northeast Corridor (NEC). The project will also contribute to WILMAPCO's RTP by combining the revitalization of the traditional and historic community of Newport with the opening of a new train station. The plan will include necessary roadway improvements, upgraded pedestrian, bicycle, and bus amenities, expanded automobile parking areas and new rail facilities; and it will consider the need for high-level platforms to meet ADA and FRA requirements, which will be long enough to accommodate a seven-car train set on both the north and south sides of the NEC to meet future SEPTA needs. The plan will also define the preferred station amenities, and account for Norfolk Southern's current use of track 1 for regional freight movement; and consider the New Castle Greenways system, to allow improved multimodal access to the station. The work will include extensive public outreach by educating the community and seeking participation through community meetings, workshops and media coverage. WILMAPCO will partner with DeIDOT, DTC, Newport Town Council, Harvey & Hanna Development Corporation, Community and Neighborhood groups, Business Owners Association, and Delaware Greenways. **\$56,125 is budgeted for consultant support. \$54,938 remains in this task. Additional \$29,000 was amended to estimate potential ridership using enhanced Peninsula Travel Demand Model within the study area, as well as identify opportunities for public/private partnerships in funding infrastructure improvements.**

11.11.17– Other

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

Other sub-regional study coordination tasks as identified.

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

SCHEDULE: FY 2011

TASK TYPE: Non-recurring

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

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

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

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

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

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$246,403
	TOTAL		\$246,403
Cost Allocation			
	Cash	In-Kind	Total
FHWA DE	\$184,199		\$184,199
FTA DE	\$38,730		\$38,730
FHWA MD	\$5,247		\$5,247
FTA MD	\$1,508		\$1,508
Delaware	\$8,819		\$8,819
Maryland	\$844		\$844
New Castle County	\$5,612		\$5,612
Cecil County	\$354		\$354

City of Wilmington	\$1,089		\$1,089
TOTALS	\$246,403		\$246,403

MPO 11.13 – MONITORING OF SUBREGIONAL STUDIES

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

11.13.11 – Coordination with the Delaware Department of Transportation and Delaware Transit Corporation

6. Route 40 Corridor Improvements

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

The Route 40 Corridor Improvements Project was initiated by DeIDOT in partnership with New Castle County and WILMAPCO in September 1998. The Route 40 Corridor 20-Year Transportation Plan was completed on June 19, 2000, and was adopted by the Steering Committee. Subsequently, the WILMAPCO Council had adopted the Route 40 Corridor 20-Year Transportation Plan as part of the Metropolitan Transportation Plan on September 7, 2000. The Plan addresses the conditions resulting from projected growth in housing, employment and traffic over the next 20 years. The Plan contains projects, separated into three phases, (Phase I 2000-2007, Phase II 2008-2013, and Phase III 2014-2020), which address the projected transportation problems that would result without the Plan. The final step of the project, now underway, is the implementation of the Plan recommendations. As part of this step a Corridor Monitoring Committee was created in order to assure that all projects in the Plan are implemented as conditions dictate – neither prior to the anticipated need, nor subject to unnecessary delay after need is identified. Staff is participating as a member of the Committee and providing assistance to the effort. DeIDOT contact: Mark Tudor, NCC contact: John Janowski. **\$10,000 is budgeted for Route 40 Program Development Support. \$202 remains in this task. Transfer remaining funds to the General Funds.**

TOTAL COSTS:

Resource Allocation	WILMAPCO		
	IN-KIND SERVICES		
	CONSULTANT		\$202
	TOTAL		\$202
Cost Allocation	Cash	In-Kind	Total
FHWA DE	\$151		\$151
FTA DE	\$32		\$32
FHWA MD	\$4		\$4
FTA MD	\$1		\$1
Delaware	\$7		\$7
Maryland	\$1		\$1
New Castle County	\$5		\$5
Cecil County	0		0
City of Wilmington	\$1		\$1
TOTALS	\$202		\$202

VI FY 2012 UPWP COST ALLOCATION BY FUNDING SOURCE

FY 2012 WORK TASKS – WILMAPCO										
TASK#	FEDERAL				STATE 10%		LOCAL 10%			FY 2012 PROGRAM
	FHWA	FTA	FHWA	FTA			NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	
	DELAWARE		MARYLAND		DELAWARE	MARYLAND				
CASH ALLOCATION										
Administration										
MPO 12.01	\$197,378	\$46,572	\$5,254	\$1,827	\$9,303	\$886	\$4,795	\$372	\$1,995	\$268,382
Unified Planning Work Program (UPWP)										
MPO 12.02	\$37,415	\$8,828	\$996	\$346	\$1,763	\$168	\$909	\$71	\$378	\$50,874
Public Outreach and Education										
MPO 12.03	\$118,815	\$28,035	\$3,163	\$1,100	\$5,600	\$533	\$2,887	\$224	\$1,201	\$161,558
Data Collection, Management & Distribution										
MPO 12.04	\$80,493	\$18,993	\$2,143	\$745	\$3,794	\$361	\$1,956	\$152	\$814	\$109,451
Regional Planning & Technical Analysis										
MPO 12.05	\$59,775	\$14,104	\$1,591	\$553	\$2,817	\$268	\$1,452	\$113	\$604	\$81,278
Air Quality Analysis and Coordination										
MPO 12.06	\$29,375	\$6,931	\$782	\$272	\$1,385	\$132	\$714	\$55	\$297	\$39,943
New Federal Regulation Compliance										
MPO 12.07	\$35,328	\$8,336	\$941	\$327	\$1,665	\$158	\$858	\$67	\$357	\$48,037
Goods Movement Analysis										
MPO 12.08	\$22,896	\$5,402	\$610	\$212	\$1,079	\$103	\$556	\$43	\$231	\$31,132
Regional Coordination										
MPO 12.09	\$85,001	\$20,057	\$2,263	\$787	\$4,006	\$381	\$2,065	\$160	\$859	\$115,579
RTP Implementation										
MPO 12.10	\$54,940	\$12,963	\$1,463	\$509	\$2,589	\$246	\$1,335	\$104	\$555	\$74,704
Sub-Regional Studies and Coordination										
MPO 12.11	\$251,798	\$59,413	\$6,703	\$2,331	\$11,868	\$1,129	\$6,117	\$475	\$2,545	\$342,380
Transportation Improvement Program (TIP)										
MPO 12.12	\$54,219	\$12,794	\$1,443	\$502	\$2,555	\$243	\$1,317	\$102	\$548	\$73,723
Monitoring of Sub-Regional Studies										
MPO 12.13	\$69,496	\$16,398	\$1,850	\$643	\$3,276	\$312	\$1,689	\$131	\$703	\$94,498
Total FY 2012 New Tasks										
	\$1,096,929	\$258,826	\$29,202	\$10,154	\$51,701	\$4,920	\$26,650	\$2,069	\$11,088	\$1,491,539
Vacation & Holiday										
	\$88,540	\$33,375	\$6,956	\$651	\$3,299	\$951	\$4,850	\$131	\$708	\$139,461
WILMAPCO TOTALS										
Grand Total	\$1,185,469	\$292,201	\$36,158	\$10,805	\$55,000	\$5,871	\$31,500	\$2,200	\$11,796	\$1,631,000

FY 2012 WORK TASKS – WILMAPCO

TASK#	FEDERAL				STATE 10%		LOCAL 10%			FY 2012
	FHWA	FTA	FHWA	FTA			NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	
	DELAWARE		MARYLAND		DELAWARE	MARYLAND				
IN-KIND ALLOCATION										
Administration										
MPO 12.01	\$0	\$0	\$0	\$0	\$26,517	\$0	\$25,122	\$750	\$3,071	\$55,461
Unified Planning Work Program (UPWP)										
MPO 12.02	\$0	\$0	\$0	\$0	\$6,037	\$0	\$5,719	\$171	\$699	\$12,626
Public Outreach and Education										
MPO 12.03	\$0	\$0	\$0	\$0	\$19,170	\$0	\$18,162	\$543	\$2,220	\$40,095
Data Collection, Management & Distribution										
MPO 12.04	\$0	\$0	\$0	\$0	\$5,467	\$0	\$5,180	\$155	\$633	\$11,435
Regional Planning & Technical Analysis										
MPO 12.05	\$0	\$0	\$0	\$0	\$9,052	\$0	\$8,576	\$256	\$1,049	\$18,933
Air Quality Analysis and Coordination										
MPO 12.06	\$0	\$0	\$0	\$0	\$4,740	\$0	\$4,490	\$134	\$549	\$9,913
New Federal Regulation Compliance										
MPO 12.07	\$0	\$0	\$0	\$0	\$5,700	\$0	\$5,400	\$161	\$660	\$11,922
Goods Movement Analysis										
MPO 12.08	\$0	\$0	\$0	\$0	\$3,695	\$0	\$3,500	\$105	\$428	\$7,727
Regional Coordination										
MPO 12.09	\$0	\$0	\$0	\$0	\$13,714	\$0	\$12,993	\$388	\$1,589	\$28,684
RTP Implementation										
MPO 12.10	\$0	\$0	\$0	\$0	\$3,453	\$0	\$3,271	\$98	\$400	\$7,222
Sub-Regional Studies and Coordination										
MPO 12.11	\$0	\$0	\$0	\$0	\$13,389	\$0	\$12,685	\$378	\$1,551	\$28,003
Transportation Improvement Program (TIP)										
MPO 12.12	\$0	\$0	\$0	\$0	\$8,748	\$0	\$8,288	\$248	\$1,013	\$18,297
Monitoring of Sub-Regional Studies										
MPO 12.13	\$0	\$0	\$0	\$0	\$10,029	\$0	\$9,501	\$284	\$1,162	\$20,975
TOTAL FY 2012 NEW TASKS										
	\$0	\$0	\$0	\$0	\$129,709	\$0	\$122,889	\$3,671	\$15,024	\$271,293

FY 2012 WORK TASKS – WILMAPCO										
TASK #	FEDERAL				STATE 10%		LOCAL 10%			
	FHWA	FTA	FHWA	FTA			NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	FY 2012 PROGRAM
	DELAWARE		MARYLAND		DELAWARE	MARYLAND				
TOTAL TASK COST										
Administration										
MPO 12.01	\$197,378	\$46,572	\$5,254	\$1,827	\$35,820	\$886	\$29,918	\$1,122	\$5,066	\$323,843
Unified Planning Work Program (UPWP)										
MPO 12.02	\$37,415	\$8,828	\$996	\$346	\$7,800	\$168	\$6,628	\$242	\$1,077	\$63,500
Public Outreach and Education										
MPO 12.03	\$118,815	\$28,035	\$3,163	\$1,100	\$24,770	\$533	\$21,049	\$766	\$3,421	\$201,652
Data Collection, Management and Distribution										
MPO 12.04	\$80,493	\$18,993	\$2,143	\$745	\$9,261	\$361	\$7,136	\$307	\$1,447	\$120,886
Regional Planning and Technical Analysis										
MPO 12.05	\$59,775	\$14,104	\$1,591	\$553	\$11,870	\$268	\$10,028	\$369	\$1,653	\$100,211
Air Quality Analysis and Coordination										
MPO 12.06	\$29,375	\$6,931	\$782	\$272	\$6,125	\$132	\$5,204	\$189	\$846	\$49,856
New Federal Regulation Compliance										
MPO 12.07	\$35,328	\$8,336	\$941	\$327	\$7,365	\$158	\$6,259	\$228	\$1,017	\$59,959
Goods Movement Analysis										
MPO 12.08	\$22,896	\$5,402	\$610	\$212	\$4,774	\$103	\$4,056	\$148	\$659	\$38,860
Regional Coordination										
MPO 12.09	\$85,001	\$20,057	\$2,263	\$787	\$17,720	\$381	\$15,058	\$548	\$2,448	\$144,263
RTP Implementation										
MPO 12.10	\$54,940	\$12,963	\$1,463	\$509	\$6,042	\$246	\$4,606	\$202	\$955	\$81,926
Sub-Regional Studies and Coordination										
MPO 12.11	\$251,798	\$59,413	\$6,703	\$2,331	\$25,257	\$1,129	\$18,802	\$853	\$4,097	\$370,383
Transportation Improvement Program (TIP)										
MPO 12.12	\$54,219	\$12,794	\$1,443	\$502	\$11,303	\$243	\$9,605	\$350	\$1,561	\$92,020
Monitoring of Sub-Regional Studies										
MPO 12.13	\$69,496	\$16,398	\$1,850	\$643	\$13,303	\$312	\$11,190	\$415	\$1,866	\$115,473
Total FY 2012 New Tasks										
	\$1,096,929	\$258,826	\$29,202	\$10,154	\$181,410	\$4,920	\$149,539	\$5,739	\$26,113	\$1,762,832
Vacation and Holiday	\$88,540	\$33,375	\$6,956	\$651	\$3,299	\$951	\$4,850	\$132	\$707	\$139,461
WILMAPCO TOTALS										
Grand Total	\$1,185,469	\$292,201	\$36,158	\$10,805	\$184,709	\$5,871	\$154,389	\$5,871	\$26,820	\$1,902,293

PRIOR YEARS' CARRY OVER TASKS-WILMAPCO										
TASK #	FEDERAL				STATE 10%		LOCAL 10%			CARRYOVER FY 2012
	FHWA	FTA	FHWA	FTA	DELAWARE	MARYLAND	NEW CASTLE COUNTY	CECIL COUNTY	CITY OF WILMINGTON	
	DELAWARE		MARYLAND							
Village Plan - TSP Grant										
MPO 1.07A	\$1,687	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,687
Town of Port Deposit Comprehensive Plan Update										
MPO 7.04	\$2,521	\$530	\$143	\$39	\$0	\$11	\$0	\$0	\$0	\$3,244
Consultant SNCC Master Plan										
MPO 7.11	\$77,713	\$16,340	\$4,407	\$1,197	\$0	\$343	\$0	\$0	\$0	\$100,000
Goods Movement Analysis										
MPO 8.08	\$12,822	\$2,696	\$727	\$198	\$0	\$57	\$0	\$0	\$0	\$16,500
Data Update & Management – GIS Assist.										
MPO 9.04	\$18,688	\$4,670	\$1,256	\$300	\$0	\$86	\$0	\$0	\$0	\$25,000
Wilmington Subdivision Regulations Update										
MPO 9.11	\$9,659	\$2,031	\$434	\$263	\$0	\$43	\$0	\$0	\$0	\$12,430
Perryville Master Trail Plan										
MPO 9.11	\$3,497	\$735	\$96	\$157	\$0	\$15	\$0	\$0	\$0	\$4,500
Regional Model Development Support										
MPO 10.04	\$11,853	\$2,451	\$319	\$325	\$0	\$52	\$0	\$0	\$0	\$15,000
GIS Assistance Performed by CADSR										
MPO 10.04	\$15,580	\$3,297	\$415	\$119	\$0	\$67	\$0	\$0	\$0	\$19,478
Goods Movement Analysis										
MPO 10.08	\$12,000	\$2,538	\$319	\$92	\$0	\$51	\$0	\$0	\$0	\$15,000
WILMAPCO Long Range Plan Update										
MPO 10.10	\$68,034	\$14,395	\$1,811	\$520	\$0	\$291	\$0	\$0	\$0	\$85,051
Wilmington Initiatives Outreach										
MPO 10.11	\$280	\$59	\$7	\$2	\$0	\$1	\$0	\$0	\$0	\$349
Chesapeake City Zoning Ordinance										
MPO 10.11	\$2,400	\$508	\$64	\$18	\$0	\$10	\$0	\$0	\$0	\$3,000
Town of Perryville TOD										
MPO 10.11	\$4,900	\$1,037	\$130	\$37	\$0	\$21	\$0	\$0	\$0	\$6,125
Town of North East Subdivision & Road Code										
MPO 10.11	\$485	\$104	\$13	\$4	\$0	\$2	\$0	\$0	\$0	\$608
Greater Newark Circulation Study										
MPO 10.11	\$516	\$109	\$14	\$4	\$0	\$2	\$0	\$0	\$0	\$645
Cecil County Traffic Data Collection										
MPO 11.04	\$1,249	\$265	\$33	\$10	\$0	\$5	\$0	\$0	\$0	\$1,562
NCC Intersections										
MPO 11.04	\$6,320	\$1,337	\$168	\$48	\$0	\$27	\$0	\$0	\$0	\$7,900
Regional Model Development and Support										
MPO	\$12,000	\$2,538	\$319	\$92	\$0	\$51	\$0	\$0	\$0	\$15,000

11.04											
GIS Assistance Performed by CADSR											
MPO											
11.04	\$6,040	\$1,278	\$161	\$46	\$0	\$26	\$0	\$0	\$0	\$0	\$7,551
TIGER Grant Application Development for Newark Train Station											
MPO											
11.09	\$12,563	\$2,657	\$334	\$96	\$0	\$54	\$0	\$0	\$0	\$0	\$15,704
Wilmington Initiatives Outreach											
MPO											
11.11	\$7,664	\$1,622	\$204	\$59	\$0	\$33	\$0	\$0	\$0	\$0	\$9,582
Town of Elkton Zoning and Subdivisions Update											
MPO											
11.11	\$10,498	\$2,222	\$279	\$80	\$0	\$45	\$0	\$0	\$0	\$0	\$13,124
Town of Charlestown Zoning and Subdivisions Ordinance Update											
MPO											
11.11	\$11,486	\$2,431	\$306	\$88	\$0	\$49	\$0	\$0	\$0	\$0	\$14,360
Chesapeake Connector: Freight & Passenger Rail Benefits											
MPO											
11.11	\$119,986	\$25,388	\$3,194	\$918	\$0	\$514	\$0	\$0	\$0	\$0	\$150,000
Town of North East Subdivision Regulation & Rd Code											
MPO											
11.11	\$3,519	\$744	\$94	\$27	\$0	\$16	\$0	\$0	\$0	\$0	\$4,400
Newport Train Station Feasibility Study											
MPO											
11.11	\$43,355	\$9,299	\$1,170	\$336	\$0	\$777	\$0	\$0	\$0	\$0	\$54,937
Route 40 Program Development Support											
MPO											
11.13	\$162	\$34	\$4	\$1	\$0	\$1	\$0	\$0	\$0	\$0	\$202
TOTAL PRIOR YEARS' CARRY OVER TASKS - WILMAPCO											
	\$477,476	\$101,315	\$16,421	\$5,076	\$0	\$2,651	\$0	\$0	\$0	\$0	\$602,939
TOTAL AMOUNT FOR NEW PROJECTS AMENDED INTO FY 12 UPWP											
	\$95,314	\$23,684	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$118,998
TOTAL ALL PRIOR YEARS' CARRY OVER TASKS											
	\$572,791	\$124,996	\$16,421	\$5,076	\$0	\$2,651	\$0	\$0	\$0	\$0	\$721,937
GRAND TOTAL ALL TASKS											
	\$1,758,260	\$417,197	\$52,579	\$15,881	\$184,709	\$8,521	\$154,389	\$5,871	\$26,820	\$0	\$2,624,230

VII **COUNCIL RESOLUTIONS**

Wilmington Area Planning Council

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Executive Director*

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Mayor of Elton

James M. Baker
Mayor of Wilmington

Cleon L. Cauley
*Delaware Dept. of Transportation
Acting Secretary*

Paul G. Clark
*New Castle County
County Executive*

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Mayor of Newark

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

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

James T. Mullin
Cecil County Commissioner

WILMAPCO Executive Director
Tigist Zageye

RESOLUTION

**BY THE WILMINGTON AREA PLANNING COUNCIL
ADOPTING THE STATE/LOCAL CASH COMMITMENT WHEN MATCHING WILMAPCO'S
FEDERAL FUNDS FOR FY 2012
UNIFIED PLANNING WORK PROGRAM**

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

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

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

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

WHEREAS, the historically agreed upon cash commitment have been the full 10% match from the State of Maryland in cash with minimum cash matches of \$2,200 from Cecil County, \$55,000 from the State of Delaware, \$35,000 from New Castle County and \$11,796 from the City of Wilmington, with any remaining matching obligation made either in cash or by in-kind services;

NOW, THEREFORE, BE IT RESOLVED that the WILMAPCO Council does hereby adopt the State/Local Cash Commitment when matching WILMAPCO's federal funding for fiscal year 2012 UPWP, as outlined above.

May 12, 2011
Date:



Stephen Kingsberry, Chairperson
Wilmington Area Planning Council

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Partners with you in transportation planning

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Cecil County Commissioner

WILMAPCO Executive Director
Tigist Zegeye

RESOLUTION

BY THE WILMINGTON AREA PLANNING COUNCIL ADOPTING THE STATE/LOCAL MATCHING RATIO FOR WILMAPCO'S FEDERAL FUNDS FOR FY 2012 UNIFIED PLANNING WORK PROGRAM

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

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

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the WILMAPCO Council does hereby adopt the State/Local Matching Ratio for WILMAPCO's federal funding for fiscal year 2012 UPWP, as outlined above.

May 12, 2011
Date: 



Stephen Kingsberry, Chairperson
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Delaware Office of State Planning
Coordination, Director

James T. Mullin
Cecil County Commissioner

WILMAPCO Executive Director
Tigist Zegeye

RESOLUTION

BY THE WILMINGTON AREA PLANNING COUNCIL ADOPTING THE FY 2012 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 2012 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 2012.

May 12, 2011
Date:



Stephen Kingsberry, Chairperson
Wilmington Area Planning Council

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Coordination, Director

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Cecil County Commissioner

WILMAPCO Executive Director
Tigist Zegeye

RESOLUTION BY THE WILMINGTON AREA PLANNING COUNCIL AMENDING THE FY 2012 UNIFIED PLANNING WORK PROGRAM

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

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

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

WHEREAS, the WILMAPCO FY 2012 Unified Planning Work Program was adopted by Council on May 12, 2011; and

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

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

WHEREAS, the \$351,375 funds of incomplete tasks be carried over to the FY2012 UPWP; and

WHEREAS, the \$85,602 funds of completed tasks be transferred to the general funds; and

WHEREAS, the \$165,962 funds of current tasks which have been completed or are no longer needed be transferred to new tasks;

NOW, THEREFORE, BE IT RESOLVED, that the WILMAPCO Council does hereby amend the FY 2012 UPWP by adding the incomplete work tasks from prior years' UPWPs; transferring carryover funds from completed tasks to General Funds; and amending funds from current tasks, which have been completed or are no longer needed, to new tasks.

September 8, 2011
Date:



Stephen Kingsberry, Chairperson
Wilmington Area Planning Council

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RESOLUTION BY THE WILMINGTON AREA PLANNING COUNCIL

AMENDING THE FY 2012 UNIFIED PLANNING WORK PROGRAM

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

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

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

WHEREAS, the WILMAPCO FY 2012 Unified Planning Work Program was adopted by Council on May 12, 2011; and

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

WHEREAS, prior years' Unified Planning Work Programs contain \$118,998 funds available to be programmed; and

WHEREAS, project requests have been received for the Urban Bike Project, Town of Odessa Comprehensive Plan Update, Town of North East Transit Oriented Development (TOD), UD Park and Ride Study, Newport Train Station Feasibility Study, and Consultant support for WILMAPCO and member agencies;

NOW, THEREFORE, BE IT RESOLVED, that the WILMAPCO Council does hereby amend the FY 2012 UPWP by transferring funding from General Funds to these projects.

September 8, 2011
Date:



Stephen Kingsberry, Chairperson
Wilmington Area Planning Council

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