### REGULAR COUNCIL MEETING NOVEMBER 8, 2018

The Council meeting was held at WILMAPCO, 850 Library Avenue, Suite 100, Newark, Delaware, on November 8, 2018.

**1. CALL TO ORDER:** Mr. John Sisson, Council Chair, opened the meeting at 6:30 p.m.

### 2. ROLL CALL:

### **Members present:**

Drew Boyce, representing Jennifer L. Cohan, DelDOT Secretary of Transportation Connie Holland, Delaware Governor's Appointee

Jeanne Minner, representing Mayor Robert Alt, representing Cecil County Municipalities Heather Murphy, Maryland Governor's Appointee

Antoni Sekowski, representing Rich Hall, representing New Castle County Executive, Matthew Meyer

Eric Sennstrom, representing Cecil County Executive, Alan McCarthy John Sisson, Delaware Transit Corporation Chief Executive Officer Michael Spencer, representing New Castle County Municipalities

### Members absent:

Herb Inden, City of Wilmington

### **Guests, Observers:**

Jay Gerner, DelDOT Allysha Lorber, JMT Doug Simmons, JMT Gene Truono, Centreville Civic Association (CCA)

### Staff members:

Dan Blevins, Principal Planner
Janet Butler, Administrative Assistant
Heather Dunigan, Principal Planner
Sharen T. Elcock, Executive Assistant
Dave Gula, Principal Planner
Randi Novakoff, Outreach Manager
Jacob Thompson, Transportation Planner
Tigist Zegeye, Executive Director

Minutes prepared by Janet Butler

### MINUTES:

The September 13, 2018 meeting minutes were approved.

ACTION: On motion by Mr. Spencer seconded by Mr. Sennstrom the Council

approved the September 13, 2018 Council Meeting Minutes.

Motion passed. (11-8-18-01)

### **PUBLIC COMMENT PERIOD:**

None.

### **COUNCIL MEMBERS' AND DIRECTOR'S REPORT:**

### 4. Chairperson's Report:

Mr. Sisson said the DART Winter Service Changes will go into effect on December 9, 2018, and will be posted to the DART website. On November 19, 2018, there will be a groundbreaking ceremony for the Wilmington Transit Center, held adjacent to the Wilmington Train Station. The public/private partnership will include a transit center parking garage. On November 13, 2018, the Newark Transit Study public meeting at the Newark Municipal Building will be held from 4:00 p.m. to 6:30 p.m. The final Stuff the Bus events will be held at the Newark Acme and the Middletown Acme.

### - Council Member's Reports:

Mr. Spencer said the Town of Newport received a partial grant from Delaware Bicycle Council for a feasibility study for linking the bike trail from Newport to the Governor Jack Markell Trail, and Newport will need to secure the rest of the funds.

Ms. Holland said the Office of State Planning presented the Governor with the Annual Report on October 15, 2018, regarding all of the state agencies that indicate how the state is growing. The Governor is announcing at the Wilmington Riverfront that Delaware has several Opportunity Zones, which comes from the Federal Government.

- **5. Executive Director's Report** Ms. Zegeye shared the following events and information:
  - Staff hosted the Southern New Castle County (SNCC) Master Plan information session for the public on October 17 where 45 people attended.
  - Staff presented the WILMAPCO 2050 Regional Transportation Plan (RTP) Update at the Delaware Commercial Real Estate Conference.
  - Staff attended the fifth Every Day Counts Summit in Baltimore.
  - Staff attended and gave presentations at the APA Delaware Conference in Rehoboth Beach, Delaware.
  - Staff has presented the 2050 RTP Update to the New Castle County Land Use Department, at a Pop-up workshop at the Wilmington Train Station with 25 participants, the City of Newark, Town of North East, Delaware State Planning Coordination Office, The Town of Odessa, and at a Virtual Workshop where 75 people attended. Staff also met with DelDOT Planning, and will meet with City of Wilmington, Mayor Spencer, Town of Newport, and the Civic League for New Castle County (CLNCC). On November 29, 2018, staff will present the 2050 RTP Update to DTC, State of Maryland, Mayor of Elkton's Office, and Cecil County. In addition staff will present the 2050 RTP Update to Middletown, DE and Elsmere, DE, Port Deposit, MD, and the City of New Castle, DE.
  - Staff will participate in the Memorial Drive Road Diet Public Workshop on November 13, 2018; The Newark Transit Study, on November 13, 2018; and the Route 202 Visioning Workshop, on November 14, 2018 (Flyers were distributed).
  - On November 15, 2018, staff will attend the SR10 safety audit bus tour.
  - Staff will attend the groundbreaking celebration for Wilmington Transit Center.
  - Staff will attend the FHWA Congestion Management Peer Review on November 28 – 29, 2018, in Salem, Oregon.
  - Staff will attend the Delmarva Winter Freight Meeting on December 5, 2018, in Dover.
  - Ms. Zegeye distributed the 2018 Wilmington Area Planning Council Transportation Management Area (TMA) Certification Review agenda and 2014 Review Findings (Attachment A). The Federal Certification Review was

completed today and yesterday at WILMAPCO. Mr. Boyce attended for DelDOT, and Ms. Murphy and Mr. Sisson sent representatives from MDOT and DTC, respectively. Preliminary findings included commendations and recommendations, with minor improvements, such as the Title VI link did not work on the WILMAPCO website; and the Freight Section was not easily found on the website. Federal representatives will attend the next (January 10, 2019) Council meeting.

- The September 2018 Financial Report is under budget and a Unified Planning Work Program (UPWP) amendment for the carryover funds will be completed in the next billing cycle.
- Ms. Zegeye announced that the WILMAPCO Office is moving to the University of Delaware STAR Campus Tower (8<sup>th</sup> Floor) on November 30, 2018, which is near the new site of the Newark Transit Center.
- Mr. Boyce commended WILMAPCO staff on their excellent presentations to FHWA and FTA during the Federal Certification Review.

### 7. Public Advisory Committee (PAC) Report:

Ms. Novakoff said the PAC met on October 15, 2018. The Coalition to Restore Bus Service to Rodney Square read a letter to DTC expressing opposition to reduced transit service and informed PAC about a petition that is being circulated and presented at the December 2018 PAC meeting. They also requested that bus #28 not be re-routed to 4<sup>th</sup> Street and removed from Rodney Square.

Mr. Jay Gerner, DelDOT, and Ms. Allysha Lorber, JMT, presented the DelDOT Long Range Plan Update. PAC members had several concerns including the Economic Development Goal, regarding inducing growth with infrastructure in areas where they do not want growth. A suggestion was made that the DelDOT goals be placed in rank order, and that the Public Safety Goal be ranked first. They were concerned the draft plan was developed without any feedback from the New Castle County Civic League (NCCCL) or other umbrella organizations. They did not feel that meaningful engagement with the public took place. They suggested policies in the plan should be tied to dollars to help people rank and/or choose preferences; and the cost burden of the transportation system is not equitably distributed. They also feel beneficiaries of the TIP are not bearing proportionate costs; and they questioned how sustainability for transportation funding is being addressed.

Mr. Swiatek delivered the WILMAPCO Transportation Justice (TJ) Analysis Update, and showed a map of home values that will help refine Environmental Justice (EJ) areas. Ms. Novakoff presented the 2050 Regional Transportation Plan (RTP) Public Outreach. PAC commended WILMAPCO's outreach strategy and willingness to try new approaches. PAC members tested the Metroquest survey and look forward to seeing the results.

### 8. Technical Advisory Committee (TAC) Report:

Ms. Dunigan said the TAC met on September 20, 2018. The TAC recommended adoption of the WILMAPCO CMAQ Performance Measures, developed in coordination with MDOT, DelDOT, and the Air Quality Subcommittee (AQS) with potential revisions pending additional review by the AQS. Presentations included the DelDOT Long Range Transportation Plan, Maryland Transportation Plan, RTP Outreach Update, and Transportation Justice (TJ) Analysis Update. The TAC also met on October 18, 2018. The TAC recommended adoption of the WILMAPCO Performance Measures for Cecil and New Castle Counties and amendment of the FY 2019-2022 TIP to include the SR 7

Median Barrier Replacement project. Presentations included the 2050 RTP Update, Congestion Management Subcommittee (CMS) Update, and Newark Area Transit Study.

### **ACTION ITEMS:**

### 9. To Adopt the WILMAPCO Performance Measures for Cecil County and New Castle County

Mr. Blevins distributed Appendix H Performance Measure Targets and Reporting (Attachment B). He said the performance measures are stored in Appendix H of the TIP. We are seeking adoption of the WILMAPCO Performance Measures for Cecil County and New Castle County, which is part of the FAST Act requirements that include measures under Transportation Performance Management (TPM) and Transit Asset Management Plan (TAMP). The TMP includes pavement and bridge conditions, performance of NHS, freight and CMAQ measures.

**ACTION:** On motion by Ms. Holland seconded by Mr. Sennstrom the Council adopted Performance Measures for Cecil County and New Castle County.

Motion passed. (11-8-18–02)

### 10. To Amend the FY 2019-2022 Transportation Improvement Program (TIP)-SR 7 Median Barrier Replacement Project

Ms. Dunigan said that DelDOT has requested that the TIP be amended to include the new SR 7 Median Barrier Replacement project. Funding is \$1.2 million federal and \$300 thousand state funds. The PAC did not take action. The TAC recommended Council approval at their October 18, 2018 meeting. The Air Quality Subcommittee reviewed this amendment at their October 11, 2018 meeting and found that it would not trigger a revised air quality determination.

**ACTION:** On motion by Mr. Spencer seconded by Mr. Sennstrom the Council amended the FY 2019-2022 TIP, for the SR 7 Median Barrier Replacement project.

Motion passed. (11-8-18-03)

### 11. To Amend the FY 2019-2022 Transportation Improvement Program (TIP)-SR 141: I-95 Interchange to Jay Drive Project

Ms. Dunigan said that DelDOT has requested that the TIP be amended to include additional funding for the SR 141: I-95 Interchange to Jay Drive project. The PAC did not take action. The TAC voted via email to recommend approval of the amendment. The Air Quality Subcommittee reviewed this amendment via e-mail and determined it would not trigger a revised air quality determination.

**ACTION:** On motion by Mr. Boyce seconded by Mr. Spencer the Council amended the FY 2019-2022 TIP, for SR 141: I-95 Interchange to Jay Drive.

Motion passed. (11-8-18–04)

### 12. To Amend the WILMAPCO FY 2019-2022 Transportation Improvement Program (TIP) – Claymont Regional Transportation Center Project

Ms. Dunigan said DelDOT has requested that the TIP be amended to include additional funding for the Claymont Regional Transportation Center project. The PAC did not take action. The TAC voted via e-mail to recommend approval of the amendment. The Air

Quality Subcommittee reviewed this amendment via e-mail and determined it would not trigger a revised air quality determination.

ACTION: On motion by Mr. Sennstrom seconded by Mr. Spencer the Council

amended the FY 2019-2022 TIP for the Claymont Regional Transportation

project.

Motion passed. (11-8-18–05)

### PRESENTATION/DISCUSSION ITEMS:

### 13. DelDOT Long Range Transportation Plan

Mr. Jay Gerner, DelDOT, said the Long-Range Transportation Plan is updated every five years and it is a policy-based plan. He introduced Ms. Allysha Lorber, JMT, who presented the update. She said the plan has a broad vision, which shows what DelDOT is doing to help improve transportation in the state. Delaware has been ranked as one of the most bicycle-friendly states; however, Delaware has one of the highest pedestrian fatality rates in the nation. There is also a lot of freight that is helping to grow business; however, there are more trucks driving on through-streets and more congestion.

Public outreach included meeting with different groups, including WILMAPCO. The public engagement program is different than the traditional program. DelDOT exhibited at various public events and festivals and created a YouTube video featuring the Secretary of Transportation, Jennifer L. Cohan. DelDOT conducted a paper survey and an online survey. DelDOT got at least 1,000 responses to the surveys.

The broad goals, from the Federal Highway Administration (FHWA), are reflected in the ten Long-Range Plan goals, which include: 1) Economic Vitality; 2) Safety and Security; 3) Connectivity; 4) System Preservation; 5) Quality of Life; 6) System Management and Operations; 7) Resiliency and Reliability; 8) Environmental Stewardship; 9) Travel and Tourism; and 10) Customer Service and Communication.

The implementation plan includes challenges and constraints, efficiencies and innovations, assessments of needs; partnerships; strategies and action items; performance measures, baselines, and targets. The plan will be updated every year including a status report. DelDOT will assess the targets and monitor what has been accomplished.

An implementation plan chapter was created for each of the following eight elements: 1) Planning and Land Use; 2) Roads, Bridges, and other Assets; 3) Traffic Management; 4) Bicycle Transportation; 5) Pedestrian Transportation; 6) Freight Movement; 7) Aeronautics; and 8) Public Transit.

Something new in the DelDOT plan is a Corridor Strategies Program. DelDOT is researching different corridors to find out how to prioritize improvements on those corridors in a more comprehensive way instead of on a project-by-project basis.

DelDOT is also looking at a more comprehensive spatial asset management data base system, to help make better decisions. There is also a final-mile of freight and transit connections to make connectivity safer for communities, have more mobility options, and provide freight connectivity to provide more economic benefits. Trail development and pedestrian priorities are also highlighted.

Advanced technology is also a strong focus. The infrastructure has gone through a paradigm shift because in the next 20 years driverless cars will be more common place. DelDOT is researching the connective part of this system. The new technologies track road conditions, and vehicles can more easily be integrated into the driverless system.

Next steps are to complete the stakeholder outreach in October 2018 and publish a draft for a 30-day public comment period. Based on review of comments, the plan will be refined and finalized in December 2018.

Mr. Sisson said that PAC had asked DelDOT to put safety first in the plan. Ms. Lorber said that it is easy to put safety first in the plan. Originally the goals were not ranked. She added the goals are all important and DelDOT wants to support all of them in the plan.

Mr. Boyce said that Corridors Strategies maintain the corridors with ITS or identify them as right for expansion. While looking at the roads on the map, you can see we want to add capacity, and while looking at the network, you will see some of the roads are more community driven. DelDOT wants to make sure walking, biking, and transit are all identified. In the urban centers, they are set up for mode share and accessibility.

### 14. Maryland Transportation Plan

Ms. Heather Murphy, MDOT, distributed copies of the 2040 Maryland Transportation Plan: Connecting You to Life's Opportunities (<a href="www.mdot.maryland.ov/MTP">www.mdot.maryland.ov/MTP</a>) and 2040 Maryland Bicycle and Pedestrian Master Plan 2019 Update (<a href="www.mdot.maryland.gov/BiekPedPlanUpdate">www.mdot.maryland.gov/BiekPedPlanUpdate</a>). She said by law Maryland updates both of these plans. The Maryland draft plans are already out for review, and the review period will end by the end of November 2018.

Maryland is divided into the following five regions that MDOT reviews in the plan: 1) Eastern Shore, 2) Baltimore Metro, 3) Western Maryland, 4) Washington Metro, and 5) Southern Maryland. Each region has a different character, with distinctive needs and an associated transportation system. Although some of the 2040 MTP's implementation strategies are statewide, MDOT recognizes the state's regions are diverse and places high importance on customizing strategies to fit each region's unique needs and special context.

MDOT conducted an extensive engagement process both internally and externally with local, state, and regional planning partners and the public. The planning process has included a project website: <a href="www.mdot.maryland.gov/mtp">www.mdot.maryland.gov/mtp</a>, email updates, social media posts, a project web video, an online survey, a phone survey, and presentations to groups throughout Maryland.

She said MDOT developed the following seven goals: 1) Ensure a safe, secure, and resilient transportation system. 2) Maintain a high standard and modernize Maryland's multimodal transportation system. 3) Improve the quality and efficiency of the transportation system to enhance the customer experience. 4) Provide better transportation choices and connections. 5) Facilitate economic opportunity and reduce congestion in Maryland through strategic system expansion. 6) Ensure environmental protection and sensitivity; and 7) Promote fiscal responsibility.

Some of the transportation enhancements will include replacing the electronic toll collection and operating system; upgrading truck weigh facilities; installing solar

canopies in parking lots; deploying smart traffic signals on major regional corridors; and modernizing MDOT MVA's infrastructure. In addition, MDOT will update bicycle and pedestrian plans, deploy Positive Train Control (PTC) in coordination with Amtrak and CSX to increase safety across the MARC service, partner with jurisdictions and transit operators to encourage innovation in transit, and connect with partners to expand opportunities in automated vehicle testing.

Maryland's extensive, multimodal network faces a number of challenges. Some are inherent to the network, continuing to ensure the safe and efficient movement of people and goods, while others are related to changing transportation needs associated with technological, societal, demographic, land use, climate, and other environmental changes.

She said MDOT is completing a National Environmental Policy Act (NEPA) Study for the I-95 Belvidere Road Interchange; and for the effects of a new Bay Bridge Crossing location. MDOT will also complete construction of the Nice Bridge, a new Potomac River crossing from Charles County, Maryland to King George County, Virginia; and continue to progress on updates to MD 4 from MD 2 to MD 235, including replacement of the Thomas Johnson Bridge.

The 2040 MTP will be adopted in January 2019, and will include a System Performance Report for Safety and Transit Asset Management Performance Measures. MDOT is updating performance targets for the following measures through its Highway Safety Improvement Program: Number of fatalities, Rate of fatalities per 100 million Vehicle Miles Traveled (VMT), Number of serious injuries, Rate of serious injuries per 100 million VMT, and Number of non-motorized fatalities and non-motorized serious injuries.

The document was posted on the MDOT website. MDOT is wrapping up comments next week, finalizing the document, and the document will go to the state legislature during the mid-January 2019 timeframe.

### 15. 2050 Regional Transportation Plan (RTP) Update

Mr. Dan Blevins distributed the Draft 2050 RTP Transportation Investment Areas (TIAs) maps (Attachment C). He said WILMAPCO staff had made some adjustments to the 2050 RTP. Mr. Blevins discussed the TIA definitions. He said that the Center areas have high concentrations of population and/or employment with well-established land uses and development patterns and opportunities for significant re-development. The transportation objective for these areas is to provide intensive transportation investment with an emphasis on public transportation, walking, and bicycling, and to make existing and planned improvements as safe and efficient as possible. New Castle County has provided feedback to WILMAPCO on potential changes to the Centers, which are shown in blue on the map. The Urban Centers include Claymont, Fair Play, and others. Future Centers include Route 202 and the Village Centers, which will be added to the map.

He explained how they match up with the investment areas. First, they have multi-modal objectives, and second, the breaking point is rail--these Center areas have a rail point. Staff has been breaking down the definitions and the solutions. Because these are areas of high concentrated growth, they are looking for multiple improvements. Fairplay, Claymont, and Newport were put on the list, which are relatively new train station areas. Staff is seeking input from the WILMAPCO Council regarding these significant Centers.

Mr. Boyce said it makes sense to downgrade some of those municipalities that are not being served, because it elevates some of the concerns that New Castle County has and it is good common ground. Ms. Holland said the State of Delaware is getting ready to update the State Strategies for Policies and Spending. She added it makes a difference regarding where to put the infrastructure, and the state wants to work closely with the towns and municipalities.

Mr. Blevins said this data is mainly a New Castle County focus now. However, staff is looking at current ridership and how it all fits within the boundaries. He said we can see the obvious key areas of concentration, such as in Middletown, Wilmington, and Newark. Mr. Blevins also mentioned that staff reviews the pedestrian scoring, TIA boundaries, the 2050 Functional Class, crash frequencies, and daily traffic volumes for the TIA investment areas.

Ms. Minner asked if the boundaries for TIAs are in the cities, because on the map, Elkton looks a bit blotchy. Mr. Blevins said he would make sure that the boundaries for Elkton are clearer.

**14. INFORMATION ITEMS:** Administrative Modification Request Letters.

<u>ADJOURNMENT</u>: Mr. Spencer made a motion to adjourn, Ms. Holland seconded the motion. The meeting adjourned at 7:30 p.m.

**ATTACHMENTS:** (3)



### 2018 Wilmington Area Planning Council Transportation Management Area (TMA) Certification Review

WILMAPCO Office

November 7 and 8, 2018 850 Library Avenue, Suite 100

Newark, DE

### **AGENDA**

### Wednesday, November 7

10:00 AM	Introductions and Overview of the Certification Process	Lindsay Donnellon, FHWA
10:15 AM	Overview of the Planning Process in the Wilmington TMA	WILMAPCO Staff
10:30 AM	Follow-up from the 2015 Certification Review	Lindsay Donnellon, FHWA
10:45 AM	Performance Base Planning & Programming	Spencer Stevens, FHWA
	Performance Measures & Targets	Kwame Arhin, FHWA
	MPO and State data sharing/reporting agreement	Spencer Stevens, FHWA
	Transit Asset Management Plans	Tim Lidiak, FTA
11:45 AM	Integrating Freight in the Transportation Planning Process	Lindsay Donnellon, FHWA
12:15 PM	Bike/Ped Planning	Tim Lidiak, FTA
12:30 PM	LUNCH	
1:30pm	UPWP	Lindsay Donnellon, FHWA
	TIP	Kwame Arhin, FHWA
	Financial Planning	Lindsay Donnellon, FHWA
2:15 PM	Civil Rights/EJ/Title VI & Public Involvement	Edwin Gonzalez &
		Bill Jones, FHWA
2:45 PM	Air Quality Conformity	Gregory Becoat, EPA
	CMAQ Program	Lindsay Donnellon, FHWA
3:30 PM	BREAK	
5:00 PM	Public Meeting - public officials and citizens	Tim Lidiak, FTA
		Lindsay Donnellon, FHWA
6:30 PM	ADJOURN	

### Thursday, November 8

10:00 AM	Follow-ups from Previous Day	Tim Lidiak, FTA
10:30 AM	US DOT Review Team Meets to Develop Draft Findings	Federal Review Team
11:30 AM	Close-Out Discussion of Certification Review, Preliminary Findings	Lindsay Donnellon, FHWA
12:30 PM	Adjourn	

### 2014 Review Findings: Recommendations

1. Transportation Improvement Program

FHWA and FTA encourage WILMAPCO and DelDOT to work together to improve demonstration of fiscal constraint for New Castle County projects in the TIP to better align with 23 CFR 450.324(i) and help make it clear for the general public. For example, the MPO could show a summary table comparing revenues (i.e., proposed obligation amounts) vs. project costs/expenditures.

Response: WILMAPCO has worked with DelDOT and MDOT to show federal funding types on each relevant project page. We have also worked with DelDOT to show additional information regarding obligations and project costs in the TIP Appendix D. We have added a narrative describing funding sources for the TIP.

### 2. Self-Certification

a. WILMAPCO should evaluate the need to establish informal (e.g., verbal summary) or formal (e.g., brief supporting documentation) procedural guidance to actively verify the process and implementation of self-certification. There is no federally prescribed method to execute this activity. For example, the MPO could verbally relay to the Council which activities support the self-certification, formally document it, or create a simple checklist with a one-line description stating how WILMAPCO satisfies the self-certification's ten requirements.

b. WILMAPCO should ensure new Council members are aware of self-certification provisions and what they mean.

Response: WILMAPCO has added a summary of the statutory requirements for the self-certification to Appendix B of the TIP. This information is presented to Council each March as part of the TIP adoption presentation. The summary briefly describes each requirements and includes the web link to related documents.

### 3. Civil Rights

a. Limited English Proficiency: Ensure the translation tools used to provide information to the region's predominant non-English languages are accurate and easy to understand. The use of a web-based (automated) language translation software, such as on WILMAPCO's website, can be problematic and inaccurate. The federal team recommends that WILMAPCO take a more proactive approach producing translations of summary documents of key WILMAPCO documents and webpages for the identified LEP populations.

b. Title VI Assurance Statements: WILMAPCO should incorporate the Title VI assurance statements provided in Appendix E into their Title VI documentation package. FHWA also provided a copy of the policy and assurance statements to DelDOT; click on this link to view their signed documents:

http://www.deldot.gov/information/business/cr/pages/civil rights title6.shtml

Response: Our web-based translation service provides translations into dozens of languages. We highlight the option for Spanish and Chinese translation as both populations meet Safe Harbor guidelines for LEP speakers. While not perfect, we feel

web-based translation can help initially bridge the gap between a non-English speaker and information about WILMAPCO.

WILMAPCO is committed to providing professional translation or oral interpretation of any key document upon request. We have an active contract with a third-party agency to provide oral and written services. No requests have been made to date. WILMAPCO therefore feels it is unreasonable at this time to provide costly, upfront translations of plans and reports without a single request having been made.

Proactively, when working within communities with LEP clusters, WILMAPCO translates workshop advertisements, reaches out to community groups of the LEP population to advertise public input opportunities, and provides oral based interpretation at all workshops. The Route 9 Master Plan, for example, utilized this approach to promote the inclusion of non-English speaking Spanish-speakers into the planning and now implementation process. We coordinated through the Latin American Community Center, the Delaware Hispanic Commission, and the Mexican consulate in Philadelphia to help promote workshops. The most effective strategy, however, has been more grassroots -- working through community members to reach others. At the workshops, a native Spanish speaker is on-hand to provide interpretation and collect input. Online, during the study's planning process, a professionally translated study overview and introduction was available.

WILMAPCO's Title VI Assurance statements are now available on our Title VI webpage.

### 4. Public Involvement

While reviewing WILMAPCO's various plans and studies as part of the desk review, the federal team identified an opportunity to better connect with the general public who may or may not be familiar with WILMAPCO and/or the website. WILMAPCO could communicate how the completed Community Plans relate to the MPO's broader goals through a minor reorganization effort.

Response: WILMAPCO has reorganized its Plans and Reports webpage. Studies and plans have been grouped by geographic area. In addition, study adoption dates have been included.

### 5. Funding Flexibility (Transit)

After learning about the various transit initiatives (e.g., new/test routes identified via *Wilmington Transit Moving Forward* study) and challenges, WILMAPCO, DTC, and DelDOT may want to reevaluate the use of CMAQ flexible funding for operating assistance for new transit routes.

Response: WILMAPCO and DelDOT have made positive strides towards prioritizing CMAQ eligible projects to include in the TIP. Our priority continues to be to use our limited CMAQ funds on eligible capital projects through the TIP. If and when additional funding becomes available, WILMAPCO, DelDOT and DTC will take this recommendation into consideration when identifying future projects funded through CMAQ.



### APPENDIX H

### Performance Measure Targets and Reporting

## **Transportation Performance Measure1: Safety Performance Target Setting**

Improvement Program (HSIP), the following is a summary of WILMAPCO, DelDOT and Maryland targets to meet or make significant In compliance with the FHWA's 23 CFR Part 490, Subpart B - National Performance Management Measures for the Highway Safety progress toward the five required safety performance goals. The targets were set by the DOTs in August 2017 and WILMAPCO has opted to adopt and support the statewide targets set both DOTs.

Strategic Highway Safety Plan (SHSP), DelDOT and Office of Highway Safety (OHS) agreed to use the SHSP annual targets as the basis for developing Delaware's 2018 targets for each safety measure. Annually, Delaware's an additional reduction of at least 3 fatalities and 15 serious injuries over the previous year to achieve a 50% reduction by 2035. In Maryland the annual targets for each of the measures Methodology: Both states have adopted the Toward Zero Deaths (TZD) approach. TZD is a data-driven effort to reduce fatalities and serious injuries by developing strong leadership in organizations that directly impact highway safety. For consistency with the 2015 are set using an exponential trend line connecting the historical data to the 2030 goal found in their SHSP.

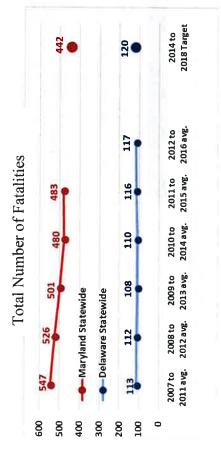
Annual Report File (ARF) data becomes finalized (December 2019) it will be compared to these targets to determine whether Delaware, The chart shows the Delaware and Maryland established statewide targets (2014-2018, 5 year rolling averages) for each of the five measures. Once 2018 Fatality Analysis Reporting System (FARS), Highway Performance Monitoring System (HPMS), and FARS Maryland, and WILMAPCO and MPOs have met or made significant progress toward our crash reduction targets.

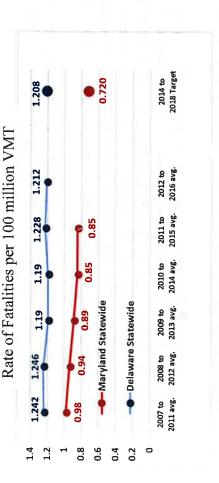
Details on the HSIP projects can be found in the New Castle County section of the TIP.

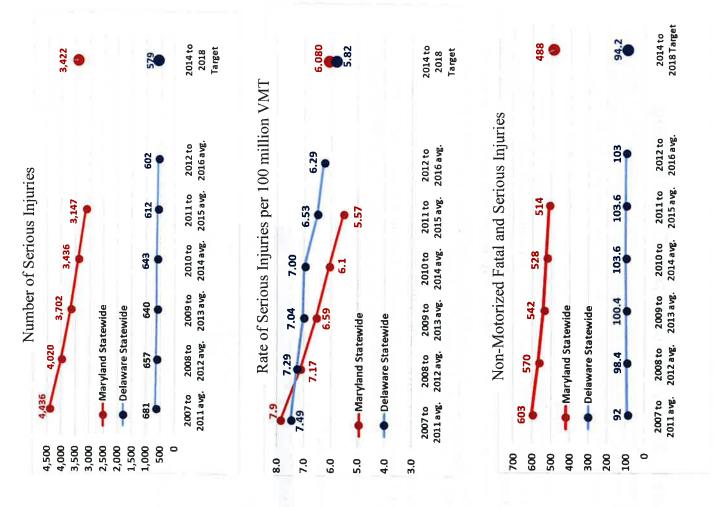
State/MPO Established Safety Targets*	Maryland	Delaware
Number of Fatalities	442.0	120.2
Rate of Fatalities per 100 million VMT	0.72	1.208
Number of Serious Injuries	3,422.0	578.6
Rate of Serious Injuries per 100 million VMT	80.9	5.822
Number of Non-motorized Fatalities and	488.0	94.2
Non-motorized Serious Injuries		

<sup>\*</sup> Projected 2014-2018 5-year rolling averages

The following charts show the historical trends composed of 5-year rolling averages, 2018 HSIP baseline figures and 2014-2018 targets for all five safety performance measures. Figures include all injuries and fatalities which occurred on all public roads.







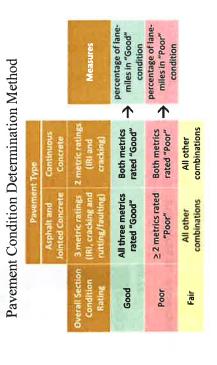
### Transportation Performance Measure 2: Infrastructure condition targets for the National Highway System (NHS) – Pavement Conditions

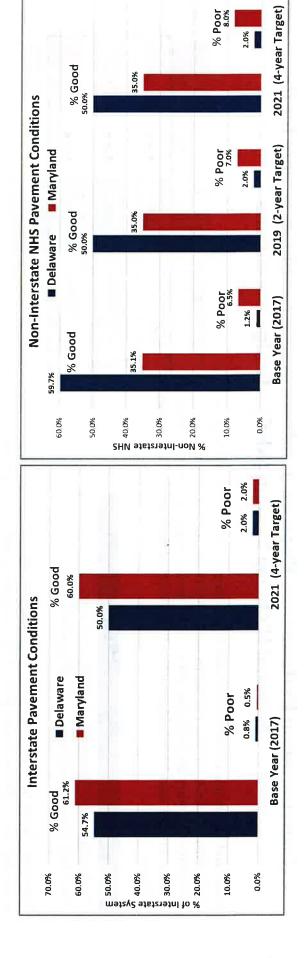
used in assessing the condition of the NHS. Minimum pavement condition for the Interstate System is no more than 5% in Poor condition International Roughness Index (IRI) to measure the smoothness of pavement and ride quality. The following performance measures are Pavement conditions are reported to FHWA by States through the HPMS for Federal-aid highways. The reporting agency uses the

Performance Measures: Pavement Condition* % of Interstate pavement in GOOD condition (4-year target only) % of Interstate pavement in POOR condition (4-year target only)	% of non-Interstate NHS pavements in GOOD condition (2 and 4 year target) % of non-Interstate NHS pavements in POOR condition (2 and 4 year target)
---	---

\*Good condition: Suggests no major investment is needed.

Poor condition: Suggests major reconstruction investment is needed.





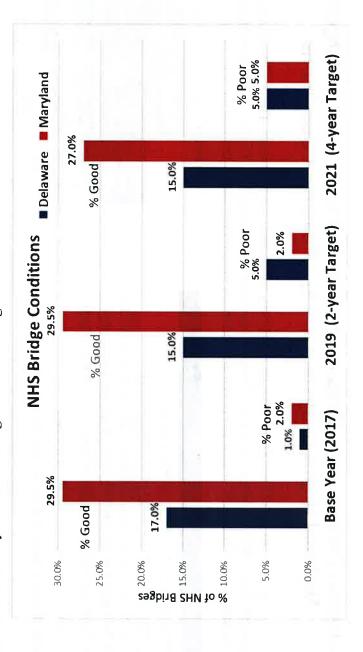
### Transportation Performance Measure 3: Infrastructure condition targets for the National Highway System (NHS) - Bridge Conditions

States must maintain NHS bridges at less than 10.0% of deck area as structurally States and MPOs must establish two and four targets for all bridges carrying the and bridges carrying the NHS that cross a State border, regardless of ownership. NHS, which includes on-and off-ramps connected to the NHS within a State,

sridge Condition Performance Measures	% of NHS bridges classified as in GOOD condition	% of NHS bridges classified as in POOR condition
Bridge Conditio	% of NHS bridge	% of NHS bridge

**Measure:** Based on deck area based on National Bridge Inventory (NBI) condition ratings for the bridge deck, Superstructure, Substructure and/or Culvert. Condition is determined by the lowest rating of the four ratings.

Deck (Item 58) Superstructure	27 ≤ 7 ≤	Fair 5 or 6 5 or 6	Poor \$4
Substructure (Item 60)	7 2	5 or 6	۸۱ 4
Culvert	7 <	5 or 6	s 4



### Transportation Performance Measure 4: Travel Time Reliability Measures - Level of Travel Time Reliability

Level of Travel Time Reliability (LOTTR) is defined as the ratio of the longer travel times (80th percentile) to a "normal" travel time (50th percentile), using data from FHWA's National Performance Management Research Data Set (NPMRDS). Reliability is measured during the full calendar year broken down into 4 time periods: AM Peak, Midday, PM Peak and Weekends. If any of these segments have a LOTTR above 1.50, the segment is determined not reliable. All non-reliable segments are then calculated in combination with daily raffic volumes and average vehicle occupancy to produce the total

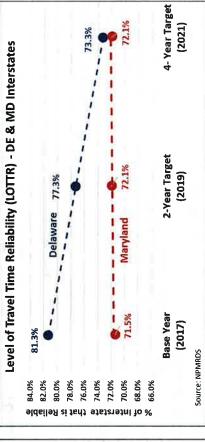
Illustration of Reliability Determination

Travel time reliability performance measures	
Interstate Travel Time Reliability Measure: % of person-miles	ī
traveled on the Interstate that are reliable	
Non-Interstate Travel Time Reliability Measure: % of person -miles	
traveled on the non-Interstate NHS that are reliable	

number of person-miles impacted by each unreliable segment.

		6am – 10am	$\frac{44 \text{ sec}}{35 \text{ sec}} = 1.26$
niles	Monday – Friday	10am – 4pm	LOTTR = 1.39
		4pm – 8pm	LOTTR = 1.54
son -miles	Weekends	6am – 8pm	LOTTR = 1.31
	Must exhibit LO during all of th	Must exhibit LOTTR below 1.50 during all of the time periods	Segment IS NOT reliable

	89.5%	•		<b>\$</b>	81.7%	4- Year Target	(2021)
	Delaware				Maryland	Still beneathful in the second still still second still second se	
	91.5%				8 <b>7.</b> 0%	Base Year	(2017)
. 94.0%	92.0%	88.0%	86.0% 84.0%	82.0%	78.0%	76.0%	COURSE NOWARDS



### Data Sources:

Travel times - Travel Time Data Set (NPMRDS)

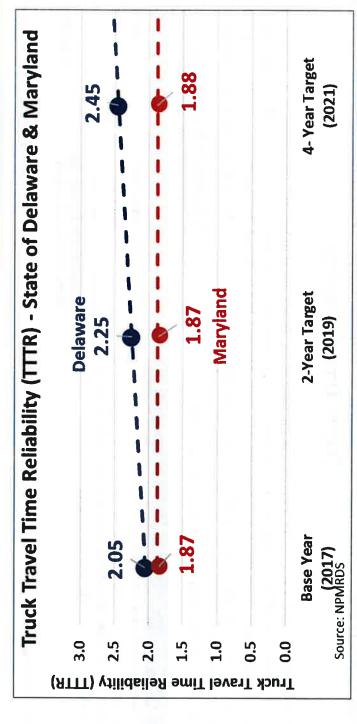
**Travel volumes -** Annual volume calculated as: AADT x 365 days. **Average vehicle occupancies (AVO)** data tables published by FHWA.

### Transportation Performance Measure 3: Travel Time Reliability Measures – Truck Level of Travel Time Reliability (TTTR)

Measure: The sum of maximum TTTR for each reporting segment, divided by the total miles of <u>Interstate system ONLY</u>. Reporting is divided into five periods: morning peak (6-10 a.m.), midday (10 a.m.-4 p.m.) and afternoon peak (4-8 p.m.) Mondays through Fridays; weekends (6 a.m.-8 p.m.); and overnights for all days (8 p.m.-6 a.m.). The TTTR ratio is generated by dividing the 95<sup>th</sup> percentile time by the normal time (50<sup>th</sup> percentile) for each segment. The measure is based on the worst performing time period for each segment, averaged together to create a single figure.

_
≒
0
. 二
ıaı
_
.=
$\overline{}$
=
-
0
*
$\underline{\Psi}$
>
÷
=
$\equiv$
9
ial
.=
7
e
$\simeq$
ruck
0
∹
⊏
匚
_
Ŧ
Ξ.
П
0
.≓
≒
50
#
S
ゴ
_

$TTTR = \frac{63 \text{ sec}}{42 \text{ sec}} = 1.50$	$TTTR = \frac{62 \text{ sec}}{45 \text{ sec}} = 1.38$	TTTR = $\frac{85 \text{ sec}}{50 \text{ sec}} = 1.70$	TTTR = $\frac{52 \text{ sec}}{40 \text{ sec}} = 1.30$	TTTR = $\frac{46 \text{ sec}}{38 \text{ sec}} = 1.21$	1.70
6 – 10 a.m.	10 a.m. ~ 4 p.m.	4 – 8 p.m.	6 a.m. – 8 p.m.	8 p.m. – 6 a.m.	Maximum TTTR
	Monday – Friday 10 a.m. – 4 p.m.		Weekends	Overnight	Maximu

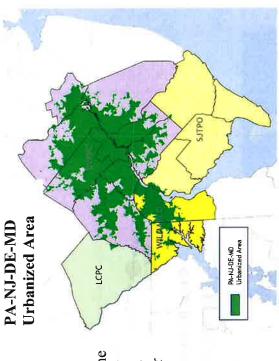


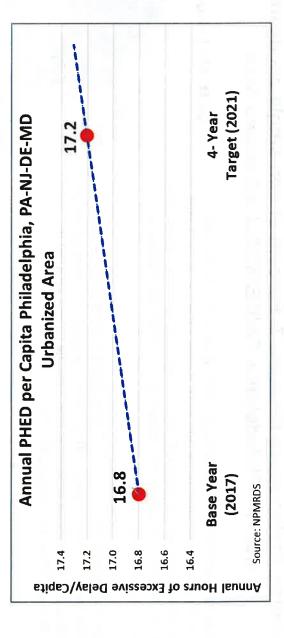
### Transportation Performance Measure 3: Annual hours of peak-hour excessive delay per capita (PHED) – Philadelphia, PA/DE/MD/NJ Urbanized Area

defined by speed thresholds that are lower than a normal delay threshold (20 miles per Excessive Delay Definition: The extra amount of time spent in congested conditions hour (mph) or 60% of the posted speed limit, whichever is greater)

National Highway System (NHS). The threshold for excessive delay will be based on the is greater, and will be measured in 15-minute intervals. Peak travel hours are defined as 6-10 a.m. local time on weekday mornings; the weekday afternoon period is 3-7 p.m. or travel time at 20 miles per hour or 60% of the posted speed limit travel time, whichever 4-8 p.m. local time, providing flexibility to State DOTs and MPOs. The total excessive Measure: The annual hours of peak hour excessive delay (PHED) per capita on the delay metric will be weighted by vehicle volumes and occupancy.

Measure covers the entire Philadelphia, PA/DE/MD/NJ urbanized area, with the targets selected in coordination with all four DOTs and associated MPOs.

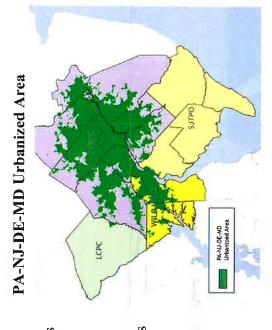


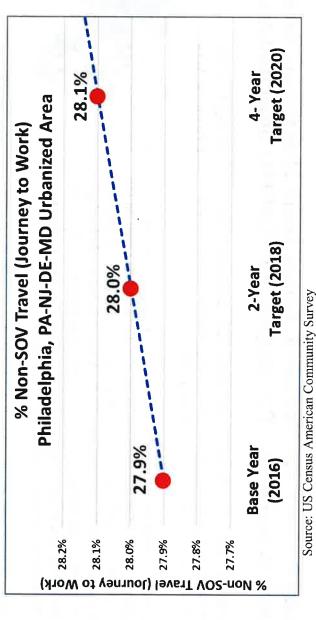


### Transportation Performance Measure 3: Percent of non-single occupancy vehicle travel – Philadelphia, PA/DE/MD/NJ Urbanized Area

The intent is to calculate the amount of non-SOV travel in specific urbanized areas. This vehicle according to the American Community Survey or a local survey of travel mode. may include travel via carpool, van, public transportation, commuter rail, walking, or Measure: Percentage of travel that is not occurring by driving alone in a motorized bicycling as well as telecommuting.

from the U.S. Census Bureau 5-year average (2012-2016) was used. The measure covers Data: The American Community Survey (ACS) Commuting (Journey to Work) data the entire Philadelphia, PA/DE/MD/NJ urbanized area, with the targets selected in coordination with all four DOTs and associated MPOs.





# Transportation Performance Measure 3: On-road mobile source emissions reduction

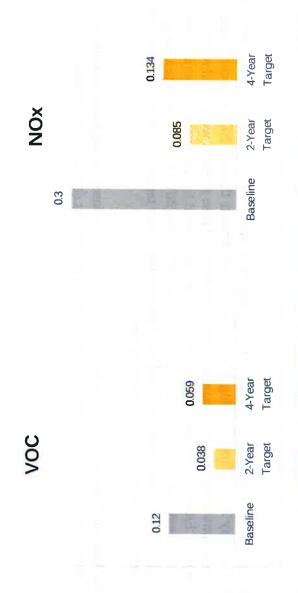
The figures below display both baseline conditions and 2 and 4-year targets for on-road mobile source emissions stemming from CMAQ projects. Data here are broken up between Cecil County and New Castle County and are presented for NOx, VOCs, and PM2.5. not present PM2.5 data for Cecil County based on guidance from the FHWA.

In Cecil County, we adopt MDOT's baseline measure, but elect to set our own 2 and 4-year emissions targets. The baseline figure is based on summed emissions reductions from Cecil County's CMAQ projects from 2014 through 2017 placed in the FHWA CMAQ Public Access System database. MDOT's targets are based on these previously-funded CMAQ projects, several roundabouts. WILMAPCO proposes targets based on ten cost-beneficial bicycle and pedestrian projects listed in various Cecil County and municipal priority letters. Using the Atlanta Regional Commission's CMAQ calculator, WILMAPCO determined the median emissions benefits for these projects for the years 2018 and 2020. We extrapolated benefits for the year 2022, based on those figures. The 2020 results became the 2-year target. The sum of the 2020 results and the 2022 results became the 4-year target.

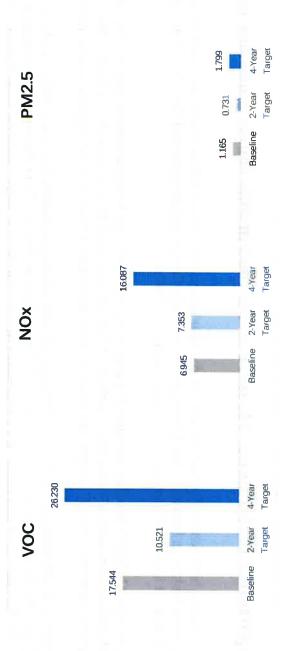
In New Castle County, we adopt the emissions targets set by DelDOT for the State of Delaware. These are presented on the following

submission to FHWA in May 2018. First, a listing of potential CMAQ projects through 2021 was compiled. Next, projects which could, quantitatively, have their emissions reductions estimated were identified. These projects were run through a DelDOT Planning emission DelDOT's methodology for developing these targets for VOC and NOx emissions is described in their "Performance Management 3" reduction spreadsheet tool. Estimates for emissions reductions were developed for each year, by project, between the years 2017 and 2021. The sum of emissions reductions for all projects for the years 2018 and 2019 became the 2-year target. The sum of emission reductions for all projects between the years 2018 and 2021 became the 4-year target. DelDOT also provided WILMAPCO with estimates for PM2.5 emission reductions that we include here. WILMAPCO sets the baseline figures for VOC, NOx, and PM2.5 reductions based on the potential reductions for all Delaware statewide projects in year 2017 provided by DelDOT. Historic CMAQ emissions benefit data were unavailable.

### CMAQ ON-ROAD MOBILE SOURCE EMISSION REDUCTIONS IN CECIL COUNTY, MD (KG/DAY)



### CMAQ ON-ROAD MOBILE SOURCE EMISSION REDUCTIONS IN DELAWARE (KG/DAY)



### Transit Asset Management Plans (TAMP)

Requirements for the development of Transit Asset Management Plans (TAMP) by all transit agencies that receive federal funding. The physical equipment including rolling stock, equipment and facilities. The goal of asset management is to ensure that an agency's assets TAM plan involves an inventory and assessment of all assets used in the provision of public transportation. The term "asset" refers to On October 1, 2016 the Federal Transit Administration (FTA) published its Final Rule (49 CFR 625 and 630) on the Federal are maintained and operated in a consistent State of Good Repair (SGR)

The TAM Final Rule distinguishes requirements between larger and smaller or rural transit agencies:

- Tier I provider: "owns, operates, or manages either (1) one hundred and one (101) or more vehicles in revenue service during peak regular service or in any one non-fixed route mode, or (2) rail transit."
- across all non-rail fixed route modes or in any one non-fixed route mode, (2) a subrecipient under the 5311 Rural Area Formula Program, — Tier II provider: "owns, operates, or manages (1) one hundred (100) or fewer vehicles in revenue service during peak regular service (3) or any American Indian tribe."

MDOT MTA created a group TAMP plan on behalf of the Tier II Locally Operated Transit Systems (LOTS) in the state of Maryland will support their implementation of asset management practice and the federal requirements. This group TAMP applies only to the 23 LOTS provider. As statewide transit agencies, DTC DelDOT and MDOT MTA have completed their TAMPs in 2018. Per federal regulations, In the WILMAPCO region, DTC DelDOT is considered a Tier I provider, and Cecil County Transit (CCT) is considered a Tier II in Maryland that are recipients of 5311 funding, operate less than 100 vehicles, or serve an American Indian tribe.

Measures: The TAM Rule requires that transit agencies establish state of good repair (SGR) performance measures and targets for each asset class. Tier I providers must report on the SGR measures for the following asset categories:

- Rolling stock (revenue vehicles): Percent of vehicles that have either met or exceeded their Useful Life Benchmark (ULB)
- Equipment (including non-revenue service vehicles): Percent of vehicles that have either met or exceeded their ULB
- Infrastructure (rail fixed-guideway, track, signals, and systems): Percent of track segments with performance restrictions
- Facilities: Percent of facilities rated below condition 3 on the FTA TERM scale

DTC DelDOT is not responsible for Infrastructure, as they are not a grantee that directly operates, maintains or stores rail cars, and has no associated rail infrastructure in its asset portfolio.

As Tier I providers, DTC DelDOT must develop its own TAM Plan, or TAMP, with all the elements listed below. As required by the TAM Final Rule, Tier I Provider TAMPs must:

- Include the capital asset inventory;
- Provide asset condition assessment information;
- Describe the decision support tools used to prioritize capital investment needs;
- Identify project-based prioritization of investments;
- Define the TAM and SGR policy;
- Discuss the TAMP implementation strategy;
- Describe the key TAM activities to be undertaken during the plan's four-year horizon period;
- List resources needed to carry out the TAMP; and
- Outline how the TAMP will be monitored and updated to support continuous TAM improvement.

As a Tier II providers, CCT was included in MDOT MTA's group TAMP with 22 other LOTS. As required by the TAM Final Rule, Tier II Provider TAMPs must:

- Maintain an Asset Inventory that includes all vehicles, facilities, and equipment used in the delivery of transit service;
- Identify all Safety-Critical assets within the Asset Inventory and prioritize efforts to maintain those Safety-Critical assets in a
- Clearly define ownership, control, accountability, and reporting requirements for assets, including leased and third-party assets;
- Set annual asset performance targets and measure, monitor, and report on progress towards meeting those targets;
- Consider asset criticality, condition, performance, available funding, safety considerations, and the evaluation of alternatives that consider full lifecycle benefits, costs, and risks in capital project prioritization and other asset management decisions; and
- Maintain a group asset management plan, in coordination with MDOT MTA and LOTS safety policies and plans, as a means of delivering this policy.

Data: In this initial Tier I TAMP, DTC will use FTA ULB measures for transit assets and rolling stock. Targets for revenue/non-revenue assets that are at or beyond the ULB. Facility targets are based on the overall condition score in terms of a percentage of facilities failing vehicles are expressed as a percentage of the assets that are at or the ULB. Targets for equipment are expressed as a percentage of the to meet the target score.

## DTC ASSET PERFORMANCE TARGETS – ROLLING STOCK AND EQUIPMENT

ASSET CLASS	ASSET USE	DTC	FTA	TARGET PERCETAGE	RATIONALE
Rolling Stock - Revenue Vehicles					
Commuter Rail Car (RP)	Rail	-	39	<10%	
Over-the-Road Bus (BR)	Commuter	12	14	<10%	DTC's policy is to replace at end of UL. Less
40ft/30ft Buses (BU)	Fixed-route	12	14	<10%	than 10% is acceptable.
Cutaway Bus (CU)	Paratransit	5	10	<10%	
Equipment - Non-Revenue Vehicles					
Car (AO)	Support Services	8	8		
SUV (SV)	Support Services	8	8	<20%	With current funding levels DTC will meet
Truck/Van (VN)	Support Services	10	8		target goal within 4 years.

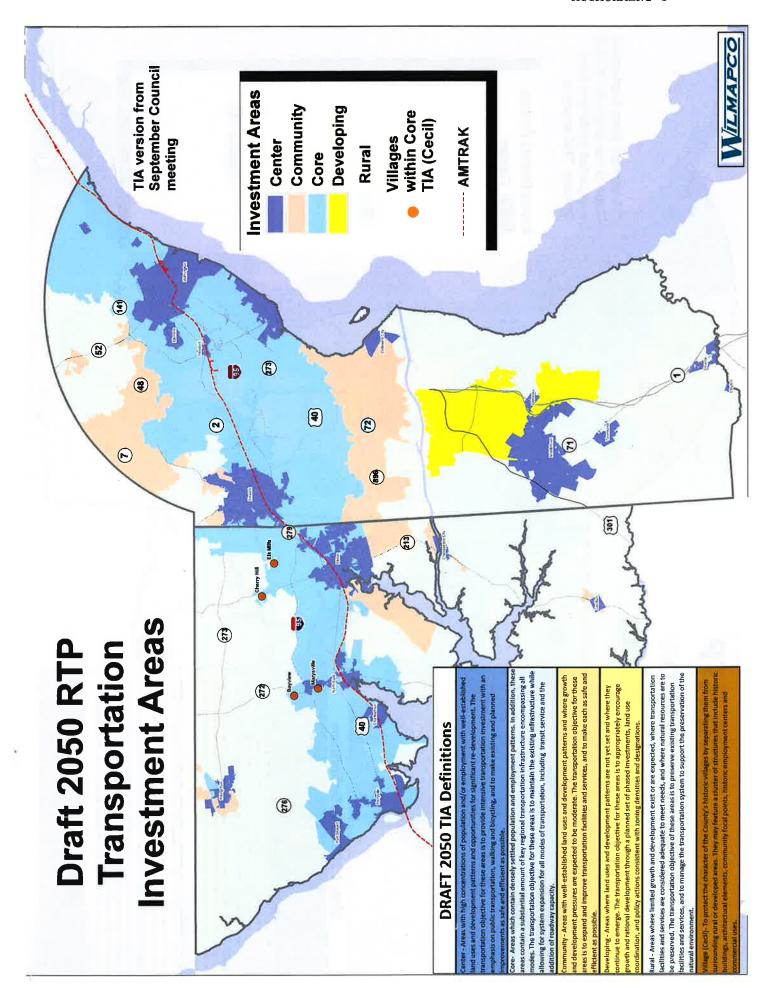
### DTC ASSET PERFORMANCE TARGETS – FACILITIES

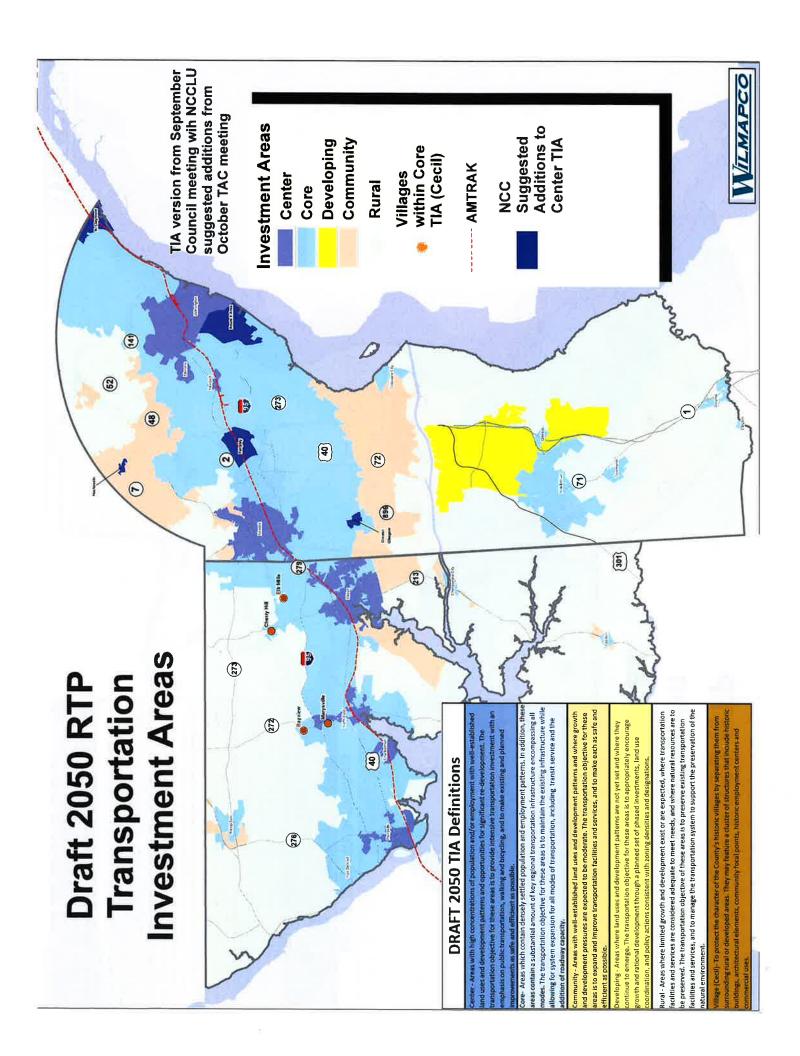
ASSET CLASS	CONDITION BENCHMARK	TARGET	RATIONAL
Facilities	"	%00	With DTC's Facility Preventative Maintenance plan goals, a 20%
	,	0/07	target is reasonable

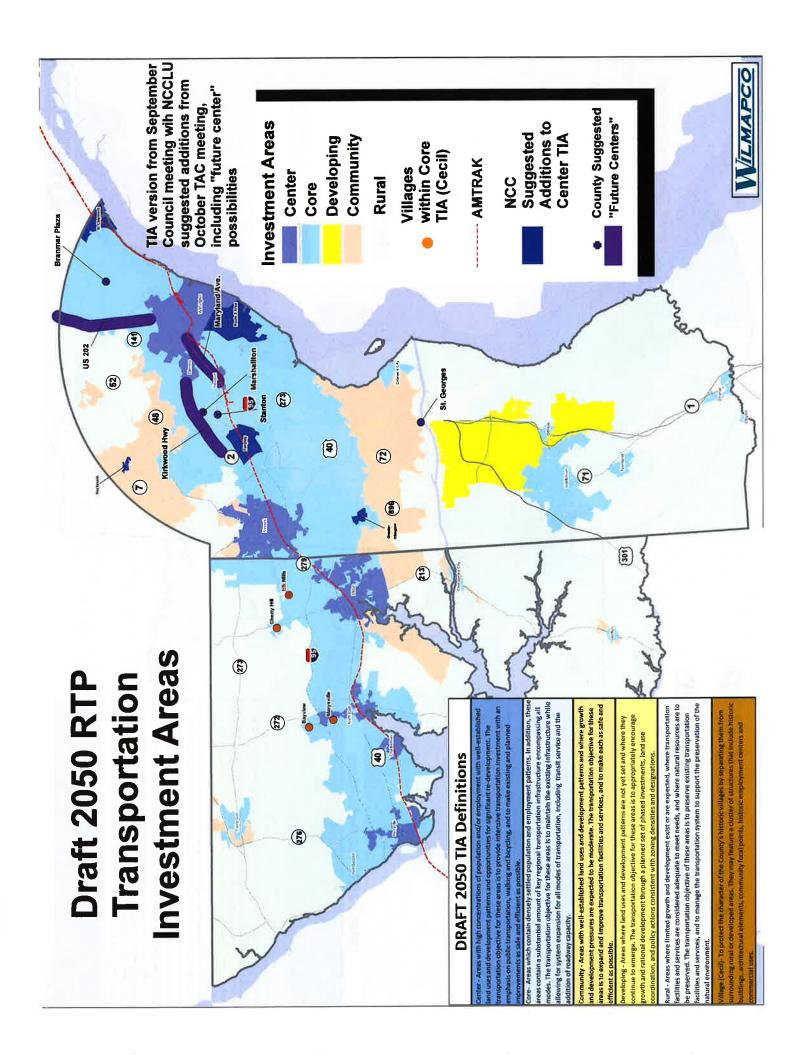
For Cecil County Transit (CCT), based on the reported asset condition, targets have been set for each asset class taking the projected funding levels into consideration. The table below summarizes the FY 2017 performance and FY 2019 targets for Tier II LOTS assets. Targets have been set based on the anticipated funding availability and the priorities of both the LOTS and MDOT MTA.

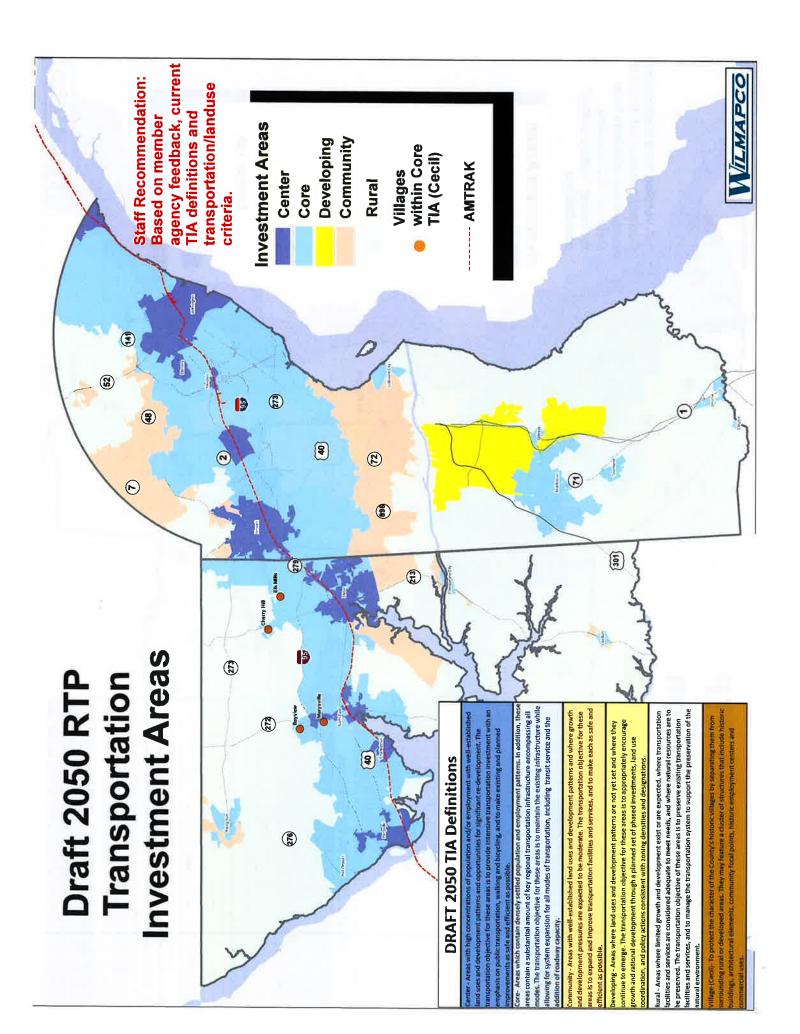
### FY19 TARGET ASSET PERFORMANCE FOR ALL ASSETS

NTD Vehicle Type	FY 2017 Performance	FY 2019 Target
Revenue Vehicles		
Bus	17.30%	13.30%
Cutaway Bus	14.80%	10.80%
Automobile	42.90%	38.90%
Van	39.40%	35.40%
Equipment		
Trucks and Other Rubber Tire Vehicles (Non-Revenue Vehicles)	14.60%	14.60%
Facilities		
Administrative*	10.00%	2.00%
Administrative/Maintenance	30.80%	25.80%
Maintenance	40.00%	35.00%
Passenger	25.00%	25.00%









### **DRAFT 2050 TIA Definitions**

Center - Areas with high concentrations of population and/or employment with well-established land uses and development patterns and opportunities for significant re-development. The transportation objective for these areas is to provide intensive transportation investment with an emphasis on public transportation, walking and bicycling, and to make existing and planned improvements as safe and efficient as possible.

Core- Areas which contain densely settled population and employment patterns. In addition, these areas contain a substantial amount of key regional transportation infrastructure encompassing all modes. The transportation objective for these areas is to maintain the existing infrastructure while allowing for system expansion for all modes of transportation, including transit service and the addition of roadway capacity.

Community - Areas with well-established land uses and development patterns and where growth and development pressures are expected to be moderate. The transportation objective for these areas is to expand and improve transportation facilities and services, and to make each as safe and efficient as possible.

Developing - Areas where land uses and development patterns are not yet set and where they continue to emerge. The transportation objective for these areas is to appropriately encourage growth and rational development through a planned set of phased investments, land use coordination, and policy actions consistent with zoning densities and designations.

Rural - Areas where limited growth and development exist or are expected, where transportation facilities and services are considered adequate to meet needs, and where natural resources are to be preserved. The transportation objective of these areas is to preserve existing transportation facilities and services, and to manage the transportation system to support the preservation of the natural environment.

Village (Cecil)- To protect the character of the County's historic villages by separating them from surrounding rural or developed areas. They may feature a cluster of structures that include historic buildings, architectural elements, community focal points, historic employment centers and commercial uses.

### **DRAFT 2050 RTP**

Investment Type	Center Investment Area	Core Investment Area	Community Investment Area	Developing Investment Area	Rural Investment Area
Preservation			21 m	7 19 7	
Safety Projects	x	×	x	x	×
Pavement Rehabilitation	x	x	ж	x	х
Bridge Rehabilitation	X	×	x	x	x
Drainage Improvments	×	X	x	x	х
Scenic Byway Easment Purchasing			DOLL SHIP		x
Management				V	
Truck Weigh Station Facilties			X	X	x
Intersection Capacity Improvements	x	x	x	х	
Increase/enhance park & ride facilties	x	x	x	x	
Access Management	x	x	x	x	
Minor Roadway Improvements (small-scale lane/shoulder widening	x	x	×	x	
Enhance the movement of Freight	x	x	x		
Retro-fiting of sidewalks	x	x	x		
Transportation Alternatives	x	x	x	x	
Expand existing rail stations	х		Harrier I		
ITS and connected/AV facilities expansion	x	x	x	x	x
Green Infrastructure	x	x	х	x	x
Traffic Calming	X	x	X	×	X
Public Parking Improvements	X	x			
Development/Enhancement of Transit Centers	x	/— I—		2	
Expansion			Name and Address of the Owner, where the Owner, which the		-
Shared-Use Pathways	x	×	×	x	x
Sidewalks	x	x	×	x	x
Bikelanes	x	x	×	x	x
Pedestrian Facilties Expansion	X	x	x	x	
New Roadway Construction	X	x	x	X	
Major Roadway Widening/Addition of Capacity	X	x	x		
New Train Station Expansion	x				
Frequent Bus Service (1 bus/10 min.)	x				
Bus Rapid Transit	x				
Commuter Rail Service Expansion	x				
Amtrak Regional Rail Service Expansion	X				
Public EV Charging Stations	X	x			
Express Bus Service	x	x	×	×	
Light Bus Service (1bus/hr.)			×	x	
Interchanges/Grade Separations		x			
Intermediate Bus Service (1bus/30 min.)  Bold - Changed from 2030		x	1/2/		

Bold - Changed from 2030

Italics w/Bold - New Investment Type

Possible other new investments: freight (expansion - rail/highway), seaport (expansion), airport (expansion/management); intermodal facilities (expansion)

