

Milford City Council
MEETING MINUTES
April 26, 2021

The City Council of the City of Milford convened in a Workshop Session by way of a video conferencing website on Monday, April 26, 2021 at 5:31 p.m.

PRESIDING: Mayor Archie Campbell

IN ATTENDANCE: Councilmembers Daniel Marabello, Mike Boyle, Andrew Fulton, Todd Culotta, Brian Baer, Douglas Morrow, Jason James Sr. and Katrina Wilson

ALSO: City Manager Mark Whitfield, Police Chief Kenneth Brown and City Clerk Terri Hudson

COUNSEL: Solicitor David Rutt, Esquire

In an effort to adhere to social distancing protocols and best practices imposed by Governor John Carney's State of Emergency Declaration effective March 13, 2020, the City of Milford has canceled all public gatherings until further notice. See April 26, 2021 Council Meeting Agenda & Packet for additional information.

Workshop CIP Presentation/Wrap Up

This is a continuation of the CIP Presentation from the April 12th Workshop.

Councilmember James, as Chair of the Finance Committee, began the meeting by asking Finance Director Lou Vitola to explain the purpose of the Capital Improvement Plan (CIP).

Mr. Vitola reminded Council shared that this is a capital improvement plan presentation; there will be no financial commitments or obligations if the CIP is approved tonight during the City Council session. The workshop's purpose is to set forth a plan and solicit input from Council on the basics, or the contents and prioritization of the CIP items in the five-year-plan. Specifically, they are looking for any missing projects that Council would like to see addressed. Also, to confirm the projects are prioritized correctly.

He referenced the first page that displayed FY22 and the summary of the projects that will be addressed in the new operating budget. At present, all five years should be viewed as a plan only. Council's approval doesn't constitute any commitment or obligation to any funding in the CIP if approved tonight.

Councilman James expressed concerns that there has not been sufficient time for Council to digest the information and provide feedback. Director Vitola stated that if there is no need for any shifting or prioritization changes, he hopes Council considers approving it tonight in consideration of the budget schedule and the May hearings. He had a target date of April 26 for approval to allow the FY22 projects to be added to the budget plan.

After further discussion, it was agreed to proceed with the second half of the presentation this evening. Even if no adjustments are recommended, Director Vitola and City Manager Whitfield will continue to take feedback in the coming weeks and solicit approval at the May 10th meeting.

Councilman Culotta suggested having another workshop to discuss because this appears as though Council is being forced to approve it. Councilman Morrow agreed.

City Manager Whitfield then reviewed the process, adding that this has not changed and following how it was handled over several years. He reemphasized that it is not a budget but will provide an opportunity to look for grants and other funding, based on its approval. One of the questions included on most grant applications is whether it is part of the City's adopted CIP and if the answer is yes, the funding opportunity increases.

The main purpose of these reviews is to confirm that all projects are included. Anything missing or anything that needs to be moved or removed should be Council's focus.

Director Vitola then clarified that if this plan were to be approved by Council tonight, staff would work to incorporate the items into the FY22 operating budget, but only after Council approval. Once added to the budget, they would determine the funding and the possible use of reserves or grants.

Councilman James recommends that Council be allowed additional time after this review to digest the information and then provide a deadline for comments.

It was agreed to finish the presentation in the workshop, take questions from Council, and if there is no plan to adopt it during the Council meeting later this evening, public comments are to be taken as scheduled. The new goal is to approve the CIP at the May 10th meeting.

Director Vitola then pointed out some minor adjustments are included in tonight's CIP that will be addressed.

Public Works Director Mike Svaby then followed, commenting that most divisions have sections regarding their FY22 and out-year equipment and vehicle needs. Those items are tied to the vehicle replacement schedule and will become a live document as we merge into the operating budget process where funding will be assigned.

Parks and Recreation Director Brad Dennehy then presented the following CIP budget report:

We have a couple of pickup trucks that need replacing and some basic equipment to keep the parks operating. There is not much in the building budget though they need exterior lighting and a key fob system for the doors.

The items in blue on page nine are proposed and shown in the applicable fiscal years though it appears to be a long list. He is looking for Council's buy-in on what P&R is trying to do in FY22.

He feels they are trying to make the town a good recreational stop, as parklands are developed and more land is acquired for new walking trails. There are several projects planned for this year, one being the pickleball courts. He has heard from the community that needs to be a priority.

There is a \$250,000 included for land acquisition, but if we are serious about putting in trails, we need to be serious about pedestrian paths, and they cost money.

Another minor item that is important is tree planting. Paver replacement on the Riverwalk continues, and there is a building on Mill Street that needs demolishing. He reiterated the big-ticket items are the pickleball courts and land acquisition.

He suggests Council review the list, and if there are further questions, he will be happy to answer them at a later date.

When questioned about the frisbee golf course location, Director Dennehy believes there is an area by Public Works he is considering. He thinks a good community of people up and down the state want to play frisbee golf and the hope is to attract them to Milford.

Another big one is the construction of a recreation center. Director Dennehy's dream is to have a community center or recreation center built on Marvel Square. P&R can get a lot of grant money that typically involves a 50% match. Thus, if something were to cost \$200,000, the taxpayers would only have to contribute \$100,000, though it would need Council's approval.

When questioned about the land acquisition, Director Dennehy hopes to put the pickleball court by the basketball courts behind the Salvation Army. That property is City-owned, and not being used right now. In addition, there is a good amount of parking that already exists there. If that works out, the only land needed would be for frisbee golf.

When asked about the location of the downtown playground, Director Dennehy responded that if you look at the working plans for target improvement areas, though they have a lot of ideas, there is a need to spend money and have them put on paper.

A comment was made on the pole barn for storage at the Armory and the demo of existing huts. Mr. Dennehy explained that there are a couple of the old Kiwanis huts that have seen better days. He would like them demolished and a new pole barn constructed with electric and a concrete floor. They are presently storing items at the Chamber and DMI, and the entire Armory property needs to be cleaned up. Though the City inherited it for \$1, there is still a lot of money needed for upgrades.

At the moment, the huts are not being used, and before that were to occur, an abatement team would need to assess them for hazmat issues. Councilman Fulton expressed concern that \$75,000 will not be enough if abatement is needed. Mr. Dennehy concluded by stating he put in his best estimate, but is hopeful some grant funding would be available. He also noted that is not planned until FY23, which will allow more time to assess those concerns.

Public Works Director Svaby then noted there is nothing in the Streets Division for equipment, except for the salt spreader. The original place was to replace two in FY23, but one is in such a condition it needed moving up to FY 22 and the reason for the \$23,000 line item.

When asked about a new street sweeper, Street & Utilities Supervisor Charlie Nordberg stated that the street sweeper was purchased two years ago so it is fairly new. It is used every day and all four wards can be completed within a week. The only time it is not used is during a heavy downpour or snow. But it is used after rain to clean storm drains and similar areas. The regular schedule also includes each development twice a month.

City Engineer James Puddicombe stated the Mispillion Group project is a carryover from last year and is expected to start any day. They had a delay of a couple of weeks, but by May, it will have restarted. The engineering, for both 2020 and 2019, is predominantly complete at this point. And those are also carryovers from last year. That also applies for Fisher Avenue, Plum Street, Masten Circle and Roosa Road, which was also a subset of 2019. All three should drop off within the next couple of months as the engineering is completed.

The street rehab project should come off in 2022 at \$1.4 million, though it was initially \$840,000. A couple of streets were moved up--most notably North Washington due to a significant amount of water main breaks. Approximately three blocks of asbestos water main continue to break, along with laterals that will need replacing. In conjunction, the North Washington Streetscape, also shifted left a year ago to align with the street work on North Washington.

From that point out, the budget should remain at \$840,000 annually as was initially planned.

The ADA transition plan is underway right now, along with the third-party evaluation. The Walnut Street pedestrian crossing is in the final design stages. The goal is to bring something to Council for review in the next couple of weeks.

The Fourth Street infrastructure repairs are underway to address the significant flooding issues in that area though the initial assessment is complete. They hope to do the actual repairs based on the feedback from the planning grant. While \$500,000 was added in FY22, the exact number is unknown though he believes that amount should be close. Grant funds will be used for most of these projects.

The sidewalk connectivity initiative is a joint venture with the Planning Department. While doing the sidewalk inventory, a significant amount of small sidewalk gaps of 15 to 20 feet, or less, was found. Those are being addressed at the cost of \$100,000 per year as part of the sidewalk program.

Northwest Front Street and the remaining items are included as out-year plans.

Councilman James asked about the \$1.4 million and the \$840,000 in out years for streets and sidewalks and if the worst streets are being addressed first; City Engineer Puddicombe explained the inspectors went through and evaluated them prior to him being hired. That evaluation was based on the quality of the actual surface of the street. It was then broken

down to some degree based on lead line services and asbestos water mains. Those initiatives were then somewhat combined to make a priority list.

The City Engineer's adjustments come predominantly from speaking with the streets and water crews and finding repetitive breaks. Long term, the City is paying a crew of four guys to come out on weekends and spend half a day repairing a water break every month. That is at a high cost, so he thought it would be prudent to move the areas with a lot of breaks up in the plan. Other than that, they're still in that original order. That is a combination of what's in the ground, meaning lead services or asbestos mains, and the road surface condition.

Director Svaby added that we are also in the process of identifying new video technology that will span the streets and provide a new assessment. The one we are operating from had the City Engineer's observations, constituent observations, and crew observations. As a result, a new five-year assessment will be completed soon.

Rounding out the street section, Director Svaby reported there is a \$150,000 placeholder that he has discussed in previous Council meetings. The end of this month, on April 30th, is the final public input day. Within 60 to 90 days after that, a draft transition plan will be made available to the public again with the hope of soliciting more comments. By fall, the document should be complete, and any changes will correspond with the updated years. The \$150,000 was added, but once the plan is in place, the years will be changed beginning in FY23 to coincide with the scheduled activities.

Director Svaby reported there is nothing in FY22 for parking though there are two items in FY23. In the City Hall section, there are three items. One is to upgrade the Council recording system for live streaming that concurs with the reopening of public meetings in July. That will be completed under the direction of our new IT Director, along with other upgrades in that area. Second, there is a \$100,000 line item to demo the former DMI Building. Today, the last of the quotes was received. It is anticipated to come in under that amount, though it is currently estimated based on the expected hazardous materials abatement.

The \$30,000 item is to enhance the parking lot around City Hall. The design will add a new entrance, a cement slurry will be poured, and the striping and parking spaces redesigned.

Lastly, the Police Department will be replacing two vehicles this year. They budget slightly more than \$100,000 in a year to replace two of their patrol vehicles.

The large item in the capital budget this year is the new police facility. In FY22, there is \$2.4 million to cover the design phase that has been underway for a while. Currently, the bid is out for a construction manager. There have been at least fifteen inquiries, and those proposals are due April 30th.

The plan is to have the construction manager selected, the contract negotiated, and awarded by the end of May. They will then join Becker Morgan and proceed with the design of the building.

Councilman Marabello questioned the total police station budget shown as \$19 million and recalled a conversation that it would be substantially less.

Finance Director Vitola explained that prevailing wages and other high costs resulted in the original \$18.9 million estimate. However, the expectation is to borrow well under \$20 million and even under the \$18.9 million initial estimation.

He added there are no bids for concrete projects of any type at the moment. The team was asked to put together the CIP budget for the building with the original \$18.9 million that Becker Morgan initially estimated as the baseline starting point. The timing of the \$2.4 million in FY22 and the balance in FY23 is based on Becker Morgan's project management schedule, but the number should come in lower than the \$18.9 million.

Director Vitola reviewed some minor adjustments since the April 12th version. Several existing projects were removed because they will be complete by June 30th. Some projects were added because they will be ongoing in FY22 or reflect recent grant funding applications.

When asked for a more realistic number, Director Vitola hopes it will go all the way back to what was discussed during the fall workshops. He believes it will come in within the range of mid \$13 million to mid-\$16 million. However, it is impossible to provide an exact number until after the design is complete and the construction manager is in place.

A discussion followed regarding the number of non-city vehicles using the City Hall parking lot for congregating and other things, including vehicle maintenance. It was suggested that a key card entrance be considered to prevent any misuse of the parking lot and for preservation purposes.

Councilman Culotta then questioned the demo of the old DMI building on South Walnut. He suggests this be discussed at another time though he expressed concerns about it being only two houses from his.

Director Vitola then addressed IT. He pointed out the standout, in terms of dollars, is the ERP implementation and the bulk of the investment is in the first two years for upfront costs. The residual costs include conversion, implementation, and training included in the out years.

He reminded Council there has always been money allocated for servers to keep our equipment updated and fresh. Our new IT Director will be evaluating those funds for their best use. Council can also expect to hear more about firewalls in the near future.

The server room security in the finance building was recently added because of the grant funding available. However, there is also an apparent security concern with the equipment as it currently exists in that building.

In the Planning Department, there is nothing in FY22, and a couple of servers in out years.

The finance building HVAC back air infiltration project was also recently added. That was in response to Councilman James' comments on April 12th regarding available funding to improve air quality in city buildings. He suggested soliciting that funding and making such improvements. Though the HVAC system is not as old as the 20-year building, there are issues. That will only be undertaken if funding is available.

Director Vitola also referenced a question at the last meeting relating to the FY19 capital items that lapsed and dropped off the CIP list after the three years, but were again added with the need for additional funding. He has that summary and will share that with Council under separate cover.

With that, the CIP review concluded.

SE Milford Transportation Improvement Plan/DelDOT

City Planning Rob Pierce introduced State Department of Transportation (DelDOT) Planner Sarah Coakley and Planning Supervisor Bruce Allen in attendance, via zoom.

He then provided the following history:

The Southeast Transportation Improvement District (TID) was a one of the principal goals in the City's Southeast Master Plan and was adopted as an amendment to the City's Comprehensive (Comp) Plan in 2011. To ensure the correct modeling effort was used, it was put on hold until after the most recent comp plan update was adopted in 2018 before signing the TID agreement.

Planning Director Pierce recalled a presentation made by DelDOT in March of 2019 that outlined the summary of the TID Program. In April 2019, Council authorized Mayor Campbell to sign and execute the TID agreement between the City of Milford and DelDOT.

For the past 24 months, the City has been working with DelDOT to move closer to finalizing the TID which is the purpose of the presentation this evening.

Following, Ms. Coakley provided the attached presentation and update:

This is a review of the process of developing the TID, including where we are, what we've done in the past and what the next steps are. We will then review the land use and traffic forecast used in DelDOT's traffic modeling, then the traffic modeling process and results and conclude with reviewing the recommended translation improvements and also the revised intersection level of service standards.

She will return at a future meeting for City Council concurrence on the updates which will allow DelDOT to work on a concept plan and estimates for the improvements.

A TID is a geographic area defined for the purpose of securing required improvements to the transportation facilities in that area. It is a place where land use and transportation are planned in detail in advance, so that development consistent with the future land use plan pays a readily determined fee, instead of conducting a traffic impact study (TIS) and making or funding off-site improvements.

Without a TD, and without a TID fee, future development submitted to DelDOT for entrance approval that is generating at least 50 peak hour trips or 500 daily trips, would be required to do a TIS which analyzes their impact on the nearest three state-maintained road intersections. Depending upon the impact, the developer will be required to make contributions to the improvements that will need to be built. That includes infrastructure such as turn lanes, widening roads, shoulders, shared paths, traffic signals, etc. Under a TID, everyone pays a fee either per dwelling unit for residential or per square foot for non-residential developments. This replaces the TIS requirement and the payment of the varying off-site improvements.

The purpose is to better provide the transportation improvements to support the future land use and areas where growth is identified in local comprehensive plans. In this case, it is used to implement the Southeast Milford Master Plan.

A TIS can take six to nine months, not counting review and scoping time. A TID can shave from six to twelve months off the development review process through DelDOT. There are other benefits that include knowing what needs to be paid in advance which helps with the performance bond paperwork and obtaining a loan by knowing all costs before they buy the property.

With the TIS process, DelDOT is responding to the growth as or after it happens. With the TID, the traffic analysis is done and the needs are known in advance. TID projects advance in the capital transportation program (CTP) quicker than other projects would. DelDOT has a six-year CTP and projects receive extra points in their prioritization process if located within a TID.

Because a TID functions as a TIS, the fees can only be used for that TID which keeps those fees local. Any fees that are paid by development in the Milford TID can only be used for projects in the Milford TID.

The criteria for traffic impact studies requires a minimum level of service. With a TID, everyone pays including developments that generate less traffic. As a result, it is a more equitable treatment of competing developers.

Right now, smaller developments don't pay and as development comes in, those earlier developments appear to have less of an impact on the roadway capacity. Later developments end up having to make all the improvements, but with a TID everyone contributes.

Known costs for developers and expedited development reviews is the result of not having to do a TIS.

There is also a new expedited review team involved in the development reviews which also helps speed up the review process.

DelDOT and the City previously entered into an initial TID agreement that included the target horizon year of 2045. It includes two boundaries. One is the participant boundary, which is the land use that allocates which developments have

to pay into the TID. The facilities boundary goes out a little further and includes the roadways and intersections that could be impacted in the region.

The initial agreement has been completed and DelDOT and the City have committed to working together on the other elements. Those include the land use and transportation plan to implement the master plan and a list of specific improvements tied to the TID specific CTP.

Out of that, a monitoring program is negotiated that commits DelDOT to report back to the City regularly and also to update the land use and transportation analysis periodically.

The infrastructure fee program is how much will be collected from the development community versus how much DelDOT will pay. The future developers are not expected to pay all of the improvements and a percentage will be negotiated with the City with DelDOT paying the remainder.

They are presently working to complete the land use and transportation plan and also the TID-specific capital transportation plan.

DelDOT made several commitments in the initial agreement for the development of the TID. One was to compile existing conditions to report on the transportation network. That has been completed.

DelDOT then committed to forecasting traffic, based on the City's future land use plan in the study area road network for the 2045 target horizon year. Also, they have identified locations that need improvements to meet the service standards in 2045.

The land use forecasts/traffic forecast and needed improvements were then compiled into the Land Use and Transportation Plan (LUTP). The final review and authorization at the next Council meeting will authorize DelDOT to start the concept plans and cost estimates for the needed improvements that will be used to negotiate the infrastructure program.

The future land use plan that DelDOT modeled includes numbers that correspond to each parcel. Many of the parcels are low density residential. There are several with seven and eight; two are moderate density residential. Open space is shown on the plan in addition to employment and commercial parcels. The TID boundary was also designated.

Councilman Culotta prefers that Council first discuss its desires and plans for this southeast area. He sees a lot of low density residential that could change. He thinks it is important that Councilmembers express their likes and dislikes for the area east of Route 1 as far as the commercial development they want to see over there. From what he is seeing, there is only a small sliver of commercial east of Route 1. He sees more next to the property that the hospital now owns and feels they that will benefit their growth. He thinks that Council needs to figure all those land uses out in a workshop or some other way.

He feels Council needs to communicate better with DelDOT so they understand Councils' desires.

Councilman Culotta does not think we are there yet especially by what he is seeing in the future land use plan.

Director Pierce confirmed that the information being provided tonight was taken off the future land use map that City Council adopted with the 2018 comp plan. The projected trip counts are forecasted and are not yet based on the full buildout over the 2045 horizon. It can only be assumed that only portions of these projects will be build out over time.

Ms. Coakley said the modeling process they used is very flexible in terms of land use changes and making updates.

Continuing, she stated the future traffic or trip generation is based on what is called Institute of Transportation Engineers trip generation information. It shows the different developments, corresponding map numbers, their status, existing zoning, size and then how many single-family detached homes, townhouses, and condos are planned. It includes non-residential space using square feet.

She referenced a table (see April 26, 2021 packet) that shows the trip generation and what is called the AM and PM peak periods. That involves the two worst hours of traffic in the daytime and includes ins, outs and totals. The land use forecast amounts to almost 9,000, or 8,864 new residential units, by the year 2045 and 1,240,000 new commercial square footage by that year. That adds 7,808 AM peak hour trips.

For Innovation Park, two different land uses were considered. Both 1,194 single-family dwelling units and also medical offices at 325,000 building square footage. Those two land uses are comparable in terms of the AM and PM peak hour traffic generated.

It also includes future build out for the hospital and also designates the Hall Property as both commercial and residential. Other developments already been built out are not included.

The Bayhealth Medical facility site, with a possible 650,000 square feet of medical office space is included. That is the largest trip generator in the TID. It generates 22% of the total AM peak trips and 25% of the total PM peak trips.

The study area intersections and those that are within the participant boundary and those outside city limits will be included in the TID once they become annexed. Because land uses within the participant boundary impacts outside traffic facilities is the reason there are two different boundaries.

She then talked about the technical approach DelDOT used. Traffic counts were done in the fall of 2017. The analysis uses the AM and PM peak hours. Also used is a software system called Synchro that includes roadway, geometry, traffic counts and signal timing which involves the entire signal cycle, as well as the approach time.

Trip generation rates were developed using standardized traffic estimates which are gathered and published by the Institute of Transportation Engineers (ITE) based on volume and capacity. Where there is more capacity available, it will assign more trips.

Synchro's traffic impact analysis automatically generates routes into and out of a proposed development. The software will adjust land uses, which adjusts the trip generation numbers.

Because they used 2017 counts, they will want to update it in a couple of years and this software makes it fairly easy.

An example of the software was shown using the Key Properties information and the associated trips, approximate driveway location, origins and destinations.

Of that, 30% of the traffic flow into the study areas come from northbound on State Route 1 and exiting at the Wilkins Road, then going west. Another 30% of the traffic flow into the study area is southbound on State Route 1 and uses the same exit in front of the hospital.

A level of service and delay analysis was done for all intersections within the TID to look at the AM and PM peak periods. Most turned out good with the exception of the Route 30 and Johnson Road intersection which was borderline.

The baseline year was used with no transportation improvements and then a build out scenario of 2045 with transportation improvements. Three different build-out scenarios were used. Scenario one included 1,194 single family units in Innovation Park; scenario two was done using the same parcel with 325,000 square feet of medical offices, which ends up being almost equal to the trips using the residential numbers though more trips used Route 1 with the medical office use versus the single-family houses. The third scenario used a 500,000 square foot medical office to determine just how much worse traffic would get.

In identifying ways to meet the TID service standards, the first thing considered is signal optimization which basically assigned more green time to the approaches that have less capacity available. Those with the worst amount of traffic and the worst delay get more green time. Then they consider adding right turn lane channelization if there's room on the downstream (receiving lanes).

Next is the increase of storage length for left and right turn lanes, then adding left and right turn lanes. Finally, adding thru travel lanes.

A map was created that shows the recommended transportation improvements in order to mitigate the expected delay caused by all the future lanes being built out. It includes seven roundabouts at Sapp Road and Cedar Beach Road, Rehoboth Boulevard and Kirby Road, Marshall Street and Elks Lodge Road, Elks Lodge and Wilkins Roads, North Old State and Johnson Roads, Elks Lodge and Johnson Roads and the last at Pine Haven and Cedar Creek Roads.

A new traffic signal at State Route 30 and Johnson Road, a new traffic signal at the State Route 1 northbound ramp at Cedar Neck Road and Wilkins and a new signal at Wilkins and Route 30 are all recommended. At the entrance and exit ramp for Route 1 near the hospital, two turn lanes and two thru lanes need to be added in all directions.

Also, a left turn lane is needed from Southeast Front Street onto Rehoboth Boulevard and from Rehoboth Boulevard onto Front Street and to Cedar Beach Road. The left turn lane from Southeast Front Street is needed regardless of any future land use, but the left turn lanes from Rehoboth Boulevard are needed if Innovation Park is developed as medical offices.

Several improvements are also recommended along Route 1 as part of the Route 1 Corridor Capital Preservation Program. A signal at the Argo's Corner Road would be added and there are plans to eventually make the Argos Corner area a grade-separated intersection. A service road will be added east of Route 1 and will close the crossovers at Sharp and Johnson Roads.

The improvements along Route 1 would not be funded through the TID and instead by DelDOT, as part of the larger overall Route 1 Corridor Capacity Preservation Strategy.

Not on the map, but identified as useful for existing conditions is the idea that Southeast Second Street and Rehoboth Boulevard is changed to a right turn only. The left turn from Southeast Second Street onto Rehoboth Boulevard fails with a severe level of service of more than a hundred seconds of delay. DelDOT's traffic section will work with the City to do a more detailed traffic study on that, with input from the adjacent community, because that will be a big change.

When asked about specific improvements, Ms. Coakley said that eventually all the improvements will be warranted based on the future use of vacant land in the TID area and development by 2045.

Ms. Coakley continued by stating that in addition to the seven single-lane roundabouts discussed, a right-turn bypass lane is also needed at State Route 30 and Pine Haven/Fleatown Roads. That would provide two ways for traffic to make that right, either by using the bypass or going through the roundabout.

Because the City is working on an updated bike plan, DelDOT will be including those improvements in the TID.

She then spoke about various regional improvements in the Route 1 Corridor Preservation Program, as well as some recommended but will be studied by DelDOT. Community feedback will determine if DelDOT funds these as part of the traffic study.

The State Route 1 northbound flyover to Rehoboth Boulevard will also be reviewed with a possible conversion to a yield movement and the deceleration lane eliminated. That could allow more room for a better bike connection.

Ms. Coakley then discussed the level of service or delay results for the future years without any improvements. She pointed out that areas are graded F, which means improvements are needed. With the improvements, the only critical site remaining is the stop sign location from Johnson Road onto State Route 1.

She also talked about future year PM peaks with almost every intersection graded E or F compared to the level of service with the improvements. Level of service E is shown only for the minor approach, which in this case is the Southeast Second Street intersection. However, it still meets the service standard because it is an E instead of a D.

The level of service review was then explained. The first review is the volume to capacity ratio. If there is more volume than what the road has capacity for, then that intersection automatically fails. The second review is the actual control delay by seconds per vehicle. That includes slowing down, stopping and starting up again to get through the intersection.

Right now, the agreement calls for maintaining level of services D everywhere, which is a maximum of 55 seconds at signalized intersections and 35 seconds at unsignalized intersections and includes roundabouts and stop signs.

DelDOT is proposing to change the service standard to allow for level of service E using a maximum of an 80- second delay at signalized locations and a maximum of 50 seconds at unsignalized locations. For more urban, higher growth areas, they are moving to a level E. Several other TIDs, including Newark and Middletown, are either already adopted or are considering adopting level service E as their standard.

The next step will be to get concurrence of the service standard of level E and also the TID transportation improvements. DelDOT then hopes to develop the concept plans and cost estimates for all improvements. At that point, they will negotiate the infrastructure fee program and how much of those future costs' developments will pay. That will result in the individual TID fee schedule.

After that, the land use and transportation plan, revised level of service standards, the list of improvements and their costs, and the fee program will be added as an amendment to the TID agreement. Once that is done, the TID will begin implementation with developers paying the TID fee instead of the TIS fee.

When questioned, she said the roundabouts are one lane in either direction, though there are also dual-lane roundabouts which are two-lane roundabouts. Roundabouts have a traffic calming effect, but also prevent vehicles from coming to a complete stop and instead continue moving. They are also a lot safer with less traffic crashes versus a four-way stop.

Ms. Coakley added that the roundabouts are designed purposely for emergency vehicles and farm equipment with a wide apron in the center so that larger vehicles can overhang without getting damaged. But it still looks narrow enough to slow down regular vehicles.

She verified the AM and PM peak times are defined as 7 to 9 am in the morning and 4 to 6 pm in the evening.

Council thanked Ms. Coakley for the very detailed information provided tonight.

Planning Director Pierce said he will add the agreement to the next agenda and will have Ms. Coakley available should anyone have questions.

With no further questions or comments, the Council Workshop Session concluded at 7:08 p.m.

Tracy N. Torbert
Transcriptionist