



STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
800 BAY ROAD
P.O. BOX 778
DOVER, DELAWARE 19903

COUNCIL ON TRANSPORTATION

Meeting Minutes

Wednesday, August 19, 2020 at 3:00pm

Zoom Virtual Meeting

Council Members Present:

Ted Williams (Chairman), Pam Scott, Martin Lessner, Bobby Fifer, John Gilbert, and Lee Beetschen

Council Members Absent:

Thomas Holmes

DeIDOT Staff:

Jennifer Cohan, Secretary; Brad Eaby, DOJ/DeIDOT; Art Jenkins, Assistant Director of Finance; Melanie Carlson, Finance; Marc Coté, Director of Planning, Anson Gock, Planning; Mike DuRoss, Planning; Todd Reavis, Director of Technology and Innovation; John Sisson, CEO DTC; Shanté Hastings, Chief Engineer; Josh Thomas, Planning; Lori Sherwood, Planning

Guests:

Ken Grant, AAA; Doug Atkin, FHWA; DJ Hughes, DBF; Drew Boyce, Century Engineering; Kathleen Baker; Michael Beal; Bill Weller; Savanna Edwards; and Eul Lee

Agenda Item # 1: Review and Approval of Minutes (June 22, 2020)

Chairman Williams called the meeting to order with a review of the agenda. He moved to the first agenda item of approval for the last COT meeting minutes on June 22, 2020. Councilwoman Scott made motion to approve. Councilman Lessner seconded the motion and the minutes were approved by the Council.

Agenda Item #2: Secretary’s Update:

Secretary Cohan provided a PowerPoint presentation with a review of “Key Roles of the COT” from Delaware Code Title 29 Section 8409. She reviewed slides of the COVID 19 Impacts on DelDOT Finances; FY21 - Sources of Funds - \$1,951.3M; Debt Service as a Percent of Revenue; FY21- Operating Uses - \$331.2M; and FY21 - State Capital - \$375.1M.

Agenda Item # 3: DelDOT Planning Studies Update:

Josh Thomas provided a PowerPoint presentation on Planning Studies Updates. He gave an overview of study types, who initiates the studies, and the funding. He then provided some examples of studies DelDOT is currently working on to include: Churchman’s Crossing Plan, Kent East/West Freight Study, and Coastal Corridors Study. Chairman Williams inquired on the Churchman’s Crossing Study, asking if the study is the limits of what everyone is considering of the TID once the study is completed? Josh replied that the TID boundary would have to be discussed specifically and if that were the recommendation it could be adjusted if necessary. WILMAPCO, the County, and DelDOT tried their best to mimic what it may look like. This is where we focus the analyses on, based on what we know now. As the study progresses, if that is where we are going, do a TID and adjust the boundary if necessary.

Agenda Item # 4: Biennial CTP Process Timeline:

Marc Coté briefed on the Biennial CTP Process Timeline. He explained it is a two-year process, which are in fiscal years, starting in July and ending in June. Marc explained that originally an even and odd year nomenclature were used, but we wanted to come up with wording that would give meaning to what those even and odd years are. The Adoption Year will now be the even fiscal year, which last ran July 2019 – June 2020, and the Planning Year will be the odd fiscal year, which will run July 2020 – June 2021.

Marc provided a PowerPoint presentation that explained the two-year process.

The Adoption Year:

- Example July 2019 – June 2020
- August 2019: COT reviewed Draft FY 21 – 26 and recommends to release
- September 2019: COT held public workshops in each county
- December 2019: COT reviews public comments
- February 2020: COT voted to adopt FY 21-26 CTP; Chair signed letter of approval to Governor

The Planning Year:

- Example July 2020 – June 2021
- August 2020: COT meets to review DelDOT updates
- December 2020: COT meets to review DelDOT updates
- February 2021 DelDOT begins work on FY 23-28 CTP

Agenda Item # 5: Public Comment

Chairman Williams then opened the floor for questions or comments. No questions or comments were made.

With no comments or questions, Councilman Williams requested a motion to adjourn. Councilwoman Scott made a motion to adjourn. Councilman Lessner seconded the motion. All approved.

Respectfully submitted,
Lori Sherwood, Recording Secretary