



**CITY OF NEWARK  
DELAWARE**

Newark Transportation Improvement District Committee Meeting

Date/Time: Wednesday, August 14, 2019, 1:30 p.m.

Location: Council Chamber, Newark Municipal Building, 220 South Main Street

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**Attendees**

Committee Members

Newark Planning and Development  
Newark Planning and Development  
Newark Public Works and Water Resources  
DeIDOT  
WILMAPCO  
New Castle County Department of Land Use  
University of Delaware  
BikeNewark  
Newark Planning Commission  
Newark Design Committee  
Mayor's Appointee  
District 3 Representative  
District 4 Representative  
District 5 Representative

Mary Ellen Gray, AICP  
Mike Fortner, AICP  
Tim Filasky, PE  
Sarah Coakley, AICP  
Heather Dunigan  
Stacey Dahlstrom, AICP  
Jenni Sparks  
Bob McBride  
Alan Silverman  
Joe Charma, PE  
David Levandoski  
Dr. Julia Maresca  
Jamie McGee  
Jim Jones

Other Attendees

DeIDOT  
Newark Planning and Development

Cooper Bowers  
Nicholas Lewis

Committee Support

AECOM  
AECOM  
AECOM

David Athey, PE  
Mayuresh Khare, PE, AICP, PP  
Savannah Edwards

**Meeting Minutes**

- The meeting started at 1:30 pm. All attendees introduced themselves.
- Minutes from the July 10 meeting were approved with one name spelling change only.
- Continuing discussions begun at the July 10 meeting, use of either the farm road or railroad traversing the University Farm as the Participant Boundary and thus whether or not the Farm would be included in the TID was discussed. Sarah Coakley stated that DeIDOT had no issues using the farm road. Alan Silverman repeated a statement made by University officials at the July 10 that there is no intention to develop the property. Dave Levandoski asked for an explanation of the advantages and disadvantages of inclusion. Stacey Dahlstrom stated that if included and the parcel is developed, the University would pay into the TID. Mayuresh Khare noted that if this occurred, they would not need to perform a traffic impact study (TIS).

- Joe Charma called for a vote on the matter which was seconded by Jim Jones. David Athey asked for a show of hands for inclusion and exclusion of the University Farm in the TID. The results were four votes for inclusion and three votes for exclusion, although several Committee members did not vote. The Committee as a whole accepted the vote as a show of its recommendation for the Participant Boundary with the University Farm in the TID. Alan asked if the Boundary would be “locked in” and was told it could be updated at multiple milestones later in the TID process.
- Sarah and Mayuresh led the discussions regarding Facility Boundary. Alan stated his opinion that it should extend to the State line on the west side of the TID. Mayuresh noted potential jurisdictional problems and Sarah said that only intersections where DeIDOT can spend funds can be included. After some discussion the Committee agreed that only Delaware jurisdiction intersections should be considered to be included in the Newark TID Facility Boundary. Mayuresh clarified that through trips would be captured in travel demand model analysis. Stacey brought up the concept of “transportation shed” mentioned during the July 10 meeting and that based on the understanding that the Committee is developing a multi-modal TID, she believes the Facility Boundary should be multi-modal. She mentioned a potential half-mile radius consideration and Mayuresh reiterated the TID would consider both road and off-road improvements. Sarah indicated that a polygon could be considered if it is along defined and acceptable features for Facility Boundary. She also confirmed that roadways can be used for polygon Facility Boundary.
- Savannah Edwards led a discussion about off-road improvements that included maps showing existing trails. She requested Committee feedback on what facilities were most-needed and of the highest priority. Alan reminded everyone that the White Clay Creek State Park Master Plan had recently been released for public comment by DNREC and that those facilities needed to be included. Heather Dunigan commented that recommendations in the Newark Bike Plan also had to be included. Based on Sarah’s feedback, Mayuresh indicated that the Facility Boundary could be either linear or a polygon. After discussion, the Committee began to focus on the polygon Facility Boundary approach. Savannah noted that existing Delaware TIDs have linear Facility Boundary and Newark would be breaking new ground.
- Alan asked more about the “three intersection” guideline from DeIDOT and whether it covered subdivision intersections in addition to State (i.e., major) road intersections. Sarah said it is a guideline for the maximum extent of what DeIDOT may require of developers in their Traffic Impact Study and it’s three intersections of State-maintained roadways, but other roadway signalized intersections are also included. The guideline applies only to where at least 50 peak hour trips generated by the specific development proposal are expected to travel.
- Sarah and Mayuresh presented a series of maps to facilitate the establishment of the Facility Boundary. After significant discussion the committee recommended a polygon Facility Boundary as shown in the exhibit “Committee Recommended Newark TID Boundaries Aug282019”. There was a specific discussion related to multiple intersections that could overlap with the potential Churchman’s Crossing TID Facility Boundary and whether to include them in the Newark TID Facility Boundary or not. Sarah indicated that intersections could not be in multiple TIDs and since they are in the potential Churchman’s Crossing TID, they could be left out from the Newark TID Facility Boundary. Heather indicated that specific TID boundaries have not formally been identified for the potential Churchman’s Crossing TID. Julie Maresca asked if the Boundary was being set primarily to indicate where data should be collected and was given affirmative response and that the Boundary could be updated later at multiple milestones in the process. After some discussion the Committee felt that the likely overlapping intersections should be included in the Newark TID at least for the initial data gathering and existing condition analysis purpose since Churchman’s Crossing study has a later processing timeline compared to the Newark TID. Mayuresh revisited Participant and Facility Boundaries by the Committee (shown in the exhibit “Committee Recommended Newark TID Boundaries Aug282019”) and use of 2045 as the Horizon Year. The Committee confirmed all those recommendations.

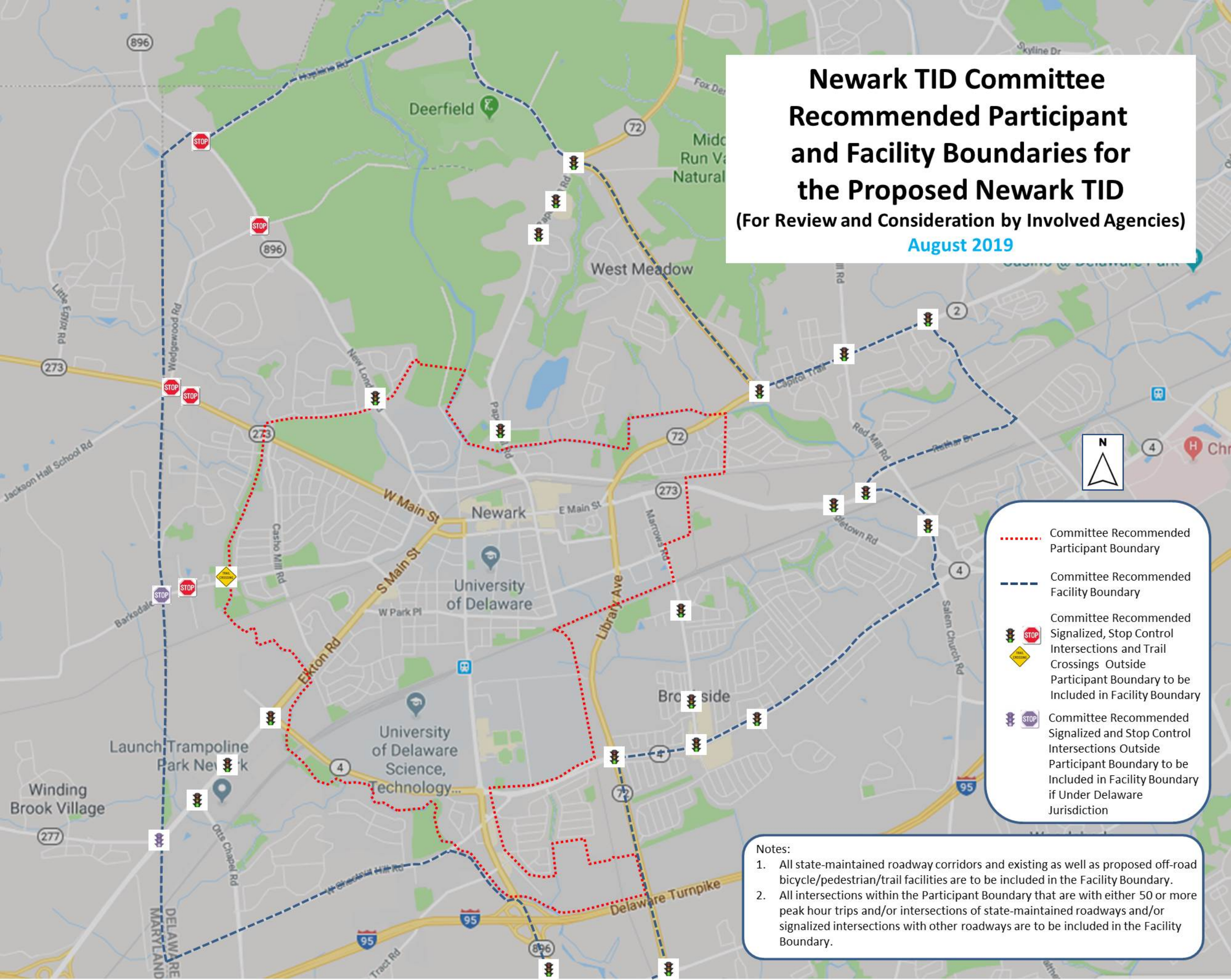
- Sarah said that upon review of the Committee's recommendations, DeIDOT would finalize the initial TID agreement by updating the sample agreement that was distributed to the Committee in draft form with the recommended Participant and Facility Boundaries and 2045 as the Horizon Year as recommended at the July 10 meeting. DeIDOT will work with the City and WILMAPCO on finalizing the initial TID agreement. In the meantime, DeIDOT will gather additional data including traffic counts and conduct existing conditions analysis while the City will work on establishing anticipated future land use details.
- Since agencies will need time to review and approve the initial TID agreement, gather additional data, and conduct analysis, the Committee will not need to meet again until November. David Athey will cancel, reschedule the meetings in Outlook accordingly, and provide monthly updates.
- Alan noted that the TID agreement will reopen level of service (LOS) discussions which are always "big" in Newark regarding appropriate urban versus suburban levels.
- The meeting adjourned at 3:15 pm.



# Newark TID Committee Recommended Participant and Facility Boundaries for the Proposed Newark TID

(For Review and Consideration by Involved Agencies)

August 2019



- ⋯ Committee Recommended Participant Boundary
- - - Committee Recommended Facility Boundary
- Committee Recommended Signalized, Stop Control Intersections and Trail Crossings Outside Participant Boundary to be Included in Facility Boundary
- Committee Recommended Signalized and Stop Control Intersections Outside Participant Boundary to be Included in Facility Boundary if Under Delaware Jurisdiction

- Notes:
1. All state-maintained roadway corridors and existing as well as proposed off-road bicycle/pedestrian/trail facilities are to be included in the Facility Boundary.
  2. All intersections within the Participant Boundary that are with either 50 or more peak hour trips and/or intersections of state-maintained roadways and/or signalized intersections with other roadways are to be included in the Facility Boundary.