



POB 383 / Dover, DE 19903 / <http://www.doverkentmpo.org> / (302) 387-6030 FAX: (302) 387-6032

**August Progress Report  
Fiscal Year 2020  
Unified Planning Work Program**

**20-01 Work Program Administration**

Staff worked on the June monthly invoice as it was sent to DelDOT within 5 working days after the end of July and processed by DelDOT within 5 working days of receipt. No payroll issues. Staff continued processing multiple invoices for billing and tracking purposes; submitted payroll documents; and bi-weekly time reports. All time sheets and summaries were reviewed and incorporated into monthly MPO summary.

**20-01.02 Support Council and Committees**

Staff conducted the August PAC and TAC meetings and began preparing for the September Council meeting.

**20-01.03 (Continue 3 C Process)**

Staff continued to work with FHWA and EPA personnel regarding the Air Conformity Report comments. Staff worked on the MPO boundary issue raised by FHWA for the TIP map. Staff continued to coordinate with DelDOT staff to receive approval on a FY20 Invoice template and expenditures spreadsheet.

**20-02 Unified Planning Work Program**

Staff continued to work on end of FY19 report and continued working FY20 UPWP funding plan.

**20-03 Public Outreach Process**

Staff continued to develop MPO videos. Staff developed a public outreach webinar for the general public and MPO committee members. Staff continued working on the Public Participation Plan (PPP) comments for the Council meeting. Staff monitored and updated all social media outlets and website as well as updating our MPO Forum Site. Staff completed the August Journeys Newsletter.

**20-04.01 Develop the 2020 TIP-** Staff continued to work on the FY2020 TIP regarding the air conformity language to match FHWA and EPA comments on our Air Quality Analysis Report. The TIP amendment is still available on our Web site for public review and will go in front of the MPO Council in September.

**20-05.01 Operate and maintain GIS** –Staff launched the new program called, “MAPIT” and have received multiple public comments on transportation issues.

**20-08.02 Comprehensive Plan Assistance to MPO Members** – Staff reviewed other Kent County municipalities to see if any of them will be working on their Comp Plan Updates.

**20-08.05.a.1 Bicycle/Pedestrian Feasibility Studies** Staff signed the contract for the Dover Bike and Pedestrian Plan Update with the consultant (WRA).

**20-08.05.f.1 – Freight Planning**

Staff signed the contract contribution for the Dover Freight Management/Air Cargo Ramp Study.

**20-08.05.f.2 – Freight Planning**

Staff signed the contract for the Harrington Intermodal Freight Terminal Feasibility Study.

**20-08.05.f.3 – Freight Planning**

Staff signed the contract contribution for the East/West Freight Route Feasibility Study.

**20-08.05.h.1 – Miscellaneous Transportation Studies.**

Staff received the 10% contract contribution from Magnolia and signed the Magnolia Traffic Study contract.



DOVER/KENT COUNTY MPO  
FY 2020 INVOICE SUMMARY

\$573,812.30

<u>Month</u>	<u>Invoice</u>	<u>Amount Remaining</u>	<u>% Budget Remaining</u>
July	\$32,834.29	\$540,978.01	94.3%
August	\$29,668.18	\$511,309.83	89.1%
September		\$511,309.83	89.1%
October		\$511,309.83	89.1%
November		\$511,309.83	89.1%
December		\$511,309.83	89.1%
January		\$511,309.83	89.1%
February		\$511,309.83	89.1%
March		\$511,309.83	89.1%
April		\$511,309.83	89.1%
May		\$511,309.83	89.1%
June		\$511,309.83	89.1%
July fy19		\$511,309.83	89.1%

DOVER/KENT COUNTY MPO  
FY 2020 INVOICE SUMMARY

FY18 rollover \$ 513,726.35

<u>Month</u>	<u>Invoice</u>	<u>Amount Remaining</u>	<u>% Budget Remaining</u>
July		\$513,726.35	100.0%
August	\$5,613.66	\$508,112.69	98.9%
September		\$508,112.69	98.9%
October		\$508,112.69	98.9%
November		\$508,112.69	98.9%
December		\$508,112.69	98.9%
January		\$508,112.69	98.9%
February		\$508,112.69	98.9%
March		\$508,112.69	98.9%
April		\$508,112.69	98.9%
May		\$508,112.69	98.9%
June		\$508,112.69	98.9%
July fy19		\$508,112.69	98.9%