



**Delaware Bicycle Council  
January 14, 2015  
DelDOT Administration Building  
Meeting Notes**

**Members Present**

Fred Breukelman, Department of Public Health Representative  
Fran Cardaci, At Large Representative  
Tom Felice, DelDOT Representative  
Tom Hartley, Kent County Representative  
Mike Krumrine, DNREC Representative  
Sgt. George Heberling, DE State Police Representative  
Roger Roy, At-Large Representative  
Amy Wilburn, Chair & At-Large Representative  
James Wilson, At-Large Representative

**DelDOT Support Staff**

Anthony Aglio, Bicycle Coordinator DelDOT  
Drew Boyce, Director, Planning  
Ralph Reeb, Assistant Director, Planning

**Members Absent**

Dean Betts, Dept. of Education  
Walt Bryan, Sussex County Representative  
Jim Ireland, DE Greenways Council  
Alison Kirk, Office of Highway Safety  
Mike Tyler, At-Large Representative  
Fritz Schranck, Deputy Attorney General, DelDOT  
Ted Williams, Council on Transportation

**Guests**

Chris Asay, Dover Bike/Ped Subcommittee & DDSR  
Angela Connolly, 1<sup>st</sup> State Bikes  
JW Haust, White Clay Bicycle Club  
Joe Hofstee, DelDOT, PD North II  
Gail Robillard, White Clay Bicycle Club- Safety/Education  
Frank Warnock, 1<sup>st</sup> State Bikes

**I. WELCOME**

The meeting was called to order at 5:05 PM by Amy Wilburn. All members introduced themselves.

**Minutes Review:**

Roger Roy made a motion to accept the minutes as is, it was seconded by Tom Felice. No one opposed. Motion passed.

**II. NEW BUSINESS**

**Funding for Lawn Signs (Motorist Awareness)**

Amy started off by saying the council is thinking about getting yard signs that would promote the three-foot law and also promote motorist awareness of bicyclists. Gail Robillard from White Clay Bike Club has been the lead person working on the design.

Amy spoke to Extreme Graphics and the signs run about \$8.00 a sign. Amy handed out a copy of a picture of a design of the yard signs to the council members and guests to look at.

Gail stated that the yard signs would get the point across about the three-foot law and motorists made aware of cyclists on the road. Amy mentioned to the council members that we are looking to get funding to purchase the yard signs and AAA has agreed to be a sponsor and also get other organizations to sponsor. Gail motioned that she will ask for White Clay Bike Club to be an additional sponsor.

Roger asked about how many signs do the Council plan on making and Amy stated about 500 signs. Roger suggested putting the signs in the park and ride locations and people would have a better chance to read them.

Amy also mentioned it would help if we could get additional funding from the Bike Council along with White Clay Bike Club and AAA, we should be able make all 500 signs.

Mike Krumrine suggested we make sure we have enough sponsors to distribute the signs before ordering such a large quantity and then he also suggested we simplify the signs so that it's easier to read at a glance.

Roger suggested asking Resort Quest to become a sponsor and Anthony agreed to speak to them and Gail will speak to White Clay for sponsorship. Amy stated that the council will vote on this in the next meeting.

### **Complete Streets Implementation Plan**

Amy asked if the council members had a chance to read the plan that was emailed to them prior to the meeting and most of the members were not able to review. Copies of the plan were available and handed out to the members and guests at the meeting.

Ralph stated that the Executive Order was signed in 2009, and the policy was signed in 2010, then the University finished a book that is available online since 2011 and part of their Complete Communities tool kit. This plan is already in comp plans all over the State. DelDOT has been working on getting the implementation plan established since 2012. The main objective of this plan is how to fit this into projects. The intention is not the policy itself because the policy and the executive order have been in place for some time. Ralph referred to a graphic on page 26 in the plan that explains how you go from one type of road system to another type of road system. Ralph also stated that the Land Use side a lot has been done and on the DelDOT side they have done a lot to make it easier for folks to understand.

Roger asked if this was part of the standards and regulations of suburban streets. Drew answered that it's a separate effort, but the plan does have requirements in our standards and regulations that are established within the plan that are required for land development it's not just our regulations, the land use agencies, municipalities and counties control are the ones what their jurisdiction is required for land development proposals.

Amy asked who signs off on projects and to ensure that Complete Streets are being followed and the designs are appropriate for projects that include bike lanes and pedestrian projects. Drew explained this happens through a scope of project through DelDOT and the Capital Transportation Program there are different kinds of money that is designated to certain projects and determine what they are trying to accomplish. When a project is scoped, if it's a Capital project, it will have all the components of Complete Streets. The sign off is done by our Chief Engineer who fully endorses the projects.

Amy also asked who reviews the plans that are appropriate for pedestrians and cyclists. Drew stated that the plans go through multiple phases of reviews from a diverse amount of folks in DelDOT who provide comments for the plans and determine the scope of the project and what is appropriate to work on a project. Drew stated that there is a regulatory process in place on what the developer is required to provide with the bike lanes, and we give them authorization to work in the right away, they fall into the same rules and regulations of the Capital projects, within limits, DelDOT can control what they can and cannot build. Drew suggested to the council members if they see a project they feel is going wrong, to contact Anthony and he will inform the proper person to address the concerns.

Anthony stated that James Wilson submitted comments on the Implementation guide and if the council has anymore comments, to please submit them to Anthony and he will give them to Ralph for review.

### **Route 72, submitting comments, attending workshops**

Amy handed out a letter regarding Route 72, McCoy Road to SR 71 to the Council members and guests regarding input on facilities on Route 72. Amy stated that it is going to be widened from a two-lane to a four lane with a center lane and shoulders.

Joe Hofstee stated that the project is in the evaluation stage, but the project does provide the five foot bike shoulder, a four foot paved and one foot drainage and are meeting the design standards. Joe also indicated that they are evaluating the project to possibly minimize the turn lane and extend the shoulders. James asked about making changes to the project to change the right-of-way but Joe stated at this point in the project, it would be very difficult process because of all of the work that has been done.

Anthony stated that in October of 2013, Planning supplied comments and expressed the concerns requested protected bike lanes, and/or multi-use pathways and why wasn't this addressed. Joe stated that the initial concept included sidewalks on both sides and that is what is being done.

Amy suggested adding an additional buffer to the shoulder lane and asked Joe Hofstee if this is possible. Joe stated he would have to reevaluate the plans and get back with the Council.

Amy asked if we could widening the proposed bike lane to 6 foot lane, excluding the gutter pan, adding a 1 to 2 foot buffer for the bike lane and extending the bike lanes through the SR 1 ramps. Amy motioned to approve of this letter including the three items she just suggested. Roger motioned and Tom 2<sup>nd</sup> the motion, all others voted yes, James abstained.

### **III. OLD BUSINESS**

#### **NACTO Urban Bikeway Design Guide**

Amy said that DelDOT has endorsed the guide and an email has been sent to the Council members for review and it is also available on the Delaware Bike Council Website.

### **IV. Updates**

#### **Bicycle Friendly State Application**

Anthony stated the application is 99% complete. A revised document has been sent out and Amy, James, Bike Delaware and John Bayer will review and then it will be sent to the League of American Bicyclists. Anthony thanked all those who contributed to the application effort.

#### **Newark to Wilmington Cross County Route**

Amy stated that on October 17<sup>th</sup> she and folks from DelDOT took a ride and DelDOT folks made notes made comments on the barriers, some good notes and some concerns. DelDOT will be looking into making some changes.

#### **Defensive Driving**

Amy stated that DMV has taken over the classes and haven't reviewed the document. She hasn't gotten anything back from them.

**RTOL retrofits/signs**

Amy stated the study is complete and a meeting will be held on February 23<sup>rd</sup>.

**Roadside bike assistance through AAA**

Amy stated that Gail is involved with this and moving right along and being very receptive.

**ADJORN**

Motion to adjourn the meeting was made by Roy and second by Fred. No one opposed. Meeting adjourned at 6:57pm.