



**Delaware Bicycle Council
April 2, 2014
DelDOT Administration Building
Meeting Notes**

Members Present

Walt Bryan, Sussex County Representative
Fran Cardaci, At-Large Representative
Tom Felice, DelDOT Representative
Tom Hartley, Kent County Representative
Sgt. George Heberling, DE State Police Representative
James Ireland, DE Greenways Council
Allison Kirk, Office of Highway Safety
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 of Planning, DelDOT

Members Absent

Fred Breukelman, Dept. of Public Health Representative
Dean Betts, Department of Education
Mike Krumrine, DNREC Representative
Mike Tyler, At-Large Representative
Ted Williams, Council on Transportation

The meeting began with the events and went out of order of the agenda due to Amy being late.

I. EVENTS

Walkable Bikeable Delaware Summit- May 1st. 2014 James Wilson discussed the Walkable Bikeable Summit will be held at the Biggs Museum on May 1st. He encouraged all of the council members to attend.

Gordon's Pond- Anthony and Tom Hartley will coordinate an event for the opening of Gordon's Pond and a ride to go with the opening.

Bike to Work Days

Dover will be held May 14th in front of the Dover Library

Lewes' will be held May 16th

Wilmington's will be held May 16th

Newark's will be held May 16th

Ride of Silence

Ride of Silence events are being planned in Wilmington, Lewes and Newark on May 21st, 2014.

Legislator's Ride

May 7th will be the Legislator's ride. A group will be coming from the North lead by Senator Sokola and a ride will be coming from the South lead by Jay Kirby. The North group will make a stop in Middletown and the South group will be stopping in Milford.

II. WELCOME

Amy Wilburn asked the members to look over the meeting minutes. Tom Hartley made a motion to pass and it was second by Walt Bryan. No one opposed the notes. Motion passed.

III. FEATURED TOPICS

Funding:

Drew Boyce gave the following updates to the Council:

The Governor has made a proposal for increased revenues for DelDOT to allow the Transportation Trust Fund to keep pace with the demands on it from our system. The cost of doing business continues to go up and our revenue sources continue to be flat. We basically have four main sources of revenue, our tolls (I-95 & SR1), Motor Fuel Tax (gas tax), DMV document fees. This makes up the bulk of the State revenue that goes into the Transportation Trust Fund for transportation capital expenses, which was the original intent of the trust fund. The DelDOT operating budget is also paid out of this transportation trust fund. The operating budget has grown to approximately \$240 million. These are funds that are not available for capital improvements but have to go towards salaries and taking care of regular maintenance and operations. The trust fund cannot keep pace.

Therefore, the Governor has made the proposal for a \$0.10 cent increase to the gas tax. This would take us from \$0.23 cents to \$0.33 cents coupled with that the department would borrow \$50 million. The increased gas tax would equate to \$50 million in increased revenue coupled with \$50 million borrowing annually for 5 years and that would get us to a \$500 million dollar investment. In addition to that his proposal is for the \$100 million dollars to be added to the capital program. As part of the Governor's overall proposal DelDOT is legislated to receive \$40 million dollars exegete money (excess property that the state accumulates over the year). As part of this plan, DelDOT would not get the \$40 million worth of exegete b/c in past years it has not been a guarantee. This year we have only received \$15 million of our \$40 million. \$25 Million may or may not come.

What the Governor's proposal does is provides certainty to the revenues where we can establish programs and projects that can have some sustainability. Right now we are not

executing contracts because we don't know if we are going to get \$25 million dollars to pay the bills associated with those contracts. The issue is the political will to get this money. The timing is not good because it is an election year. This is an uphill battle. There are a lot of folks advocating. The fall back is to go from potential \$228 million down to \$128 million dollar state spend. Which makes it very difficult across the board. To keep what we have in good repair we need close to \$200 million dollars. That is the physical aspects, the fleet and the IT aspects. The percentage of the \$100 million would go to paying the increased credit card payment b/c we are borrowing. If we limit the borrowing to the 5 years the percentage of revenue to debit service continues to decline. There is a steep road ahead for this election but we will keep pressing forward as a Department. With increased revenues we are able to add money to our bicycle program. Obviously a few large projects would happen and then smaller ones where we would get more bang for our buck would be priority.

We have \$2.5 million left of Safe Routes to School money that is 100% Federally funded under the old system that we are still going to be spent out over the next few years. Where applicable the low stress connection areas will be put into place in those projects. This money is 100% Federal money not match money. Once this money is gone it is gone. With increased funding we are able to separate out a pedestrian pool, where now pedestrian and bike projects are competing from the same pool. ADA issues would then be out of the pedestrian pool. If we don't get the additional funding odds are they would stay coupled together and compete for the funds.

Some of the high level signature projects. We are still hopeful to maintain the funding for Industrial Track Three. We are over the anticipated project numbers because of the difficult environment but with contingencies we think we will be able to push through the project. We are working hard on finding good engineering solutions to build it. This phase completes section from New Castle to South Wilmington. Full design phase will happen this fiscal year.

The First State Trails and Pathways money will still remain intact. The projects are still being pursued. Some of the projects are being completed under open end projects to stretch the dollars that we currently have for low stress projects to make large improvements.

Another source of revenue and part of our Development Coordination we have a policy requirement for multiuse paths and sidewalks placed in front of developments. In some cases it is premature to put them in, the fee in lieu of is taken in this case in the form of cash from the developers and the money is collected and held. The money will stay collected per county. Within the county the money will be applied to the best area for improvements. The multiuse path fee in lieu of construction policy requires the permanent easement to be dedicated for the facility. The right of way or easement is deeded to DelDOT. All policies can be viewed at our website: <http://www.deldot.gov/information/business/> Drew will update Anthony on the amount that is in each county pool and Anthony will send an update to the council.

Roger and Amy agreed that the individual members of the Council could show support for the Governor's revenue increase. It would be more affective as individuals to talk to the Legislators to get them to support it. As a Council they will send a letter of support to the General Assembly. Amy also asked if other bicycle groups could get the information out on their websites to gain support for the revenue increase. A motion was made to write a letter on behalf of the Council stating they support increased funding for transportation trust fund by Roger Roy

the motion was second by Amy Wilburn. Everyone was in favor. James Wilson abstained from the vote. The letter will be written and presented to the Council at the June meeting for review.

June Meeting

Tom Hartley will run the June meeting in Amy's absence.

Goals Discussion

The purpose of this discussion was to get ownership for the goals. All the goals in blue were accepted goals. The goals in red had discussion on and they were updated to green if they were added. If the goal has a red strike through the writing it was rejected.

Allison Kirk is working with the Teen Drivers Education Taskforce who is rewriting the Driver's Education curriculum. She said they do not have 30 minutes to devote to bicycling for the curriculum. If the Council picks out the most important parts of the presentation and shortens it (10-15 minutes) she will work on this project for the Council. This can include a video and talking points. Bud, Dean and Allison will work on this.

Goals: See updated assignment sheet at the back of the notes.

IV. UPDATES

New Castle County Industrial Track is making progress to finish it. The funding is programmed. James Wilson asked the Council about signing a Thank – You letter to the Governor for the programmed funding for the project. James Wilson passed around a letter he would like to send as a Thank-You to the Governor. Roger Roy moved that the letter be sent. James Ireland second the motion. No one opposed the letter. Motion passed.

ADJORN

Motion to adjourn the meeting was made by Roger Roy and second by James Ireland. No one opposed.

Delaware Bicycle Council Goal (Assignments) for 2014

Objective: Motorists and Cyclists will Safely Share the Road

Education:

Education for Law Enforcement: (Bud Heberling)

- ✚ Include 3ft Passing, Vulnerable Users, and other bike related laws and information in the 2014 DSP Cadet Training
 - Status: being arranged for the first training of 2014.
 - Future Action: ensure that the training is offered to all cadets.

Motorist Education: (Amy Wilburn/Allison Kirk)

Promote Bicycle laws, including the 3ft Safe Passing and Vulnerable Users Law. Help motorists understand needs and circumstance unique to cyclists.

- ✚ Ensure See It Both Ways radio spot includes 3 ft. safety message, airs in 2014
 - Status: Planned to Air in May (Bike Month)
- ✚ Provide Bicycle Safety Message (along with other safety messages) on unused Variable Message Boards at least 3 times in 2014.
 - Status: Messages posted during the summer of 2012, but not since. At last meeting, DBC agreed to resume efforts to have safety messages posted.
 - Future action: help decide on messages and have them posted.
- ✚ Ensure 2014 Driver's Education includes at least 30 minutes of instruction pertaining to safe driver behavior when encountering bicyclists (Bud Heberling/Amy Wilburn/Allison Kirk)
 - Status: Driver's Education Curriculum developed by the DBC is approved. Dean Betts will distribute it to all driver education teachers in the state.
 - Future action: because curriculum is not mandated, we need to monitor to ensure that the curriculum is being taught in the schools.
- ✚ Include bike education in defensive driver and remedial driving classes.
 - Status: Now that the curriculum has been approved for use in the schools, this goal is the next step
 - Future action: DBC will approach the insurance commissioner and request that the curriculum be mandated as a part of all defensive and remedial driving classes.

- ✦ In 2014, complete Vulnerable Users Video and distribute it to appropriate venues including schools, defensive driving, AAA, AARP. (Amy Wilburn)
 - Status: Delcastle is completing the final edits. It is anticipated that the video will be completed and ready for distribution within the next month.
 - Future action: distribute the video to appropriate venues.
 - Show video at 2014 Heels and Wheels Summit.
- ✦ By the end of 2014, ensure that at a minimum of one question on all Drivers' Education Tests includes a driving/ bicycle safety question.
 - Note: this goal has been approved by the DBC but no action has been taken and no member has taken the lead. We have worked with DMV to update bicycle information in the handbook and to post information on the laws and sharing the road on the DMV message boards. We need someone to assume the lead on this goal. Move to approve was made by Tom Hartley, second by Walt Bryan, no one opposed. (APPROVED) (Tom Felice)

Bicyclist Education:

Promote safe cycling behaviors (Roger Roy /Walt Bryan / Mike Tyler/ Tom Felice)

- ✦ Fund at least 15 Bicycles Safety Checkpoints.
 - 700 Light Sets
 - 300 Helmets
 - Note: DBC has consistently funded the checkpoints. In 2013, there were 21 checkpoints, 16 in Sussex County and 5 in New Castle County. 928 contacts were made, 710 light sets and 201 helmets were distributed. DBC and Sussex Cyclists purchased the light sets and helmets.
 - There were also 8 Summer Employee Bicycle Safety Trainings. 158 students attended. 100 bicycles were refurbished. Helmets and light sets were also given to attendees. DBC purchased bike lights, helmets and some misc. supplies.
- ✦ Partner with BEST to complete Non-motorized Standards to be introduced to Department of Education curriculum in 2014 (Amy Wilburn)
 - Note: Members have attended meetings and given input to BEST. Partnering with BEST is not considered an official DBC goal because it has not been voted on by the DBC members. (TWEAK

LANGUAGE) Motion to approve was made by Amy Wilburn, motion second by Tom Hartley, there were 3 objections. (Approved)

Legislation

Revise and promote Venerable Users Law (Bud Heberling)

- ✚ Revise Vulnerable Users Law to broaden scope of violations that can be issued by law enforcement officers while still applying this law. By end of 2014 fiscal year, have new Bill written and in committee, and hopefully passed.
 - Status: specifics of what needs to be changed have been discussed.
 - Future action: this bill needs to be drafted and introduced.

- ✚ Continue to follow up on crashes and make sure that the Vulnerable Users Law is applied.
 - Status: on-going

- ✚ Pursue “Idaho Stop” Law (Roger Roy/James Wilson)
(Goal suggested by James)
“PROBLEM: Bicycles not detected at traffic signals
“SOLUTION: Legal reform allowing cyclists to treat stop signs as yield signs and red lights as stop signs
“Request review of “Idaho Stop” law by DeIDOT Chief Traffic Engineer including advisory opinion regarding the effects of its potential adoption in Delaware.” Motion to approve made by James Wilson, second by Tom Hartley, no one opposed. (Approved)

Summits

Support and participate in statewide summits

- ✚ Participate in 2014 Heels and Wheels Summit.
 - Status: as in past years, DBC is involvement in the planning of the summit.
 - Future actions: continue to assist with planning of Summit. Participate in activities on day of Summit.

- ✚ Sponsor 2014 Heels and Wheels Summit This goal was already voted and approved under funding requests earlier in the meeting. (APPROVED)

Objective: Increase Bicycling in Delaware

Provide the facilities necessary to increase both transportation mode share and the number of cyclists who use Delaware's roads and trails for recreation and fitness.

Bicycle Friendly Communities

Support Bicycle Friendly Communities (including Wilmington, Dover, Lewes & Newark)

- + Have DBC member attend (support) 75% of Bicycle Friendly Committee Meetings**
 - **Status: Wilmington (WBAC), Dover and Lewes are covered, although Anthony is covering Dover. It would be nice to have a DBC member also become involved in Dover.**
 - **Future action: need a DBC representative to attend Newark (NBC) meetings. Continue to participate in community efforts.**

- + Provide presence at Bike To Work Day Events – provide safety and encouragement materials (Statewide Bike Month T-shirts)**
 - **Status: DBC actively participated in Bike to Work Day Events in 2013.**

- + Approach one additional community and assist with effort to become more bike friendly, and encourage the community to apply for LAB bike friendly community status. Motion to approve made by Tom Hartley , second by Amy Wilburn, no one opposed. Also, add writing letters to the municipalities to the goal. (Roger Roy / Anthony Aglio)**

Bicycle Friendly Businesses

Encourage businesses and places of employment to become more bicycle friendly. A BFB practices social responsibility by weaving bicycling into the business culture and gives employees the opportunity to be active stewards of their personal and environmental health through bicycling. More info at League of American Bicyclists www.bikeleague.org/bfa. We currently have one bicycle friendly business recognized in the State of Delaware.

- + Provide showers/lockers rooms at 1 state building that currently is without these facilities. (expanded to include new buildings)**
 - **Status: both Sec. Bhatt and Governor Markell indicated support for improved facilities in state buildings. The issue was referred to Facilities Management. Dennis Groom submitted a letter indicating**

that facilities are not routinely provided unless the state building is a 24 hour facility.

- Future action: continue to pursue facilities on a statewide basis.
 - Continue to pursue efforts underway to obtain facilities in the Carvel State Building

- ✚ Encourage and assist at least 2 businesses (state buildings or other businesses) to become more bike friendly and to apply for Bicycle Friendly Business recognition. Motion to approve made by Tom Hartley, second by Anthony Aglio, no one opposed. (APPROVED) (Anthony will encourage one business) (James Ireland will work Christiana Hospital). *Add language to “Provide possible funding for bike parking in the future.” (Anthony Aglio / James Ireland)

- ✚ Provide appropriate Bicycle Parking at 1 state building that currently is without bicycle parking. (Anthony Aglio)
 - Note: During the summer of 2013, the parking garage under the Carvel Building installed a bike rack that is larger and more bike friendly than the old “toaster” rack.
 - (Suggestion from James):
“GOAL: Bicycle Coordinator shall use council funds up to \$2,000 to provide appropriate bicycle parking at 1 state building that currently is without bicycle parking”

Provide Funding for a Balanced Bicycle Network

Increase opportunities for Bicycling through increased funding levels which translate into development projects or complete street retrofits

- ✚ Re-establish funding pools
 - Status: response received in 2012 from Sec. Bhatt indicated that both he and Gov. Markell support the re-establishment of funding pools to fund both on-road and off-road projects that will help complete bicycle networks but are too small for a stand-alone capital project and too large for maintenance. Discussions commenced on the nature and amount of funding, and a subcommittee comprised of members from various organizations including DBC and Dover-Kent MPO began to work on criteria. The funding was to be a part of the \$13 million allocated for bicycle and pedestrian projects. However, by the end of 2012, the funding for the pools had not materialized.
 - Future actions: identify why the funding never materialized and resume efforts to re-establish this source of funding for critical projects.

- ✦ Dedicate a percentage of the transportation budget toward bicycling infrastructure and non-motorized safety initiatives. (Establish a HISP Program for bicyclists and pedestrians).
 - Write at least one letter of Support for funding to Sect. Bhatt and each individual member of the Bond Bill Committee
 - Note: the DBC has consistently written letters of support in previous years to support funding for bicycling and walking. This goal would involve writing letters of support to set aside a percentage of the budget for bicycling infrastructure and non-motorized safety initiatives.
 - This goal could also involve working towards having bicycling included in the HSP so that it can also be included in the HSIP program. The goal could involve one or both of these aspects. Motion to approve made by Tom Hartley , second by Mike Tyler, no one opposed.

Construct a User Friendly Bicycle Network

Ensure that Delaware has a network that addresses the needs of transportation and recreational cyclists of all skill levels, and that allows cyclists to bike between most destinations. Since no one type of facility can address the needs of all cyclists, the network should have a balanced approach that includes both on-road and off-road facilities.

- ✦ Ensure that bicyclists and pedestrians have a legal connection between Churchman's Road and the Christiana Mall
 - Status: the topic has been brought to the attention of DelDOT, the Christiana Mall, and local government. DelDOT is investigating options to provide a multi-use path connecting Christiana Mall to Churchman's Road. This goal was chosen as a joint DBC/Bike DE goal.
 - Future action: monitor progress and assist DelDOT's efforts as requested.

- ✦ Improvement of tar & chip surface treatment to reduce hazards from excessive loose gravel (Mike Tyler)
 - Status: DBC reviewed research on the topic and brought this to the attention of DelDOT. DelDOT attended a DBC meeting, explained the parameters regarding the use of tar and chip and asked DBC members to provide feedback on tar and chip roads that contain dangerous gravel, camouflaged potholes, or other defects.
 - Future action: DBC members to report to DelDOT on the above. Monitor to ensure that this addresses the problem and that an additional course of actions is developed by DelDOT if necessary.

- ✦ Encourage and support DelDOT efforts to include bike facilities in pave and rehab projects and projects that fall under Complete Streets (**Tom Felice**)
 - Status: DBC input on the most recent pave and rehab lists has been provided to DelDOT. Lists of problem roads and intersections compiled and submitted to Sec. Bhatt. DelDOT reviewed these lists and has agreed to some “fixes”
 - Future action:
 - Continue to provide feedback on pave and rehab lists
 - Monitor progress of “fixes” and P&R projects
 - Bring additional concerns to DelDOT’s attention
 - Monitor Complete Streets projects
 - Attend public project planning meetings

- ✦ Increase the number of signal detectors that detect bicycles in bike lanes
 - Note: Actively coordinating with DelDOT on this. This topic has been discussed at DBC meetings, but was never officially voted on for approval. Motion to approve made by Tom Hartley, second by James Ireland , no one opposed. (APPROVED AMY-will lead)

- ✦ Designate an on road route between Wilmington and Newark, work to have route signed by Dec ‘14.
 - A viable, direct route between Wilmington and Newark to be established. Wayfinding signs should be installed along the route and barriers addressed. Motion to approve by James Ireland, second by Tom Hartley no one opposed. (APPROVED- Amy Wilburn will lead)

- ✦ Open 10 miles of Trails and Pathways this year. Motion to approve made by Anthony Aglio, second by James Ireland, one opposed. (APPROVED)

- ✦ ~~Provide 5 additional miles of bike lanes~~ Change language: “Add one East and West Route per County.” Motion to approve with added language made by Amy Wilburn, second by James Ireland, no one opposed. (APPROVED) (**Fran Cardaci/Tom Hartley-Kent County, Amy Wilburn – NCC County, Mike Tyler- Sussex County**)

- ✦ Ensure that the unpaved stretches of the DE Greenway are improved so that the route is usable for all types of bicycles and so that it serves as a commuter connection to Wilmington.
 - Note: we’ve discussed this in the past at DBC meetings, but it was never taken on as a formal goal. Motion made to approve by Tom Hartley, second by Mike Tyler, no one opposed. (**Amy Wilburn /James Ireland**) (APPROVED)

- ✦ (Goal suggested by James)
 - “PROBLEM: Low bicycle mode share in Delaware

“SOLUTION: Low traffic stress routes connecting trip origins and destinations

“GOAL: Work with DelDOT Planning to Conduct low traffic stress bicycle

network evaluation in at least two and up to four communities annually”

Motion made to approve by Mike Tyler, second by Tom Hartley , no one opposed. (APPROVED) (Anthony Aglio and James Wilson)

+ (Goal suggested by James)

“PROBLEM: Low bicycle mode share in Delaware

“SOLUTION: Low traffic stress ‘bicycle boulevards’

“GOAL: Work with DelDOT Planning to develop a concept plan for a bicycle boulevard in a municipality” Motion made to approve by Tom Hartley, second by James Ireland , no one opposed. (APPROVED)

(James Wilson/Tom Hartley)

Support Bicycle Networks

+ Organize and conduct at least one garbage pickup along each trail

○ Northern DE

Greenway

○ Pomeroy

○ C & D

○ Capital City

○ Junction

Breakwater

**Motion made to approve only one
pick up by Anthony Aglio, second by
Amy Wilburn , three opposed**

