



**Delaware Bicycle Council  
December 2, 2015  
DeIDOT Administration Building  
Meeting Notes**

**Members Present**

Walt Bryan, Sussex County Representative  
Fran Cardaci, At Large Representative  
Tom Felice, DeIDOT Representative  
Tom Hartley, Kent County Representative  
Sgt. George Heberling, DE State Police Representative  
Jim Ireland, Trails & Greenways Council  
Richard Klepner, Office of Highway Safety  
Roger Roy, At-Large Representative  
Mike Tyler, At-Large Representative  
Amy Wilburn, Chair & At-Large Representative  
James Wilson, At-Large Representative

**DeIDOT Support Staff**

Anthony Aglio, Bicycle Coordinator DeIDOT  
Drew Boyce, Director, Planning  
Liddy Campbell, Administrative Assistant, DeIDOT  
Annie Cordo, Deputy Attorney General, DeIDOT

**Members Absent**

Fred Breukelman, Dept. of Public Health Rep.  
Mike Krumrine, DNREC Representative  
Ted Williams, Council on Transportation

**Guests**

Chris Asay, Dover Bike/Ped Subcommittee & DDSR  
Chris Sylvester, DBF, Inc.  
Paul Moser, DeIDOT  
Gail Robillard, White Clay Bicycle Club- Safety/Education

**I. WELCOME**

The meeting was called to order at 5:10 PM by Tom Hartley.

**Minutes/Agenda Review and Approval:**

Tom Hartley made a motion to accept the minutes as is, it was seconded by Walt Bryan. No one opposed. Motion passed. Tom announced to the council members and guests that one topic on the agenda was canceled, the Wilmington Presentation but it would be presented at the next Council meeting in February.

**II. PUBLIC COMMENT**

Tom Hartley asked the guests if they had any comments they would like to add to the meeting and none were made.

**III. NEW BUSINESS**

**Discuss and select application for the Cycling Infrastructure Innovation Grant:**

Fran explained to the council members and guests that in the last meeting she and her subcommittee were asked to review and rank the applications and she explained how the scoring process worked as far as choosing the finalists from the applications that were submitted from all the towns. A score sheet and a copy of the finalist's applications were provided to the council members and guests to review. Fran explained they narrowed it down to three finalists, Bridgeville, Delaware City and Newark and with John's assistance, they made appointments to visit these cities, speak to the town officials and most importantly look at the areas to determine if it was feasible and they came up with a recommendation and felt that Bridgeville was the strongest candidate and most qualified to receive the grant because of a current project that is underway which includes a multi-use path that could be connected to the town and other businesses and also make easier access for the residents. Both John and Anthony agreed that the Town of Bridgeville was a good fit and good project and should be awarded the grant. Tom Hartley made a motion to the council to vote on awarding the grant to Bridgeville, Tom Felice seconded the motion, and all were in favor.

**Nomination for Chairperson:**

Tom Hartley asked to add a discussion on nominating a chairperson for the council and asked what procedure we follow in order to do so. Anthony asked Annie if there are any laws as far as time frame to allow members to vote and Annie stated there are no bylaws and should be able to vote, however, since the nomination for Chairperson was not on the agenda, and their wasn't enough notice given to the council for consideration, the voting would have to be put on hold and added to the next meeting's agenda.

**Budget Revision Request:**

Tom Hartley explained to the council members and guests that this was a new item added to the agenda and felt it was necessary to discuss at the meeting. A letter was drafted to increase funding for the Cycling Infrastructure Innovation Fund addressed to the Secretary was handed out to all the council members and guests to review. Tom Hartley stated that the current

budget-stands at \$23,000.00 and the letter was asking for funding for an additional \$20,000.00 to kick start future projects.-Amy stated that the council should consider using some of the funds to promote bike safety education awareness to the public. James Wilson said there wasn't a specific proposal on the table for bike safety education awareness and that the letter to the Secretary should focus exclusively on a specific request to enlarge the Cycling Infrastructure Innovation Fund. Drew suggested to the group to make sure that the letter is written in a clear and concise matter to get their point across on what the funding is going to be used for. Anthony also suggested the letter should provide a breakdown on how the Council's budget would be allocated towards different types of projects, not just for one specific issue. Tom Hartley stated that he would make a few minor adjustments to the letter and send the letter out before the next meeting. Roger Roy asked Drew Boyce if the budget hearing for next year's budget had already been set for next year and Drew said the budget has been approved but it doesn't mean that the council shouldn't submit the letter to the Secretary for consideration. Tom Hartley asked Drew if he would look at the draft letter to make sure it has the necessary information and he agreed. Tom Hartley made a motion to approve the letter in concept and make the necessary adjustments that the council members agreed to, all were in favor.

#### **Bike Safety Education Class:**

Anthony stated that this was the first class that was held with DelDOT engineers in an effort to help restructure the design guidance. Seven people attended and it went well. They hope to schedule more classes for others to attend. Anthony also explained the council approved to purchase the quick guide booklets that was handed out during the class.

#### **IV. DELAWARE BICYCLE COUNCIL PRIORITY PROJECTS**

##### **Updates on progress:**

- Downtown Newark Protected Bike Lane feasibility study- was completed on November 6, 2015, still some issues that need to be worked out.
- Downtown Dover/Senators Bikeway- Received a proposal from a consultant, on board to start the project, waiting for funding request.
- Final Phase of the Industrial Track Phase III- dealing with railroad issues, but construction is due to start around June/July 2016.
- Junction Breakwater trail to downtown Rehoboth- working on design work, met with group with Rehoboth how the trail ends, come across the canal bridge into Grove Park, end on a low stress street, which connects to other trails.
- Path under Route 1, Nassau Bridge Underpass-Transportation Solutions working on this project. Includes off ramp, trail & rail under the SR1 overpass.
- Phase II Georgetown to Lewes- waiting on proposal from consultant and concept design.
- Phase I of a Pathway connecting Wilmington to Newark- still evaluating what 1st priorities and connections, Paul Moser working on prioritizing the segments.
- Jefferson Farm Connector- No movement that Anthony is aware of at this time.
- South Tatnall Street Bicycle Boulevard- No movement at this time.
- Christina Mall Connector- No movement that Anthony is aware of at this time.

**V. REQUEST FOR DEPARTMENT OF EDUCATION COUNCIL MEMBER**

James Wilson suggested to the council members to contact the Office of the Secretary, Department of Education to set up a meeting to discuss appointing someone to become a representative. Drew stated that at the next Council on Transportation meeting that he will ask about appointing a representative from the Department of Education.

James Wilson stated that since the council members are discussing education awareness that it would be appropriate to have someone present from the Department of Education to discuss these issues and since there hasn't been a council member present on the bicycle council for some time that the council members should consider finding a candidate from the Department of Education to discuss these issues. James also suggested having Richard Klepner from the Office of Highway Safety speak at the next council meeting about ways their department promotes safety awareness and Richard agreed to share some of their methods in promoting safety.

**VI. ADJORN**

Motion to adjourn the meeting was made by Roger Roy and second by Walt Bryan. No one opposed. Meeting adjourned at 7:00pm.

**NEXT MEETING: Wednesday February 3, 2016**