



**Delaware Bicycle Council  
June 19, 2017  
Farmington/Felton Room  
Meeting Notes**

**Members Present**

Walt Bryan, Sussex County Representative  
Fran Cardaci, At Large Representative  
Tom Felice, DelDOT  
Tom Hartley, Kent County Representative  
Mike Krumrine, DNREC  
Roger Roy, At-Large Representative  
Jeff Whitmarsh, DE State Police  
James Wilson, At Large Representative

**Members Absent**

Fred Breukelman, Department of Public Health  
Jim Ireland, Trails & Greenways Council  
Richard Klepner, Office of Highway Safety  
Marty Lessner, Council & Transportation  
Greg Tulowsitzky, Dept. of Education  
Mike Tyler, At-Large Representative

**DelDOT Support Staff**

Brad Eaby, Deputy Attorney General, DelDOT  
John Fiori, Bicycle Coordinator, DelDOT

**Guests**

John Bare, Bike Delaware  
Shehnaz Chaudhri, DelDOT  
Andrea Trabelsi, Whitman, Requardt and Associates, LLP.  
Bruce Kauffman, DelDOT

## **I. Welcome/Introductions**

This meeting was called to order at 5:00 PM by Tom Hartley.

### **Minutes/Agenda Review and Approval:**

Tom Hartley entertained the motion to begin the meeting with accepting the meeting minutes from April 2017. In the second sentence, James Wilson needed the word “descending” revised to dissenting. Roger Roy needs to be added under Members Absent. Walt Bryan motioned and Fran Cardaci seconded the motion to accept the minutes. No one opposed. Motion passed to accept the April 2017 meeting minutes.

## **II. Old Business**

### **Agency Staff Remarks:**

Tom Felice gave an update on the Milton Bike Trail, surveying the site, should have the feasibility study on the bridge structure analysis by September.

### **DelDOT Bicycle Plan Update:**

Andrea Trabelsi updated the Bicycle Policy Plan with a presentation. Andrea stated that they are half-way through the project and are focusing on wrapping up the project up by end of December, the work group met in May and discussed components of the of the framework and also discussed the plan, goals and objectives. The Working Group will also meet between July through fall to work on core components of the plan. A draft set of key principles were shared with the Working Group and Andrea will send out an email to all the council members with the revised framework.

### **By-Laws:**

The by-laws were reviewed by Brad Eaby and his recommendation after speaking to several other Deputy Attorney Generals that represent other councils and that having by-laws can cause more harm than good but is leaving it up to the Council members to make that decision . Tom Hartley suggested to the council to have all review the by-laws one more time, compile their comments and forward to Mike Tyler for comment and then at the next council meeting discuss whether or not they want by-laws.

### **FY2018 Council Budget:**

Tom Hartley gave an overview of the Councils budget. A handout with the proposed cost breakdown for the year was handed out to the Council members for review. James Wilson motioned to request the proposed budget amount of \$40,000.00 to DelDOT for approval and Walt Bryan seconded the motion. No one opposed.

## **III. New Business**

### **Review of the Grant Application Letter:**

John stated that the letter was sent in to DelDOT for review and Drew Boyce had some concerns/observations: It precludes small municipalities from participating, it also excludes

small kiosks, signage and bike racks, which again limits participation from the smaller municipalities that are already under the strain of no staff or support to manage a feasibility study for infrastructure projects. Drew is also concerned about setting the proper expectations for the applicants on next steps once they have a feasibility study complete that the municipality would move to the next level for funding and keep the project moving. Drew also suggested that all 57 municipalities have equal access to the grant. Some of the Council members had their own concerns with Drew's comments regarding the suggestion of allowing all 57 municipalities participate in the grant funding especially if it's just a feasibility study and end up not following through with the project. Tom will reach out to Drew on behalf of the Council and discuss the concerns regarding the Grant application letter's recommendations and work with Drew in finalizing the letter without having to return to the Council for final approval. Walt Bryan motioned the request for approval and James Wilson seconded the motion. No one opposed.

#### **Bicycle Friendly State Application Update:**

John Bare stated that Delaware is listed as the 3<sup>rd</sup> most Bike Friendly State and this year doesn't anticipate any change as far as moving from this spot. The application was due April 4<sup>th</sup>, deadline extended to June 27<sup>th</sup> and with the extension they were able to add a drone video of the Christina River Bridge. John also mentioned that he has been working with James Wilson and John Fiori on some of the essay questions and work on some creative answers. John is confident in saying that the Council will submit a solid application. The results are to be announced in August.

#### **IV. Updates**

##### **Bicycle Coordinator Report:**

John gave an update on storage containers; all have been delivered and are being used to store bicycles that are loaned out to, Resort Quest, Funland and bikes that are donated. The containers are located at the Park and Ride in Rehoboth.

##### **Legislator's Ride:**

John stated the ride took place on 5/10/17 and had about 35 riders. He mentioned John Bare was a big help in getting the information posted on Bike Delaware's Website as well as getting the word out to White Clay Cyclists. John said he will be working on a different approach for next year's Legislator's Ride to try and get more participation.

##### **Bike to Work:**

There were 7 participating agencies, DelDOT, Dover, Dover Air Force Base, Lewes, Wilmington, Newark and Bloom Energy. Total amount of riders were 237.

##### **Bike Checkpoints:**

John stated checkpoints are underway. First checkpoint held on June 8<sup>th</sup>, had 32 cyclists stop, majority of them were summer students that work at the beach, handed out 26 sets of lights and 20 helmets. Second checkpoint was held on June 18<sup>th</sup> at the Lutheran Church, had 40 cyclists and all were the summer students, gave away 31 sets of lights and 18 helmets were distributed.

**Bike Rodeo:**

A bike rodeo was held in April at the Capital School District. This was the school's first request to include the bike rodeo into their school's PE curriculum. The rodeo was for the 4<sup>th</sup> grade class and they had 88 students' participate. The students enjoyed it and the teachers were really impressed with how the event was run and hopefully they will consider having another one in the fall.

**2016 Innovation Grant:**

On June 6<sup>th</sup>, DelDOT received all invoices from the Town of Smyrna as well as payment approval. Out of the \$12,000.00, the town applied for \$11, 556.00. John asked the Council members about obtaining a copy of the town's study or a presentation and it was agreed that they would like to have the town do a presentation. John will contact the town to set up a time for the town to present to the Council.

**Bicycle Friendly Delaware Act:**

John Bare stated there have been some changes since the last meeting. He has gotten some great input from the Delaware State Police as well as Fran's suggestion with bringing in horse drawn farm equipment. The focus of this act is to introduce bicycle traffic signals, and cyclist's safety. The act is also to reduce responsibility on law enforcement where certain laws applied or didn't. There was a committee meeting with Public Safety & Homeland Security on 6/7/17, it was unanimously voted passed and then put on the ready list for the House to vote. The vote of the full house will be on 6/20/17.

**Update on Beach Route 1-Sidewalk Signage & Striping:**

John Fiori stated at the February meeting, he worked with Rich Klepner on a pedestrian safety program where they put decals out on sidewalks and working on an idea to have decals on sidewalks for cyclists that would warn them about coming up to an entrance as well as motorists to look both ways. John spoke to the traffic section in DelDOT, they did not agree the signage idea because it didn't meet Delaware MUTCD and they wanted education to resolve the issues. Highway Safety did an outreach program for pedestrians; John talked to Rich Klepner about an idea for cyclists and Rich went to his marketing company and came up with a couple of ideas, posters or decals which John brought to the meeting and passed them around. John will reach out to Rich to see if he will be able to attend the next bike council meeting to provide more information regarding funding.

**Motion to adjourn was made by Tom Hartley, second by Fran Cardaci at 7:00pm. No one opposed. Motion passed.**

**Next meeting: August 2, 2017 5:00 p.m. to 7:00 p.m. Farming/Felton Conference Room.**