



**Delaware Bicycle Council
June 6, 2018
Farmington/Felton Room
Meeting Notes**

Members Present

Mike Wagner, Department of Education
Walt Bryan, Sussex County Representative
Tom Hartley, Kent County Representative
Lt. Jeff Whitmarsh, DE State Police Representative
Richard Klepner, Office of Highway Safety
Mike Tyler, At Large Representative
Scott Hoffman, At Large Representative
James Wilson, At Large Representative
Roger Roy, At-Large Representative
Fran Cardaci, At Large Representative
Mike Krumrine, DNREC Representative

Members Absent

Marty Lessner, Council & Transportation
Fred Breukelman, Department of Public Health Representative
Tom Felice, DelDOT Representative

DelDOT Support Staff

John Fiori, Bicycle Coordinator, DelDOT

Guests

Chris Assay, Public
Bruce Kauffman, DelDOT

I. Welcome/Introductions

The meeting was called to order at 5:02 PM by Tom Hartley. A quorum was met for the meeting. The council members introduced themselves to the guests.

Minutes/Agenda Review:

The Council reviewed and made corrections to the meeting minutes from the April meeting. The corrections was to clarify that James Wilson motioned and Walt Bryan seconded on sending a Council member to the Walk/Bike/Places Conference at New Orleans in September. Tom Hartley asked for a motion to accept the minutes from the April meeting. Mike Wagner motioned and Fran Cardaci seconded the motion to accept the April meeting notes. All agreed, no one opposed. Motion passed.

II. Council Membership

Update Greenways & Trails Appointment to Council:

Tom Hartley had no updates.

III. FY2019 Draft Budget

Tom Hartley went over the draft FY2019 budget. Between FY2018 and FY2019 a couple changes have been made. The draft budget the \$3,500.00 typically used to fund the Bike Month T-Shirts are being used to send a Council member to the Walk/Bike/Places Conference at New Orleans. This will include the registration fee, hotel and mileage reimbursement. Walt Bryan indicated he may be able to obtain a private sponsor for the 2019 Bike Month T-Shirts. The innovation grant is to remain at \$25,000.00. The \$25,000.00 will enable the Council to maybe grant one big project or two moderate projects. The bicycle lights increased to \$8,000.00 to account for the 200 lights being purchased for the Wilmington Bike Project that was approved by the Council in April. Tom Hartley entertained the motion to accept the FY2019 DBC Budget contingent on approval of the Bond Bill. Roger Roy made a motion and Walt Bryan seconded the motion pending approval on the Bond Bill. All agreed, no one opposed. Motion passed.

FY2019 Delaware Bicycle Council Budget	
Travel	\$2,200.00
Mileage Reimbursement	
DBC Meetings	\$900.00
New Orleans	\$650.00
Hotel	\$650.00
Contractual Services	\$26,150.00
Bicycle Grant	\$25,000.00
Biking Blue Hens	\$550.00
Walk/Bike/Places Reg.	\$600.00
Supplies	\$11,650.00
Bicycle Lights	\$8,000.00
Bike Parts & Supplies	\$3,650.00
Total FY2019 Budget	\$40,000.00

IV. New Business

Cycling Infrastructure Innovation Grant Presentation:

Scott Hoffman did a presentation to the Delaware League of Local Governments on the Cycling Infrastructure Innovation Grant. Scott recommended that additional presentations on the grant be conducted to a variety of organizations. Tom Hartley indicated that since the 2018 grant applications were already mailed out and due on July 31, 2018 that it would be better to do the presentations next Spring prior to sending out the 2019 applications.

Financial Estimates for Delaware Safe Passing Education Campaign:

Richard Klepner discussed ideas for the Delaware Safe Passing Education Campaign and making the public aware of the new bicycle laws in Delaware. The new laws are on the Office of Highway Safety (OHS) twitter page. OHS had a pedestrian kickoff event where WBOC did a report about the new laws. An idea brought up by Council is to get the new laws on Facebook and to partner with Delaware State Police (DSP), who have 90,000 followers and DelDOT, who have 20,000 followers. By doing this it can reach a larger audience.

DSP has a good relationship with iHeart Radio, in which a public service announcement could be release out on the radio. Since the public service announcements are aiming more at drivers, this may be a less expensive way to advertise. Lt. Jeff Whitmarsh motioned that a news release be prepared in order to make the announcement on the radio and James Wilson seconded the motion. All agreed, no one oppose. Motion passed. Tom Hartley recommended that a working group be formed to draft the news release. Those nominated were Richard Klepner, James Wilson and Lt. Jeff Whitmarsh. Tom Hartley entertained the motion to accept those three individuals on the working group for the news release. Ltd. Jeff Whitmarsh motioned and Walt Bryan seconded the motion. All agreed, no one opposed. Motion passed.

V. Old Business

Beach Route 1 Sidewalk:

Mike Tyler discussed a picture he took of a guy wire for a utility pole that was recently installed in the middle of the sidewalk just south of the WAWA at Dartmouth Drive. The location of the guy wire is a hazard for bicyclists and pedestrians. John T. Fiori will forward the picture to the Sussex County Public Works Department to look in this matter.

Vote on DBC's roll in implementing/endorsing the Delaware Bicycle Plan:

Tom Hartley discussed the final Delaware Bicycle Plan that has been worked on for over a year. Tom Hartley entertained the motion to endorse the Delaware Bicycle Plan. Roger Roy made a motion and James Wilson seconded the motion. All agreed, no one opposed. Motion passed.

VI. Public Comment

2017 Cycling Infrastructure Innovation Grants:

John T. Fiori indicated that he received the final invoices from the City of Wilmington in the amount of \$16,997.63 and City of New Castle in the amount of \$7,997.89 for the innovation grants. The invoices have been processed and will take a couple of weeks but the Cities will get their reimbursement. John will send an e-mail out the each City that when they have the final product the Council would like someone to come in and make a presentation.

Tom Hartley entertained a motion to adjourn. Roger Roy motioned and Michael Wagner seconded the motion at 6:12 p.m. All agreed, no one opposed. Motion passed.

Next meeting: Wednesday August 1, 2018 from 5:00 p.m. to 7:00 p.m. in the Felton-Farmington Conference Room.