



Delaware Bicycle Council
February 6, 2019
Felton-Farmington Conference Room
Meeting Notes

Members Present

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

Members Absent

Fred Breukelman, Department of Public Health Representative
Fran Cardaci, At-Large Representative
Mack Cochran, Trails & Greenways Council
Marty Lessner, Council & Transportation
Roger Roy, At-Large Representative

DelDOT Support Staff

Drew Boyce, Director of Planning, DelDOT
John Fiori, Bicycle Coordinator, DelDOT

Guests

Chris Asay, Public
Carol Ireland, Public
Bruce Kauffman, DelDOT
Paul Moser, DelDOT

I. Welcome/Introductions

The meeting was called to order at 5:00 p.m. by Tom Hartley. The quorum was met for the meeting. The Council members introduced themselves to the guests.

Minutes/Agenda Review:

The Council reviewed and made no corrections to the meeting minutes from the December 5, 2018 meeting. Tom Hartley asked for a motion to accept the minutes from the December meeting. Michael Wagner motioned and Walt Bryan seconded the motion to accept the December meeting minutes. All agreed, no one opposed. Motion passed.

II. Election of Chair and Vice-Chair

Walt Bryan took over running the meeting for the election of Chair and Vice-Chair. Tom Hartley was nominated for Chair and Scott Hoffman was nominated for Vice-Chair. Walt Bryan asked the Council if anyone else had any other nominations. There were no other nominations. All agreed, no one opposed. Motion passed. All Council members voted in favor of Tom Hartley as Chair and Scott Hoffman as Vice-Chair for the 2019 year.

III. Public Comment

Carol Ireland, a public citizen and member of Bike Delaware had a question about Bike Route 1. Her concerns are over the Bicycle Route 1 signs on Route 48 (Lancaster Pike) in New Castle County. These signs are located along the eastbound and westbound sides of Route 48 between Hercules Road and Centerville Road. This section of Route 48 is not designated as Bicycle Route 1, in which Bicycle Route 1 is located further west at the intersection of Route 48, Mill Creek Road and Yorklyn Road. Carol contacted DelDOT in 2016 about the signs but was told the signs would not be removed. Carol asked if the Delaware Bicycle Council could assist in getting this matter resolved. Tom Hartley asked John T. Fiori if he could do some research on this. John indicated that he will contact DelDOT's Traffic section.

IV. Cycling Infrastructure Innovation Grant

Newport FY2019 Grant:

John Fiori provided an update on Newport grant, in which he received the signed agreement back on February 1, 2019 and sent the planning funding request in the amount of \$20,000.00 on February 4th. The approval should take a couple of weeks. Once the purchase order is approved the Town can submit invoices to draw on the funds.

Milford FY2019 Grant:

John Fiori provided an update on the Milford grant, in which he received an e-mail from Rob Pierce with the City of Milford on January 17, 2019 which stated the City would not have enough funds to complete the work as outlined in the scope and will not be able to use the \$5,000.00 grant.

John Fiori indicated that the private sponsorship for the purchase of Bike Month T-shirts had to back out, which was verified by Walt Bryan. John Fiori then stated that there are no funds available for bike month shirts and requested the Council if those funds could be used to purchase the shirts. The shirts are given away during bike month events such as the Legislators Bike Ride and various Bike to Work events throughout the state. John Fiori indicated the estimate for the shirts around \$3,500.00.

James Wilson stated that since the \$5,000.00 was for the cycling infrastructure innovation grant that this should be given to Newport for their feasibility study.

Tom Hartley asked how many t-shirts are ordered and given away. John Fiori said that each year 400 t-shirts are ordered and last year there were around 20 remaining in inventory. John Fiori also said each year people who participate in bike month events look forward to receiving the t-shirt and it is a popular item.

Lt. Jeff Whitmarsh said that since the t-shirts are popular and it promotes bike safety he made a motion to use the remaining \$5,000.00 to fund the t-shirts and proactively reach out to the Urban Bike Project if they can use the remaining \$1,500 for bicycle lights/safety equipment and Walt Bryan seconded the motion. James Wilson made motion to give the \$5,000.00 to Newport for the feasibility study and Scott Hoffman seconded the motion. No other motions were made and Tom Hartley conducted the voting. For the motion to use the funds for the t-shirts and supplies for the Urban Bike Project those in favor were six. For the motion to give the funds towards the Newport feasibility study, those in favor were four. The motion to use the funds for the t-shirts and supplies for the Urban Bike Project passed. John Fiori indicated he will contact the Urban Bike Project.

Cycling Infrastructure Innovation Grant FY2020:

Tom Hartley discussed the current funding for the Cycling Infrastructure Innovation Grant. The funding for the grant is a standard amount of \$20,000.00 but during the budget approval Council approves additional funds to increase the grant to \$25,000.00. Tom Hartley indicated the \$20,000.00 to \$25,000.00 does not do a lot for professional services to look at the feasibility study and would like to discuss increasing the grant to \$30,000.00.

Scott Hoffman stated he attended a meeting in Millsboro and was asked about a Bicycle Master Plan Grant. He was not aware and asked Council if anyone knew of this. John Fiori indicated that DelDOT will be awarding two grants to municipalities to prepare a bike plan. The applications were sent out and due on March 2, 2019 and that each grant is in the amount of \$50,000.00. The municipality will have to show a need for a bike plan and that it has the support of the community. The grant does not go directly to the municipality however DelDOT Planning will do the bike plan on behalf of the municipality and also with their assistance. This grant is a separate grant that the Delaware Bicycle Council awards.

Mike Wagner asked if this increase for the innovation grant requires Legislation approval. Drew Boyce responded the budget for the Delaware Bicycle Council comes out of Planning's Operating Budget and that Planning's FY2020 budget has already been submitted to the Joint Finance

Committee. Drew Boyce indicated that getting an increase for FY2020 may not be possible but the Council should consider requesting an increase now for FY2021.

Lt. Jeff Whitmarsh suggested that the Council submit a letter to the Secretary of Transportation requesting an increase to the Delaware Bicycle Council's budget. Walt Bryan made a motion to increase the Council's budget from \$40,000.00 to \$50,000.00 and Scott Hoffman seconded the motion. All agreed, no one opposed. Motion passed. Tom Hartley is to prepare a letter requesting the Delaware Bicycle Council budget be increased to \$50,000.00. Tom Hartley shall work with Drew Boyce on drafting the letter prior to sending it to the Secretary's Office.

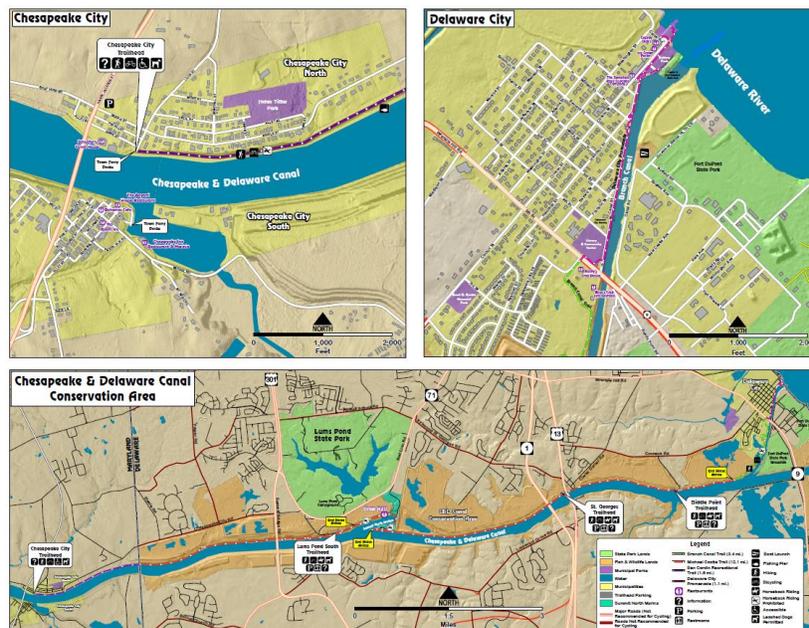
2019 Cycling Infrastructure Innovation Grant Working Group:

Walt Bryan, Mike Krumrine, James Wilson, Mike Wagner and Scott Hoffman volunteered to be on the working group, with Walt being the Chairperson.

V. Old Business

The Blueprint for a Bicycle Friendly Delaware:

Scott Hoffman provided an update he talked about a couple meetings ago in finding ways that the Council can work on various things in *The Blueprint for a Bicycle Friendly Delaware*. One idea was to try to integrate some tourism elements into the bicycle maps. Mike Krumrine prepared a map of the Chesapeake & Delaware Canal on how the map included facilities in Chesapeake City, Maryland to Delaware City. This would apply to Goal 1.4A: Improve bicycle trip-planning app that emphasizes longer distances and regional travel opportunities.



Update on SR 1 Sidewalk Crash Analysis & Countermeasures:

Tom Felice provided an update on countermeasures along the SR 1 sidewalk. Tom Felice handed out maps showing bicycle crashes from July 2005 – December 2018. Tom Felice and Bruce Kauffman met with DelDOT's Chief Traffic Engineer to discuss the existing bicycle facilities in which the path forward will be that DelDOT will place signage at key intersections along Route 1 such as Dartmouth Drive, Munchy Branch Road and Holland Glade Road. The signage will consist of "Look Both Ways" signs to better inform vehicles of cyclists. Warning signs along the sidewalk of Route 1 will be posted to help cyclists be more aware of vehicles. Additional sign locations can be requested by the Delaware Bicycle Council Bike, Subcommittee members, and DelDOT's bike section. DelDOT will again offer stenciling of the sidewalk products for the bike route since stencil markings typically only last a season, after which their appearance fades. Next option might be to work with DART to get low cost bike passes in order to try and improve safety.

VI. New Business

Delaware Bicycle Route 1:

Chris Asay made a presentation to Council on Bicycle Route 1, which is a north-south route and over time due to development, traffic volumes, speed, portions of Bicycle Route 1 are not a safe place to ride. If the Council should take on this task, Chris proposed an action plan. The Delaware Bicycle Council forms a working group to examine the current Bicycle Route 1, using level of traffic stress data. The working group prepares minimum standards for all segments. A Level of Traffic Stress 1 would have high standards, in which may look at Level of Traffic Stress 2. Have Bicycle Route 1 plotted that meets new minimum standards. The working group marks all segments that do not meet the new minimum standards and proposes projects that would bring these segments up to standards. These projects would have to go through the local MPO and be prioritized before being submitted to DelDOT for potential funding. This will be a slow process that will happen over a period of years in order to get Bicycle Route 1 as bicycle-friendly usable.

Tom Hartley, Mike Tyler, Chris Asay volunteered to be on the working group. Although Marty Lessner was absent, Tom Hartley was going to contact Marty to see if he would be on the working group. Tom Hartley asked Paul Moser if he could be on the working group as technical support. Drew Boyce indicated Paul is busy with work he is doing for DelDOT and Drew would have to think about Paul being available.

Tom Hartley entertained a motion to adjourn. Michael Wagner motioned and Walt Bryan seconded the motion at 7:00 p.m. All agreed, no one opposed. Motion passed.

Next meeting: Wednesday April 3, 2019 from 5:00 p.m. to 7:00 p.m. in the Felton-Farmington Room.