



Delaware Bicycle Council
June 7, 2023
Zoom Webinar
Meeting Notes

Members Present

Walt Bryan, Sussex County Representative
Sgt. Jay Burns, DE State Police Representative
Mack Cochran, Trails & Greenways Council
Shebra Hall, Division of Public Health Representative
Tom Hartley, Kent County Representative
Scott Hoffman, At-Large Representative
Michael Krumrine, DNREC Representative
Wendy Polasko, DelDOT Representative
Michael Wagner, Department of Education
James Wilson, New Castle County Representative

Members Absent

Fran Cardaci, At-Large Representative
Jackie McDermott, Office of Highway Safety
Evette Morrow, At-Large Representative
Martin Lessner, Council on Transportation
Michael Tyler, At-Large Representative

DelDOT Support Staff

John Fiori, Bicycle Coordinator, DelDOT
Christina Thomas, Administrative Assistant, DelDOT

Guests

Pamela Steinebach, DelDOT
Anthony Aglio, DelDOT
Robert McBride, Bike Newark
Michael Fortner, City of Newark
Mark Deshon, BikeNewark
Bill Weller, Sussex Cyclists
Chris Asay, Public
JT Fleming, Public
Angie Hernandez, JMT

I. Welcome/Introductions

The meeting was called to order at 5:16 p.m. by Scott Hoffman. The Council meeting was held virtually, in which Scott Hoffman took a roll call of the Council members present. The quorum was met for the meeting.

Minutes/Agenda Review:

The Council reviewed the meeting minutes from the April 5th meeting. Tom Hartley made the motion to accept the meeting minutes. Mike Krumrine seconded the motion. All agreed, no one opposed. Motion passed.

II. Public Comment

No public comment.

III. New Business

Bicycle-Friendly Community Announcement for Newark

Robert McBride made an announcement concerning the Bicycle-Friendly Community application that was submitted to the League of American Bicyclists. Robert indicated this was a team effort between BikeNewark and the City of Newark. The City of Newark has been designated a bronze-level bicycle-friendly community since 2010 and it was announced for 2023 the City of Newark is now a Silver-Level Bicycle-Friendly Community. Robert thanked everyone involved on all their efforts put in on Newark's behalf and that Newark now joins only about 115 communities in the country as being silver-level bicycle-friendly community. Michael Fortner wanted to add that there has been a substantial investment by DelDOT and the City of Newark and are grateful for all the infrastructure projects completed over the last 5-10 years, which has been very significant to the City of Newark. The League of American Bicyclists will provide feedback to the City on areas to improve on and will be using that as a starting point in updating the Newark Bicycle plan, which is anticipated being completed in 2024 and use that in working towards a gold-level community. The City of Newark is very appreciative in this designation which means a lot to the community.

The link on the announcement is: <https://bikenewark.org/2023/05/31/newark-shines-with-silver/>

Public Collision Database

Sgt. Jay Burns made a presentation on the public collision database. After a previous Council meeting, this was brought to his attention as a public portal and thought this would be a great resource pertaining to accident data, specifically for bicycles. The website for this database is: <https://data.delaware.gov/> that has several portals available. Then go to the Transportation portal go to Public Crash Data Dashboard. There is also a Public Crash Data Map that links all the crashes back to January 1, 2009. Any crash that has been reported to Delaware Law Enforcement since 2009 is in this database and can be shown on the map. If you click on the icon, it will show data about that crash. Under the Public Crash Data Dashboard, there is an instruction page on how to search. After accepting the terms and agreement for using the site, next is the filter page, where filters can be selected if looking for data on a specific type of crash. Since January 1, 2009, there have been over 465,000 crashes reported to Delaware State Police but can use the filters when looking for specific data. Once the filters are adjusted, there is a graphical feature, such as a bar or

pie graph, the data can be presented. The data does not provide a complaint number or any personal information on those involved, demographic information, just the crash specific information that can benefit the Council in make roadways safer. James Wilson asked the question that there is nothing from the narrative. Sgt. Burns responded that there is nothing from the narrative but the database pulls from crash reports throughout the state. Scott Hoffman asked what is the narrative? Sgt. Burns responded that the narrative is a written description for the report itself of how that crash happened. James asked why the narratives could not be made available in a searchable way through a tool like this? Sgt. Burns responded that they may include witness information and probably some officers may identify an actual name as the witness.

Complete Streets Guide Preview

Anthony Aglio went over the DeIDOT Complete Streets Design Guide. The Executive Order was signed back in 2009, where there had been a few other attempts at creating an implementation plan, the last one in 2016. At the time never came to an agreement about adopting a complete streets design guide where an issue was our level of traffic stress analysis had not been created. Since then, there have been updates from ASHTO and FHWA that are now established that were not back then and we are in a lot better place now. Going back to 2009 some of the objectives of our original executive order were to develop a process that changes the design manuals and practices; provide some roles and responsibilities for engineers in DOTS and Planning to have a better outcome both in safety and convenience for all users. Complete street is defined as a roadway that can accommodate all modes, all users, all mobilities that includes public transit, bicyclists and pedestrians. Under the design guide the target audience is DeIDOT staff, Counties and the MPO's. Angie Hernandez with JMT continued with the presentation. Angie stated this guide is to get more complete streets consideration earlier on for projects and creates a documentation process. During project planning we want people to use this guide in the early stage of the Complete Street scoping process. Tried to make the guide user friendly with design engineers and planners in mind by making it a stepped process to identify priorities such as roadway functional classification, context zones, potential street type and determine optimal street types and design ideas. Then provide design options specific to the characteristics of the street and provide a variety of criteria to guide decisions and design options. This is not a design standard, nor does it supersede any approved design standards. This is a guide to give ideas to try to help in that early planning process. Scott Hoffman asked if this document will be integrated like in the entrance plan review process? Anthony responded that this document is mostly for our project managers, but the intent is for Development Coordination to use this as well. Scott Hoffman asked what is the timeline for the roll out? Anthony responded that comments would stay open for another week or two where it may take a month after that.

IV. Old Business

Cycling Infrastructure Innovation Grant Update

John Fiori updated the Council concerning the grant. The \$10,000 grant that was awarded to New Castle County at the April 5th meeting was accepted by New Castle County. They have submitted all the documents needed for DeIDOT to transfer the funds to begin their feasibility study for the pathway upgrade. They did apply for a \$15,000 grant but have worked that out own their own to make up the difference.

After the April 5th Council meeting, John sent an e-mail to all the municipalities and the three County offices for a call of grant applications for the 2023 Cycling Infrastructure Innovation grant. An application was e-mailed to the Dover Kent MPO asking for their assistance on if they know of a bicycle project in a municipality to possibly refer the municipality to the grant to see if that grant is applicable for that municipality to apply. The deadline for the grant applications is August 25, 2023. Scott Hoffman followed up by indicating July/August is the time for the working group to contact the representatives as a reminder that the application is out there. John added that the working group interviews the applicants in mid to late September and once the interviews are completed the working group will rank the applications and make a recommendation to the Council. The December meeting is when the Council will award the grant.

Priority Bikeway Projects Update

John Fiori provided project updates. The public workshop scheduled on April 4th for the West Street Project in Dover at the project site was re-scheduled due to weather to June 28th, where it will now be held at DeIDOT and will also visit the transit center to get input there. SR1, Kings Highway intersection where a bicyclist was fatally injured was being redesigned to take out the sweeping ramp and make it more of a T-intersection to reduce vehicle speeds and enhance safety and awareness between vehicles turning onto Kings Highway between cyclists and motorists. This project was in design and discussing it with project development, they had to task their in-house designer to another project. This project was being designed in-house by one of our engineers, but that engineer was tasked to another project and at this time project development is looking for another mechanism to deliver the improvements at that intersection. Based on discussions with project development, this could be either having it done under another program funding such as a pave and rehab or possibly another PD South contract. They are hoping to do a final design and find an alternative contract to construct these improvements before the summer of 2024. Bill Weller asked if there something that the Bicycle Council can take on as a recommendation or encouragement DeIDOT to complete? It is approaching four years since this fatality has occurred and anything the Council can do to help. Scott Hoffman stated the Council could write a letter of support to reiterate the importance of this project make sure it is not going to fade away. Tom Hartley made a motion that Scott should write a letter of support to the Secretary of Transportation stating that the Council strongly encourage to move forward to remedy the unsafe traffic condition at the intersection of King's Highway and Route 1 where there was a notable fatality. James Wilson commented the Council has been very supportive of the SR1 low stress bikeway study that began Spring of 2020. An engineering firm was hired and are still working on the study three years later and would like to see the Council pay some attention to seeing what we can do to move the study ahead more than the smaller project at Kings Highway. James recommended the letter address the SR 1 low stress bikeway as well. Tom Hartley recommended that a second letter could go out that highlights the same intersection as part of the whole Route 1 problem. The amended motion is to send a letter to the Secretary of Transportation about that intersection using the word urgent and to ask that more resources be applied to the project. Walt Bryan seconded the motion. James Wilson abstained all agreed, no one opposed. Motion passed. John Fiori will e-mail the Council upcoming public workshops for Georgetown to Lewes Trail, Cedar Neck Road, Munchy Branch Road and the rescheduled West Street Pathway.

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Michael Wagner made the motion to adjourn the meeting. Walt Bryan seconded the motion at 6:55 p.m. All agreed, no one opposed. Motion passed.

Next meeting: Wednesday, August 2, 2023, from 5:00 p.m. to 7:00 p.m. to be held as a hybrid of in-person and virtually.

To view the Delaware Bicycle Council video on YouTube:

<https://www.youtube.com/watch?v=f6RHi6KHOy4>