



Members Present

Nicole Majeski	Deputy Secretary
Jana Simpler	OHS
John Sisson	WILMAPCO
Jim Lardear	AAA
Marsha Carson	Department of State
Barbara Monaghan	DDDC
John McNeal	DelDOT
Kyle Hodges	SCPD
Rich Vetter	Dover/Kent MPO
Tina Shockley	DOE
Lloyd Schmitz	Citizen Representative
Janelle Cornwell	Sussex County
Susan Moerschel	DNREC
Paul Lakeman	Delaware Healthcare Association/Bayhealth
William Payne	Citizen Representative

DelDOT Support Staff

Sarah Coakley	DelDOT
Drew Boyce	DelDOT
Annie Cordo	DelDOT
Kate Smagala	McCormick Taylor

Members Absent

Jennifer Cohan	Secretary of DelDOT
Richard Killingsworth	DHSS
Jon Kirch	AHA/ASA
C.R. McLeod	Dept of State

Guests

Anthony Aglio	DelDOT
Jeff Niezgoda	DelDOT
Adam Weiser	DelDOT
Peter Haag	DelDOT
Marc Cote	DelDOT
Tigist Zegeye	WILMPACO
Richard Klepner	OHS
Sandy Roumillat	DelDOT
Bill Monaghan	Self Advocate
Tom Nickel	DelDOT - PAR
Todd Webb	DelDOT - Civil Rights ADA
Amy Wilburn	DBC
Thomas Kneavel	DelDOT
James Wilson	Bike DE
Linda Osiecki	DelDOT
Paul Moser	DelDOT



I. CALL TO ORDER

The meeting was called to order at 10:11 am by Co-chair Jana Simpler.

II. INTRODUCTIONS

All members, staff, and guests introduced themselves.

III. MEETING MINUTES REVIEW (2/23/2016)

Ms. Simpler asked Council if there were any additional comments on the February meeting minutes. Mr. Jim Lardear made a motion to approve the meeting minutes. Ms. Janelle Cornwell seconded the motion. The meeting minutes were approved by all council members in attendance, without changes.

IV. NEW BUSINESS

The meeting was conducted out of order of the posted agenda to accommodate speaker scheduling.

Title 21 draft legislation and safety campaign ideas (Amy Wilburn, pedestrian and bike advocate) *Note: This item was discussed prior to Old Business due to speaker scheduling.

Guest Amy Wilburn was asked to introduce the proposed Title 21 legislative changes to the Council. Ms. Wilburn provided the brief history and an overview of the proposal which includes changing the law regarding drivers yielding to pedestrians to a stop for pedestrian's requirement. She shared that Senator David P. Sokola (District 8) has indicated support for the bill and willingness to sponsor pending outreach and comments. She said the changes were already presented to the Delaware Bike Council. The main concern of the current code is the burden lying solely on the pedestrian, instead of being balanced. She said the current code expects pedestrians to have to step out into the crosswalk in order for cars to stop for them and there is very little enforcement for midblock crossings. The first objective of the code change is to balance the vehicle and pedestrian responsibilities and expectations, and the second objective is to make sure fines are commensurate with other code infractions. She is also concerned about the timing of the pedestrian countdown signals and the requirement to not enter an intersection when the flashing signal is present. It makes pedestrians have to wait too long to cross the street. Ms. Amy Wilburn asked the Council to review the changes to this document and provide feedback and/or comments.

Ms. Barbara Monaghan asked about how people with visual impairments may request Audible Pedestrian Signal. Mr. Adam Weiser stated there is a request form on the DelDOT website, and asked this form be included as part of the meeting minutes. Please see Attachment 1 for the "Request for the Installation of Accessible Pedestrian Signals Form". A copy of the request form, located at:

http://www.deldot.gov/information/community_programs_and_services/pedestrian_signals/DE_Accessible_Ped_Signals_Form_rev01-23-13.pdf, it is included at the end of these minutes. Mr. John McNeal also said he will send Ms. Barbara Monaghan an email on how to do this process.

Mr. Jim Lardear discussed Section 4143 Crossing at other than crosswalks, specifically part (b), asking how the spacing of 300 feet was determined. Ms. Amy Wilburn said the length is not set in stone, it was determined by a few different factors such as a driver being required to begin a turn



signal on within 300', etc. She said if this is a concern, it is open to change. Mr. Adam Weiser said there is no concern with the 300 foot length requirement in this section.

Mr. John McNeal discussed Section 4146 Pedestrians on highways; penalty., specifically part (b) Where a sidewalk is not available any pedestrian walking along and upon a highway shall walk facing traffic only on a shoulder, as far as practicable from the edge of the roadway. He asked, in regards to safety, if there been any studies to show this is proven to be considered the safest alternative. Mr. John McNeal said while it seems common sense to walk against traffic, is it realistic pedestrians would actually behave this way. He said it should be considered because pedestrian behavior shows they are inclined to walk the shortest distance, which could be counterintuitive. Mr. Adam Weiser said he is not aware of any related studies. He stated the intent was that pedestrians would be able to see vehicles coming toward them.

Mr. William Payne discussed Section 4142 Pedestrians' right-of-way and responsibilities in crosswalks, specifically section (c), asking if the overhead crossings truly have to be ADA compliant. For example, stairs to a pedestrian bridge are not technically "ADA compliant", so the wording could be updated in this section to be more accurate. Mr. William Payne also asked why vehicles would not have to stop in the conditions stated under this section of the document. Mr. Jim Lardear noted the same findings, and said for clarity, motorists should either have to stop at all crosswalks, or not.

Ms. Susan Moerschel discussed Section 4148 Carrying of lights or reflector device by pedestrians; penalty. She asked if clothing is considered a reflective device and stated more detail should be added either way. Ms. Jana Simpler agreed wording should be added to the document to allow for pedestrians to wear reflective clothing and meet the requirements of the code.

Mr. Adam Weiser asked if the Delaware State Police have seen the changes to this document yet and was curious if their representatives expressed any concerns. He said there will need to be a lot of public outreach to educate drivers and pedestrians because if this document passes legislation it will cause significant changes.

Ms. Amy Wilburn then presented her findings of the research she did in regards to pedestrian/cyclist safety campaigns around the United States. She reached out to all 50 states via email and has created a two page summary of her findings along with an elaborate spreadsheet of the information found in a well-organized matter. She said she will send this spreadsheet out to the Council. Ms. Amy Wilburn said some states will allow Delaware to use their material. She gave examples of a few findings or materials from different states and reiterated that Delaware was ranked #1 in pedestrian fatalities in the last year so a similar campaign for Delaware would be important. Ms. Amy Wilburn suggested a give-away such as slap bands that flash, flash lights, etc. Ms. Sarah Coakley agreed to send out all of this information to the Council electronically.

V. OLD BUSINESS

Subcommittee assignments and election of subcommittee chairs – Legislative and Policy, Education and Enforcement, and Built Environment.

Ms. Sarah Coakley passed around a hand out which illustrated the expectation and goals of each subcommittee. Ms. Jana Simpler led the conversation by briefly discussing each



subcommittee, their goals, and said today’s conversation is geared towards sharing this information and establishing chairs, co-chairs, and subcommittee members. The conversation was broken down by each Pedestrian Council Subcommittee in the following order.

- Built Environment

Chair: John Sisson
Co-Chair: Rich Vetter
Subcommittee Members: Janelle Cornwell, Paul Moser, John McNeal, Susan Moerschel, Barbara Monaghan, Tom Nickel, Linda Osiecki, William Payne, Adam Weiser

- Education and Enforcement

Chair: Richard Klepner
Co-Chair: Peter Haag
Subcommittee Members: Lloyd Schmitz, Tina Shockley, Amy Wilburn

- Legislative and Policy

Chair: Jim Lardear
Co-Chair: James Wilson
Subcommittee Members: Kyle Hodges, Richard Klepner, Nicole Majeski, John Sisson (or associated representatives), Adam Weiser, Amy Wilburn

Council members decided Ms. Sarah Coakley would set up a conference call between Ms. Jana Simpler and the confirmed chairs/co-chairs of these subcommittees, to establish a path forward. Tentative dates of April 4th or 5th were discussed.

Ms. Jana Simpler stated comments on the Title 21 draft should be submitted by April 1, 2016, and sent to Amy Wilburn, copy to Sarah Coakley and Jim Lardear. Ms. Nicole Majeski requested these comments be sent to the Legislative and Policy subcommittee members. Ms. Sarah Coakley agreed to compile the comments and send out to subcommittee members. Comments and discussion about this draft document which occurred during this monthly meeting are included under section IV. New Business.

Council Budget

Ms. Jana Simpler and Ms. Sarah Coakely discussed the general status of the current fiscal year budget of the Pedestrian Council. There is \$20,000 allocated to the Pedestrian Council each fiscal year. Ms. Sarah Coakley stated the current budget will cover the consultant’s (McCormick Taylor’s) support through May 2016, and there is \$5,000 remaining for any other needs the Council members deem necessary. A new budget for the next fiscal year needs to be submitted by May 2016. Ms. Coakley said she acquired a quote from McCormick Taylor for these services, which would cover seven (7) meetings (allowing for preparation time, the meeting itself, meeting minutes, and two (2) days of additional hours), totaling \$10,500. Upon approval, these new services would begin on July 1st, 2016. Mr. John Sisson made a motion to authorize \$10,500 for consultant support in the fiscal year 2017. Jim Lardear seconded the motion. All council members were in favor of the motion, no council members were opposed, the motion passed.

Ms. Nicole Majeski asked if the Council will be allocating the remainder of the budget towards anything specific. Ms. Sarah Coakley said the meetings for the next fiscal year are tentatively scheduled monthly but could be decreased to every other month or quarterly. At this time, the assumptions have been made that there will be seven (7) meetings in the next fiscal year, and the remainder of the budget will be allocated as the fiscal year moves forward, as agreed upon by



Council members in the future. Ms. Simpler asked what the number of meetings was based on. Ms. Coakley clarified that while the council is currently meeting monthly, the intent is for council to meet less frequently in a few months after the subcommittees begin their tasks. These allocations do not need to be specified in the budget request that will be made in May 2016. Ms. Sarah Coakley informed the Council that it will be helpful to gather ideas ahead of time of how to spend the remaining budget, but nothing will be firm. If the consultant support is needed more than currently anticipated, those allocations can be adjusted accordingly as the fiscal year 2017 moves forward.

Mr. John Sisson amended the motion to authorize \$10,500 for consultant support in the fiscal year 2017 and the subcommittees will prepare the remainder of the budget for the \$20,000 as needed and to be submitted in May 2016. Susan Moerschel seconded the motion. All council members were in favor of the amendment to the motion, no council members were opposed, the amendment to the motion passed.

The Council opened the floor to Mr. James Wilson (Executive Director of Bike Delaware) to discuss the upcoming “Walkable Bikeable Delaware Summit” to be held on May 5th at the Legislative Green across from Legislative Hall in Dover. Register here: <http://www.bikede.org/summit/>.

He explained this year’s summit will focus on pedestrian safety and discussed some improvements that could be made to the event this upcoming spring versus previous years. Specifically, the event would benefit from onsite portable restrooms, handwashing stations, and upgraded audio visual solutions, as the event is held outside of legislative hall in a tent. Mr. James Wilson requested the support of the Council through attendance to the event and a sponsorship. There is no fee to register for the event. Sponsorships are not limited to any specific dollar amount, any donated amount or support is appreciated as Bike Delaware is a nonprofit. Ms. Sarah Coakley has obtained a preliminary cost from a vendor that is approved by the state. Ms. Coakley provided the cost information, \$100.00 each for the portable restrooms and handwash stations, and \$2,213.75 for the A/V equipment rental and services. Mr. James Wilson anticipates 150-200 people in attendance for the event this year. Attendees determined two (2) portable restrooms and two (2) handwashing stations would be adequate for the event. The Council people discussed the desire to contribute funds and/or the requested services for the event. Ms. Nicole Majeski said there would need to be an invoice to utilize the funds from the Council’s remaining budget for fiscal year 2016 and would be required to pay the vendor directly. Sarah Coakley reiterated the support for this event would come from the remaining \$5,000 left from the Council’s budget for this year. Mr. Schmitz made a motion for the Council to provide for two (2) portable restrooms and two (2) handwashing stations, at an approximate cost of \$400, for the “Walkable Bikeable Delaware Summit 2016”. Ms. Susan Moerschel seconded the motion. All council members were in favor of the motion, no council members were opposed, the motion passed. Ms. Jana Simpler made a motion to support audio visual needs for the “Walkable Bikeable Delaware Summit 2016”, at an approximate cost of \$2,200. Mr. Jim Lardear seconded the motion. All council members were in favor of the motion, no council members were opposed, the motion passed.

VI. REMAINING NEW BUSINESS

DelDOT Pedestrian project prioritization (Jeff Niezgoda and Paul Moser, DelDOT Planning)

Mr. Jeff Niezgoda presented an overview of the projects managed by DelDOT’s Planning



section. He introduced the Local Systems Improvement section and explained the various types of projects the section manages and from where the project ideas originate. He elaborated on the several trails and pathways projects recently completed or planned for construction which included: C&D Canal Trail, Capital City Trail Network, Junction & Breakwater Trail, and Industrial Track Phase 3 (IT3). He then discussed the Planning Section's methods of project prioritization using various criteria including connectivity, strategies for state policies and spending, public transit access, population proximity, access to recreation, access to public schools, and ADA remediation. Mr. Niezgoda explained that DelDOT is developing a data-driven prioritization process for trails and pathways projects and bike and pedestrian improvement program projects. About \$4 million annually is available for the Transportation Alternatives Program, of which \$1 million goes towards Recreational Trails. Another \$4 million annually is available for Bike and Pedestrian improvements. This is federal and state funding with an 80/20 split.

Mr. Paul Moser continued the presentation by discussing how the Department is using valuable Geographic Information Systems (GIS) data in a project specific and practical application as a tool for observing, understanding, and analyzing our transportation network from a bike and pedestrian perspective. He explained how traditional analysis uses simplistic buffers around a facility. He is developing a new extension of ArcGIS software in order to model streets and pathways where someone may actually walk or bike and evaluate assets in proximity to new bike and pedestrian projects based on the modeling. Mr. Moser explained the Traffic Stress concept and how this is used to create a network of low-stress bike and pedestrian facilities to use for the analysis. He presented a case study on a sidewalk gap along S. Little Creek Rd. to illustrate how the concept works and shared that DelDOT is moving towards origin and destination analysis as well.

Ms. Monaghan asked about bicyclists on S. College Avenue in Newark and if they could use the sidewalk. Mr. Moser gave his thoughts and said he would follow up on the specifics. The sections of the City of Newark Code of Ordinances pertaining to bicycling on the sidewalk have been included in the appendix of these meeting minutes. He recognized that that location is likely a Level 3 in traffic stress for cyclists. Mr. Schmitz asked why sidewalks not being provided along Route 1 in Sussex County. Drew Boyce answered that DelDOT is making that portion of Route 1 more limited access and looking at developing less stressful parallel links for bicyclists and pedestrians. Mr. Payne asked about development in Sussex County not including sidewalks. Ms. Majeski explained that sidewalk is required in certain areas. Marc Cote explained the Department's sidewalk/shared-use path policy for developers and that they are required in level 1 and 2 investment areas. Mr. Lardear asked if pedestrian crash data could be included in the mapping and prioritization and Mr. Moser said yes it could be added.

VII. NEXT MEETING AGENDA ITEMS

Sidewalk responsibility and maintenance.

VIII. PUBLIC COMMENT

Ms. Jana Simpler opened the floor to public comment at 11:50 a.m. and no public comments were received.

Ms. Susan Moerschel (Council Member) presented an announcement of the upcoming "Healthy Kids Day" at the Dover YMCA to be held on April 30th. Spreading the word about this event can



be beneficial to the Council's public outreach efforts.

IX. NEXT MEETING INFORMATION

Tuesday, April 26, 2016 10 am to 12 pm, Farmington/Felton conference room.

X. ADJOURN

Mr. Schmitz made a motion to adjourn the meeting. Mr. Hodges and Ms. Moerschel seconded the motion. All council members were in favor of the motion, no council members were opposed, the motion passed. The meeting adjourned at 11:52 p.m.

Meeting Minutes reported by:

Kate M. Smagala, EI



Draft version transmitted April 1st, 2016

Appendix A

REQUEST FOR THE INSTALLATION OF ACCESSIBLE PEDESTRIAN SIGNALS FORM

Requesting Party's Name:

_____ (Blind or visually impaired pedestrian)

Address: _____ City: _____

State: _____ Zip Code: _____

Telephone (Home): _____ Telephone (Work): _____

I request that the Delaware Department of Transportation install Accessible Pedestrian Signals (APS) to cross the **NORTH** **SOUTH** **EAST** **WEST** (check all that apply) side of _____ (Route Number/Street Name) where it crosses _____ (Route Number/Street Name) in _____ (city, town, or county).

Please describe the difficulty you have in crossing:

Please call DeIDOT at 1-302-760-2467 with questions, or to seek assistance in filling out the form and/or mail form to:

DeIDOT ADA Title II/Section 504 Coordinator

ATTN: John McNeal

P.O. Box 778

Dover, DE 19903

E-mail: DOT.ADARequest@state.de.us

For Office Use Only

Date Received: _____ Received by: _____

Appendix
City of Newark, Delaware
Code of Ordinances
Sections pertaining to biking on sidewalks

Located at: https://www.municode.com/library/de/newark/codes/code_of_ordinances

Sec. 20-225.2. - Bicycle riding prohibited on sidewalks.

In accordance with Section 20-242(n), the following areas are designated as "No Bicycle Riding on Sidewalks", and this section shall be in effect as soon as said areas are appropriately signed:

- (a) Both sides of East Main Street from Tyre Avenue to South College Avenue.

(Ord. No. 79-49, Amend. No. 1, 11-26-79)

Sec. 20-243.1 - Use of bicycle routes and paths.

- (a) In those areas of the city where an urban route bicycle system, or any stage thereof, has been implemented, and usable paths for the use of bicycles exist, bicycle riders shall use such paths and shall not use any portion of walks reserved for pedestrian traffic.
- (b) A person shall ride a bicycle on a bicycle path in the direction indicated by arrows on the paving surface or signs or in the direction of vehicular traffic movement if not otherwise indicated.
- (c) Once having entered a bicycle path, no person riding or operating a bicycle shall leave such path except at intersections, provided, however, that such person may leave a bicycle path upon dismounting from a bicycle, walking the same, and being subject then to all laws applicable to pedestrians. Provided further that such person may leave the bicycle path between intersections to turn into driveways on the right or left-hand sides of the bicycle path. Upon leaving a bicycle path, the rider or operator of such bicycle shall yield the right-of-way to all vehicles and shall not leave the bicycle path until it is safe to do so.

(Ord. No. 88-8, Amend. No. 6, 3-28-88)