



**Members Present**

Jennifer Cohan	Secretary of DelDOT
John Sisson	WILMAPCO
Jim Lardear	AAA
Marsha Carson	Department of State
Joanne Finnigan	DHSS
Barbara Monaghan	DDDC
John McNeal	DelDOT
Kyle Hodges	SCPD
Jon Kirch	AHA/ASA
Rich Vetter	Dover/Kent MPO
Tina Shockley	DOE
Jerry Peters	Bay Health
Lloyd Schmitz	Citizen Representative
C.R. McLeod	Dept of State

**DelDOT Support Staff**

Sarah Coakley	DelDOT
Drew Boyce	DelDOT
Nicole Majeski	Deputy Secretary
Annie Cordo	DelDOT

**Members Absent**

Susan Moerschel	DNREC
Jana Simpler	OHS
Janelle Cornwell	Sussex County
William Payne	Citizen Representative

**Guests**

Anthony Aglio	DelDOT
Jeff Niezgoda	DelDOT
Mark Luszcz	DelDOT
Tigist Zegeye	WILMAPCO
Lisa Shaw	OHS
Richard Klepner	OHS
Sandy Roumillat	DelDOT
Rob McCleary	DelDOT
Pat Maichle	DDC
Tom Nickel	DelDOT - PAR
Todd Webb	DelDOT - Civil Rights ADA
Chris Sylvester	DBF, Inc

**I. WELCOME**

The meeting was called to order at 11:00 am by Secretary Cohan. All members, staff, and guests introduced themselves.



## II. NEW BUSINESS

### Review of Executive Order #54

Secretary Cohan provided an overview of the Executive Order. The first thing Secretary Cohan achieved as Secretary of Transportation was to move the Civil Rights Section to the Office of the Secretary so that it would receive more specialized attention. Secretary Cohan put building blocks toward pedestrian accessibility into effect including a \$3 million annual program for pedestrian infrastructure maintenance, requested a new Pedestrian Council be implemented since May 2015, and published new pedestrian standards to create a more concise set of ADA standards and guidelines.

Governor Markell signed Executive Order #54 on October 12, 2015 and replaced Governor Minner's Executive Order #83 dated March 9, 2006. The Council shall consist of no less than 18 members. The Council currently holds 18 members. The Council is tasked with assisting DelDOT with re-evaluation, implementation, and recommendations regarding the Statewide Pedestrian Action Plan and prioritization of pedestrian infrastructure improvements.

The goals of the Council are as follows:

- Identify gaps in the system of pedestrian paths and sidewalks to create continuous, interconnected pathways
- Provide advice regarding design standards for crosswalks, sidewalks, and pathways ensuring ADA compliance
- Provide advice regarding implementation of DelDOT's Sidewalk and Multi-Use Path Maintenance Policy
- Review traffic rules to help support a safe pedestrian environment
- Provide advice regarding accessibility and connectivity to make transit a more viable option for DE citizens
- Develop strategies for pedestrian safety, education, and awareness

Secretary Cohan added that enforcement should also be considered.

### History and Accomplishments of 2007 Pedestrian Council

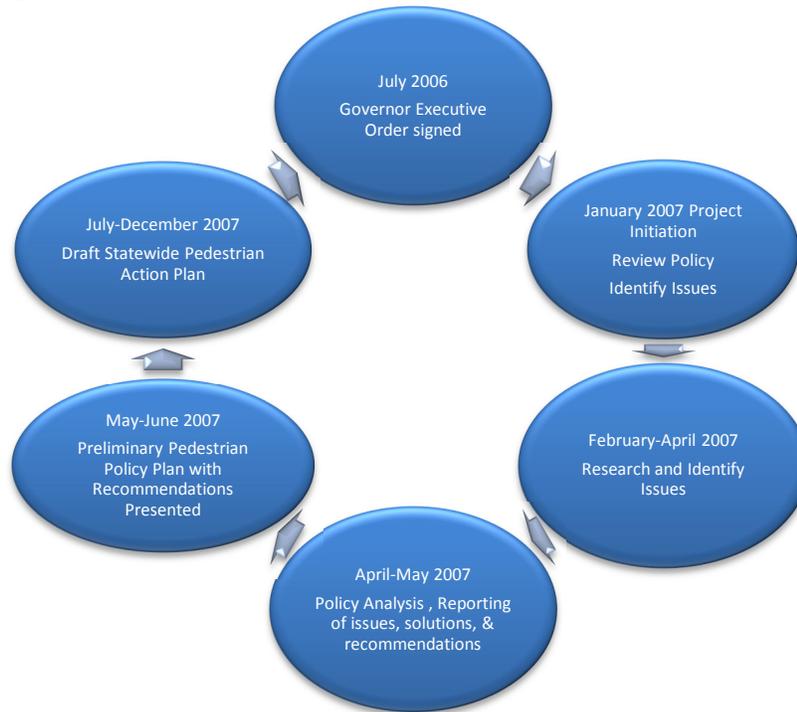
Sarah Coakley provided an overview of the previous Pedestrian Council from 2007 including its goals and achievements. The goals of the previous Council were very similar to the current goals:

- Ensure that paths and sidewalks are continuous and interconnected where feasible
- Develop consistent design standards for crosswalks, sidewalks and pathways
- Clarify maintenance responsibility for sidewalks
- Review traffic rules and driver behavior to help support a safer pedestrian environment
- Promote land use and traffic patterns that encourage walking and reduce air pollution

The previous Council also developed, adopted and implemented a Statewide Pedestrian Action Plan. Members of the previous Council represented a broad range of community interests.



A timeline of the previous Council was described as follows:



The Statewide Pedestrian Plan had four goals. The first goal was “Inventory and Plan”. A pedestrian inventory was created. DelDOT is currently working on maintaining it. A transition plan was also created for non-compliance. Governor Markell began a Complete Streets Policy toward interconnection in 2009 and completed the policy in 2010. This policy is used on a project by project basis. A Complete Streets Design Guide is in the final stages of implementation. A system was also created to prioritize needs and is a work in progress. DelDOT began to utilize the Office of State Planning Coordination PLUS review process for all developer applications to integrate walkability, environmental stewardship, and land use planning. DelDOT also revised its organizational structure to establish a Title II ADA Coordinator and a separate Pedestrian Coordinator. As mentioned previously, the position for Title II ADA Coordinator was moved to the Office of the Secretary.

The second goal was “Standards and Guidelines”. DelDOT revised the framework for policy development using the Complete Streets Policy. This framework is a work in progress and requires constant monitoring to make sure it is being followed. The work under this goal ensured that all special needs groups, including children, senior citizens, and the disabled were accounted for in decision making processes. Guidelines for all roadways and ADA compliance were developed to ensure compliance to the highest feasibility.

The third goal was “Implementation and Education”. Coordination that began with the previous Pedestrian Council is still ongoing. This coordination, in addition to educational efforts, assisted in minimizing institutional and procedural barriers of pedestrian facilities. The creation of the Pedestrian Access Route (PAR) group is assisting in this effort. The Strategic Highway Safety



Plan was implemented to review traffic rules, driver behavior and pedestrian behavior to improve safety through education. The Strategic Highway Safety Plan emphasizes pedestrian safety. Safe travel for pedestrians was promoted using the 4-E's; Engineering, Education, Enforcement, and Encouragement. Under the SRTS (Safe Routes to School) Program, Train the Trainer courses included walkability audits. Local MPO's hold Walkability Workshops to help local communities provide an educational component to the residents and stakeholders. A statewide transportation educational curriculum for schools has also been developed.

The fourth goal was "Responsibility and Funding". The Council identified that the maintenance responsibilities of state, counties, municipalities, and private parties needed to be established. The ongoing recovery and review of all known and discoverable municipal maintenance agreements has been ongoing. It is anticipated that this process will take two to three years to complete. Model maintenance programs across the state were developed. This began through the University of Delaware's Institute for Public Administration (IPA). This work was compiled in two documents: Complete Streets in Delaware: A Guide for Local Governments (2011) and Winter Maintenance of Pedestrian Facilities in Delaware: A Guide for Local Governments (2012). Finally, developing financial incentives encouraging counties and municipalities to create and implement pedestrian facilities is in progress, including a complete communities toolbox.

### **Discussion of Goals of the Pedestrian Council**

The floor was opened up for comments on the goals and progress of the previous Executive Order. More detail was requested with regards to the Complete Streets and Transition Plan Policies that DelDOT has implemented. The Complete Streets Policy is an overarching policy that is used as DelDOT develops capital projects. All modes of transportation including automobiles, pedestrians, bicycles, and transit must be considered and supported to the fullest extent possible. Certain projects, such as maintenance projects, are limited in their scope and therefore cannot address all of the substandard items along a project corridor. For example, curb ramps may be upgraded to meet standards, but stretches of non-compliant sidewalks between the curb ramps may not be improved if the scope does not allow it. The Complete Streets Guide is a visual guide for engineers and designers to use the Complete Streets Policy.

The ADA Transition Plan is in progress. DelDOT had a plan that was acknowledged by FHWA in May 2014, but in the fall FHWA requested more information, such as a broader pedestrian inventory, with a schedule of when the larger inventory would be completed and when the non-compliance locations would be remedied. In order to complete this request DelDOT must verify what DelDOT owns and is required to maintain. Navigating through the various agreements with developers, property law, land dedicated to public use, and fee simple ownership has not provided a clear cut answer. The Transition Plan is an umbrella document that will include items such as the Pedestrian Accessibility Standards. This guide is based on a review of all ADA compliance guidelines available. It is a concise document to standardize the implementation of all the guidance available today.

Various Council members expressed their excitement for being members of this Council and having the chance to remedy pedestrian fatalities throughout the state. Secretary Cohan agreed that we have come a long way in this state, but asked that the Council review the data to pinpoint the specific cases of pedestrian fatalities to better determine where the Council's work lies.



It was mentioned that different entities such as Counties or MPOs are operating with different guidelines toward pedestrians which creates potential issues for the Council's advisement. The Transition Plan is working toward a more cohesive view of pedestrian facilities.

Neighborhood interconnectivity is a topic with varying views. There are views that communities should interconnect to allow for walking or biking without having to go on main roadways. However, not all community stakeholders share this view throughout the state.

### **Roles and Responsibilities of Council**

A chairperson and a co-chairperson were elected by unanimous vote of the members present at this meeting. Jon Kirch will be the chairperson of this Council and his co-chair will be Jana Simpler. Ms. Simpler was not present today but volunteered to be co-chair prior to the meeting. DelDOT will provide support to the Council and Chairpersons.

Subcommittees were also established based on the Council's goals. The three subcommittees are:

- Legislative and Policy
- Built Environment
- Education and Enforcement

It was discussed whether a data subcommittee was necessary; however, data will be provided and discussed for every subcommittee, as well as, with the Council entirely. Council members will chair the subcommittees and can also sit on the subcommittees. The subcommittee membership can also include non-council members. The subcommittees will report to the Council monthly.

### **Future Meetings**

Future meetings will be held on the fourth Tuesday of every month from 10:00 am to Noon in the Farmington/Felton Room at DelDOT. A calendar invite will be sent. Agendas for each meeting will be finalized at least one week ahead of time for public notice.

### **Public Comment**

Public Comment was requested. It was suggested that the Council consider adding someone from the Architectural Accessibility Board. It was discussed whether this person should be added to Council or a subcommittee. The group decided a subcommittee would be the best position for this attendee.

It was noted that Delaware has the highest pedestrian fatalities per capita in the nation. DelDOT Traffic has performed a comprehensive study on pedestrian fatalities and has a substantial amount of data that perhaps they could share with the group.

The Annual Bicycle Summit is scheduled for May 5<sup>th</sup> and the Council will be required to attend. This may occur in place of a regularly scheduled monthly meeting.



Non-connectivity between communities and subdivisions in Delaware costs the state money. Residents must use Paratransit to go to locations very close to their house because there is no ADA compliant route that they can independently use for travel.

**III. OLD BUSINESS**

None at this time.

**IV. UPDATES**

None at this time.

**V. ADJOURN**

Motion to adjourn the meeting was made. No one opposed. The meeting adjourned at noon.

Meeting Minutes reported by:

Sonia Marichic-Goudy, PE



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