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Monthly Meeting Agenda February 20, 2014, 4 p.m. at WILMAPCO

- Need a volunteer to take meeting notes
- Brief discussion on involving more people and in better ways in the committee's work
- Status on City of Newark Traffic Committee's review of the Newark Bike Plan
- Final NBC review of Bicycle Friendly Community application
- Bike to Work Day
 - Coordinator (and co-coordinator?)
 - Ideas
 - Decisions and assignments
- City of Newark Comprehensive Development Plan status (Mike Fortner)
- Spring safety checkpoints
- New business



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February Meeting Minutes

February 20, 2014

Attending were Mark Deshon (chair), Heather Dunigan (WILMAPCO), Mike Fortner (City of Newark Planning), Karl Hassler (resident, UD), Frank Warnock (Delaware Bikes), Angela Cunneely (Newark Bike Project), Joe Spadofino (City of Newark Parks & Rec), Ban Phommachanh (UD Parking), and Dan LaCombe (DelDOT).

Several others sent regrets via email.

- *Need a volunteer to take meeting notes*

No one volunteered to take notes. Mark Deshon offered to try to conduct the meeting and take some notes.

- *Brief discussion on involving more people and in better ways in the committee's work*

Mark suggested we send out a poll (e.g., Survey Monkey) about interest issues including meeting day and time. Heather said that WILMAPCO is generally very flexible with meeting space.

Karl urged the committee to consider a more continual, collaborative "meeting," in the sense that we can get a lot done through online tools in between monthly (i.e., physical) meetings.

This led to a discussion about picking the right tool(s). Angela and Frank both suggested the committee launch a Facebook page, through which information can be posted, ideas can be shared, and interest momentum can build. We discussed a private group (invitation only) vs. an open group (joinable) vs. a community page (visible to anyone) and the group consensus was to opt for an open group page. Angela agreed to set it up.

Another idea for shoring up the committee was to wait until after City of Newark elections in April and then get some time on the City Council agenda sometime in May (to coincide with National Bike Month) to propose that Council members help us form a combined staff/citizen committee by appointing members from their districts.

- *Status of the Newark Bike Plan*

Mike reported that the Newark Traffic Committee reviewed the plan and passed it along to City Council for their approval vote (to be voted on Feb. 24, 2014).

- *Final NBC review of Bicycle Friendly Community application*

There was no final review at this meeting because Heather had already sent the application in to the League of American Bicyclists to meet the deadline.

Mark cited the great work done by Heather on this application and thanked the committee for its help in providing Heather with input along the way.

- *Bike to Work Day*

- *Coordinator (and co-coordinator?)*

Mike agreed to be coordinate Newark's 2014 Bike to Work Day. Mark suggested he get in touch with Christine Schultz (resident, UD) and ask her to be a co-coordinator.

- *Ideas*

- *Decisions and assignments*

Rather than discuss this among our small group, we decided it might be better for Mike to begin organizing. Mark said he would provide Mike with some of the materials he has used during the past three years, from which Mike can work if he wants.

- *City of Newark Comprehensive Development Plan status (Mike Fortner)*

Mike had attached the current draft of Chapter 6: Transportation for committee review in an email sent to committee members. This chapter, for the most part, is a summary of the 2011 Newark Transportation Plan, adopting its same structure and priorities. It includes a few other features such as establishing a Transportation Investment District (TID) in the central part of Newark. The chapter also adopts the Newark Bicycle Plan as an addendum to the Comprehensive Plan.

Mike is going to present the revised draft of the entire Comprehensive Plan, based on all the workshops and feedback at the March 4 Planning Commission Meeting. There will be at least one more workshop on or around March 25, and then a public hearing will be scheduled for sometime in April to give a recommendation to Council.

- *Spring safety checkpoints*

There was no representative from UD Campus Safety present, but Linda Smith (UD HealthyU Employee Wellness) had sent an email indicating that Employee Wellness is partnering with Healthy Hens (its parallel student group) to offer two bicycle safety–

awareness events for students, faculty, and staff. They will be held on Wednesdays from 4-6 p.m. on April 16 and April 23 at a location to be announced. UD Public Safety will attend, and they plan to invite other community groups to make it a mini-fair-type event where people can stop by for information, register their bikes with UD Public Safety, etc.

Dan (who was teleconferencing with us from Dover) asked for this information. Dan also noted that regular safety checks would be planned. Since Dan is retiring at the end of the month, DelDOT's bike/ped coordinator Anthony Aglio will be filling Dan's role on the committee, at least for now.

Linda suggested in the email that we consider conducting bicycle safety checks at both these meetings (in addition to our regular ones) and that we provide contact information for bicycle-safety instructors who would be willing to offer a demo and/or be available to help cyclists try some safe riding practices. If Linda can get instructors, the event organizers will choose a location where a small course could be set up.

Mark emailed Dan the info that Linda had provided, so he would have the dates. Angela was eager to get together with Linda to see what role Newark Bike Project could play in these events. She suggested we get some LAB-certified instructors from the White Clay Bike Club to come and help with these events too. She will look into that and communicate with Linda.

- *New business*

Heather announced that the Heels & Wheels Summit will be on March 21 at the Clayton Hall Conference Center on UD's Laird Campus. There is no fee for attending, but those interested in participating should register at www.wilmapco.org/heelsandwheels. Mark agreed to be present to man a table on behalf of the committee. The last activity at this summit features a walk or bike option on the Pomeroy Trail, which Joe (who has worked for Parks & Rec for 18 year) was proud to say has been designated a National Recreational Trail.

In closing the meeting, the committee took the opportunity to thank Dan LaCombe for his service to the Newark Bicycle Committee and wish him well in retirement.

Our next regularly scheduled meeting will be on Thursday, March 20, at 4 p.m. at WILMAPCO.



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Monthly Meeting
Agenda
March 20, 2014, 4 p.m. at WILMAPCO

- Final prep for Heels and Wheels Summit (Heather Dunigan)
- Bike to Work Day plans (Mike Fortner)
- Walkable Bikeable Delaware Summit (James Wilson)
- City of Newark Comprehensive Development Plan status (Mike Fortner)
- Spring safety checkpoints (Anthony Aglio)
- UD HealthyU Employee Wellness/Healthy Hens bicycle education events (Linda Smith)
- Brief review of survey responses (Mark Deshon)
- New business



www.wilmapco.org/bikenewark

March Meeting Minutes

March 20, 2014

Attending were Mark Deshon (chair), Heather Dunigan (WILMAPCO), Mike Fortner (City of Newark Planning), Karl Hassler (resident, UD), Angela Cunneely (Newark Bike Project), Joe Spadofino (City of Newark Parks & Rec), Ban Phommachanh (UD Parking), Linda Smith (UD HealthyU Employee Wellness), Jeff Riegner (resident, engineer), James Wilson (Bike Delaware), Bob Bennett (resident), and Jillian Farley (UD grad student).

Anthony Aglio and Christine Schultz sent regrets via email. It was also noted that we really need to have liaisons from UD Campus Safety and the Newark Police Department present.

- *Final prep for Heels and Wheels Summit*

Heather Dunigan reported that there are only five slots left for tomorrow's Heels and Wheels Summit at Clayton Hall on UD's Laird Campus. Dan Burden, a nationally known expert in the world of walkability/bikeability, will be the featured speaker. There are 75 registered to participate in the post-summit group walk on the Pomeroy Trail, which is being led by Charlie Emerson and Mike Fortner and for which Heather has furnished maps. There are around 70 who will participate in the post-summit bike ride, which is being led by representatives of the White Clay Bicycle Club.

NBC will have a table at the summit, which Mark Deshon will help man during breaks. Heather has printed bike maps and other materials related to our committee for the table.

- *Bike to Work Day plans*

Bike to Work Day (B2WD) in Newark is Friday, May 16. Mike Fortner reported that he has developed some publicity (and passed around a flyer) for Bike to Work Day and has downloaded the event guide from the League of American Bicyclists (LAB) website. He also mentioned that National Bike to School Day is on Monday, May 12, and wondered if there's anything we can arrange with the local schools (Downes Elementary and West Park Elementary, in particular). Mark mentioned that he'd have his wife touch base with the physical education teacher at Downes and see what can be done.

Mike said that one possibility for B2WD is for each city councilperson to organize a “bike-in” from his/her district to the meeting area. Ban Phommachanh asked if the Trabant Center patio had been reserved yet. It hadn’t, and he reminded the committee that if a student organization could reserve it on NBC’s behalf, then it could be done for free. Mark suggested to Linda that she might touch base with the UD Cycling Club and see if they wouldn’t mind doing this for us. She said that she’d try to get Healthy Hens (UD’s student wellness organization) to do this.

Mike brought up the idea of the Citizen Bicycle Advocate Award and asked who might be deserving of the award this year (last year—Niki Suto, for starting the Newark Bike Project). Mark suggested that Dan Lacombe, who recently retired from DelDOT would be a good choice, because of how active he had been with NBC and all the time he put in coming to Newark to help with bicycle safety checkpoints, Newark Community Day, etc. It seemed to everyone in the room a good choice. A vote was then taken to make Dan this year’s award recipient; no one voted “no.”

Mike talked about inviting special guests (politicians, department heads, etc.) and mentioned that Mayor Polly Sierer will be out of town. Mark suggested that City Manager Carol Houck, who had enthusiastically supported the event last year, be asked to speak on behalf of the City of Newark. Everyone agreed. He also suggested to Mike that he contact UD President Pat Harker’s scheduling secretary Susan Williams to try to book him for the event as representative of the University of Delaware—the host institution and partner.

- *Walkable Bikeable Delaware Summit*

On May 1 in Dover, senior transportation officials from two platinum-level biking communities—Portland, Ore., and Boulder, Colo.—will be the keynote speakers at this year’s Walkable Bikeable Delaware Summit, James Wilson reported. LAB head Andy Clarke will be on hand to announce the new national ranking for Delaware as a Bicycle Friendly State (BFS); currently Delaware is #5, and #1 east of the Mississippi. Jeff Riegner said that the bike/ped coordinator for one of our competing states in the BFS ranking might attend as well.

This is an important event for this state in terms of influencing legislative “buy-in” and will focus on how DelDOT and advocates can work together to improve our state’s ranking.

James asked Heather and Jeff if DelDOT has “ghetto-ized” biking. Jeff and Heather responded that there is more support across the board at DelDOT these days and that we’re lucky to be in Delaware. James voiced the reasonable concern about what will happen when Markell is no longer governor and stressed that we must work hard to influence more within the core of the organization (DelDOT), not just the heads, to make sure that support will continue long after a change in administration.

Mark asked if there would be a Legislator’s Ride in conjunction with the summit this year. James didn’t think so.

- *City of Newark Comprehensive Development Plan status*

Mike said that the next City of Newark Comprehensive Development Plan workshop is on Tuesday, March 25. Having been through a few look-throughs by DelDOT as well as the state's PLUS process, at this point the City is "fine-tuning" everything. The plan will be on the April 1 agenda of the Planning Commission, and on May 6 a recommendation will be made to City Council to adopt the plan. Mike said that he had no idea what the council would choose to do at that point.

- *Spring safety checkpoints*

Anthony Aglio could not make the meeting but had emailed Mark and Heather about his availability for coming up for safety checkpoint events at UD. After a short discussion, it was decided that the two spring safety checkpoints would be as follows:

Tuesday, April 8 from 12 noon to 3 p.m. on north campus (at the bridge)

Wednesday, April 16 from 11 a.m. to 2 p.m. on Delaware Avenue (at The Green)

- *UD HealthyU Employee Wellness/Healthy Hens bicycle education events*

The Wednesday safety checkpoint time (see above item) was chosen to coincide with the day that UD HealthyU Employee Wellness and Healthy Hens will be holding a bike safety event at the Carpenter Sports Building from 4–6 p.m. Linda said that there would also be another similar event on The Green on April 23 from noon to 2 p.m. Each of these events will include bicycle registration, courtesy of UD Public Safety personnel. Newark Bike Project will be assisting Linda with these events as well.

UD (Linda) is also partnering with Newark Bike Project (Angela Cunneely) to present a bicycle-commuting workshop at Newark Bike Project on April 10.

- *Brief review of survey responses*

Mark spoke about the survey that was emailed to all on the NBC email list, and said that, while not perfect, the survey data did indicate that we should keep meeting monthly at our regular day/time. Also mentioned was the strong preference for using social media (including our new Facebook page) and other appropriate apps as communication tools. Mark mentioned that he and Karl Hassler had discussed this and that Karl had suggested we set up a Google group to better facilitate online sharing and discussion among committee members.

Mark said that he was a bit disappointed that he received only 13 survey responses out of the 24 distributed. Angela felt strongly that we should cut the list down to those who are serious about attending the meetings. Jeff commented that the members who responded are more than likely the ones who will be the key players on the committee anyway, but he also suggested that the committee essentially keep two lists, one larger (that would

include committee members and “friends of the committee”) and one smaller one (comprising committee members). This seemed a reasonable path forward to everyone. Mark concluded the discussion by asking everyone to read through the data and come ready to discuss at a future meeting.

- *New business*

Ban said that on May 19 at UD’s Employee Benefits Fair, UD Campus Safety will be registering employee bicycles and handing out seat covers. He requested brochures and related biking stuff that they could hand out.

Jeff suggested that we keep some kind of archive of activities that feed into our next Bicycle Friendly City award application. Karl said that Google groups would be helpful in archiving these and that he’d set it up and track progress based on the stated goals in the Newark Bicycle Plan.

Mark asked Jillian Farley what the status of the Bicycle Friendly University application was. She said that UD has received “Honorable Mention.” Mark spoke on behalf of the committee and thanked her for her successful initiative and urged her to work with the committee and especially its UD liaison members in future applications. Jillian also mentioned that she’s working to get a bike-sharing program on campus with the official backing of the Student Government Association, through project partnership with Josh Berkowitz. She will consult with Ban about this.

Our next regularly scheduled meeting will be on Thursday, April 17, at 4 p.m. at WILMAPCO.

MAY >>> IS <<< BIKE <<< MONTH >>>

NATIONAL

**Bike to Work Day
in Newark**

May 16, 2014



7:30–9:00 a.m. at the Trabant University Center patio

FOOD >> SPEAKERS >> FREE T-SHIRTS

EVENT PARTNERS >>

Ride your bike to work and join us at the Trabant University Center patio (corner of Delaware & South College Avenues) to enjoy light refreshments, meet other bicycle commuters, pick up a T-shirt, and show your support for bicycling in Newark.

Organized by the Newark Bicycle Committee >>





www.wilmapco.org/bikenewark

March Meeting Minutes

April 17, 2014

Attending were Mark Deshon (chair), Heather Dunigan (WILMAPCO), Mike Fortner (City of Newark Planning), Ban Phommachanh (UD Parking), Jeff Riegner (resident, engineer), and Bob Bennett (resident).

Christine Schultz, Angela Cunneely, Frank Warnock, and Karl Hassler sent regrets via email. Anthony Aglio was not available via conference call.

- *Brief review of Heels & Wheels Summit*

Heather Dunigan reported that the Heels & Wheels Delaware Walk & Bike Summit, held on March 21 at the Clayton Hall Conference Center on the University of Delaware campus, was excellent. Newark Mayor Polly Sierer gave opening remarks and welcomed attendees on behalf of the city. Heather felt that the event made the city "look good" and indicated that the Summit presentations are now all online (www.wilmapco.org/heelsandwheels1).

Heather thanked Mike Fortner and Jeff Riegner, respectively, for the City of Newark and Whitman, Requardt & Associates LLP's sponsorship of the event.

Heather talked about how nice the post-Summit walk was, despite fewer participants than expected. Keynote speaker Dan Burden and DNREC Secretary Colin O'Mara both did the walk along the Pomeroy Trail. Mark Deshon mentioned that the bike ride was also welcome, after a long day of sitting. He also felt that the end-of-the-day's session went on far too long and that that might have led to many opting not to do either the post-Summit bike or walk.

- *Brief review of spring safety checkpoints*

Mike helped out at both checkpoints (April 8 and 16) and characterized the initial one, held at the corner of Ray Street and North College Ave. (just before bridge to Laird campus), as "slow." He said he thought they only gave out 14-15 sets of bike lights there. Newark Bike Project (NBP) did not have a representative present on April 8 because of a communication snafu; however, there was at least one NBP mechanic present for the

duration of the April 16 checkpoint, held on Delaware Avenue at the Green. Two UD Police officers were present at both checkpoints and were a big help. As always, DelDOT was instrumental in making this happen. NBP thanks Anthony Aglio for setting up and bringing all the materials and bike goodies. We all agreed that the Green is a much better location for these checkpoints.

[The following addendum was submitted by Anthony Aglio subsequent to the meeting.]

Marco Boyce, Mike, and Anthony staffed the April 8 checkpoint. Three UD Police officers assisted. The weather was a little cool and we had fewer bike customers than normal. Twenty-four students stopped at the table; we gave away 18 light sets and no helmets.

April 16 checkpoint was staffed by Mike, Mark, Christine Schultz, and Anthony, plus Jamie Magee, Thijs Lanckriet, and at least one other volunteer from NBP. There were two UD Police officers who helped. The table was very well attended. We gave away 35 light sets and one helmet. Additionally, several reflective bands and other related materials were given out.

- *Brief review of UD HealthyU Employee Wellness/Healthy Hens bicycle education events and partnering event with NBP*

[The following addendum was submitted by Linda Smith subsequent to the meeting.]

Angela Cunneely did a fantastic presentation on bicycle commuting on April 10 at NBP. The 15 UD employees attended really enjoyed all that she had to share. This workshop was one of eight topics that we have been offering this spring. We had a diverse audience from across the University, with which we were very pleased. Thank you, Angela! The Healthy Hens/HealthyU event on Wednesday, April 16 from 4-6 p.m. was moved inside the lobby of Carpenter Sports Building due to cold weather. Several UD employees stopped by for information. Most students who were in the building did not have bikes, however. Anthony gave out 20 light sets, 40 blinky lights, as well as other bicycle safety materials for use in UD's HealthyU Employee Wellness program.

Healthy Hens/HealthyU will be on the Green at Delaware Avenue and Wolf Hall on Wednesday, April 23, from 12-2 p.m. UD Public Safety will be there to register bikes. Angela, if representatives from NBP would like to join us, they are welcome.

- *Reminder to register for Walkable Bikeable Delaware Summit*

Mark reminded everyone to sign up for the Walkable Bikeable Summit, which takes place on May 1 in Dover (see bikede.org/summit). Andy Clarke, president of the League of American Bicyclists (LAB) will be there, and senior transportation officials from two platinum-level biking communities—Portland, Ore., and Boulder, Colo.—will be the keynote speakers.

- *Status of Bicycle Friendly Community award notification*

Heather reported that the application has been submitted and that she anticipates that she'll receive word on LAB's determination on or around May 1. She will let Mike and Mark know, but we will "embargo" the information so that an official announcement can be made at the Bike to Work Day event in Newark on May 16.

- *City of Newark Comprehensive Development Plan status*

Mike said that the city Planning Commission will soon make its final review of the plan. Mike said that he plans to offer to lead some sessions with the City Council to go over the plan in detail, prior to their bringing it forward for adoption. Mike indicated that he will see that the document is properly edited before it gets into the hands of City Council.

- *Bike to Work Day plans*

Newark's Bike to Work Day event will be held on Friday, May 16, 2014 (National Bike to Work Day).

Venue and incidentals

The venue (Trabant University Center patio) was secured by Healthy Hens via Linda Smith. DelDOT confirmed that it will have representation there. A proclamation will be read at City Council on May 12, proclaiming National Bike to Work Day in Newark on May 16. The City of Newark will provide podium and sound equipment.

Publicity

Mike had created an event flyer, and Mark created a new flyer to be the official one (see attachment) after the LAB had made its National Bike Month materials available. Mark also designed a 2-ft. x 3-ft. poster, which was on display at the meeting. Mark distributed some of the flyers to members present, and said we'll work on how many posters will be needed. Mike will be inviting leadership with personal invitation letters. Mark will update the NBC Facebook page with official LAB art in May.

Speakers and other invitees

Christine had confirmed that University Provost Domenico Grasso will speak on behalf of UD. Mike confirmed that Newark City Manager Carol Houck will speak on behalf of the City of Newark. City Council has been invited. Mike has invited dignitaries, including major political figures, but cannot confirm any one else at this point. He did say that Rep. Paul Baumbach will not be able to be present. Mark suggested that Mike work through Linda to invite appropriate upper-level staff from UD. With respect to the Bicycle Friendly Community announcement, Heather and Jeff suggested that Mike consider letting DelDOT secretary Shailen Bhatt know ahead of time about this announcement, so that he can get it on his calendar. Jeff also suggested that Mike Luszczy, in particular, receive an invitation to attend.

Sponsors

Mike and his city assistant Ricky Nietubicz will be canvassing local businesses soon.

Safety units

Mike asked Mark about the need, and Mike agreed to secure City Police and UD Police to have them provide safety in and around that busy intersection before and during the event. Mark mentioned that he still needs to contact an officer at UD Police and bring him/her on board with the committee.

Call for volunteers for specific tasks

Mike will ask for Christine to help with any UD-related issues that need to be addressed. Mike mentioned the desire to have “bike captains” from the six city districts lead rides to the event that morning. Mark suggested that he might ask Karl Hassler to help coordinate this aspect of Bike to Work Day.

Any other logistics not mentioned above

The Bicycle Friendly Community Leader Award this year will go to Dan Lacombe, former committee member and recent DelDOT retiree. Mark said that Anthony Aglio will make sure that Dan is present. Mike will work on locating the artwork for the certificate from last year.

- *New business*

Heather has updated the committee’s webpage (www.wilmapco.org/bikenewark).

“Kidical Mass” will take place on April 27. This will be a planned ride for kids on the Hall and Pomeroy Trails, beginning at Park Place Elementary School and proceeding to Wood Fired Pizza for a treat (see www.facebook.com/KidicalMassNewark).

On May 21, White Clay Bicycle Club will be leading the annual Ride of Silence, typically a short-distance ride in and around Newark, to honor those who have died or been injured in biking accidents. This ride will begin at Newark Charter School (2001 Patriot Way), just off Elkton Road at 7 p.m. (see whiteclaybicycleclub.org/ride-of-silence-newark-de).

Jeff mentioned that the Newark-to-Wilmington trail project is still proceeding well. He indicated on a wall map what the initial planned route is and said that the good news is that 30-40% of the rights of way are either already built or currently under development. Ultimately, this will become a network of routes.

Ban Phommachanh asked about the Newark Bike Maps and how he could get some to hand out at the UD Employee Benefits/Wellness Fair in May. He gave Mark a flyer that UD Parking & Transportation Services had created. On one side was info on the six bicycle-repair stands on campus; on the other were bicycle-parking tips directed at students and the campus community in general. At Heather’s suggestion, Mark said that he would incorporate these repair-stand locations on an update to the Newark Bike Map and make sure that Ban has it to reproduce.

Our next regularly scheduled meeting will be on Thursday, May 16, at 4 p.m. at WILMAPCO.

Note: It is critical that we have “all hands on deck” at this meeting, since it is the afternoon before Bike to Work Day. Please put this meeting into your calendar now and plan to be there ready volunteer for any last-minute needs. Thank you.



www.wilmapco.org/bikenewark

May Meeting Minutes

May 15, 2014

Attending were Mark Deshon (chair), Heather Dunigan (WILMAPCO), Mike Fortner (City of Newark Planning), Ban Phommachanh (UD Parking), Linda Smith (UD HealthyU Employee Wellness), Angela Connolly (Newark Bike Project), Frank Warnock (Delaware Bikes), and Karl Hassler (resident).

Christine Schultz, Joe Spadafino, and Jeff Riegner sent regrets via email. Anthony Aglio was not available via conference call; no representatives from police departments were present.

- *Brief review of Walkable Bikeable Delaware Summit*

Angela Connolly said the presentations from the representatives from Portland, Ore., and Boulder, Colo., were outstanding. In these two locations there have been emphases on infrastructure improvements and fostering everyday activities on bicycles. She also added that League of American Bicyclists (LAB) president Andy Clarke, in announcing Delaware's new #4 status nationally as a Bicycle Friendly State, said that Delaware had come a long way in a few short years.

During our meeting, Frank Warnock took exception to the notion that Delaware has improved, citing the recent debacle of incorrectly applied rumble strips in bike lanes in parts of the state. Heather Dunigan felt that this is information we in Newark should use to our advantage in our own relationship with DelDOT, as DelDOT assists Newark in planning improvements locally.

- *Status of Bicycle Friendly Community award notification*

Heather said that Newark retained its bronze status and that, in its letter, LAB indicated that Newark was "very close to silver designation" and urged us to "reapply sooner" than the required 2018 date. She said the official road signs are expected to come in this summer.

All expressed kudos to Heather for her tireless work in getting this application edited and submitted.

- *Review of Bike to Work Day plans and last-minute tasks*

Due to impending torrential rain, the decision was made on Wednesday, May 14, to reschedule the Bike to Work Day event, previously scheduled for May 16, for Monday, May 19.

- Set-up logistics and crew needed

Linda Smith will pick up bananas at Newark Natural Foods. Anthony Aglio will set up DelDOT's table; Angela and Frank will set up the Newark Bike Project table.

- Bike trains to the event

Mark indicated that one more bike captain was needed to lead from the reservoir parking lot, because Lauri Webber cannot make it on Monday. Karl Hassler agreed to lead from there. Frank will help Mark secure a substitute bike captain for Steve Hegedus, who cannot make it on Monday.

- Safety units (UD Police and City of Newark Police) preparation

Mike Fortner reported that Capt. William Hargrove of the Newark Police has assured him they will be there to monitor the busy Delaware Ave./South College Ave. intersection on Monday. Again, we had no UD Police presence at this NBC meeting.

- Speakers secured and in what order they will speak

Mike indicated that the following persons will speak at Bike to Work Day:

- UD Provost Domenico Grasso
- Newark City Manager Carol Houck
- Newark Bike Project representative Thijs Lanckriet

- Sponsors secured

Mike said that the sponsors of this year's event were the same as last year, with the addition of the Downtown Newark Partnership. Mark had sent signage art to Heather to produce for the event, recognizing event sponsors.

- Award to be presented, gifts to be given away (if any)

The Newark Bicycle Friendly Community Leader Award will be given to Dan Lacombe, who recently retired from DelDOT. Unfortunately, due to the date change, it doesn't look like he'll be able to be present, so Anthony Aglio will accept on Dan's behalf and make sure he gets the certificate of recognition. In addition, some nice items have been donated by sponsors to raffle off near the end of the event. Thanks to DelDOT and to the Delaware Bicycle Council for supplying T-shirts to be given away.

- Brief “walk (talk) through” of event

- 6:45 set-up starts
- 7:20 bike captains lead their bike trains in from six locations
- 7:30 participants begin eating, mingling, getting T-shirts, and registering for giveaways
- 8:10 speakers (including BFC announcement and presentation of volunteer award)
- 8:30 group photo and giveaways

- Clean-up logistics and crew needed

Angela and Mark will stay to clean up.

- *New or old business*

Two quick reminders:

- Ride of Silence on May 21 at 7 p.m. starts at Newark Charter School (10-mile ride)
- Bicycle class on May 28 from 6–8:30 p.m. at WILMAPCO, offered by White Clay Bicycle Club

Our next regularly scheduled meeting will be on Thursday, June 19, at 4 p.m. at WILMAPCO.

Thanks to all who had a part in making Bike to Work Day in Newark another success.



www.wilmapco.org/bikenewark

Monthly Meeting
Agenda
June 19, 2014, 4 p.m. at WILMAPCO

- Brief review of Bike to Work Day (Mike Fortner)
- Discussion/formulation of planning goals and work program for the coming year
- Specific discussion about areas of current concern within Newark
- Old or new business



www.wilmapco.org/bikenewark

June Meeting Minutes

June 19, 2014

Attending were Mark Deshon (chair), Heather Dunigan (WILMAPCO), Mike Fortner (City of Newark Planning), Ban Phommachanh (UD Parking), James Wilson (Bike Delaware), Tom Coleman (City of Newark Public Works and Water Resources), Joe Spadafino (City of Newark Parks and Recreation), Karl Hassler (resident), and Mike Riegner (resident).

Christine Schultz (resident), Anthony Aglio (DelDOT), Frank Warnock (Delaware Bikes), Angela Connolly (Newark Bike Project), Linda Smith (UD HealthyU Employee Wellness), and Karen Rosenberg (resident) each sent their regrets.

- *Brief review of Bike to Work Day*

Joe Spadafino commented that he felt the event was attended pretty well. Mark Deshon stated that there were 40 who registered and 40 who stayed for the group photo. Mark and Heather Dunigan estimates that there were between 45 and 50 in attendance.

Ban Phommachanh asked who won the door prizes. We didn't record the winners' names. This led to a question from Heather about how we want to use the names and contact info of those who registered. The group thought that to thank them for attending would be a good idea. Mark mentioned that there were some who furnished a phone number rather than an email. Mark volunteered to draft a message to email and then personally call and thanks the others. Mike Fortner indicated that he has already thanked the event sponsors.

There was some discussion about the bike trains. Mike said he thought this was a great idea and, though there were very few who took advantage of this, we all felt it was something good on which to build. He added that it would be good for PR to get a mayor-led train together. We need to work on earlier advertising next year.

Considering the last-minute decision to postpone the originally scheduled event due to bad weather, everyone seemed to feel the event was a net positive. Mark asked about the timing of speakers and the beginning and ending time of the event, but no one had an objection or better suggestion regarding these details.

- *Discussion/formulation of planning goals and work program for the coming year*

Jeff Riegner opened up the discussion by suggesting we look at the *Newark Bike Plan* for targeting projects for the next year. Heather said we have not yet received specific Bicycle Friendly Community (BFC) feedback from the League of American Bicyclists (LAB); she expects we'll know something by September.

Following on Jeff's suggestion, Tom Coleman advised that the projects we choose to focus on should be reflected in the City's budget going forward, as the *Newark Bike Plan* has been approved by City Council.

Almost all of the issues cited in the *Newark Bike Plan* list are on state-maintained roads. Below were the streets mentioned in the meeting and associated work proposed by someone in the group.

- **Academy Street** – looking to repave in 2016 or 2017
- **Apple Road south of South Main Street** – possible sharrows
- **Cleveland Avenue west of Paper Mill Road** – measuring for sharrows
- **Country Club Drive to Windsor to Delrem** – sharrows needed
- **West Park Place** – Jeff suggested bike lanes on both sides because the width will allow it. Tom suggested a mini-traffic-circle for the Apple Rd.-W. Park intersection.
- **Elkton Road from Casho Mill Road to Suburban Plaza** – Jeff felt this was a particularly problematic stretch of road that needs a good remedy for bikes traffic.
- **Elkton Road from Suburban Plaza to the Md. state line** – Heather felt that we should work early on with DelDOT with respect to their project. Mark suggested that we need to impress upon DelDOT the need to make biking to and from school possible along Elkton Road.

Everyone had fun sharing his/her own pothole location stories.

Tom said he'd like to initiate a city project for implementation of the Bike Plan.

Mark opened up discussion about solutions for two-way bike traffic on **Delaware Avenue**. James Wilson spoke about the many benefits of a "two-way protected lane" (a.k.a. cycle track). Mark indicated he was uncertain about the consensus of the group with regard to a cycle track on Delaware Avenue. James, Jeff, and Mike all felt this is the most important thing we can achieve as a committee project-wise. So, Mark asked those gathered to vote as to whether or not we really want this.

The committee then voted unanimously to make come configuration of a two-way protected lane for cyclists on Delaware Avenue a major planning priority. Tom suggested getting a resolution from City Council for this as well.

One of the hurdles is that DelDOT's current road design manual doesn't make this possible. Karl Hassler asked if we should participate with DelDOT in redesigning the

manual. James insisted that talking tactics is premature at this point. He explained that DelDOT needs a partner and that it is naturally reluctant to initiate change on its own. He pushed the idea of getting both the mayor and city manager to co-sign a letter to DelDOT indicating that the City of Newark is ready and willing to make this a priority. Mark agreed to speak about this on behalf of the committee with Mayor Sierer and Carol Houck and begin drafting a letter that would include language that would indicate the City is interested in getting this project done in the next few years and is not willing to wait until 2018, when its next BFC application is due.

Jeff said that DelDOT is “exceedingly receptive” right now and that we should “ask for the moon.” Tom mentioned that DelDOT typically has agreed to pay for something as long as the city agrees to maintain it. He feels we need to suggest that the City pay for this project and get DelDOT to agree to maintain it. Jeff said he feels like this is a reasonable request.

In any case, it looks like active collaboration among the City, DelDOT, and our committee will be essential to get this project accomplished and to further show the LAB we’re serious about bettering the city’s BFC status. Mark asked if, in parallel with our committee’s efforts, it would help if the University of Delaware would push for “Bicycle Friendly University” status. All agreed this would be a bonus for the City of Newark.

Main Street also needs repaving, another issue for which is the possibility of construction of a new parking garage.

- *Specific discussion about areas of current concern within Newark*

Most, if not all of the areas of concern were covered in the above discussion about where the committee needs to focus its efforts in the next year.

- *New or old business*

The State has implemented statewide bike/ped counters.

Heather said we received correspondence from a Bloom Energy employee who attended Bike to Work Day about the stretch of state road from Glasgow High School to downtown Newark. She indicated problems with wayfinding and other road issues. Someone from our committee will be assigned to follow up with her.

A question came up about the overall plan for the STAR campus. UD has apparently engaged another architecture team to redo its master plan to include previously proposed amenities for bicycles and pedestrians that had been removed from its previous plan version. Heather indicated that Alan Brangman was supposed to come to one of our committee meetings at least a year ago to discuss STAR campus plans, but that he never came. James suggested we invite him again and copy Scott Douglas on the correspondence. The consensus of the group was “don’t let him say ‘no.’”

Our next regularly scheduled meeting will be on Thursday, July 17, at 4 p.m. at WILMAPCO.



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Monthly Meeting Agenda July 17, 2014, 4 p.m. at WILMAPCO

- Update on June discussion about cycle-track project for the city (all)
 - Report on meeting with Mayor and City Manager (Mark Deshon)
 - Next step(s)
- Update on infrastructure improvements since our last meeting (Mike Fortner)
- Report on any feedback from the League of American Bicyclists (Heather Dunigan)
- Report on follow-up with Bike to Work Day attendees (Mark Deshon)
- Planning for Community Day
 - publicity
 - volunteers
 - DelDOT
 - University
 - City of Newark
 - WILMAPCO
 - Residents
 - materials needed
- Planning for fall bicycle safety checkpoints (Anthony Aglio)
- Old or new business
- Determination of next meeting



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July Meeting Minutes

July 17, 2014

Attending were Mark Deshon (chair), Heather Dunigan (WILMAPCO), Mike Fortner (City of Newark Planning), James Wilson (Bike Delaware), Jason Winterling (City of Newark Public Works and Water Resources), Joe Spadafino (City of Newark Parks and Recreation), Karl Hassler (resident), Karen Rosenberg (resident), Frank Warnock (Delaware Bikes), Angela Connolly (Newark Bike Project), and Paul Moser (UD civil engineering student).

Christine Schultz (resident), Jeff Riegner (resident), Linda Smith (UD HealthyU Employee Wellness) and Anthony Aglio (DelDOT), each sent their regrets.

- *Correction and redaction to minutes from June meeting*

Correction: changed "Mike Riegner" to "Jeff Riegner" in the attendees list

Redaction to paragraph 1 on page 3: Jeff said that because DelDOT has a strong focus on bicycle-friendliness right now, they are very receptive to implementing bicycle infrastructure. "The committee should request DelDOT's participation in as wide a range of projects as reasonable."

- *Update on June discussion about cycle-track project for the city*

Since the last meeting, Mark Deshon had initiated a draft of a letter from the City Manager and Mayor to DelDOT regarding a cycle-track project. Wilson, Jeff Riegner, Karl Hassler, and Heather Dunigan contributed subsequently by providing input for improvement.

Karl asked if the committee could see the final draft of the letter. Unfortunately, Mark forgot to bring a copy of the draft of the letter. (Note: We'll wait to distribute this draft to all on the committee until the City Council takes action on it.)

Mark met with Mayor Polly Sierer and City Manager Carol Houck on Tuesday, July 15, to discuss why we want them to urge DelDOT to work with the City to initiate a cycle-track project on Delaware Avenue (see June meeting minutes). He shared with them the relevant pages of the Newark Bike Plan as well as a publication from People for Bikes and

the Alliance for Biking and Walking titled *Protected Bike Lanes Mean Business*, which lays out solid reasons why the cycle-track idea is a good one for Newark and contains photos showing various examples of implementation.

The meeting went well; both Sierer and Houck were enthusiastic. They mentioned that they had been in preliminary discussions with UD about some signalization at the crossing at The Green and wondered if we shouldn't contact facilities director Alan Brangman and get his support for a cycle-track project, which for UD should be a big safety issue for its students. Mark suggested that though these two projects may be separate both in scope and timing, they probably should be planned with the other in mind. Sierer and Houck agreed.

Procedurally, they also recommended that this cycle-track project be introduced at the next meeting of the city's Traffic Committee on August 19. Mark agreed to participate in that meeting, and Houck said she'd get it on the committee's agenda. City Council will then have to OK going forward with the plan to communicate our corporate desires for the project with DelDOT. We anticipate that the Traffic Committee will give its support, and we plan to present to City Council on August 25 or September 9 at the latest.

Mark indicated that he has a call in to Alan Brangman but has not had his call returned yet. Karen Rosenberg asked if there have been accidents in the Delaware Avenue bike lane, and Heather said that there had been. When asked about the timing of the signalization project at The Green, Heather said she thought it would be in summer 2015 and added that street-wide signalization on Delaware Avenue would have to be changed at that point. With regard to a cycle track, Heather said that the road just barely has enough width to support a two-way solution for bicyclists. She said that if we can involve UD in support of this cycle-track project, it might be able to help us with easements that might make the end product a better one.

- *Update on infrastructure improvements since our last meeting*

New sharrows are in place, and old ones have been repaired. Mike Fortner indicated that curbing, including ADA-compliant ramps, are ongoing now for crosswalks at Barksdale and Casho Mill Roads and that the plan is for Barksdale Road to be rehabbed this summer between Apple Road and the Maryland state line. Jason Winterling said that the City is developing the next phase for placement of new sharrows that will reference the Newark Bike Plan.

Frank suggested that there needed to be improvements westbound on Apple Road at the Barksdale intersection, where "right hooks" (cars preparing to turn right cutting in front of straight-moving bicyclists) are likely and have occurred. He proposed a bike "pocket lane" leading to that three-way intersection, as there is on Barksdale approaching that intersection from the west.

- *Report on any feedback from the League of American Bicyclists*

Heather said she had not yet heard anything from the League and is still expecting feedback by the end of the summer.

- *Report on follow-up with Bike to Work Day attendees*

No action has been taken to date. Mark is still planning to communicate with registered attendees.

- *Planning for Community Day*

Community Day in Newark is set for Sunday, September 21. Mark opened discussion on what we needed to do to prepare the NBC booth. The following ideas were offered:

- Use NBC banner (Heather currently has it).
- Update NBC brochure to include "Like us on Facebook."
- Make the booth as interactive as possible.
- Showcase the Newark Bike Plan and other related materials.
- Feature two poster-size graphics—Plan map and cycle track photo (large with kids).

Mike will complete the application. Mark and Heather suggested that it would be great if NBC could be next to or very near WILMAPCO or other related booths. Mike said he'd try to make that happen. Mark will contact Anthony Aglio about bringing the DelDOT tent and giveaways.

Paul Moser, Mike, Heather, Mark, Karl, and Angela Connolly volunteered to put some time in at the booth. Mark will check with Linda Smith and Christine Schultz about their availability and possible help as well.

- *Planning for fall bicycle safety checkpoints*

Regarding the Fall Bike Safety Checks Anthony says he's pretty open. He suggests we do both events in the same week maybe attempt to create "buzz." He proposes that we try Wednesday, Sept. 3rd (12-3 p.m.) and Thursday, Sept. 4th (4-7 p.m.). He'd be willing to do one later in the day when students are not in such a hurry.

Once we get the dates set, we can reach out to Newark Bike Project and the UD Police. Anthony will be away the week of Sept. 8th and is already booked for the 18th and 19th.

The committee is fine with these dates and times. Paul indicated that Trabant University Center patio might be a good location, if we want to hold a safety check somewhere other than on Delaware Avenue at The Green.

- *Old or new business*

With respect to the BFC status, Heather announced that one thing we were lacking is yearly instructional bicycling classes. She said that the White Clay Bicycle Club is sponsoring a full-day class on Saturday, Oct. 18, at WILMAPCO (flyer attached). The cost is \$30 and includes lunch. Jon and Ceci McCormick and Paul Hess will be conducting the class; contact him at pehess@comcast.net to register. Mark said he'd try to get Linda to publicize among UD employees, to try to get some who may be thinking about commuting by bike or simply riding for fitness but who don't feel confident yet to attend. Heather mentioned that it would really be great if employees could use some of their Wellness dollars for this purpose.

Frank asked if the City will be working on increasing street parking for bikes. Mike said that it will be working specifically on private parking lot spaces near the new South Main Street location of the Newark Bike Project to accommodate bicycles. Mark cited statistics from the publication *Protected Bike Lanes Mean Business* on economic benefit from six bikes being parked in the same on-street space as a single car. Retail revenue per hour per square foot for a one-car space is 50-cents greater for six bikes than for a single car. Mike indicated this is not currently under consideration.

Our next regularly scheduled meeting will be on Thursday, August 21, at 4 p.m. at WILMAPCO.

SMART CYCLING COURSE: Traffic Skills 101



Building Confident Cyclists

Presentations & skills training, followed by a group ride, will make you a more confident cyclist. Classroom Instruction includes: bicycle safety & maintenance, clothing selection, traffic law, and much more. Lunch is included.

WHERE: WILMAPCO Building, Newark, DE

WHEN: Saturday, October 18th, 8:00 AM to 5:00 PM

COST: \$30.00 for White Clay Bicycle Club Members (WCBC),
\$50.00 for non-members

INSTRUCTORS: Paul Hess, John & Ceci McCormick



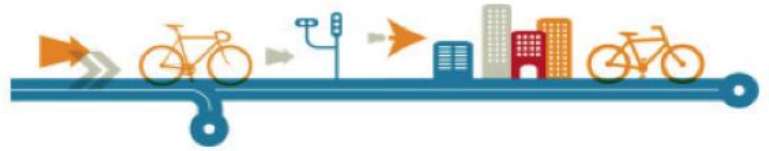
To register contact Paul Hess – pehess@comcast.net



Smart Cycling Programs Traffic Skills 101
Traffic Skills, Commuter
Bicycling 123 Youth
Customized Programs



BICYCLE FRIENDLY COMMUNITY FEEDBACK



NEWARK, DE

Spring 2014

Our Bicycle Friendly Community review panel was very pleased to see the current efforts and dedication to make Newark a safe, comfortable and convenient place to bicycle.

Below, reviewers provided recommendations to help you further promote bicycling in Newark.

Key recommendations are highlighted in bold.

We strongly encourage you to use this feedback to build on your momentum and improve your community for bicyclists.

There may also be initiatives, programs, and facilities that are not mentioned here that would benefit your bicycling culture, so please continue to try new things to increase your ridership, safety, and awareness.

The cost of bicycle facilities and possible funding options are discussed on the last page of this report.

RECOMMENDATIONS

Engineering

Continue to work with DelDOT to expand the bike network and to increase network connectivity, especially through the use of trails, protected bike lanes and bicycle boulevards. Note that shared lane markings should be used sparingly and only on low speed streets. On-street

improvements coupled with the expansion of the off- road system will encourage more people to cycle and will improve safety. Ensure smooth transitions for bicyclists between the local and regional trail network, and the street network. These improvements will also increase the effectiveness of encouragement efforts by providing a broader range of facility choices for users of various abilities and comfort levels.

Implement the Newark Bicycle Plan. To move Newark ahead, focus especially on the more ambitious projects in the plan, including a protected bike lane for Delaware Avenue in downtown Newark.

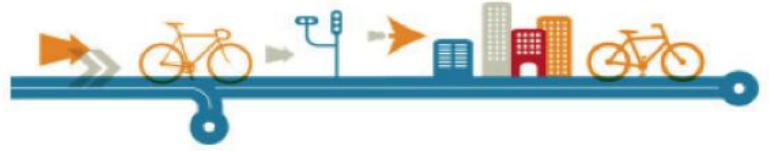
Develop a system of bicycle boulevards, utilizing quiet neighborhood streets, that creates an attractive, convenient, and comfortable cycling environment welcoming to cyclists of all ages and skill levels. Use the Bicycle Boulevards section of the NACTO Urban Bikeway Design Guide for design guidelines. See Bicycle Boulevards in action.

Ensure that all bicycle facilities conform to *current* best practices and guidelines – such as the NACTO Urban Bikeway Design Guide (preferred), 2012 AASHTO Guide for the Development of Bicycle Facilities and your DOT's own guidelines. For example, do not direct cyclists to the curb on the approach to intersections with right turn lanes.

Develop and implement streetscape design guidelines that foster a pleasant and comfortable environment for pedestrians and



BICYCLE FRIENDLY COMMUNITY FEEDBACK



cyclists. Beautiful streetscaping has also shown to increase community livability and pride, reduce crime and increase property values.

Endorse the NACTO Urban Street Design Guide.

Ensure good connectivity of your street network by adopting connectivity policies or standards. A well connected street network is associated with more walking, biking, and transit use due to greater directness of travel and more route choice options.

Pass an ordinance that would require larger employers to provide shower and locker facilities.

Increase the amount of high quality bicycle parking at popular destinations throughout the community. In particular, implement protected bike corral parking on East Main Street, at the expense of one parallel parking space per block.

Work with DelDOT to install a bicycle wayfinding system with distance and destination information at strategic locations around the community, integrating preferred on street routes and off-street facilities.

Arterial roads like Rt. 2 and Rt. 273 are the backbone of your transportation network and often there are no safer alternative routes for people on bikes to access stores and places of employment. On roads with posted speed limits of more than 35 mph, it is recommended to provide protected bicycle infrastructure, such as cycle tracks, buffered bike lanes

or parallel 10ft wide shared-use paths. Shared lane markings (Sharrows) should not be used on high speed roads.

Adequately maintain your on and off road bicycle infrastructure to ensure usability and safety 365 days a year. Increase the frequency of sweepings, address potholes and other hazards faster, and frequently repaint bicycle markings.

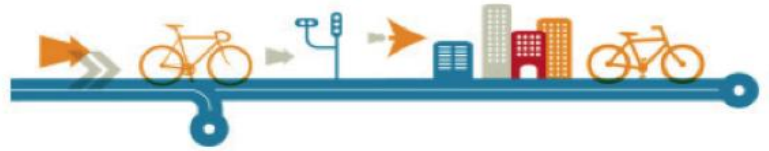
Make intersections safer and more comfortable for cyclists. Include elements such as color, signage, medians, signal detection, and pavement markings. The level of treatment required for bicyclists at an intersection will depend on the bicycle facility type used, whether bicycle facilities are intersecting, the adjacent street function and land use. See the NACTO design guidelines (preferred) and the 2012 AASHTO Guide for the Development of Bicycle Facilities for recommended intersection treatments.

Education

Bicycle-safety education should be a routine part of secondary education as well, and schools and the surrounding neighborhoods should be particularly safe and convenient for biking and walking. Work with your local bicycle groups or interested parents to develop and implement a Safe Routes to School or equivalent program that emphasizes bicycling for all secondary schools. For more information, see the National Highway Traffic Safety Administration's



BICYCLE FRIENDLY COMMUNITY FEEDBACK



Safe Routes To School Toolkit or visit www.saferoutesinfo.org.

Offer bicycling skills training opportunities for adults more frequently and encourage the White Clay Bicycle Club and Newark Bike Project to help. You can set up a class by contacting an instructor in your area. There are options from short videos and 1-2 hour courses to more in-depth training incorporating in-classroom and on-bike instruction. Other education materials, such as the League Quick Guide, offer the opportunity to share bike education in an easily accessible format. For more information visit: <http://bikeleague.org/ridesmart>.

Encouragement

Expand encouragement efforts during Bike Month in partnership with the Newark Bike Project, Bike Delaware, WILMAPCO and DelDOT. Host, sponsor and encourage more bicycle-themed community events, campaigns and programs. Increase your efforts on Bike to Work Day and Bike to School Day by reaching out to new and non-traditional partners. Ensure to widely advertise all bicycle-themed community events and programs. For ideas and more information, visit <http://bikeleague.org/bikemonth>.

Consider offering an Open Streets type event, closing off a major corridor to auto traffic and offering the space to cyclists and pedestrians. See Open Streets in action.

Encourage the University of Delaware to promote cycling to students, staff, and faculty and to seek recognition through the Bicycle Friendly University program. Many colleges and universities have embraced the growing enthusiasm for more bicycle-friendly campuses by incorporating bike share programs, bike co-ops, bicycling education classes and policies to promote bicycling as a preferred means of transportation. The community will benefit as well: Communities near BFUs have a higher number of regular bicyclists (as many students bike to campus, shops and restaurants), less congestion around campus, safer streets, and university-hosted public bicycle events, programs, and classes. The League offers many tools to help promote the Bicycle Friendly University program in your community.

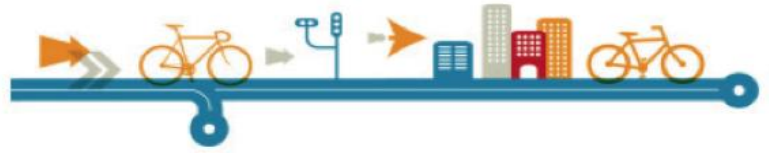
Encourage local businesses to provide discounts for customers arriving by bicycle or promote existing bicycle discount programs.

Promote cycling throughout the year by offering or supporting family-oriented community and charity rides, free bike valet parking at events, and bicycle-themed festivals, parades or shows.

Encourage local businesses, agencies, and organizations to promote cycling to their employees and customers and to seek recognition through the Bicycle Friendly Business program. Businesses will profit from a healthier, happier and more productive workforce while the community will benefit from less



BICYCLE FRIENDLY COMMUNITY FEEDBACK



congestion, better air quality, increased amenities and new destinations for cyclists, new and powerful partners in advocating for bike infrastructure and programs, and business-sponsored public bike events or classes. Your community's government should be the model employer for local businesses, and your chamber of commerce or local business association can help promote the program and its benefits. The League offers many tools to help promote the Bicycle Friendly Business program in your community.

Enforcement

Ask police officers to target both motorist and cyclist infractions to ensure that laws are being followed by all road users. Ensure that bicycle/motor vehicle crashes are investigated thoroughly and that citations are given fairly.

Pass ordinances as well as support and enforce laws that protect cyclists, e.g. implement specific penalties for motorists for failing to yield to a cyclist when turning, implement penalties for motor vehicle users that 'door' cyclists, and make it illegal to harass a cyclist.

Evaluation & Planning

Partnering with DelDOT, WILMAPCO and/or Bike Delaware, analyze bicycle travel in Newark in terms of the percentage of total potential trips that can be made under low traffic stress conditions. Use this information to prioritize projects.

Ensure that manual bicycle counts capture the gender of cyclists.

Consider adopting a target level of bicycle use (percent of trips) to be achieved within a specific timeframe, and ensure data collection necessary to monitor progress.

COSTS AND FUNDING OPTIONS

Costs

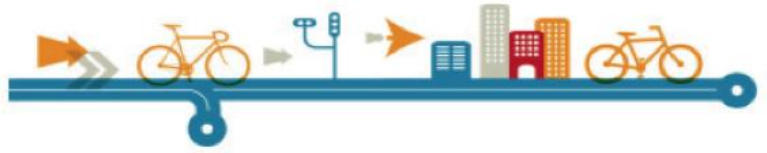
Building a new roadway for motor vehicles can cost millions of dollars to construct, and many of the pedestrian and bicycle infrastructure facilities are extremely low-cost in comparison. Use [this database](#) to review up-to-date estimates of infrastructure costs of pedestrian and bicycle treatments from states and cities across the country.

Federal Funding

For municipalities willing to provide a 20% local match, federal matching funds for 80% of a transportation project's cost are available. To learn more about what federal funds are available for bicycle projects, use Advocacy Advance's [interactive Find it, Fund it tool](#) to search for eligible funding programs by bike/ped project type or review the same information as a PDF [here](#).



BICYCLE FRIENDLY COMMUNITY FEEDBACK



State Funding

Biking and walking dollars aren't only available from the federal government. States can also have their own revenue sources that can be used to fund active transportation. Use this [report](#) and an [online tool](#) to explore your state's funding sources for bicycle and pedestrian improvements.

Local Funding

Local governments can also create their own revenue streams to improve conditions for bicycling and walking. Three common approaches include: special bond issues, dedications of a portion of local sales taxes or a voter-approved sales tax increase, and use of the annual capital improvement budgets of Public Works and/or Parks agencies. Bicycle facility improvements can also be tagged on to larger projects to create economies of scale that results in reduced costs and reduced impacts to traffic, businesses, and residents. For example, if there is an existing road project, it is usually cheaper to add bike lanes and sidewalks to the project than to construct them separately. To learn more about public funding of bicycle infrastructure improvements, visit pedbikeinfo.org/planning/funding_government.cfm.

Resources and Support

[Advocacy Advance](#) offers several tools, resources, and workshops to help advocates and agency staff maximize eligible funding programs.



NEWARK, DE

TOTAL POPULATION

32,367

POPULATION DENSITY

3198.6

TOTAL AREA (sq. miles)

8.9

OF LOCAL BICYCLE FRIENDLY BUSINESSES

0

OF LOCAL BICYCLE FRIENDLY UNIVERSITIES

0

10 BUILDING BLOCKS OF A BICYCLE FRIENDLY COMMUNITY

	Average Silver	Newark
Arterial Streets with Bike Lanes	45%	59%
Total Bicycle Network Mileage to Total Road Network Mileage	30%	28%
Public Education Outreach	GOOD	GOOD
% of Schools Offering Bicycling Education	43%	32%
Bike Month and Bike to Work Events	GOOD	GOOD
Active Bicycle Advocacy Group	YES	SOMEWHAT
Active Bicycle Advisory Committee	YES	YES
Bicycle-Friendly Laws & Ordinances	SOME	VERY GOOD
Bike Plan is Current and is Being Implemented	YES	YES
Bike Program Staff to Population	PER 70K	PER 16K

CATEGORY SCORES

ENGINEERING <i>Bicycle network and connectivity</i>	3/10
EDUCATION <i>Motorist awareness and bicycling skills</i>	2/10
ENCOURAGEMENT <i>Mainstreaming bicycling culture</i>	3/10
ENFORCEMENT <i>Promoting safety and protecting bicyclists' rights</i>	5/10
EVALUATION & PLANNING <i>Setting targets and having a plan</i>	3/10

KEY OUTCOMES

	Average Silver	Newark
RIDERSHIP <i>Percentage of daily bicyclists</i>	3.5%	2.40%
SAFETY MEASURES CRASHES <i>Crashes per 10k daily bicyclists</i>	180	245
SAFETY MEASURES FATALITIES <i>Fatalities per 10k daily bicyclists</i>	1.4	0
PUBLIC RATING	SILVER	BRONZE



KEY STEPS TO SILVER



» Continue to work with DelDOT to expand the bike network and to increase network connectivity, especially through the use of trails, protected bike lanes and bicycle boulevards. On-street improvements coupled with the expansion of the off-road system will encourage more people to cycle and will improve safety. Ensure smooth transitions for bicyclists between the local and regional trail network, and the street network.

» Implement the Newark Bicycle Plan. To move Newark ahead, focus especially on the more ambitious projects in the plan, including a protected bike lane for Delaware Avenue in downtown Newark.

» Ensure that all bicycle facilities conform to current best practices and guidelines.

» Bicycle-safety education should be a routine part of secondary

education, and schools and the surrounding neighborhoods should be particularly safe and convenient for biking and walking.

» Offer bicycling skills training opportunities for adults more frequently and encourage the White Clay Bicycle Club and Newark Bike Project to help. There are options from short videos and 1-2 hour courses to more in-depth training incorporating in-classroom and on-bike instruction.

» Ask police officers to target both motorist and cyclist infractions to ensure that laws are being followed by all road users. Ensure that bicycle/motor vehicle crashes are investigated thoroughly and that citations are given fairly.



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Monthly Meeting Agenda August 21, 2014, 4 p.m. at WILMAPCO

- Report on upcoming bicycle safety checkpoints (Anthony Aglio)
- Newark Bike Project opens new location (Angela Connolly)
- Final planning for NBC's presence at Community Day (Mark Deshon)
- University of Delaware bicycle-related projects, information, discussion (all)
 - potential signalization at The Green on Delaware Avenue
 - bicycle-education and commuter-encouragement plans
 - initial discussion on making STAR campus bicycle-friendly
- Update on City's cycle-track letter (Mayor Polly Sierer)
- Initial discussion on feedback from the League of American Bicyclists (all)
 - 5 assessment areas (engineering, education, encouragement, enforcement, evaluation and planning)
 - 10 Building Blocks of a Bicycle Friendly Community
 - Category Scores
 - Key Outcomes
 - Key Steps to Silver
- Bike-ped issue on Elkton Road from Casho Mill Road to Maryland line (Frank Warnock)
- Resurfacing in west Newark – Barksdale and Casho Mill Roads (Mike Fortner)
- Report on follow-up with Bike to Work Day attendees (Mark Deshon)
- Old or new business



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August Meeting Minutes

August 21, 2014

Attending were Mark Deshon (chair), Heather Dunigan (WILMAPCO), Mike Fortner (City of Newark Planning), Ban Phommachanh (UD Parking), James Wilson (Bike Delaware), Anthony Aglio (DelDOT Bike/Ped Coordinator), Tom Coleman (City of Newark Public Works and Water Resources), Joe Spadafino (City of Newark Parks and Recreation), Karl Hassler (resident), Jeff Riegner (resident), Frank Warnock (affiliation TBA), Christine Schultz (resident), Tom Price (Newark Bike Project), and Paul Moser (UD civil engineering student).

Special guests attending were Mayor Polly Sierer (City of Newark) and Alan Brangman (UD V.P. of Facilities).

Karen Rosenberg (resident), Angela Connolly (affiliation TBA), and Linda Smith (UD HealthyU Employee Wellness) each sent their regrets.

- *Report on upcoming bicycle safety checkpoints*

Bicycle safety checkpoints will be held on Delaware Avenue at The Green on Wednesday, September 3, 12–3 p.m. and Monday, September 15, 4–7 p.m., Anthony Aglio reported. He confirmed that representatives from the UD Police and City of Newark Police will be on hand.

Mark Deshon asked for volunteers to help during the aforementioned times. Tom Price said he'd be available to help on Sept. 8 and would check to make sure someone from Newark Bike Project is there on Sept. 3. Mayor Polly Sierer said she'd come and help out too.

- *Newark Bike Project opens new location*

Tom Price reported that the Newark Bike Project (NBP)—a community bicycle shop and 501c3 nonprofit—has opened at its fourth location in Newark. Its primary mission is to teach bicycle repair and maintenance while offering affordable bicycles to the community. Tom acknowledged help from the City of Newark in getting up-and-running

at its 136 South Main Street location. It held its initial open shop (“urgent-care center for bikes”) recently and is now actively interviewing.

Ban Phommachanh announced that he’s now in charge of bicycles at UD and told Tom that UD has excess inventory. He will talk with NBP about this. Jeff Riegner asked if there are any additional workdays planned to help NBP set up. Tom didn’t think so, but said that “closed shops” are scheduled for first and third Saturdays.

- *Final planning for NBC’s presence at Community Day*

Community Day is scheduled for Sunday, September 21. Mark asked Anthony if DelDOT intended to bring a tent for set-up. Anthony didn’t think so. Mike Fortner said he’d look into if the City of Newark could provide a tent for NBC to use that day. Mike said he would help. Mark will also be there but asked that others volunteer to spend some time at the booth as they can.

Two large items need to be produced—mounted posters of the Newark Bike Map and a nice photo of an example of a cycle track (two-way protected bike lane). Heather Dunigan said she’d print and mount these. Ban suggested adding a link on the Newark Bike Map for UD bicycle registration, which is now done online only.

- *University of Delaware bicycle-related projects, information, discussion*

- *signalization project at The Green on Delaware Avenue*

In conjunction with UD and the City of Newark, DelDOT will be doing design signalization on Main Street (2015) and for the large pedestrian crossing at The Green (2016). Mark said that, in light of the very real possibility of getting DelDOT to embark on a cycle track project in the next few years, project partners ought to plan for this signalization on Delaware Avenue with a forthcoming cycle track in mind.

- *bicycle-education and commuter-encouragement plans*

No report was given on this item.

- *potential bike-share project*

Mayor Sierer said that she had recently spoken with UD health sciences dean Kathy Matt and Michael Smith (who was supposed to have been here for this discussion) and that UD is very interested in moving forward with a bike-sharing program on the Science, Technology and Advanced Research (STAR) Campus. The initial idea would be to use this program to better connect the STAR Campus to the portions of UD campus north of the Amtrak overpass.

Karl Hassler said that everything should be done with intention and great care. It was pointed out that there is a lot of case-study information out there—successful and failed

projects. Jeff said that there aren't many cities of Newark's size that have done this. Heather stated that it would be great to have bike-share stations in key areas around town. Christine suggested that maybe the Blue Hen Leadership group could, as a project, start exploring how planning should be done for a bike-share program. It was asked what role NBC should play in this project. Mark suggested that we help in an advisory role and with coordination, as this is really our forté.

- *initial discussion on making STAR campus bicycle-friendly*

Meeting guest Alan Brangman talked at length about plans for the STAR Campus. He first said that they're working on a new master plan for the area. It's very much an "open campus" (with respect to ease of public interaction and thoroughfare) and will probably become "more urban" with increasing development. Alan said UD will develop for itself the area from the Health Sciences building to the train station (scheduled for design and relocation) and west to the water tower. DelDOT will be building parking for the train station further west than it is now. Construction was supposed to have started this fall, but UD is now hoping it will begin in the spring, including reconfiguration of the now awkward entrance road to the train station parking area. He went on to say that the campus will have a city-street grid design (with what he called "primary," "secondary," and "tertiary" streets) and described a primary street as having the typical traffic lane-bike lane-parking space configuration.

James Wilson and Heather both said that there are some good alternatives to the above-mentioned street configuration that NBC would be able to share with UD, which would help bicyclists avoid "door zone" incidents. Mark also asked if there would be any streets that would be designed as "bike boulevards." Alan said that there would be some paved off-road options for bicyclists along a tributary stream that runs through the campus. He also mentioned that another pedestrian overpass would have to be created to link to the north side of the Amtrak rail line at the propose train station.

Tom Coleman asked is the signal on Christina Parkway (current entrance for Bloom Energy) will be reactivated. Alan replied that DelDOT has told him traffic isn't at a minimum saturation point to warrant it at this time.

On behalf of the committee, Mark thanked Alan for attending and providing us with an update.

• *Update on City's cycle-track letter*

Mark asked Mayor Sierer if she would talk a bit about the letter NBC helped draft for the City. The Mayor stated that Mark had made a brief presentation on Monday, August 18, at the City of Newark's Traffic Committee meeting, explaining the rationale for a cycle-track project and urging it to support a letter from the City to DelDOT for such a project. The Traffic Committee voted its support. Mayor Sierer then read the letter that will be given to the City Council for their preparation for discussion and support vote at their Monday, August 25, meeting.

Jeff thanked the Mayor and suggested that one change be made—change it to say we’d like this completed by the end of 2017. Mark discussed this with the Mayor, and she advised him to make this suggestion to City Council on Monday, when he speaks on behalf of the project.

- *Initial discussion on feedback from the League of American Bicyclists (LAB)*

Mark asked Heather to take the lead in beginning to examine LAB’s feedback. Heather said she agrees with some things and that we should take others “with a grain of salt.” Jeff stated that he thinks it’s fair to say that the category scores seldom match the descriptive text and that the description [advice] is much more useful. Heather suggested we need to do what we think is more important, especially in terms of improving connectivity.

There was a brief discussion about what streets might make good “bicycle boulevards.” Several were mentioned—Orchard Rd., Ritter Lane, Winslow Rd., Dallam Rd., and Chrysler Ave.

Tom Coleman asked if the state is ever going to go by NACTO guidelines. Jeff answered, “Yes.” There was talk about how the City could move on this within its jurisdiction. It was suggested that a staff recommendation for the City to enact NACTO guidelines is all that would be needed.

In terms of education and safety, Mark suggested that we could have more of an impact if we worked with the local elementary schools, some of which are already doing things on their own (like Safe Routes to School). Tom Price said that NBP might be willing to partner on a safety program at elementary schools in conjunction with its bike-donation program. Mark said he’d make an initial contact with the phys. ed. teachers at Downes, West Park, McVey, and Charter.

Mayor Sierer volunteered to host a “Mayor’s Ride” at some point in the future. We all thought this would be a great event for the community.

Tom Coleman asked about the ridership percentage figures as stated in the feedback document. Heather said this part of the data came straight from the American Community Survey figures.

It was suggested that we work to increase the amount of high-quality bike parking. Tom Price said that he had noticed a lack of adequate parking for bicycles along South Main Street, relative to East Main. Tom Coleman said that many of the buildings were built before the current city standards had been enacted.

- *Bike-ped issue on Elkton Road from Casho Mill Road to Maryland line*

This discussion was tabled until our next meeting, anticipating that DelDOT’s Marco Boyce will be present.

- *Resurfacing in west Newark – Barksdale and Casho Mill Roads*

Mike and Tom Coleman spoke briefly about the ongoing work on the key corridors near the western Newark neighborhoods and said that work is progressing. Mark and Frank Warnock indicated that there still doesn't seem to be a provision for a bike lane marking through the right-turn lane on Apple Road as it meets Barksdale Road. Tom said he'd look into it.

- *Report on follow-up with Bike to Work Day attendees*

Mark said that he emailed everyone on the list, thanking them for coming to Bike to Work Day and encouraging them to take an active role in helping make bicycling better in Newark, either by affiliating with our committee, supporting bicycling-improvement projects, or communicating with their city councilperson or state legislator about their support for bicycling in Newark. He still needs to contact others by phone who had registered with a phone number instead of an email address.

- *Old or new business*

Frank said that a correction to the bike lane still needs to be made on Delaware Avenue as it approaches the Library Avenue intersection. The bike lane still disappears into the right-turn lane.

Our next regularly scheduled meeting will be on Thursday, September 18, at 4 p.m. at WILMAPCO.



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Monthly Meeting Agenda September 18, 2014, 4 p.m. at WILMAPCO

- Comments on this month's bicycle safety checkpoints (all)
- Final details for NBC's presence at Community Day (Mark Deshon)
- Discussion on *Engineering* section feedback from the League of American Bicyclists (all)
- Bike-ped issue on Elkton Road from Casho Mill Road to Maryland line (Frank Warnock)
- Report on Pro Walk Pro Bike Pro Place conference (James Wilson)
- Follow-up with Bike to Work Day attendees (Mark Deshon)
- Follow-up on outreach to local elementary schools (Mark Deshon)
- Old or new business



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November Meeting Minutes

November 20, 2014

Attending were Mark Deshon (chair), Mike Fortner (City of Newark Planning), Tom Coleman (City of Newark Public Works and Water Resources), Ban Phommachanh (UD Parking), Joe Spadafino (City of Newark Parks and Recreation), Jeff Riegner (resident), Tom Price (Newark Bike Project), Jillian Farley (advocate), and Karen Rosenberg (resident).

Special guests attending were Charlie Johnston (White Clay Bicycle Club), Melissa Coluccio (UD student), Colton Lubaszka (UD student), and Eric Barnes (UD student).

Heather Dunigan (WILMAPCO), James Wilson (Bike Delaware), Linda Smith (UD HealthyU Employee Wellness), Karl Hassler (resident), and Christine Schultz (resident) sent regrets.

- *Comments on NBC booth activity at Community Day*

Tom Price said that there was a lot of interest in biking and a lot of opinions shared at the booth. A lot of maps were handed out, and he observed that some didn't realize how extensive the Newark bicycle infrastructure really is. Mike Fortner agreed with Tom's assessment. Mark agreed and added that the cycle track concept drew a lot of attention.

- *Review of University of Delaware STAR Campus public meetings*

New committee member Brian Bahnson and Mark attended on Nov. 12. Linda Smith and Heather Dunigan each attended the Nov. 13 session.

STAR's stated "Three plus one" vision includes Energy & Environment, Life & Health Sciences, National Security & Defense, plus Enabling Infrastructure. UD's Charlie Riordan said that one of the goals of the STAR Campus is to promote transportation "on and to/from the STAR Campus." UD Facilities V.P. Alan Brangman said the STAR Campus is to be a "working, living, and learning environment." Bloom Energy now employs 232 workers. UD's vision also includes a full-service train station, and it is indeed relying on getting this done for the ultimate long-term success of the campus.

Mark asked Brangman about planning regarding amenities and infrastructure for bicycles. Brangman then showed the basic bikeways plan. Having seen that schematic, which did not indicate any inbound connection, Mark also asked specifically about connectivity from the Christina Parkway (i.e., from the south), because that should be another key entry point for cyclists. Brangman said (and his slides visually hinted) that UD will be considering carefully this mode of transportation throughout the campus as infrastructure plans progress. Linda Smith reported that Eileen Sparling from UD Disability Studies spoke in support of robust bike lanes on the new property during the second of the two sessions, and Brangman had mentioned Mark's comments made the previous evening.

Current master plan details and diagrams can be seen at www.udel.edu/star.

- *University of Delaware-related work*

- *Wellness*

Linda sent a report saying that Employee Wellness has no bicycle programming plans on its calendar at this point but stands ready to support any campus initiatives that others may want its help in promoting.

- *Parking*

Ban Phommachanh said that UD is installing two bike racks at Frazer Field (behind Carpenter Sports Building).

Ban mentioned that UD had donated 20 bikes to the Newark Bike Project and has many more, so he will reach out to the Urban Bike Project in Wilmington.

- *BikeShare*

Ban then passed around an image of a prototype bicycle for a proposed Pepsi-sponsored (and visibly advertised) community bike-share program. UD would become one of six program pilot universities (others include Florida State, Georgia State, and South Carolina). This program would include an initial 12 locations (stations)—10 on campus, two off campus—for 120 bikes initially. Features, as explained by Ban, are as follows:

- Smart-phone accessible via downloadable app
- Free use (\$5/day late charge if not returned to same location within 24 hours)
- Maintenance by Newark Bike Project (provider preferred nonprofit vendor)
- Zero liability for UD and Newark Bike Project (NBP)
- GPS-outfitted (i.e., trackable data in five-minute intervals)
- Internal geared hub (weather-proof)

Guest Eric Barnes asked about public safety concerns at stations. Mark said that lighting would be key and also suggested that a sign with some simple advice for users be available at stations. Someone asked if UD had reached out to local developers (e.g., Lang, Tsionas) to negotiate for locations. Ban said this had not been done. Jillian Farley asked if there is a way to tie in student IDs or Pay Pal for those students who don't have a credit card. Ban said they'll take this into consideration. When Ban was asked about the rollout timeline, he said that if Pepsi can commit, rollout could be as soon as next fall. Jillian replied, "Very cool!" (Jillian

had been working on something like this while a UD student for about three years.)

UD students Melissa Coluccio, Colton Lubaszka, and Eric Barnes had come ready to talk about their project presentation with regard to the need for a UD BikeShare program and emphasized the public safety component. Mark apologized to the students for the fact that Ban's report had effectively shortcut their presentation; however, Mark told Ban, the students, and Jillian at the beginning of the meeting that he was interested in getting them all in the same room to share related information. It seems Ban has been very successful at moving ahead with a great plan. Ban did say that UD is hoping taking advantage of a ready-and-willing sponsor in trying to move forward with this program now. All present seemed excited about this.

- *Progress report on Delaware Avenue cycle track*

Since NBC's September meeting, Mark, James Wilson, Tom Coleman, and Mike Fortner met with DelDOT traffic, planning, and engineering representatives; city officials; and representatives from the engineering firm Johnson, Miriman & Thompson (JMT) to discuss a feasibility study for a Delaware Avenue cycle track. Each party was optimistic, and it was a positive meeting.

JMT subsequently returned a feasibility study proposal to the City of Newark for \$60K+. As of now, DelDOT is picking up the ball to see if it can figure out how this study will be financed. There are a few options available, but Tom said it is certainly an added benefit—both financially and logistically from the City's perspective—that DelDOT is so involved at this stage of what will eventually become a project.

- *Discussion on Education section feedback from the League of American Bicyclists*

In discussing bicyclist education, White Clay Bicycle Club's Charlie Johnston said that he and the club's Gail Robillard just became certified trainers. Mark said that he had contacted three of the four Newark elementary school physical education teachers. So far, only the Downes Elementary teacher had replied. Mark will be getting together with her sometime in December. With regard to the Safe Routes to School (SR2S) program, Jeff Riegner said that the program goal is for every K-8 school to participate in the program. Someone asserted that Downes is already a SR2S participant. Charlie mentioned that White Clay's Ceci McCormick has been offering trainings but hasn't had a great deal of success with area schools. Mark said that maybe the physical education teachers communicate with one another professionally and that this might be the way to spread the word about NBC's interest in some sort of partnership that might also involve NBP and the White Clay club's trainers. Tom said that Newark High School teacher Bob McDowell might be a good contact at that high school (and that McDowell had told him that Newark High did indeed have a bike rack behind the school).

In addition to local public schools, Tom said that City employees could use training, especially now that the new city bikes are in use, sometimes by employees who haven't had a lot of recent biking experience.

Ban suggested that UD students and employees would be a good audience for training as well, particularly the ELI students who are perhaps used to bicycles but not accustomed to biking in Delaware.

With regard to UD students, it was suggested that the freshman information packets include information about bicycling in Newark. This is an idea that had been brought up at a previous meeting some time ago. This could be prepared by Mark and Heather Dunigan, but Mark suggested that someone at UD would have to facilitate this. Karen Rosenberg said that Chrstine Schultz might be the right person, as she has had experience in the Admissions office.

Tom Coleman said that new residents also need some info on bicycling in Newark and that the monthly electric bills that are sent out provide a vehicle for communicating. The group initially suggested that May be the month chosen for a bill insertion, but Tom said that that month is important for information regarding moving out of rentals. So, we reconsidered and thought that April would also be a good month for such info, because we could also pitch the Bike Month events.

Tom Price asked about the availability of the Newark Bike Maps, as they've been popular at NBP. Jeff asked if they were DelDOT maps. Mark explained that they have been customized and updated several times but did use the baseline Newark map from the DelDOT New Castle County map, which was published a few years ago. Jeff suggested we obtain tacit approval from DelDOT for reproducing in larger quantities. Mark said he'd look into the costs.

- *Old or new business*

- *Old (follow-up with Bike to Work attendees, outreach to local elementary schools)*
Mark reported that he has now contacted each of the Bike to Work Day (B2WD) attendees who had not previously been contacted by email. Mark thanked them for attending and asked if they'd like to be on an adjunct NBC mailing list so that they can receive periodic updates on committee progress. That mail list now comprises ten persons. Each person contacted by phone expressed how much he/she enjoys the B2WD event. With regard to outreach to elementary schools, see page 3 under "Discussion on *Education*...."
- *New (interest in Mayor's ride during Bike Month)*
Mark said that Mayor Polly Sierer is *very* interested in being part of a "Mayor's Ride" during Bike Month (May) next year. Mike and Joe Spadafino initially offered to help work with the Mayor to plan such an event. Mark wondered if another member of the community who doesn't work for the City should be involved in organizing this. Jeff, as a Newark resident, volunteered to help.

Mark thanked everyone for attending. The next meeting of the Newark Bicycle Committee will be on Thursday, December 18, at 4 p.m. at WILMAPCO.



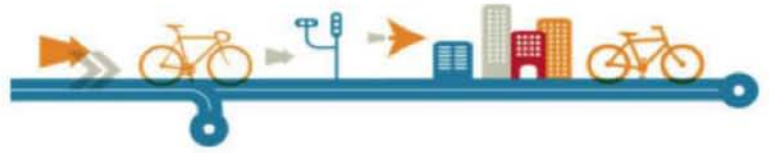
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Monthly Meeting Agenda December 18, 2014, 4 p.m. at WILMAPCO

- Feedback to University of Delaware on STAR Campus master plan (Mark Deshon)
- University of Delaware
 - Community Bike Sharing (Ban Phommachanh)
 - HealthyU Employee Wellness programs (Linda Smith)
 - efforts to begin BFU application process
- Report from Newark Bike Project (Tom Price)
- Initiating efforts to encourage Bicycle Friendly Business applications (all)
- Progress report on Delaware Avenue cycle track (Tom Coleman, Mark Deshon, James Wilson)
- Discussion on *Encouragement* section feedback from the League of American Bicyclists (all) – see attached
- Begin discussion on Bike Month events
 - Bike Summit
 - Bike to Work Day
 - Mayor's Ride
 - other?
- Old or new business
 - Outreach to local elementary schools (Mark Deshon)
 - New



BICYCLE FRIENDLY COMMUNITY FEEDBACK



Encouragement

Expand encouragement efforts during Bike Month in partnership with the Newark Bike Project, Bike Delaware, WILMAPCO and DelDOT. Host, sponsor and encourage more bicycle-themed community events, campaigns and programs. Increase your efforts on Bike to Work Day and Bike to School Day by reaching out to new and non-traditional partners. Ensure to widely advertise all bicycle-themed community events and programs. For ideas and more information, visit <http://bikeleague.org/bikemonth>.

Consider offering an Open Streets type event, closing off a major corridor to auto traffic and offering the space to cyclists and pedestrians. See Open Streets in action.

Encourage the University of Delaware to promote cycling to students, staff, and faculty and to seek recognition through the Bicycle Friendly University program. Many colleges and universities have embraced the growing enthusiasm for more bicycle-friendly campuses by incorporating bike share programs, bike co-ops, bicycling education classes and policies to promote bicycling as a preferred means of transportation. The community will benefit as well: Communities near BFUs have a higher number of regular bicyclists (as many students bike to campus, shops and restaurants), less congestion around campus, safer streets, and university-hosted public bicycle events, programs, and classes. The League offers many tools to help promote the Bicycle Friendly University program in your community.

Encourage local businesses to provide discounts for customers arriving by bicycle or promote existing bicycle discount programs.

Promote cycling throughout the year by offering or supporting family-oriented community and charity rides, free bike valet parking at events, and bicycle-themed festivals, parades or shows.

Encourage local businesses, agencies, and organizations to promote cycling to their employees and customers and to seek recognition through the Bicycle Friendly Business program. Businesses will profit from a healthier, happier and more productive workforce while the community will benefit from less congestion, better air quality, increased amenities and new destinations for cyclists, new and powerful partners in advocating for bike infrastructure and programs, and business-sponsored public bike events or classes. Your community's government should be the model employer for local businesses, and your chamber of commerce or local business association can help promote the program and its benefits. The League offers many tools to help promote the Bicycle Friendly Business program in your community.



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December Meeting Minutes

December 18, 2014

Attending were Mark Deshon (chair), Mike Fortner (City of Newark Planning), Linda Smith (UD HealthyU Employee Fitness), Tim Filasky (on behalf of Tom Coleman, City of Newark Public Works and Water Resources), James Wilson (Bike Delaware), Karl Hassler (resident), Tom Price (Newark Bike Project), Brian Bahnson (resident), Lauri Webber (resident), Frank Warnock (Delaware Bikes), and Angela Connolly (Delaware Bikes).

Special guest: Tommy Atadan (City of Newark Planning and Public Relations)

Heather Dunigan (WILMAPCO), Ban Phommachanh (UD Parking), Anthony Aglio (DelDOT), and Christine Schultz (resident) sent regrets.

- *Feedback to University of Delaware on STAR Campus master plan*

Mark Deshon shared that subsequent to our November committee meeting, Heather Dunigan created a few pages of bike-amenity recommendations for the master plan that he, in turn, submitted to UD's V.P. of Facilities Alan Brangman. These included lane-width changes that would accommodate a paint buffer for bike lanes along the major streets on the campus, width adjustments to some multi-use paths, and a call for bike trail connectivity at the south entrance to the campus.

Brangman replied by email, "These are excellent comments. Thanks to you and the [committee] planners for sharing. I have forwarded the package to Peter Krawchyk and asked him to forward it to the STAR planning team."

Current master plan details and diagrams can be seen at www.udel.edu/star.

- *University of Delaware*

- *Community Bike Sharing*

Ban Phommachanh indicated to Mark that, beyond what was reported in last month's committee meeting, UD is looking at Aramark, Pepsi and other potential sponsors for the planned Bike Share program.

Mark mentioned that, after the November meeting minutes went out, committee member Jonathan Kirch expressed displeasure with the potential for Pepsi's name to be on all the bikes, as sodas are a leading cause of obesity in the U.S. Brian Bahnson said that, as a faculty member, he is opposed to corporate advertising "on The Green" (meaning that these bikes would be seen throughout campus). Though she doesn't disagree with the fact that it would send a mixed message, Linda Smith reminded the group that all major corporations try to do good. She feels that one of the "wins" that Ban Phommachanh sees is the advertising dollars paying for the program.

Though Mark suggested that the good that the BikeShare program would do would probably trump the soda advertisement, James Wilson stated that he feels certain that having the Pepsi logo on BikeShare bikes on and off campus would create a lot of "cognitive dissonance." He said that sugary beverages are a major emphasis at the state level with regard to health. Karl Hassler and Brian suggested that UD should consider other suitors for sponsorship but should insist on having the University of Delaware be the featured message on the bikes themselves, much like what is done at other academic institutions (see photo examples—U. Cincinnati, F&M, UMass).



Mark asked the group if they felt it might be necessary to go to the top and raise such a P.R. issue with President Harker. This might be a good thing, considering the flak UD had taken on another recent enterprise—The Data Centers/power plant fiasco. For now, we'll hope that UD finds a more acceptable sponsor if it *has* to have a sponsor's name on the bikes at all.

- *HealthyU Employee Wellness programs*

Linda reported that right now there are no program plans underway, but she stands ready to implement anything relevant.

- *Efforts to begin Bicycle Friendly University (BFU) application process*

Mark asked if anyone from the University of Delaware knew if any progress was being made on applying for Bicycle Friendly University status. No one knew that anything was currently being done toward an application. Mark asked Linda about the status of UD's bike-related committee, and she replied that she hasn't heard anything about it recently.

- *Report from Newark Bike Project*

Tom Price reported that this is a "slow time of year" for NBP. The number of bike repairs has dropped. NBP is cutting back to Tuesdays 5–6 p.m. for sales, 6–9 p.m. for walk-in repairs, and Saturdays from 12–3 p.m. through January.

Tom mentioned that NBP would be donating a small number of bicycles for needy children at two local elementary schools—West Park Place and John R. Downes—within the next few days, so the kids can have them for Christmas.

- *Initiating efforts to encourage Bicycle Friendly Business (BFB) applications*

We had a brief discussion about how to best get Newark businesses involved in promoting bicycle-friendliness. The consensus was that our committee should approach individual businesses that might want to be deemed "Bicycle Friendly" and urge them to apply for this status (giving them the League of American Bicyclists criteria and info on how to go about it, of course) as well as the Downtown Newark Partnership (DNP).

Mark said that he thought Fusion Fitness might be a good bet for an initial business. Angela Connolly said that HomeGrown might very well be interested as well. Mike Fortner said even the City of Newark would consider applying. The question was asked whether larger employers, like DuPont or Bloom Energy, should be considered as well. Some suggested that first approaching the DNP might help later in dialoging with individual businesses.

- *Progress report on Delaware Avenue cycle track*

Mike reported that the City of Newark has been working with UD's Institute for Public Administration (IPA) to do "pre-engineering assessment" for the cycle track. He said that IPA has made a head-cam video of the route along Delaware Avenue.

As of now, the City will apply for United Planning Work Program (UPWP) funds on behalf of DelDOT for preliminary work. Tim Filasky added that the City has engaged the engineering firm Johnson, Miriman & Thompson. Things are really "up in the air" at this point, though everyone asserted that the parties all seemed very positive about such a project.

Mike concluded by mentioning that he was at an American Planning Association meeting recently, during which he spoke with Gov. Markell. He said the governor was knowledgeable about the cycle track proposal for Newark.

- *Discussion on Encouragement section feedback from the League of American Bicyclists*

An opening question was asked about “open-street” events: Do events like Community Day, New Night Downtown, etc. count as open-street events for cyclists? It seems a stretch to consider them such. Whereas, an event like the annual Ride of Silence may be, even though it’s really a “rolling” street closure for cyclists. Possible streets that might be successfully closed to cars for an event are West Park Place and Academy Street (though Academy St. has undergone so much adjacent construction that the street cannot be considered bike-friendly at this point).

In terms of “reaching out to new and nontraditional partners,” James suggested getting Dogfish Head to sponsor a cycling event (bikes-n-beer). Not everyone warmed up to this, but his point was well taken—that Dogfish Head is well known and will draw people simply because of its name and reputation. He also said we should hit up realtors, banks, and practically any local restaurant. In terms of partnerships with the business community, Karl asked if this meant *sponsoring* or *helping promote* an event like Bike to Work Day. The majority attending felt it meant that we could get businesses more involved to expand and multiply promotion.

As to the question of getting the University of Delaware to apply for a BFU award from the League, this might take some strategic planning. Someone suggested maybe to begin near the top by talking with UD Provost Domenico Grasso, who is very much an ally to the biking community.

- *Where is bike parking most needed now?*

Tommy Atadan explained that the award money the City of Newark received as a competitive winner in the state program “Healthy Communities” needs to be spent and that there is an excess currently of about \$6,000, about \$2,500 of which could be spent on bike racks. He thought planning staffer Ricky Nietubicz would help the city do some crowdsourcing around the question of where do people see the need for more bike parking. Without hesitation, Tom Price said “South Main Street.” Everyone agreed. Another location that was mentioned is at the historic Newark Railroad Station.

Mike mentioned that Vintage Metal would create the units in the same basic “n” shape as seen along East Main Street. In discussing a rollout scenario for South Main, Lauri Webber suggested the City offer a couple at a time to interested businesses in order to incentivize others to want them too.

- *Begin discussion on Bike Month events*

- *Bike Summit*

James said the 2015 Walkable/Bikeable Delaware Summit will take place on Thursday, May 7, somewhere on the Legislative Mall in Dover. Sponsors from last year will do so again this year, with the addition of the Dover/Kent Co. MPO.

- *Bike to Work Day*

Bike to Work Day this coming year will be on Friday, May 15. Mike again agreed to be the lead organizer of this annual event here in Newark. In light of the earlier discussion about getting more businesses involved in promotion, Mark encouraged him to begin working on this event in January and seeking help from members of the committee as needed.

- *Mayor's Ride*

Mark met with Mayor Sierer and listened to her excitement about planning a Mayor's Ride. We discussed possible timing; Mark suggested that Saturday, May 16, might be a good crescendo to the Bike Week activities. The mayor indicated she already has a corporate sponsor for the event, which she and Mark both agreed needed to be child-friendly and involving a distance/course that is doable for nearly all cyclists (and maybe a shorter option for young kids). The discussion included talk of event T-shirts and other amenities. They wondered whether the event ought to be completely free or include a nominal (very affordable) registration fee.

The consensus of the committee was that this event should be free of charge and that other corporate sponsors could be courted to help with event expenses. We also discussed ride length and most thought a ride in the 5- to 10-mile range would be doable for just about everyone, including families.

Mike indicated that he is ready to help organize this event. Mark suggested that his handling two events within the same week might not be the best idea, believing that Mike will have his hands full with planning the Bike to Work Day event. Mark said he would ask Jeff Riegner and Joe Spadafino to work with the Mayor on the organization of this event on behalf of the committee.

- *Old or new business*

- *Outreach to local elementary schools*

Mark met with Sandy Hudson and Connie Spedden from John R. Downes Elementary School as a gesture to begin dialogue on our committee's interest in their education and health programs with regard to bicycles. He will go to West Park tomorrow morning as NBP bicycles are being delivered to begin dialogue with that school.

- Facilitator and notetaker for January meeting

Tom agreed to team with Heather Dunigan to cover these needs for our next meeting. Mark thanked everyone for attending, and, on behalf of the committee, particularly expressed his gratitude to Frank Warnock and Angela Connolly for their service on the committee over the past several years. They are each stepping away from committee work, though they each said they would like to be kept informed of what we're doing.

The next meeting of the Newark Bicycle Committee will be on Thursday, January 15, 2015, at 4 p.m. at WILMAPCO.