



## November Meeting Minutes

### November 17, 2022 (Virtual Meeting)

Bob McBride called the meeting to order at 4:02 p.m.

**Member attendees:** Bob McBride (Chair), Christine Schultz (Secretary), Karl Hassler (Treasurer), Mark Deshon, and Michael Smith

**Partner liaison attendees:**

City of Newark: Ofc. Jean Almonte (Police), Mike Fortner (Planning & Development)  
University of Delaware: Chelsea Finch (Employee Health & Wellbeing), Ofc. Alaina Battle (Police)  
DelDOT: Paul Moser  
Bike Delaware: John Bare

**Guest:** Matt Saponaro

### **Project Proposal Presentation from A.I. Whoo's Matt Saponaro**

A.I. Whoo develops technology for parks and trails. Matt shared a presentation about a QR vision system, which would take viewers to a website that shares specific information about a particular trail and/or site. It also tracks usage. He demonstrated with examples of information around Lums Pond and the statistics that can be gathered. He shared opportunities, based on past First Friday Ride routes, where there could be "community loyalty program" information that would include how to get involved with BikeNewark. He has secured some organizations that would provide giveaways to participants. A.I. Whoo is working with a University of Delaware computer science senior-design group to implement the loyalty program they hope to create.

Discussion ensued on how this could pair with the Newark Bikeways wayfinding signs and the usefulness of the data gathered. BikeNewark paid for the wayfinding signs, but they become property of the City of Newark, which installs them. Matt shared that a future goal of the program is enlisting community sponsorships.

Bob McBride shared that The Newark Partnership is creating an interactive map of Newark and thinks this could extend the maps to the trails. There were questions about A.I. Whoo and its overall business model. Ultimately, there would be a subscription fee to maintain the website/information.

It was suggested that Matt share this proposal with appropriate City representatives; discussion then centered on who should be involved in that meeting.

## **Updates and Reports**

### ***First Friday Rides report (2022 season)***

Rides were held in July, September, and October. A ride was scheduled for November, but no one other than the ride leaders showed. Mark Deshon said that there were a total of about 25 participants among the three rides this year. Bob McBride encouraged all to think about expectations for First Friday Rides as we prepare to talk about goals for 2023.

### ***Delaware Avenue Bikeway project completion***

The two-way protected bikeway on Delaware Avenue opened last week, and the ribbon-cutting ceremony is tomorrow, November 18, at 10 a.m. at 54 East Delaware Avenue. Mark was the only one quoted in the [Newark Post article](#); he regrets that no one from DelDOT or the City of Newark had been interviewed for comment.

There was some discussion on what we can do to publicize information about the cycletrack. Karl Hassler suggested that BikeNewark's Newark Bikeways maps be a bit more prominent on our website (to make it easier to access, especially by cell phone). Bob and Paul Moser will meet to plan a video of the cycletrack, as Mark indicated that several high-profile volunteers are ready to participate in the video as cyclists.

UDPD's Ofc. Alaina Battle shared that UD has been sharing it on social media and handing out pamphlets to those using it last week. Newark PD's Ofc. Jean Almonte shared the Newark Police have been handing out flyers on Delaware Avenue as well. They are monitoring the crosswalk at Delaware Avenue. There was general concern among a few meeting participants that pedestrians walking across or through the cycletrack are creating and will create safety problems.

### ***Engineering Committee report***

The committee met on November 4th to discuss wayfinding signage plans for the Central Loop and South Bikeways. Signs need to be ordered through the City by the end of November. The committee-approved plans are included with the committee's meeting notes at the end of these meeting minutes. Mark described signs needed in general and requested approval to submit those to the City. Submission was approved by consensus.

### ***Bicycle Friendly Community application update***

Mike Fortner shared that there has been no action on planning since the summer. Those involved (Mike, Mark, Heather Dunigan, and Josh Solge) will meet in December to resume work on the application, due in February, and divide up the tasks. Michael Smith, Karl, and Bob volunteered help with the application.

### ***Transportation Improvement District report***

Bob shared no new information, since the committee is waiting on comments from City Council, which should occur at its January meeting. Plans do include a bicycle-pedestrian flyover at the Rt. 896 and I-95 interchange.

### **Directions for 2023**

Discussion was postponed to the December partnership meeting.

### **2022 BikeNewark Board Election**

Christine Schultz shared the nominations for board members for the next two-year term. She will share a ballot with BikeNewark members for them to submit electronically before the December 15 partnership meeting.

Nominated were the following individuals for the following positions.

*Chair:* Bob McBride

*Vice-Chair:* Kevin Monahan, Michael Smith

*Secretary:* Michael Smith

*Treasurer:* Karl Hassler

Michael Smith was asked if he had a particular position preference, since he had been nominated for two positions. He indicated that he would serve in the position most needed.

### **Treasurer's Report**

Karl presented the Treasurer's report, which covered September, October, and November, since no reports had been entered into the record for the previous two months. The beginning balance back in August was \$4,237.51. Over the ensuing months, several new memberships were gained, bills paid for educational/safety materials, and we received one donation. The current balance is \$3,922.39 (see next page for full report).

<b>Beginning balance 8/19/2022</b>		<b>\$ 4,231.75</b>	<b>\$ (0.00)</b>	<b>\$ 4,231.75</b>
Additions:				
8/28/22	Membership - S VanHorne		10.00	10.00
8/31/22	Interest	0.04		0.04
9/2/22	Membership - K Cox		10.00	10.00
9/2/22	Membership - T Kneavel		10.00	10.00
9/2/22	Membership - M Kneavel		10.00	10.00
9/2/22	Membership - J Gross		10.00	10.00
9/3/22	Membership - J Williamson		10.00	10.00
Total additions		0.04	60.00	60.04
Deductions:				
8/28/22	PayPal fee		0.84	0.84
8/31/22	M Deshon - 6 24x24 signs	148.30		148.30
9/2/22	PayPal fee		0.84	0.84
9/2/22	PayPal fee		0.84	0.84
9/2/22	PayPal fee		0.84	0.84
9/2/22	PayPal fee		0.84	0.84
9/3/22	PayPal fee		0.84	0.84
Total deductions		148.30	5.04	153.34
Surplus (deficit)		(148.26)	54.96	(93.30)
<b>Ending balance 9/15/2022</b>		<b>\$ 4,083.49</b>	<b>\$ 54.96</b>	<b>\$ 4,138.45</b>
<b>Beginning balance 9/16/2022</b>		<b>\$ 4,083.49</b>	<b>\$ 54.96</b>	<b>\$ 4,138.45</b>
Additions:				
9/30/22	Interest	0.03		0.03
10/14/22	Membership - A Koppy		10.00	10.00
Total additions		0.03	10.00	10.03
Deductions:				
9/28/22	M Deshon - Fedex Ofc. 50 BW maps	32.00		32.00
9/28/22	M Deshon - Fedex Ofc. safety,FFR,BW m	202.50		202.50
10/14/22	PayPal fee		0.84	0.84
Total deductions		234.50	0.84	235.34
Surplus (deficit)		(234.47)	9.16	(225.31)
<b>Ending balance 10/20/2022</b>		<b>\$ 3,849.02</b>	<b>\$ 64.12</b>	<b>\$ 3,913.14</b>
<b>Beginning balance 10/21/2022</b>		<b>\$ 3,849.02</b>	<b>\$ 64.12</b>	<b>\$ 3,913.14</b>
11/15/22	Donation - L Webber		10.00	10.00
11/16/22	Transfer PayPal-WSFS	9.22	(9.22)	
Total additions		73.37	(63.34)	10.03
Deductions:				
11/15/22	PayPal fee		0.78	0.78
Total deductions		0.00	0.78	0.78
Surplus (deficit)		73.37	(64.12)	9.25
<b>Ending balance 11/17/2022</b>		<b>3,922.39</b>	<b>0.00</b>	<b>3,922.39</b>

## **Old and New Business**

### ***Trail Feasibility***

Bob shared that Johnson, Mirmiran & Thompson (JMT) is conducting a trail feasibility study for New Castle County for a trail to connect Newport to Newark and is looking for a BikeNewark member to participate. Bob, Karl, and Michael Smith volunteered. Mark said he'd contact JMT with the names of those who are interested in participating.

### ***Bike Delaware***

John Bare shared that BikeDelaware is working with Sussex County on plans to re-route bicycle access around the Coastal Highway. He also encouraged people to attend the ribbon-cutting for the Delaware Avenue cycletrack and shared that the legislative bill for E-Bike recognition was passed unanimously in both the state House and Senate and was signed into law by Gov. Carney.

### ***Delaware Bicycle Council (DBC) meeting***

Michael reminded everyone about DBC's meeting on Wednesday, December 7, at 5:00 p.m. See [www.deldot.gov/About/publicevents/workshops/index.shtml?dc=workshop&id=16519](http://www.deldot.gov/About/publicevents/workshops/index.shtml?dc=workshop&id=16519).

## **December Partnership Meeting**

Our next meeting will be on Thursday, December 15, at 4 p.m. Topics will include announcement of new officers for 2023–24, membership drive, and review of goals/accomplishments.

Adjourned at 5:09 p.m.

Minutes by Christine Schultz

## BikeNewark

### Engineering Committee meeting notes – November 4, 2022

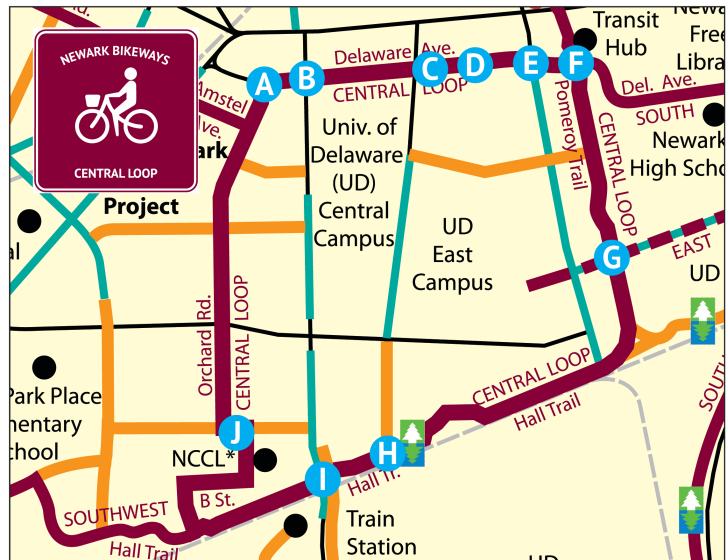
Attending were Mark Deshon (chair), Karl Hassler, Dave Saunders, Paul Moser (DelDOT), and Tim Filasky (City of Newark Public Works & Water Resources)

#### Meeting Purpose

Given the fact that the Delaware Avenue cycletrack project is nearly complete and that the City had informed us that any signage order would have to be processed by the end of this month, the Engineering Committee met to discuss and make decisions on wayfinding signage plans for the Central Loop Bikeway and the South Bikeway. It was agreed that our decisions would be brought before BikeNewark at its November 17 meeting as a formal recommendation for approval before sending an order to the City for the signs. Committee-approved plans follow these meeting notes.

#### Discussion of Central Loop Bikeway Signage-Addition Plan Draft

Mark Deshon went over the draft that he had developed, largely based on a walk-through that he and Karl Hassler had done on Delaware Avenue weeks before. Tim Filasky mentioned that telephone poles could no longer be used for posting these wayfinding signs, so we may have to have more posts installed. After Tim departed for another meeting, the main question with the plan centered on the proposed EB signage set for the south side of Delaware Avenue just before the Pomeroy Trail (position F). Paul Moser suggested that this signage might not be needed. After considering this, the committee attendees agreed. This decision precipitated a slight change with the NB signage destination signs—the removal of a “Central Loop (westbound)” destination marker, which Dave Saunders pointed out seemed redundant, and adding the “Downtown (S Main)” destination in its place. Other than this, attendees were happy with the signage content. Four additional signs are needed to replace stolen signs or to correct a confusing point elsewhere on the Central Loop Bikeway (positions G, H, I, J).



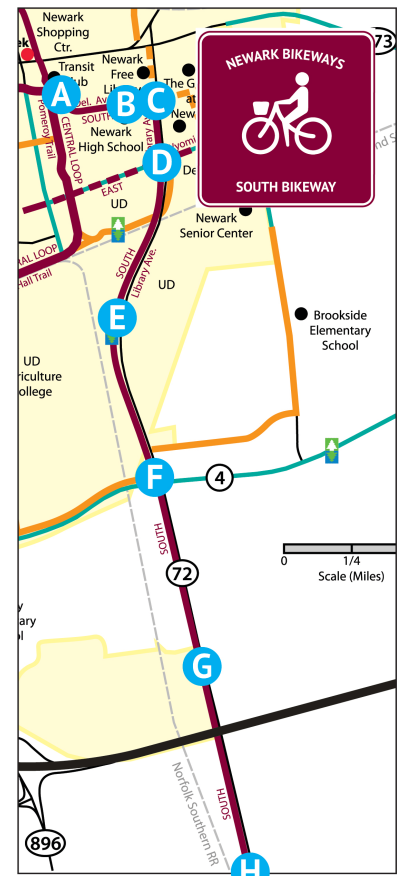
#### Discussion of South Bikeway Signage Plan Draft

The discussion of the South Bikeway signage plan was a bit smoother based on some of the decisions made earlier in the meeting. There was some thought that because there aren't many bicyclists heading SB on Library Avenue due to the lack of a bike lane, SB signage might not be necessary at Delaware Avenue and Library Avenue. Dave, however, felt there was some merit in having signage there (position C, next page) that all modes of transportation can see, which may include cyclists on the sidewalk in front of the Newark Free Library.

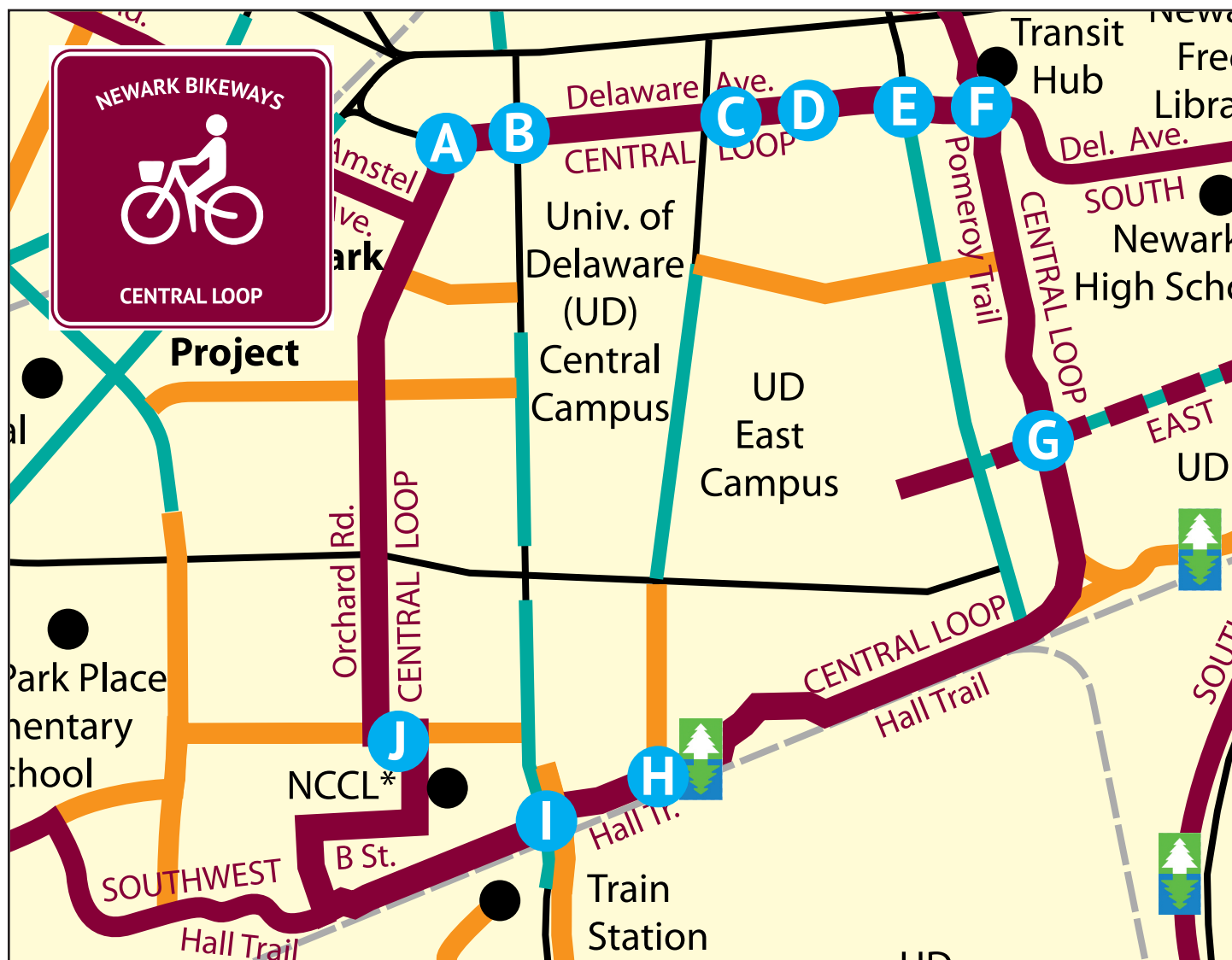
As a result of earlier discussions, we decided that some destination signage arrows would be simplified at that intersection (position C) and at the Rt. 4 intersection (position F). To be consistent with Central Loop Bikeway signage, an arrow-sign edit was needed; the South Bikeway directional sign WB on Rt. 4 should indicate the necessity to cross the intersection to access the bikeway in either direction. With respect to the beginning destination sign at Old Baltimore Pike (position H), Paul felt that the destinations were far enough away from the network's center that the word "Newark" should be added to the words "Transit Hub" and that "State Park & Trails" could be more specific. We agreed to make that addition and change so the sign would read "WCC State Park." Mark added that we should probably have the City obtain permission for signage to be installed at this location, since it is not within the City limits. Paul suggested that DelDOT's Peter Haag be contacted in this regard.

### East Bikeway / Wyoming Road Project

At the end of the meeting, Paul raised a concern that a project associated with the Transportation Improvement District (TID) involving the Library Avenue intersection and possibly the intersection at Marrows Road may not be being approached with the City's plans to improve Wyoming Road for cyclists in mind. We all agreed that proper coordination and respect for the design efforts that have already been made in order to create protected bike lanes and adequate safety for intersection crossings by bicyclists have to be ensured. It was suggested that Tim Filasky (or maybe City Manager Tom Coleman) and DelDOT's Sarah Coakley have a frank conversation about this before TID plans for these intersections become concrete.



# Central Loop Added-Signage Plan



## LOCATION A

(Delaware Ave. at Orchard Rd.)

1. NB Central Loop  
↗
2. WB Central Loop  
←West Bikeway 0.1 mi  
←Downtown (S Main) 0.3 mi  
←
3. EB Central Loop  
↑Transit Hub 0.6 mi  
↑Downtown (E Main) 0.7 mi  
↗

## LOCATION B

(Delaware Ave. at S. College Ave.)

4. SB Central Loop  
↔
5. NB Central Loop  
↖

## LOCATION C

(on pole just east of fire station)

6. EB Central Loop
7. WB Central Loop

## LOCATION D

(Delaware Ave. at Haines St.)

8. SB Central Loop  
↔

9. NB Central Loop  
↔

## LOCATION E

(Delaware Ave. at S. Chapel St.)

10. NB Newark Bikeways  
→

## LOCATION F

(Delaware Ave. at Pomeroy Trail)

11. EB Central Loop  
←Downtown (E Main) 0.1 mi  
←UD Laird Campus 0.9 mi  
←State Park & Trails 2.7 mi  
←North Bikeway  
South Bikeway ↗  
↔Pomeroy Trail  
→

12. WB Central Loop  
←UD Central Campus 0.6 mi  
Downtown (E Main) 0.1 mi→  
UD Laird Campus 0.9 mi→  
State Park & Trails 2.7 mi→  
North Bikeway→  
↔Pomeroy Trail  
↖

13. SB Central Loop  
↑UD Central Campus 0.6 mi  
↑Hall Trail 0.6 mi  
↑UD STAR Campus 2.0 mi  
↑Train Station 2.0 mi  
↖South Bikeway  
Downtown (S Main) 0.9 mi→  
↗

14. NB Central Loop  
↑Downtown (E Main) 0.1 mi  
↑UD Laird Campus 0.9 mi  
↑State Park & Trails 2.7 mi  
←Downtown (S Main) 1.0 mi  
↑North Bikeway  
South Bikeway →  
↖

## LOCATION G

(Pomeroy Trail at Wyoming Rd.)

15. SB *(replacement for stolen bikeway sign)*  
Central Loop

## LOCATION H

(Hall Trail at Academy St.)

16. WB *(replacement for stolen destination sign)*  
↑UD STAR Campus 0.7 mi  
↑Train Station 0.7 mi  
↑Maryland via ECG 2.8 mi  
UD East Campus 0.5 mi→

## LOCATION I

(Hall Trail under S. College Ave.)

17. WB *(addition of left arrow to existing signs)*  
←

## LOCATION J

(Ritter Lane at Phillips Ave.)

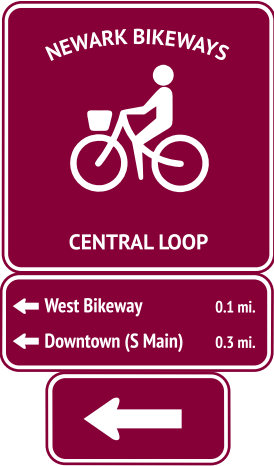
18. SB *(replacement for stolen bikeway sign)*  
Central Loop

# LOCATION A SIGNS

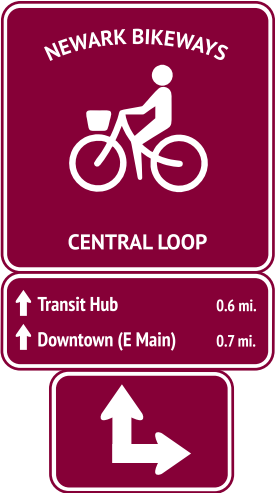
1. NB



2. WB



3. EB



# LOCATION B SIGNS

4. SB



5. NB



# LOCATION C SIGNS

6. EB



7. WB



# LOCATION D SIGNS

8. SB



9. NB

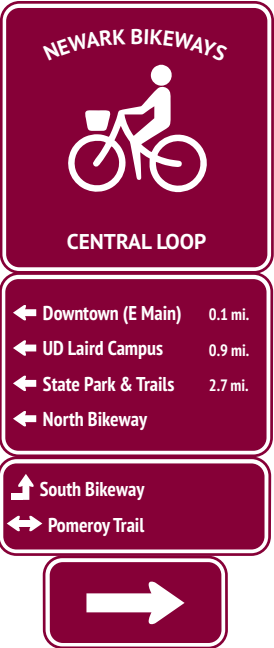


10. NB

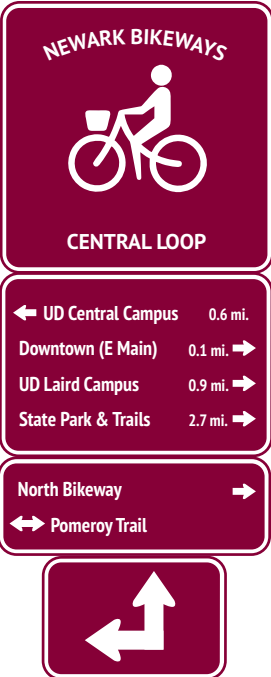


# LOCATION F SIGNS

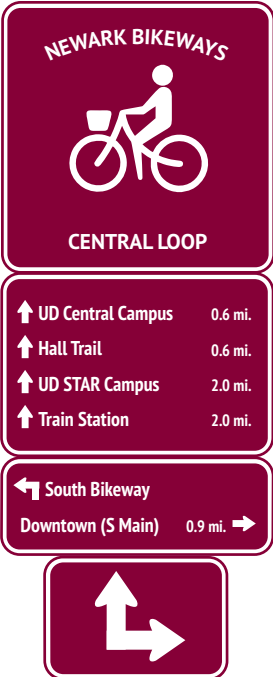
11. EB



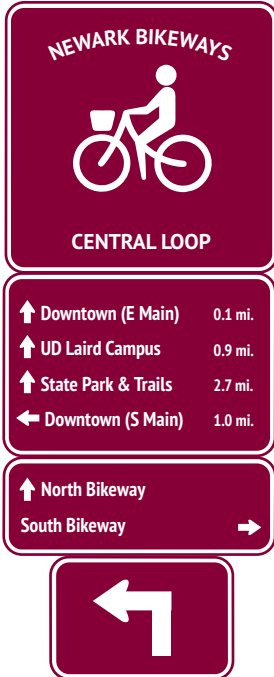
12. WB



13. SB



14. NB



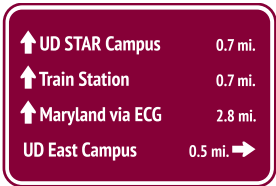
# LOCATION G SIGN

15. SB



# LOCATION H SIGN

16. WB



# LOCATION I SIGN

17. WB



# LOCATION J SIGN

18. EB



# South Bikeway Signage Plan

## LOCATION A

(Just east of Pomeroy Trail)

## LOCATION B

(On bike/ped path just after split)

## LOCATION C

(Bike/ped path and Library Ave.)

## LOCATION D

(Bike/ped path and Wyoming Rd.)

## LOCATION E

(Bike/ped path and UD Ag crossing)

## LOCATION F

(Bike/ped path and Rt. 4)

## LOCATION G

(Bike/ped path 1/4 mi before I-95)

## LOCATION H

(Bike/ped path and Old Balt. Pike)

**LOCATION A** (Just east of Pomeroy Trail)

1. EB South Bikeway

**LOCATION B** (On bike/ped path just after split)

2. EB South Bikeway

**LOCATION C** (Bike/ped path and Library Ave.)

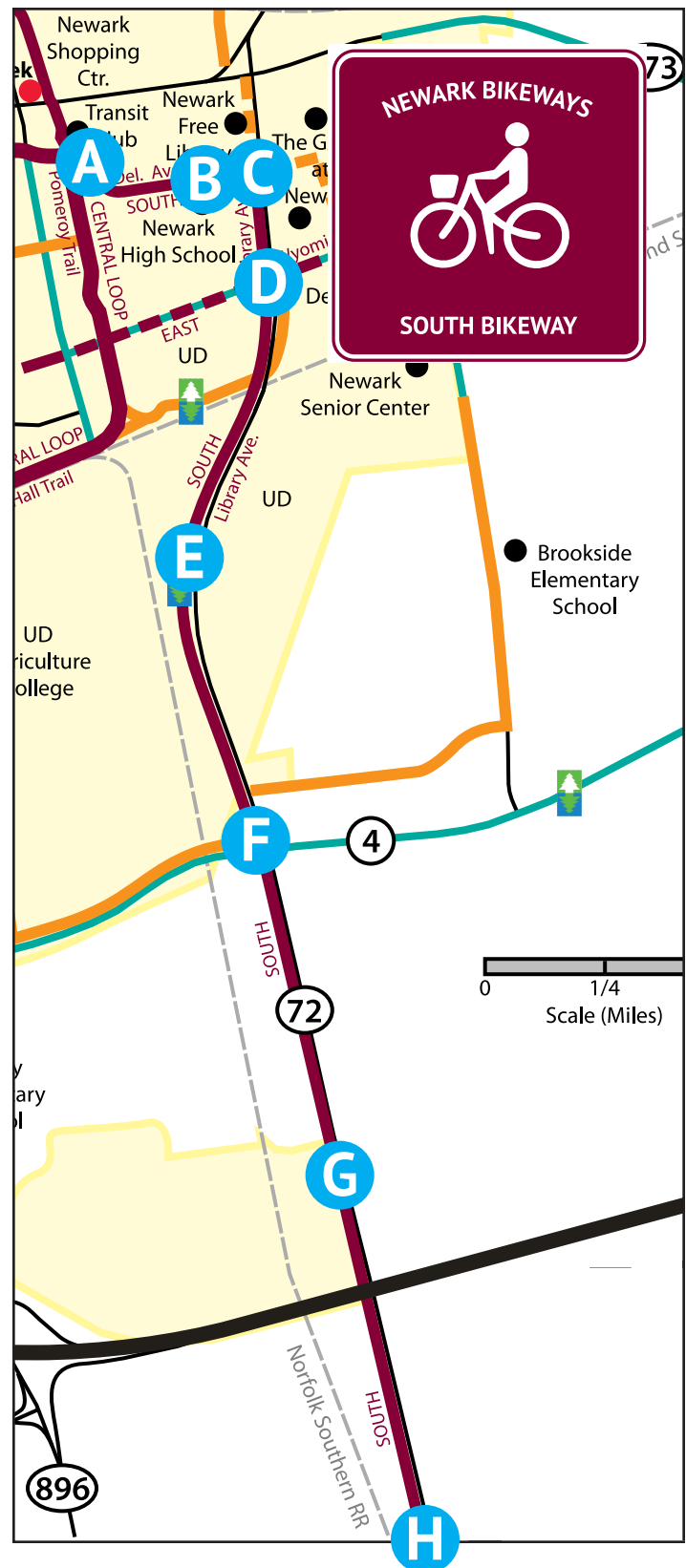
3. SB South Bikeway

↑East Bikeway/ECG 0.2 mi

↑UD Ag Campus 1.8 mi

Central Loop Bikeway 0.5 mi→

Downtown (E Main) 0.6 mi→



4. NB South Bikeway  
↵ Central Loop Bikeway 0.5 mi  
↵ Transit Hub 0.5 mi  
↵ Downtown (E Main) 0.6 mi  
↵ State Park & Trails 3.3 mi  
↵

5. EB South Bikeway  
East Bikeway/ECG 0.2 mi→  
UD Ag Campus 1.8 mi→  
→

6. WB South Bikeway  
↑ Central Loop Bikeway 0.5 mi  
↑ Downtown (E Main) 0.6 mi  
↵ East Bikeway/ECG 0.2 mi  
↵ UD Ag Campus 1.8 mi  
↵↑

#### **LOCATION D** (Bike/ped path and Wyoming Rd.)

7. SB South Bikeway  
↑ UD Ag Campus 1.6 mi  
↑ ECG (northbound)  
↵ Hall Trail  
UD East Campus 0.6 mi→  
↔ East Bikeway\*  
ECG (southbound)\*→  
↑

8. NB South Bikeway  
↵ UD East Campus 0.6 mi  
↑ Central Loop Bikeway 0.7 mi  
↑ Downtown (E Main) 0.8 mi  
↑ State Park & Trails 3.5 mi  
↔ East Bikeway\*  
↵ ECG (southbound)\*  
↑

#### **LOCATION E** (Bike/ped path and UD Ag crossing)

9. SB South Bikeway  
UD Ag Campus 0.9 mi→  
↑ UD STAR Campus 1.7 mi

10. NB South Bikeway  
↵ UD Ag Campus 0.9 mi  
↑ Central Loop Bikeway 1.4 mi  
↑ Transit Hub 1.4 mi  
↑ Downtown (E Main) 1.5 mi

#### **LOCATION F** (Bike/ped path and Rt. 4)

11. SB South Bikeway  
↵ ECG  
UD STAR Campus 1.2 mi→  
↑

12. NB South Bikeway  
↵ UD STAR Campus 1.2 mi  
↑ Central Loop Bikeway 1.9 mi  
↑ Transit Hub 1.9 mi  
↑ Downtown (E Main) 2.0 mi  
↑ State Park & Trails 4.7 mi  
↵ ECG  
↑

13. EB South Bikeway  
↵ Central Loop Bikeway 1.9 mi  
↵ Downtown (E Main) 2.0 mi  
↵ State Park & Trails 4.7 mi  
↵↑ ECG  
↔

14. WB South Bikeway  
↵ Central Loop Bikeway 1.9 mi  
↵ Downtown (E Main) 2.0 mi  
↵ State Park & Trails 4.7 mi  
↵ ECG  
↔

#### **LOCATION G** (Bike/ped path 1/4 mi before I-95 underpass)

15. SB South Bikeway

16. NB South Bikeway

#### **LOCATION H** (Bike/ped path and Old Baltimore Pike)

17. SB South Bikeway  
END

18. NB South Bikeway  
↑ Central Loop Bikeway 3.3 mi  
↑ Transit Hub 3.3 mi  
↑ Downtown (E Main) 3.4 mi  
↑ State Park & Trails 6.1 mi  
BEGIN

19. EB South Bikeway  
↵

20. WB South Bikeway  
↵

\*order later with East Bikeway signage

## LOCATION A SIGN

1. EB



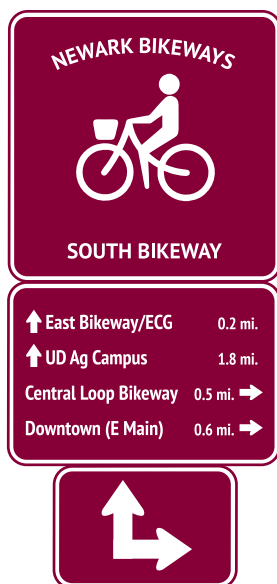
## LOCATION B SIGN

2. EB

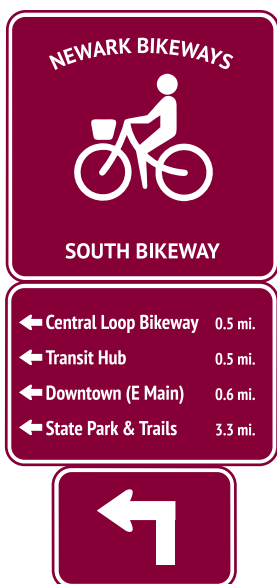


## LOCATION C SIGNS

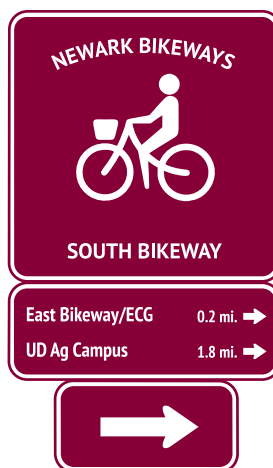
3. SB



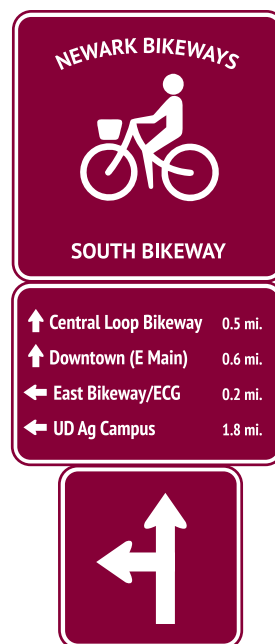
4. NB



5. EB

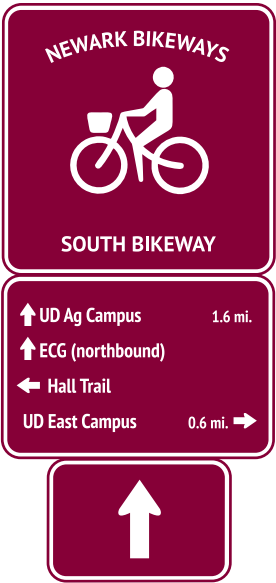


6. WB

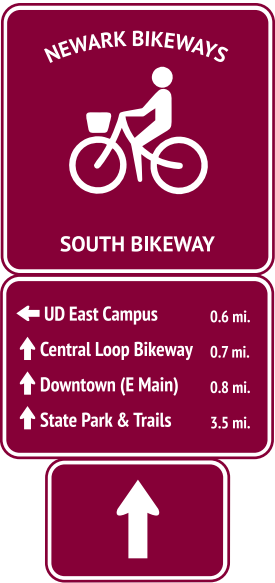


# LOCATION D SIGNS

7 SB



8. NB

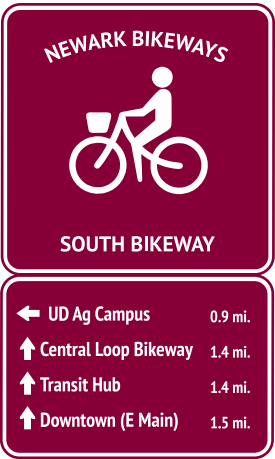


# LOCATION E SIGNS

9. SB

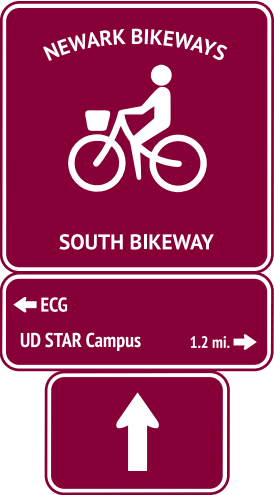


10. NB

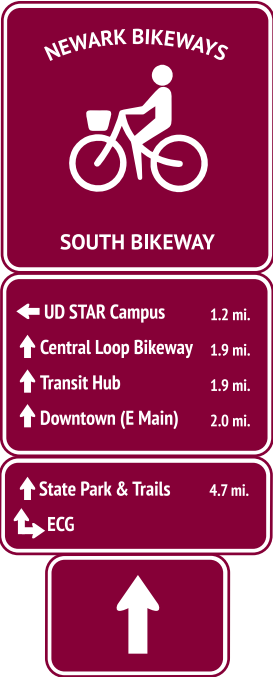


# LOCATION F SIGNS

11. SB



12. NB



13. EB



14. WB



# LOCATION G SIGNS

15. SB



16. NB



# LOCATION H SIGNS

17. SB



18. NB



19. EB



20. WB

