

**STREETS AND TRANSPORTATION COMMITTEE  
CITY OF REHOBOTH BEACH**

**February 8, 2011**

The Streets and Transportation Committee Meeting of the City of Rehoboth Beach was called to order at 10:00 a.m. by Co-Chair Pat Coluzzi on Tuesday, February 8, 2011 in the Commissioners Room in City Hall, 229 Rehoboth Avenue, Rehoboth Beach, DE.

**ROLL CALL**

Present: Kathy Osterholm, John Gauger, Co-Chair Pat Coluzzi, Jim Ellison, Dennis Diehl

Absent: Co-Chair Dennis Barbour, Cindy Lovett, Lorraine Zellers

**APPROVAL OF MINUTES**

Minutes of the August 20, 2010 and November 19, 2010 Streets and Transportation Committee Meeting were distributed prior to the meeting. Minutes of the July 16, 2010 had previously been approved at the November 19, 2010 Meeting.

Dennis Diehl made a motion, seconded by John Gauger, to approve the August 20, 2010 Streets and Transportation Committee minutes as written. Motion carried unanimously.

Dennis Diehl made a motion, seconded by Kathy Osterholm, to approve the November 19, 2010 Streets and Transportation Committee minutes as written. Motion carried unanimously.

**CORRESPONDENCE**

There was none.

**Update on State grant for pedestrian and bicycle lane study.**

Co-Chair Pat Coluzzi informed the Committee members that the grant has been received from the State, and it is anticipated that monies in the amount of \$100,000.00 will be received which is less than what was originally applied for. Originally, the grant included the pedestrian/bicycle master plan at \$85,000.00, complete streets policy at \$30,000.00, three-phase LED replacement lighting plan at \$11,000.00, acquisition and installation of 105 replacement LED pedestrian lights at \$68,000.00, and public outreach and educational brochures at \$20,000.00. Pat and Co-Chair Dennis Barbour had decided that \$100,000.00 would be spent towards the pedestrian/bicycle master plan in the amount of \$85,000.00; and the remaining \$15,000.00 would be spent towards putting LED lights in the Convention Center parking lot. City Manager Greg Ferrese has signed the grant application and is waiting for final approval from the State. An overview of the scope of work has been provided by Johnson, Mirmiran & Thompson (JMT) in regard to the pedestrian/bicycle master plan. JMT will perform interviews with community representatives from the City, Rehoboth Beach/Dewey Beach Chamber of Commerce, Main Street, businesses, residents, DelDOT, and pedestrian and bicycling advocacy groups such as the Delaware Bicycle Council and will be appointed by the City Commissioners. The scope also includes the need to define a pedestrian/bicycle policy for the City, goals and objectives; reference current federal and City pedestrian/bicycle laws, guidelines and requirements; identify needed additions and revisions to City guidelines and standards including pedestrian and bicycle facilities; and identify safety measures for pedestrian and bicycles. Pat will forward the scope to Committee members. It was suggested that JMT be invited to the Committee's next meeting for discussion. Kathy suggested that JMT's study should be done in the middle of summer because if it is done now there will be a false impression that there are not many bicycles in the City. Pat noted that potentially the crosswalk issues would be part of the master plan and can be discussed with JMT.

**Discussion of next steps for grant.**

Other than what was previously discussed in regard to the grant, there was nothing further to report.

**Discussion of status of task assignments.**

**Bikes.**

The proposed bikeway/walkway route will be deferred until the meeting when JMT is present.

### **Circle Issues.**

John had noticed that a lot of work was being done at the circle, and he asked if Sposato has followed any of the suggestions made by the Committee. Pat said that when Sposato does the plan for summer, the plantings will be an issue. Sposato should be invited to attend a Committee meeting prior to spring 2011. In the past, Greg Ferrese has given Pat latitude to talk with Sposato and make suggestions as to plantings. Kathy said that now would be a good time to suggest transplanting of the permanent plants before the plants produce buds. Jim Ellison suggested that a quick contact with Sposato might be in order to tell them that rotating or removing the rose bushes at the circle will be necessary. Sposato will be contacted in regard to availability for attendance at the upcoming Committee meeting..

### **Sidewalks.**

Kathy provided clarification to some of the questions that were raised at the November meeting. She had spoken with Greg Ferrese and Terri Sullivan regarding sidewalks; and her understanding was that the sidewalks are identified as to which need repair by City workers or by someone turning in a report. No one actually walks and does a block-by-block survey. According to Terri, Walter is sent to check on whether or not the sidewalk is disruptive, etc. and what the known cause is. Building & Licensing sends a letter to the property owners indicating that something needs to be corrected. Apparently there is not a specific timeframe. Usually within 20 days, another letter is sent. The impression that Kathy got was that it depends upon the response of the homeowner. Sometimes Terri hears back from the homeowner very quickly. All of the follow-through stages are difficult because there is a constant influx of new permit applications, new jobs, etc. Building & Licensing tries very hard to keep up with who does and does not take care of whatever needs doing. The reality of the situation is that very frequently things just do not get done, and homeowners have threatened to file suit, etc. Some homeowners have been polite in taking care of what needs to be done, and others have been obnoxious to Building & Licensing personnel. Building & Licensing has record of letters and contacts, but enforcement is difficult with a limited number of staff. Pat thought that good guidance will be gotten from the bicycle/pedestrian master plan regarding sidewalks. Interconnectivity is part of the Comprehensive Development Plan (CDP); and once the master plan is written, it will come to the City Commissioners. The master plan may carry some weight and as a policy, the City Commissioners can enforce it whether people like it or not. Kathy said it is unfortunate that all of the committees within the City can go to such extreme efforts to make good policies and rules; but when it comes to consistent enforcement of the policies that have been put into place, it all falls apart. Pat said that this may be something to discuss with JMT; and another person may be needed to take care of the issues of enforcement. The Commissioners have put money in the proposed budget for a part-time person to work between 6:00 p.m. and 2:00 a.m. during the summer months to basically police some signs because there is a real problem with businesses and signs. The job duties for this individual have not been totally defined yet. It is possible that the City would have somebody that could do this on a part-time basis.

Dennis Diehl asked if a homeowner is responsible if someone were to trip on a residential sidewalk. Pat said that it is the homeowner's responsibility to maintain the sidewalk. Kathy had been told that if someone tripped outside her house and she had never been notified that her sidewalk was a problem, then it becomes the City's responsibility. If there is a paper trail regarding notification about the sidewalk and it was not fixed, then it is the homeowner's responsibility. Regular routine walks throughout the City are needed. Dennis said that it is a good reason to notify them even if they are not going to repair the sidewalk to limit the City's liability. Pat said that a grant has been received to do an inventory of all the City trees. There were recommendations for some trees to be removed and pruned. In a situation where the City owns the tree and it is causing a problem with the sidewalk, then it is the City's problem. Pat and Dennis Barbour believe that the City should pay for all the sidewalks, but the rest of the Commission believes it should be the homeowner's responsibility. The Commissioners are pursuing additional grants, and there may be the possibility of receiving monies for replacing sidewalks.

### **Discussion of next steps for task assignments.**

The next steps for task assignments will be deferred until after meeting with JMT and Sposato. Kathy asked if there is a need to have a more thorough report as to how many letters have been sent out regarding sidewalks, how many letters have been followed up on, etc. Given the situation the way it is, it is very difficult to follow through just by the nature of the number of personnel and follow up. Pat said that this is actually a part of the grant. JMT will be interviewing Building & Licensing for information.

**Other Business**

There was none.

**Set next meeting.**

The next meeting has been scheduled for February 22, 2011 at 10:00 a.m. Sposato will be placed on the agenda along with the possibility of JMT.

There being no further business, Co-Chair Pat Coluzzi declared the meeting adjourned at 10:40 a.m.

**Respectfully submitted,**

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**(Ann M. Womack, City Secretary)**

**MINUTES APPROVED ON  
MARCH 1, 2011**

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**(Dennis Barbour, Co-Chair)**

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**(Pat Coluzzi, Co-Chair)**