



**City of Oakland, Bicyclist & Pedestrian Advisory Commission**  
**Final Minutes from the October 15, 2015 meeting**  
**City Hall, 2<sup>nd</sup> Floor, Sgt Daniel Sakai Hearing Room (aka Hearing Room 4)**

Meeting agenda at <http://www2.oaklandnet.com/oak050728>

Meeting called to order at 6:02pm by BPAC Chair, Christopher Kidd.

**Item 1. Roll Call/Determination of Quorum/Introductions**

At roll call, quorum was established with the following six Commissioners present: Ryan Chan, Christopher Kidd, Robert Prinz, Midori Tabata, Rosa Villalobos, and Kenya Wheeler. Absent: Chris Hwang (excused), Fred McWilliams (excused), Royston Taylor. Introductions were made.

- Other attendees (who signed in): Robert Fearman, Sarah Fine, Amanda Leahy, Margaret Livingston, Phoenix Mangrum, Fionz Ruddy, Sahar Shirazi, Scott Amundson, Mike Alston
- Staff: Jennifer Stanley, Iris Starr, Bruce Williams

**Item 2. Approval of meeting minutes**

- A motion to **adopt the Bicyclist & Pedestrian Advisory Commission meeting minutes from September 17, 2015** was made (Tabata), seconded (Prinz), and passed unanimously. (Adopted minutes online at [www.oaklandbikes.info/BPAC](http://www.oaklandbikes.info/BPAC).)

**Item 3. Open Forum / Public Comment**

Bob Fearman stressed that bike lanes are needed on Park Blvd above the Leimert Bridge. Jennifer Stanley responded that there is a plan for this under development.

**Item 4. Caltrans Sustainable Transportation Planning Grants**

Bruce Williams, Senior Transportation Planner, explained that applications for this fund source are due at the end of this month. The grants pay for community involvement, planning, and conceptual design (no engineering or construction), up to \$500,000. Past awards to the City from this source include those for Laurel Access to Mills, Maxwell Park & Seminary Avenue (LAMMPS), International Blvd Transit Oriented Development, and Harrison/Oakland.

This year, the City is planning to submit an application for one project to improve neighborhood connections in East Oakland to BRT on International Blvd and the greenway on San Leandro St.

**Summary of discussion:**

- The applications are awarded points and ranked as follows: 25% for project description; 25% for project justification; 50% for scope and work plan.
- Bike East Bay received a Bikes Belong grant for work in East Oakland and can share information from that experience.
- This funding for community work will build on existing efforts (past and future) such as for BRT, BikeShare, CarShare, etc.
- There are a lot of schools in the area, and industrial nature of the neighborhood creates conflicts that this grant can help address
- Staff acknowledged that this grant application should have been presented to BPAC sooner.

- A motion to **empower the BPAC Chair and Vice-Chair to write a letter in support of the project, upon disclosure of more details** was made (Tabata), seconded (Wheeler), and passed unanimously.

#### **Item 5. Bi-annual bike project status overview**

Jennifer Stanley, Bicycle & Pedestrian Facilities Coordinator, gave an overview of the map and charts attached to the agenda, which is presented to BPAC every six months. She explained that the charts include 75 separate projects, and asked for questions, and for the group to prioritize projects for BPAC design review.

#### **Summary of discussion:**

- Whether a project includes paving is not indicative of the likelihood of delivery by the anticipated implementation date.
- BPAC & staff could consider adopting a set of criteria by which projects could be filtered and flagged for BPAC review, a more systematic approach to BPAC design reviews that would reduce the likelihood of “important” projects being overlooked or advancing to late stages of design without BPAC review.
- The following projects were requested to be presented for design review
  - 3<sup>rd</sup> St/Mandela Pkwy
  - San Leandro St
  - Park Blvd
  - Road diet spot fixes
  - AC Transit’s International Blvd/BRT project. (This project is at 100% design, and is scheduled to be presented to the Commission on Disability on Monday, October 19, 2015, at 5:30 pm, but could be brought to BPAC as well in November if desired.)
- It was noted that the date on the charts was incorrectly listed as April (but should’ve been October), and that entries in the column indicating BPAC review weren’t accurate. A request was made to add a key to the Projects by Others page to spell out the responsible agencies.
- The establishment of a design review committee was discussed. A request to make all plans publicly available, maybe online, was made. Staff will explore this and expressed concern about version control.

#### **Item 6. Standing updates**

**Department of Transportation:** Iris Starr, Transportation Planning & Funding Manager, said there was no update for this month and none expected in November either.

**BPAC appointments:** There will be three commission vacancies as of January 2016. Staff hasn’t yet received direction from the Mayor’s office on the process to fill those vacancies in a timely manner. Therefore, staff is proposing that the City’s “generic” commissioner application (see handout) be used and distributed to BPAC list ASAP with a request for applications and resumes to be submitted with a two-week turnaround time. BPAC expressed a desire to review applications.

- A motion to **create a committee that would receive BPAC commissioner applications and bring recommendations to the BPAC in November** was made (Kidd), seconded (Chan), and passed unanimously.

The committee was formed to include Commissioners Wheeler, Tabata, and Chan, who may recruit members of the public. The committee will bring recommendations to the November meeting, which may or may not include a voting process. Commissioner Kidd also agreed to speak with Mayor’s Office about the recruitment process.

### **Item 7. Strategic Plan & Policy Goals Committee Report/Discussion**

This item should have been scheduled in November. Committee lead Sahar Shirazi explained that the document is being updated in time for November meeting. Iris offered support in vetting recommendations to make sure they are realistic—a Google doc will be shared with staff. Commissioner Chan asked that the committee include a recommendation on how to standardize presentations to the BPAC.

### **Item 8. Three month look-ahead, suggestions for meeting topics, announcements**

Two items have been added for November (as per above): BPAC applications review & Strategic Plan & Policy Goals report. The 2<sup>nd</sup> project is somewhat associated w/ the Strategic Plan. Staff needs to recommend how City will bring grant apps to the BPAC.

Requested presentations:

- Pedestrian Master Plan
- Downtown Specific Plan
- Discussion of Caltrans guidance for Class IV protected bikeway designs (based on their release in early 2016)
- Off-street parking requirements (note that there are two community meetings this month re: off-street parking, plus downtown plan charrettes later this month)
- One Bay Area Grants in December (since the call for projects is in January 2016)

Announcements

- The City was awarded a \$4 million ATP grant from MTC for Telegraph Ave Complete Streets Project (an application that received 100 out of 100 points). (The City also received an ATP grant from the state for the 20<sup>th</sup> St project, as announced last month.)
- Construction notices re: the Telegraph Ave paving (and protected bike lanes) have been posted, with paving starting next week.
- A presentation on BRT will be made to the City's ADA Commission on Monday (see above).
- Bike East Bay's Advocacy Director is offering one hour training on Tuesday, at 6pm for newish commissioners.
- The City will not be applying for a grant that was announced on October 14 with a due date of October 19.
- Five new bike corrals have been installed.
- Bike East Bay released a new newsletter and their annual Biketopia party is on November 12.
- [someone ...???] is sponsoring a walking tour next Friday.
- There is a new monthly car free happy hour tonight at Telegraph Beer Garden, 2318 Telegraph Ave, 5-9pm.
- The 2<sup>nd</sup> Saturday of November, Oakland Urban Paths is conducting a walk along the Oakland waterfront.

Meeting adjourned at 7:35pm.

### **Attachment**

City of Oakland Boards and Commissions application form

Minutes recorded by Jennifer Stanley, City of Oakland Bicycle & Pedestrian Facilities Coordinator, emailed to meeting attendees for review on October 16, 2015, with comments requested by 5pm, Monday, October 26, to [jstanley@oaklandnet.com](mailto:jstanley@oaklandnet.com). Revised minutes were attached to the November 2015 meeting agenda and adopted at that meeting.

# CITY OF OAKLAND BOARDS AND COMMISSIONS APPLICATION



Name: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Type of Employment: \_\_\_\_\_

Employer: \_\_\_\_\_

Work Phone: \_\_\_\_\_

Work Address: \_\_\_\_\_

Board or Commission you wish to serve on: \_\_\_\_\_

Why do you wish to serve as a member of the Board/Commission? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

What experience do you have in this topic area? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Experience serving on Boards and/or Commissions: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Approximate hours available per month to spend on Board/Commission activities: \_\_\_\_\_

Organizational Memberships: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Volunteer Activities: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please list two references with telephone numbers: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Note: Personal information submitted (including home address and telephone number) is kept confidential