CITY OF OAKLAND

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Bicyclist and Pedestrian Advisory Commission, Monthly Meeting
Thursday, December 17, 2015; 6:00-8:00 pm
City Hall, 2nd Floor, Sgt Daniel Sakai Hearing Room (aka Hearing Room 4)

Commissioners
Ryan Chan, Chris Hwang, Christopher Kidd, Fred McWilliams, Robert Prinz,
Midori Tabata, Royston Taylor, Rosa Villalobos, Kenya Wheeler

AGENDA

Time	Item #	Topic
6:00	1	**Roll Call/Determination of Quorum/Introductions** (5 minutes)
6:05	2	**Approval of meeting minutes** *Attachment* (5 minutes)—Seek motions to adopt the November 2015 BPAC minutes.
6:10	3	**Open Forum / Public Comment** (10 minutes)—Members of the public may raise or comment on an issue within BPAC's subject matter jurisdiction (other than what is on the agenda).
6:20	4	**Bike Share update** (30 minutes)—Carlos Hernandez, Bike Share Coordinator for the City of Oakland, and Paolo Cosulich-Schwartz, Outreach and Communications Manager for Motivate, will provide updates on the bike share program's siting and engagement process, outline key dates for council meetings, and request formal support for the bike share program from the BPAC.
6:50	5	**Pedestrian Master Plan update** *Attachment* (30 minutes)—Christina Blackston, Pedestrian Program Fellow, and BPAC/Pedestrian Advisory Group members Midori Tabata, Chris Hwang, Rosa Villalobos, and Ryan Chan will report on the work completed on the Pedestrian Master Plan and share future steps. Formal support for the advancement of the project process will be requested.
7:20	6	**Strategic Plans & Policy Committee Final Report** *Attachment* (10 minutes)—Members of the BPAC Strategic Plans & Policy committee will ask for adoption of the Final Report.
7:30	8	**Chair's Annual Report to the Public Works Committee** (10 minutes)—BPAC Chair, Christopher Kidd, will share an outline of a report to the PW Committee on BPAC activities in 2015.
7:40	9	**DOT update, three-month agenda look-ahead, suggestions for meeting topics, announcements** *Attachment* (20 minutes)

Agenda online at: www2.oaklandnet.com/n/OAK050730

This meeting is wheelchair accessible. To request materials in alternative formats, or to request an ASL interpreter, captioning, or assistive listening device, please call Adriana Mitchell 238-5219 (V) or 238-2007 (TTY) at least three (3) business days before the meeting. Please refrain from wearing scented products to this meeting so persons who may experience chemical sensitivities can attend. Thank you.

This meeting will follow Robert's Rules of Order (see http://www.robertsrules.org/rulesintro.htm).
For more information, please call (510) 238-3983 or email **bikeped@oaklandnet.com**.

City of Oakland, Bicyclist & Pedestrian Advisory Commission
Minutes from the November 19, 2015 meeting
City Hall, 2nd Floor, Sgt Daniel Sakai Hearing Room (aka Hearing Room 4)

Meeting agenda at http://www2.oaklandnet.com/oak050729

Meeting called to order at 6:06pm by BPAC Chair, Christopher Kidd.

Item 1. Roll Call/Determination of Quorum/Introductions
At roll call, quorum was established with all Commissioners present. Introductions were made.

- Other attendees (who signed in): Angela Gennino, President of Golden Gate Community Association. Cathy Leonard Co-Chair of Santa Fe Community Association & Neighbors, Scott Amundson, Dianne Yee, Phoenix Mamgrum, Will Roscoe, Jame Ervin
- Staff: Jennifer Stanley, Jason Patton, Bruce Williams, Christina Blackston, Gus Amirzehni, Nader Rabahat

Item 2. Approval of meeting minutes

→ A motion to ***adopt the Bicyclist & Pedestrian Advisory Commission meeting minutes from October 15, 2015*** was made (Tabata), seconded (McWilliams), and passed with one abstention (Hwang). Adopted minutes online at www.oaklandbikes.info/BPAC.

Item 3. Open Forum / Public Comment—> *see attached letter to BPAC.*
Ian MacDonald, Bike East Bay, reported that there is often debris on Grizzly Peak Blvd posing a potential hazard to bicyclists, but there is no regular sweeping on that street. He said that past attempts to get OPW to sweep have not been very successful: the street was once partially swept, but it occurred "after an amazing amount of effort." Ian reported that Council Member Dan Kalb's office requested that the street be added to the regular schedule during months with a fifth weekday, but that doesn't seem to have occurred. Ian asked for the BPAC help getting the street swept.

Item 4. Report on the Laurel Access to Mills, Maxwell Park & Seminary Avenue (LAMMPS) Project —> *see attached Powerpoint presentation.*
Gus Amirzehni and Nader Rabahat with Public Work's Engineering Design and Right-Of-Way Division presented the conceptual design for bike/ped improvements along MacArthur Blvd, High St to Richards Rd, one outcome of a prior community-based planning process known as LAMMPS. Last week, City Council approved award of a contract to BKF (engineering firm) to design the project. The scope includes bike lanes, two traffic signals, slurry seal, landscaping, trees, and a section of new sidewalk.

The City has nine months to complete the design and then the City will submit to Caltrans for approval. [NOTE: The design is funded by Measure B Local Streets & Roads, a local match to a $3.6 million ATP grant awarded to the City in 2015.] Comments/discussion:

- The conceptual design for the bikeway just east of High St (more or less the current condition) doesn't sufficiently address the speeding or geometric issues. As evidence, some bicyclists divert from the existing bikeway and take the underpass which, its current configuration, is uncomfortable/dangerous. The City should consider working with Caltrans to remove one of the two on-ramp lanes just east of High St (consistent with Caltrans' stated goals). Also, consider: adding a bus boarding island and routing cyclists through the tunnel instead of the bike plan proposal which is onto MacArthur Blvd.

- Follow City bike lane width allocations developed by bike/ped program.
- Consider a protected bike lane west of Enos Ave.
- The Commissioners were otherwise supportive of concept plans.

The Chair requested that staff bring the design back to the BPAC when BKF has 35% design to share. Gus explained that the project can't change a lot from what has already been funded (in terms of cost, timeline and scope), but will see what can be done to address the issues raised by the BPAC.

Item 5. Bicycle Master Plan (BMP) update, draft scope
Jason Patton, OPW Bicycle & Pedestrian Program Manager, explained that the agenda item would not be about the RFP scope as originally intended. Instead, the City was now seeking very general input on what BPAC would like to see in a new/updated BMP. The City must update its bike plan every 5 years, so this soon-to-be underway process must be completed by December 2017 (five years after latest Council reaffirmation in Dec 2012). Jason gave an overview of the City's BMP, BPAC past involvement, and state and county requirements. Comments/discussion:

- Contextualize the bikeway network. Jason explained that options include bikeway types/rankings vs network connections w/ performance measures.
- Cathy Leonard asked about public review and suggested that project managers be more familiar with the projects they manage, such as making site visits.
- Include mode share targets, prioritize gap closures, include vision zero type policies, and identify, prioritize, fund maintenance.
- Improve communications.
- Identify areas of the City where few of the proposed bikeways have been constructed and figure out how to build those.
- Get input on policies (e.g. signal timing along bike routes).
- Will Roscoe reported that in Teton County, WY, there is a policy that funds a mile of bike path for every new street mile paved.
- Include a policy that requires every bikeway street on the five-year paving plan to include the proposed bikeway.
- Conduct traffic counts.
- Reflect what has changed demographically since the 2007 plan.
- Cathy Leonard suggested that bike boulevards be included. (Jason said they will be.)
- Improve bike parking. Street plus residential. Add more bikestations.
- Jame Ervin suggested that bikestations be open after hours and on weekends.

Item 6. Strategic Plan & Policy Committee report
BPAC Chair Christopher Kidd reported that the draft report reflects consensus among committee members and was submitted to staff. It will be circulated to the commission before potential adoption at the December meeting.

Item 7. Discussion on City's timeline for funding application submittals—> *see attached handout.*
Bruce Williams, Senior Transportation Planner, shared a matrix of transportation grant fund sources that included likely application dates, approximate funding amounts, and other information. He noted that the schedule for the One Bay Area Grant (OBAG) grant program was a little uncertain and that the affordable housing grant program (AHSC) is funded by revenues from California's cap and trade program, which can fund bike/ped improvements within a ½ mile radius as well as bike/ped programs. He noted that the City recently learned that all four recently-submitted HSIP applications were funded, all of which are complete streets oriented. Comments/discussion:

- Bring the following grant applications/proposals back to BPAC for review: HSIP, OBAG, Measure BB discretionary.
- For AHSC, the Housing Department has identified likely projects; once OPW knows the proposed projects, work on the proposals may begin. Subsidized bike share (and other TDM elements) are eligible.
- The BPAC may wish to form a committee to review grants since grant deadlines don't always dovetail well with meeting schedules.
- Will Roscoe asked about the constraints that prevent Oakland from getting more grants. Staff resources to develop projects and deliver projects (a challenge after the end of Redevelopment, which had filled that role in the past).
- Staff should make the grants calendar, and information about other projects, more publicly accessible (on the web).

Item 8. BPAC Commissioner application review and recommendation
The BPAC committee assigned to review commissioner applications and make recommendations included Commissioners Ryan, Wheeler, and Tabata. The committee reviewed the nine applications received, felt that the two incumbents that applied were well qualified, and gave both the top rank (misprinted in the agenda). The next recommended candidate was Reggie Burnette (whose Council District is #6, also misprinted in the agenda). All applications have already been forwarded to the Mayor's office.

→ A motion to ***forward the committee recommendation to the Mayor*** was made (Hwang) and seconded (Prinz), and passed with two abstentions (Kidd, Villalobos).

Cathy Leonard recommended Yuri Jewett, one of the nine applicants.

Item 9. DOT update, three month look-ahead, suggestions for meeting topics, announcements

DOT update: no news.

Three-month look-ahead
Jennifer Stanley, Bicycle & Pedestrian Facilities Coordinator, explained that proposed agenda items have have changed since the agenda packet was published. Comments/discussion:

- Add Strategic Plan to December.
- If BPAC wants to review AFSC, which will likely be required in January (to meet deadlines), another item will need to be moved to a different month or the meeting time extended. (There was no discussion of items to defer or delete.)
- Add commissioner officer elections to January.
- Downtown Circulation Study should be presented at the same meeting as the Downtown Specific Plan if possible.

Announcements

- Commissioner Tabata extended thanks to Dave Campbell of Bike East Bay for providing commissioner training and recommends it.
- Commissioner Tabata noted that, since opening, 35,000 people have used the East Bay Greenway, 60% of them pedestrians.
- Commissioner Tabata reported that the recent BRT presentation to the Mayor's Commission on Disabilities was really specific to the disability community. Presenters were unable to answer questions about lane widths, for example.

- Commissioner Prinz announced a “brown bag” on protected intersections at the Bike East Bay office tomorrow noon.
- In response to an inquiry about the completion of the Telegraph Ave bikeway project, Jason explained that the layout would probably be approved after Thanksgiving, and that the construction timeline could be up to 20 days, since time is needed for the painted islands to dry. Crosswalks and other elements may be installed first.

Meeting adjourned at 8:19p.

Attachments *(to be appended to adopted minutes)*

- Letter to BPAC
- LAAMPS Powerpoint
- Discretionary Grants Calendar

Minutes recorded by Jennifer Stanley, City of Oakland Bicycle & Pedestrian Facilities Coordinator, emailed to meeting attendees for review on November 24, 2015, with comments requested by 5pm, Tuesday, December 1, to jstanley@oaklandnet.com. Revised minutes will be attached to the December 2015 meeting agenda and considered for adoption at that meeting.

Pedestrian Master Plan Summary
Bicyclist and Pedestrian Advisory Commission
Thursday, December 17, 2015

Overview

The City of Oakland is required to update its Pedestrian Master Plan every five years in order to comply with the Alameda County Transportation Commission's eligibility requirements to receive Measure B and Measure BB funding. The previous Pedestrian Master Plan was adopted in 2002. The purpose of this current Pedestrian Master Plan update is to develop a priority list of projects and programs and an accompanying implementation plan to improve walking conditions throughout Oakland across a five-year timeframe.

Community Process

The planning process for the Plan is being guided in part by a Technical Advisory Committee (TAC) and a Pedestrian Advisory Group (PAG). The TAC includes governmental and related stakeholders and the PAG includes representatives from the City's Bicycle & Pedestrian Advisory Commission, disabled and senior communities, schools, and community groups, among others. Additionally, over 570 responses were received from an online survey of residents, workers, and visitors who provided feedback on the needs and concerns of pedestrians in Oakland. Finally, the Plan team is attending community meetings in communities whose voices were underrepresented through the survey process and/or have had high pedestrian-vehicle collision rates.

Planning Process

The Plan will contain the following chapters:

Timeframe	Plan Chapter	Description
May – June 2015	Existing Conditions	This chapter reports on the current state of walking Oakland, containing information and analysis regarding: • Pedestrian-vehicle collision data • Key pedestrian destination and commute data • Pedestrian facility data • Connectivity of the pedestrian network • Community input • Related planning efforts • City practices and policies that affect walking
September 2015	Vision & Goals	This chapter describes a five-year vision for a walkable Oakland. The following goals have been established through input from the TAC, PAG and

		community members: • Reduce collisions involving pedestrians • Reduce crime against pedestrians • Create equal walking environment citywide • Encourage walking by vulnerable populations • Make walking the most attractive mode for short trips
October – November 2015	Recommendations	In order to realize the Vision & Goals this chapter will provide a five-year work plan in the areas of: • Safe crossings and speed reduction • Walkability • Programs (e.g., Safe Routes to Schools) • Data collection for decision-making • Policies
January 2016	Implementation Strategy	In order to implement the Projects & Programs, this chapter will make recommendations regarding: • Funding • Project phasing • Staffing • Policy changes to facilitate implementation

The preparation of the final plan document will go through several iterations, including

- Administrative (internal) draft
- Draft for public review
- Draft final version for formal approval
- Final adopted document

Work on the Pedestrian Master Plan began in April 2015 and an internal draft is expected in February 2016. The final version is anticipated for adoption in April 2016.

The Oakland BPAC envisions a City where:
Walking and bicycling are healthy transportation options that are safe, comfortable, and easily available to residents of all ages, genders, abilities, and backgrounds in all neighborhoods of Oakland. Seamless, accessible transportation networks connect people to all destinations, including transit. Traffic fatalities on City streets have been eliminated and collision injuries are rare for all modes of travel. Neighborhoods are fully engaged in improvements to their streets and have developed productive and trusting relationships with City staff. Complete streets projects facilitate safety, health, and vibrant economic revitalization throughout the City. Cross-agency cooperation is fully integrated to complete transformative projects for communities. Innovative transportation projects are funded, planned, and constructed with full efficiency, transparency, and accountability. Oakland has become nationally recognized for safe, healthy transportation and Complete Streets.

In order to achieve these goals and implement these policies, the BPAC, City Council, and City staff must coordinate with and assist each other. ***BPAC can help achieve specific outcomes for the City, including assistance in:***

- *Making projects more competitive for funding*
- *Ensuring that funded projects are more inclusive*
- *Aligning projects across groups*
- *Creating a "ready" project pipeline*

BPAC will work with City staff to improve projects currently within scope of Bike Ped Plans, ensuring consistency with City goals and policies, as well as goals described below. BPAC will also engage in development of new Bike Ped plans, embedding goals in to project list. Working within current constraints while improving future parameters, the BPAC hopes to establish the vision for a safe, connected, multi-modal city. Oakland can reach this vision by pursuing the following goals and policies, with the listed support:

Goal*: Ensure all potential projects align with City priorities and policies, and are the best potential projects to move forward.*

- ***Policy toward goal****: Subject all potential projects to a BPAC scorecard, including conformance with the Complete Streets policy, consistency with City plans & policies, cost/benefit analysis, safety impacts, public health impacts, mode-shift impacts, economic benefits, etc. Evaluate proposed projects in relation to city policies and priorities*
- ***Policy toward goal:*** *Increase coordination, communication, and sharing of best practices with partner agencies and contractors for public works (BART, AC Transit, MTC, ACTC, ABAG, CalTrans, PG&E, EBMUD, etc).*
- ***Policy toward goal:*** *Train all project managers and design staff in best practices for Complete Streets design, including NACTO. Ensure all street construction in Oakland (including paving schedule) conforms to the City's Complete Streets policy.*
- ***BPAC role in supporting goal:*** *Work with additional support and city staff*

- ***Additional support needed:*** *Utilize area students (UCB, Mills) to work with BPAC to develop scorecard and weighting criteria*
- ***Timeline:*** *UCB Goldman School of Public Policy and Department of City and Regional Planning students and others continually search for capstone projects- sharing a draft proposal with students would be beneficial*
- ***Next steps:*** *BPAC works with city staff to craft proposal for student research and defined roles*

Goal*: Improve relationship between City, partners, and residents to create inclusive, transparent, and efficient processes*

- ***Policy toward goal:*** *Develop outcome-based budgeting and planning for transportation (i.e. Vision Zero) and institute a data-driven decision-making process for transportation budgeting and project development.*
  - ***Strategy toward goal:*** *Align benefits and costs with priorities, including complete streets, safety, health outcomes, etc, as outlined in scorecard*
- ***Policy toward goal:*** *Institute a more equitable system for responding to citizen complaints in underserved communities, subjected to outcome-based measurements.*
- ***Policy toward goal:*** *Provide data, project information, and the decision-making process in a transparent, easily accessible manner (openoakland)*
- ***BPAC role in supporting goal:*** *assist in outreach, coordination with stakeholders, and dissemination of information. Form potential templates and process charts for identified needs (outreach, coordination, complaints, etc). Coordinate with new Oakland DOT Director and staff as the department is created*
  - ***Additional support needed:*** *Oakland DOT*
  - ***Timeline:*** *dependent upon DOT timeline*
  - ***Next steps:*** *work with DOT to incorporate into data resource sector of department*

Goal: *Improve project selection, planning, and implementation to ensure most efficient and effective implementation of bike/ped projects and project elements. Apply to current bike ped plans as appropriate and embed in to future bike ped plan*

- ***Policy toward goal:*** *Increase percentage of transportation budget allocated to bicycle & pedestrian projects to match the mode share desired by the City (i.e. at least 20% of funding for 20% mode share).*
- ***Policy toward goal:*** *Establish a project pipeline that can:*
  - *Integrate with the paving schedule to maximize efforts/funding in Complete Streets projects.*
  - *Capture the maximum amount of discretionary funding available from outside sources, get them motivated.*
  - *Allow for successful community outreach and neighborhood ownership of projects*
  - *Utilize Oakland's best staff in their best capacity*
  - *Provide accessibility for all Oakland residents.*

- ***Policy toward goal:*** *Provide staffing levels for Complete Streets implementation that matches a properly established project pipeline.*
- ***Policy toward goal:*** *Share timeline of funding and projects, including repaving schedule, funding deadlines, upcoming projects, and priorities*
- ***BPAC role in supporting goal****: BPAC can improve project selection and coordination by reviewing appropriate projects. City staff should share information early and require that BPAC review projects and potential funding sources- at identification and submission stage- for the following types of projects or project elements:*
    - *ATP*
    - *HSIP*
    - *CTDA*
    - *Measure BB funds, including discretionary measure BB grants available in upcoming fiscal years*
    - *Other bike/ped/complete streets funding as available (such as TIGER)*
- ***BPAC role in supporting goal****: Create a Design Advisory Committee within the Commission that will review projects as warranted, and report back to the larger Commission with recommendations for action. This committee can use a BPAC-developed scorecard to evaluate projects and make recommendations, and provide written recommendations and sketches for projects.*
    - *Committee reports to commission, staff, and developers on recommendations*
    - ***Additional support needed:*** *additional city staff*
    - ***Timeline:*** *Early implementation: Identify/hire a new project development and implementation staff in public works department to identify key, targeted projects, build schedule to meet policy objectives above.*
      long term: Project Development staffer (new hire) and Grants staff identify and obtain funding to pay for staff time for existing planners and/or temporary staff to conduct outreach and identify consensus solutions for Complete Streets projects.
      long term: incorporate duties into new DOT department
    - ***Next steps:***

<u>Goal</u>*: Improve City practices and policies to plan and implement more inclusive, efficient, multi-modal projects with greater geographic equity*

- ***Policy toward goal:*** *Update City guidelines and standards as appropriate toward goals and provide adequate training to staff*
    - ***Strategy toward goal:*** *Revise City CEQA guidelines to replace LOS analysis for traffic impacts with VMT, prioritizing safety improvements through SB 743.*
    - ***Strategy toward goal:*** *Revise City street standards to mandate bike lanes and transit priority for certain roadway typologies.*
    - ***Strategy toward goal:*** *Establish universal guidelines for new development in-line with the Complete Streets policy, i.e., a City adopted Complete Streets guidelines that supersedes rulings from internal city departments. Include community benefits requirements in guidelines, utilizing opportunity to benefit from wealth generation to improve infrastructure*

- ***BPAC role in supporting goal:*** *Assist in revisions and reviews as needed*
- **BPAC role in supporting goal:** BPAC to offer advisory recommendations on Specific Plans and new and updated planning efforts, i.e., Bike Plan, Pedestrian Plan, Complete Streets Plan, Downtown Specific Plan, Freeway Access Plan, etc.
    - ***Additional support needed:*** *encourage and engage DOT with Race and Equity department, create MOU or other framework for collaboration*
    - ***Timeline:*** *as DOT and Race and equity department are formed*
    - ***Next steps:*** *incorporate this goal in to the new race and equity department*

Additionally, ***BPAC would like to propose a mapping project for the City****, with the assistance of graduate students and interns from local universities and local non-profit groups, including Open Oakland, to map citywide data as it relates to bike ped projects, VisionZero, and complete streets. This data would include, but not be limited to:*

- *Responsible staff and departments*
- *Current and upcoming projects*
- *project managers*
- *TIMS data*
- *development stages*
- *repaving schedule*

- *Links to plans*
    - *specific plans*
    - *area plans*
    - *corridor plans*
    - *circulation plans*
- *Vision Zero proposal*
    - *map fatalities*
- *All transportation projects*
    - *Bike facilities (lanes and storage, locks, racks, etc)*
    - *Pedestrian facilities (sidewalks, ped shelters, trails)*
    - *Car share locations, bike share locations*
    - *Any other data related to bike/ped infrastructure*

And would help ensure transparency, equity, and improved, inclusive decision making.

BPAC agenda: three-month look-ahead
as of December 11, 2015

January (meeting length: 1 hour, 35 minutes)

- SB743 (tentative), approach to Downtown Plan CEQA—10 minutes
- Transportation Prioritization Tool + prioritization methods for Grants/Funding, to include Bikeways/ Pedestrian/ Curb Ramps?—25 minutes
- Temporary Traffic Control –10 minutes
- BPAC officer elections—10 minutes

February (meeting length: 3 hours, 5 minutes)

- Downtown Specific Plan—25 minutes
- Parking Plan Update—20 minutes
- AHSC- Sustainable Communities Funding approach update—15 minutes
- Caltrans Guidance for Class IV (tentative)—10 minutes
- 500 Kirkham (tentative)—30 minutes
- Complete Streets update—25 minutes
- Resurfacing update—20 minutes

March

- Development Project
- OBAG applications (if timely)