

# CITY OF OAKLAND



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## **Bicyclist and Pedestrian Advisory Commission, Monthly Meeting Agenda** **Thursday, January 21, 2021; 6:00-8:00 pm** **Teleconference**

BPAC Home Page: [www.oaklandca.gov/boards-and-commissions/bicyclist-and-pedestrian-advisory-commission](http://www.oaklandca.gov/boards-and-commissions/bicyclist-and-pedestrian-advisory-commission)  
Resources for Commissioners: <https://www.oaklandca.gov/resources/resources-for-bpac-members>

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### **Commissioners**

Reginald K Burnette Jr, Andrew Campbell, Grey Gardner, Jesse Jones, Michael Lok, Phoenix Mangrum,  
David Ralston, Patricia Schader, Dianne Yee

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Pursuant to the [Governor's Executive Order N-29-20](#), all participants will join the meeting via phone/video conference and no teleconference locations are required.

### **PUBLIC PARTICIPATION**

To join the meeting:

- To join the meeting by video conference, please click on this link to download Zoom and open the meeting on a computer or smart phone: <https://zoom.us/j/97737225593> at the noticed meeting time.
- To join the meeting by phone, please dial at the noticed meeting time (for higher quality, dial a number based on your current location): US: +1 (408) 638-0968 or +1 (669) 900-6833 or +1 (253) 215-8782 or +1 (346) 248-7799 or +1 (301) 715-8592 or +1 (312) 626-6799 or +1 (646) 876-9923 International numbers available: <https://zoom.us/u/aAoRlVRr9> **Webinar ID: 977 3722 5593**

To comment in the meeting:

- To comment by Zoom video conference, click the "Raise Your Hand" button to request to speak when Public Comment is being taken on an eligible agenda item. You will be permitted to speak during your turn, allowed to comment, and after the allotted time, re-muted. Instructions on how to "Raise Your Hand" are available at: <https://support.zoom.us/hc/en-us/articles/205566129>.
- To comment by phone, please call on one of the above listed phone numbers. You will be prompted to "Raise Your Hand" by pressing \*9 to speak when Public Comment is taken. You will be permitted to speak during your turn, allowed to comment, and after the allotted time, re-muted. Please unmute yourself by pressing \*6.

If you have any questions, please email Noel Pond-Danchik, staff liaison to the commission at [npond-danchik@oaklandca.gov](mailto:npond-danchik@oaklandca.gov).

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<b>Time</b>	<b>#</b>	<b>Topic</b>
6:00	1	<b>Teleconference Protocol/Roll Call/Determination of Quorum/Introductions</b> (10 minutes)
6:10	2	<b>Open Forum / Public Comment</b> (10 minutes) – Members of the public may comment on any issue within BPAC's subject matter jurisdiction. Comments on a scheduled agenda item will be heard with that item. The BPAC's Open Forum Committee tracks Open Forum issues raised by the public. (See <a href="http://tinyurl.com/Oakland-BPAC-OpenForumTracking">tinyurl.com/Oakland-BPAC-OpenForumTracking</a> .) The Committee reviews the public comments on a periodic basis to identify policy issues for discussion by the Commission. To request City services, please contact the City of Oakland Call Center; information at <a href="http://www.oaklandca.gov/services/oak311">www.oaklandca.gov/services/oak311</a> .

- 6:20 3 **Approval of meeting minutes Attachment** (5 minutes) – Seek motion to adopt the December 2020 BPAC minutes.
- 6:25 4 **Nominations & Elections for BPAC Chair and Vice Chair** (10 minutes) – Staff will facilitate nominations and elections for 2021 BPAC Officers, following the process described in BPAC’s By-Laws (<https://cao-94612.s3.amazonaws.com/documents/BPAC-By-Laws.pdf>.)
- 6:35 5 **Commissioner Transition and Committee Appointments Attachment** (10 minutes) – The BPAC Chair will welcome the new commissioners and thank the outgoing commissioners. New commissioners will have a chance to introduce themselves. Commissioners will be given the opportunity to volunteer for, switch, or remove themselves from the Commission’s committees and liaison positions. A list of active committees are included in the agenda packet and at <https://www.oaklandca.gov/resources/bicyclist-and-pedestrian-advisory-commission-bpac-committees-and-liaisons>.
- 6:45 6 **Biannual Paving Update** (25 minutes) – Sarah Fine ([sfine@oaklandca.gov](mailto:sfine@oaklandca.gov)), Complete Streets Paving & Sidewalks Program Manager, will report on implementation of the adopted 2019 3-Year Paving Plan, including an updated schedule for the remainder of the plan. For more about the plan’s progress, see <https://storymaps.arcgis.com/stories/f598b414ab374cb6b8104f932b3cc776>
- 7:10 7 **OakDOT Budget and Organizational Update Attachment** (25 minutes) – Ryan Russo, OakDOT Director ([rrusso@oaklandca.gov](mailto:rrusso@oaklandca.gov)), and Ariel Espiritu-Santo, OakDOT Agency Administrative Manager ([aespiritusanto@oaklandca.gov](mailto:aespiritusanto@oaklandca.gov)), will provide an overview of the current organization including updates to department leadership, the vacancy rate and 2020 accomplishments. Additionally, Mr. Russo and Ms. Espiritu Santo will provide an update on the Fiscal Year 21-23 budget process that is underway. The OakDOT organizational chart is attached.
- 7:35 8 **Committee Report Back Attachment** (10 minutes) – Committees of the BPAC will provide brief updates to the Commission. A list of active committees are included in the agenda packet and at <https://www.oaklandca.gov/resources/bicyclist-and-pedestrian-advisory-commission-bpac-committees-and-liaisons>.
- 7:45 9 **Three-month agenda look-ahead, suggestions for meeting topics, announcements Attachment** (10 minutes)



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Si desea solicitar adaptaciones relacionadas con discapacidades, o para pedir un intérprete en español, Cantonés, Mandarín o de lenguaje de señas (ASL) por favor envíe un correo electrónico a [npond-danchik@oaklandca.gov](mailto:npond-danchik@oaklandca.gov) o llame al (510) 238-4753 o al 711 para servicio de retransmisión (Relay Service) por lo menos cinco (5) días hábiles antes de la reunión. Gracias.

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Để yêu cầu các phương tiện hỗ trợ phục vụ người khuyết tật hoặc yêu cầu thông dịch viên ASL, tiếng Quảng Đông, tiếng Quan Thoại hoặc tiếng Tây Ban Nha, vui lòng gửi email đến địa chỉ [npond-danchik@oaklandca.gov](mailto:npond-danchik@oaklandca.gov) hoặc gọi đến số 711 (với Dịch vụ Tiếp âm) ít nhất năm (5) ngày làm việc trước khi cuộc họp diễn ra.



**City of Oakland, Bicyclist & Pedestrian Advisory Commission**  
**DRAFT Minutes from the December 17<sup>th</sup>, 2020 meeting**  
**Teleconference**

Meeting agenda at <https://cao-94612.s3.amazonaws.com/documents/December-2020-BPAC-Meeting-Agenda.pdf>.

Meeting called to order at 6:02 pm by BPAC Chair, George Naylor.

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

At roll call, quorum was established with eight commissioners present (X). One arrived shortly after roll call (x).

Commissioners	Present
Reginald K Burnette Jr	x
Andrew Campbell (Vice-	X
Grey Gardner	X
Jesse Jones	X
Phoenix Mangrum	X
George Naylor (Chair)	X
Mariana Parreiras	X
Patricia Schader	X
Dianne Yee	X

Introductions were made.

- Other attendees: Jon Bauer, Tim Courtney, Pierre Gerard, Tom Holub, Natalie Mall, John Minot, Robert Prinz, David Ralston, Midori Tabata, Mana Tominaga, Warren Wells, Kenya Wheeler
- Staff: Jason Patton, Noel Pond-Danchik, Megan Wier, KTOP

**Item 2. Open Forum / Public Comment**

- Tom Holub, Chair of the Advisory Board to the Scraper Bike Team, announced that the organization is seeking a new executive director. Champ and RB will continue with the organization, and a new lead is being sought to grow the organization to provide more after school programming.
- Tim Courtney introduced the Safe 8<sup>th</sup> Street Campaign that is advocating for traffic calming to address speeding on 8<sup>th</sup> St in West Oakland.
- Jon Bauer spoke to Telegraph Ave and noted the accumulation of fall leaves in the Temescal, and this is slippery in wet weather. Regarding Telegraph Ave in the KONO, he expressed confusion over two recent surveys that are overlapping and noted that the surveying should be done by an independent party. He also noted that the framing of one survey is likely to skew people's responses. Commissioner Parreiras echoed Jon's concerns regarding the leaves.

**Item 3. Approval of meeting minutes**

- A motion to ***adopt the Bicyclist & Pedestrian Advisory Commission meeting minutes from November 19<sup>th</sup>, 2020*** was made (Parreiras), seconded (Jones), and approved by eight commissioners with Commissioner Campbell abstaining. Adopted minutes online at [www.oaklandbikes.info/BPAC](http://www.oaklandbikes.info/BPAC).

#### **Item 4. Slow Streets Interim Findings Report and Implementation**

Megan Wier, OakDOT Safe Streets Division Manager presented on the Slow Streets program, providing an overview of the Slow Streets Interim Findings Report. She also described the implementation of the Report's recommendations since its release in September, including the use of more durable treatments and new signage, and corridor-level engagement on the future of the program. For more information about the program including the Interim Findings Report, see <https://www.oaklandca.gov/projects/oakland-slow-streets>. The presentation was included in the meeting agenda packet.

##### Summary of Discussion:

- The Essential Places model of rapidly deploying traffic safety improvements should be expanded into an ongoing program. This would enable expedited traffic calming at lower cost. In contrast, Capital Improvement Program (CIP) projects take a long time.
- The Smart Growth America grant was a quick process working with one artist with the intent of being a prototype or visioning process for community collaboration and street art. Work is underway to build capacity with community-based organizations to do more work like this.
- In the neighborhoods that have been more skeptical of Slow Streets, OakDOT is prioritizing the corridor-level outreach to see if residents would like the Slow Streets to continue with more durable materials, or to be removed.
- More durable materials are critical to make the street closures “real”. More durable materials are also important for the ongoing aesthetics – it’s a problem when these treatments age poorly.
- The BPAC can be a resource in connecting with neighborhood councils regarding Slow Streets.
- Deactivating pedestrian push buttons could have been implemented on a much broader scale. For the ones that were deactivated, consider leaving them off after the pandemic ends.
- Slow Streets has provided an important de-emphasis on cars, which has a lot of support in Oakland and is critical to addressing the climate crisis.
- Consider analyzing Oakland Police Department stop data on the Slow Streets. This was a concern raised with the initial rollout that could now be analyzed.
- Consider a process for neighbors to self-organize and play a role in calming their streets.
- DOT staff get kudos for calling out the shortcomings in their initial surveys, that the responses were not representative of Oakland by race and class, and that OakDOT management supported this honesty.

Speakers other than commissioners: John Minot, Robert Prinz, Tim Courtney, Tom Holub

#### **Item 5. Expedited Safety Improvement Legislation Update**

Grey Gardner of the BPAC Legislative Committee led a discussion regarding safety-related legislation previously proposed by the Committee and the Committee's priorities for 2021. He acknowledged the contributions by Commissioners Parreiras, Mangrum, and Naylor and former Commissioner Wheeler. The Committee worked on a resolution to expedite traffic safety improvements and discussed with OakDOT staff about advancing an ordinance for lower speed limits in school zones (as allowed by California State

law). However, City Council has not acted on these discussions or the draft resolution. He asked for the Commission's input on legislative priorities for the Committee in 2021.

Summary of Discussion:

- Slowing traffic in school areas is a priority considering the tragedies at Elmhurst Middle School (98<sup>th</sup> Ave/Cherry St) and Garfield Elementary School (Foothill Blvd/22<sup>nd</sup> Ave).
- One of the founding goals of the Legislative Committee was pursuing structural changes that would enable OakDOT to do its work and do it better. These include 15 mph speed limits around schools, changing the 85<sup>th</sup> percentile rule to allow lower speed limits more generally, and allowing automated speed enforcement.
- Work to eliminate the barriers that are keeping OakDOT from implementing more traffic calming and from doing it more quickly. Can OakDOT staff help the Commission identify these barriers?
- OakDOT is working with other large cities across California on legislative opportunities to prioritize traffic safety, and this is a key focus of the Safe Oakland Streets policy process that OakDOT is currently working on.
- Consider a citywide maximum speed limit to help communicate publicly that certain speeds are unacceptable in Oakland. Speed limits are not self-enforcing, and it is expensive to build infrastructure to bring speeds down, and thus the possible benefit of an easily understood maximum speed limit.
- The City of Oakland currently does not have the authority for automated speed enforcement, but it does have the authority for automated red light running enforcement, and so this should be considered as an option now.

Speakers other than commissioners: John Minot

### **Item 6. 2020 BPAC Chair's Report**

BPAC Chair George Naylor presented the draft 2020 BPAC Chair's Report to the Oakland City Council for the BPAC's review and approval. The draft report was included in the meeting's agenda packet. The meeting presentation for this item is attached to these minutes.

Summary of Discussion:

- In addition to meeting with individual Councilmembers, consider speaking at Open Forum of the City Council to share the report publicly. The report could also be shared with the press.
- The report is being finalized in the context of a looming financial crisis, with an announcement today from City leadership that cost-cutting measures will begin in January.
- Former Chair Tabata along with Commissioners Campbell, Gardner, and Yee praised Chair Naylor for the quality of his recommendations and his leadership of the Commission through a very challenging year.
- Commissioner Naylor expressed his gratitude to the Commission for their work, support, and how much he has learned from his fellow Commissioners.
- Commissioner Campbell presented Chair Naylor and Commissioner Parreiras with Proclamations from Mayor Schaaf in recognition of their service to the Commission. This evening's meeting was the final meetings in their terms as Commissioners.

Speakers other than commissioners: Kenya Wheeler

- A motion to **adopt the 2020 BPAC Chair's Report** was made (Parreiras), seconded (Schader), and approved by eight commissioners with Chair Naylor abstaining.
- A motion to **extend the meeting by 15 minutes** was made (Schader), seconded (Gardner), and approved by consent.

## Item 7. Committee Report Back

Committees of the BPAC provided brief updates to the Commission. A list of active committees is included in the agenda packet. More information including how to get involved with the committees can be found at <https://www.oaklandca.gov/resources/bicyclist-and-pedestrian-advisory-commission-bpac-committees-and-liaisons>.

### Summary of Discussion:

- Infrastructure Committee: Robert Prinz noted the Committee met on 12/3 for a well-attended meeting. Agenda items included AC Transit's Bus Rapid Transit (BRT) project, a Coliseum Transit Village sidewalk project, a new segment of the East Bay Greenway at Coliseum BART, and a proposed project to extend the Lakeside Dr cycle track onto Lake Merritt Blvd. Upcoming items include updates on projects funded by two grant programs: AHSC and TDA Article 3. A running list of the Committee's notes can be found here: <https://docs.google.com/document/d/1qqS46y3dWNeAxMVwU3HTwjunj-b0pwANTzix-CisiWA/edit>
- Legislative Committee: Refer to the agenda item heard earlier in this meeting's agenda.
- Bicyclist/Pedestrian Police Relations Committee: Commissioner Mangrum is working to convene meetings of OakDOT, the Police Department, and the Department of Race and Equity. The Committee recently learned of monthly meetings held by the Oakland Police Department on racial profiling, and the Committee is continuing to seek the public release of more data.
- Planning Commission Review Committee: Commissioner Schader described a strategy meeting on the timeline of projects and when submitting comments will be most effective. The Committee will begin monitoring the Planning Commission and Design Review Committee agendas to be able to comment in a timely manner. They are also interested in meeting with Catherine Payne of the Planning Department.
- Liaison to the Mayor's Commission on Persons with Disabilities (MCPD): Commissioner Parreiras noted that the MCPD has not met since the last BPAC meeting and their next meeting is Monday, 12/21.
- Liaison to Affordable Housing & Infrastructure Bond Public Oversight Committee: Commissioner Naylor noted that the Committee met this past Monday. The agenda included a presentation by OakDOT's Paving Program, which is largely funded by Measure KK. The Committee has also requested an ongoing and updated list of transportation projects funded by Measure KK. This list would be beneficial to the BPAC.

Speakers other than commissioners: None

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

A three-month look-ahead was published in the meeting's agenda packet.

### *Suggestions for meeting topics*

- West Oakland Link Project: Commissioner Jones noted that the project will soon have an environmental document out for review and suggested coordinating the timing of this agenda item with that review period.
- Recommendation from the Legislative Committee: Commissioner Gardner suggested this item for the January agenda.

#### *Announcements*

- Chair Naylor summarized recent items at City Council, including a 60-day moratorium on the sidewalk repair ordinance. Two Highway Safety Improvement Program (HSIP) grant construction contracts were awarded: for Claremont Ave and Telegraph Ave. The City Council agenda also included resolutions appointing two continuing BPAC Commissioners (Campbell and Jones) and two new Commissioners (Lok and Ralston).
- Commissioner Gardner noted that Transport Oakland is seeking new board members and people who are interested are welcome to contact him.

Meeting adjourned at 8:25 pm.

#### **Attachments** *(to be appended to adopted minutes)*

- 2020 BPAC Chair's Annual Report - Presentation

Minutes recorded by Jason Patton, Bicycle & Pedestrian Program Supervisor, emailed to meeting attendees for review on Tuesday, December 22, 2020 with comments requested by 5pm, Tuesday, January 5, 2021 to [NPond-Danchik@oaklandca.gov](mailto:NPond-Danchik@oaklandca.gov). Revised minutes will be attached to the January 2021 meeting agenda and considered for adoption at that meeting.

## January 2021 BPAC Agenda Items #5 and #8 Attachment

For more information on the BPAC's Committees and Liaisons see

<https://www.oaklandca.gov/resources/bicyclist-and-pedestrian-advisory-commission-bpac-committees-and-liaisons>

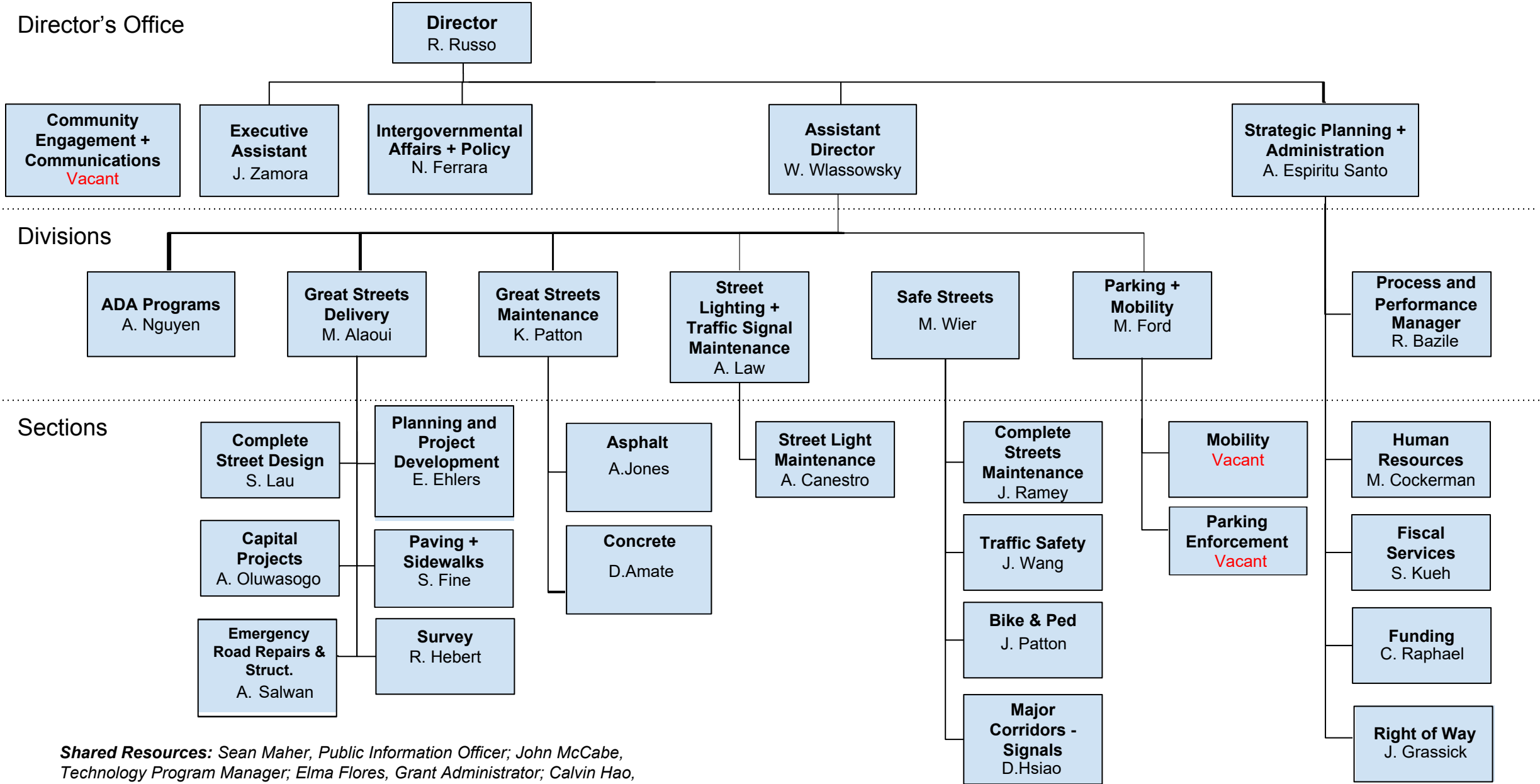
### 2020 Active BPAC Committees/Task Forces/Liaisons

Committee Name / Liaison Role	Date Created	Purpose	Commissioners	Community Members	Status
Infrastructure Committee	2/16/17	Review and comment on the design of projects	Burnette Jr, Mangrum, Parreiras (alternate: Schader), Yee	<b>Robert Prinz, Midori Tabata, Brendan Pittman</b>	ongoing
Legislative Committee	6/21/18	Research and develop policy recommendations for consideration by the BPAC	<b>Gardner</b> , Mangrum, Naylor, Parreiras	Kenya Wheeler	ongoing
Liaison to Affordable Housing & Infrastructure Bond Public Oversight Committee	5/17/18	Monitor Committee activities and report back to the BPAC	Naylor		ongoing
Liaison to Mayor's Commission on Persons with Disabilities	5/17/18	Monitor MCPD activities and report back to the BPAC	Parreiras; Schader (substitute)		ongoing
Open Forum Committee	3/17/16	Review and analyze comments received during Open Forum	<b>Jones</b> , Schader	Midori Tabata	ongoing
Bicyclist Pedestrian Police Relations Committee	9/20/18	Rectify inequitable policing and racial profiling through analysis, dialog, and recommendations	Burnette Jr, <b>Gardner</b> , Schader, <b>Mangrum</b>	Tom Holub, Zachary Norris, Kenya Wheeler	ongoing
Planning Commission Review Committee	1/17/2019	be a resource to the Planning Commission and provide input on bicycle and pedestrian elements of proposed projects	<b>Campbell</b> , Schader	Bradley Cleveland, John Minot, Kenya Wheeler	ongoing
2020 Strategic Plan Taskforce	1/30/2020	Draft and track the BPAC's 2020 Strategic Plan	Campbell, Gardner, Mangrum, Jones		ongoing

\*Committee Chairs in **bold**



# OakDOT Management Organization



**Shared Resources:** Sean Maher, Public Information Officer; John McCabe, Technology Program Manager; Elma Flores, Grant Administrator; Calvin Hao, Contract Services; Kelly Pschirrer, Safety & Compliance Training Coordinator

## January 2021 BPAC Agenda Item #9 Attachment

For more details on upcoming meeting planning see the BPAC Scheduler at

[https://docs.google.com/spreadsheets/d/1PmvGuKNg3lBspg7WwnqB7\\_MaQumB6BCpA\\_7Sbvuf8Q8/edit?usp=sharing](https://docs.google.com/spreadsheets/d/1PmvGuKNg3lBspg7WwnqB7_MaQumB6BCpA_7Sbvuf8Q8/edit?usp=sharing)

### Three-month agenda look-ahead

#### *February*

- Recommendation from the Legislative Committee
- BPAC Strategic Plan
- Major Development Projects Update (tentative)

#### *March*

- Affordable Housing Sustainable Communities Grant (AHSC) 2021 Applications
- Previous AHSC Grant Application Updates
- Transportation Development Act (TDA) Article 3 Projects
- Bike to Work Day Planning (tentative)

#### *April*

- Biannual Report from Strategic Planning (tentative)
- Meeting with Warren Logan, Transportation Advisor to the Mayor (tentative)

### Announcements

- Caltrans District 4 has released a draft Pedestrian Plan. To review and comment, see:
  - Survey: <https://survey.catplan.org/Home?sid=4>
  - Draft Report: <https://catplan.org/d4pedplan>
  - Story Map: <https://storymaps.arcgis.com/stories/9a25b6f7dcf146328663b62660a0b6f9>
- The National Association of City Transportation Officials (NACTO) released applications for a 2021 Transportation Justice Fellowship. They are due February 1, 2021. For more information, see <https://nacto.org/2021-transportation-justice-fellowship/>
- Project information for the West Oakland Link project is available at <https://mtc.ca.gov/west-oakland-link>. In late January, the meeting presentation, a voice recording of the meeting and all comments received (by January 8) will be up on the project website. Comments are still welcome.

**City of Oakland Bicyclist and Pedestrian Advisory Commission Strategic Plan Goals for 2020**

February 2020

For the BPAC Strategic Plan 2020, the work of the BPAC was divided into three general goals, each with a corresponding set of tasks and Commissioner Assignments, as follows:

**Goal 1: Provide legislative and policy recommendations to City Council.**

Task	Task Description	Committee Assigned	Commissioner Assigned	Progress	Issues/Barriers/Notes
<b>Specific Tasks</b>					
1.1	Review the 2021 Council Legislative agenda and determine items relevant to BPAC  Review OakDOT specific legislative agenda that OakDOT Intergovernmental Affairs and Policy Director (Nicole Ferrara) is working on	Legislative			
1.2	Prepare and present an "Introduction to BPAC" including a review of Strategic Goals to Public Works Committee		Chair/Vice-Chair		
1.3	Finalize safety prioritization legislation for Council	Legislative			
1.4	Draft proposed legislation on school zone speed limit authority	Legislative			
1.5	Review and make recommendations regarding city schedule for parking and moving violations	Legislative			
1.6	Analyze stop and detention data involving cyclists and discuss with stakeholders such as OPD, Dept of Race and Equity and relevant community organizations.	Police Relations			
1.7	Advocate with OPD to use alternative parking rather than 90th Ave Scraper Bike path	Police Relations			
1.8	Draft proposed policy to include evaluation in project delivery for streets projects.	Legislative			This may move to Strategic Goal for 2021

**Ongoing Tasks**

1.a	Share BPAC Strategic Goals and provide updates on specific BPAC efforts with Councilmembers.		Parreiras - D1 Kalb/Public Works (PW) Gardner/Campbell - D2 Bas Yee- D3 McElhaney Naylor - D4 Thao/PW Mangrum - D5 Gallo/PW Burnette - D6 Taylor Shader -D7 Reid/PW Jones - At-large Kaplan		
1.b	Monitor statewide legislation and ballot measures impacting biking and walking and make recommendations for City support or opposition	Legislative			

**Goal 2: Ensure meaningful input on OAKDOT project development with clear avenues for follow-up review and implementation evaluation.**

Task	Task Description	Committee Assigned	Commissioner Assigned	Progress	Issues/Barriers
<b>Specific Tasks</b>					
2.1	BPAC Commissioners would like OAKDOT to create tools to evaluate the success of implemented projects as a means of gathering data to improve streetscape design and	2.1.a: Chair/Vice Chair to add to agenda			

	<p>communicate effectiveness to the public. To facilitate this, BPAC will:</p> <p>2.1.a: Invite project managers to present on projects post-construction. Select two projects to have a presentation on before June (potentially Telegraph Avenue, 90th Avenue and/or Foothill Avenue rapid response fix).</p> <p>2.1.b: Discuss the need for evaluation in conversation with OAKDOT staff.</p> <p>2.1.c: Infrastructure committee to add project tracking status updates to their meeting minutes to create a method for following a project's status over time. This may help to alleviate some issues with turnover at OAKDOT and new project managers not having previous input.</p>	2.1.b: NEEDS ASSIGNMENT			
2.2	Follow up with project manager for each OAKDOT project that is presented to BPAC within 3 months of presentation to determined if feedback was incorporated.		This could be a rotating assignment		Examples, Market & Adeline, 20th St downtown
2.3	Prioritize safety needs in East Oakland.		Burnette & Shader		
2.4	Develop guidelines for building out bike plan.	Infrastructure Committee		Jason Patton is lead. Infrastructure Committee will play role of task force for project. Process at February 6 meeting.	
2.5	Follow up with Planning staff and Planning Commission on BPAC Downtown Specific Plan input.	Planning Commission Review Committee			

**Ongoing Tasks**

2.a	Get status update on Bike Plan and Pedestrian Plan every three months.		Chair/Vice-Chair		
2.b	Work with OakDOT staff and other departments for BPAC to have opportunity to review and provide input to key projects before they are 35% designed.	Infrastructure Committee			Key projects not brought to BPAC, staff does not accept input, even when provided.
2.c	Create a chart of projects including grant funded projects.		Naylor		
2.d	Invite outside agencies with expertise in transportation project implementation to BPAC meetings.		Chair/Vice-Chair		
2.e	BPAC as a whole prioritize policy and programmatic discussions. Infrastructure Committee focus on project input and project delivery.		Chair/Vice-Chair		
2.f	Get periodic updates on Major Development Project from Planning and highlight the most bike/ped relevant projects for Infrastructure Committee to review and provide comments.	Planning Commission Review Committee			

**Goal 3: Prioritize community engagement and BPAC's role as a liaison between the public and the City.**

Task	Task Description	Committee Assigned	Commissioner Assigned	Progress	Issues/Barriers/Notes
<b>Specific Tasks</b>					

3.1	Review community engagement protocols used by OakDOT and other transportation agencies.	Legislative			
3.2	Schedule bike ride(s) with OPD and other city of Oakland officials and residents to spotlight biking and walking is valued in Oakland along with safe riding practices.	Police Relations			
3.3	Hold at least one BPAC meeting outside of City Hall.		Chair/Vice Chair	Once BRT is operating look at MLK Library.	
<b>Ongoing Tasks</b>					
3.a	Every commissioner will attend a minimum of two community events (such as bicycle tours, public safety event related to a specific issue or location, neighborhood councils), one in their district, one outside of their district, to promote BPAC or discuss topics related to bicycle and pedestrian issues.		All Commissioners		
3.b	Attend public event for specific project or planning effort related to bicycle and pedestrian issue. At event, initiate conversations with stakeholders and report back to larger Commission or OAKDOT if topic is presented at BPAC meeting.		All Commissioners		
3.c	Monitor OakDOT progress in making information available to the public on current project information and community engagement opportunities / events.	Legislative / Infrastructure			