

# CITY OF OAKLAND



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## **Bicyclist and Pedestrian Advisory Commission, Monthly Meeting Agenda** **Thursday, July 18, 2019, 6:00-8:00 pm** **City Hall, Hearing Room 4**

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, Jesse Jones, Phoenix Mangrum, George Naylor (Vice Chair),  
Zachary Norris, Mariana Parreiras, Midori Tabata, Kenya Wheeler (Chair)

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<b>Time</b>	<b>#</b>	<b>Topic</b>
6:00	1	<b>Roll Call/Determination of Quorum/Introductions</b> (5 minutes)
6:05	2	<b>Approval of meeting minutes Attachment</b> (5 minutes)—Seek motion to adopt the June 2019 BPAC minutes.
6:10	3	<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	4	<b>Committee Report Back Attachment</b> (5 minutes)— Committees of the BPAC with activities in the past month will provide brief updates to the Commission. A list of active committees is included in the agenda packet.
6:25	5	<b>Leveraging Hospital and Police Data to Inform San Francisco's Vision Zero Efforts</b> (25 minutes)— Megan Wier, Director of the Program on Health, Equity and Sustainability at the San Francisco Department of Public Health, will present on <a href="#">collaborative efforts she leads to develop and apply comprehensive data systems</a> to inform <a href="#">San Francisco's Vision Zero</a> initiative to eliminate traffic deaths and advance equity in partnership with city agencies and community stakeholders.
6:50	6	<b>East Oakland Bike Share and Scooter Share and other Micromobility Updates</b> (25 minutes)— Kerby Olsen, Shared Mobility Coordinator for OakDOT, will provide an update on the expansion of the bike share and scooter share programs. BayWheels (formerly Ford GoBike) is adding up to 1,200 dockless electric bikes in Oakland, while greatly expanding their service area. Five electric scooter companies are now permitted in Oakland, providing up to 3,500 scooters total.
7:15	7	<b>Lake Merritt BART TOD Access Plan Attachment</b> (20 minutes)— Victoria Eisen (Eisen Letunic) will present the Lake Merritt Transit-Oriented Development Access Plan process, which is in its early stages, and ask for Commissioner input on improvements in the area with an emphasis on those that aren't already included in a plan.

- 7:35 8 **Recruitment for 2020 BPAC Commissioner Applicants** (15 minutes)— Chair Kenya Wheeler and Vice Chair George Naylor will discuss outreach efforts to recruit new commissioners for the 2020 cycle and the schedule for the application and candidate review process. The discussion will include outreach to Oakland Nonprofit Organizations, and actions by OakDOT staff and current commissioners. Commissioners and members of the public are encouraged to provide input to help shape this process.
- 7:50 9 **Three-month agenda look-ahead, suggestions for meeting topics, announcements**  
*Attachment* (10 minutes)
- 



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**City of Oakland, Bicyclist & Pedestrian Advisory Commission**  
**DRAFT** Minutes from the June 20<sup>th</sup>, 2019 meeting  
City Hall, 2<sup>nd</sup> Floor, Sgt Daniel Sakai Hearing Room (aka Hearing Room 4)

Meeting agenda at <https://cao-94612.s3.amazonaws.com/documents/June-2019-BPAC-Agenda.pdf>.

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

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

At roll call, quorum was established with seven commissioners present (X). Two arrived just after roll call (x).

Commissioners	Present
Reginald K Burnette Jr	X
Andrew Campbell	X
Jesse Jones	x
Phoenix Mangrum	X
George Naylor (Vice-Chair)	X
Zachary Norris	x
Mariana Parreiras	X
Midori Tabata	X
Kenya Wheeler (Chair)	X

Introductions were made.

- Other attendees: Keith Cooke, Tom Holub, Brendan Pittman, Robert Prinz, Nick Thom
- Staff: Jason Patton, Noel Pond-Danchik, Brytanee Brown, Manuel Corona, Si Lau

**Item 2. Approval of meeting minutes**

- A motion to **adopt the Bicyclist & Pedestrian Advisory Commission meeting minutes from May 2019** was made (Tabata), seconded (Parreiras). Commissioner Burnette Jr. abstained. All other commissioners voted in favor. The motion was approved by consent. Adopted minutes online at [www.oaklandbikes.info/BPAC](http://www.oaklandbikes.info/BPAC).

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

- None

**Item 4. Committee Report Back**

Committees of the BPAC with activities in the past month provided brief updates to the Commission. A list of active committees and updates from the liaison to The Mayor’s Commission on Persons with Disabilities (MCPD), the Legislative Committee, the Infrastructure Committee, and the BPAC Planning Committee are included in the agenda packet.

Summary of Discussion:

- The Infrastructure Committee will continue to advise staff on the Market St and Adeline St intersection.
  - The Planning Commission heard an item on the Bike Plan last night and the item was passed unanimously.
  - Chair Wheeler is stepping down and Commissioner Mangrum is stepping up as Chair of the Policing and Safety Committee.
- A motion to ***make Commissioner Mangrum the chair of the Policing and Safety Committee*** was made (Tabata), seconded (Naylor), and approved with all commissioners voting in favor. The motion passed.

Item 7. MacArthur Blvd/Superior Ave/Foothill Blvd Roundabout was moved before Item 5. East Oakland Community Based Transportation Plan and East Oakland Neighborhoods Initiative

### **Item 7. MacArthur Blvd/Superior Ave/Foothill Blvd Roundabout**

Keith Cooke, Engineering & Transportation Director and Nick Thom, City Engineer of San Leandro provided a brief presentation and received comments on the preliminary design for a proposed roundabout at a challenging intersection with a high crash rate on the Oakland/San Leandro border with the objective of improving safety for all modes of transportation. This project is being funded in its entirety by the City of San Leandro. See the presentation attached in the minutes or the plans attached in the agenda for more details.

#### Summary of Discussion:

- It is important for the project to reduce vehicle speeds because the location of the roundabout is an entry/exit point to the freeway and intersecting streets have 40 MPH speed limits.
  - HAWKS or RRFBs were recommended on the legs coming on or off the freeway to make speeding drivers aware of pedestrians crossing.
    - San Leandro City staff hope that the roundabout will reduce the driving speeds to 15 MPH and if it does not significantly reduce the speed, they may further enhance the crosswalks.
- The curb radii are large enough that they may not cause vehicle drivers to significantly slow when making right turns. Consider making the radii smaller or putting mountable curbs on the radii to slow cars.
  - San Leandro City staff are considering raised crosswalks to address this issue.
- Given that the narrow bike lane on the northwest side of the project is at the lowest point, there may be issues with drainage including water or debris blocking the bike lane.
  - San Leandro City staff noted that it would be ideal to direct all water to the plants in the landscaped parts of the project. This bike lane may be drained into the Caltrans right-of-way.
- The bike lanes should be wide enough to accommodate adult trikes and trailers.
- It was twice recommended that the narrow bike lanes along the islands could be eliminated by raising the bike lanes, combining them with the pedestrian path and delineating bike/pedestrian space with paint and/or posts.
  - San Leandro City staff noted that in community meetings, community members preferred separation between the bikes and pedestrians.
  - An at-grade separation was not recommended because it is difficult to mix pedestrian and bicyclist rights-of-way when the path is not significantly wide. It may also be a falling hazard as it is difficult for cyclist to make tight turns.

- It could be a combination of raised mixed pedestrian/bike path and separated paths depending on the section. The north side where the bike lane is at the lowest point and where there are few turns is the best candidate location for a combined bike/pedestrian path.
- The BPAC was appreciative of the San Leandro staff for sharing their design with the Commission.
- The project will include signage and lighting on at least three or four of the corners.
- The worst part of this intersection for bicyclists is from the Foothill Blvd ramp onto Foothill Blvd yet there is not much being proposed there.
  - This is not the recommended bike route.

Speakers other than commissioners: Tom Holub, Robert Prinz

**Item 5. East Oakland Community Based Transportation Plan and East Oakland Neighborhoods Initiative**

Brytane Brown and Manuel Corona, from OakDOT Planning and Project Development, presented the East Oakland Community Based Transportation Plan and East Oakland Neighborhoods Initiative (EONI) process to date. The East Oakland Community Based Transportation Plan is a one year planning process currently in its early stages that engages East Oakland residents and culminates in transportation related programs and policies recommended by community members. It's funded by the Alameda County Transportation Commission. See the attached presentation for further details.

Summary of Discussion:

- The final EONI meeting will take place at Tassafaronga Rec Center, 975 85<sup>th</sup> Avenue on Saturday, July 13<sup>th</sup> from 12-2pm. For more information, go to <https://www.oaklandca.gov/topics/east-oakland-neighborhoods-initiative>.
- The wrap up from the EONI process will be released in August. The EONI Plan will be presented as a grant. Oakland's Planning Department will then apply for a grant for implementation of the identified projects.
- People discussed transportation not as a separate issue but as a factor that affects everything else.
- Many of the streets on the three-year Paving Plan are in East Oakland so staff are trying to leverage other improvements to be done along with paving.
- There should be fallback plans for streets that have safety challenges now that can't wait years for big grants like the BART to Bay Trail project.
- The East Oakland Community Based Transportation Plan is looking for insight for those who live and organize in East Oakland and will create a Technical Advisory Committee soon.
- The East Oakland Community Based Transportation Plan should focus on Bancroft Ave which will give people access to grocery stores including the new Seminary shopping center, the Eastmont Mall, and Foothill Square over projects like BRT.

Speakers other than commissioners: Laura Kaminski, Robert Prinz

**Item 6. Biannual Strategic Planning Projects**

Laura Kaminski, Acting Strategic Planning Manager, gave an update on existing and new projects including: Mobile Food Vending Program, Impact Fees put on new developments, Parking and Loading Policy changes, and Broadway Valdez District Specific Plan. See the attached presentation for further details.

Summary of Discussion:

- There are transportation impact fees, capital improvement impact fees, and affordable housing impact fees. The highest fees are charged for the affordable housing impact fees, but the

maximum for all fees are not charged because that would make some projects infeasible. Transportation impact fees are charged to offset the cumulative impacts of their project and can only be used to pay for things noted in the Environmental Impact Reports. For instance, the 24<sup>th</sup> St and Harrison St intersection will be redone as part of the development across from Whole Foods but that developer will not pay for all of it. They will also be reimbursed from the fund from other local developments.

- In addition to fees, developments are also required to do transportation projects. This includes things in their direct impact like fixing the sidewalk in front of their project or adding a left turn lane if their project adds traffic. The impact fees are paid into by developments to pay for projects that address the cumulative effects of multiple developments.
- Impact fees increased for the first five years and are now adjusting for inflation.
- There are three different impact fee zones and developments pay different amounts depending on where the project is.
- Developments pay the same price no matter the size of the unit because an economic consultant studied the profit margins based on the size and location of projects and found that the smaller the unit, the higher profit margin. Additionally, this encourages larger units since there is a lack of two or three room units to accommodate families.
- Money from impact fees is not restricted to the zone it is in; it can be used across the city.
- The protected bikeway on 27<sup>th</sup> St had shown plans with separated concrete but that was not built.
  - That project was not paid for through an impact fee, but directly by the developer and the design was decided in collaboration with OakDOT.
- The midblock crossing which was installed by Sprouts then taken out and redone by the housing project may have been redone to align it with the paseo next to the Sprouts.
  - Efforts should be made to reduce inefficiencies because that cost is passed on to the renters.
- They should try leaving the gate to the paseo open at night.
- There is interest in hearing about changes to the bike parking requirements in the Planning Code.

Speakers other than commissioners: Robert Prinz

### **Item 8. BPAC Commissioner Outreach**

Chair Kenya Wheeler and Vice-Chair George Naylor discussed initial outreach efforts to recruit new Commissioners for 2020. Discussion focused on establishing targeted outreach actions with Oakland nonprofit organizations and other contacts from OakDOT staff and current commissioners. West and East Oakland, around Lake Merritt and the San Antonio neighborhoods will not have Commissioners who are staying. See the attached map for further details.

Chair Wheeler, Vice-Chair Naylor, and Commissioner Tabata will be attending an Urban Habitat meeting to encourage members to apply to the BPAC. Urban Habitat has a Boards and Commissions Leadership program making them a good fit for outreach. All commissioners are recommended to ask community groups and individuals that they have relationships with to encourage people to apply. A list of community groups will be sent out and there may be a working session to identify groups to reach out to.

Summary of Discussion:

- Currently the commission accepts applications for the month of August, but it could be left open longer. The goal is to ensure that the Mayor appoints the new commissioners before the end of the year. Last year, Yvonna Cazares from the Mayor's Office was helpful in getting commissioners appointed on time so the applications could be accepted later.

- If new commissioners are not sworn in by the beginning of the new year, commissioners can continue to act in their positions in a fallback capacity if their stay would not exceed the six-year term limit per the by-laws.
- The BPAC is looking to create a diverse commission.
- It is nice to have applicants the commissioners know so that they can vet them.
- Council District 7 has historically been the hardest council district to recruit from but Commissioner Tabata may have recruited an applicant for this round.
- Commissioner Norris and Chair Wheeler will help recruit applicants from deep West Oakland.
- The East Oakland Community Based Transportation Plan could be a good place to recruit potential commissioners.
- New commissioner recruiting will be on the agenda again next month at the July meeting.

Speakers other than commissioners: Jason Patton

- A motion to ***extend the meeting for ten minutes*** was made (Wheeler), seconded (Naylor), and approved with all commissioners voting in favor. The motion passed.

### **Item 9. Three-month look-ahead, suggestions for meeting topics, announcements**

#### *Three-month look-ahead*

- Chair Wheeler: The July item on East Oakland Bike Share and Scooter share should include a general micro-mobility update

#### *Suggestions for meeting topics*

- Commissioner Parreiras: Megan Weir from SF Department of Public Health is available in July but not August to speak about using hospital crash data in San Francisco
- Commissioner Campbell: mid-year check in on the BPAC Strategic Plan
- Commissioner Tabata: Discussion of the number of committees and who will be chairing each
- Robert Prinz: The biannual item on bikeway projects status updates was useful to flag projects at a certain stage in design. Without this item, the BPAC is not aware of some projects. To reduce the number of recurring items, this could be done as an attachment or an item to the Infrastructure Committee.

#### *Announcements*

- Vice Chair Naylor: Next Tuesday the Public Works Committee will hear an item on the Bike Plan. Come to support the Plan.
- Chair Wheeler: The Downtown Specific Plan has meetings next Monday and Tuesday from 4-8 pm at OakStop.
- Commissioner Jones: A commissioner will speak on behalf of the BPAC in support of the Bike Plan at City Council.
- Jason Patton: Staff will bring a schedule for recommending new commissioners

Speakers other than commissioners: Jason Patton, Robert Prinz

Meeting adjourned at 8:19 pm.

### **Attachments**

- Item 7. MacArthur Blvd/Superior Ave/Foothill Blvd Roundabout Presentation

- Item 5. East Oakland Community Based Transportation Plan and East Oakland Neighborhoods Initiative
- Item 6. Biannual Strategic Planning Projects
- Item 8. BPAC Commissioner Outreach Map
- AC Transit Fare Changes Handout

Minutes recorded by Noel Pond-Danchik, Pedestrian Program Coordinator, emailed to meeting attendees for review on Monday, June 24, 2019 with comments requested by 5pm, Monday, July 8, 2019 to [npond-danchik@oaklandca.gov](mailto:npond-danchik@oaklandca.gov). Revised minutes will be attached to the July, 2019 meeting agenda and considered for adoption at that meeting.

## July 2019 BPAC Agenda Item #4 Attachment

### Active BPAC Committees/Task Forces/Liaisons

Committee Name / Liaison Role	Date Created	Purpose	Commissioners	Community Members
Infrastructure Committee	2/16/17	Review and comment on the design of projects	Burnette Jr, <b>Mangrum</b> , Parreiras, <b>Tabata</b>	Robert Prinz
Legislative Committee	6/21/18	Research and develop policy recommendations for consideration by the BPAC	Mangrum, Naylor, <b>Parreiras</b> , Wheeler	Grey Gardner, Chris Kidd
Liaison to Affordable Housing & Infrastructure Bond Public Oversight Committee	5/17/18	Monitor Committee activities and report back to the BPAC	Naylor	
Liaison to Mayor's Commission on Persons with Disabilities	5/17/18	Monitor MCPD activities and report back to the BPAC	Campbell; Parreiras (substitute)	
Open Forum Committee	3/17/16	Review and analyze comments received during Open Forum	Jones, <b>Tabata</b>	
Policing and Safety	9/20/18		<b>Mangrum</b> , Wheeler, Naylor, Norris	Tom Holub
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> , Naylor, Jones, Wheeler	
*Committee Chairs in <b>bold</b>				

# What is the Lake Merritt TOD?



## Lake Merritt Transit-Oriented Development Access Plan

Clients: EBALDC, Strada and BART | Consultants: Eisen|Letunic and Fehr & Peers

### FINAL Work Plan (May 6, 2019)

#### Introduction

The Lake Merritt Transit-Oriented Development Project will develop two blocks around the Lake Merritt BART Station with high-rise residential and office uses. Block 1 is bounded by Oak, Eighth, Ninth, and Fallon Streets and currently holds 218 BART parking spaces, two BART head houses, bike lockers and a transit shelter area. Block 2 is bounded by Madison, Seventh, Eighth, and Oak Streets and holds the BART-owned MetroCenter building and associated parking lot. This Project is being planned concurrently with a separate BART project to construct a Transit Operations Facility (TOF) and renovate the Lake Merritt Plaza on the block bounded by Madison, Eighth, Ninth, and Oak Streets.

BART selected the East Bay Asian Local Development Corporation (EBALDC), partnered with Strada Investment Group, to enter into an Exclusive Negotiating Agreement to negotiate terms of this development. The purpose of this Access Study is to evaluate current and proposed access needs to the Lake Merritt BART Station (without the TOD project), discuss how the proposed TOD Project will impact those needs, and propose solutions to ensure continued safe and efficient access to the Project area for all modes of travel. Specifically, the design of transportation infrastructure for the TOD project must minimize conflicts between modes, streamline transit connections and improve safety for all users of the site.

This access plan was originally envisioned to comprise two phases: the first to identify current and projected station area access needs; the second to assess the area's access needs after the TOD is constructed; how well the proposed design meets those needs; and any additional facilities, services or policies that will be needed. Because the EBALDC/Strada team had developed a preliminary site plan before the access plan was initiated, these two access plan phases have been combined in this work scope.

#### Goals

1. Identify existing access needs to the Lake Merritt BART Station and TOD site by:
  - BART riders traveling by all modes
  - BART operations-related vehicles and personnel
2. Estimate future BART station and TOD access and operations access needs.
3. Identify desired infrastructure improvements to sidewalks, streets and open spaces around the project site to ensure long-term safe and efficient access to the Lake Merritt BART Station for people traveling by all modes.
4. Work with the City of Oakland, AC Transit, Alameda CTC and other stakeholders to make recommendations for service or policy improvements to ensure long-term access to the Lake Merritt BART Station.

5. Ensure station access is retained and enhanced by the specific development layout, scope and site plan.

All deliverables will be simultaneously submitted to EBALDC and BART staff, with the understanding that EBALDC will submit any suggested edits or other comments to BART. Where those changes conflict with BART guidance, BART will work with EBALDC to develop a single, consolidated and consistent set of review comments to the consultant team.

Fehr & Peers will submit monthly invoices to EBALDC/Strada, which will include Eisen | Letunic's work on this effort.

## Work Scope Outline

### Task 1 | Project Management

- Subtask 1A | Kickoff meeting with BART staff and Developer
- Subtask 1B | Project Management calls/meetings
- Subtask 1C | Invoicing

### Task 2 | Inreach/Outreach

- Subtask 2A | BART staff/department engagement
- Subtask 2B | Engagement of outside agencies, stakeholder groups & others

### Task 3 | Data Collection

- Subtask 3A | Review existing planning documents
- Subtask 3B | Review existing data
- Subtask 3C | Collect field data

### Task 4 | Analysis and recommendations

- Subtask 4A | Analysis
- Subtask 4B | Recommendations

### Task 5 | Lake Merritt BART TOD Access Study

- Subtask 5A | Outline
- Subtask 5B | Report

Task	Deliverables	Meetings
1. Project Mgmnt	D1. Google doc (Task 1)	<ul style="list-style-type: none"> <li>● M1A: Kickoff (1 EL; 1 FP)</li> <li>● M1B.1: calls/mtgs w/BART staff (18 EL; 9 FP)</li> <li>● M1B.2: consultant team calls (18 EL; 18 FP)</li> <li>● M1B.3: calls with EBALDC (9 EL; 4 FP)</li> </ul>
2. Inreach/ Outreach	D2. Summary of Task 2 meetings	<ul style="list-style-type: none"> <li>● M2A.1: Internal BART kickoff (1 EL; 1 FP)</li> <li>● M2A.2-6: Add'l mtgs w/ BART staff &amp; dev'er (5 EL; 2 FP)</li> <li>● M2B1: EBALDC/Strada &amp; external stakeholders (2 EL; 0 FP)</li> <li>● M2B2: "Individual" mtgs (7 EL; 3 FP)</li> <li>● M2B2: "Coordination" mtgs (4 EL; 3 FP)</li> <li>● M2B2: "Coordination" site visit (1 EL; 1 FP)</li> <li>● M2B2: "Coordination" charrette (1 EL; 1 FP)</li> </ul>
3. Data Collection	D3. Conclusions from D2 plus summary of plans, existing data and new data reviewed in Task 3	Budgeted in Task 1 & 2.
4. Analysis/ Recs	D4A. Summary of Task 4A analysis D4B. Summary of Task 4B recs	Budgeted in Task 1 & 2.
5. Access Study	D5A. Study outline D5B. Lake Merritt TOD Access Study	Budgeted in Task 1 & 2.

## Work Scope

### Task 1 | Project Management

Eisen|Letunic (EL) will manage the Lake Merritt Transit-Oriented Development Access Plan. Victoria Eisen will be EBALDC/Strada's ("Developer") and BART's primary point of contact. Fehr & Peers will provide technical assistance in Tasks 3, 4 and 5 and will participate in other tasks, as specified below. This task comprises various meetings, calls and invoicing.

#### Subtask 1A | Kickoff meeting with BART staff and Developer

Eisen|Letunic will schedule a meeting that will include the Developer, BART staff and the consultant team. The meeting agenda will include the following items:

- Refine scope, as needed.
- Set geographic boundaries of study (which will include BART "plaza" along east side of Oak Street).
- Set horizon year for forecasts and projections.
- Confirm existing data and documents to consider. BART will provide at meeting, as appropriate.
- Agree on most useful format in which to document Task 2, from the multiple perspectives of Fehr & Peers's use during the project, the Access Plan body and the Plan appendices.

#### Subtask 1B | Project Management calls/meetings

Eisen|Letunic will establish call schedules with all project partners, as follows. Scope assumes nine-month project duration. Victoria will establish shared Google docs to track meeting agendas, decisions and completed tasks.

- Bi-weekly calls with BART Project Manager
- Bi-weekly consultant team calls
- Monthly calls with Developer
- Calls can be replaced with in-person meetings, as needed

#### Task 1 Meetings

- M1A: Kickoff meeting (EL and F&P)
- M1B.1: 18 calls/mtgs with BART staff (9 also including F&P)
- M1B.2: 18 consultant team calls
- M1B.3: 9 calls with EBALDC (4 also including F&P)

#### Task 1 Deliverables

- D1: Shared PM agenda Google doc (EL)

## Task 2 | Inreach/Outreach

### Subtask 2A | BART staff/department engagement

BART staff will host an internal working group with BART departments to establish a list of access needs for Lake Merritt station related to routine maintenance and other administrative functions. Many of these administrative functions have already been discussed in the context of the adjacent TOF Project. BART staff will provide Victoria with a list of BART administrative access requirements as they relate to the two TOD blocks. Consultant team will bring draft list of project goals to this meeting for BART comments. Victoria will attend and facilitate up to five additional meetings related to access concerns, accompanied by Fehr & Peers at up to two meetings.

### Subtask 2B | Engagement of outside agencies, stakeholder groups & others

In this task, Eisen|Letunic will convene meetings of agencies other than BART and groups of stakeholders in the vicinity of the Lake Merritt BART station. Examples of topics that these meetings may cover include project goals, proposed infrastructure, service and policy changes. This task includes two distinct components:

- **Subtask 2B1 | Participate in EBALDC/Strada team's external outreach:**  
The EBALDC/Strada team will be conducting external outreach related to their entitlement process concurrent with this Access Study. Victoria will participate in up to four of these meetings as needed to assess the access needs and concerns of these stakeholders. Fehr & Peers will participate in up to two of these meetings.
- **Subtask 2B2 | Initiate other needed access-focused meetings:**  
In addition, Victoria will plan and facilitate the following meetings during the course of the Access Study. Typical milestones that will prompt the need for these meetings include: introducing the TOD and discussing how station access needs may change as a result; design charrettes; and presentation of draft recommendations.
  - **Individual meetings:** One individual meeting each is assumed with City of Oakland, AC Transit and Chinatown/Laney College stakeholders; plus up to four additional meetings with those agencies/groups and/or others, such as the Oakland Bicyclist and Pedestrian Advisory Commission (BPAC) and Alameda CTC (regarding potential changes to the Oak Street I-80 ramps). Fehr & Peers will participate in up to three of these individual group meetings. (Meetings with City of Oakland will be with the Planning Department and Department of Transportation together, at least until one department is deputized to represent the interests of both. This meeting will also cover identifying other pipeline development projects within the agreed-upon geographic boundary of the station.)

- **Coordination meetings:** The primary purpose of these meetings, which will be convened and facilitated by Eisen|Letunic with participation by Fehr & Peers, will be to reconcile any conflicting plans between (or within) City of Oakland and AC Transit. These meetings will take place at the following milestones:
  - Kickoff meeting (following individual meetings) and up to three additional meetings
  - Site visit to Lake Merritt station area to review field conditions
  - One public agency staff design charrette or similar meeting.

### **Task 2 Meetings:**

- M2A.1: BART-hosted internal working group kickoff (EL and F&P)
- M2A.2-6: Up to five additional meetings with BART staff (2 also including F&P)
- M2B1: Participate in up to four meetings convened by EBALDC/Strada with external stakeholders (none with F&P)
- M2B2.1: “Individual” meetings: Coordinate up to 7 meetings with individual agencies or stakeholder groups (one each with Oakland, AC Transit and Chinatown/Laney College stakeholders, plus up to four additional meetings with these agencies/groups and/or others, such as Oakland BPAC and Alameda CTC (3 also including F&P)
- M2B2.2: “Coordination” meetings:
  - 1 kickoff and up to three additional meetings (EL and F&P)
  - 1 site visit (EL and F&P)
  - 1 public agency staff charrette (EL and F&P)

As appropriate, meeting materials where comments are solicited will be distributed to meeting participants one week in advance of meetings.

### **Task 2 Deliverables**

- D2: Eisen|Letunic will produce, and Fehr & Peers will review a memo summarizing information gleaned from the Task 2 meetings that is relevant to the analysis of and recommendations for access to the Lake Merritt station and TOD project. This memo will include project goals and a table of other pipeline development projects, including project name, address, lead developer, program and status. BART comments will be reflected when the memo is incorporated into deliverable D3. (Draft and administrative draft; final BART comments will be incorporated in plan document (D5B).)

### **Task 3 | Data Collection**

The purpose of this task is to gather information on existing conditions within one-quarter mile of the Lake Merritt Station relative to access needs, investigate the various proposals for the station area from overlapping planning documents, and collect data about how people access the station area today. Together with the information learned in Task 2, this data and information will be used to create a snapshot of how people currently travel to and from the

Lake Merritt Station and the TOD development site. For all data collection and analysis, the TOF site and Lake Merritt Plaza site plan will be considered an existing condition to the extent that information about these projects and their design is available.

### **Subtask 3A | Review existing planning documents**

Eisen|Letunic will read the following documents and extract data and other information relevant for planning access to the Lake Merritt BART station and future TOD (authoring agencies listed in parentheses). At the project kickoff, BART will provide links to or electronic copies of all BART documents; Eisen|Letunic will obtain the remaining documents from City of Oakland and AC Transit. Relevant information will be summarized in a memo. Useful data gleaned from these sources will be included in the plan and its appendices, as appropriate. This subtask will occur before the Task 2 meetings.

- Lake Merritt BART Station TOD proposal (EBALDC/Strada)
- Transit Operations Facility (TOF) Plan (BART)
- Lake Merritt Plaza Plan (BART)
- Relevant BART Plans and Policies (BART)
  - Station Access Policy
  - TOD Policy
  - Related targets
- BART Multimodal Access Design Guidelines (BART)
- BART Bicycle Program Capital Plan (BART)
- City of Oakland Plans and Policies (City of Oakland)
  - General Plan
  - Lake Merritt Specific Plan
  - Downtown Specific Plan (January 2019 draft)
    - Options memo (October 2018)
  - Bike Plan (draft)
  - Transit Action Plan
  - Pedestrian Plan
  - Transportation Demand Management (TDM) ordinance, guideline or requirements
- AC Transit Plans and Policies (AC Transit)
  - Multimodal Design Guidelines
  - Major Corridors Study
  - Lake Merritt BART Transit Existing Conditions memo 3/2/2018
- AC transit memo regarding spatial needs for bus/shuttle pickup/dropoff and layover locations (AC Transit)
  - Fehr & Peers will provide comments in response to this memo.
  - Eisen|Letunic will incorporate the information contained in the memo, as well as Fehr & Peers's responses in the deliverable for this task.

### **Subtask 3B | Review existing data**

Fehr & Peers will review the following existing data sources and summarize relevant pieces of information in a memo, which will be integrated into the access plan (Task 5 and appendix).

- BART service provision
- BART ridership data
  - Existing
  - Forecast (without project; project impact considered in Task 4)
- BART Station Profile Survey data
  - Most recent data (2015)
  - Changes that occurred between 2008 and 2015 surveys
  - In context of systemwide data for context
- Existing bus/shuttle service provision
  - Operations needs including routes, frequencies, layover locations and durations, breaks
- Existing bus/shuttle ridership data, including on/off at the Lake Merritt station
- BART data on bicycle access (parked bikes and bring-aboards; obtain from Steve Beroldo)
- Bikeshare origin/destination data for Lake Merritt docking station
- Un-docked shared scooter and bike origin/destination data from vendors, if available
- Existing car-share parking spaces on BART parking lot.
- Alameda CTC's Oakland-Alameda Access Project (I-880 ramp changes) and its proposed changes to circulation and access

### **Subtask 3C | Collect field data**

Fehr & Peers will collect additional data within the study's agreed-upon geographic boundary to augment available sources reviewed in Subtask 3B, and summarize relevant pieces of information in a memo, which will be integrated into the access plan (Task 5 and appendix).

Assuming 65 percent complete BART plans for the TOF site and Lake Merritt Plaza are available in May 2019, they will be considered existing conditions for measurements and data points concerning the block bounded by Madison, Eighth, Ninth, and Oak Streets. This data falls under the general categories of Infrastructure, Behavior and Traffic, as follows:

#### **Infrastructure**

Fehr & Peers will conduct field visit(s) to record location and measurements of existing access infrastructure, including sidewalks and the plaza; bicycle parking; roadways, including bicycle facilities; bus/shuttle stops; pick up/drop off curbs, including accessible pick up/drop off location. Include field-measured dimensions.

- Measure sidewalks and clear pedestrian paths of travel along main pedestrian corridors
- Identify pedestrian crossings and related traffic controls along main pedestrian corridors

- Identify bicycle facilities along main bicycle corridors and bicycle parking within station area
- Identify bus and shuttle stops and their amenities (benches, poles, lighting, shelters), including paratransit
- Identify bus turning movements
- Identify designated pick up/drop off curbs, including accessible locations

No on-street parking space counts or inventory or demand estimation are included in this work scope.

### **Behavior**

No traffic data will be collected for this study, but Fehr & Peers will collect and record the following observations regarding how BART riders travel to/from Lake Merritt station area, including:

- Points of entry/exit for active modes (people walking, biking, taking the bus, using emerging mobility devices like electric scooters or docked/dockless bikeshare, and who have visible mobility challenges)
- Pedestrian desire lines, including midblock crossing observations, especially midblock crossing related to transit stops
- Bicyclist desire lines to bicycle parking, stairways and elevator, including sidewalk riding, wrong-way riding and midblock crossing observations
- How the personal vehicle pickup/drop off area operates in 7-9am and 4-6pm
- AM and PM peak hour observations:
  - Pick up/drop off at the curb, differentiating between private and TNC vehicles
  - Instances of conflicts between modes

### **Task 3 Deliverables**

- D3: The consultant team will develop a memo that summarizes the following:
  - Conclusions drawn from Task 3 Inreach and Outreach meetings (D2, reflecting BART staff comments)
  - Existing planning documents: All information relevant to the analysis of and recommendations for the Lake Merritt TOD project contained in the existing planning documents reviewed in Task 3. (Eisen | Letunic, with Fehr & Peers's review)
  - Existing data: The existing data collected and analyzed in Task 3B that is relevant for current and future access to the Lake Merritt BART station. (Fehr & Peers, with Eisen | Letunic's review)
  - New data: The field data collected for this study in Task 3C (Fehr & Peers, with Eisen | Letunic's review)

Draft and administrative draft; final BART comments will be incorporated in plan document (D5B).

#### **Task 4 | Analysis and recommendations**

Fehr & Peers will analyze the existing conditions, plans and future forecast data collected and developed in Tasks 2 and 3 in the context of the latest EBALDC/Strada TOD Proposal and the latest TOF/Lake Merritt Plaza Plans, and recommend access improvements to these projects and the Lake Merritt BART station accordingly. This task includes a contingency for up to 30 hours of additional analysis (Subtask 4A) time. The Development Team and BART Team will be notified prior to accessing the contingency hours. Only after both parties have been notified and agree will the contingency hours be accessed.

#### **Subtask 4A | Analysis**

In this subtask, Fehr & Peers will draw the following conclusions from an analysis of the plans summarized in Task 2 and the data reviewed and collected in Task 3:

##### **Existing Conditions**

- Identify and describe high priority paths of travel for people walking and biking and discuss infrastructure deficiencies and opportunities along those paths.
  - Specifically identify and discuss deficiencies in the streets, sidewalks, and open spaces around the station that the Project can address. This will be a bullet list and a supporting figure.
  - Specifically identify and discuss deficiencies and opportunities not already identified in documents reviewed.
  - Estimate spatial needs for passenger vehicle pick up/drop off functions.
- Identify spatial needs of bus/shuttle pickup/dropoff and layover locations including role of private shuttles at the station.

##### **Future Conditions**

- Identify access infrastructure deficiencies including pedestrian barriers, missing or non-compliant curb ramps, bicycle network gaps, insufficient curb space for buses/shuttles, insufficient curb space for pick up/drop off function, etc.
- How the proposed Project will impact future access for all modes to the Station and TOD site, and phasing of the two TODs and BART TOF.
- Future bike demand will be met via City of Oakland bike parking regulation and via the bike station that will be constructed in the TOF building, so no new bicycle parking demand forecasting is needed.
- Qualitatively discuss the impacts on surrounding neighborhood streets of removing 218 BART parking spaces, including impacts to on-street parking and traffic.
  - Discuss design or policy improvements to mitigate these impacts.
  - Note: forecasting parking requirements for the TOD project itself is not a goal of the Access Study and is, therefore, not part of this scope.

- One of the central transportation goals of the City of Oakland's Lake Merritt Station Area Plan and the Downtown Oakland Specific Plan is to convert overwide and fast one-way streets in the downtown core to two-way streets, or to improve the streetscape and design of one-way streets to promote slower and safer travel for all modes. Although this TOD Project is interconnected to two of these priority one-way streets – Oak Street and Ninth Street – City of Oakland will be figuring this out alongside the Downtown Specific Plan. This Access Study will assume existing roadway conditions (i.e., 1-way operations), but will endeavor to avoid recommending or designing anything that would preclude 2-way conversion in the future. Additionally, this study should avoid recommending any improvements that would preclude 2-way conversion and include features to help facilitate it, where possible (e.g., if new traffic signals are recommended, they should be able to accommodate future 2-way conversion).

#### **Subtask 4B | Recommendations**

Recommendations to ensure that the Lake Merritt BART TOD does not erode, and in fact enhances, access to the Lake Merritt BART station, will include the following near-term and short-term project types. Fehr & Peers will provide order-of-magnitude cost estimates for all projects categorized as high, medium, and low costs.

- **Subtask 4B1 | Near-term recommended projects:**  
These will be access improvements required (identified in Task 4A that can be easily implemented with paint and plastic features) to mitigate changes in access resulting from the TOD. These will generally be relatively easy-to-construct, low-cost, but high-impact projects, such as new crosswalks, painted bulbouts and plastic delineator posts. They could also include TDM measures to shift trips formerly taken by personal vehicle to other modes, including transit passes and the AC Transit EasyPass program (Transform's GreenTrip Connect tool will be used). These projects could, but won't necessarily, be included in the TOD's conditions of approval. Each recommendation will include key considerations that will inform a funding strategy for the near-term projects.
- **Subtask 4B2 | Long-term recommended projects:**  
These will require larger improvements to transportation infrastructure that could generally enhance station access in light of the development project. These larger infrastructure improvements could include new bike lanes, road diets, pedestrian beacons, new and upgraded traffic signals, pedestrian crossings; converting one-way streets to two-way operation; widening sidewalks; and the like. While the developer would not be singularly responsible for these projects, they might be expected to contribute to long-term funding if there is a direct benefit to or impact from the project.

- Subtask 4B3 | TOD access plan graphic:  
Fehr & Peers will develop a conceptual plan view of the proposed treatment of streets, sidewalks and open spaces for the TOD blocks and immediate surroundings (within the Access Study geographic area). The budget assumes three sheets at 40-scale (about 2,500 linear feet of city streets) and three rounds of consolidated drawing comments. This plan, which may be represented on multiple theme-specific drawings, will show the following elements and include connections with projects associated with the East Bay Greenway, the Downtown Plan, and the following City-generated bike infrastructure improvements:
  - Street travel lane and turning lane configurations
  - Curb bulbouts, sidewalk widths, and clearances
  - Crosswalks and curb ramps
  - Curb cuts and vehicle access points
  - AC Transit bus zones and bus routes, including layover locations
  - AC Transit bus stop amenities, including poles, benches, transit shelters, and trash cans.
  - Pickup/dropoff curb zones with designations
  - Bicycle infrastructure
  - Internal plaza or pedestrian improvements
  - Bicycle parking locations (racks and eLockers), bikeshare station locations, scooter parking zones
  - Carshare parking locations
  - On-street loading and parking locations (including new locations for any on-street spaces that are proposed to be eliminated)
  - Building ingress/egress
  - Sidewalk widths and street tree recommendations for Ninth Street and Oak Street
  - Other proposals, as appropriate

#### **Task 4 Deliverables**

- D4A: Analysis memo: Based on a bulleted summary of the Task 4A analysis of existing conditions and forecast data that Fehr & Peers will develop, and considering the plans reviewed in Task 3A, Eisen|Letunic will develop a memo analyzing the information collected and developed in Tasks 2 and 3. Draft and administrative draft; final BART comments will be incorporated in plan document (D5B).
- D4B: Recommendations memo: Based on a bulleted summary of the recommendations developed in Task 4B that Fehr & Peers will develop, Eisen|Letunic will develop a recommendations memo, including the Task 4B3 graphic and Task 4B4 implementation strategy. Draft and administrative draft; final BART comments will be incorporated in plan document (D5B).

## **Task 5 | Lake Merritt BART TOD Access Study**

Eisen|Letunic will develop draft, administrative draft and final versions of the Lake Merritt TOD Access Study. This study will contain the following information:

- A. Executive Summary
- B. Introduction
  - Introduce the EBALDC/Strada TOD with as much detail as is available at the time the summary report is drafted.
  - Describe the context, including the planned TOF and Lake Merritt Plaza developments.
  - Summarize the study purpose and high level findings.
  - Define next steps in terms of considering and providing for access to the Lake Merritt BART station, including its planned TOD, in the future
- C. Relevant plans, policies and programs
 

Listing of BART and other agencies' plans, policies and programs that will affect access to the Lake Merritt BART station and TOD.
- D. Existing conditions
 

Summary of today's travel patterns and needs in the project area (Tasks 2 and 3).
- E. Future conditions
 

Description of the Task 4 analysis, including forecast changes in land use and transportation (without the Lake Merritt TOD), and how the TOD will affect all modes of the transportation network. This discussion will include the Task 4 analysis of City of Oakland's one-way to two-way street conversion.
- F. Proposed access improvements
 

Improvements to the transportation system recommended to be implemented with the Lake Merritt TOD described in Task 4, including infrastructure, operations and TDM.

### **Subtask 5A | Outline**

Eisen|Letunic will develop a draft annotated outline for BART staff review and will revise it based on BART staff comments.

### **Subtask 5B | Report**

Eisen|Letunic will write the draft report, highlighting information that may change as new/additional information becomes available during the TOD design phase. Draft, admin draft, final drafts

### **Task 5 Deliverables**

- D5A: Eisen|Letunic, with Fehr & Peers's review, will produce draft and final access study outlines

- D5B: Eisen | Letunic, with Fehr & Peers's review, will produce a draft access study (unformatted); an administrative draft (formatted); and a final Lake Merritt TOD Access Study.



## Lake Merritt TOD Access Plan | Timeline

29-May-19

Task	2019					2020				
	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
<b>1 Project Management</b>										
1A	Kick-off meeting	█								
1B	Project management calls/meetings	█	█	█	█	█	█	█	█	█
<b>2 Inreach/Outreach</b>										
2A	BART staff/department engagement	█		█		█		█		
2B	Outside engagement*			█	█	█				
<b>3 Data Collection</b>										
3A	Review existing plans	█	█							
3B	Review existing data	█	█							
3C	Collect field data		█							
<b>4 Analysis and Recommendations</b>										
4A	Analysis			█	█					
4B	Recommendations						█	█		
<b>5 Access Study</b>										
5A	Study outline						█			
5B	Study report							█	█	

\* EBALDC plans to share the initial project design with and get feedback from stakeholders through June 2019 and have more focused engagement in July-December.

## July 2019 BPAC Agenda Item #9 Attachment

### Three-month agenda look-ahead

#### August

- Visit with Mayor Libby Schaaf (5:30-6)
- Biannual Paving Update
- Rapid Response: Foothill Blvd Case Study
- Selective Traffic Enforcement Program (STEP) Grant of Oakland Police Department

#### September

- BPAC Commissioner Recommendations
- Pedestrian Plan Projects Update
- Downtown Specific Plan
- Strategic Plan Check-In

#### October

- 19<sup>th</sup> Street (BART Station to Lakeside) Plans Update

### Commissioner announcements

From Commissioner Parreiras re: Legislative Committee Update

Mariana Parreiras, George Naylor, Grey Gardner and Phoenix Mangrum held a meeting of the Legislative Committee on 6/26/19 and discussed a DRAFT of a resolution modeled after the San Francisco County Transportation Authority (SFCTA) resolution that was shared by Mariana Parreiras in the May BPAC meeting, which can be found [here](#). To recap, the SFCTA resolution urges SFMTA to expedite delivery of safety projects and prioritize safety over traffic flow and parking when designing for street improvements. In it, SFCTA commits to working with SFMTA to identify the necessary funding to do so.

The Committee discussed how to further edit the resolution to better fit Oakland's context. The biggest barrier to delivering safety projects in Oakland is more the lack of staff to deliver projects than the lack of funding to actually pay for the projects. In addition, the function of the Oakland City Council is very different from the function of the SFCTA, since the latter administers several funding sources for the City and County of San Francisco. The Committee plans to further tailor the resolution to Oakland and then seek input and action from the full BPAC on a draft that can then be submitted to a potential legislative sponsor.

#### Additional Legislative Update

The Legislative Committee has been tracking on AB1112 introduced by Assembly Member Friedman and relating to shared mobility devices. The original draft of the bill would have significantly and negatively affected the ability of local jurisdictions to regulate their streets; however, the bill has been amended twice in the Senate since it passed an Assembly vote on 5/22/19 and now focuses more narrowly on basic regulations to shared mobility devices that are aimed at standardizing how such devices are deployed and managed on California streets. It codifies specific reasonable regulations that local jurisdictions may implement relating to shared mobility devices, many of which would support OakDOT's adopted regulations as listed in the excerpt below. The bill text in its entirety in its current form can be found in [this link](#).

Excerpt from Assembly Bill No. 1112:

**"39057.**

*(a) A local authority may enact reasonable regulations on shared mobility devices and providers within its jurisdiction, including, but not limited to, the following:*

*(1) Requiring that, before distribution of a shared mobility device, a shared mobility service provider shall enter into an agreement with, or obtain a permit from, the local authority with jurisdiction over the area.*

*(2) Adoption of operation, parking, maintenance, and safety rules regarding the use of shared mobility devices.*

*(3) Adoption of requirements to protect public health, safety, and welfare, ensure accessibility, support environmental sustainability, and ensure equitable access to historically disadvantaged communities or individuals within the local authority's jurisdiction.*

*(b) A local authority may, through ordinance, ban persons from deploying and offering for hire shared mobility devices on its public right of way. An ordinance described in this subdivision is subject to the requirements of state law, including, but not limited to, Division 13 (commencing with Section 21000) of the Public Resources Code, as having a significant effect on the environment."*

*(c) The local authority may impose fees based on the reasonable and necessary costs incurred by the local authority as a result of administering shared mobility device programs within its jurisdiction."*

**Staff announcements**

- I. None
-

## City of Oakland Bicyclist and Pedestrian Commission Strategic Plan Goals for 2019

March 21, 2019 Draft 1

For the BPAC Strategic Plan 2019, the work of the BPAC was divided into six general goals, each with a corresponding set of tasks and Commissioner Assignments, as follows:

### Goal 1: Provide Legislative and Policy Recommendations to Council

Task	Task Description	Commissioner Assigned	Due Date	Progress	Issues/Barriers/Notes
1.1	Meeting with Joanne Karchmer to discuss 2019 adopted Council Legislative agenda and determine timeframe	Parreiras	Mar-19		
1.2	Review the 2019 adopted Council Legislative agenda and determine items relevant to BPAC	Campbell	21-Feb-19	Complete. See Parreiras's March 2019 Leg Committee Summary	
1.3	Meet with Councilmember Kalb to discuss Council Member outreach by BPAC	Wheeler	Mar-19		
1.4	Outreach to Councilmembers in each District by BPAC Commissioner	Parreiras/Jones - D 1 Campbell - D 2 Wheeler - D 3 Naylor/Tabata/Wheeler - D 4 Mangrum - D 5 Burnette/Tabata/Norris - D 6 Mangrum - D 7	End of Q3, 9/19/2019		
1.5	Review important BPAC topics to bring up to Public Works Committee as public comments	All Commissioners	On-going		

### Goal 2: Project Input

Task	Task Description	Commissioner Assigned	Due Date	Progress	Issues/Barriers
2.1	Deprioritize the project input and project delivery aspects of the BPAC's work and prioritize community engagement.	All Commissioners	On-going		
2.2	Commissioners will provide input on the update of the Bike Plan	All Commissioners	On-going		
2.3	Create a list of major projects and get information about projects before they are too far along in the process for meaningful input.	None Assigned	On-going		

### Goal 3: Project Delivery

Task	Task Description	Commissioner Assigned	Due Date	Progress	Issues/Barriers/Notes
3.1	Create a chart of projects including grant funded projects	Naylor	Mid-2019		
3.2	Initiate conversations with stakeholders and get more community input on projects	All Commissioners	On-going		
3.3	Provide input on Measure B and Measure BB funds	All Commissioners	On-going		Overlap with Item 6.1

### Goal 4: Community Engagement

Task	Task Description	Commissioner Assigned	Due Date	Progress	Issues/Barriers/Notes
4.1	Build a list of at least thirty community organizations and neighborhood groups	Jones	Mid-2019		
4.2	Every commissioner will attend a minimum of two events (like bicycle tours), one in their district, one outside of their district, and report back to the BPAC with a written announcement	All Commissioners	On-going		
4.3	Get relevant information from the Commission into the community so that the community knows about projects going on in their neighborhood and can come to BPAC to comment.	All Commissioners	On-going		
4.4	Ask OakDOT staff to reach out to the Commission about community engagement events	All Commissioners	On-going		
4.5	BPAC commissioners are already in contact with many councilmembers. Make use of those connections.	Parreiras/Jones - D 1 Campbell - D 2 Wheeler - D 3 Naylor - D 4 Mangrum - D 5 Burnette/Tabata/Norris - D 6 Mangrum - D 7	On-going		Overlap with Item 1.4

### Goal 5: Coordination with Outside Agencies

Task	Task Description	Commissioner Assigned	Due Date	Progress	Issues/Barriers/Notes
5.1	Invite outside agencies to the BPAC for at least one meeting	Parreiras for BART and AC Transit	On-going		

### Goal 6: Fiscal Oversight of Measure B and BB Funds

Task	Task Description	Commissioner Assigned	Due Date	Progress	Issues/Barriers/Notes
6.1	Begin tracking Measure B and BB funds	None Assigned			Overlap with Item 3.3
6.2	When hearing projects, include when grant funding is awarded and when the funding ends	All Commissioners	On-going		
6.3	Monitor what happens to projects after they leave OakDOT ie. How much did they end up costing? How did they affect bicycling rates, etc.	None Assigned			