
Meeting called to order at 6:00 pm by BPAC Chair, Ryan Chan.

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

At roll call, quorum was established with eight commissioners present (X). None (-) was excused (provided notice of absence as specified in by-laws). One arrived later during the meeting.

<table>
<thead>
<tr>
<th>Commissioners</th>
<th>Present</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reginald K Burnette Jr</td>
<td>X</td>
</tr>
<tr>
<td>Ryan Chan (Chair)</td>
<td>X</td>
</tr>
<tr>
<td>Chris Hwang</td>
<td>X</td>
</tr>
<tr>
<td>Christopher Kidd</td>
<td>X</td>
</tr>
<tr>
<td>Fred McWilliams</td>
<td>X</td>
</tr>
<tr>
<td>Robert Prinz (Vice-Chair)</td>
<td>X</td>
</tr>
<tr>
<td>Midori Tabata</td>
<td>X</td>
</tr>
<tr>
<td>Rosa Villalobos</td>
<td>X</td>
</tr>
<tr>
<td>Kenya Wheeler</td>
<td>X</td>
</tr>
</tbody>
</table>

Introductions were made.
- Other attendees: Wade Albright, Eric Fieberling, Heidi Killeen, Chris Kintner, Carol Levine, Brendan Pittman, Tyler Wacker, Jean Walsh
- Staff: Mohamed Alaoui, John McCabe, Jason Patton, Eric Uddenberg

### Item 2. Approval of meeting minutes

→ A motion to adopt the Bicyclist & Pedestrian Advisory Commission meeting minutes from August 17, 2017 was made (Tabata), seconded (Prinz), and approved by consent. Adopted minutes online at www.oaklandbikes.info/BPAC.

### Item 3. Open Forum / Public Comment

- Heidi Killeen expressed concern about the pedestrian crossing on Moraga Ave at Harbord Dr. There is no marked crosswalk and it is a challenging crossing. She is concerned for her children who walk to school and cross at this location. She understands that Moraga Ave is scheduled to be paved and wants to see if the paving project can address the pedestrian crossing issue.
- Chris Kintner offered his thanks to the City for the pedestrian crossing improvements that were recently installed on Harrison St at 23rd St.
**Item 4. Service Requests and Bike/Ped Issues**

[This item was originally scheduled as Item #5. It was heard as Item #4.]

John McCabe, Technology Program Manager, described how public requests submitted to the Oakland Call Center or SeeClickFix are categorized and routed to the appropriate groups within City government. See the attached slide show. The number of requests has grown dramatically in recent years due to the growing use of SeeClickFix. Illegal dumping is by far the most common category of service request. The City uses CityWorks, a work management application, to log, route, and track service requests.

Summary of discussion:

- Calls to the Oakland Call Center are answered by live operators. After hours, emergency calls are routed to operators at the Fire Dispatch Center to ensure that emergency requests are received immediately.
- The Call Center routes issues to the responsible City staff. The public doesn’t need to know who will solve the issue. They just need to locate and explain the issue.
- While the number of requests has increased dramatically, the staff and funding available to address those requests has remained relatively constant.
- SeeClickFix makes service requests visible to the public. This has the benefit of letting people see if their issue has already been reported. If it has, they can comment on the issue. The web-based interface facilitates civic discussion regarding the known issues.
- There is an interest in promoting the use of SeeClickFix amongst adjoining jurisdictions. Then a requester doesn’t need to know which jurisdiction the issue is in.
- Having data has changed the City’s work by making it easier to see and understand the types of issues and their extent. This can also help match needs to resources. For example, more resources may be needed if certain requests are taking longer to resolve, or if they are not getting resolved. The data have also made it possible to measure performance.
- It would be interesting to use CityWorks data for before/after comparisons in areas with major street projects.
- Requestors should hear back after issues are submitted, even if it has been forwarded to another agency or can’t be resolved.

Speakers other than commissioners: Carol Levine, Heidi Killeen

**Item 5. Stairpath Program Update**

[This item was originally scheduled as Item #4. It was heard as Item #5.]

Eric Uddenberg from the DOT Great Streets Division presented stairpath locations currently prioritized for rehabilitation, and how locations were prioritized. See the attached handout. Oakland has approximately 220 stairpaths, 39 of which have been significantly repaired since 2001. About 10% of the remaining stairpaths require no work, leaving ~159 that are prioritized for repair. The program is currently receiving around $360,000 in annual funding. To date, stairpaths were prioritized based on their physical condition and their proximity to services and residential density. Staff is proposing to add equity as a prioritization factor.

Summary of discussion:

- In prioritizing locations, the density of surrounding homes is used as a proxy for use. In other words, the stairpaths with the most people living nearby are the stairpaths likely to get the most use.
• The design life of the rehabilitation projects is typically 50 years. This is typical across streets and buildings. It is also practical in that a longer design life would have higher construction costs.

• Transportation Development Act Article 3 has been a useful source of funding for stairpath projects. In recent years, less of this funding has been used. While the funding has generally been available, the staff time has not necessarily been available. As one example, the staff in the stairpath program play a lead role in storm season recovery, including emergency roadway repairs.

• Consultants could do more stairpath work. This is effective when consultants work in partnership with staff. But it is generally cheaper to do small projects in-house. Potentially, stairpath funds could be pooled to undertake a project with multiple locations that would make efficient use of consultants and staff time.

• A bike stair channel was recently designed as part of the project to rehabilitate the Shortcut, connecting Alvarado Rd into the parking lot at the Claremont Hotel. This design was based on best practices from other agencies (including BART), and a field visit to the 16th St/Mission BART station. (Commissioner Tabata participated in this field visit.) The stairpath program will now consider bike stair channels as a matter course for future projects where there is bicyclist demand and the basic design requirements can be satisfied.

Speakers other than commissioners: none

Item 6. Public Works Committee Report Back

BPAC Chair Ryan Chan described his presentation to, and response from, the Public Works Committee (PWC) on September 12, based on the annual report for 2016. Councilmembers asked about BPAC review of grant applications and about equity considerations in Oakland’s debut of bike share. The PWC requested that City staff prepare a response to the BPAC annual report and present it at the December committee meeting. The 2017 BPAC Annual Report should be scheduled for a Public Works Committee meeting in early 2018.

Summary of discussion:

• BPAC review of grant applications is a work in progress. Review is generally happening, but in some cases a more detailed review would be beneficial. Sometimes this coordination is complicated by a grant deadline that does not match well with the BPAC’s monthly meeting schedule.

• BPAC had the opportunity to review and provide input on the bike share program, and was a strong voice for advancing equity goals through the service area and membership pricing.

• This was the first time that the BPAC annual report was presented to the PWC as a scheduled agenda item. This annual report provides a recurring mechanism to strengthen communications between BPAC and the Public Works Committee.

Speakers other than commissioners: none

Item 7. BPAC Commissioner Recommendations

There will be three BPAC vacancies as of January 2018. The Nominations Committee convened at the July 2017 meeting reviewed applications received through August 2017 and shared their recommendations. The committee included Commissioners Hwang, Villalobos, and Tabata, and one member of the public – Hector Chinchilla. See attachment from the Nominations Committee.
Summary of discussion:
• It was noted that Mariana Parreiras is an active and constructive member of the Caltrans District 4 Pedestrian Advisory Committee.

→ A motion to **endorse the recommendations of the committee and forward the recommendations to Mayor Schaaf** was made (Tabata), seconded (Kidd), and approved with seven in favor, none opposed, and one abstention (Hwang).

Speakers other than commissioners: Carol Levine

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

*Three-month look-ahead*
• Upcoming items were reviewed with no changes.

*Suggestions for meeting topics*
• Oakland Alameda Access Project (ACTC): Schedule for the October BPAC meeting, if possible; suggested by Commissioner Prinz.
• Assembly Bill 1103 (California stop-as-yield for bicyclists): suggested by Commissioner Prinz.

*Announcements*
• The Department of Transportation’s “Paint the Town!” Pilot Program is now accepting applications for communities to undertake street murals. Applications and flyers were distributed at the meeting. See [www.beta.oaklandca.gov/services/paint-the-town](http://www.beta.oaklandca.gov/services/paint-the-town).
• On Saturday, September 23, 11:00am to 12:00pm, Bike East Bay is having a training for people interested in bike share. The training is at the West Oakland Public Library.
• Commissioner Kidd may be on paternity leave for the October Commission meeting.

Meeting adjourned at 7:49 pm.

**Attachments (to be appended to adopted minutes)**
• Slide Show for Item #4 – Service Requests and Bike/Ped Issues
• Handout for Item #5 – Stairpath Program Update
• Handout for Item #7 – 2018 BPAC Nomination Recommendations

Minutes recorded by Jason Patton, Bicycle & Pedestrian Program Manager, emailed to meeting attendees for review on Wednesday, September 27 with comments requested by 5pm, Thursday, October 5 to jstanley@oaklandnet.com. Revised minutes were attached to the October 2017 meeting agenda and adopted at that meeting.
Service Requests and Bike/Ped Issues

John McCabe
Public Works / Department of Transportation
City of Oakland
(510) 238-7982
jmccabe@oaklandnet.com

Bicyclist and Pedestrian Advisory Commission
September 21, 2017

Oakland, California

- 10th largest city in California
- Incorporated in 1852
- Population: 411,000
- 53.8 square miles

- 805 miles of streets
- 1500 miles of sidewalks
- 929 miles of sewer pipes
- 402 miles of storm drain pipes
- 309 City owned buildings
- 38,000 street trees
- 640+ acres of parks, public grounds
- 36,000 street lights
- 671 traffic signalized intersections

City of Oakland
California

CallCenter@oaklandnet.com
Phone, Email, Web, SeeClickFix

- All requests go to the same place (Oakland Call Center)
- All requests are handled the same, regardless of reporting method
- Use phone for potential emergency issues!

Open Data

- [http://data.oaklandnet.com](http://data.oaklandnet.com)

Over 400,000 service requests in Open Data

Civic Engagement More Than Doubled With Mobile App
SeeClickFix Increased Civic Engagement

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<td>15,649</td>
<td>21,916</td>
<td>27,163</td>
<td>30,453</td>
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<td>TOTAL</td>
<td>31,419</td>
<td>40,159</td>
<td>48,210</td>
<td>52,672</td>
<td>56,547</td>
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Service Requests More Than Doubled
Nearly all of the increase is from SeeClickFix

About 2/3 of Service Requests Are Reported Electronically

City of Oakland – analysis 1/1/2017 from Open Data: http://data.oaklandnet.com
Excludes categories BLDGMAINT and FACILITIES (started 4/4/11) and RECYCLING (started 8/1/12).
SeeClickFix number shown is based on number from automated interface; SeeClickFix requests from prior to 1/1/12 were entered manually into Cityworks.
Includes canceled service requests which are usually duplicates of existing issues.

Top Service Requests Handled by Oakland Call Center

Issues Referred to “Outside Partners” (Better Than “Hang Up And Call...”)

Issues Referred to “Outside Partners” (Better Than “Hang Up And Call...”)

Other
Code Enforcement
Human Waste
EBMUD
Animal Control
Caltrans
OPD Abandoned Auto

City of Oakland – analysis 1/1/2017 from Open Data: http://data.oaklandnet.com
Excludes categories BLDGMAINT and FACILITIES (started 4/4/11) and RECYCLING (started 8/1/12).
SeeClickFix number shown is based on number from automated interface; SeeClickFix requests from prior to 1/1/12 were entered manually into Cityworks.
Includes canceled service requests which are usually duplicates of existing issues.
**Lifecycle of a Service Request**

1. **Customer Contacts Call Center**
   - Phone, Email, Website, SeeClickFix mobile app

2. **Service Request Created and Assigned to Supervisor**
   - (or referred to partner agency)

3. **Supervisor Assigns Work Order to Crew**

4. **Crew Completes Work Order, Work Order Closed**

5. **Service Request Closed**

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**Service Request**
Customer reports a problem using phone, email, website, or smartphone app

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**Call Center Creates a Service Request**
Service Request is assigned to a Supervisor

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**Supervisor Assigns a Work Order**
Work Order is assigned to a Crew Leader
Lifecycle of a Service Request

1. Customer Contacts Call Center
   • Phone, Email, Website, SeeClickFix mobile app
2. Service Request Created and Assigned to Supervisor
   • (or referred to partner agency)
3. Supervisor Assigns Work Order to Crew
4. Crew Completes Work Order, Work Order Closed
5. Service Request Closed

Crew Does the Job

Crew Leader Records Work

Supervisor Reviews & Closes Work Order
This closes the Service Request
Questions?
BPAC Meeting Presentation September 21, 2017 @ 6:00PM.

1. Introduction
2. List of Stair Path Repairs Completed 2001-Current:
   - See Attachment A
   - Citywide Map (Completed Stairs are Green Dots)
3. Budget - $200K is available annually from Measure B-B funds, typically another $160k is granted annually from The State Transportation Development Act Article 3 funds.
4. Typical Annual Repairs: 40 Stair Paths have been repaired since 2001. The current median price to rehabilitate a stair path is $180k.
5. How Stair Paths are selected and prioritized.
   - See Attachment B – Equity Map and Database
   - See Attachment C - Prioritization Criteria, existing and proposed
6. Discussion of the proposed equity component for prioritizing stair restoration.
Attachment A

Completed Stair - Paths 2001 to 2017

1  Stair Number  228  6101 Thornhill to 5500 Doncaster
2  Stair Number  125  6086 Valley View to 5921 Merriewood
3  Stair Number  146  5607 Merriewood to 5901 Marden Lane
4  Stair Number   47  4326 Arden Place to 4341 Bridgeview
5  Stair Number   45  1921 Oakview to 1745 Leimert
6  Stair Number   46  1774 Leimert to 4350 Bridgeview
7  Stair Number  125  6086 Valley View to 5921 Merriewood
8  Stair Number   88  Rockridge Blvd to 5972 Margarido
9  Stair Number  226  81 Alvarado to 681 Alvarado   The Shortcut
10 Stair Number   53  1601 Trestle Glen to 4 Bowles
11 Stair Number   54  5 Bowles to 2 Van Sicklen Pl
12 Stair Number   5A  North Hill Ct to Westview Dr
13 Stair Number   73  Mira Vista Ave to Valle Vista Ave   Bonham Way
14 Stair Number   74  Valle Vista Ave to Grand Ave   Bonham Way
15 Stair Number   71  Grand Ave to Walker Ave   Davidson Way
16 Stair Number   72  Walker Ave to Vermont St   Davidson Way
17 Stair Number   91  Acacia Ave to Alpine Terrace   Locarno Path
18 Stair Number   92  Cross Rd to Acacia Ave   Locarno Way
19 Stair Number   34  MacArthur Blvd to Masterson St   Madrone Way
20 Stair Number   35  Pampas Ave to Madrone Ave   Madrone Way
21 Stair Number   36  4447 Steele to Worden Way   Madrone Way
22 Stair Number   37  Hyacinth Ave to Tompkins Ave   Madrone Way
<table>
<thead>
<tr>
<th></th>
<th>Stair Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>23</td>
<td>137</td>
<td>77 Alvarado Rd to Claremont Hotel The Shortcut</td>
</tr>
<tr>
<td>24</td>
<td>62</td>
<td>1332 Holman to 1329 Barrows St</td>
</tr>
<tr>
<td>25</td>
<td>200</td>
<td>Mandana Circle to Longridge Rd</td>
</tr>
<tr>
<td>26</td>
<td>38</td>
<td>2198 42nd Ave to 2185 High St</td>
</tr>
<tr>
<td>27</td>
<td>39</td>
<td>2195 42nd Ave to 2190 41st Ave</td>
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<td>40</td>
<td>2215 41st Ave to 2201 Rosedale Ave</td>
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<td>154</td>
<td>8500 Thermal to 8522 MacArthur Blvd</td>
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<td>30</td>
<td>4A</td>
<td>901 Creed Rd to 1098 Underhill</td>
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<tr>
<td>31</td>
<td>119</td>
<td>243 Orange St to 264 Oakland Ave</td>
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<td>32</td>
<td>118</td>
<td>309 Oakland Ave to 3020 Harrison</td>
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<tr>
<td>33</td>
<td>56</td>
<td>970 Sunnyhills to 972 Longridge</td>
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<tr>
<td>34</td>
<td>229</td>
<td>Longridge to Paramount Grosvenor Place</td>
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<tr>
<td>35</td>
<td>93</td>
<td>6142 Brookside lane to 6245 Oceanview</td>
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<tr>
<td>36</td>
<td>17</td>
<td>5600 Colton to 1833 Magellan</td>
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<tr>
<td>37</td>
<td>117</td>
<td>269 Fairmont to 3000 Richmond Ave.</td>
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<tr>
<td>38</td>
<td>221</td>
<td>3287 Kempton to 3084 Richmond Ave.</td>
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<tr>
<td>39</td>
<td>6A</td>
<td>5980 Shattuck Ave. Bushrod Park Entrance</td>
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Attachment B  Equity Map and Database:
## Stair Path Prioritization

100-point ranking system based on the physical condition and proximity

### Existing 45-55 allocation:

<table>
<thead>
<tr>
<th>Stair and Path Prioritization</th>
<th>Physical Condition</th>
<th>Proximity to Schools, Libraries, Recreation Centers, Commercial Districts, AC Transit and density of Neighborhood</th>
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<tbody>
<tr>
<td>55 points</td>
<td></td>
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<tr>
<td>45 points</td>
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</tr>
<tr>
<td>100 points</td>
<td></td>
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</table>

### Breakdown of Physical Condition

- Poor condition > 75%
- Poor condition > 50%-75%
- Poor to Fair condition < 50%-25%
- Fair condition < 25%
- Good or excellent condition
- Required Handrails missing
- Stair or Path located and end of a no outlet street, closed by the City or blocked by a private improvement

### Point range

0 to 55 points

### Breakdown of Proximity Criteria

- Schools < 1200 ft
- Library, Community Center, Rec Center < 1200 ft
- Fire or Police Station
- AC Transist <1200 ft
- Commercial District < 1200 ft
- Housing Density
- High Density
- Medium Density

### Point Range

0 to 45 points
9/21/2017
Stair and Path Prioritization

<table>
<thead>
<tr>
<th>40 points</th>
<th>Physical Condition</th>
</tr>
</thead>
<tbody>
<tr>
<td>30 points</td>
<td>Proximity to Schools, Libraries, Recreation Centers, Commercial Districts, AC Transit and density of Neighborhood</td>
</tr>
<tr>
<td>30 points</td>
<td>Equity</td>
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</tbody>
</table>

**Breakdown of Physical Condition**

- Poor condition > 75%
- Poor condition > 50%-75%
- Poor to Fair condition < 50%-25%
- Fair condition < 25%
- Good or excellent condition
- Required Handrails missing
- Stair or Path located and end of a no outlet street, closed by the City or blocked by a private improvement

Point range 0 to 40 points

**Breakdown of Proximity Criteria**

- Schools < 1200 ft
- Library, Community Center, Rec Center < 1200 ft
- Fire or Police Station
- AC Transist <1200 ft
- Commercial District < 1200 ft
- Housing Density
- High Density
- Medium Density

Point Range 0 to 30 points

Equity 0 to 30 points
2018 BPAC Nomination Recommendations

The 2018 BPAC Nominations Committee met on Thursday evening, September 14, 2017 to review and recommend candidates for the 2018-20 season. Due to technical difficulties, we could not link up with Hector Chinchilla, a member of the committee currently in El Salvador.

By the close of August 31, 2017, the stated closing of the application period, we had received 23 applications through the Mayor’s office. Of the 23, 22 were eligible residents of Oakland. This was the largest number we have received from the most diverse group of residents. We thank all of them for taking the time to apply for the three open positions.

We conducted a thorough review of the applications taking into account:

- Geography--where they resided in Oakland and were most familiar with
- Background--why they were interested in being part of the BPAC
- Experience--any prior experience with citizen advocacy organizations
- Gender/ethnicity (if available)--for diversity

With that in mind, we are making the following recommendation:

Highly recommended:
- Chris Hwang--Resident of Lakeshore area, current BPAC Commissioner, current president of WOBO, long time community advocate, fluent in multiple languages
- Mariana Parreiras--Resident of Temescal, long time community advocate, served on Technical Advisory Committee for Pedestrian Master Plan as part of position as Station Access Project Manager for Bart, fluent in multiple languages

Recommended:
- Andrew Campbell--Resident of Piedmont Ave., member of NCPCs, concerned with safe non-automobile transit for children, he has 3 children, commutes daily by bike with 2 year old. He would provide added perspective of parent and children not being chauffeured in auto from point to point.
- Samantha Gottlieb--Resident of Longfellow Neighborhood, lifelong urban rider, beginning as child in New York, riding as a parent. She represents a different geographic area of Oakland, also the perspective of parent wanting to promote other means of transportation than auto.
• George Naylor--A long-time resident of Laurel District, uses all modes of transportation, is familiar with roads of Oakland and beyond as a cyclist and knows the challenges we face and the existing gaps in the network to ensure safe travel. He would be good to help bridge part of Oakland that hasn’t had much representation.

List of all the other applicants:

Applicants: Oakland Bicyclist & Pedestrian Advisory Commission, September 2017

Albright, Wade (Longfellow)
Allen, Rehema (Uptown)
Arce, Ozzy (W Oakland)
Atkins, Mike (Longfellow)
Austin, Raymond (Longfellow)
Bartell, Joel (Fruitvale/Fairfax)
Chinchilla, Hector (Temescal)
Freeman, Crosby (W Oakland)
Gandesbery, Thomas (resident of Piedmont, not eligible)
Gentleman, Kristina (D6 or D7)
Hughes, Tom (Longfellow)
Karwat, Joseph (Montclair)
McMillan, Erin (Rockridge)
Nguyen, Justin (San Antonio/Laney)
Rhine, Linda (Lakeshore)
Visnick, Benjamin (Park/Dimond)
Walsh, Jean (Longfellow)
Ward, Matthew (W Oakland)

We have further detailed notes for any clarification.