



Bicycle and Pedestrian Advisory Committee Meeting Agenda

Tuesday, May 7, 2013, 5:30 to 7:30 p.m.

Meeting Outcomes:

- Review the draft list of projects for the Fiscal Year (FY) 2012-13 Coordinated Funding Program
- Provide input on the Metropolitan Transportation Commission (MTC) Transportation Development Act (TDA) Article 3 revised policies and procedures
- Review the CDF Grant Cycle 3 and Cycle 4 semi-annual progress reports

5:30 – 5:35 p.m. Midori Tabata	1. Welcome and Introductions	
5:35 – 5:40 p.m. Public	2. Public Comment	
5:40 – 5:45 p.m. Midori Tabata	3. Approval of April 11, 2013 Minutes <u>03 BPAC Meeting Minutes 041113.pdf</u> – Page 1	A
5:45 – 6:35 p.m. Beth Walukas Matt Todd Vivek Bhat	4. FY 2012-13 Coordinated Funding Program: Draft List of Projects <u>04 Memo and Attachments for Coordinated Funding Program Draft Lists of Projects.pdf</u> – To be emailed before meeting	I
6:35 – 7:05 p.m. Cheryl Chi, MTC	5. Discussion and Input on MTC TDA Article 3 Revised Policies and Procedures <u>05 MTC TDA Article3 Revised Program Guidelines.pdf</u> – Page 5	I
7:05 – 7:15 p.m. Alameda CTC Staff	6. CDF Funded Grant Projects Updates Review of CDF Semi-annual Progress Reports <u>06 CDF Cycles3-4 Semi-annual Progress Reports.pdf</u> – Page 25	I
7:15 – 7:20 p.m. Staff	7. Board Actions/Staff Reports A. General <u>07A BPAC Roster.pdf</u> – Page 65 <u>07A1 BPAC Meeting Schedule FY12-13.pdf</u> – Page 67 <u>07A2 AlamedaCTC Outreach Events.pdf</u> – Page 69	I

7:20 – 7:30 p.m. **8. BPAC Member Reports**
BPAC Members

I

7:30 p.m. **9. Meeting Adjournment**

Key: A – Action Item; I – Information/Discussion Item; full packet available at www.alamedactc.org

Next Meeting:

Date: June 6, 2013

Time: 5:30 to 7:30 p.m.

Location: 1333 Broadway, Suite 300, Oakland, CA 94612

Staff Liaisons:

Beth Walukas, Deputy Director
of Planning
(510) 208-7405
bwalukas@alamedactc.org

Rochelle Wheeler, Countywide Bicycle and
Pedestrian Coordinator
(510) 208-7471
rwheeler@alamedactc.org

Location Information: Alameda CTC is located at 1333 Broadway in Downtown Oakland at the intersection of 14th Street and Broadway. The office is just a few steps away from the City Center/12th Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14th and Broadway near Frank Ogawa Plaza (requires purchase of key card from bikelink.org). There is garage parking for autos and bicycles in the City Center Garage (enter on 14th Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <http://www.alamedactc.org/directions.html>.

Public Comment: Members of the public may address the committee regarding any item, including an item not on the agenda. All items on the agenda are subject to action and/or change by the committee. The chair may change the order of items.

Accommodations/Accessibility: Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call (510) 893-3347 (Voice) or (510) 834-6754 (TTD) five days in advance to request a sign-language interpreter.



**Alameda CTC Bicycle and Pedestrian Advisory Committee Meeting Minutes
Thursday, April 11, 2013, 5:30 p.m., 1333 Broadway, Suite 300, Oakland**

Attendance Key (A = Absent, P = Present)

Members:

P Midori Tabata, Chair
P Ann Welsh, Vice Chair
P Mike Ansell
A Mike Bucci
P Alex Chen

P Lucy Gigli
P Jeremy Johansen
P Preston Jordan
P Heath Maddox
P Sara Zimmerman

Staff:

A Beth Walukas, Deputy Director of Planning
P Rochelle Wheeler, Bicycle and Pedestrian
Coordinator

P Matt Todd, Principal Transportation Engineer
P Vivek Bhat, Senior Transportation Engineer
P Angie Ayers, Acumen Building Enterprise, Inc.

1. Welcome and Introductions

Midori Tabata, BPAC Chair, called the meeting to order at 5:30 p.m. The meeting began with introductions and a review of the meeting outcomes.

Guests Present: Matthew Bomberg, Alameda CTC; Nicole Schneider, Alameda CTC; Tony Dang, California Walks; Robert Prinz, East Bay Bicycle Coalition (EBBC)

2. Public Comment

Tony Dang with California Walks urged the Alameda CTC BPAC to weigh in on the Metropolitan Transportation Commission (MTC) Revised Policies and Procedures for Transportation Development Act (TDA) Article 3 projects. He stated that MTC is proposing to remove the provision that requires Bicycle and Pedestrian Committees to review TDA projects. Tony stated that it would be helpful if Alameda CTC's BPAC became involved in the revisions of the document. The BPAC members requested staff place this item on the agenda for the next BPAC meeting.

3. Approval of February 7, 2013 Minutes

Sara Zimmerman moved to approve the February 7, 2013 minutes as written. Preston Jordan seconded the motion. The motion passed unanimously (9-0).

4. Coordinated Funding Program Call for Projects

A. Discuss BPAC Review Process and Summary of Applications Received

Matt Todd provided an overview of the Coordinated Funding Program process and current status of applications received in this funding cycle. He informed the committee of the amount of money each fund source will provide to the program, which will total \$65 million. Matt stated that Alameda CTC received 69 applications on March 15, 2013 requesting a total of \$122 million. He also provided a breakdown of the projects that

were requesting One Bay Area Grant (OBAG)/Priority Development Area (PDA) supportive funds, OBAG/Local Streets and Roads (LSR) funds, and Measure B and Vehicle Registration Funds (VRF) funds. Matt mentioned that the next steps will be to present a draft program of projects to the committees and Commission in May and a final program for approval in June 2013. He informed the committee that MTC requires a final program of projects from Alameda CTC by June 30, 2013.

Matt reviewed the BPAC role in this funding cycle, which is to review and provide comments on the MTC complete streets checklists and to give input on the overall package of projects recommended for funding. He described how the BPAC questions and comments received as of April 3rd had been shared with all of the internal agency review team members.

Rochelle Wheeler reviewed the Coordinated Funding Program process timeline with due dates, which lists the activities for Alameda CTC staff and BPAC members. She stated that BPAC had provided the first round of input and questions that Alameda CTC would be forwarding to the applicants. Rochelle stated that staff will bring the applicants' responses to BPAC's May meeting. Rochelle stated that the goal for this agenda item is for BPAC to provide further input and questions on projects and the MTC checklists.

The BPAC provided many comments, and some questions, on the submitted projects and checklists. Overall, BPAC members stated that the information they received to make an informed assessment of the projects being reviewed was very limited. The committee inquired if staff could provide them with additional information, at a minimum, the project applications electronically. Staff informed the committee that it would be sending additional application information to members and that members are welcome to view the applications and the various attachments at the Alameda CTC offices. BPAC requested that in the future it would be helpful if staff would provide BPAC with the application information electronically.

B. Develop Questions on MTC Complete Streets Checklists for One Bay Area Grant Projects

The discussion for agenda item 4B was incorporated into the discussion on agenda item 4A.

5. Recommend Continuation of Bicycle Safety Education Program

Rochelle requested that the BPAC recommend that the Alameda CTC Commission approve the continuation of the Countywide Bicycle Safety Education Program and take the following actions related to the program:

- Use up to \$300,000 of Measure B Bicycle and Pedestrian Countywide Discretionary Funds (CDF) for three years.
- Approve the inclusion of the Bicycle Safety Education Program services in the Safe Routes to Schools (SR2S) request for proposals.
- Approve the request to extend the agreement expiration date for the Measure B Bicycle and Pedestrian CDF grant for up to three months, if needed, to allow the program services to continue for a transition of vendors.

BPAC stated that overall, the Bicycle Safety Education Program is worthwhile for Alameda County, and the scope of work is sufficiently detailed.

Preston Jordan moved to approve that BPAC recommend the Alameda CTC Commission approve the aforementioned items to continue the Countywide Bicycle Safety Education Program. Jeremy Johansen seconded the motion. The motion passed unanimously (9-0).

6. Review of TDA Article 3 Projects

Rochelle informed the committee that one role of the BPAC is to review and provide input on TDA Article 3 projects in Alameda County, upon request by local jurisdictions. She stated that the BPAC review has been requested to review five projects submitted by three local jurisdictions for funding in fiscal year 2013-2014. She noted that all projects submitted for TDA Article 3 funding in this funding cycle are listed in the agenda packet.

Rochelle clarified the TDA Article 3 Guidelines regarding BPAC's review and input on TDA Article 3 projects. She stated that local jurisdictions with a BPAC usually review their own projects. For jurisdictions that do not have a BPAC, Alameda CTC's Countywide BPAC review the projects, upon request. The BPAC does not review the full set of all projects submitted for funding in the county.

Questions/feedback from the members:

The BPAC reviewed and provided input on following projects:

- *Alameda County's Bicycle/Pedestrian Safety Education Program:* A member requested that this program assess the effectiveness of Bike to Work Day, like was done in Seattle. Rochelle noted that Alameda CTC has done a Bike to Work Day assessment in Alameda County.
- *Alameda County's Pedestrian Improvements at Various Locations:* A member inquired about addressing the lack of sidewalks in Castro Valley, near the medical center and high school, which was presented at a prior BPAC meeting and requested that the county review that comment to determine if the TDA funds could be used in this area.
- Members noted that some cities have a lot of TDA Article 3 funds carried over from previous years. Does Alameda CTC track what they do with the funds? Staff does not track the amount of fund reserves, but Rochelle noted that many jurisdictions build up their funds, which are relatively small, to use for funding larger-scale projects.

Rochelle stated that she will pass along the project-specific input to the project sponsors.

7. Update on Complete Streets Local Policy Adoption

Rochelle informed BPAC that all jurisdictions in Alameda County have a complete streets policy as of March 19th. She stated that Alameda CTC created a web page to link to these policies. Rochelle mentioned that staff will review the final complete streets policies submitted to ensure that they are compliant with the Alameda CTC policy requirements.

8. Board Actions/Staff Reports

A. General

Rochelle informed the committee that Bike to Work Day is scheduled for May 9, 2013. She announced that MTC is hosting a Complete Streets Workshop on May 13, 2013 in Oakland, which is focused on design and implementation of complete streets.

Rochelle asked BPAC members if they are interested in moving the May and June meeting dates to allow additional time to review the Coordinated Funding Program list of projects. The BPAC members were in favor of moving the dates. Rochelle stated that Angie Ayers would poll the members for the best meeting dates in May and June.

9. BPAC Members Reports

Lucy Gigli informed the committee that a Measure B bicycle/pedestrian grant had funded a feasibility study for the City of Alameda's Estuary Crossing several years ago. She announced that Caltrans is in the process of finalizing a project to improve the Posey Tube without considering the recommendations in the completed feasibility study. Lucy solicited feedback from BPAC and staff for a contact at Caltrans who can provide assistance. Midori and Rochelle stated Caltrans has Bicycle and Pedestrian Committees that may be a good source for assistance and suggested that Lucy contact Beth Thomas of Caltrans, who is the Bicycle and Pedestrian Coordinator, and staffs both committees.

Ann Welsh informed the committee that she attended a preliminary outreach meeting that sought citizens' input on an improvement project for Crow Canyon Road. She solicited feedback and input from the committee. Ann noted that she will attend future meetings.

Preston Jordan informed the committee that he read an article that a Chinese firm has invested in the Oak to Ninth project that will produce over 1,000 new housing units in the City of Oakland. He noted that this development project is one reason that the Lake Merritt Channel feasibility study project, submitted for the Coordinated Funding Program, would be beneficial.

Sara Zimmerman informed the committee that her organization, Change Lab Solutions, is working on a Bike Policy Guide intended to provide local and government organizations with examples of policies that support bicycling. They are looking for feedback and Sara offered to send the draft guide to anyone interested in reviewing it.

Midori Tabata informed the committee that the City of Hayward invited her to its March city council meeting where a Bike to Work Day proclamation was read. She also noted that the City of Dublin is further exploring a possible road diet project on Dublin Boulevard, in response to requests from local residents.

Mike Ansell noted that Livermore will have two energizer stations for Bike to Work Day this year, more than ever before.

10. Meeting Adjournment

The meeting adjourned at 8:10 p.m.



MEMORANDUM

To: Countywide Bicycle and Pedestrian Advisory Committee

From: Beth Walukas, Deputy Director of Planning
Rochelle Wheeler, Countywide Bicycle & Pedestrian Coordinator

Date: May 2, 2013

Subject: Discussion and Input on MTC TDA Article 3 Revised Policies and Procedures

Recommendation

This item is for information only.

Summary

The TDA Article 3 funding source, administered by the Metropolitan Transportation Commission (MTC), is a small, but annual, funding source for local agencies to use for bicycle and pedestrian projects. MTC's currently adopted policies and procedures require that projects be reviewed by a Bicycle Advisory Committee. At its April meeting, the Countywide BPAC heard public comments about changes that MTC had proposed to make to the Transportation Development Act (TDA) Article 3 policies and procedures for the Bay Area, and the BPAC requested that this item be put on a future BPAC agenda.

MTC first developed and distributed revised TDA Article 3 policies and procedures in January 2013, and collected many comments from local and regional agencies, and advocates. On May 2nd, MTC released its second draft of revised TDA Article 3 policies and procedures, which it is taking to its working groups in May for input, and to its committees in June for adoption. Attachment A includes MTC's memo and draft policies and procedures. The BPAC is requested to provide input on these policies and procedures.

Background

MTC's guidance for using TDA Article 3 funding defines requirements about how this funding can be used, which are codified in its adopted Policies and Procedures, and are based on the state's requirements for this funding source, as stated in the Public Utilities Code. The guidance was first developed in 1980, and last updated eight years ago. The guidance defines eligible applicants, what an application must contain, required public review, timing for using the funds, and other fiscal requirements.

The recently released second draft of the policies and procedures are being reviewed by Alameda CTC. Staff will report on its preliminary comments at the BPAC's May 7th meeting, and will submit comments to MTC by the May 23rd deadline.

Advisory Committee Review of TDA Article 3 Projects

One of the policies that may be of interest to the Countywide BPAC pertains to the requirements regarding public input, since this requirement is why the Countywide BPAC has reviewed and provided input on local TDA Article 3 projects, upon request, since 2005. This issue is addressed under the "Priority Setting" section on page 3 of the revised policies and procedures in Attachment A.

Since first adopted in 1980, the MTC policies and procedures have required that all jurisdictions that wish to receive TDA Article 3 funding have a BAC. The parameters for the composition of the BACs were defined and BAC was required to review all submitted projects. If cities did not have a BAC, they could bring the project to the Countywide BPAC for review. In practice, MTC interpreted this requirement to mean that:

- pedestrian projects did not require BAC review, since a BAC does not necessarily represent pedestrians.
- projects submitted for TDA funding that were included in a locally adopted bicycle plan were considered to have received the necessary review from a BAC during the development of the plan, and therefore did not need to be brought to a BAC before a project was submitted for TDA funding.

One of the roles of the Alameda Countywide BPAC, as listed in its bylaws, is to review and provide input on TDA Article 3 projects in Alameda County, upon request from local jurisdictions. Typically jurisdictions without a standing BPAC will consider bringing projects to the Countywide BPAC for review, in order to meet the TDA Article 3 requirements. Five out of the fifteen jurisdictions in the county have standing BPACs (or the equivalent) that meet regularly, and several more jurisdictions have BPACs (or the equivalent) that meet occasionally, or as needed.

MTC, in Attachment A, is proposing to change the definition of an advisory committee to be inclusive of pedestrians, by requiring Bicycle *and* Pedestrian Advisory Committee (BPAC) review. Jurisdictions without a local BPAC may still bring their projects to a countywide BPAC for review.

The requirement for a jurisdiction to have a BAC, and the definition of a BAC, is no longer included in the policies and procedures. However, some form of public review, consistent with MTC's complete streets policy requirement, is still required. Projects must be reviewed by a BPAC **or** by a "similar public advisory group" **or** at a "publicly noticed meeting," as described in the revised language below, from item #2 under "Priority Setting" on page 3 of the revised policies and procedures:

"Consistent with the One Bay Area Grant Program (MTC Resolution 4035, Revised), all projects submitted to the county or congestion management agency must be reviewed by the requesting agency's Bicycle and Pedestrian Advisory

Committee (BPAC) or similar public advisory group in an early project development phase to verify bicycling and pedestrian needs for projects. If an agency does not have a BPAC, the project/s may be submitted to the county BPAC or countywide BPAC for review. An alternative to BPAC review is a publically noticed meeting where the public can provide input at the Project Approval and Environmental Documentation (PA&ED) stage of the project.”

Subsequent to the April BPAC meeting, California WALKS provided staff with the attached letter (Attachment B) describing its concerns with the first draft of the revised policies and procedures.

Attachments

Attachment A: MTC Memo and Revised TDA Article 3 Policies & Procedures
Attachment B: California WALKS Letter to MTC, January 25, 2013

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METROPOLITAN
TRANSPORTATION
COMMISSION

Attachment A
Joseph P. Bort MetroCenter
101 Eighth Street
Oakland, CA 94607-4700
TEL 510.817.5700
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E-MAIL info@mtc.ca.gov
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Memorandum

TO: Local Streets and Roads Working Group (LSRWG)

DATE: May 9, 2013

Active Transportation Working Group (ATWG)

County Coordinators of TDA, Article 3

FR: Cheryl Chi

W. I. 1514

RE: **Proposed Update to Transportation Development Act, Article 3 Policies and Procedures**

MTC plans to update its policies and procedures for Transportation Development Act (TDA), Article 3, Pedestrian and Bicycle funding. The current guidance was initially developed in 1980 and was last updated in March 2005.

A first draft of the proposed changes was presented to the Active Transportation Working Group and distributed to the County Coordination of TDA, Article 3 in January. Based on feedback received, a revised draft is being presented for your feedback. Also attached for your reference are the relevant Public Utilities Code Statutes pertaining to this funding source.

Key changes from the current policies are identified below.

1. **JPA Eligibility:** We initially proposed eliminating JPAs as eligible entities based on language contained in the statute. Based on feedback received and consultation with MTC's Legal staff, JPA eligibility has been restored, but has also been made more specific.
2. **Bicycle Advisory Committee (BAC):** Staff proposes making Bicycle and Pedestrian Advisory Committee (BPAC) a mandatory part of the project delivery process for all TDA Article 3 funded projects. The revised language is very similar to the language contained in MTC's One Bay Area Grant Complete Streets requirement.

The current policies focus on BPAC review before a project is submitted for TDA, Article 3 funding and is limited to bicycle projects. The revised policies recognize the importance of BPACs during project development and for all proposed projects.

3. **Project readiness:** Current guidelines require that projects be ready to implement within the next fiscal year. Based on feedback received, the policies have been revised to specify that projects should be completed within the funding eligibility period.
4. **Eligible projects:** In the past, some projects have been allocated funding for feasibility studies and early planning work. These project phases are ineligible for funding. TDA statute limits project eligibility to "construction and/or related engineering." In an effort to further

clarify eligible work, the new resolution will expressly identify project level environmental, planning, and right-of-way as ineligible project phases (Bullet 6 on page 7).

MTC was asked to include pedestrian safety education as an eligible expenditure for safety education projects. Our Legal Counsel has advised staff that the statute should be read restrictively to permit only *bicycle* safety education projects at this time.

5. **Examples of eligible projects:** Staff has expanded the list of example projects based on feedback received. Please provide any additional suggestions for examples of other eligible projects that we should include in Appendix A1 starting on page 7. This section used to be called “Suggested Criteria.”

Next Steps: Below is the proposed timeline for updating the TDA, Article 3 policies and procedures:

January 11	Send to TDA 3 County Coordinators and Active Transportation Working Group (ATWG)
January 17	Presentation to ATWG
January 28	Deadline for Round 1 of comment by County Coordinators and Active Transportation Working Group
May 9	Presentation to LSRWG
May 16	Presentation to ATWG
May 23	Deadline for Round 2 of comments
June 12	Presentation to MTC Programming and Allocation Committee
June 26	Adoption by the Commission

As noted above, please send any comments or concerns to me by May 23. You can email me at cchi@mtc.ca.gov or call me at 510-817-5939.

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PUBLIC UTILITIES CODE
CHAPTER 4, TRANSPORTATION DEVELOPMENT
ARTICLE 3 – LOCAL TRANSPORTATION FUNDS

Pedestrian and Bicycle Allocations

99233.3

Two percent of the remaining money in the fund shall be made available to counties and cities for facilities provided for the exclusive use of pedestrians and bicycles unless the transportation planning agency finds that the money could be used to better advantage for the purposes stated in Article 4 (commencing with Section 99260) and Article 4.5 (commencing with Section 99275), or for local street and road purposes in those areas where the money may be expended for such purposes, in the development of a balanced transportation system. Of the amount made available to a city or county pursuant to this section, 5 percent thereof may be expended to supplement moneys from other sources to fund bicycle safety education programs, but shall not be used to fully fund the salary of any one person.

Claims for Pedestrian and Bicycle Facilities

99234

- (a) Claims for facilities provided for the exclusive use of pedestrians and bicycles or for bicycle safety education programs shall be filed according to the rules and regulations adopted by the transportation-planning agency.
- (b) The money shall be allocated for the construction, including related engineering expenses, of those facilities pursuant to procedures or criteria established by the transportation-planning agency for the area within its jurisdiction, or for bicycle safety education programs.
- (c) The money may be allocated for the maintenance of bicycling trails, which are closed to motorized traffic pursuant to procedures or criteria established by the transportation-planning agency for the area within its jurisdiction.
- (d) The money may be allocated without respect to Section 99231 and shall not be included in determining the apportionments to a city or county for purposes of Sections 99233.7 to 99233.9, inclusive.
- (e) Facilities provided for the use of bicycles may include projects that serve the needs of commuting bicyclists, including, but not limited to, new trails serving major transportation corridors, secure bicycle parking at employment centers, park and ride lots, and transit terminals where other funds are unavailable.
- (f) Notwithstanding any other provision of this section, a planning agency established in Title 7.1 (commencing with Section 66500) of the Government Code may allocate the money to the Association of Bay Area Governments for activities required by Chapter 11 (commencing with Section 5850) of Division 5 of the Public Resources Code.
- (g) Within 30 days after receiving a request for a review from any city or county, the transportation-planning agency shall review its allocations made pursuant to Section 99233.3.

- (h) In addition to the purposes authorized in this section, a portion of the amount available to a city or county pursuant to Section 99233.3 may be allocated to develop a comprehensive bicycle and pedestrian facilities plan, with an emphasis on bicycle projects intended to accommodate bicycle commuters rather than recreational bicycle users. An allocation under this subdivision may not be made more than once every five years.
- (i) Up to 20 percent of the amount available each year to a city or county pursuant to Section 99233.3 may be allocated to re-stripe class II bicycle lanes.

TRANSPORTATION DEVELOPMENT ACT, ARTICLE 3,
PEDESTRIAN/BICYCLE PROJECTS
Policies and Procedures ~~and Project Evaluation Criteria~~

PROCEDURES

Eligible Claimants

The Transportation Development Act (TDA), Public Utilities Code Sections 99233.3 and 99234, makes funds available in the nine-county Metropolitan Transportation Commission (MTC) Region for the exclusive use of pedestrian and /bicycle purposes/projects. MTC makes annual allocations of TDA Article 3 funds to eligible claimants after review of applications submitted by counties or congestion management agencies.

All cities and counties in ~~each of~~ the nine ~~MTC region~~ counties in the MTC region are eligible to claim funds under TDA Article 3. Joint powers agencies composed of cities and/or counties are also eligible provided their JPA agreement allows it to claim TDA funds.

Application

1. Counties or congestion management agencies will be responsible for putting together an annual program of projects, which they initiate by contacting the county and all cities and joint powers agencies within their jurisdiction and encouraging submission of project applications.
2. Claimants will send one or more copies to the county or congestion management agency (see "Priority Setting" below).
3. A project is eligible for funding if:
 - a. The project sponsor submits a resolution of its governing board that addresses the following six points:
 1. There are no legal impediments regarding the project.
 2. Jurisdictional or agency staffing resources are adequate to complete the project.
 3. There is no pending or threatened litigation that might adversely affect the project or the ability of the project sponsor to carry out the project.
 4. Environmental and right-of-way issues have been reviewed and found to be in such a state that fund obligation deadlines will not be jeopardized.

5. Adequate local funding is available to complete the project.
6. The project has been conceptually reviewed to the point that all contingent issues have been considered.

- b. The ~~project funding requested is for one or more of the following purposes: is~~
 1. ~~c~~Construction and/or engineering of a capital project; ~~is to~~
 2. ~~maintain~~Maintenance of a ~~Class I bikeway multi-purpose path~~ which is closed to motorized traffic; ~~is for a b~~
 3. ~~Bicycle safety education program (no more than 5% of county total); is to d~~
 4. ~~Development of a~~ comprehensive bicycle or pedestrian facilities plans (allocations to a claimant for this purpose may not be made more than once every five years); ~~or for the purposes of r~~
 5. ~~Restriping Class II bicycle lanes. Refer to Appendix A1 for examples of eligible projects.~~
- c. The claimant is eligible to claim TDA Article 3 funds under Sections ~~99233.3 or~~ 99234 of the Public Utilities Code.
- d. If it is a Class I, II or III bikeway project it meets the mandatory minimum safety design criteria published in Chapter 1000 of the California Highway Design Manual (Available via Caltrans headquarters' World Wide Web page); or if it is a pedestrian facility, it meets the mandatory minimum safety design criteria published in Chapter 100 of the California Highway Design Manual (Available via Caltrans headquarters' World Wide Web page).
- e. The project is ready to implement ~~within the next fiscal year~~ and can be completed within the three year eligibility period.
- f. *If the project includes construction, that it* meets the requirements of the California Environmental Quality Act (CEQA, Public Resources Code Sections 21000 et seq.) and project sponsor submits an environmental document that has been stamped by the County Clerk within the past three years.
- g. A jurisdiction agrees to maintain the facility.
- h. The ~~bicycle~~ project is included in a local bicycle, pedestrian, transit, multimodal, complete streets, or other relevant plan. one or more of the following: a detailed bicycle circulation element or plan included in a general plan or an adopted comprehensive bikeway plan (such as outlined in Section 2377 of the California Bikeways Act, Streets and Highways Code section 2370 et seq.).

Priority Setting

1. The county or congestion management agency shall establish a process for establishing project priorities in order to prepare an annual list of projects being recommended for funding.

2. Consistent with the One Bay Area Grant Program (MTC Resolution 4035, Revised), all projects submitted to the county or congestion management agency must be reviewed by the requesting agency's Bicycle and Pedestrian Advisory Committee (BPAC) or similar public advisory group in an early project development phase to verify bicycling and pedestrian needs for projects. If an agency does not have a BPAC, the project/s may be submitted to the county BPAC or countywide BPAC for review. An alternative to BPAC review is a publically noticed meeting where the public can provide input at the Project Approval and Environmental Documentation (PA&ED) stage of the project.

~~Each county and city is required to have a Bicycle Advisory Committee (BAC) to review and prioritize TDA Article 3 bicycle projects and to participate in the development and review of comprehensive bicycle plans. (BACs are mandated by State Transportation Control Measure [STCM #9], adopted by MTC on November 28, 1990, MTC Resolution No. 2178, Revised).~~

~~A city BAC shall be composed of at least 3 members who live or work in the city. More members may be added as desired. They will be appointed by the City Council. The City or Town Manager will designate staff to provide administrative and technical support to the Committee.~~

~~Cities under 10,000 population who have difficulty in locating a sufficient number of qualified members, may apply to MTC for exemption from these requirements. Cities over 10,000 population may also apply to MTC for exemption from the city BAC requirement if they can demonstrate that the countywide BAC provides for expanded city representation.~~

~~A county BAC shall be composed of at least 5 members who live or work in the county. More members may be added as desired. The County Board of Supervisors and/or Congestion Management Agency (CMA) will appoint BAC members. The county or congestion management agency executive/administrator will designate staff to provide administration and technical support to the Committee.~~

~~(Note: The intent is that BACs be composed of bicyclists/pedestrians.)~~

3. ~~2. The project lists developed by the City BACs shall be recommended to its City or Town Council. The Countywide Bicycle Advisory Committee will forward all city~~ All proposed projects shall be submitted ~~lists to the County Public Works Department or congestion management agency for evaluation/prioritization. County Committees will, at a minimum, be responsible for evaluating bicycle projects within the unincorporated portions of the county and setting a countywide prioritization list (based on city and county project lists) for annual TDA Article 3 allocations. Consistent with the county~~

process. Either the Board of Supervisors or the Congestion Management Agency (CMA) will adopt the annual countywide list and forward it to MTC for approval.

43. The county or congestion management agency will forward to MTC a copy of the following:
- a) Applications for the recommended projects, including a governing body resolution, stamped environmental document, and map for each, as well as a cover letter stating the total amount of money being claimed; *and confirmation that each project meets Caltrans' minimum safety design criteria and ~~is ready to implement within the next fiscal year~~ can be completed before the allocation expires.*
 - b) The complete priority list of projects with an electronic version to facilitate grant processing.
 - ~~c) an indication of how and when the projects were reviewed by city and county committees and representatives and what methods were used to contact interested members of the public; and~~
 - cd) A Board of Supervisors' or CMA resolution approving the priority list and authorizing the claim.

MTC Staff Evaluation

MTC Staff will review the list of projects submitted by each county. If a recommended project is eligible for funding, and falls within the overall TDA Article 3 fund estimate level for that county, staff will recommend that ~~the project be approved~~ funds be allocated to the project.

Allocation

The Commission will approve the ~~priority list and~~ allocation of funds for the recommended projects. The County Auditor will be notified by allocation instructions to reserve funds for the approved projects. Claimants will be sent copies of the allocation instructions and ~~instructions for claiming disbursement~~ funds should be invoiced in accordance with the "Disbursement" section below.

Eligible Expenditures

Eligible expenditures may be incurred from the start of the fiscal year of award plus two additional fiscal years. Allocations expire at the end of third fiscal year following allocation. For example, if funds are allocated to a project in October 2014, a claimant may be reimbursed for eligible expenses that were incurred on or after July 1, 2014. The allocation expires on June

30, 2017 and all eligible expenses must be incurred before this date. All disbursement requests should be submitted by August 31, 2017.

Disbursement

1. ~~When costs are incurred, the~~ The claimant shall submit to MTC the following, ~~a minimum of no later than two~~ one months ~~before~~ after the grant expiration date:
 - a) A copy of the allocation instructions along with a dated cover letter referring to the project by name, dollar amount and allocation instruction number and the request ing for a disbursement of funds;
 - b) Documents showing that costs have been incurred during the period of time covered by the grant allocation ~~and, if applicable, that the project has been formally accepted as complete by the jurisdiction.~~
 - c) With the final invoice, the claimant shall submit a one paragraph summary of work completed with the allocated funds. This information may be included in the cover letter identified in bullet "a" above and is required before final disbursement is made. If the project includes completion of a Class I, II or III bicycle facility, this information should be added to Bikemapper or a request should be made to MTC to add it to Bikemapper.
2. MTC will approve the disbursement and, if the disbursement request was received in a timely fashion and the allocation instruction has not expired, been totally drawn down nor been rescinded, issue an authorization to the County Auditor to disburse funds to the claimant.

Rescissions and Expired Allocations

Funds will be allocated to claimants for specific projects, so transfers of funds to other projects sponsored by the same claimant may not be made. If a claimant has to abandon a project or cannot complete it within the time allowed, it should ask the county or congestion management agency to request that MTC rescind the allocation. Rescission requests may be submitted to and acted upon by MTC at any time during the year. Rescinded funds will be returned to the county's apportionment. If the funds that are rescinded are from a previous fiscal year, then those funds will be rolled over into the next fiscal year at the time that MTC adopts or revises the Fund Estimate.

Allocations that expire without being fully disbursed will be disencumbered in the fiscal year following expiration. The funds will be returned to county's apportionment and will be able for allocation.

Fiscal Audit

All claimants that have received an allocation of TDA funds are required to submit an annual certified fiscal and compliance audit to MTC and to the Secretary of Business and Transportation Agency within 180 days after the close of the fiscal year, in accordance with PUC Section 99245. Article 3 applicants need not file a fiscal audit if TDA funds were not expended (that is, costs incurred) during a given fiscal year. However, the applicant should [file-submit](#) a statement for MTC's records certifying that no TDA funds were expended during the fiscal year. Failure to submit the required audit for any TDA article will preclude MTC from making a new Article 3 allocation. For example, a delinquent Article 4.5 fiscal audit will delay any other TDA allocation to the city/county with an outstanding audit. Until the audit requirement is met, no new Article 3 allocations ~~or disbursements~~ will be made.

[TDA Article 3 funds may be used to pay for the fiscal audit required for this funding.](#)

~~For Further Information~~

~~Claimants are encouraged to develop their claims with the MTC staff at an early date so that the formal claim process can be expedited. If you have any questions regarding the application forms or related matters, please contact the MTC staff liaison who is responsible for Article 3. Copies of the Transportation Development Act and the related regulations in the California Administrative Code are available from the funding section of MTC's web page.~~

SUGGESTED CRITERIA

~~The counties or congestion management agencies should consider the following criteria along with any explicit criteria the county or congestion management agency deems necessary when evaluating projects for the countywide priority list.~~

~~The basic objectives of the MTC suggested criteria are to give priority to projects that increase the safety, security, and efficiency of bicycle and pedestrian travel, and to the extent practicable provide for a coordinated system.~~

~~Consideration should be given to projects that can demonstrate one or more of the following objectives: (Not listed in priority order.)~~

Appendix A 1: Examples of Eligible Projects

1. ~~Projects that eliminate~~Elimination or improvement of an identified problem area (specific safety hazards such as high-traffic narrow roadways or barriers to travel) on routes that would otherwise provide relatively safe and direct bicycle or pedestrian travel use, given the character of the users. For example, roadway widening, shoulder paving, restriping or parking removal to provide space for bicycles; a bicycle/pedestrian bridge across a stream or railroad tracks on an otherwise useful route; a segment of ~~Class I bicycle~~multi-purpose path to divert young bicyclists from a high traffic arterial; a ~~pedestrian-multi-purpose~~ path to provide safe access to a school or other activity center; replacement of substandard grates or culverts; adjustment of traffic-actuated signals to make them bicycle sensitive. Projects to improve safety should be based on current traffic safety engineering knowledge.
2. Roadway improvements or construction of a continuous interconnected route to provide reasonably direct access to activity centers (employment, educational, cultural, recreational) where access did not previously exist or was hazardous. For example, development of ~~Class I~~Multi-purpose paths on continuous rights-of-way with few intersections (such as abandoned railroad rights-of-way) which lead to activity centers; an appropriate combination of ~~Class I~~Multi-purpose paths, Class II, and Class III bikeways on routes identified as high demand access routes; bicycle route signs or bike lanes on selected routes which receive priority maintenance and cleaning.
3. Secure bicycle parking facilities, especially in high use activity areas, at transit terminals, and at park-and-ride lots. Desirable facilities include lockers, sheltered and guarded check-in areas; self-locking sheltered racks that eliminate the need to carry a chain and racks that accept U-shaped locks.
4. Other provisions that facilitate bicycle/transit trips and walk/transit. For example, bike racks on buses, paratransit/trailer combinations, and bicycle loan or check-in facilities at transit terminals, bus stop improvements, wayfinding signage.
5. Maintenance of ~~Class I bikeways~~multiple purpose pathways that are closed to motorized traffic or for the purposes of restriping Class II bicycle lanes (provided that the total amount for Class II bicycle lane restriping does not exceed twenty percent of the county's total TDA Article 3 allocation) ~~where county policy supports the use of Article 3 funds for this purpose~~.
6. Funds may be used for construction and plans, specification, and estimates (PS&E) phases of work. Project level environmental, planning, and right-of-way phases are not eligible uses of funds. Projects identified in a recent (within five years) comprehensive local bicycle or pedestrian plan. We encourage counties to establish a five-year plan for bicycle projects.
7. Projects that enhance or encourage bicycle or pedestrian commutes, including Safe Routes to Schools projects.

8. Intersection safety improvements including bulbouts/curb extensions, transit stop extensions, installation of pedestrian countdown or accessible pedestrian signals, or pedestrian signal timing adjustments. Striping high-visibility crosswalks or advanced stop-back lines, where warranted.
~~Projects in jurisdictions that have bicycle safety education and law enforcement, distribution of bicycle route information, a bicycle parking plan, and priority maintenance of bikeways.~~
9. Purchase and installation of pedestrian traffic control devices, such as High-intensity Activated crossWalk (HAWK) beacons, rectangular rapid flashing beacons (RRFB), or pedestrian safety “refuge” islands, where warranted
~~Projects which have documented local support in terms of requests for improvement from bicyclists, employers, employees, or residents in the area; or local effort in terms of funding or preliminary studies.~~
10. Projects that provide connection to and continuity with longer routes provided by other means or by other jurisdictions to improve regional continuity.
11. Bicycle Safety Education Programs. Up to five percent of a county's Article 3 fund may be expended to supplement monies from other sources to fund a public bicycle safety education programs and staffing. ~~For a given bicycle safety education project, no more than 50 percent shall be funded with Article 3 funds.~~
12. Comprehensive Bicycle and Pedestrian Facilities Plan. Funds may be allocated for these plans (emphasis should be for accommodation of bicycle and walking commuters rather than recreational bicycle-uses). A city or county ~~would be eligible to~~ may not receive allocations for these plans ~~not~~ more than once every five years. Environmental documentation and approval necessary for plan adoption is an eligible expense.



California WALKS
1904 Franklin St., Ste. 709
Oakland, CA 94612
(510) 292-4435
www.californiawalks.org



SF Bay WALKS
1904 Franklin St., Ste. 709
Oakland CA 94612
(510) 292-4435
www.californiawalks.org/sf-baywalks



WalkSanFrancisco
995 Market St., Ste. 1450
San Francisco, CA 94103
(415) 431-9255
www.walksf.org



**Pedestrian Friendly
Alameda**
2620 Clay St.
Alameda CA 94501
(510) 522-4651
www.pedfriendly.org



Albany Strollers & Rollers
634 San Carlos Ave.
Albany, CA 94706
(510) 527-9549
www.albanystrollroll.org

Attachment B

Walk & Roll Berkeley
P.O. Box 13143
Berkeley, CA 94712

January 25, 2013

VIA E-MAIL

Cheryl Chi, TDA & RM2 Operating Program Manager
Metropolitan Transportation Commission
101 8th Street
Oakland, CA 94607
cchi@mtc.ca.gov

Re: Proposed Update to Transportation Development Act, Article 3 (TDA-3) Policies & Procedures

Dear Cheryl:

The California WALKS Network – a coalition of local walk advocacy organizations across the state – would like to thank you for your presentation on MTC’s proposed updates to TDA-3 policies and procedures within the Bay Area. Since MTC’s adoption of Resolution No. 2178 (Nov. 28, 1990), establishment of Bicycle Advisory Committees (BACs) and review of bicycle-related projects by BACs have been required in order for projects to be eligible for TDA-3 funds. The BACs have gone a long way toward institutionalizing biking as transportation in the Bay Area and have contributed to much stronger TDA-3 projects put forth by local jurisdictions. Given this background, we are opposed to the proposal to change BAC review of projects from “mandatory to recommended best practice” (Chi Memo W.I. 1514, Jan. 10, 2013). We urge MTC to maintain BAC review as a mandatory requirement.

In addition to maintaining mandatory BAC review, we strongly support the proposed expansion of BACs to include pedestrians – forming joint or separate Bicycle & Pedestrian Advisory Committees (BPACs). Just as BACs have helped to institutionalize biking as transportation, we believe that walking deserves equal institutionalization and priority in local jurisdictions. MTC has a decade-long tradition of a Pedestrian Advisory Committee, now consolidated with the BAC as a BPAC.

We also strongly support the expansion of BPAC’s scope of project review to include ALL TDA-3 funded projects, not just bicycle- or pedestrian-related projects. This expanded scope of review allows external stakeholders to advance MTC’s complete streets policy goals by ensuring the accommodation of ALL modes of travel in ALL TDA-3 funded projects.

In updating the TDA-3 policies and procedures, we recommend the following design guidelines to be used to ensure that pedestrian needs are met:

1. [Public Right-Of-Way Accessibility Guidelines \(PROWAG\)](#), (USDOJ Adoption Expected Spring 2013; [FHWA has adopted PROWAG as best practices](#) in the interim);
2. [Guide for the Planning, Design, and Operation of Pedestrian Facilities](#) (2004; updated second edition expected in 2014), American Association of State Highway and Transportation Officials (AASHTO);

3. [Special Report: Accessible Public Rights-of-Way Planning and Design for Alterations](#) (August 2007), Public Rights-of-Way Access Advisory Committee (PROWAAC);
4. [Recommended Practice: Design of On-street Transit Stops and Access from Surrounding Areas](#), SUDS-RP-UD-005-12 (March 2012), American Public Transportation Association; and
5. [Complete Intersections: A Guide to Restructuring Intersections and Interchanges for Bicyclists and Pedestrians](#) (2010), Caltrans.

With MTC's expansion to BPACs and additional consideration of pedestrian needs under TDA-3, we strongly support creating an allowance for pedestrian safety education projects that mirrors the existing statutory allowance for bicycle safety education projects. This would demonstrate MTC's commitment to complete streets by ensuring that these pedestrian safety projects are equally eligible for TDA-3 funds. Currently, each county may elect to expend up to 5% of its TDA-3 funds to supplement other funding sources for bicycle safety education projects, and for any given bicycle safety education project, no more than 50% may be funded with TDA-3 funds. At a **minimum**, we would like counties to be able to elect to use an additional 5% of their TDA-3 funds for pedestrian safety education projects – meaning that up to 10% of a county's TDA-3 funds can go to support pedestrian or bicycle safety education projects. If it all possible, we would like to propose a higher allowance for pedestrian safety education projects (10-15%) because pedestrian fatalities far outpace bicyclist fatalities in the MTC region ([104 v. 22 in 2008](#)).

We recommend updating the language of the existing eligible projects examples to reflect bicycle AND pedestrian users as follows:

1. Update Appendix A, Item# 4 to read "Other provisions that facilitate bicycle/transit trips **AND walk/transit trips**." Examples of pedestrian facilities to be listed alongside the mentioned bike facilities can be pulled from APTA's recommended practice guide, SUDS-RP-UD-005-12;
2. Update Appendix A, Item# 12 to read "emphasis should be for accommodation of bicycle **AND walking** commuters rather than recreational ~~bicycle~~-uses." This change would properly mirror that standalone comprehensive pedestrian facilities plans are eligible projects, as are standalone comprehensive bicycle facilities plans and joint bicycle and pedestrian facilities plans; and
3. Change the term "Class I bikeways" throughout the eligible project examples (Appendix A, Items #1, 2, and 5) to "Multi-Use Path," "Multi-Purpose Path," or "Shared Path" to affirm that pedestrians are entitled to use these facilities.

Additionally, we would like to suggest the following pedestrian safety projects be added to the example list of eligible projects:

1. Intersections safety improvements including as bulbouts/curb extensions, transit stop extensions, installation of pedestrian countdown or accessible pedestrian signals, or pedestrian signal timing adjustments;
2. Purchase and installation of pedestrian traffic control devices, such as High-intensity Activated crossWalk (HAWK) beacons, rectangular rapid flashing beacons (RRFB), or pedestrian safety "refuge" islands, where warranted; and
3. Stripping high-visibility crosswalks or advanced stop-back lines, where warranted.

We thank you for your time and consideration of our comments. Please contact Tony Dang, tony@californiawalks.org if you have questions or further issues you'd like to discuss.

Sincerely,

Wendy Alfsen, Executive Director
California WALKS

Bob Planthold, Board of Directors
SF Bay WALKS

Elizabeth Stampe, Executive Director
Walk San Francisco

Audrey Lord-Hausmann, Co-Founder
Pedestrian Friendly Alameda

Nick Pilch, Co-Founder
Albany Strollers & Rollers

Nancy Holland, Founder
Walk & Roll Berkeley

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Bicycle and Pedestrian Countywide Discretionary Fund Grant Program
Cycle 4 Semi-Annual Progress Reports and Final Reports
Reporting Period Ending December 31, 2012

Submissions

Cycle	Grant Number	Project Name	Sponsor	Progress Report	Final Report
4	A09-0017	Lakeshore/Lake Park Avenue Complete Streets Project, Pedestrian and Bicycle Access	City of Oakland	X	
4	A09-0018	Alamo Canal Regional Trail - Interstate 580 Undercrossing	City of Dublin	X	
4	A09-0022	Newark Pedestrian and Bicycle Master Plan	City of Newark	X	
4	A09-0023	Alameda Countywide Bicycle Plan Update	Alameda CTC		X
4	A09-0025	Bicycle Safety Education Program	East Bay Bicycle Coalition	X	
4	A09-0026	Tri-City Senior Walk Clubs	City of Fremont	X	

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CITY OF OAKLAND

DALZIEL BUILDING • 250 FRANK H. OGAWA PLAZA, SUITE 4344 • OAKLAND, CALIFORNIA 94612-2033

Public Works Agency
Transportation Services Division

(510) 238-3466
FAX (510) 238-7415
TDD (510) 238-3254

March 8, 2013

John Nguyen
Alameda CTC
1333 Broadway Suite 300
Oakland CA 94612

ATTACHMENT G

ACTIA BICYCLE/PEDESTRIAN FUND GRANT PROJECT PROGRESS REPORT

PROJECT PROGRESS REPORT No.: 7

REPORTING PERIOD: From: **July 2012** To: **December 2012**

PROJECT SPONSOR: City of Oakland

PROJECT TITLE: Lakeshore/Lake Park Avenue Complete Streets

ACTIA PROJECT No.: A09-0017

STATUS:

Construction is complete.

ACTIONS (in this reporting period):

Coordinating this project with the Resident Engineer of Project Delivery Division.

ANTICIPATED ACTIONS (in next reporting period):

Close-out phase.

Cycle 4

GENERAL:

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time:
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer:

SCHEDULE, SCOPE, AND BUDGET:

- ☒ The project schedule, scope, task budgets, and performance measures remain unchanged, as shown in Attachments A, B, C, and D of the Grant Funding Agreement or previously approved amendment.
- ☐ There are proposed changes to the project schedule, scope, task budgets, and/or performance measures. *(If checked, proceed to the section below)*
 - ☐ A Grant Amendment Request was previously submitted on *September 24, 2010* and is awaiting approval (Grant Amendment Request Form #1). Another Grant Amendment Request will be submitted at a later date (Grant Amendment Request Form #2).
 - ☐ Revisions to the following area(s) are being proposed and a Grant Amendment Request is attached for review and approval. *(Check all that apply)*
 - ☐ Project Scope *(Exhibit B of Grant Amendment Request Form)*
 - ☐ Task Budgets *(Exhibit C of Grant Amendment Request Form)*
 - ☐ Project Schedule *(Exhibit D of Grant Amendment Request Form)*
 - ☐ Project Performance Measures *(Exhibit E of Grant Amendment Request Form)*

EXPENDITURES

- ☐ A Request for Reimbursement is included with this Progress Report.
- ☒ No Request for Reimbursement is included with this Progress Report. *(If checked, proceed to section below.)*
 - ☐ A Request for Reimbursement was submitted within the last six months on *(enter date)*.
 - ☒ No Request for Reimbursement has been submitted within the last six months for the following reason(s): A Request for Reimbursement will be submitted later in April or May 2013. *Therefore, no request for reimbursement has been submitted.*

PUBLICITY:

- ☐ As required per the Grant Funding Agreement, updated and accurate project information is included, with a link to the ACTIA Web site, at the following web address:
http://www.oaklandnet.com/government/ceda/dcsd_currentprojects_measure_b_projlist.asp
- ☐ As required per the Grant Funding Agreement, an article was published, highlighting this Project, on (enter date) in (description of article)
- ☐ A copy of the article is attached to this report.
- ☐ An article was submitted to ACTIA for publication in the ACTIA newsletter on (enter date).

SIGNALS:

- ☐ Signal modifications are not part of the Project.
- ☒ Signal modifications are part of the Project. (If checked, proceed to the section below)

Considered	Included	(Check all that apply)
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Audible Pedestrian Signals
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Adjustable Pedestrian Timing
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING:

- ☐ Form attached. (Required with Project Progress Reports No. 2 and No. 4)
- ☒ Form not attached. (Not required with Project Progress Reports No. 1 and No. 3, or if no grant funds have been expended to date)

PERFORMANCE MEASURES:

- ☐ There were trips provided during the reporting period.
- ☐ There were people served during the reporting period.
- ☐ Table D-1 Performance Measures Report is attached.
- ☒ Performance Measures Report is not included.
Per Agreement (Attachment D), no Performance Measures required.

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100 Civic Plaza
Dublin, California 94568
Phone: (925) 833-6650
Fax: (925) 833-6651

City Council
(925) 833-6650
City Manager
(925) 833-6650
Community Development
(925) 833-6610
Economic Development
(925) 833-6650
Finance/Admin Services
(925) 833-6640
Fire Prevention
(925) 833-6606
Human Resources
(925) 833-6605
Parks & Community Services
(925) 556-4500
Police
(925) 833-6670
Public Works/Engineering
(925) 833-6630



ACTIA BICYCLE/PEDESTRIAN COUNTYWIDE DISCRETIONARY FUND GRANT

PROJECT PROGRESS REPORT

PROJECT PROGRESS REPORT
NUMBER:

7

REPORTING
PERIOD:

From: July 1, 2012

To: December 31, 2012

PROJECT SPONSOR: City of Dublin

PROJECT TITLE: Alamo Canal Regional Trail, I-580 Undercrossing

ACTIA PROJECT No: A09-0018

STATUS

Trail construction is finished and officially opened to the public on October 26, 2012. Contractor to submit final as-built drawings, operating manuals and final invoice to City. City to perform bike/pedestrian counts on the trail as required by ACTC.

ACTIONS (In this Reporting Period)

Trail construction completed and opened on October 26, 2012

ANTICIPATED ACTIONS (In Next Reporting Period)

Bike counts (after project) are planned to be done in January/February. Project acceptance by the City Council is anticipated in February 2013.

SCHEDULE CHANGES

ACTIA Countywide Discretionary Fund - Cycle 4

Grant Progress Report

- ☒ The project remains on schedule, as shown in the revised Attachment C of the Agreement.
- ☐ The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes will be sent for review and approval.

SCOPE CHANGES

- ☒ The project description is unchanged, and is the same as shown in Attachment A of the Agreement.
- ☐ The scope of the project has been modified and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

BUDGET

- ☒ The Task Budgets have been revised, as shown in Attachment B of the 2nd Amendment of the agreement.
- ☐ Changes are proposed to the Task Budgets. A Grant Amendment Request to reflect the proposed changes is attached for review and approval.

EXPENDITURES

- ☒ A Request for Reimbursement is being submitted with this report.
- ☐ No Request for Reimbursement is included with this Progress Report. *(If checked, then complete one of two check boxes below.)*

☐ A Request for Reimbursement will be submitted prior to August 15, 2012

☐ No Request for Reimbursement has been submitted within the last six months for the following reason(s): Charges to the project have been minimal (staff time only).

GENERAL

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer: *(enter description of any areas of concern and type of assistance requested here)*
- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time: *(enter description of any areas of concern here)*

PUBLICITY

- ☒ Updated and accurate project information is included, with a link to ACTIA's website, at the following web address:
- <http://www.dublin.ca.gov/index.aspx?NID=1155>
- ☒ An article which highlighted this Project was published on the following date(s) in the publication(s) listed: Citywide Newsletter sent out to all Dubliners (2010-11 Issue) available at
- <http://www.ci.dublin.ca.us/DocumentView.aspx?DID=941>

SIGNALS

- ☒ Signal modifications are not part of the Project.
- ☐ Signal modifications are part of the Project.

	Considered	Included	<i>(please check the appropriate box)</i>
n/a	<input type="checkbox"/>	<input type="checkbox"/>	Audible Pedestrian Signals
n/a	<input type="checkbox"/>	<input type="checkbox"/>	Adjustable Pedestrian Timing
n/a	<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING

- ☒ Form attached (required for Project Progress Report No.'s 2, 4 and 6).
- ☐ Form not required (Project Progress Reports No.'s 1 and 3).

PERFORMANCE MEASURES

- ☒ There are no Performance Measures for this project.
- ☐ There are Performance Measures for this project. A completed Performance Measures Report (Table F-1 from the grant agreement) is attached to this report.

**ALAMEDA CTC BICYCLE AND PEDESTRIAN
COUNTYWIDE DISCRETIONARY FUND
PROJECT PROGRESS REPORT**

PROJECT PROGRESS REPORT NUMBER: 7

REPORTING PERIOD QUARTER: **From:** July 1, 2012 **To:** December 31, 2012

PROJECT SPONSOR: CITY OF NEWARK

PROJECT TITLE: Newark Pedestrian and Bicycle Master Plan

AGREEMENT NO: A09-0022

STATUS

A draft of the Newark Pedestrian and Bicycle Master Plan has been completed and major components have been reviewed by the City's Bicycle and Pedestrian Advisory Committee (BPAC). Staff and the City's consultant are in the process of revising the master plan document into a final draft for final review and approval by the BPAC, the City's Planning Commission, and the Newark City Council.

ACTIONS (In this Reporting Period)

Staff and the City's consultant have worked on several different chapters of the master plan document including development of a detailed list of potential projects for both the bicycling and pedestrian elements of the plan, changes to the safe routes to school component including specific potential improvement in and around schools, and development of potential bicycle and pedestrian programs for the Newark community. Amendment No. 6 to the existing funding agreement was approved by the Alameda County Transportation Commission on September 27, 2012, and formally signed by all parties in November 2012. The amendment extended the agreement through October 31, 2012.

ANTICIPATED ACTIONS (In Next Reporting Period)

The final draft master plan will be prepared for review by the City's Bicycle and Pedestrian Advisory Committee. Along with completion of the master plan document, the environmental document for the Alameda CTC Bicycle and Pedestrian Countywide Discretionary Fund – All Cycles

Grant Progress Report

plan will be finalized. Following the BPAC's review, the draft master plan will be taken before the Planning Commission and the Newark City Council. It is anticipated that all of these actions will be completed by July 31, 2013.

SCHEDULE CHANGES

- ☒ The project remains on schedule as shown in the Task Deliverables and Project Milestone Schedule of the Agreement.
- ☐ The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

SCOPE CHANGES

- ☒ The project description is unchanged, and is the same as shown in Attachment A of the Agreement.
- ☐ The scope of the project has been modified and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

BUDGET

- ☒ The Task Budgets and Funding attachment of the Agreement are essentially unchanged.
- ☐ Changes are proposed to the Task Budgets and Funding. A Grant Amendment Request to reflect the proposed changes is attached for review and approval.

EXPENDITURES

- ☐ A Request for Reimbursement is included with this Progress Report.
- ☒ No Request for Reimbursement is included with this Progress Report. *(If checked, then complete one of two check boxes below.)*

☐ A Request for Reimbursement was submitted within the last six months, on this date: *(enter date here)*

☒ No Request for Reimbursement has been submitted within the last six months for the following reason(s): We have submitted requests for all reimbursable funds except final closeout costs. These costs will be expended during final reporting period when the project is closed out.

GENERAL

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer: *(enter description of any areas of concern and type of assistance requested here)*
- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time: *(enter description of any areas of concern here)*

PUBLICITY

- ☒ Updated and accurate project information is included, with a link to Alameda CTC's website, at the following web address:

<http://www.newark.org/departments/public-works/engineering-division/pedestrian-bicycle-master-plan/>

- ☒ An article which highlighted this Project was published on the following date(s) in the publication(s) listed:
- Newark News, Winter 2010/2011
 - A new article will be published in the Spring 2013 Newark News related to release of the final draft version of the document. This will be followed with notification of the completed document.

SIGNALS

- ☒ Signal modifications are not part of the Project.
- ☐ Signal modifications are part of the Project.

Considered Included *(please check the appropriate box)*

<input type="checkbox"/>	<input type="checkbox"/>	Audible Pedestrian Signals
<input type="checkbox"/>	<input type="checkbox"/>	Adjustable Pedestrian Timing
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING

- ☐ Form attached (required for EVEN numbered Project Progress Report (No.'s 2, 4 6, 8, 10, etc.).
- ☒ Form not required for ODD numbered Progress Reports (No.'s 1, 3, 5, 7, 9, etc.).

PERFORMANCE MEASURES

- ☒ There are no Performance Measures for this project.
- ☐ There are Performance Measures for this project. A completed Performance Measures Report is attached to this report.



**ALAMEDA CTC BICYCLE AND PEDESTRIAN
COUNTYWIDE DISCRETIONARY FUND CYCLE 4
FINAL REPORT**

PROJECT SPONSOR: Alameda CTC

PROJECT TITLE: Countywide Bicycle Plan

PROJECT No: A09-0023

TOTAL MEASURE B FUNDS AWARDED TO PROJECT: \$ 130,000

FINAL MEASURE B GRANT AMOUNT EXPENDED: \$ 129,398

TOTAL PROJECT COST (All funding sources): \$ 129,398

COMPLETION/APPROVAL DATE: October 25, 2012

FINAL PROJECT DESCRIPTION: *(Provide a brief description of services provided, improvements constructed, and/or implemented in accordance with the grant funding agreement.)*

The 2006 Countywide Bicycle Plan was updated, in conjunction with the 2006 Countywide Pedestrian Plan. Specifically, this update to the Bicycle Plan defined a denser bicycle network around major transit stations and stops, and updated all aspects of the Plan. The update also more closely aligned the Countywide Bicycle and Pedestrian Plans.

SUMMARY OF PROJECT DELIVERY MILESTONES: *(Provide a brief description of actions taken and milestones reached to deliver the project.)*

August 2010 to June 2012 – Development of Draft Chapters for both plans

July 2012 -- Draft Plans released for public comment

October 2012 – Final Plans adopted by Alameda CTC Commission

SUMMARY OF PROJECT BENEFITS: *(Provide a brief description of project benefits.)*

The Bicycle and Pedestrian Plans provide guidance for planning, funding and policy development at the countywide level. They outline the priority capital projects and programs on which the county should focus its funding.

FINAL COSTS AND FUNDING SOURCES:

*(In addition to submitting a **final Alameda CTC Grant Reimbursement Request** and **final Contract Reporting form**, please include a summary of the total project costs by task, and a list of all funding sources and amounts, including any additional local Measure B funds.)*

Task 1: Issue RFP – \$5,000

Task 2: Prepare Draft and Final Plan – \$165,104

Task 3: Adopt Final Plan – \$0

Task 4: <deleted>

Task 5: Project Closeout -- \$6,000

Additional funding (\$46,104) came from MTC Planning Funds. Also, additional Measure B Bicycle and Pedestrian Safety funds were used to concurrently update the Countywide Pedestrian Plan.

PUBLICITY

- ☒ Project information was available during the duration of the grant, with a link to the Alameda CTC website, at the following web address: http://www.alamedactc.org/app_pages/view/5390
- ☒ Articles were published, highlighting this Project, on *VARIOUS DATES* in the following publication(s): “Alameda CTC Reports” Newsletter in the following issues: July 2011, November 2011, May 2012. Also, multiple postings to website under “What’s New”, and to Facebook and Twitter accounts.

PERFORMANCE MEASURES (cumulative)

- ☐ There were *[enter total numbers]* trips provided during the grant funding period.
- ☐ There were *[enter total numbers]* people served during the grant funding period.
- ☐ A final Performance Measures Report (Table D-1 from the Grant Funding Agreement) is attached to this Progress Report.
- ☐ Performance Measures Report not included (*Provide explanation below*).
- ☒ No Performance Measures for this Project.



EAST BAY BICYCLE COALITION

Working for safe, convenient and enjoyable bicycling for all people in the East Bay

ACTC BICYCLE/PEDESTRIAN COUNTYWIDE DISCRETIONARY FUND GRANT PROJECT PROGRESS REPORT

PROJECT PROGRESS REPORT NUMBER: 7

REPORTING PERIOD: From: July 1, 2012 To: Dec 31, 2012

PROJECT SPONSOR: East Bay Bicycle Coalition

PROJECT TITLE: Bicycle Safety Education Program

ACTIA PROJECT No: A09-0025

STATUS

Grant extended through June 30, 2013. Status: current

ACTIONS (In this Reporting Period)

Conducted Urban Cycling 101 (was Traffic Skills 101) classes in English, Spanish, and Cantonese, On-the-Bike Road Classes in English and Cantonese, a Train-the-Trainer Session, Family Cycling Workshops, Kids Bike Rodeos, Lunchtime Commute Workshops, Adult How-to-Ride-a-Bike classes, and Police Diversion Outreach, including our continuing Bicycle Diversion Program on campus at UC Berkeley and our new "Bike Traffic School" program in the City of Alameda.

ANTICIPATED ACTIONS (In Next Reporting Period)

Continuing our class offerings from the previous period while adding additional English, Spanish and Cantonese language Urban Cycling 101 Classes, Family Cycling Workshops, Kids Bike Rodeos, Lunchtime Commute Workshops, How-to-Ride classes, and On-the-Bike Road Classes. A series of adult, family, and youth classes has been initiated in Concord and Richmond as part of two new Contra Costa County-based grants, and we hope to win additional funding to expand our programs in that county. We also hope to win funding to host more adult/teen classes in the City of Oakland, and anticipate expanding our "Bike Traffic School" programs to include partnerships with additional police departments.

SCHEDULE CHANGES

X The project remains on schedule, as shown in Attachment B of the Agreement.

The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes will be submitted shortly.

SCOPE CHANGES

- X The project description is unchanged, and is the same as shown in Attachment A of the Agreement.

The scope of the project has been modified and a Grant Amendment Request to reflect the proposed changes will be submitted shortly.

BUDGET

- X The Task Budgets, as shown in Attachment C of the Agreement, are essentially unchanged.

Changes are proposed to the Task Budgets. A Grant Amendment Request to reflect the proposed changes is being finalized.

EXPENDITURES

A Request for Reimbursement is included with this Progress Report.

- X No Request for Reimbursement is included with this Progress Report. (If checked, then complete one of two check boxes below.)

GENERAL

- X At this time we anticipate no problems on the project.

PUBLICITY

- X Updated and accurate project information is included, with a link to ACTC's website, at the following web address: www.ebbc.org/safety

An article which highlighted this Project was published on the following date(s) in the publication(s) listed:

KTVU.com (November 6, 2012): www.ktvu.com/videos/news/oakland-bike-coalition-gives-away-free-lights-to/vg4CZ/

SIGNALS

- X Signal modifications are not part of the Project.

Signal modifications are part of the Project.

Considered Included (please check the appropriate box)

Audible Pedestrian Signals

Adjustable Pedestrian Timing

Emergency Vehicle Pre-Emption

CONTRACT REPORTING

Form attached (required for Project Progress Report No.'s 2 and 4).

- X Form not required (Project Progress Reports No.'s 1 and 3).

PERFORMANCE MEASURES

There are no Performance Measures for this project.

- X There are Performance Measures for this project and they are finalized and in the process of approval.

ATTACHMENT D
PROJECT PERFORMANCE MEASURES

Project Performance Measures: Table D-1 describes what outcome-based performance measure you plan to evaluate to ensure that the project/program is meeting its objectives.

Performance Measures Table D-1	REPORTING PERIOD 7	MARGIN TO TARGET	PERFORMANCE TARGETS (PERIODS 7+8)	TOTALS TO DATE	GRANT AGREEMENT TARGETS	ADDED CLASSES (NON-ACTC)
Number of all Day 1, Adult Bicycle Safety Classes taught in English	8	14	22	57	74	
Number of attendees at all Day 1, Adult Bicycle Safety Classes taught in English	81	219	300	1063	1305	
Number of all Day 2, Adult Bicycle Safety Classes	3	3	6	16	19	
Number of attendees at all Day 2, Adult Bicycle Safety Classes	66	24	90	336	329	
Number of all Day 1, Adult Bicycle Safety Classes taught in Spanish	1	0	0	6	5	1
Number of attendees at all Day 1, Adult Bicycle Safety Classes taught in Spanish	5	0	0	63	32	20
Number of all Day 1, Adult Bicycle Safety Classes taught in Chinese	3	0	0	5	2	
Number of attendees at all Day 1, Adult Bicycle Safety Classes taught in Chinese	46	0	0	112	20	
Number of Family Cycling Clinics	2	3	5	19	21	1
Number of attendees at all Family Cycling Clinics	53	72	125	575	689	24
Number of How-to-Ride-a-Bike Classes	2	1	3	9	7	
Number of attendees at all How-to-Ride-a-Bike Classes	11	19	30	67	93	
Number of Train-the-Trainer Sessions	1	1	2	7	8	
Number of trained trainers	12	18	30	90	98	
Number of Brown Bag Lunches	2	13	15	38	46	
Number of attendees at all Brown Bag Lunches	37	143	180	629	670	
Number of Kids Bike Rodeos	3	4	7	28	32	7
Number of attendees at all Kids Bike Rodeos	270	90	360	1854	1754	580
Number of integrated Police Department citation diversion programs	2	0	1	2	1	
Number of Police Department citation diversion classes						11
Number of attendees at integrated Police Department citation diversion programs						198

Number of opt-in Police Department citation diversion programs	10 programs	10 programs	12 programs	12 programs	12 programs	
Total Classes (Original Agreement):	25	35	60	185	214	(Added classes) 20
Total Attendees (Original Agreement):	581	534	1115	4789	5050	(Added classes) 624

ACTC-Funded Classes (July 2012 – December 2012)

Class Type	Location	Date	Attendance
Family Cycling Workshop			
	Hayward	8/19/2012	26

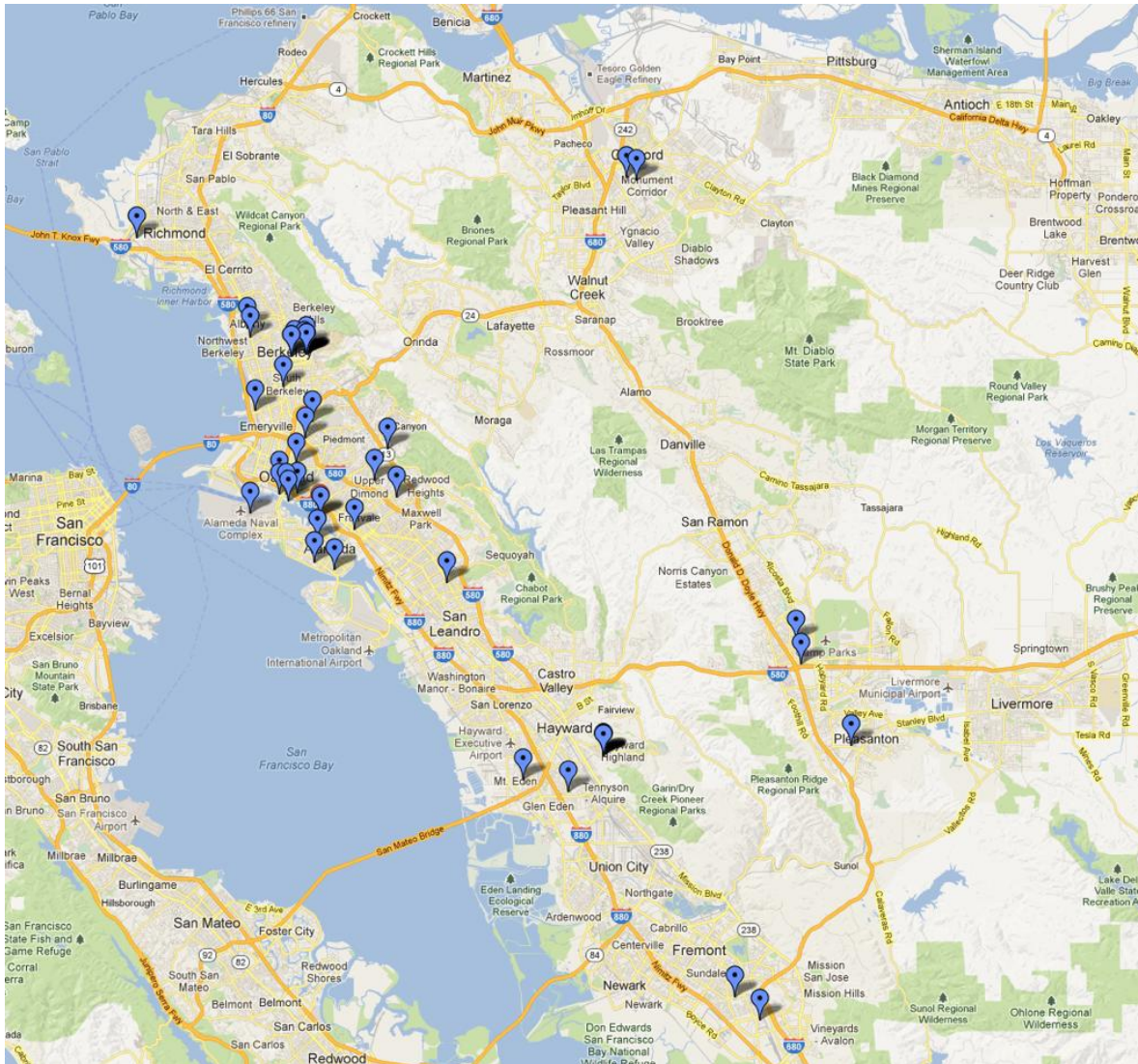
		Dublin	9/29/2012	27
	How to Ride A Bike			
		Berkeley	9/8/2012	5
		Oakland	12/8/2012	6
	Kids Bike Rodeo			
		Oakland	8/18/2012	150
		Pleasanton	10/7/2012	70
		Berkeley	10/14/2012	50
	Lunchtime Commute Workshop			
		Oakland	8/30/2012	30
		Alameda	12/18/2012	7
	Traffic Skills 101 Classroom Workshop			
	(Cantonese language)	Oakland	8/11/2012	12
	(Spanish language)	Oakland	8/11/2012	5
		Berkeley	9/4/2012	14
	(Cantonese language)	Oakland	9/15/2012	15
		Oakland	9/19/2012	22
		Fremont	9/23/2012	7
	(LGBTQ class)	Berkeley	10/16/2012	6
		Hayward	10/20/2012	4
		Oakland	10/25/2012	11
		Dublin	11/4/2012	13
	(Cantonese language)	Oakland	11/17/2012	17
	(Women only class)	Oakland	12/11/2012	6
	Traffic Skills 101 Road Class			
		Berkeley	9/8/2012	25
		Oakland	10/13/2012	22
		Fremont	12/15/2012	19
	Train the Trainer			
		Oakland	10/7/2012	12
	Total:			581

Added Classes (July 2012 – December 2012)

Class Type	Location	Date	Attendance
Family Cycling Workshop			
	Berkeley	9/30/2012	24

	Kids Bike Rodeo			
		Oakland	9/29/2012	40
		Concord	10/6/2012	150
		Alameda	10/12/2012	80
		Oakland	10/13/2012	100
		Oakland	10/20/2012	30
		Alameda	10/23/2012	100
		Oakland	10/24/2012	80
	Traffic Skills 101 Classroom Workshop			
	(Spanish language)	Concord	11/14/2012	20
	"Bike Traffic School" Diversion Class			
		Berkeley	7/2/2012	8
		Berkeley	7/26/2012	23
		Berkeley	8/6/2012	19
		Berkeley	8/30/2012	20
		Berkeley	9/27/2012	17
		Berkeley	10/1/2012	25
		Berkeley	10/25/2012	14
		Berkeley	11/5/2012	32
		Berkeley	11/29/2012	9
		Berkeley	12/3/2012	12
		Alameda	12/13/2012	19
	Total:			822

ATTACHMENT E
MAP OF BIKE SAFETY ACTIVITES (JULY 2012-DEC 2012)



ATTACHMENT F
BIKE SAFETY POSTER UPDATE



FREE BICYCLE SAFETY CLASS

URBAN CYCLING 101 FOR ADULTS AND TEENS
LEARN SAFE CYCLING SKILLS
Bike with confidence. Bike for the future. Bike for fun!



WHERE: Dublin Library, 200 Civic Plaza
WHEN: Sunday, November 4th, 1-4:30pm
More info and pre-registration at:
www.ebbc.org/safety or 510-845-7433 ext 2

MEETING PLACE & TIME



**Bicycle Safety Education Program
July 1, 2012- December 31, 2012 Update
Alameda CTC**

Table D-1 shows, in the Column entitled "Reporting Period 7", the classes we conducted from July through December, 2012. The "Reporting Period " classes are the classes funded through this Alameda CTC grant. Numbers reported in the "Added Classes" column are additional classes we taught with funding from the following sources: UC Berkeley Police, City of Alameda Police, Alameda County Safe Routes To School, TransMetro Richmond, and Kaiser Permanente in Concord.

Review:

For the second half of 2012 we were able to host 25 classes via this grant (45 when including other funding sources), and we are well on our way toward meeting our class number and attendance goals by the end of June. We are exceeding our required attendance averages for our Family Cycling Workshops, Kids Bike Rodeos, and Road Classes, and we will be working to boost attendance at our Urban Cycling 101 classroom workshops and Lunchtime Commute Workshops throughout this Spring in order to reach our attendance performance measures in those categories.

Overall this past Fall and Winter 2012, via the ACTC grant the East Bay Bicycle Coalition taught twelve Urban Cycling 101 Classroom Workshops with 132 participants total. Three of these workshops were offered in Cantonese with 44 attendees, and one workshop was taught in Spanish to 5 participants. We also held three Road Classes with 66 participants, 2 one-hour commute workshops at businesses with 37 participants, two Family Cycling Workshop with 53 parents and kids, two How to Ride a Bike clinics for adults with 11 attendees, and three kids bike rodeos with 270 kids.

Outside of the ACTC grant funding we were able to program ten Police Diversion classes at UC Berkeley and one in Alameda with a total of 198 students. We also partnered with Alameda County Safe Routes to Schools to offer seven Kids Bike Rodeos to 430 attendees, and one Family Cycling Workshop to 24 participants. Finally, we initiated a new program in the city of Concord and so far have hosted one Kids Bike Rodeo with 150 attendees and one Urban Cycling 101 class in Spanish for 20 adults.

Police Diversion:

After months of planning and preparation we were very excited to host our very first of several monthly diversion classes in the City of Alameda in December, partnering with the Alameda Police Department to allow cyclists ticketed in the city to take a 2 hour class and have their \$200+ citations reduced to just \$50. The reduced fee then goes back into the department to help pay for the classes themselves. This first class was well attended by 19 students, most of whom were there voluntarily.

We have received lots of attention on both a local and national level regarding this program, taking calls from officials and advocates in SF, LA, and Davis, as well as from the League of American Bicyclists and the Alliance for Biking and Walking, asking for information on how our program works and how they can start their own. News articles on this program were published in the SF Chronicle, Contra Costa Times, Alameda Sun-Times, and more. This press has helped bring attention to all of the other free programs we offer, including the ACTC-funded classes, boosting attendance and increasing our overall success.

Before beginning this new program we worked directly with the individual police officers to provide them with guidance as to what type of ticketing will have the biggest impact on safety, as opposed to simply discriminating against cyclists. In addition to offering a traffic ticket reduction to cyclists with citations, we also facilitated a collaboration between the Alameda PD and the local Tucker's Ice Cream shop, so that officers who see youth bicyclists displaying safe, independent behavior can offer them a token for a free cone. The officers appreciated this opportunity to have positive interactions with the community, helping to build rapport and trust.

We also hosted an additional 10 diversion classes at UC Berkeley, continuing our collaboration with the UCB Police Department. These twice-per-month sessions have continued to be popular with attendance exceeding our other adult class averages. However, limitations on where and when these classes are

taught, as well as which vehicle code violations are eligible to be reduced, have stifled an even greater, potential success, so we are currently investigating the possibility of expanding the campus program to include the City of Berkeley Police, and to extend the classes off-campus to where they will be easier to program and more accessible for interested participants to attend.

In addition to extending the UC Berkeley classes, we will be working on ticket diversion class partnerships with more police departments all over Alameda and Contra Costa Counties, similar to what we are already doing in the City of Alameda. These types of classes allow us to reach more cyclists while growing our program sustainably, as they are almost entirely self-funded and require less overhead due to being taught at the same location and time each month. They also allow us to reach communities where no immediate grant funding is available.

The following police departments continue to participate in our opt-in program, handing out tear sheets with bike safety class information: Alameda, Livermore, Pleasanton, Dublin, Fremont, Newark, Union City, UC Berkeley, Richmond, Berkeley, Richmond and El Cerrito.

New Marketing Materials and Outreach:

In an effort to make our classes more desirable to a wider range of attendees we changed our classroom workshop title from “Traffic Skills 101” to “Urban Cycling 101”, which is more evocative of the information being offered. At the same time we updated our promotional poster from a flat illustration of a bicycle and car to a dynamic photograph of a smiling, female cyclist, shown in Attachment F. The poster includes fewer details about the class content and more inspirational language that we hope will make a greater emotional connection to potential class attendees.

We hope to update more of our marketing materials in multiple languages as well as the bike safety page on our website in 2013, to make registering for classes easier and more appealing.

We used our trained instructors to assist with public bicycle safety outreach as part of a very successful bike light giveaway in Downtown Oakland, leading up to the Daylight Savings time change in November. Via this promotion we handed out 115 light sets purchased by the city to cyclists passing by at night without lights. Our instructors also staffed tables and talked to attendees about bike safety at various events around the East Bay including the Oakland Chinatown Festival, PedalFest in Jack London Square, the Solano Stroll and UC Village Fest events in Albany, Berkeley Sunday Streets, the Berkeley and Concord BART stations during their National Night Out events, and at the Kaiser Transportation Fair in Oakland.

Spanish and Cantonese Language Classes:

Over the past six months we hosted three well-attended Cantonese language Urban Cycling 101 classes in Downtown Oakland, and quite a few of these students joined us again for one of our “Day 2” Road Classes, completing their training and earning a free set of bike lights. Our Cantonese language instructor Willion Wu continues to be an invaluable asset, both in teaching these classes as well as assisting us with class promotion and translation work.

We offered one Spanish language class in Oakland's Fruitvale neighborhood. The low attendance of five students can be partially attributed to the fact that the class occurred on the same day as Mexico's World Cup playoff soccer game, but even so the turnout convinced us to find alternative venues for these classes. Our new partnership with an established day-labor center in Hayward, with another one soon to open in Oakland, looks to be very promising for our additional Spanish-language classes already scheduled for 2013.

We moved from offering free helmets at these in-language classes to instead provide free reflective safety vests, which we will continue offering at future sessions. Unlike helmets, safety vests can be branded with our coalition name and logo, are less expensive, can be worn when biking or walking at night, are easier for our instructors to transport in quantity, and do not require a time-consuming fitting process. These vests have been very popular among class attendees.

In addition to Hayward and Oakland, a new grant from Kaiser will allow us to offer many more Spanish-language bike safety class opportunities to adults and teens in Concord. Our first classroom workshop from this program attracted 20 students, and we expect to see attendance at these sessions grow even more over the coming year due to a great partnership with local organizers.

Additional Family Cycling Workshops and Bike Rodeos:

Our collaboration with the Alameda County Safe Routes to School program expanded in the second of 2012 with a total of six Kids Bike Rodeos offered at schools throughout Oakland and Alameda, and one Family Cycling Workshop taught in North Berkeley.

A new grant from Kaiser Permanente also allowed us to host one very successful Bike Rodeo in Concord, where we offered safety instruction to over 150 children while handing out and fitting just as many free helmets.

Both of these programs will be expanding significantly in the first half of 2013.

New Class Focus:

As part of our ongoing effort to connect with more of the East Bay population we offered our first Women-Only and LGBTQ classes, providing the same instruction as in our other Urban Cycling 101 classes but in a more conversational setting among peers with similar experiences. While neither of these classes had as high attendance as we would have liked they were still valuable experiences, and we hope to take advantage of our very diverse group of instructors to offer similar opportunities going forward. Other specific class themes we may be exploring are night-time visibility and bike theft prevention.

Bicycle Instructor Update:

We hosted a Train-the-Trainer workshop in October, to which we invited a speed coach who provided specialized instruction to 12 of our most active instructors. The training was very enlightening and useful, helping our instructors to better communicate with groups of any size and to get the intended information across succinctly and on time.

We also used this workshop as an opportunity to provide our instructors with student feedback that we had been collecting as part of our post-class online surveys. This data showed that students are largely satisfied with the class material and instruction, and that their confidence while biking is going up as a result.

Looking ahead:

We are scheduling a record number of classes for the first half of 2013, and will be taking on a Bike Safety Programs intern to help deal with the promotional and organizational demands through mid-May.

We already have a host of ACTC-funded classes scheduled throughout the East Bay: Family Workshops in Berkeley, Dublin, Hayward, and Fremont, and adult classroom workshops in Alameda, Berkeley, Dublin, Hayward, and Oakland. We also have Road Classes coming up in Dublin and Oakland, and a Kids Bike Rodeo scheduled in Fremont. These classes and many more will be supplemented with our new funding sources bringing adult and youth classes to Concord and Richmond in Spanish and English, and our Safe Routes to School partnership bringing Bike Rodeos to 22 Alameda County Schools. A Safe Routes-funded Family Workshop in Berkeley will also be the centerpiece of an Earth Day biking celebration this April.

We will continue to investigate new class opportunities via additional "Bike Traffic School" programs with local police departments, a potential partnership with Oakland Parks and Rec via a monthly class series, and a partnership with East Bay Parks and Rec to schedule and promote a series of classes using park facilities. We will also be exploring additional funding opportunities to bring free classes to more of Contra Costa County.

Finally, we will working on updating our safety class website, marketing and presentation materials in order to remove barriers to attendee participation while making our instruction relevant and appealing to a

wide audience. While the number of class registrations is satisfactory we still receive a large percentage of cancelations and no-shows, which we will attempt to convert into a higher rate of attendance via incentives and improved communication.

Overall we will continue to increase the number of class attendees while expanding our safety programs to include additional areas, widened demographics, and new types of classes.

Our current class schedule is available online at www.ebbc.org/safety.

Bike-Go-Round:

As part of this funding cycle we have been asked to also report on Cycles of Change's Bike-Go-Round program, which provides low-income East Bay residents with free bicycles and safety training.

The target area for their efforts over the past 3 months has been East Oakland (zip codes 94606, 94602, 94621) and West Oakland (zip code 94607). Their partners for providing education and distribution services were:

- International Rescue Committee (East Oakland)
- The Bikery Community Bike Shop (East Oakland)
- The Bread Project (East and West Oakland)

From July 1st to December 31st, Cycles of Change's adult program activities have consisted of soliciting bicycle donations with partners, preparing/restoring bicycles for distribution, scheduling with 2 partner agencies and conducting bicycle education classes for adults with partner agencies, and distributing bicycles for use in attending places of employment or educational institutions.

Through bicycle education programs, they have provided on-road education classes and restored and distributed 56 bicycles for the purpose of attending employment.

More information on this program can be found online at www.cyclesofchange.org/programs/bike-go-round.

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**ACTIA BICYCLE/PEDESTRIAN COUNTYWIDE DISCRETIONARY FUND GRANT
PROJECT PROGRESS REPORT**

PROJECT PROGRESS REPORT NUMBER: 7

REPORTING PERIOD: **From:** July 1, 2012 **To:** December 31, 2012

PROJECT SPONSOR: City of Fremont
Main Project Collaborator: Generations Community Wellness

PROJECT TITLE: Tri-City Senior Walk Clubs
Marketed as the “Walk This Way Program”

ACTIA PROJECT No: A09-0026

STATUS

Project started in July 2009. 25 Walk This Way program sessions conducted between July 1, 2009 and December 31, 2012.

ACTIONS (In this Reporting Period)

- Reviewed project progress with Generations Community Wellness and determined changes needed for future program implementation.
- Conducted outreach to individuals and groups interested in Walk This Way.
- Four 16-week program sessions were conducted from September 2012 through December 2012:
 - Silliman Center (Newark), Tuesdays, 10 – 11:30
 - Kennedy Center (Union City), Wednesdays, 9:30 – 11
 - Cottonwood Senior Housing (Fremont), Thursdays, 9:30 – 11
 - Centerville Presbyterian Church (Fremont), Fridays, 9:30 – 11

- A total of 104 seniors participated in the four sessions held during the reporting period.
- Each weekly program was 90 minutes and included weekly educational topic discussion, warm up exercises, walking, games that promote balance, coordination, strength, flexibility and brain fitness, and cool down exercises. Field outing arranged where participants walked to a farmers market or local grocery store for an educational session on nutrition/healthy eating and pedestrian safety.
- Assessments conducted with each participant at the following intervals: Day 1, Week 8 and Week 16. Assessments included number of chair stands completed for a timed interval and amount of time taken to complete ¼ mile walk.
- Program participants also attended supplemental travel training programs that were coordinated by City of Fremont staff.
- Continue to provide support and training as needed for the peer leaders who are facilitating weekly walking program in Fremont, Newark and Union City for graduates of the previous Walk This Way sessions.
- Program surveys were completed at the end of the 16 week program. A summary of survey responses is included at the end of this report.

ANTICIPATED ACTIONS (In Next Reporting Period)

- Continue outreach to potential senior groups and walking club sites.
- Revise program curriculum and workbook, if needed, based on program participant feedback.
- Implement three to four Walk This Way program sessions during Spring 2013.
- Continue evaluation of the Walk This Way program.

SCHEDULE CHANGES

- ☒ The project remains on schedule, as shown in Attachment B of the Agreement.
- ☐ The project schedule has been revised and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

SCOPE CHANGES

- ☒ The project description is unchanged, and is the same as shown in Attachment A of the Agreement.
- ☐ The scope of the project has been modified and a Grant Amendment Request to reflect the proposed changes is attached for review and approval.

BUDGET

- ☒ The Task Budgets, as shown in Attachment C of the Agreement, are essentially unchanged.
- ☐ Changes are proposed to the Task Budgets. A Grant Amendment Request to reflect the proposed changes is attached for review and approval.

EXPENDITURES

- ☒ A Request for Reimbursement is included with this Progress Report. *Request for reimbursement for services rendered during reporting period will be mailed under separate cover by the City of Fremont's Finance Department.*

- ☐ No Request for Reimbursement is included with this Progress Report. *(If checked, then complete one of two check boxes below.)*

☐ A Request for Reimbursement was submitted within the last six months, on this date: *(enter date here)*

☐ No Request for Reimbursement has been submitted within the last six months for the following reason(s): *(enter reasons here)*

GENERAL

- ☒ At this time we anticipate no problems on the project.
- ☐ We anticipate problems in the following area(s) and would appreciate any assistance you could offer: *(enter description of any areas of concern and type of assistance requested here)*
- ☐ We anticipate problems in the following area(s) but do not feel we need your assistance at this time: *(enter description of any areas of concern here)*

PUBLICITY

- ☒ Updated and accurate project information is included, with a link to ACTIA's website, at the following web address: *(enter web address here)*

<http://www.fremont.gov/BusinessDirectoryII.aspx?lngBusinessCategoryID=39>

<http://www.generationswellness.org/aging/walkthisway.htm>

<http://www.penipress.com/2010/11/04/more-seniors-using-public-transportation-or-walking-thanks-to-fremont-classes-video/>

- ☒ An article which highlighted this Project was published on the following date(s) in the publication(s) listed: *(enter dates and the names of any publications here)*

Tri-City Voice, July 24, 2012

SIGNALS

- ☒ Signal modifications are not part of the Project.
- ☐ Signal modifications are part of the Project.

Considered Included *(please check the appropriate box)*

<input type="checkbox"/>	<input type="checkbox"/>	Audible Pedestrian Signals
<input type="checkbox"/>	<input type="checkbox"/>	Adjustable Pedestrian Timing
<input type="checkbox"/>	<input type="checkbox"/>	Emergency Vehicle Pre-Emption

CONTRACT REPORTING

- ☐ Form attached (required for Project Progress Report No.'s 2 and 4).
- ☒ Form not required (Project Progress Reports No.'s 1 and 3). Entity with contract is a non-profit corporation.

PERFORMANCE MEASURES

- ☐ There are no Performance Measures for this project.
- ☒ There are Performance Measures for this project. A completed Performance Measures Report (Table D-1 from the grant agreement) is attached to this report.

PROJECT PERFORMANCE MEASURES REPORT

Project Performance Measures: Table D-1 describes what outcome-based performance measures are being evaluated to ensure that the project/program is meeting its objectives.

Table D-1: Performance Measures Report		
No.	Performance Measure	Progress/Activity this Period
1	Number of program sessions completed 6 sessions by 6/30/10 12 sessions by 6/30/11 17 sessions by 12/31/11 20 sessions by 6/30/12 24 sessions by 12/31/12 28 sessions by 6/30/13	<p>4 sessions started in 7/09 and met for 20 weeks:</p> <ul style="list-style-type: none"> - Newark Senior Center - Tropics Mobile Home Park (Union City) - Fremont Senior Center - Fremont Senior Center <p>2 sessions started in 4/10 and met for 16 weeks:</p> <ul style="list-style-type: none"> - Wisteria Place (Union City) - Fremont Community Center <p>2 sessions started in 7/10 and met for 16 weeks:</p> <ul style="list-style-type: none"> - Afghan Elderly Association (Fremont) - Fremont Senior Center <p>3 sessions started in 9/10 and met for 16 weeks:</p> <ul style="list-style-type: none"> - Kennedy Center (Union City) - Fremont Teen Center - Silliman Center (Newark) <p>3 sessions started in 3/11 and met for 16 weeks:</p> <ul style="list-style-type: none"> - Kennedy Center (Union City) - Centerville Community Center (Fremont) - Silliman Center (Newark) <p>3 sessions started in 8/11 and met for 16 weeks:</p> <ul style="list-style-type: none"> - Kennedy Center (Union City) - Fremont Community Center (Fremont) - Centerville Presbyterian Church (Fremont) <p>4 sessions started in 3/12 and met for 16 weeks:</p> <ul style="list-style-type: none"> - Silliman Center (Newark) - Kennedy Center (Union City) - Centerville Community Center (Fremont) - Centerville Presbyterian Church (Fremont) <p>4 sessions started in 9/12 and met for 16 weeks:</p> <ul style="list-style-type: none"> - Silliman Center (Newark) - Kennedy Center (Union City) - Cottonwood Senior Housing (Fremont) - Centerville Presbyterian Church (Fremont) <p>TOTAL SESSIONS: 25</p> <p>Peer leaders were recruited, trained and are leading "alumni" Walk This Way groups for the following sites: Newark Senior Center, Fremont Senior Center, Kennedy Center.</p>

2	<p>Level of program participant satisfaction</p> <p>Achieve satisfaction rating of “excellent” or “good” on at least 90% on participant surveys of program experience</p>	<p>84% of participants surveyed during reporting period rated their overall program experience as “excellent”. 16% rated their program experience as “good”.</p> <p>100% of participants surveyed during reporting period said they would recommend the program to others.</p>
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**Results from Walk This Way Program
Fall 2012 Program Sessions
104 Program Participants**

NEWARK SILLIMAN CENTER (N=24)

Tuesday@ 10-11:30am:

- 100% of the participants increased their number of chair stands from Day 1 to the conclusion of the program.
- 100% of the participants decreased the amount of time it takes to walk the ¼ mile walk from Day 1 to the conclusion of the program.
- Program participants logged approximately 8,978,000 steps

UNION CITY (KENNEDY COMMUNITY CENTER) (N=23)

Wednesday@ 9:30-11am:

- 100% of the participants increased their number of chair stands from Day 1 to the conclusion of the program.
- 100% of the participants decreased the amount of time it takes to walk the ¼ mile walk from Day 1 to the conclusion of the program.
- Program participants logged approximately 8,768,000 steps

COTTONWOOD SENIOR HOUSING (N=29)

Thursday@ 9:30-11 am:

- 100% of the participants increased their number of chair stands from Day 1 to the conclusion of the program.
- 100% of the participants decreased the amount of time it takes to walk the ¼ mile walk from Day 1 to the conclusion of the program.
- Program participants logged approximately 8,828,000 steps

FREMONT (CENTERVILLE PRESBYTERIAN CHURCH) (N=28)

Friday@ 9:30-11 am:

- 100% of the participants increased their number of chair stands from Day 1 to the conclusion of the program.
- 100% of the participants decreased or remained the same for the time it takes to walk the ¼ mile walk from Day 1 to the conclusion of the program.
- Program participants logged approximately 7,432,000 steps

Participation in supplemental Travel Training Workshops:

30 of the 104 participants (29%) took a two day travel training workshop to learn how to use the regional public transit systems.

Travel training workshops cover classroom and hands-on instruction on buses and BART. Topics covered during the training include: types of fare and fare media, use of Clipper cards, map and schedule reading, trip planning, transit transfers, transit accessibility features, use of 511 phone and internet resources, and traveling on transit safely.

WALK THIS WAY PROGRAM EVALUATION (n=62)

1. How would you rate your overall experience of the Walk This Way Program?

Excellent	Good	Fair	Poor
84%	16%		

2. How would you rate the instructor who ran this program?

Excellent	Good	Fair	Poor
97%	3%		

3. Would you recommend this program to others?

Definitely	Maybe	No
100%		

4. This program improved my overall health and well being:

A lot	Quite a bit	Moderately	Slightly Not at all
52%	29%	19%	

5. This program helped me to increase my walking:

A lot	Quite a bit	Moderately	Slightly Not at all
52%	22%	16%	10%

6. This program helped me to increase my fruit and vegetable intake:

A lot	Quite a bit	Moderately	Slightly Not at all
26%	48%	13%	13%

7. This program helped me understand how to live a more healthy lifestyle:

A lot	Quite a bit	Moderately	Slightly Not at all
58%	29%	3%	10%

8. This program increased my understanding of how exercise can decrease risks for or manage chronic health conditions:

A lot	Quite a bit	Moderately	Slightly Not at all
58%	19%	23%	

9. This program increased my knowledge about pedestrian safety:

A lot	Quite a bit	Moderately	Slightly Not at all
35%	35%	10%	20%

10. This program increased my knowledge about driving safety:

A lot	Quite a bit	Moderately	Slightly Not at all
22%	32%	26%	20%

11. This program increased my knowledge about alternative transportation resources:

A lot	Quite a bit	Moderately	Slightly Not at all
35%	42%	3%	20%

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Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee
Roster and Attendance Fiscal Year 2012/2013

	Suffix	Last Name	First Name	City	Appointed By	Term Began	Re-apptmt.	Term Expires	Mtgs Missed Since Jul '12*
1	Ms.	Tabata, Chair	Midori	Oakland	Alameda County Mayors' Conference, D-4	Jul-06	Oct-11	Oct-13	0
2	Ms.	Welsh, Vice-Chair	Ann	Pleasanton	Alameda County Supervisor Nate Miley, District 4	Oct-09	Jan-12	Jan-14	1
3	Mr.	Ansell	Mike	Livermore	Alameda County Mayors' Conference, D-1	Sep-12		Sep-14	0
4	Mr.	Bucci	Mike	Newark	Alameda County Supervisor Richard Valle, District 2	Sep-12		Sep-14	1
5	Mr.	Chen	Alexander	Fremont	Alameda County Supervisor Scott Haggerty, District 1	Oct-09	Jan-12	Jan-14	2
6	Ms.	Gigli	Lucy	Alameda	Alameda County Supervisor Wilma Chan, District 3	Jan-07	Oct-12	Oct-14	1
7	Mr.	Johansen	Jeremy	San Leandro	Alameda County Mayors' Conference, D-3	Sep-10	Oct-11	Oct-13	0
8	Mr.	Jordan	Preston	Albany	Alameda County Supervisor Keith Carson, District 5	Oct-08	Sep-12	Sep-14	2
9	Mr.	Maddox	Heath	Berkeley	Transit Agency (Alameda CTC)	Sep-12		Sep-14	0
10	Ms.	Zimmerman	Sara	Berkeley	Alameda County Mayors' Conference, D-5	Feb-12		Feb-14	2
11		Vacancy			Alameda County Mayors' Conference, D-2				

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Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee

BPAC Meeting 05/07/13
Attachment 07A1

**Draft Meeting Schedule for
2012-2013 Fiscal Year**

Created: May 30, 2012

Updated: May 1, 2013

	Meeting Date	Meeting Purpose
1	July 12, 2012	<ul style="list-style-type: none"> Review Draft Countywide Pedestrian and Bicycle Plans (Info) Review Draft Bike/Ped Counts Report and 2012 Counts List (Info) Draft Performance Report (Info) Update on Complete Streets & June Workshop (Info)
2	September 6, 2012 (Note – this is the 1 st Thursday of the month)	<ul style="list-style-type: none"> Input on OBAG Funding Program & Complete Street Policy requirement (Info) Summary of All Local Pass-Thru Expenditures (Board report) (Info) Update on Subcommittee on BPAC Renaming CDF Grants, Cycles #3&4: Semi-Annual Progress Reports (Info) CDF Grants: Sponsor presentations (Berkeley Aquatic Park, Travel Choice, and Albany AT Plan)
3	October 4, 2012 (Note – this is the 1 st Thursday of the month)	<ul style="list-style-type: none"> Recommendation on Final Draft Countywide Pedestrian and Bicycle Plans (Action) Input on OBAG Funding Program (Info) Input on Alameda CTC Complete Street Policy requirement (Info) Update on Subcommittee on BPAC Renaming
4	November 15, 2012 (Note – this is the 3 rd Thursday of the month)	<ul style="list-style-type: none"> Input on OBAG Funding Program (Info) Approval of Revised BPAC Bylaws (Action) CDF Grants: Amendment requests and sponsor presentations, as needed (Irvington) Update on the Transportation Expenditure Plan ballot measure (Info) Grant Summary Report to Commission (Info)
5	February 7, 2013	<ul style="list-style-type: none"> Update on OBAG Funding Program and PDA Planning (Info) Status report on Alameda County SR2S program (Info) Early input on Bike Safety Education RFP (Info) Update on Complete Streets policy adoption (Info) Update on Bike to Work Day 2013 planning and funding (Info)
6	April 11, 2013	<ul style="list-style-type: none"> OBAG/Measure B/VRF Coordinated Call for Projects: Review summary list of all submitted projects. (Info) Develop questions on Complete Streets Checklists for OBAG Projects (Info) Review Bike Safety Education Scope of Work (Action) Update on Complete Streets policy adoption (Info) Review TDA Article 3 Projects (Info) CDF Grants: Amendment requests and sponsor presentations, as needed

Alameda County Transportation Commission
Bicycle and Pedestrian Advisory Committee

7	May 7, 2013	<ul style="list-style-type: none"> • OBAG/Measure B/VRF Coordinated Call for Projects: Review Draft List of Projects (Info) • Input on TDA Article III Revised Program Guidelines (Cheryl Chi, MTC to attend) • CDF Grants, Cycles #3&4: Semi-Annual Progress Reports (Info) • CDF Grants: Amendment requests and sponsor presentations, as needed
8	June 6, 2013	<ul style="list-style-type: none"> • OBAG/Measure B/VRF Coordinated Call for Projects: Review Final List of Projects (Action) • Debrief of Coordinated Call for Projects process (Info – Sean Co invited) • BART Bicycle Advisory Task Force Appointment(s) (Action) • Input on Draft 2013 Countywide Bicycle and Pedestrian Counts Report (Info) • Input on Draft Performance Report (Info) • CDF Grants: Amendment requests and sponsor presentations, as needed • Report on Bike to Work Day (Info) • Grant Summary Report from May Commission Meeting (Info) • Summary of All Local Pass-Thru Expenditures (Board report) (Info) • Organizational Meeting: <ul style="list-style-type: none"> ○ Distribute BPAC Action Log: FY 12/13 (Info) ○ Presentation on Alameda CTC's Bike/Ped Work Program for 13/14 (Info) ○ Schedule for 13/14 BPAC Meetings (Info) ○ Election of Chair & Vice-Chair for FY 13/14 (Action) ○ Review Bylaws (Action)

Future Meetings:

- Final Performance Report (Info)

BPAC Meeting 05/07/13
Attachment 07A2

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type (sponsor-driven)	Meeting Time	Meeting Status
Saturday, April 13, 2013	Ribbon Cutting: Stanley Boulevard Safety & Streetscape Improvement Project	ACPWA	Shadow Cliffs Regional Park (Lakeside Picnic Area) 2500 Stanley Boulevard Pleasanton, CA	E_G - Elected Officials_Government Agencies	10am - 1pm	Confirmed
Monday, April 15, 2013	BikeMobile	Kolb Elementary School	3150 Palermo Way, Dublin, CA 94568	ED - Education		Confirmed
Tuesday, April 16, 2013	BikeMobile	Dougherty Elementary School	5301 Hibernia Drive Dublin, CA 94568	ED - Education	2 - 4pm	Confirmed
Wednesday, April 17, 2013	APBP Webinar: Economic Benefits of Walkable and Bike Friendly Communities	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	BP - Bike/Ped	12 - 1pm	Confirmed
Friday, April 19, 2013	BikeMobile	Edison Elementary School	2700 Buena Vista Avenue, Alameda, CA 94501	ED - Education	3 - 5pm	Confirmed
Saturday, April 20, 2013	Earth Day (includes BikeMobile)	City of Emeryville	Doyle Hollis Park (between Hollis/Doyle and 61st/62nd Streets)	G - General	11am - 3pm	Confirmed
Saturday, April 20, 2013	BikeMobile	Bikes In Berkeley Festival	2300 Martin Luther King Jr Way Berkeley, CA	G - General	3 - 5pm	Confirmed
Sunday, April 21, 2013	Primavera Century Bicycle Tour	Fremont Freewheelers Bicycle Club	Mission San Jose High School 41717 Palm Avenue Fremont, CA 94539	BP - Bike/Ped	10am - 3 pm	Confirmed
Monday, April 22, 2013	Earth Day Fair 2013	Port of Oakland	Oakland International Airport 2nd Floor of Terminal One	G - General	11am - 3pm	Confirmed
Tuesday, April 23, 2013	Upcoming Contract Opportunities/DBE Public Participation Session	Bay Area Business Outreach Committee	MTC Lawrence D. Dahms Auditorium 101 - 8th Street Oakland, CA	B - Business	4 - 6pm	Confirmed
Tuesday, April 23, 2013	Senior Health Fair	North Berkeley Senior Center	North Berkeley Senior Center, 1901 Hearst Avenue, Berkeley, CA 94709	S_PWD - Senior Center and People with Disabilities	1-4pm	Confirmed
Tuesday, April 23, 2013	Clean Commutes Fair	Alameda County General Services	125 12th St., Oakland, CA	E_G - Elected Officials_Government Agencies	11:30am - 2pm	Confirmed
Wednesday, April 24, 2013	Government Affairs Committee Meeting	Fremont Chamber of Commerce	39488 Stevenson Place, Suite 100, Fremont, CA, 94539	B - Business	7:45 - 8:45am	Confirmed

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type (sponsor-driven)	Meeting Time	Meeting Status
Thursday, April 25, 2013	Clean Commutes Fair	Alameda County General Services	224 West Winton Street Hayward, CA	E_G - Elected Officials_Government Agencies	11:30am - 2pm	Confirmed
Thursday, April 25, 2013	CalMentor Quarterly Meeting	Caltrans District 4	Oakland	B - Business	TBD	Confirmed
Thursday, April 25, 2013	Senior Resource Fair	City of Albany	Albany Senior Center 846 Masonic Ave Albany, CA 94706	S_PWD - Senior Center and People with Disabilities	10am - 2pm	Confirmed
Friday, April 26, 2013	Inside Oakland	Oakland Chamber of Commerce	Oakland Chamber Board Room 475 14th St. Oakland, 94612	B - Business	8:30 - 10am	Confirmed
Friday, April 26, 2013	BikeMobile	Oakland Technical High School	4351 Broadway Oakland, California 94609	ED - Education		Confirmed
Saturday, April 27, 2013	BikeMobile	Warwick Elementary School	3375 Warwick Road Fremont, CA 94555	ED - Education		Confirmed
Sunday, April 28, 2013	BikeMobile	Memorial Park				
Tuesday, April 30, 2013	BikeMobile	Jackson Avenue Elementary School	554 Jackson Avenue Livermore, CA	ED - Education	2 - 5pm	Confirmed
Wednesday, May 01, 2013	Annual Pleasanton Transit Fair	City of Pleasanton Senior Center	Pleasanton Senior Center 5333 Sunol Blvd.	S_PWD - Senior Center and People with Disabilities	10-1 pm	Tentative
Wednesday, May 01, 2013	Groundbreaking for the Iron Horse Regional Trail Extension	EBRPD	Kaiser Center 5820 Owens Drive Pleasanton, CA 94588	E_G - Elected Officials_Government Agencies	12 - 1pm	Confirmed
Wednesday, May 01, 2013	BikeMobile	Albany High School	603 Key Route Blvd Albany, CA	ED - Education	unknown	Confirmed
Wednesday, May 01, 2013	1st Wednesdays Street Party (Cinco de Mayo-theme on this date)	Pleasanton Downtown Association	Main Street btw Del Valle Parkway to Bernal Avenue	B - Business	6 - 9pm	Confirmed
Thursday, May 02, 2013	Senior Resource Fair	Hayward Area Recreation and Park District	Kenneth C. Aitken Senior and Community Center 17800 Redwood Road Castro Valley, Ca 94546	S_PWD - Senior Center and People with Disabilities	9am - 1pm	Confirmed
Thursday, May 02, 2013	Legislative Brunch	City of Fremont	Tesla Motors 45500 Fremont Blvd Fremont, CA 94538	E_G - Elected Officials_Government Agencies	9:45am - 12:30pm	Confirmed

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type (sponsor-driven)	Meeting Time	Meeting Status
Friday, May 03, 2013	2013 Decision Makers Conference	Bay Area Planning Coalition	Scott's Seafood, Jack London Square	G - General	7:45am - 6pm	Confirmed
Saturday, May 04, 2013	Cinco de Mayo con Orgullo Celebration	Alameda County	Ashland Community Center	S_PWD - Senior Center and People with Disabilities	10 - 1 pm	Confirmed
Saturday, May 04, 2013	22nd Annual Livermore Wine Country Festival	Livermore Chamber of Commerce	Livermore (Between First Street. Livermore Avenue and O Street)	G - General	10am - 6pm	Confirmed
Saturday, May 04, 2013	BikeMobile	Jefferson Elementary School	250 Dutton Avenue Berkeley, CA	ED - Education	unknown	Confirmed
Monday, May 06, 2013	Berkeley Chamber of Commerce - Government Affairs	Berkeley Chamber of Commerce	1834 University Avenue, 2nd Floor, Berkeley	E_G - Elected Officials_Government Agencies	12 - 1:30pm	Confirmed
Tuesday, May 07, 2013	BikeMobile	Foothill High School	4375 Foothill Road Pleasanton, CA 94588	ED - Education	unknown	Confirmed
Wednesday, May 08, 2013	BikeMobile	Tyrell Elementary School	27000 Tyrrell Avenue Hayward, CA 94544	ED - Education	unknown	Confirmed
Thursday, May 09, 2013	Bike to School and Work Day	East Bay Bicycle Coalition	Frank Ogawa Plaza (and the Dublin /Pleasanton BART Station)	BP - Bike/Ped	6 - 10 am	Confirmed
Thursday, May 09, 2013	BikeMobile	Junction Middle School	298 Junction Avenue Livermore, CA 94551	ED - Education		Confirmed
Friday, May 10, 2013	BikeMobile	Mattos Elementary School	37944 Farwell Drive Fremont, CA 94536	ED - Education		Confirmed
Saturday, May 11, 2013	Spring Festival	Park Street Business Association	Park Street btw Encinal and Lincoln Avenues Alameda, CA	G - General	10am - 6pm	Confirmed
Wednesday, May 15, 2013	APBP Webinar: Bike Signals	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	BP - Bike/Ped	12 - 1pm	Confirmed
Wednesday, May 15, 2013	BikeMobile	Lydiksen Elementary School	7700 Highland Oaks Drive Pleasanton, CA 94566	ED - Education	3 - 6pm	Confirmed
Thursday, May 16, 2013	Oakland and East Bay Business and Procurement Fair	Oakland Chamber of Commerce	Oakland Marriott City Center (East Hall) 1001 Broadway Oakland, CA	B - Business	2 - 5pm	Confirmed

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type (sponsor-driven)	Meeting Time	Meeting Status
Friday, May 17, 2013	BikeMobile	Malcolm X Elementary School	1731 Prince St, Berkeley, CA 94703	ED - Education	5 - 8pm	Confirmed
Saturday, May 18, 2013	BikeMobile	Cornell School	920 Cornell Avenue Albany, CA	ED - Education	10am - 1pm	Confirmed
Saturday, May 18, 2013	BikeMobile	Thousand Oaks Elementary School	840 Colusa Avenue, Berkeley, CA 94704	ED - Education		Confirmed
Saturday, May 18, 2013	Amgen Tour of California	City of Livermore	Downtown Livermore, 22 S. L Street, Livermore, CA 94550	BP - Bike/Ped	10am - 8pm	Staff will not be attending this event this FY.
Sunday, May 19, 2013	Asian American Heritage Festival/Older American Month Celebration	City of Hayward	Hayward City Hall, 777 B Street, Hayward, CA 94541	S_PWD - Senior Center and People with Disabilities	10am - 5pm	Confirmed
Tuesday, May 21, 2013	BikeMobile	Murray Elementary School	8435 Davona Drive Dublin, CA	ED - Education	2 - 5pm	Confirmed
Thursday, May 23, 2013	Annual Joint Chamber 2013 Business Expo	Berkeley, Emeryville and Albany Chambers of Commerce	Doubletree by Hilton 200 Marina Blvd Berkeley, CA	B - Business	4:30 - 7:30pm	Confirmed
Friday, May 24, 2013	Inside Oakland	Oakland Chamber of Commerce	Oakland Chamber Board Room 475 14th St. Oakland, 94612	B - Business	8:30 - 10am	Confirmed
Saturday, May 25, 2013	BikeMobile	Garfield Elementary School	1640 22nd Avenue	ED - Education		Confirmed
Saturday, May 25, 2013	San Lorenzo Farmers' Market	Pacific Coast Farmers' Market Association	Hesperian and Paseo Grande	B - Business	9am - 1pm	Tentative
Wednesday, May 29, 2013	BikeMobile	Corvallis Elementary School	14790 Corvallis Street San Leandro, CA 94579	ED - Education	3:30 - 7:30PM	Confirmed
Friday, May 31, 2013	BikeMobile	Wilson Elementary School	1300 Williams Street, San Leandro, CA 94577	ED - Education		Confirmed
Saturday, June 01, 2013	BikeMobile	Washington Elementary School	2300 Martin Luther King Junior Way Berkeley, CA 94704	ED - Education		Confirmed
Wednesday, June 05, 2013	City Center Summer Sounds Concert	City Center	Oakland, City Center	B - Business	12 - 1pm	Confirmed

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type (sponsor-driven)	Meeting Time	Meeting Status
Thursday, June 06, 2013	BikeMobile	Hoover Elementary School	Oakland, CA	ED - Education		Confirmed
Friday, June 07, 2013	Four Seasons of Health Expo	Four Seasons of Health Implementation Team and City of Fremont	Fremont Multi-Service Senior Center in Central Park, 40086 Paseo Padre Parkway	S_PWD - Senior Center and People with Disabilities	9:30am - 1:30pm	Confirmed
Wednesday, June 12, 2013	BikeMobile	James Madison Elementary School	14751 Juniper Street Fremont, CA	ED - Education	10am - 1pm	Confirmed
Tuesday, June 18, 2013	Measure B Update Presentation at the Castro Valley Rotary	Castro Valley Rotary			12 - 1:30pm	Confirmed
Wednesday, June 19, 2013	APBP Webinar: What's in There for Me: Mining National Data for Information on Walking and Bicycling	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	BP - Bike/Ped	12 - 1pm	Confirmed
Thursday, June 20, 2013	Senior Days at the Alameda County Fair	Alameda County	Alameda County Fairgrounds, 4501 Pleasanton Ave., Pleasanton, CA 94566	S_PWD - Senior Center and People with Disabilities	12 - 5pm	Tentative
Thursday, June 20, 2013	Downtown Hayward Street Parties	Hayward Chamber of Commerce	A & B Street	G - General	5:30 - 8:30pm	Confirmed
Saturday, June 22, 2013	Healthy Parks Healthy People	EBRPD	Quarry Lakes Fremont, CA	G - General		Tentative
Thursday, June 27, 2013	Senior Days at the Alameda County Fair	Alameda County	Alameda County Fairgrounds, 4501 Pleasanton Ave., Pleasanton, CA 94566	S_PWD - Senior Center and People with Disabilities	12 - 5pm	Tentative
Friday, June 28, 2013	Inside Oakland	Oakland Chamber of Commerce	Oakland Chamber Board Room 475 14th St. Oakland, 94612	B - Business	8:30 - 10am	Confirmed
Saturday, June 29, 2013	Afghan Community Health Fair	The Afghan Coalition	Fremont Senior Center 40086 Paseo Padre Parkway, Fremont, CA	S_PWD - Senior Center and People with Disabilities	10 - 2 pm	Tentative
Monday, July 01, 2013	Annual Mobility Workshop	Alameda CTC	Ed Roberts Campus, Berkeley, CA	S_PWD - Senior Center and People with Disabilities	8-4p	Confirmed
Wednesday, July 03, 2013	City Center Summer Sounds Concert	City Center	Oakland, City Center	B - Business	12 - 1pm	Confirmed

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type (sponsor-driven)	Meeting Time	Meeting Status
Thursday, July 04, 2013	Senior Days at the Alameda County Fair	Alameda County	Alameda County Fairgrounds, 4501 Pleasanton Ave., Pleasanton, CA 94566	S_PWD - Senior Center and People with Disabilities	12 - 5pm	Tentative
Wednesday, July 17, 2013	APBP Webinar: From Paint to Preform: Getting the Most from Pavement Markings	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	BP - Bike/Ped	12 - 1pm	Confirmed
Thursday, July 18, 2013	Healthy Living Festival	USOAC	Oakland Zoo: 9777 Golf Links Road	S_PWD - Senior Center and People with Disabilities	8am - 2pm	Tentative
Saturday, July 20, 2013	Pedal Fest	Jack London Square, East Bay Bicycle Coalition, Walk Oakland Bike Oakland	Jack London Square	BP - Bike/Ped	11am - 8pm	Confirmed
Friday, July 26, 2013	Inside Oakland	Oakland Chamber of Commerce	Oakland Chamber Board Room 475 14th St. Oakland, 94612	B - Business	8:30 - 10am	Confirmed
Wednesday, August 07, 2013	Healthy Aging Fair	Alameda County Area Agency on Aging	Chabot College Cafeteria (25555 Hesperian Blvd)	S_PWD - Senior Center and People with Disabilities	10am - 2:30pm	Tentative
Wednesday, August 07, 2013	City Center Summer Sounds Concert	City Center	Oakland, City Center	B - Business	12 - 1pm	Confirmed
Saturday, August 10, 2013	Black Expo	Bay Area Black Expo	Mills College	G - General	all day	Confirmed
Wednesday, August 21, 2013	APBP Webinar: Getting Better Data for Better Decisions: Improving Performance Measures and Outcomes	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	BP - Bike/Ped	12 - 1pm	Confirmed
Thursday, August 29, 2013	BOC (Breakfast of Champions) Presentation	BOC - Oakland	Francesco's Restaurant, 8520 Pardee Drive, Oakland, CA 94621	B - Business	7:30 - 9:30am	Confirmed
Wednesday, September 04, 2013	City Center Fall Concert Series	City Center	Oakland, City Center	B - Business	12 - 1pm	Confirmed
Sunday, September 08, 2013	Solano Avenue Stroll	Solano Avenue Association	Solano Avenue in Berkeley	G - General	10am - 6pm	Confirmed
Saturday, September 14, 2013	Taste of Union City: Food, Blues and Music Festival	City of Union City	Kennedy Park Union City, CA	G - General	8am -	Tentative
Wednesday, September 18, 2013	APBP Webinar: Integrating Spatial Data to Develop Community Priorities	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	BP - Bike/Ped	12 - 1pm	Confirmed

Meeting Date	Event Name	Sponsor Agency/ Organization	Meeting Location	Outreach Type (sponsor-driven)	Meeting Time	Meeting Status
Sunday, September 29, 2013	Muscular Dystrophy Association Presentation	Muscular Dystrophy Association	Kaiser Permanente Oakland, 3801 Howe Street, Fabiola Building, Oakland, CA	S_PWD - Senior Center and People with Disabilities	1 - 3pm	Confirmed
Wednesday, October 02, 2013	City Center Fall Concert Series	City Center	Oakland, City Center	B - Business	12 - 1pm	Confirmed
Thursday, October 03, 2013	BOC Construction & Professional Services DBE Training	Bay Area Business Outreach Committee	San Jose (at VTA)	B - Business	8am - 1pm	Confirmed
Wednesday, October 16, 2013	APBP Webinar: Using Photo-enforcement to Improve Pedestrian Safety	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	BP - Bike/Ped	12 - 1pm	Confirmed
October 2013 - TBD	Festival of Lights - Diwali Mela 2013		Alameda County Fairgrounds, 4501 Pleasanton Ave Pleasanton, CA 94566	G - General	11am - 11pm	Tentative
Wednesday, November 06, 2013	City Center Fall Concert Series	City Center	Oakland, City Center	B - Business	12 - 1pm	Tentative
Wednesday, November 20, 2013	APBP Webinar: Is There Safety in Numbers for Cyclists and Pedestrians?	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	BP - Bike/Ped	12 - 1pm	Confirmed
Wednesday, December 18, 2013	APBP Webinar: Integrating Equity into Bicycle and Pedestrian Planning	Alameda CTC/ APBP	Alameda CTC, 3rd Floor	BP - Bike/Ped	12 - 1pm	Confirmed

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