



# Biketivist Forum VII

## Bike Plans: Inception to Completion

June 16, 2021

Shiloh Ballard

Executive Director

Emma Shlaes

Deputy Director

Sandhya Laddha

San Mateo County Advocate

Chelsea Biklen

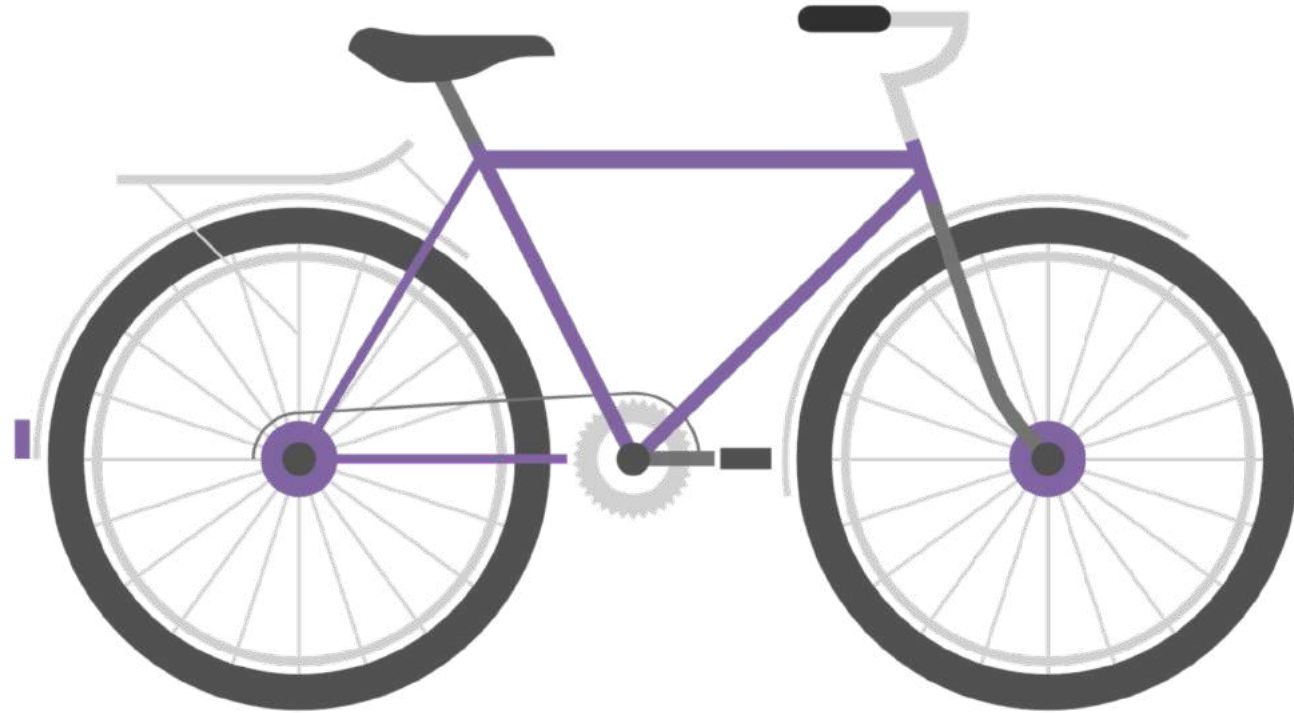
Advocacy and Programs Manager

Diana Crumedy

Santa Clara County Advocate



# Welcome!



You are the bike movement

# Meeting Guidelines

- Make Space, Take Space ratio: be aware of how much time you are talking vs listening, allow others to speak up
- Be respectful of one another and our differences
- Don't interrupt
- Stay on topic/Focus on topics relevant to people present (take other conversations offline)
- Assume good intent

# Online meeting Basics

- Please rename yourself to include your city and preferred pronouns.
- Please ask questions via the chat.
- Please stay muted until the breakout sessions

# Biketivist Forum VII Agenda

- 5 – 5:05 pm – Introductions
  - Please rename yourselves to include Name, City you live in
  - Introduce yourself in the chat: name, city, and plans for summer
- 5:05 – 5:40 pm Bike Plans: Inception to completion
  - Inception - What happens when the city starts to think of creating a Plan - Ria Lo, City of Mountain View
  - Making of the Plan - How consultants make the Plan - Jennifer Fierman, Swiftly
  - Approval - The Council's perspective - Council member Emily Beach, Burlingame
  - Community participation - How and where members of the public can contribute - Betsy Megas, Santa Clara Local Team
- 5:40 – 5:55 pm: Q&A
- 6:00 – 7:00 pm – Breakout into groups by city
  - Meet w/city staff about your bike plan
  - Continue working on campaigns
  - Plan your July social ride



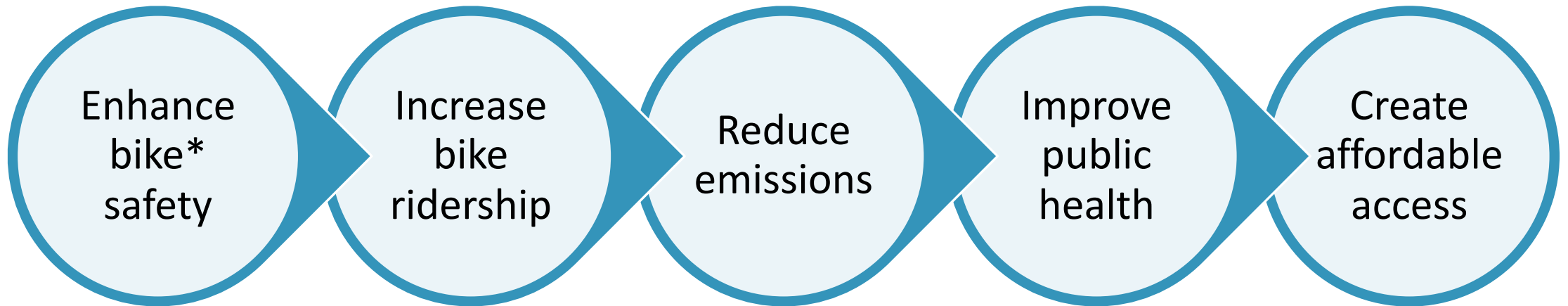
Ria Lo, City of Mountain View

# INCEPTION

# CONSIDER THE WHY

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A Bicycle Master Plan allows you to understand issues, agree on strategies, and prioritize actions to...



Adopting a Caltrans-approved Bicycle Master Plan makes Cities eligible for Bicycle Transportation Account funding

# CONSIDER ECONOMIES OF SCALE

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Bike Master  
Plan



Local Road  
Safety Plan

Pedestrian  
Master Plan



Vision Zero  
Action Plan



Safe Routes to  
School Plan



Active  
Transportation  
Plan



# CONSIDER ELEMENTS TO INCLUDE

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## Geographies

- On-street bikeways
- Off-street trails
- Bike parking
- Repairs and trip end facilities
- Count infrastructure

## Processes

- Evaluation
- Policy support
- Outreach
- Programs

## Products

- Network maps
- Project list
- Design standards
- Policy language
- Program material
- Phasing
- Grant packages

# GET THE PLAN FUNDED & SCHEDULED

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Schedule in Capital Improvement Program (CIP)

Seek out grant funding sources

Identify internal project manager



# SCOPE OUT TASKS

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1. Initiate and manage project
2. Collect data on existing conditions and policy context
3. Conduct Citywide analysis e.g. Bike Level of Traffic Stress
4. Engage diverse internal & external stakeholders
5. Identify desired network
6. Recommend projects, policy changes and programs
7. Estimate costs and prioritize actions
8. Prepare draft and final plan
9. Obtain Council approval



# PROCESS THE CONTRACT

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Prepare Request for Proposal (RFP)

Release and publicize RFP

Evaluate proposals, interview and select consultant

Negotiate contract and satisfy insurance requirements

Prepare Council materials for contract approval

Execute contract

Jennifer Fierman, Swiftly

# **MAKING: Development of Bike/Ped Plans**

## **A quick overview of the process**

# Development of Bike/Ped Plans

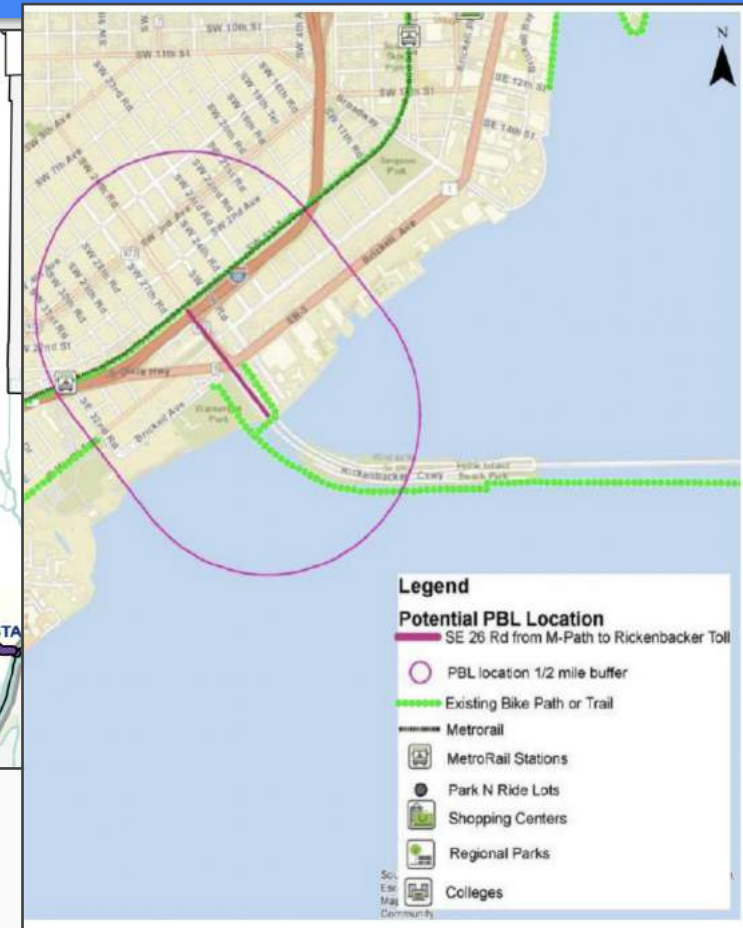
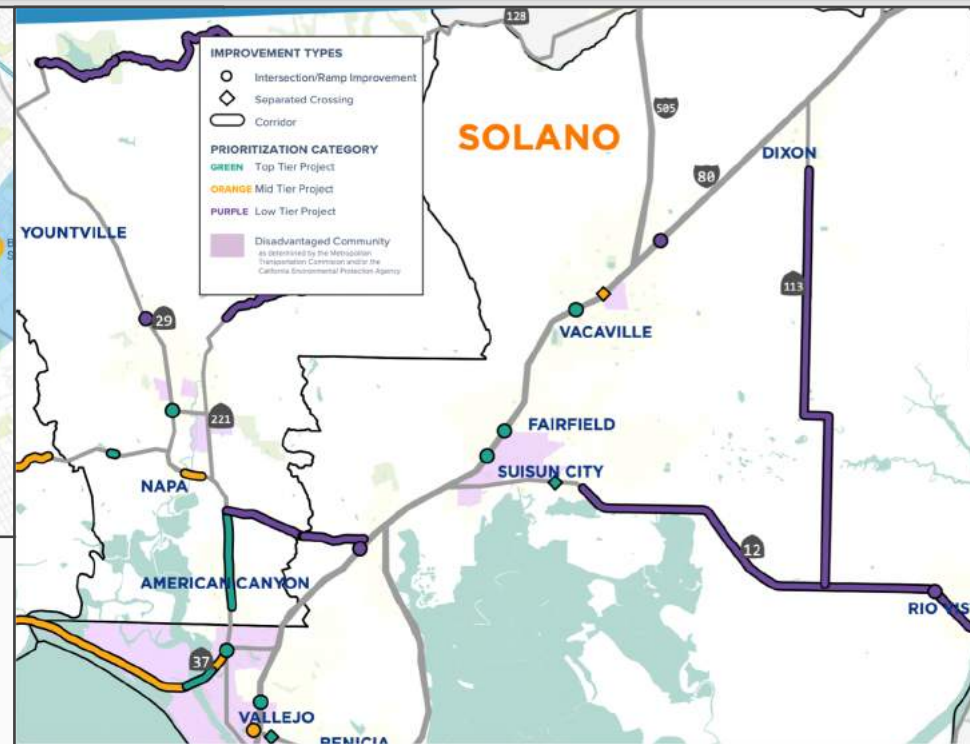
A quick overview of the process



# Scoping out the Plan

- Identify goals and outcomes
- Project timeline
- Requirements (such as commission or board approval/adoption)

# Variations in Scale



General

Specific



# Public Outreach



6 TO 8  
MEMBERS



## POLICY ADVISORY COMMITTEE

Composed of Caltrans executive leadership and the California State Transportation Agency

Met throughout the planning process

Provided oversight and strategic guidance on policy language as well as general direction of the plan



ABOUT 50  
MEMBERS



## TECHNICAL ADVISORY COMMITTEE

Members represent most Caltrans headquarters divisions; all 12 districts; bicycling and walking advocacy groups; cities, counties, transit agencies, metropolitan planning organizations, and rural transportation planning agencies; and partners including the California Highway Patrol, Department of Motor Vehicles, California Transportation Commission, Office of Traffic Safety, and the Department of Public Health

Met six times during the planning process

Reviewed public input, develop recommendations, and provided feedback on Plan drafts

## PHASE 1: Gathered information on challenges, opportunities, and priorities to help identify objectives and strategies



10  
FORUMS

### REGIONAL FORUMS

Spring 2016 forums included approximately 300 participants at the following locations: Redding, Oakland, Fresno, Riverside, San Diego, San Luis Obispo, Los Angeles, Folsom, Bishop, and Eureka

Forums were divided into morning and afternoon sessions – morning **Agency Roundtables** and afternoon **Public Open Houses**



**Agency Roundtables** engaged city, county, and Caltrans District staff in a discussion of opportunities and challenges for implementing active transportation projects



**Public Open Houses** engaged members of the public to identify draft strategies and action items



MORE THAN 3,200  
RESPONDENTS

### ONLINE SURVEY

Survey open from October 2015 - July 2016

Offered in Spanish and English

Gathered information on current transportation habits, improvement priorities, and needs and preferences related to bicycling and walking facilities



11  
FOCUS GROUPS

### STAKEHOLDER FOCUS GROUPS

Convened focus groups with over 120 participants throughout the state in Eureka, Redding, Yuba City, Oakland, Salinas, Modesto, Bakersfield, Coachella, Paramount, Santa Ana, and Logan Heights (a neighborhood of San Diego)

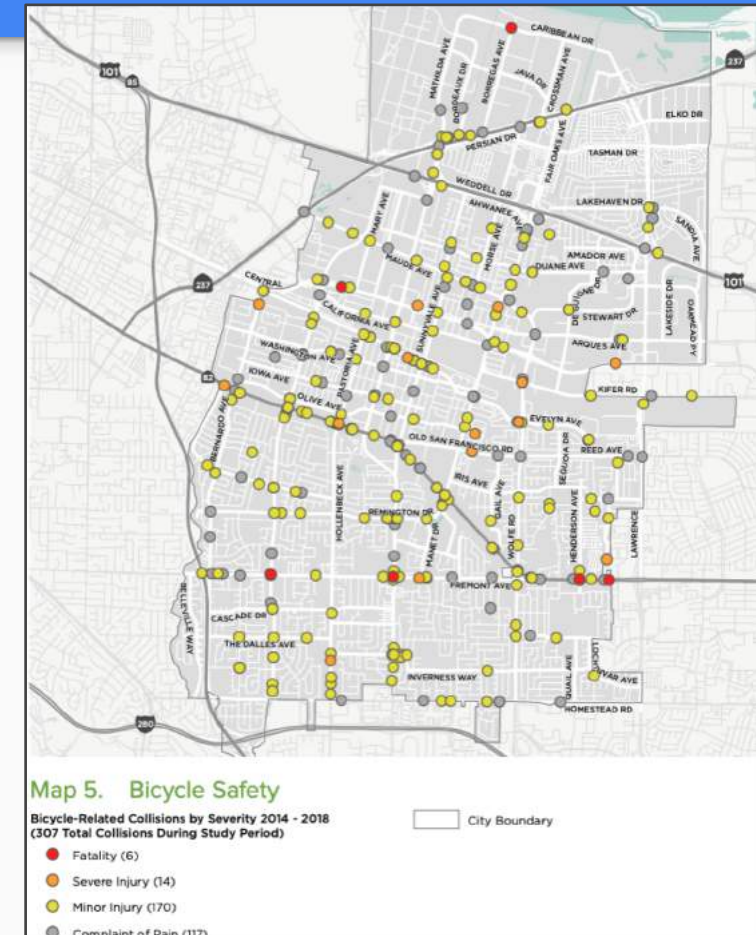
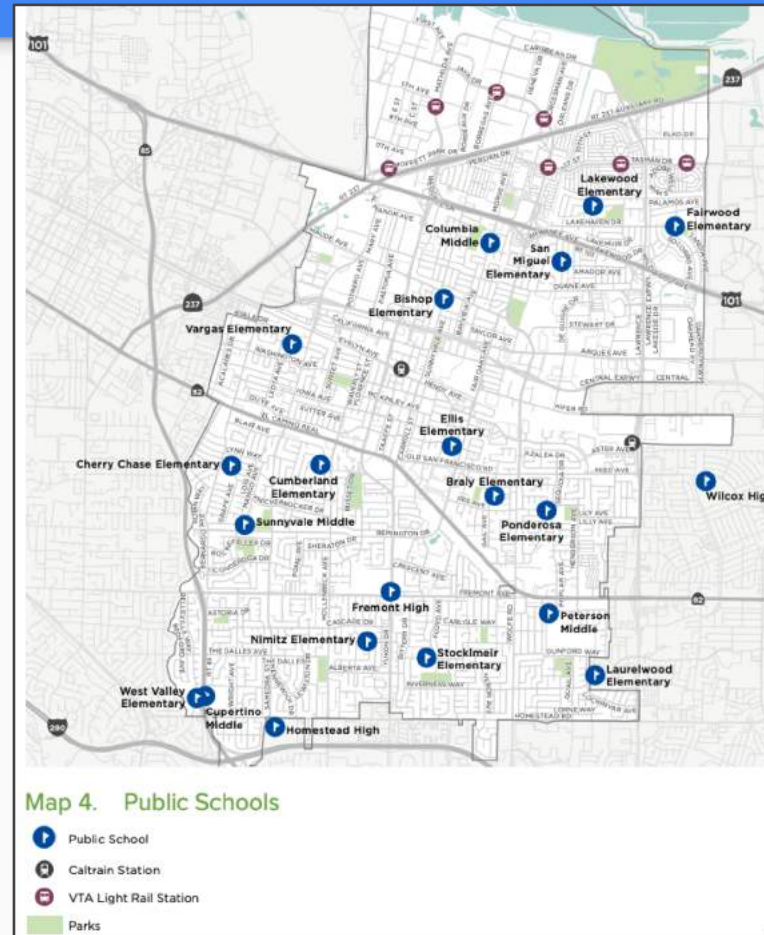
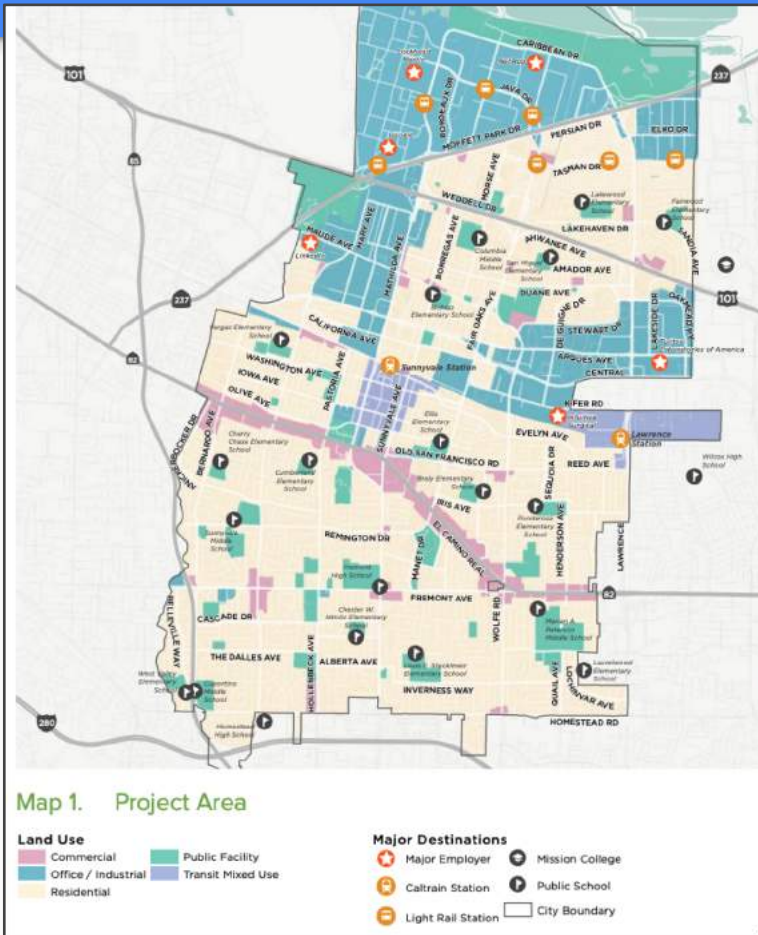
Conducted in both English and Spanish

Targeted outreach to gather feedback from disadvantaged and hard-to-reach communities that rely on active transportation

# Tech Tools for Outreach

- Real-time polling (Mentimeter, Poll Everywhere, Sli.do)
- Live maps for dropping pins
- Zoom meetings
- Facebook Live and YouTube meetings
- “Asynchronous Input”

# Data Collection & Analysis



# Making the Plan Document

## Contents

### **INTRODUCTION**

Why a Bike Plan for District 4?  
Vision, Goals & Objectives

### **APPROACH**

Process  
Public Outreach  
Bikeway Classification

### **NEEDS AND OPPORTUNITIES**

Bicycling in District 4  
Bicycling Needs on State Highways  
Bicycle Parking Needs  
Bicycle Highway Opportunities

### **PRIORITY IMPROVEMENTS**

Improvements Considered  
Project Identification  
Project Prioritization

### **IMPLEMENTATION**

Pathways for Implementation  
Strategies and Actions for District 4



# Technical Content

- Engineering Drawings
- Maps
- Cost Estimates
- Project/Priority Lists

**Table 5. Countywide Bicycle Backbone Network Project List**  
 Note: This table is organized by project ID.

Project ID	Corridor	From	To	Length (miles)	Recommended Bikeway	Recommendation Type	Lead Agency
1.01	Skyline Blvd	N Mayfair Ave	San Francisco County Line	0.51	Class 4 Separated Bicycle Lane	New	Daly City, Unincorporated San Mateo County
1.02	Skyline Blvd	Hickey Blvd	Olympic Way	3.18	Class 2b Buffered Bicycle Lane	New	Daly City
2.01	Westridge Ave, Southgate Ave	Skyline Blvd	Cerro Dr	1.82	Class 2b Buffered Bicycle Lane	Upgrade	Daly City
2.02	Southgate Ave	Cerro Dr	Junipero Serra Blvd	0.41	Class 4 Separated Bicycle Lane	Upgrade	Daly City
3.01	Hillside Blvd	Sylvan St	Hoffman St	0.27	Class 2b Buffered Bicycle Lane	Upgrade	Unincorporated San Mateo County
3.02	Hillside Blvd	Chestnut Ave	Lawndale Blvd	0.59	Class 4 Separated Bicycle Lane	Upgrade	Colma, Unincorporated San Mateo County
4.01	John Daly Blvd	N Mayfair Ave	Skyline Blvd	0.14	Class 1 Path	New	Daly City
4.02	John Daly Blvd	Park Plaza Dr	Lake Merced Blvd	0.16	Undetermined Facility Type	New	Daly City
4.03	John Daly Blvd	Woodrow St	Sheffield Dr	0.43	Class 4 Separated Bicycle Lane	New	Daly City
5.01	Junipero Serra Blvd	Southgate Ave	Westborough Blvd	2.35	Class 4 Separated Bicycle Lane	Upgrade	Colma, South San Francisco, Unincorporated San Mateo County
6.01	Palmetto Ave, Manor Dr	Monterey Rd	Edgemar Ave	0.28	Class 4 Separated Bicycle Lane	New	Pacifica

Street	Start	End	Bikeway Class	Miles	Cost Estimate
Adeline Dr	Bernal Ave	Benito Ave	Class III	0.4	\$14,000
Airport Blvd	Bay Trail crossing	Airport Blvd (near Facebook development)	Class IV	1.1	\$2,544,300
Airport Blvd (near Facebook development)	Airport Blvd	Airport Blvd	Class II	0.3	\$39,600
Bay Trail	Near One Bay Plaza	Airport Blvd	Class I	0.2	\$300,000
Bay Trail	Near Anza Lagoon	Airport Blvd	Class I	0.5	\$750,000
Bayside Park Rd (North Entrance)	Airport Blvd	Bayside Shared Path	Class III	0.1	\$3,500
Benito Ave	Adeline Dr	Easton Dr	Class III	0.3	\$10,500
Bloomfield Rd	Rollins Rd	Peninsula Ave	Class III	0.7	\$24,500
Broadway	Cortez Ave	El Camino Real	Class III	0.1	\$3,500
Broadway	El Camino Real	California Ave	Class II	0.3	\$39,600
Broadway-Carolan Ave Path	California Dr	Cadillac Way	Class I	0.1	\$150,000
California Dr	Howard Ave	Peninsula Ave	Class II	0.2	\$26,400
California Dr	Oak Grove Ave	Howard Ave	Class IV	0.5	\$1,156,500
California Dr	Carmelita Ave	Oak Grove Ave	Class IV	0.6	\$1,387,800
California Dr	Broadway	Burlingame Ave	Class I	1.1	\$1,650,000
California Dr	Broadway	Carmelita Ave	Class IV	0.2	\$462,600
California Dr	Lincoln Ave	Broadway	Class I	0.2	\$300,000
California Dr	Mills Ave	Lincoln Ave	Class I	0.3	\$450,000
California Dr	Murchison Dr	Mills Ave	Class I	0.9	\$1,350,000
Carmelita-Cadillac Tunnel	California Dr	Carolan Ave	Class I	0.1	\$150,000

The final plan may need to go through a public comment or approval process, depending upon requirements.

Betsy Megas, Santa Clara Local Team member

# COMMUNITY INPUT

# Show up!

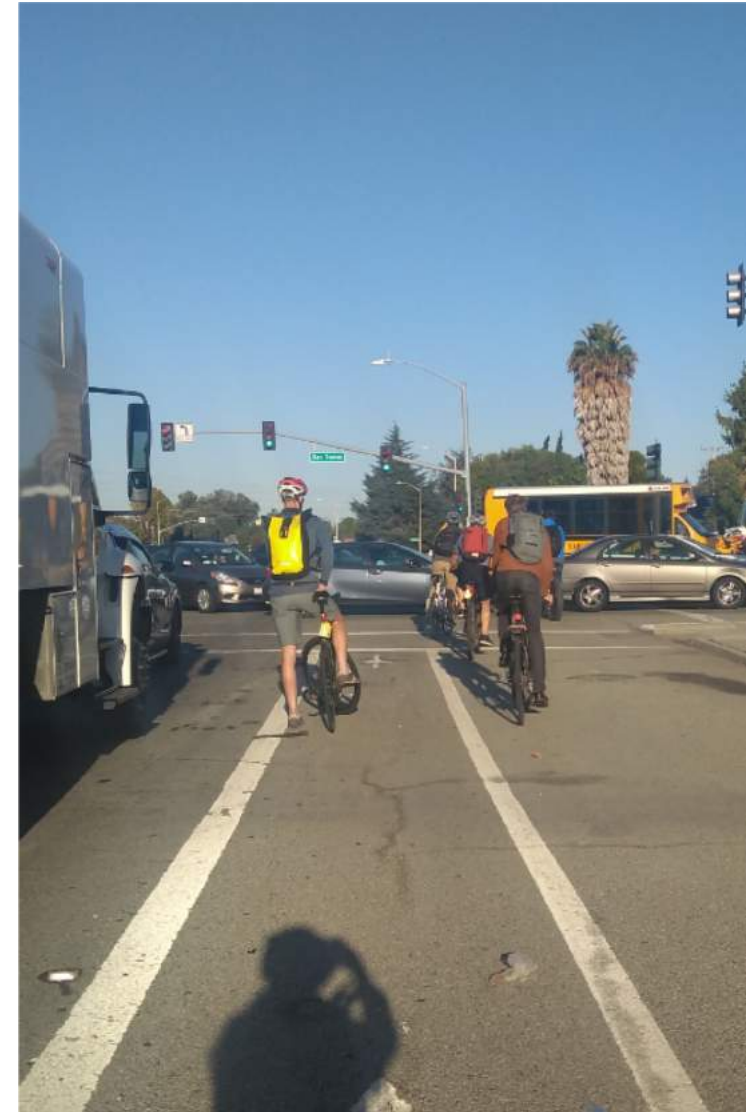
And spread the word.  
Official outreach only  
reaches so far.





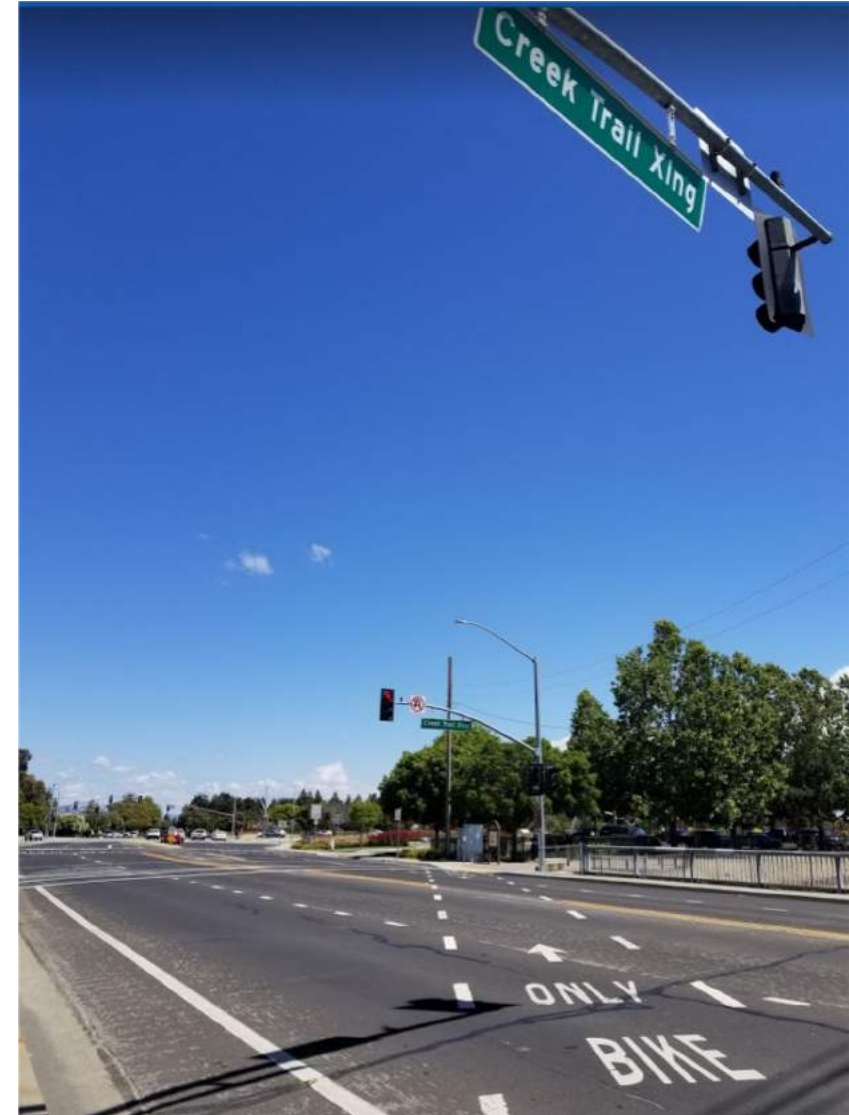
# You know what your bike plan needs

- Think about what works
- Read, listen, and consider others' input.
  - People experience different parts of your city.
  - Not everyone is comfortable riding in a higher-stress facility.
- Imagine your ideal bike city
- Identify what's wrong even if you don't know how to fix it.



# Details versus high level

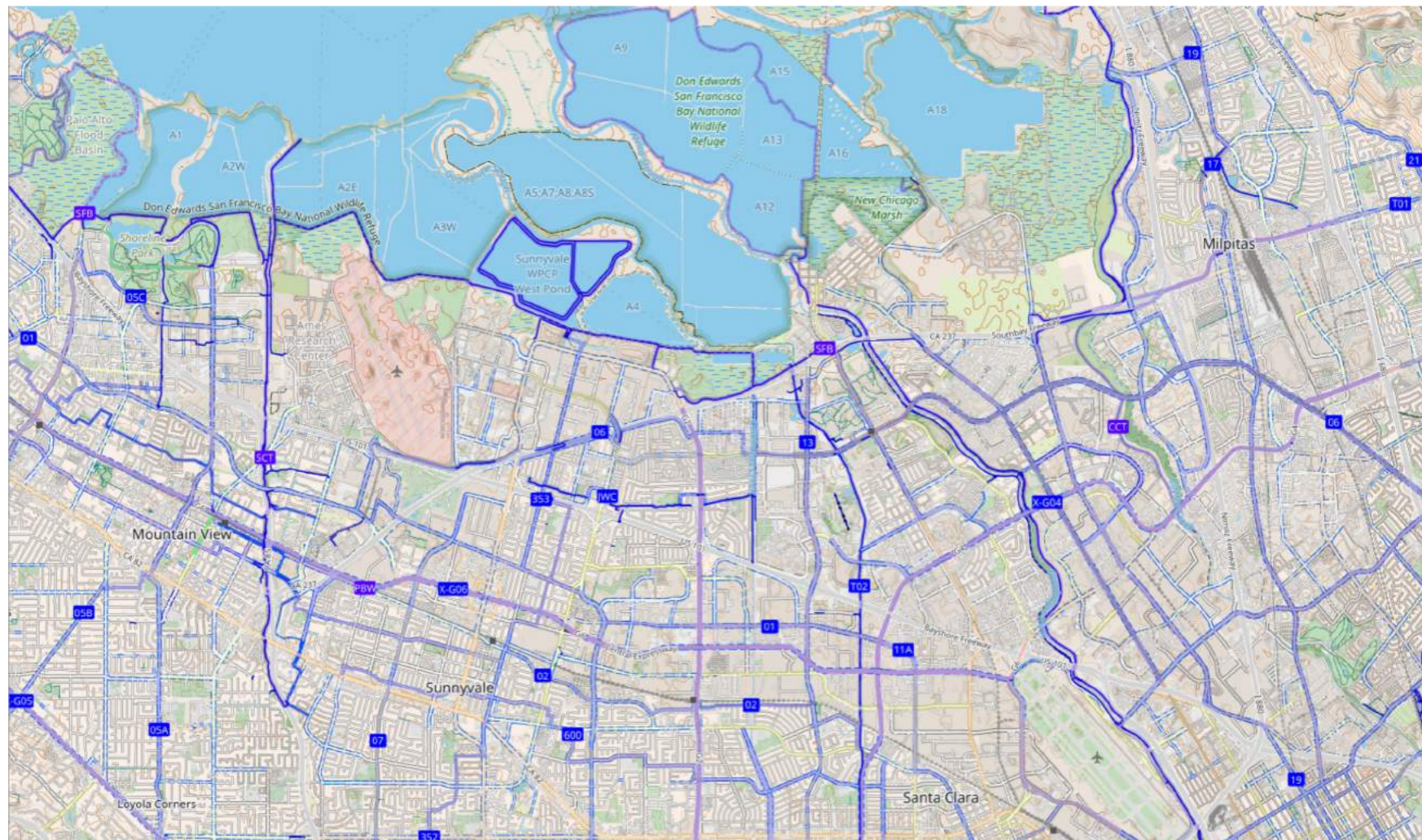
- This intersection is dangerous.
  - This should go in the plan
- This signal doesn't detect bikes.
  - Report as maintenance issue.
- Many signals don't detect bikes.
  - This could go in the plan.





# The bigger picture

- Regional routes
- Adjacent cities
- Climate plan
- Trail plan
- Transit
- Vision Zero





# It's 200 Pages. Now what?

- Read the summary and look at the pictures.
  - Review with a group.
  - Search (ctrl+F) for key words.
- ...or start reading the whole thing and don't worry if you only get partway.



# Alphabet soup

Ask about acronyms and jargon.

Even if you know it, the general public and elected officials don't.





# Show up!

Need → Input → Draft → Adoption → Implementation



Mayor Emily Beach, City of Burlingame

**APPROVAL**



CITY OF BURLINGAME

# Bicycle and Pedestrian Master Plan

ADOPTED DECEMBER 2020



Prepared by

**alta**

Prepared for





# Acknowledgments

## City Council

Mayor Emily Beach

Vice Mayor Ann O'Brien Keighran

Councilmember Michael Brownrigg

Councilmember Donna Colson

Councilmember Ricardo Ortiz

## City Council Bicycle and Pedestrian Subcommittee

Mayor Emily Beach

Councilmember Donna Colson

## City Administration

Lisa Goldman, City Manager

## Traffic, Safety, and Parking Commission

Chair, Lynn Israelit

Vice-Chair, Howard Wettan

Commissioner Christopher Bush

Commissioner Jeffery Londer

Commissioner John Martos

## Bicycle and Pedestrian Advisory Committee

Lesley Beatty

Arvind Raghavan

Adrienne Leigh

Rusty Hopewell

Warren Goodrich

Madeline Frechette

Irvin Dawid

## Public Works Department Staff

Syed Murtuza, Director of Public Works

Art Morimoto, Assistant Director of Public Works

Andrew Wong, Senior Engineer

Michael Tsai, Transportation Engineer

Plan Prepared by

**alta**

## **Role of City Council – “the policy makers”**

- Approve guiding policies: e.g. Complete Streets, Vision Zero
- Commission the Master Plan
- Receive updates and help steer the vision
- Approve the plan, memorialize community priorities
- Provide financial resources during budget cycles
- Approve final project designs



## Burlingame's Timeline:

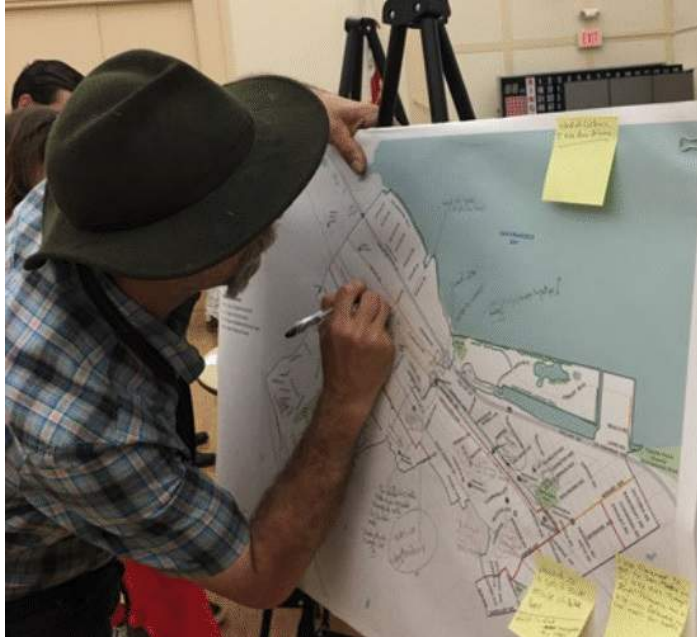
2018 consulting contract approved

April & November 2019 – community workshops (1,550 comments)

August-September 2020 – virtual open house (750 comments)

Traffic Safety & Parking Commission & BPAC Meetings

December 2020 – Plan Approved by City Council



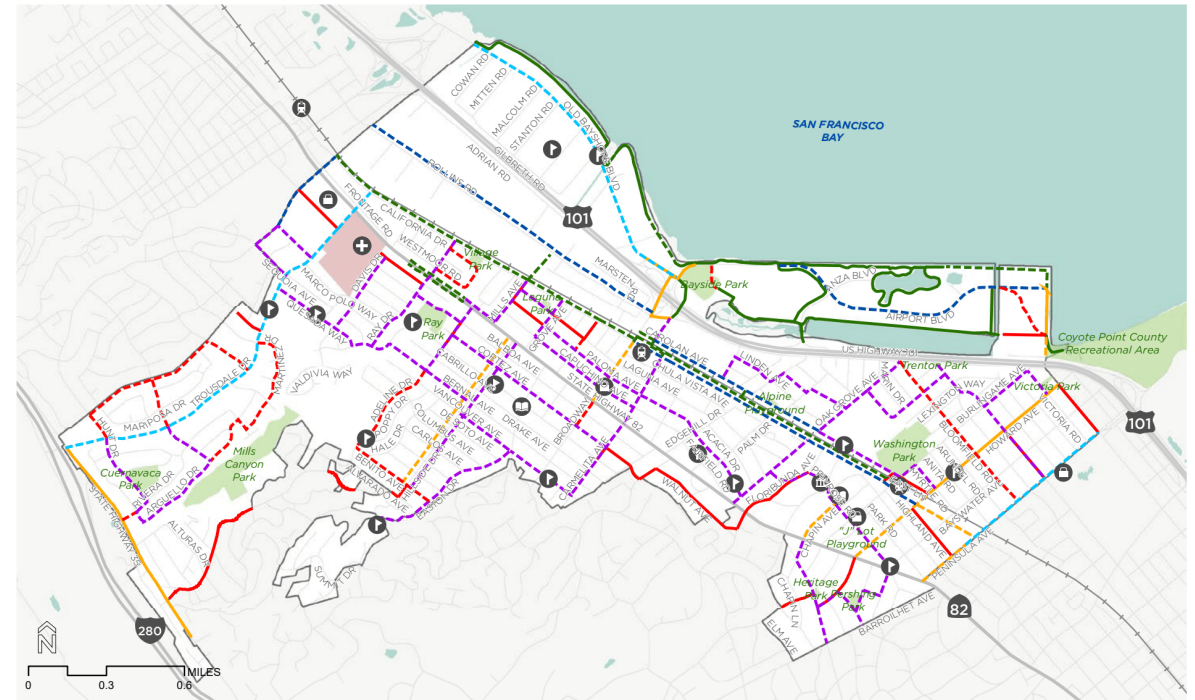
# Project Prioritization:

- public input
- data-driven scoring
- short, medium, long-term, opportunity projects

## 05. IMPLEMENTATION

Street	Start	End	Bikeway Class	Total Points	Imp. Category
Hillside/Easton Neighborhood Bike Route Group			Class IIIB	7	Short Term Project
Broadway-Carolan Ave Path	California Dr	Cadillac Way	Class I	7	Medium Term Project
Trousdale Dr	Magnolia Ave	California Dr	Class IIB	7	Short Term Project
Trousdale Dr	City Limit	Sequoia Ave	Class IIB	7	Short Term Project
Trousdale Dr	Sequoia Ave	Magnolia Ave	Class IIB	7	Short Term Project
Murchison Dr	Ogden Dr	California Dr	Class IV	6.5	Short Term Project
Rollins Rd	Broadway	Murchison Dr	Class IV	6.5	Short Term Project
Cuernavaca/Mills Canyon Neighborhood Bike Route Group			Class IIIB	6	Opportunity Project
Carolan Ave	Cadillac Way	Oak Grove Ave	Class IV	6	Medium Term Project
Old Bayshore Hwy	Millbrae Ave	Broadway	Class IIB	6	Medium Term Project
California Dr	Lincoln Ave	Broadway	Class I	6	Opportunity Project
Broadway	El Camino Real	California Ave	Class II	5	Long Term Project
Carmelita-Cadillac Tunnel	California Dr	Carolan Ave	Class I	5	Medium Term Project

Figure 10: Bicycle Recommendations



### COMPLETE BIKE NETWORK BURLINGAME CA BIKE AND PED PLAN

alta Data provided by San Mateo County, California, Esri  
Map produced December 2020

#### Bikeway Class

- Class I Shared-Use Path
- Class II Bicycle Lane
- Class III Bicycle Route

#### Recommended Bikeway Class

- Class 1 Shared-Use Path
- Class 2 Bicycle Lane
- Class 2B Buffered Bicycle Lane
- Class 3 Bicycle Route
- Class 3B Neighborhood Bike Route
- Class 4 Separated Bikeway

#### Destinations + Boundaries

- City Hall
- Hospital
- Library
- Train Station
- School
- Shopping
- Park
- Hospital
- Burlingame



# Follow-up session @Bike Summit

## Bike Plan implementation: Overcoming Roadblocks: Strategies for Successful Bike and Ped Plan Implementation

- Grant readiness of projects
- Interdepartmental communication and planning
- Coordinating with ongoing efforts (i.e., repaving, other planning efforts, etc.)
- Equitable implementation
- Community engagement and support



# Forum Topics

- January - City budget process
- February - Campaign Planning
- March – Building your teams
- April - Vision Zero
- May - longer team meeting
- June – Bike Plans
- July – Infrastructure/fun ride w Staff & Ice Cream Social
- Aug – No meeting Bike Summit
- Sept. 15

Let us know what other topics you're interested in, in the follow-up survey.



# Announcements

- [Nominations open for Summit awards 2021](#)
- June 29: [Finding the right bike](#)
- July 7: [Biking 101 in partnership with Santa Clara Library](#)
- July 13: Advocacy Training 101
- July Forum: Plan your social ride
- August 12 & 13 [11th Annual Bike Summit](#)



SVBC needs  
members like you.  
Join today!

[www.bikesiliconvalley.org/donate](http://www.bikesiliconvalley.org/donate)

