A. Existing Plan Review (Task 1)

- The Fehr & Peers team submitted the draft of Task 1 deliverable

- **Action Item**\(^1\) – City staff to confirm all relevant plans have been included in review

B. Web-based Map (Task 13)

- We have developed a format for the web-based map to gather information from the public on existing issues and future opportunities: [http://www.communitywalk.com/bikerichmond](http://www.communitywalk.com/bikerichmond)

  You can look at the map without logging in, but to add content users will need to log in. The directions are on the left side of the map. Here is the login information:

  Login: bike_richmond
  Password: bikerichmond

  We have added sample data, including the City’s 2003-2008 bicycle collision data. This collision data is a prominent feature on the sample map. To turn off this feature, unclick the collision box. We can remove or add any legend categories.

  - **Action Item** – City staff and RBPAC to provide feedback on map before distributing map link to general public.

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\(^1\) All RBPAC and City staff comments and feedback on Action Items should be submitted to Steven Tam and Joe Light
C. Public Workshop – Date set for Saturday, May 15th, 2010 (Task 11.b)

- Tentative Agenda for the public workshop as follows:
  
  o **9AM: Greetings and Refreshments**
  
  o **10AM: Introduction to the Bicycle Master Plan Development Process** – presentation will discuss the purpose and scope of the Plan and introduce bicycle network and facilities concepts and vocabulary
  
  o **11AM: Bicycle Audit of Key Areas** – We will split into small facilitated groups and make an off-site tour of key opportunity areas for bicycling improvements. The tour will be by bicycle and will focus on 2-4 pre-determined routes to look at specific problems and conditions and document issues and opportunities.
  
  o **12:30PM: Return to workshop location, lunch**
  
  o **1:30-5PM: Planning Session & Open House** – After the bike audit, the Fehr & Peers team will begin to develop ideas for the proposed bicycle network based on the bicycling audits. To facilitate this portion of the workshop, a series of poster boards will be provided for the public to record ideas and give the master plan development team feedback. These posters will also be used to record data collected from the Bicycle Audit. Poster topics will include:

  1. Existing & Proposed Bicycle Network (including bike routes, lanes, paths, and bike parking locations)
  2. Key destinations & Preferred Routes
  3. Physical Barriers to Bicycling (connections to the Bay Trail, freeway interchanges, etc.)
  5. Proposed Education, Encouragement & Outreach Programs
6. Current Projects in Process

7. Aerial Maps of specific project areas (Bicycle Audit locations)

8. Information on Pedestrian Master Plan (materials TBD)

The project team will also be available to answer questions and discuss the public’s concerns and ideas for the Master Plan.

- **Action Item** – City staff to confirm workshop location, provisions for breakfast and/or lunch, liability waiver forms for bicycle ride.

- **Action Item** – City staff and RBPAC to provide feedback on schedule and agenda for the public workshop. Please identify any specific issues you would like to see covered in the morning presentation, or during the afternoon session

- **Action Item** – City staff and RBPAC to select 2-4 routes for the bicycling audit. Each route should be less than 2-3 miles total (remember that we have 90 minutes for this exercise and riding with a group slows the pace considerably.) We’ll focus on a few key issues for each route.

- **Action Item** – Would Contra Costa Health Services, Richmond Spokes, TRAC or any other organization like to bring a poster or materials showcasing their projects?

D. **Assessment of Existing Conditions** (Task 2) – Task is underway, current existing & proposed map has been submitted to City staff

E. **Collision Analysis** (Task 3) – Task is underway, 2003-2008 bicycle collisions have been geo-coded and uploaded to [http://www.communitywalk.com/bikerichmond](http://www.communitywalk.com/bikerichmond)

F. **Bicycle Parking** (Task 8) – City staff and West County HEAL Collaborative have provided some data on existing bike parking