



Bicycle & Pedestrian Committee

City of Watertown
Administration Building
149 Main Street
Watertown, Massachusetts 02472
Tel. (617) 972-6417
Fax (617) 972-6595

COMMITTEE MEMBERS

JAMIE BURKE, CHAIR
EILEEN BOTTI
SHEILA FAY
TOM FLOROS
SHANTA KELLER
AMY PLOVNIK
HANNAH RAKOFF
MARIA SAIZ
JENNY WANG

MEETING MINUTES

The **Bicycle & Pedestrian Committee's City Council Presentation/Update Working Group** met at Watertown City Hall on **Tuesday November 26, 2024, at 5:00 p.m.** Present: Sheila Fay (chair), Eileen Botti, Hannah Rakoff & Maria Saiz, and Zeke Mermell (staff support).

1. The Working Group discussed and iterated the presentation that the Bicycle-Pedestrian Committee will give Watertown City Council at an upcoming Council meeting:
 - a. Iteration of rough slide deck to start getting ideas down in presentation format to plan for presentation. Recap of Committee feedback from November meeting
 - b. Review of materials such as Eileen's slide decks, resources, weblinks, etc., and photos from Jenny, Shanta, etc.
 - c. Framing of major accomplishments since the last update and detailed accomplishments from the 2024 calendar year, in line with how City Council update presentations usually are. Then opportunities for 2025. This would be how the Council presentation would be organized. Overall grouping of accomplishments into planning, implementation and education/events.
 - d. Eileen to produce handout/appendix. Working group to ask Jenny to make slide deck graphically-designed.
 - e. Sheila will present a recap of this meeting (as well as an update) to the full Committee at the next meeting on December 2, 2024.

City Council meeting likely for presentation (based on initial coordination): January 28, 2025, at 7:00pm in-person at City Hall Council Chambers. Zeke will follow up again with City colleagues to make sure 1/28/25 is still an option and would be fully approved as the date by Council and Administration leadership.