



Bicycle & Pedestrian Committee

City of Watertown
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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 December 10, 2024, at 5:30 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 slide deck to continue getting ideas down in presentation format to plan for presentation. Recap of Committee feedback from full December committee meeting.
 - b. 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.
 - c. Eileen to produce handout/appendix. Jenny to make slide deck graphically-designed.
 - d. WG will present a recap of this meeting (as well as an update) to the full Committee at the next meeting on January 6, 2024.
 - e. Zeke to ask Chair Jamie Burke if the Working Group can show a draft of the slide deck, have discussion (incl. on who on the WBPC speaks during the presentation, perhaps 1-2 people), take notes on Committee comments, and seek a motion to take a vote on authorizing or delegating the WG to finalize the slide deck & presentation plan (incl. handouts that Eileen's working on) without coming back to the Committee. Hannah points out that logistically there won't be another way to convene the full Committee after the WG makes any final

changes requested by the larger group on 1/6, before the Council presentation on 1/28. If a Committee member finds this objectionable, then Committee could decide to push back request to present to Council in February '25.

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