



Bicycle & Pedestrian Committee

City of Watertown
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COMMITTEE MEMBERS

ANDREW COMPAGNA
JAMIE BURKE, CHAIR
SHEILA FAY
TOM FLORES
JESSE HAMMOND
AMY PLOVNIK
HANNAH RAKOFF
MARIA SAIZ
JENNY WANG

MEETING MINUTES

The **Bicycle & Pedestrian Committee Bike Parking Working Group** met at Watertown City Hall on **Tuesday March 26, 2024 at 6:00 p.m.** Present: Hannah Rakoff (chair) and Maria Saiz, and Zeke Mermell and James McDermott (staff support).

1. Present Bicycle Parking Work Done So Far
 - a. James went over the rough draft & outline of bike parking proposal.
2. Confirm Timeline of Initiative
 - a. Maria – Let's take this to the committee and have them review the proposal.
 - b. Then they send their comments and edits to James by April 15th.
 - c. That gives about 2 weeks for James to update.
 - d. Maria - potentially have a 2-meeting strategy for analyzing final draft and approving it. Let's do it in May before Jamie goes on leave.
 - e. Committee votes on submitting to Council for next steps in the process.
3. Confirm Deliverables for Next Working Group Meeting
 - a. Update of rough draft proposal based on working group, committee, and staff feedback.
4. Action Items for City Staff/Support
 - a. James to make slides of Exec summary (3 slides w/ images – 5-10 mins?) for April 1, 2024, Bike-Ped Committee meeting. No need to send anything in advance.
 - a. The Working Group would like Chair Jamie Burke to approve the above update/presentation aspects as an agenda item. Zeke will ask Jamie tomorrow.
 - b. Hannah will start the Working Group update at the April meeting along the lines of: "Send comments in next few weeks (4/15/24) to James &/or Zeke" after

James sends out the Outline doc even a few days after the 4/1 meeting (Zeke note: I think the next day will be important, to give as much time as possible).

- c. Objectives of James' presentation to Committee: convey big changes at high level, get people interested, convey sense of timeline (send, send back, meet again).
- d. Staff will send Doodle poll and communicate that there's they have until **April 15th** to get comments in. Then, May is a special working meeting.
- e. Comments matrix as feedback that James will send out. James to finish input items for WG meeting.

5. Watertown Square Public Comments about Bicycle Parking

6. Member items/new business (including Call for Art on Bike Rack Design & Fabrication)

- a. Rack criteria we have developed will inform the Call for Art on Bike Rack Design and Fabrication.

Next Working Group Meeting: April 25, 2024, at 6:15pm in-person at City Hall 3rd Floor Conference Room