



**MINUTES OF BICYCLE PEDESTRIAN COMMISSION REGULAR MEETING
TUESDAY, January 26, 2021**

1. CALL TO ORDER

6:12 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Patrick Flautt - Vice Chairperson - present
Alison Beach - present
Sean Reedy - present
Kristen Robbins - present
Nirza Starks - present

ALSO PRESENT

Gary Heap, Traffic Engineer
Karl Bjarke, Interim Public Works Director
Nirorn Than, Engineer I
Sheila Castillo, Recording Secretary

4. COMMISSION SECRETARY'S REPORT ON POSTING THE AGENDA

The agenda for the Bicycle Pedestrian regular meeting was posted on Friday, January 22, 2021, at 1:15 p.m. in the City Hall announcement window near the Council Chambers and online in keeping with provisions of the California Brown Act.

5. CEREMONIAL ITEMS

None

6. PUBLIC PRESENTATIONS TO COMMISSION

A. PUBLIC COMMENT BY MEMBERS OF THE PUBLIC ON ITEMS NOT ON THE AGENDA BUT WITHIN THE SUBJECT MATTER JURISDICTION OF THE BICYCLE PEDESTRIAN COMMISSION

- None

B. Valley Transportation Authority Bicycle Pedestrian Advisory Committee (VTABPAC) Report:

- VTABPAC Member Carolyn Schimandle provided an oral report.

There were no public comments.

7. CONSENT CALENDAR

The following items on the Consent Calendar were approved unanimously.

- A. Minutes of the 11/24/2020 Regular Meeting
- B. Public Bike Fund Balance Sheet

There were no public comments.

Commissioner Sean Reedy motioned to approve the Consent Calendar, seconded by Commissioner Alison Beach.

Roll call vote to approve the Consent Calendar:

Vice Chairperson Patrick Flautt– yes
Commissioner Alison Beach – yes
Commissioner Sean Reedy – yes
Commissioner Kristen Robbins – yes
Commissioner Nirza Starks – yes

The motion passes unanimously. (5/0)

8. OLD BUSINESS

A. Measure B Funded Education & Encouragement Update:

- Vice Chairperson Patrick Flautt spoke about future mask giveaways.
- Gary Heap provided an update on providing masks to the community.

There were no public comments.

Vice Chairperson Patrick Flautt– recommended providing masks to the public.

Commissioner Alison Beach – amount of funding amount for items?

Commissioner Sean Reedy – place bike logos on the masks and handing out previously purchased bike lights.

Commissioner Kristen Robbins – provide masks in children sizes.

Commissioner Nirza Starks – supports the idea of masks in a variety of sizes and water bottles.

Mr. Heap advised \$70,000 is available for bike and pedestrian activities.

Chairperson Flautt advised the matter of a subcommittee will be discussed at a later time.

9. NEW BUSINESS

A. Elect Bicycle Pedestrian Commission Chairperson for 2021:

- Vice Chairperson Patrick Flautt spoke on the item and asked the Commissioners for their nomination of a Chairperson.

Vice Chairperson Patrick Flautt did not elect a nominee

Commissioner Alison Beach nominated Commissioner Patrick Flautt

Commissioner Kristen Robbins nominated Commissioner Patrick Flautt

Commissioner Nirza Starks nominated Commissioner Patrick Flautt

Commissioner Sean Reedy nominated Commissioner Patrick Flautt

There were no public comments.

Roll call vote to approve Commissioner Patrick Flautt for the Chairperson of Bicycle Pedestrian Commission for 2021:

Vice Chairperson Patrick Flautt – yes

Commissioner Alison Beach – yes
Commissioner Sean Reedy – yes
Commissioner Kristen Robbins – yes
Commissioner Nirza Starks – yes

The motion passes unanimously. (5/0)

B. Elect Bicycle Pedestrian Commission Vice Chairperson for 2021:

- Chairperson Patrick Flautt spoke on the item and asked the Commissioners for their nominations of a Vice Chairperson.

Chairperson Patrick Flautt nominated Commissioner Alison Beach
Commissioner Alison Beach nominated Commissioner Sean Reedy
Commissioner Nirza Starks nominated Commissioner Sean Reedy
Commissioner Kristen Robbins nominated Commissioner Sean Reedy
Commissioner Sean Reedy nominated himself

There were no public comments.

Chairperson Patrick Flautt motioned to approve Commissioner Sean Reedy for the Vice Chairperson for 2021, seconded by Commissioner Nirza Starks.

Roll call vote to approve Commissioner Sean Reedy for the Vice Chairperson of Bicycle Pedestrian Commission for 2021:

Chairperson Patrick Flautt – yes
Commissioner Alison Beach – yes
Commissioner Sean Reedy – yes
Commissioner Kristen Robbins – yes
Commissioner Nirza Starks – yes

The motion passes unanimously. (5/0)

Gary Heap congratulated Chairperson Patrick Flautt and Vice Chairperson Sean Reedy on their new appointments.

C. Capital Improvement Project Program Update:

- Gary Heap provided an update and presented the Capital Improvement Project Program.

There were no public comments.

Chairperson Patrick Flautt – asked the Commissioners to review the program and present ideas.
Vice Chairperson Sean Reedy – no comment
Commissioner Alison Beach – no comment
Commissioner Kristen Robbins – no comment
Commissioner Nirza Starks – no comment

D. Bicycle Pedestrian Commission Work Plan Discussion:

- Chairperson Patrick Flautt spoke on the Bicycle Pedestrian Commission Work Plan.
- Gary Heap advised he will put together a work plan and asked the Commissioners to provide items they would like to add.

There were no public comments.

Chairperson Patrick Flautt – no comment.
Vice Chairperson Sean Reedy – no comment.
Commissioner Alison Beach – no comment.
Commissioner Kristen Robbins – no comment.
Commissioner Nirza Starks – no comment.

E. Correspondence:

- Chairperson Patrick Flautt spoke and advised what can be addressed during this item.

There were no public comments.

Chairperson Patrick Flautt – no comment.
Vice Chairperson Sean Reedy – no comment.
Commissioner Alison Beach – no comment.
Commissioner Kristen Robbins – no comment.
Commissioner Nirza Starks – asked what is the protocol if a public concern is brought directly to a Commissioner?

Chairperson Patrick Flautt advised if the public has concerns to report to the Commission they can use the Bicycle Pedestrian Commission page on the City's website to do so. All concerns given directly to a Commissioner should be relayed to Gary Heap or Chairperson Flautt to possibly agenize for a future meeting.

10. COMMISSIONER'S REPORTS

- A. Chairperson Patrick Flautt:
- Provided information from the Caltrain Citizens Advisory Committee on bike parking networks.
- B. Vice Chairperson Sean Reedy:
- Advised he would like the Commission to review the City policies on e-bikes and dirt trails.
- C. Commissioner Alison Beach:
- Asked if there will be a transition from WebEx to the Zoom platform for future meetings? Gary Heap advised it is likely Zoom will be in place by next month's meeting.
- D. Commissioner Kristen Robbins:
- No report.
- E. Commissioner Nirza Starks:
- No report. Asked what is the protocol for responding to a constituent's email? Gary Heap requested she forward the email to him.

11. STAFF COMMENTS

Gary Heap introduced Nirorn Than who provided detailed updates on the First Street Paving Project, the 2021 Annual Paving Project and the 2021 Annual Striping Project.

Public Comment:

Carolyn Schimandle advised there have been trash dumpster placed in the bike lanes on Monterey Road by the hotels on a regular basis.

Gary Heap advised the City will look into this matter.

12. FUTURE BICYCLE PEDESTRIAN COMMISSION INITIATED AGENDA ITEMS

None

13. AGENDA ITEMS FOR NEXT MEETING

Discussion regarding the formation of a sub-committee for community giveaways (masks, bike lights, etc.).

ADJOURN: 7:11 p.m. to the February 23rd, 2021 meeting at 6pm.