



**MINUTES OF BICYCLE PEDESTRIAN COMMISSION REGULAR MEETING
TUESDAY, AUGUST 24, 2021**

1. CALL TO ORDER

6:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Patrick Flautt - Chairperson - present
Sean Reedy – Vice Chairperson – not present
Alison Beach - present
Kristen Robbins - present
Nirza Starks – present

ALSO PRESENT

Bryce Atkins, Senior Management Analyst
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, August 20, 2021, at 4:14 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:

- None

No public comments.

7. CONSENT CALENDAR

Item B and D were pulled from the Consent Calendar at the request of Chairperson Flautt. The following items on the Consent Calendar were then approved unanimously.

- A. Minutes of the 6/22/2021 Regular Meeting

- B. **Public Bike Fund Balance Sheet (PULLED FROM CONSENT CALENDAR)**
- C. BPAC Chairperson Letters regarding:
 - 1. Kern Cottages
 - 2. 10th Street and Chestnut
- D. **Measure B Education and Encouragement Fund Balance Sheet (PULLED FROM CONSENT CALENDAR)**

No public comments.

Com. Beach motioned to approve; seconded by Com. Starks.

Roll call vote to approve the Consent Calendar:

The motion passes unanimously. (4/0)

Item B, Public Bike Fund and Item D, Measure B Education and Encouragement Fund Balance Sheet were discussed following the approval of the other items on the Consent Calendar. Commissioner Flautt stated the balance shown on the Public Bike Fund report did not agree with the anticipated balance. Mr. Atkins stated the pulled reports would be reviewed, reconciled and presented at next month's meeting. The Commission agreed.

8. OLD BUSINESS

A. Measure B Funded Education & Encouragement Update:

- Chair Flautt advised there are no updates.

No public comments.

9. NEW BUSINESS

A. Introduction of new Staff Liaison to the BPAC:

- Chair Flautt introduced Bryce Atkins as the new staff liaison.
- The Commissioners welcomed Mr. Atkins.

No public comments.

B. Presentation by Bird Scooter on E-Scooter Program:

- Chair Flautt introduced the speaker, Garrett Gronowski (in place of Michael Covato).
- Staff commented on the presentation.

No public comments.

C. Approval of Trail Signage Design, Funding, and Installation:

- Chair Flautt presented the report.

No public comments.

Motion was made by Com. Beach; seconded by Com. Starks.

Roll call vote to approve the expenditure of \$500.00 from the Measure B Education and Encouragement Fund for Trail Signage Design, Funding and Installation:

The motion passes unanimously. (4/0)

D. Purchasing Policy Discussion:

- Mr. Atkins presented the report on the purchasing policy.
- Commissioners commented.

No public comments.

E. Bike Fix It Station Repairs:

- Chair Flautt presented the report.

No public comments.

Motion was made by Com. Starks seconded by Com. Robbins.

Roll call vote to approve the expenditure of \$210.00 from the Public Bike Fund to Purchase Dero-Fix It Station Parts:

The motion passes unanimously. (4/0)

F. In-Person Commission Meetings:

- Chair Flautt and Mr. Atkins provided the report.
- The Commissioners commented.

No public comments.

G. Correspondence:

- Com. Flautt advised there was an email received from Mr. Z. Hilton.

No public comments.

10. COMMISSIONER'S REPORTS

A. Chair Flautt:

- Commented on:
 - Drafting a letter on behalf of the Commission for the 30-day public comment period of future developments and the potential impacts on Vehicle Miles Traveled (VMT) and Transportation Demand Management (TDM).
 - More masks are needed for distribution.
 - Formal process for interactions from other commissions on future projects.
 - Future items for the agenda to be identified by standing commissioners.
 - Safe Route To Schools and the possibility of a part-time coordinator.
 - Looking towards an electric future.
 - Thank you to Gary Heap and Nirorn Than for their infrastructure work in the City.

B. Com. Beach:

- Asked if invitations for public attendance and participation for future meetings can be incentivized with mask giveaways or other such items.

C. Com. Robbins:

- No report.

D. Com. Starks:

- Reported on:
 - Facebook page updates.

No public comments.

11. STAFF UPDATES

Mr. Atkins advised:

- City Hall will be re-opening on Monday, August 30th. The hours will be Monday through Thursday, 8:30am to 4:30pm. Fridays will be by appointment only. There is now an Information desk on the north side of City Hall for reception and routing of customers to the appropriate area.
- Engineering will be present every other meeting going forward unless there is a project to report on.
- Technical Advisory Committee discussion of extending the urban service area of the City. More information to follow.
- Business cards for the Commissioners are ready
- National Night Out on October 5th.

No public comments.

12. AGENDA ITEMS FOR NEXT MEETING

No items to add currently.

ADJOURN: 7:27 p.m. to the September 28, 2021 meeting at 6:00 P.M.