

1. 1-26-2021 BPC Meeting Agenda

Documents:

[1-26-2021 BPC MEETING AGENDA.PDF](#)

2. 1-26-2021 BPC Meeting Agenda Packet

Documents:

[1-26-2021 BPC MEETING AGENDA PACKET.PDF](#)



**CITY OF GILROY  
BICYCLE PEDESTRIAN COMMISSION  
REGULAR MEETING  
AGENDA  
Tuesday, January 26, 2021  
6:00 p.m.**

**PUBLIC PARTICIPATION IN THIS MEETING WILL BE LIMITED.**

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF THE GOVERNOR'S EXECUTIVE ORDER N-29-20  
MEETING MATERIAL IS AVAILABLE ON THE CITY WEBSITE [www.cityofgilroy.org](http://www.cityofgilroy.org).

In order to minimize the spread of the COVID 19 virus, the City will be offering telephone and email options for comments at this meeting. The public is encouraged to participate in the meeting as follows:

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PUBLIC COMMENTS WILL BE TAKEN ON AGENDA ITEMS BEFORE ACTION IS TAKEN BY THE BICYCLE PEDESTRIAN COMMISSION. **COMMENTS MAY BE EMAILED PRIOR TO OR DURING THE MEETING TO SHEILA CASTILLO AT [Sheila.Castillo@cityofgilroy.org](mailto:Sheila.Castillo@cityofgilroy.org) AND MUST BE RECEIVED BEFORE THE CHAIRPERSON OPENS PUBLIC COMMENT FOR THE ITEM. ADDITIONALLY, COMMENTS MAY BE MADE BY LEAVING A VOICE MESSAGE AT (408)846-0569, PRIOR TO 5:00 P.M. 01/26/2021.** IMPORTANT: identify the Agenda Item Number or PUBLIC COMMENT in the subject line of your email. The Clerk will read the first three minutes of each email into the public record.

In compliance with the Americans with Disabilities Act, and Governors Order N-29-20, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City a minimum of 2 hours prior to the meeting at (408) 710-0668.

**KNOW YOUR RIGHTS UNDER THE GILROY OPEN GOVERNMENT ORDINANCE.**

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Materials related to an item on this agenda submitted to the Bicycle Pedestrian Commission after distribution of the agenda packet are available for public inspection with the agenda packet on the City website at <http://www.cityofgilroy.org/AgendaCenter>

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

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

**4. COMMISSION SECRETARY'S REPORT ON POSTING THE AGENDA**

**5. CEREMONIAL ITEMS – AWARDS AND PRESENTATIONS**

None

**6. 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 Please limit your comments to 3 minutes**

(This portion of the meeting is reserved for persons desiring to address the commission on matters not on the agenda. The law does not permit Commission action or extended discussion of any item not on the agenda except under special circumstances. If Commission action is requested, the Commission may place the matter on a future agenda.)

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

1. Report: Carolyn Schimandle, VTABPAC Member
2. Public Comment
3. Possible Action: Receive Oral Report and Provide Comments

## 7. CONSENT CALENDAR (reports attached)

All matters listed under the Consent Calendar are considered by the Commission to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a request is made by a member of the Commission or a member of the public. *Any person desiring to speak on any item on the consent calendar should ask to have that item removed from the consent calendar prior to the time the Commission votes to approve.* If removed, the item will be discussed in the order in which it appears.

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

## 8. OLD BUSINESS

- A. Measure B Funded Education and Encouragement Update
  - 1. Report: Commissioner Patrick Flautt and Gary Heap
  - 2. Public Comment
  - 3. Possible Action: Receive Update and Provide Comments

## 9. NEW BUSINESS

- A. Elect Bicycle Pedestrian Commission Chairperson for 2021:
  - 1. Report: Commissioner Patrick Flautt
  - 2. Public Comment
  - 3. Possible Action: Elect a Bicycle Pedestrian Commission Chairperson for 2021
  
- B. Elect Bicycle Pedestrian Commission Vice Chairperson for 2021:
  - 1. Report: Commissioner Patrick Flautt
  - 2. Public Comment
  - 3. Possible Action: Elect a Bicycle Pedestrian Commission Vice Chairperson for 2021
  
- C. Capital Improvement Project Program Update:
  - 1. Report: Commissioner Patrick Flautt and Gary Heap
  - 2. Public Comment
  - 3. Possible Action: Receive Update and Provide Comments
  
- D. Bicycle Pedestrian Commission Work Plan Discussion:
  - 1. Report: Commissioner Patrick Flautt and Gary Heap
  - 2. Public Comment
  - 3. Possible Action: Receive Update and Provide Comments
  
- E. Correspondence:
  - 1. Report: Commissioner Patrick Flautt
  - 2. Public Comment
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## 10. ORAL REPORTS BY COMMISSION MEMBERS

- A. Chairperson - unassigned
- B. Vice Chairperson Patrick Flautt
- C. Commissioner Alison Beach
- D. Commissioner Sean Reedy
- E. Commissioner Kristen Robbins

F. Commissioner Nirza Starks

**11. STAFF UPDATES**

First Street Paving Project Update  
Status Update on 2021 Annual Paving Project  
Status Update on 2021 Annual Striping Project

**12. FUTURE BICYCLE PEDESTRIAN COMMISSION INITIATED AGENDA ITEMS**

**13. AGENDA ITEMS FOR NEXT MEETING**

**ADJOURNMENT TO THE REGULAR MEETING OF FEBRUARY 23, 2021 AT 6:00 PM**

**Bicycle Pedestrian Commission Look – Ahead Calendar**

The Bicycle Pedestrian Commission meets regularly on the fourth Tuesday of each month, at 6:00 p.m. If a holiday should fall on the regular meeting date (or the next day) the meeting will be rescheduled to the following month.

**February 2021**

- 01 City Council Meeting (Regular Meeting), 6:00 p.m., Virtual Meeting
- 04 Planning Commission (Regular Meeting), 6:30 p.m., Virtual Meeting
- 08 Youth Commission (Regular Meeting), 6:00 p.m., Virtual Meeting
- 16 Parks and Recreation Commission (Regular Meeting), 6:00 p.m., Virtual Meeting
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Kristen Robbins  
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- C. Commissioner Alison Beach
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**Report on January 13, 2021 VTA BPAC Meeting for Gilroy BPAC**  
**Carolyn Schimandle**  
**January 21, 2021**

**Highlights from VTA Staff Liaison Report**

Following are items from staff liaison Lauren Ledbetter's monthly report that may be of interest to the Gilroy BPAC.

- Caltrans has released the draft district 4 pedestrian plan. Public comment period closes on Friday, February 5. To review and comment, go to <https://www.catplan.org/d4-draftPlan>.

Caltrans district 4 has also just launched its Bike Highway Study website.

- The Bike Highway Study will help Caltrans to understand where bike highways may be installed alongside State Highway Corridors. The website is at <https://d4bikehighwaystudy.org/>.
- The website includes a survey that will be open for 6-8 weeks and will help Caltrans define the bike highway best practices. This is Caltrans's primary mechanism for collecting public input on this phase of the Study.
- Please respond to the survey and share the website with friends, colleagues, through social media, email lists, etc. VTA staff are providing this same information to city staff.
- VTA sits on the Technical Advisory Group guiding the study, and is ensuring Caltrans and VTA's bike highway plans are compatible.

**SVBC Presentation on 2020 Bicycle and Transportation Attitude Study**

Emma Shlaes, Deputy Director of the Silicon Valley Bicycle Coalition, presented an overview of the findings from SVBC's 2020 public opinion poll on attitudes about bicycling and transportation in Santa Clara County. The research was conducted in partnership with the Mineta Transportation Institute at San Jose State University.

Some of the results were not that surprising. For example, a large majority of people said that an important factor in their transportation method choice is what is the fastest way to get to their destination.

The data shows interesting differences in attitudes about bicycling between genders and ethnicities. There is more information on the study on the SVBC website, including a video of a one-hour presentation of the findings. URL is <https://bikesiliconvalley.org/resources/surveying-silicon-valley/>

### **SVBC Bicycle Advocacy Training Coming in February**

Silicon Valley Bicycle Coalition is planning another Bicycle Advocacy Training. Tentative date and time is February 11, 7-8 pm. Details were being firmed up at the time of this writing. Check the SVBC website <https://bikesiliconvalley.org/> for more information.



**MINUTES OF BICYCLE PEDESTRIAN COMMISSION REGULAR MEETING  
TUESDAY, November 24, 2020**

**1. CALL TO ORDER**

6:02 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Zachary Hilton - Chairperson  
Patrick Flautt - Vice Chairperson  
Chad Reeder– not present  
Sean Reedy

**ALSO PRESENT**

Gary Heap, Traffic Engineer  
Karl Bjarke, Interim Public Works Director  
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, November 20, 2020, at 2:08 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:**

- Carolyn Schimandle provided a written report.

There were no public comments.

**7. CONSENT CALENDAR**

The following items on the Consent Calendar were approved unanimously.

- Minutes of the 10/27/2020 Regular Meeting
- Public Bike Fund Balance Sheet

There were no public comments.

Commissioner Hilton motioned to approve the Consent Calendar, seconded by Commissioner Flautt.

**Roll call vote to approve the Consent Calendar:**

Zachary Hilton, Chairperson - yes  
Patrick Flautt, Vice Chairperson – yes  
Sean Reedy – yes

The motion passes unanimously. (3/0)

**8. OLD BUSINESS**

A. Measure B Funded Education & Encouragement Update:

- Commissioner Hilton provided an update on the item.
- Commissioner Flautt stated he is looking into a pilot program to provide masks to the public. Mr. Heap stated the purchase of reusable masks with a walk/bike message could qualify as an eligible purchase.

There were no public comments.

Zachary Hilton, Chairperson – no additional comment.  
Patrick Flautt, Vice Chairperson – no comment.  
Sean Reedy – no comment.

**9. NEW BUSINESS**

A. Dero-Fix It Station Parts Purchase:

- Commissioner Hilton provided information regarding the repairs needed at the Gilroy Library Station and the cost of parts for a total of \$45.88.

There were no public comments.

Commissioner Hilton motioned to approve the expenditure of \$45.88 from the Public Bike Fund, seconded by Commissioner Flautt.

**Roll call vote to approve the expenditures of \$45.88 from the Public Bike Fund:**

Zachary Hilton, Chairperson - yes  
Patrick Flautt, Vice Chairperson – yes  
Sean Reedy – yes

The motion passes unanimously. (3/0)

B. Cancellation of December Regular Meeting:

- Commissioner Flautt spoke on the item.
- Commissioner Hilton stated if there is any urgency for the Commission to convene prior to the next meeting scheduled for January 25, 2021, a meeting can be called with 72 hour advance notice and with a quorum.

There were no public comments.

Commissioner Hilton motioned to approve the cancellation of the December regular meeting, seconded by Commissioner Flautt.

**Roll call vote to approve Cancellation of the December Regular Meeting:**

Zachary Hilton, Chairperson - yes  
Patrick Flautt, Vice Chairperson – yes  
Sean Reedy – yes

The motion passes unanimously. (3/0)

C. Interview of Valley Transportation Agency Bicycle Pedestrian Advisory Committee Candidates for Gilroy:

- The Commission interviewed Carolyn Schimandle.

There were no public comments.

Commissioner Flautt motioned to approve recommendation of Carolyn Schimandle to Gilroy City Council on the appointment to Valley Transportation Agency Bicycle Pedestrian Advisory Committee, seconded by Commissioner Hilton.

**Roll call vote to approve the recommendation of Carolyn Schimandle for the Valley Transportation Agency Bicycle Pedestrian Advisory Committee Appointment:**

Zachary Hilton, Chairperson - yes  
Patrick Flautt, Vice Chairperson – yes  
Sean Reedy – yes

The motion passes unanimously. (3/0)

D. Correspondence:

- Commissioner Hilton advised there are three seats available on the Bicycle Pedestrian Commission.

There were no public comments.

Zachary Hilton, Chairperson – no additional comment.  
Patrick Flautt, Vice Chairperson – no comment.  
Sean Reedy – no comment.

**10. COMMISSIONER'S REPORTS**

A. Chairperson Zachary Hilton:

- He is disappointed his term is ending during this COVID pandemic.
- He is proud of the progress the Commission has made.
- As a Councilmember he still plans to engage with the Bicycle Pedestrian Commission, as well as the other Commissions.

B. Vice Chairperson Patrick Flautt:

- The Cal Train Citizen Advisory Committee celebrated the passing of the Measure RR, which gives a dedicated source of funding to Cal Train. However, the funding will not post to their account until the middle of 2021.

C. Commissioner Sean Reedy:

- Congratulated Commissioner Hilton on his appointment to Gilroy City Council.

#### **11. STAFF COMMENTS**

Mr. Heap provided updates on the Adoption of Fiscal Year 2021-2025 Capital Improvement Projects (CIP) and the Removal of First Street Parking. Mr. Heap congratulated Commissioner Hilton on his appointment to Gilroy City Council.

There were no public comments.

#### **12. AGENDA ITEMS FOR NEXT MEETING**

No items were given.

**ADJOURN:** 6:31 p.m. to the January 25th, 2021 meeting at 6pm.

# Public Bike Fund Balance Sheet

1/26/2021

## Summary of Funds for 3rd Quarter

FY 21

DONATIONS AND EXPENSES	Revenue	Expenses	Balance
Current balance	794.53	-61.64	732.89
TOTAL AVAILABLE			732.89

TRAINING	Revenue	Expenses	Balance
FY 21 Budget for Annual Training	2,000.00	0.00	2,000.00
TOTAL AVAILABLE			2,000.00