

CITY OF MERCED  
BICYCLE ADVISORY COMMISSION

MINUTES

CITY COUNCIL CHAMBERS  
678 W 18<sup>TH</sup> STREET  
MERCED, CALIFORNIA

TUESDAY  
February 28, 2017

Chairperson TYLER called the meeting of the Bicycle Advisory Commission to order at 3:02 p.m.

(B) ROLL CALL

Present: Robert Tyler (Chairperson)  
Tom Hothem (Vice-Chairperson) *\*arrived at 3:07 p.m.*  
Lisa Kayser-Grant  
Isai Palma  
Ann Thurston

Absent: Jules Comeyne (Excused)  
Justin Hicks (Excused)  
(Two vacancies, two Ex-Officio)

Staff Present: Theron Roschen, City Engineer  
Ashley McComb, Associate Engineer  
Joe Cardoso, Land Engineer  
Kim Espinosa, Planning Manager  
Kim Nutt, Planning Technician

(C) APPROVE MINUTES OF DECEMBER 13, 2016

Commissioner KAYSER-GRANT noted on page three of the minutes “Building Friendly Communities” should be corrected to “Bicycle Friendly Community”.

ON MOTION BY COMMISSIONER KAYSER-GRANT, SECONDED BY COMMISSIONER THURSTON, DULY CARRIED BY UNANIMOUS VOICE VOTE (THREE ABSENT), TO APPROVE THE DECEMBER 13, 2016, MINUTES, WITH THE CORRECTION NOTED.

(D) ORAL COMMUNICATIONS

There was no communication from the audience. However, Commissioner KAYSER-GRANT introduced her guest audience member, Austin Bradley, as the Bicycle Coalition's UC Merced Representative.

(E) BICYCLE ADVISORY COMMISSION REQUESTS, INFORMATION ITEMS AND SUB-COMMITTEE REPORTS

- BICYCLE FRIENDLY COMMUNITY APPLICATION "BRONZE" GAP ASSESSMENT UPDATE FROM TEMPORARY ADHOC COMMITTEE

Commissioners PALMA and KAYSER-GRANT summarized the outcome of the temporary ad-hoc committee meetings, noting the need to utilize the \$5,000 budget for educating the public on bicycle related issues.

Planning Technician NUTT requested the temporary ad-hoc committee work with the Planning Department to determine the gaps in the key outcomes of the benchmark list. Commissioners agreed public outreach via media promotions and events would help bridge the gap of public education on the benchmark list.

During discussion of public outreach options, Chairperson TYLER brought forward the issue of bicycle license and registration. Chairperson TYLER requested the license and registration process be listed on the next Bicycle Advisory Commission agenda.

Planning Manager ESPINOSA reminded the Commission they need to approve a budget for the \$5,000, specifying what the money would be used for. Ms. ESPINOSA also stated the Planning Department would fill in the Gap Assessment based on today's discussion and bring the item back to the next Bicycle Advisory Commission meeting.

After further discussion, the Commissioners decided on three categories to spend the \$5,000 budget – Media/Promotions, Giveaways/Food, and Permits/Support. Two separate ad-hoc committees were formed to coordinate the events (giveaways and support), and media promotion. Chairperson TYLER and Commissioners KAYSER-GRANT and THURSTON volunteered to coordinate events, and Commissioners PALMA and HOTHEM volunteered to coordinate media/promotion.

Planning Manager ESPINOSA informed the ad-hoc committees they would need to prepare their spending plans and submit to the City's Planning Department to assist in obtaining the purchase orders from the City for vendor payments.

ON MOTION BY COMMISSIONER PALMA, SECONDED BY COMMISSIONER HOTHEM, DULY CARRIED BY UNANIMOUS VOICE VOTE (TWO ABSENT), TO ESTABLISH THREE BUDGET CATEGORIES – MEDIA/PROMOTIONS UP TO \$3,500, GIVEAWAYS/FOOD UP TO \$1,000, AND PERMITS/SUPPORTS UP TO \$500 – WITH THE APPROVAL TO MOVE ANY REMAINING FUNDS FROM ONE CATEGORY TO ANOTHER.

**Clerk's Note:** Item E was reordered on the agenda after Item H per the request of City Engineer Theron Roschen. Item I resumed after Item E.

- BICYCLE ADVISORY COMMISSION MEMBERSHIP

Chairperson TYLER notified the Commission he would be attending an upcoming City Council meeting to raise awareness of the current Commission vacancies and those vacancies that will be coming up in July. Chairperson TYLER also stated he would provide a brief update to the Council on items discussed at Bicycle Advisory Commission meetings.

**CAPITAL PROJECT RELATED ITEMS (Engineering Department)**

(F) WESTERLY BIKE PATH PROJECT UPDATE

Land Engineer CARDOSO presented the staff report and requested support from the Bicycle Advisory Commission on the revised project scope that now excludes the portion along Bear Creek.

The Commissioners discussed the revised scope, noting that they fully support the project now that the controversial section along Bear Creek has been removed from the current project.

ON MOTION BY COMMISSIONER KAYSER-GRANT, SECONDED BY COMMISSIONER PALMA, DULY CARRIED BY UNANIMOUS VOICE VOTE (TWO ABSENT), TO PROVIDE THE CITY OF MERCED A LETTER OF SUPPORT FOR THE WESTERLY BIKE PATH PROJECT.

**Clerk's Note:** Commissioner HOTHEM arrived at 3:07 p.m., prior to the vote on Item F.

(G) HIGHWAY 59 MULTI-USE PATHWAY CROSSING PROJECT UPDATE

Associate Engineer MCCOMB presented the staff report, noting the pedestrian gates would be removed from the project scope due to the permanent restriction they would create on the pathway for pedestrians and bicyclists.

Commissioner KAYSER-GRANT was in support of removing the gates, stating it would be a safety hazard for bicyclists along the multi-use pathway.

No action was taken on this item.

**POLICY/BIKE PROMOTION/DEVELOPMENT RELATED ITEMS (Planning Department)**

(H) ACTIVE TRANSPORTATION/SAFE-ROUTES-TO-SCHOOL PLAN UPDATE

Planning Manager ESPINOSA presented the staff report. No action was taken on this item.

(I) “BIKE MONTH” MAY 2017

Commissioners discussed the “Bike Month” flyer, detailing the upcoming bicycle events. Commissioners KAYSER-GRANT and HOTHEM further described the “All Merced Road Ride” at the request of Commissioner THURSTON.

Chairperson TYLER requested City Staff prepare the annual “Bike Month” Proclamation for an upcoming City Council meeting.

No action was taken on this item.

**OTHER**

(J) ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING OF TUESDAY, APRIL 25, 2017, AT 3:00 P.M. IN THE COUNCIL CHAMBERS

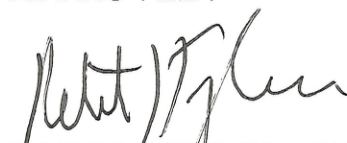
ON MOTION BY COMMISSIONER HOTHEM, SECONDED BY COMMISSIONER PALMA, DULY CARRIED, CHAIRPERSON TYLER ADJOURNED THE MEETING AT 4:46 P.M. TO THE REGULARLY SCHEDULED BICYCLE ADVISORY COMMISSION MEETING ON TUESDAY, APRIL 25, 2017, AT 3:00 P.M. IN THE CITY COUNCIL CHAMBERS, 678 W. 18<sup>TH</sup> STREET, MERCED, CALIFORNIA.

BY:



JAMIE CRUZ  
COMMISSION SECRETARY

APPROVED:



ROBERT TYLER, CHAIRPERSON  
BICYCLE ADVISORY COMMISSION