

CITY OF MERCED  
BICYCLE ADVISORY COMMISSION

MINUTES

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

TUESDAY  
APRIL 25, 2017

Chairperson TYLER called the meeting of the Bicycle Advisory Commission to order at 3:04 p.m.

(B) ROLL CALL

Present: Robert Tyler (Chairperson)  
Tom Hothem (Vice-Chairperson)  
Lisa Kayser-Grant  
Isai Palma

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

Staff Present: Theron Roschen, City Engineer

(C) APPROVE MINUTES OF FEBRUARY 28, 2017

ON MOTION BY COMMISSIONER KAYSER-GRANT, SECONDED BY COMMISSIONER HOTHEM, DULY CARRIED BY UNANIMOUS VOICE VOTE (THREE ABSENT), TO APPROVE THE FEBRUARY 28, 2017, MINUTES.

(D) ORAL COMMUNICATIONS

There was no communication from the audience.

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

- **PUBLIC OUTREACH FOR BICYCLE EDUCATION AND PROMOTION** (Update from the assigned Temporary Ad-hoc Committees.)

Commissioner KAYSER-GRANT distributed a proposed budget for “Giveaways/Food” in the amount of \$1,500 prior to the start of the meeting. It was noted that at the previous meeting the Commission approved the ability to move funds between categories if necessary; the proposed “Giveaway/Food” budget will use funds designated for “Permits/Support”.

Commissioner PALMA introduced guest speaker Mark Chalico, Building Healthy Communities, who presented the Commission with information regarding the type and approximate cost of radio advertisements in Merced. Commissioner PALMA also distributed draft language for potential advertisements to the Commission.

Commissioners were in agreement to proceed with the \$1,500 budget for “Giveaways/Food” and \$3,500 for “Media/Promotions”. Commissioners also discussed additional ideas for public outreach and event promotion. The use of banners at bicycling events from supporting agencies, like the Bicycle Coalition and the City of Merced, prompted a request for staff to look into the use of the “Bike City USA” banner at City Hall.

City Engineer ROSCHEN ended with the discussion with noting that the \$5,000 budget was not included in the City’s budget; should the Commission wish to use a similar budget next year they would need to make a formal request at the City Council budget meetings in June.

- **BICYCLE LICENSE REGISTRATION PROCESS**  
(Requested by Chairperson Tyler at the February 28, 2017 meeting.)

Commissioners discussed the information in Merced Municipal Code Chapter 10.44 – Bicycles, commenting on how the information is outdated.

Chairperson TYLER requested the code section be updated to reflect current practices, as well as the possibility of the Police Department attending a future meeting to provide the Commission an update on bicycle crimes, statistics, etc. City Engineer ROSCHEN stated he would contact the Police Department with the Commission’s request.

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

(F) M & G STREET BRIDGE REPAIRS PROJECT UPDATE

City Engineer ROSCHEN provided the Commission an overview of the bicycle/pedestrian detours, noting that for the safety of the public the bicycle path must remain closed during construction. City Engineer ROSCHEN answered questions from the Commission regarding the detours and path closure.

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

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

City Engineer ROSCHEN presented the staff report. No action was taken on this item.

(H) BICYCLE FRIENDLY COMMUNITY APPLICATION “BRONZE” GAP ASSESSMENT UPDATE

This item was continued to the June 27, 2017 meeting. No action was taken on this item.

(I) “BIKE MONTH” MAY 2017

Chairperson TYLER ask the Commission if there were any volunteers for accepting the proclamation at the upcoming City Council Meeting. Commissioners KAYSER-GRANT and PALMA both expressed their interest to accept the proclamation.

ON MOTION BY CHAIRPERSON TYLER, SECONDED BY COMMISSIONER HOTHEM, DULY CARRIED, BY UNANIMOUS VOICE VOTE (THREE ABSENT) TO APPOINT COMMISSIONERS KAYSER-GRANT AND PALMA AS THE DESIGNATED BICYCLE ADVISORY COMMISSION REPRESENTATIVES AT THE MAY 1, 2017 CITY COUNCIL MEETING.

**OTHER**

(J) ANNUAL ATTENDANCE SUMMARY

Commissioners reviewed the annual attendance summary, as well as briefly discussed City policy on absences. Commissioners PALMA and HOTHEM expressed their interest in continuing to serve on the Commission after the expiration of their term in July.

ON MOTION BY COMMISSIONER KAYSER-GRANT, SECONDED BY COMMISSIONER HOTHEM, DULY CARRIED, BY UNANIMOUS VOICE VOTE (THREE ABSENT) TO APPROVE THE ANNUAL ATTENDANCE SUMMARY AS SUBMITTED.

(K) ADJOURN TO THE NEXT REGULARLY SCHEDULED MEETING OF TUESDAY, JUNE 27, 2017, AT 3:00 P.M. IN THE COUNCIL CHAMBERS

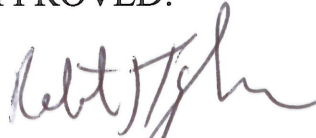
ON MOTION BY COMMISSIONER PALMA, SECONDED BY CHAIRPERSON TYLER, DULY CARRIED, CHAIRPERSON TYLER ADJOURNED THE MEETING AT 4:30 P.M. TO THE REGULARLY SCHEDULED BICYCLE ADVISORY COMMISSION MEETING ON TUESDAY, JUNE 27, 2017, AT 3:00 P.M. IN THE CITY COUNCIL CHAMBERS, 678 W. 18<sup>TH</sup> STREET, MERCED, CALIFORNIA.

BY:



JAMIE CRUZ  
COMMISSION SECRETARY

APPROVED:



ROBERT TYLER, CHAIRPERSON  
BICYCLE ADVISORY COMMISSION