



Minutes
Bicycle and Pedestrian Advisory
Commission

Tuesday, December 10, 2024

4:00 PM

A. CALL TO ORDER

Chairperson KAYSER-GRANT called the meeting to order at 4:02 PM.

B. PLEDGE OF ALLEGIANCE

Chairperson KAYSER-GRANT asked for a Moment of Silence and led the Pledge of Allegiance to the Flag.

C. ROLL CALL

Ex-Officio Commissioners SANDOVAL, C. THOMAS, and CHAMBERS were present. Commissioner HSU arrived at 4:07 PM.

Others Present: Principal Planner LAN, Recording Secretary ABARCA, Senior Engineer MADDOX, and City Attorney CORNWELL.

The Bicycle and Pedestrian Advisory Commission has one vacancy at this time.

Present: 6 - Vice Chair Dwight Ewing, Member Michael Meloy, Member Anthony Aldana, Member Ashwin Thomas, Member Peggy Hsu, and Chair Lisa Kayser-Grant

Absent: 0

D. PUBLIC COMMENT

There were no public comments.

E. CONSENT CALENDAR

E.1

SUBJECT: Bicycle and Pedestrian Advisory Commission Minutes of August 27, 2024.

ACTION

Approving and filing the Bicycle and Pedestrian Advisory Commission Minutes of August 27, 2024.

ATTACHMENTS

Bicycle and Pedestrian Advisory Commission Minutes of August 27, 2024.

Clerk's Note: Approving and filing the Bicycle and Pedestrian Advisory

Commission Minutes of August 27, 2024, amended to include the names of the Commissioners present at the meeting.

A motion was made by Member Meloy and seconded by Vice-Chair Ewing and carried by the following vote to approve the Consent Calendar.

Aye: 6 - Vice Chair Ewing, Member Meloy, Member Aldana, Member Thomas, Member Hsu, and Chair Kayser-Grant

No: 0

Absent: 0

F. REPORTS

F.1

SUBJECT: Bicycle and Pedestrian Advisory Commission Roles and Responsibilities

REPORT IN BRIEF

For the benefit of new members of the Bicycle and Pedestrian Advisory Commission (BPAC), Merced Municipal Code Chapter 2.52 - "Bicycle and Pedestrian Advisory Commission" introduces the BPAC and lists the Roles and Responsibilities below:

The purpose of the Bicycle and Pedestrian Advisory Commission is to serve as an advisory body to the City Council on matters having to do with bicycling, pedestrian activity, and other modes of active transportation within the City of Merced, as well as the mobility needs of the elderly and those with disabilities. They are to be used in an advisory capacity to the City Council to improve conditions for users of all active modes in the City of Merced, promote active transportation with the associated benefits of improved air quality, improved safety conditions for users of all modes, and health benefits, and to help advise on matters of policy, programs, and bike routes for active transportation users of all ages. The BPAC shall consist of seven (7) voting members, 6 of which represent a different district within the City of Merced and the 7th member serves at-large. In addition, the City Council may appoint up to an additional 4 ex-officio, non-voting members. The BPAC shall have the responsibilities as provided below:

1. Review and advise the City Council, as directed by the City Council or requested by the staff, on the design of capital improvement projects, street improvements, and parking facility projects as they relate to bicycling, pedestrian activity, or other active transportation issues.
2. Review and advise the City Council, as directed by the City Council or requested by the staff, on changes and updates to the active transportation and safe-routes-to-school plan, general plan, Municipal Code and other policy documents which relate to active transportation.

3. Promote any and all forms of active transportation as a viable form of transportation.
 4. Assist in the development and dissemination of awareness and education materials for all forms of active transportation to the community.
 5. Initiate requests to City staff from the community on issues of concern related to bicycling, pedestrian issues, and issues that relate to other forms of active transportation or the transportation needs of elderly individuals or those with disabilities.
 6. Such other duties as the City Council may prescribe
- This does not require action by the Commission at this meeting.

Principal Planner LAN gave a report on the roles and responsibilities of the members of the Bicycle and Pedestrian Advisory Commission, per the City of Merced Municipal Code. Members of the Commission asked about how the City Council is notified of their concerns and items. Ms. LAN explained the connections that staff makes between the Commissions, including the Planning Commission, and City Council.

F.2

SUBJECT: Bicycle and Pedestrian Advisory Commission Brown Act Training

REPORT IN BRIEF

For the benefit of new members of the Bicycle and Pedestrian Advisory Commission (BPAC), and the regular training of existing members Planning and Legal staff have planned an update on the Ralph M. Brown Act (Sections 54950, et seq. of the California State Government Code)

The link to the law is below:

https://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?chapter=9.&division=2.&lawCode=GOV&part=1.&title=5.

City of Merced Boards and Commissions that are subject to the Brown Act receive training every 2 years.

City Attorney CORNWELL trained the Bicycle and Pedestrian Commission on the Brown Act.

F.3

SUBJECT: Local Road Safety Plan (LRSP) Update

REPORT IN BRIEF

Update Commission on the Multi-Jurisdictional Local Road Safety Plan (LRSP) facilitated by the Merced County Association of Governments (MCAG). Representatives from this effort will discuss the update and it's move forward towards adoption. The development of the Local Roadway Safety Plan (LRSP) is being led and funded by MCAG. A Local Roadway Safety Plan (LRSP) provides a framework for identifying, analyzing, and prioritizing roadway safety improvements on local roads. The LRSP is

divided into two volumes - Volume I contains the plan vision and regional strategies, while Volume II contains jurisdiction-specific information and crash data and analysis. Though multi-jurisdictional, the LRSP development process considered issues and needs specific to local jurisdictions and contains content tailored to those communities. The process resulted in a prioritized list of issues, risks, actions, and improvements that can be used to reduce fatalities and serious injuries on our local roads. Here is a link to the adopted plan:

<https://fp.mysocialpinpoint.com/mcag-lrsp>

Staff has updated the Commission a couple of times and sought your comments. Public review and comment lasted from 8/15/2024 through 9/15/2024. The MCAG Board Adopted the plan at their meeting on October 24, 2024. The City should consider it for adoption at a future meeting. The LRSP's adoption will provide an opportunity for the City of Merced to seek and qualify for Federal and State funding to address those roadways and intersections in the City that are highlighted by the plan. This does not require action by the Commission at this meeting.

Principal Planner LAN introduced the Local Roadway Safety Plan. She also introduced TERENCE ZHAO from Fehr and Peers and MEG PRINCE from MCAG to update the Commission on the efforts of the Local Roadway Safety Plan. Mr. ZHAO gave a presentation and update on the plan and its adoption by the MCAG board. Chairperson KAYSER-GRANT asked to explain the working group that would be created as part of the implementation of this plan. Mr. ZHAO and Ms. PRINCE explained the content of what the working group would discuss and a description of the participants. The Commission asked questions about the relationship between the adopted Active Transportation Plan and the Local Roadway Safety Plan. Staff tried to answer those questions. Community member OLAJIDE OGUNMAKINJU commented on the importance on doing more to make things safer.

F.4

SUBJECT: Engineering Report

REPORT IN BRIEF

Engineering staff will provide informational items to the Commission regarding current projects or other items. This item does not require action by the Commission at this meeting.

Senior Engineer MADDOX gave an update on some of the engineering projects that support Active Transportation. The Commission discussed their thoughts about the projects. Engineering staff answered questions from the Commission.

F.5

SUBJECT: Commissioner Comments

REPORT IN BRIEF

Provides Commissioners an opportunity to make a brief announcement on any activities they have attended on behalf of the City and/or on future community events/activities that relate to active transportation. The Brown Act does not allow discussion or action by the legislative body under this section.

Ex-Officio Member C. THOMAS shared his experience with talking to fellow bicyclists and their near misses with cars. Chairperson KAYSER-GRANT shared about the Merced Bicycle Coalition holiday events.

G. BUSINESS

G.1

SUBJECT: Election of Chair and Vice Chair

REPORT IN BRIEF

The Commission must elect Chair and Vice Chair of the Commission.

DISCUSSION

In accordance with Section 2.52.050 of the City of Merced Municipal Code,

A. In accordance with Section 704 of the Charter, the members of the Bicycle and Pedestrian Advisory Commission shall as soon as practical organize by electing two (2) of the seven (7) voting members to serve as chair and vice-chair at the pleasure of the commission.

B. Notwithstanding Subsection A of this Section, the members of the existing Bicycle and Pedestrian Advisory Commission currently serving as chair and vice-chair shall be conferred their respective roles as part of the Bicycle and Pedestrian Advisory Commission upon the enactment of this chapter shall retain those positions until the next annual election.

Clerk's Note: Ex-Officio Member SANDOVAL did not vote. Ex-Officio Members sit as non-voting members in a Commission; therefore, this agenda item will need to be heard at a future agenda date.

Ex-Officio Member Sandoval made a motion, Commissioner Ewing seconded, to nominate Commissioner Kayser-Grant and Commissioner Ewing for Chairperson and Vice Chairperson respectively.

G.2

SUBJECT: Requests to Add Items to Future Agenda

REPORT IN BRIEF

Provides Commissioners an opportunity to request that an item be placed on a future Bicycle and Pedestrian Advisory Commission agenda for initial consideration.

Staff reached out to the Commission for topics. For the record the responses included the following topics:

Bear Creek Bank Restoration Project - Staff to check with Chris Jensen and invite him to update Commission.

Bear Creek 50th Anniversary Wish List - Staff to check on city plans for anniversary and maintenance. Will bring as update so that Commission can add comments and create wish list.

Discussion about Pedestrian Improvements at intersections adjacent to schools.

The creation of secure bike parking.

Presentation by PD about bike theft stats and strategy to decrease such theft.

Staff added the following topics:

Update on Grants.

Staff will arrange orientation meetings with the new Commissioners.

Principal Planner Lan asked the Commission to request items to be heard on a Future Agenda. The Commission listed several items including the following: Engineering Projects that have been completed, O Street as a Bike Boulevard, the M Street Bike Path, MCAG Bus Transit, the Clean up of the Bike Paths, Bike Theft Stats, Bike Parking Standards, addressing the Mobility needs community, setting a recommended standard of bike lanes on Arterials (widths), Calming facilities (bike tables, roundabouts) and the impacts on bicyclists and pedestrians, report on where the highest number of bicyclists and/or pedestrians on a site, Bear Creek Restoration.

H. ADJOURNMENT

The meeting was adjourned at 6:38 PM.

A motion was made by Vice Chair Ewing and seconded by Member Meloy and carried by the following vote to adjourn the meeting.

Aye: 6 - Vice Chair Ewing, Member Meloy, Member Aldana, Member Thomas, Member Hsu, and Chair Kayser-Grant

No: 0

Absent: 0

BY:



JONNIE LAN, SECRETARY
BICYCLE AND PEDESTRIAN ADVISORY
COMMISSION

APPROVED:

LISA KAYSER-GRANT, CHAIRPERSON
BICYCLE AND PEDESTRIAN ADVISORY
COMMISSION