

Memo

To: Bicycle Advisory Commissioners
From: Bill King, Principal Planner
Date: April 28, 2015
Re: Annual Attendance Summary

Attached is the *Annual Attendance Summary* (Attachment 1) for the Bicycle Advisory Commission for the attendance reporting period of April 1, 2014, through March 31, 2015. Please note that the summary is not required to include Commissioners who may have served during the reporting period, but who are no longer a member of the BAC.

Presently, there is one "regular member" and one "Ex-Officio member" vacancy. Our entire staff thanks all Commissioners for their invaluable time, dedication, and service to bicycling in the City of Merced.

Please remember that excused absences are only recognized for illness, family emergencies, business conflicts, or Commission-related business and must be reflected in the official record (Minutes). Excused absences are not counted against the attendance percentage.

The Appointed Commission, Committee, and Board Member Attendance Policy states, "The member shall be required to attend 70 percent of the scheduled meetings during a fiscal year." Though the record shows that Commissioner Comeyne attended only 66% of the meetings in the reporting period, and given the low demand for BAC Commissioner positions, City Staff supports his continued role on the Commission.

Please report any comments or questions at the meeting.

Attachments:

1. Attendance Summary
2. Attendance Detail, by Meeting Date
3. Public Member Roster

BICYCLE ADVISORY COMMISSION

ANNUAL ATTENDANCE SUMMARY

April 1, 2014 through March 31, 2015

Total # of Meetings Held During Reporting Year: 6

<u>NAME</u>	<u># of Mtgs Attended</u> *	<u># of Mtgs Held</u> *	<u># of Mtgs Absent</u> **	<u># of Mtgs Excused</u>	<u>% of Mtgs Attended</u>
COMEYNE, J. (full year)	4	6	2	0	66%
HICKS, JUSTIN (partial year)	3	4	1	0	75%
HOTHEM, TOM (full year)	5	6	0	1	100%
KAYSER-GRANT, L. (full year)	6	6	0	0	100%
PALMA, ISAI (full year)	5	6	1	0	83%
TYLER, ROBERT (full year)	6	6	0	0	100%
BAUER, P. (<i>ex-officio</i>) (full year)	4	6	1	1	83%

* If a member less than full year, please indicate # of meetings held since appointment.

** This # includes excused meetings.

Formulas for computing percentage of meetings attended:

Full Year - # of meetings attended (include excused) divided by total # of meetings held

Partial Year - # of meetings attended (include excused) divided by total # of meetings held since appointment.

ATTACHMENT 1

**BICYCLE ADVISORY COMMISSION
ATTENDANCE LEDGER BY MEETING DATE
2014 TO 2015**

NAME	04-22-14	06-24-14	08-26-14	10-28-14	12-9-14	02-24-15
ISAI PALMA	X	X	O	X	X	X
TOM HOTHEM	X	X	X	E	X	X
LISA KAYSER-GRANT	X	X	X	X	X	X
ROBERT TYLER	X	X	X	X	X	X
JULES G. COMEYNE	O	X	O	X	X	X
JUSTIN HICKS			O	X	X	X
PATRICK BAUER (Ex-Officio)	O	X	X	X	E	X
NOTES						

X = ATTENDED MEETING
O = ABSENT/UNEXCUSED
E = EXCUSED
C = CANCELLED MEETING

BICYCLE ADVISORY COMMISSION

City of Merced

<u>Name</u>		<u>Term</u>
Justin	Hicks	<u>7/1/2018</u> <i>Appt. 08/04/2014</i>
Robert Chair	Tyler	<u>7/1/2017</u> <i>(rpl 10/18/10 & reappt. 07/01/13)</i>
Jules	Comeyne	<u>7/1/2015</u> <i>(appt. 3/16/09 & reappt. 8/15/11)</i>
Tom Vice-Chair	Hothem	<u>7/1/2017</u> <i>(appt. 08/05/2013)</i>
Lisa	Kayser-Grant	<u>7/1/2017</u> <i>(appt. 3/16/09 & reappt 07/01/13)</i>
<i>Merced Bicycle Coalition Rep.</i>		
Isai	Palma	<u>7/1/2017</u> <i>(Appt 07/01/2013)</i>
Patrick	Bauer	<i>(appt. 2/16/10)</i>
<i>Ex-Officio</i>		

All Committee members may be contacted by mail at 678 West 18th Street, Merced, California 95340 or by calling (209) 385-6827.

Updated on March 25, 2014

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Attachment 3