

**CITY OF MERCED
Development Services**

TO: Bicycle Advisory Commission
FROM: Jamie Cruz, Secretary II
DATE: April 25, 2017
SUBJECT: Annual Attendance Summary

ACTION REQUIRED:

This item must be approved by the Bicycle Advisory Commission for inclusion in the Annual Board/Commission Attendance Summary to the City Council at their May meeting.

BACKGROUND

Attached is the Annual Attendance Summary (Attachment 1) for the Bicycle Advisory Commission for the attendance reporting period of April 1, 2016, through March 31, 2017. 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 are two “Ex-Officio member” vacancies. 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.” All Commissioners have met the 70 percent required meeting attendance.

Please report any comments or questions at the meeting.

Attachment

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

BICYCLE ADVISORY COMMISSION

ANNUAL ATTENDANCE SUMMARY

April 1, 2016 through March 31, 2017

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	1	83%
HICKS, JUSTIN (full year)	3	6	3	3	100%
HOTHEM, TOM (full year)	5	6	1	1	100%
KAYSER-GRANT, L. (full year)	6	6	0	0	100%
PALMA, ISAI (full year)	6	6	0	0	100%
ANN THURSTON (partial year)	2	3	1	1	100%
TYLER, ROBERT (full year)	6	6	0	0	100%

* 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.

**BICYCLE ADVISORY COMMISSION
ATTENDANCE LEDGER BY MEETING DATE
2016 TO 2017**

NAME	04-26-16	06-28-16	08-23-16	10-25-16	12-13-16	02-28-17
JULES G. COMEYNE	X	X	O	X	X	E
JUSTIN HICKS	X	E	E	X	X	E
TOM HOTHEM	X	X	X	E	X	X
LISA KAYSER-GRANT	X	X	X	X	X	X
KATY OESTMAN	X	X				
ISAI PALMA	X	X	X	X	X	X
ANN THURSTON				X	E	X
ROBERT TYLER	X	X	X	X	X	X
NOTES						

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

BICYCLE ADVISORY COMMISSION

City of Merced

<u>Name</u>		<u>Term</u>
Ann	Thurston	<u>7/1/2019</u> (appt. 9/6/2016)
Justin	Hicks	<u>7/1/2018</u> (appt. 08/04/2014)
Robert <i>Chair</i>	Tyler	<u>7/1/2017</u> (rpl 10/18/10 & reappt. 07/01/13)
Jules	Comeyne	<u>7/1/2019</u> (appt. 3/16/09; reappt. 8/15/11; reappt. 7/6/2015)
Tom <i>Vice-Chair</i>	Hothem	<u>7/1/2017</u> (appt. 08/05/2013)
Lisa	Kayser-Grant	<u>7/1/2017</u> (appt. 3/16/09 & reappt 07/01/13)
<i>Merced Bicycle Coalition Rep.</i>		
Isai	Palma	<u>7/1/2017</u> (appt 07/01/2013)

All Committee members may be contacted by mail at 678 West 18th Street, Merced, California 95340, or by calling (209) 385-6858.

Updated on September 30, 2016

Page 1 of 1

ATTACHMENT 3