** REGULAR MEETING**

**Minutes**

**Street Improvement Oversight Advisory Committee**

**Thursday, May 19, 2016 - 12:00 PM**

**922 Machin Ave**

**Baget Conference Room-2nd Floor**

1. Call to Order

Committee Members: Ed Schulze, Dan Jacoby, Charlotte Urban, Shubber Ali, Karen Boven

Staff: Gosia Woodfin, Julian Skinner

1. Approval of Final Agenda

M/S Schultze/Jacoby- All in favor 5-0-0 Ed Schulze, Dan Jacoby, Charlotte Urban, Shubber Ali, Karen Boven

1. Public Comment *(Anyone wishing to speak on non-agenda items will be recognized at this time. These items can legally have no action as they are not on the agenda. There is a three minute time limit.)* Jim Nichelini from 4 Stitt Ct. has concerns with the busy traffic on Virginia and is interested to find out if a sign could be installed west on Virginia Ave, so drivers would not be able to make a left turn. Gosia will present it to Michael Hanlon for review.

1. Committee Organizational Items

 *D-1-Approval of March 17, 2016 Meeting Minutes.*

*M/SJacoby/Ali -*All in favor 5-0-0 Ed Schulze, Dan Jacoby, Charlotte Urban, Shubber Ali, Karen Boven

1. General Business

 *(Anyone wishing to speak on agenda items will be recognized after the Committee has concluded their initial discussions. There is a three minute time limit for public comment per item.)*

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| ***Approximate Time*** | ***Items/Attachments*** | ***Purpose and Actions*** |
| 15 minutes | E-1: Review of Proposed 2016/17 Capital Improvement Program Budget*Attachment: E-1* | *For discussion and possible action.* |
| *Julian spoke on the proposed budget. It is scheduled to go to council on June 14th for a public hearing, then it will go to Council June 28, for adoption. He reviewed the list of new funding that is proposed for Capital projects.* *Accept the report as submitted M/S Schulze/Jacoby**All in favor 5-0-0 Ed Schulze, Dan Jacoby, Charlotte Urban, Shubber Ali, Karen Boven* |
| 10 minutes | E-2: OBAG 2 (One Bay Area Grant program) Call For Projects*Attachment: E-2* | *For discussion and possible action.* |
| *34 Julian reviewed the One Bay Area Grant program with the committee. There was a handout that summarized the Grant application-Grants that went to TAM as they did a call for projects that is county wide. TAM makes a recommendation to their board for which projects should be approved for funding. We would then take it to council for approval. We would also need to allocate any matching funds that are required for the grants.* *He discussed the potential projects if funding is received.* |
| 10 minutes  | E-3: CIP Project Update*Attachment: None* | *Staff Report. No action.* |
| *Gosia reviewed the current projects including-**Novato Blvd Widening-The city is hiring a consultant to take over the project management and design, it is still in the design phase.**Olive Ave Class II-Is currently out to bid, opened May 31. Hope to finish this project before summer ends.* *Grant Ave Bridge Rehab-We will need more money to continue with design and environmental phase. We have two consultants on contract.**Dog Park Reno-We have a landscape architect, feedback has been received and next step is to start design and take it to Council. There is not enough funding to finish the full renovation; will most likely have to be done in phases.**Bahia Mini Parks will be in construction for renovation**Storm Drain Master Plan-Workshop coming up on June 8.**Resurfacing of Delong and Ignacio interchanges. Waiting for Caltrans to finalize the permits**then will go out to bid; should be in construction this year.**Vineyard Rd. Improvements-Funded for resurfacing; to be complete by the end of next year.**Safe Pathways to School sidewalk gap closure Arthur/ Plum-Construction to start in August of this year.**Crosswalk Improvements- Lark, Yukon, Ignacio at Country Club and Laurelwood Dr West in construction, as well as the 7 radar feedback signs.**MTC Pavement Management System- Has to do with street network database, starting next month we will have a consultants rating our streets. We received about $50,000 from MTC to pay the consultant.* |
| 10 minutes | E-4: Measure A Group 8 Candidate Street List*Attachment: None* | *Staff Report. No action.* |
| *This is a project we do every year on approximately 8 centerline miles of roadway in Novato. We are doing something different this year we will be doing concrete work this year and the paving next year. The reason is in the past we have been trying to finalize the concrete contract and run out of time to do the punch list. So it has been separated this year. The list was put together based on the pavement condition index feedback from utilities, and maintenance as well as proximity of the streets to the private projects to those locations.*  |
| 5 minutes | E-5: Brown Act Handouts | *Staff Report. No action.* |
|  *Gosia made sure committee members had the Brown Act information. The City clerk would like to have another meeting with all of the committees re; the Brown Act. The first meeting after September will be November 17th. She will attend the next meeting in November to review.* |
| 5minutes | E-6: Items for Discussion at Next Meeting | *Receive Recommendation. Action*  |
| *Novato Blvd Widening project**SMART-North Redwood Corridor/Downtown**Discuss Crosswalk Improvements* |
| 5 minutes | E-7: Establish Next Meeting Dates | *Committee Discussion. Action* |
| *Next meeting Thursday, August 18. No Action.* |

 *Meeting Adjourned at 1:30*