



# STREET IMPROVEMENT OVERSIGHT ADVISORY COMMITTEE REGULAR MEETING

Thursday, February 23, 2017 - 12:00 PM  
City Administrative Offices, Baget Conference Room-2<sup>nd</sup> Floor  
922 Machin Avenue, Novato, CA 94945

## MINUTES

**A. Call to Order**

The meeting was called to order at 12:14 pm  
Committee Members: Dan Jacoby, Ed Schulze, Charlotte Urban,  
Absent: Shubber Ali  
Staff: Gosia Woodfin, Officer Tyler Cantley  
Public: Lori Jessell, Novato Fire District

**B. Approval of Final Agenda**

*M/S Jacoby/Urban All in favor, 3-0-1, Ed Schulze, Dan Jacoby, Charlotte Urban  
Shubber Ali absent*

**C. 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.)*

Lori Jessell mentioned she did receive info on upcoming projects. Reminder to let fire district know about roadwork and street closure schedules in a timely manner, so they can communicate to crews, and formulate alternate routes. If an Emergency contact number could be provided that would be helpful.

**D. Committee Organizational Items**

*D-1-Approval of November 17, 2016 Meeting Minutes.  
M/S Jacoby/Urban All in favor, 3-0-1, Ed Schulze, Dan Jacoby, Charlotte Urban  
Shubber Ali Absent*

**E. 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.)*

*PD- Ignacio/ Laurelwood LED sign hit and is now down  
Concerned citizen, several vehicles struck on Merrit Dr. disobeying traffic control sign and making left hand turns*

<i>Approximate Time</i>	<i>Items/Attachments</i>	<i>Purpose and Actions</i>
10 minutes	E-1: Selection of Chair and Vice Chair	<i>Discussion. Action</i>
<i>Chair can only serve once every 3 years. This is challenging as this is such a small committee Ed nominated Dan for Chair Charlotte seconded Charlotte nominated Ed for vice chair seconded by Dan All in favor, 3-0-1, Ed Schulze, Dan Jacoby, Charlotte Urban, Shubber Ali Absent</i>		
5 minutes	E-2: Novato Blvd – Project Update  <i>Attachment: None</i>	<i>Staff Report. No action.</i>
<i>This project is still in the environmental phase. The plan is to hire a consultant to do the design. The limits of the project are from Diablo to Grant. The timeline is unknown. Some of the projects that were active were distributed to other engineers after 3 staff people left Novato for other positions. We have hired a new Deputy Director that replaced Julian Skinner who was formerly overseeing this project.</i>		

15 minutes	E-3: Capital Improvement Program Projects  <i>Attachment: E-3</i>	<i>Staff Report. No action.</i>
<i>Gosia provided a list of projects that are semi active. She reviewed the list of projects with the committee. The list includes a comment section as well as the status of the projects.</i>		
5 minutes	E-4: SMART Update  <i>Attachment: None</i>	<i>Staff Report. No action.</i>
<i>SMART will be installing a bike path up to Atherton, from Atherton to Rush Creek Lane on the east side. SMART is reaching out to potential bike rental vendors. Operation of the train is expected to start late spring. The application for Quiet Zones was accepted.</i>		
10 minutes	E-5: Items for Discussion at Next Meeting	<i>Receive Recommendation. Action</i>
<i>Update CIP projects</i>		
5 minutes	E-6: Confirm Next Meeting Date: 5/18/2017	<i>Committee Discussion. Action</i>
<i>M/S Urban/Jacoby All in favor, 3-0-1, Ed Schulze, Dan Jacoby, Charlotte Urban, Shubber Ali Absent</i>		