



STREET IMPROVEMENT OVERSIGHT ADVISORY COMMITTEE REGULAR MEETING

Thursday, November 16, 2017 - 12:00 PM
City Administrative Offices, Baget Conference Room - 2nd Floor
922 Machin Avenue, Novato, CA 94945

Minutes

A. Call to Order

Meeting was called to order at
Committee Members: Ed Schulze, Chase Maxwell, Meherdad Namiranian
Absent: Charlotte Urban, Dan Jacoby
Staff: Gosia Woodfin, Chris Blunk

B. Approval of Final Agenda

No Action taken

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.)

D. Committee Organizational Items

D-1-Approval of August 24, 2017 Meeting Minutes.

No Action taken

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.)

<i>Approximate Time</i>	<i>Items/Attachments</i>	<i>Purpose and Actions</i>
10 minutes	E-1: Welcome New Members	<i>Staff Report. No action.</i>
New members, Meherdad Namiranian and Chase Maxwell, introduced themselves to the committee and provided their experience and backgrounds. Gosia distributed the resolution that governs the committee and requested the committee read through it so it can be discussed at the next meeting. She also provided a little history about the formation of the committee which was based on Measure B and was established to monitor the financial aspect and distribution of funds. All paving projects go through the committee and feedback is requested. They also provide support to PW regarding prohibition of excavation and issues going to Council.		
5 minutes	E-2: Brown Act Training Date	<i>Staff Report. No action.</i>
Brown Act training will be held at 6pm on November 30 th at the Novato School District Auditorium on 7 th St. It will also be televised on channel 27. Not sure if watching, versus attending, will suffice.		
5 minutes	E-3: Parking in front of MTSC	<i>Staff Report. No action.</i>
Ed initially brought up concerns with parking at this location- buses on Hill Rd, in front of MTSC, were pulling up on the sidewalk and parking buses illegally in the bike lane and sidewalk. A work order was created for our traffic engineer, Mary Jo, to investigate. The result- we have requested that the current handicap space in the turnout be removed; one of the sign poles will go away and the No Stopping Anytime and Loading Zone sign will be moved to another pole. We will also let transit agencies know that drivers cannot continue to park illegally in that location.		
5 minutes	E-4: Quest Church Development/ Johnson Street	<i>Staff Report. No action.</i>

<p>Gosia spoke to the planners who provided the configuration of the street for the planned development. The church driveway will stay. The developer has taken care of the Safe Routes to School access issue in the approved plan. A traffic study was done prior to planning. The planning staff (Hans) can answer any other specific questions related to this development.</p>		
5 minutes	E-5: Hanna Ranch Project/ Hwy 37	<i>Staff Report. No action.</i>
<p>Planning Manager, Steve Marshall, is overseeing this project. The plan has not changed since 2011. There is no connection to the 37, and the only connection to the 37 would be for emergency vehicles. EIRS are nearly complete, so it is not likely to be opened up for debate. There has not been much movement on the project, so there may be some changes or additions. Potential for environment impact reports to reopen, but making major changes with 37 link up is unlikely.</p>		
20 minutes	E-6: Capital Improvement Program Projects & Budget	<i>Staff Report. No action.</i>
<p>Gosia distributed and reviewed a list of active CIP projects as well as answered questions about some of them with the committee.</p>		
5 minutes	E-7: Items for Discussion at Next Meeting	<i>Receive Recommendation. Action</i>
<p>Review and Discuss Resolution Establishing The Street Improvement Oversight Committee Pavement Management Program- Assist City in Preparation of 5 year Pavement Rehabilitation Plan CIP Project Updates including: Vineyard Rd., Nave Dr., Novato Blvd. and Storm Drain Master Plan</p>		
5 minutes	E-8: 2018 Meeting Schedule / Confirm Next Mtg Date	<i>Committee Discussion. Action</i>
<p>Review 2018 Calendar Meeting dates. Brown Act information was handed out to the committee to review they will also need to attend the training session offered by the City. Next meeting date will be February 15</p> <p style="text-align: center;">No Action</p>		

Meeting adjourned at approximately 1:40pm.