



**STREET IMPROVEMENT OVERSIGHT ADVISORY COMMITTEE
REGULAR MEETING**

**Thursday, September 19, 2019 - 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: Tim Blofeld, Ed Schulze, Meherdad Namiranian
Staff: Gosia Woodfin, Chris Blunk
Absent: Chase Maxwell, Paul LaPerriere

B. Approval of Final Agenda

M/S Schulze/Namiranian All in Favor 3-2-0 Tim Blofeld, Ed Schulze, Meherdad Namiranian, Absent-Chase Maxwell and Paul LaPerriere

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.)

Gosia spoke and read a letter from a resident who lives off of Yukon Way whose complaint relates to the crossings, as well as Chris’s response.

D. Committee Organizational Items

D-1-Approval of July 18, 2019 Meeting Minutes. M/S Schulze/Blofeld All in Favor 3-2-0 Tim Blofeld, Ed Schulze, Meherdad Namiranian, Absent-Chase Maxwell and Paul LaPerriere

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>
15 minutes	E-1: Pavement Management Program – Street Selection	<i>Staff Report. Receive recommendation. Possible action.</i>
<p>Gosia presented the methodology at the last meeting and went on to explain the street selection process for the upcoming annual pavement rehabilitation project. She created a map showing candidate streets; she selected them based on functional classification (federal funding allows paving of arterials and collectors but not residential streets). The 2nd selection is based on PCI (pavement condition index) whatever is under 75 shows on list she handed out. She drove all the streets to inspect and grouped them by treatments being recommended. Federal grant has an obligation deadline of January 31, 2020 which requires design to be finalized prior to that date.</p> <p>Ed Schulze moved to accept the proposed street selection, seconded by Meherdad-All in Favor- 3-2-0 Tim Blofeld, Ed Schulze, Meherdad Namiranian, Absent-Chase Maxwell and Paul LaPerriere.</p>		
10 minutes	E-2: Report from SR2S Liaison & B/PAC Liaison	<i>Committee discussion. No action.</i>
<p>Tim met with Mark Birnbaum from BPAC and they discussed various pedestrian and bicycle matters throughout Novato. Paul was not present but had attended the SR2S meeting and Gosia read an email with a</p>		

summary of his observations of the meeting. He stated the majority of the time spent in the meeting was to bring clarity back to the vision and goal of the SR2S Task force.		
10 minutes	E-3: Traffic study of the intersection Redwood Boulevard and Hill Rd	<i>Staff Report. Receive recommendation.</i>
Gosia and Mary Jo did not have an opportunity to meet during the week, so this item can be discussed at another meeting. Chris gave a brief overview of what the situation is and some potential solutions. Tim wondered if one of the driveways could be removed in the middle. This topic will be revisited in more detail at the November meeting.		
5 minutes	E-4: Traffic Engineering Assistance Flowchart Review	<i>Committee discussion. Possible action.</i>
Gosia presented the revised flowchart to the committee for review. It has been determined the best location for the chart, is on the SIOC committee's information page on the city's website. This is subject to change if a better location is determined later. Emergency info will be added to include 911 and/or PD dispatch's direct # 897-1122.		
15 minutes	E-5: Draft Annual Report	<i>Committee discussion. No Action.</i>
The chair wrote the draft and Gosia said she will write the staff report. Ed wants on more bullet point added to specifically include the monitoring and tracking of the Novato Blvd Widening Project. Ed moved to accept the annual report as modified, seconded by Tim. All in Favor 3-2-0 Tim Blofeld, Ed Schulze, Meherdad Namiranian, Absent-Chase Maxwell and Paul LaPerriere. Meherdad made a motion to submit this report directly to City Council seconded by Ed. All in Favor 3-2-0 Tim Blofeld, Ed Schulze, Meherdad Namiranian, Absent-Chase Maxwell and Paul LaPerriere		
3 minutes	E-6: Items for Discussion at Next Meeting	<i>Receive Recommendation. Action.</i>
Meeting Calendar for the following Year 2020 CIP Updates to include Novato Blvd project, Traffic Study for Redwood and Hill Rd.		
2 minutes	E-7: Confirm Next Meeting Date (November 21, 2019)	<i>Committee Discussion. Action.</i>
Next Meeting Date of November 21, was confirmed. No Action Taken		

F. Adjournment meeting was adjourned at 1:24