



**STREET IMPROVEMENT OVERSIGHT ADVISORY COMMITTEE  
REGULAR MEETING**

**Thursday, November 21, 2019 - 12:00 PM**  
**City Administrative Offices, Budget Conference Room - 2<sup>nd</sup> Floor**  
**922 Machin Avenue, Novato, CA 94945**

**MINUTES**

**A. Call to Order**

Committee: Paul LaPerriere, Tim Blofeld, Chase Maxwell, Meherdad Namiranian  
 Staff: Chris Blunk, Gosia Woodfin, Mary Jo Yung  
 Absent: Ed Schulze

**B. Approval of Final Agenda**

M/S Maxwell/LaPierriere All in Favor 4-0-1 Paul LaPerriere, Tim Blofeld, Chase Maxwell, Meherdad Namiranian (Ed Schulze 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.) No comments*

**D. Committee Organizational Items**

*D-1-Approval of September 19, 2019 Meeting Minutes.*

M/S Blofeld/LaPerriere All in Favor 4-0-1 Paul LaPerriere, Tim Blofeld, Chase Maxwell, Meherdad Namiranian (Ed Schulze 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.)*

<i>Approximate Time</i>	<i>Items/Attachments</i>	<i>Purpose and Actions</i>
20 minutes	E-1: Traffic study of the intersection Redwood Blvd & Hill Rd	<i>Staff Report. Receive recommendation.</i>
<p>Mary Jo, the city’s traffic engineer attended the meeting and spoke on how traffic engineering requests are handled and processed. A list was provided to the committee of the traffic investigations received this year along with a brief summary of each. We receive approximately 10 requests a month-with the most common being corner sight distance issues, parking, including illegal parking in red zones or by hydrants. Pedestrian safety is another common issue related to crosswalks and lack of safety. Other requests include issues related to speeding, traffic calming, turn access confusion, traffic signals, railroad signals and school related. Chase mentioned that there was no general place for the public to report on the website, Chris said he provided that feedback to our city Webmaster, it is on the to-do list to clean up. Mary Jo discussed the specifics of Redwood and Hill, as there have been more than one request received. Turning left out of the clinic is difficult and someone was recently rear-ended and feels there needs to be a better view coming out of the clinic. We evaluated and removed some parking along a portion of the driveway to the south. Many of the clients of the clinic want to turn left but find it difficult due to the volume of traffic and speed. Marin Community Clinic had contacted us previously as their employees need to cross Redwood Blvd to get to the clinic. Marin Transit wants to serve the clinic however, they will not start service until there is a better crossing from the west side of Redwood to the clinic on the east side due to potential liability. There was discussion about possible solutions including a hawk light, which</p>		

<p>flashes only when someone is there to cross. Chris asked the committee to think about it, drive through the area and come back with recommendations. We will probably apply for grant funding to put in a hawk signal, Chris does not like the idea of a 4 way stop, it will be too impactful to traffic for a minimal amount of pedestrians. At the next meeting a formal recommendation can be discussed in greater detail.</p>		
10 minutes	E-2: Pavement Management Technical Assistance Program (P-TAP 20) Report	<i>Staff Report. No Action.</i>
<p>Gosia discussed the Pavement Management Program; she does not have final reports, but was provided a draft. The current PCI is 69 with the newly paved streets, including Nave Dr, which is up from 67. There are 4 different scenarios provided in the final report that help with the decision making process. The final report can be emailed to the committee when it becomes available, which should be by the end of the year. It is our guide for the next 3 years in determining which streets we need to invest in. Our PCI went down as we missed 2 years of street paving projects. Regionally, in the bay area, we are in better than average standing but 74 to 75 is optimal. Next year's paving list was provided and discussed. There will be an informational meeting regarding the upcoming moratorium streets to be held on December 3. Gosia mentioned a grant that was applied for to include the rehabilitation of the path that runs along San Marin High-this has been an issue for some time and we had an opportunity to do it with an existing project. It will meet the standards of a Class I multi-use path. There was also a discussion surrounding a midblock crossing to the Dog Park that could include a Hawk light signal. A study was done by W-Trans which included a count and they only counted one pedestrian. They would need to determine the best location for the crossing Sandy Creek Way or Dwarf Oak Trail were recommended as potential crossing locations. W-Trans provided a draft report and they will want comments and directions from the committee for the final report and public workshops including short term vs long term improvements. They also discussed the drop off issues at San Marin high and potential ways to resolve it as part of the San Marin Area Circulation Study.</p>		
20 minutes	E-3: CIP Projects Updates	<i>Staff Report. No Action.</i>
<p>Gosia reviewed the list of current CIP Projects and provided updates on the following:  Novato Blvd. Widening/Diablo to Grant - is currently still in design phase.  Grant Ave Bridge - expecting 100% design submittal by end of year and finalizing the right of way process, Vineyard Rd. - is complete.  Lamont Bike Lanes - in construction now.  ADA ROW transition plan - consultant evaluating sections of Novato.  Measure A group 10-Nave &amp; BMK paving project, next up is striping, then it will be done.  PTAP 20 Pavement Condition Index-previously discussed  2019 Annual Pavement Rehab-workshop coming up - Caltrans environmental process caused one intersection to be removed from the project.  SMHS circulation study - previously discussed.  Storm Drain master plan - received draft report.</p>		
5 minutes	E-4: Items for Discussion at Next Meeting	<i>Receive Recommendation. Action.</i>
<p>Topics for discussion at next meeting include Redwood and Hill, San Marin High Circulation Study and Pavement Condition Index (PTAP 20).  Gosia will email the committee the draft reports for both San Marin HS Area and PTAP.</p>		
5 minutes	E-5: 2020 Meeting Schedule/ Confirm Next Mtg Date	<i>Committee Discussion. Action.</i>
<p>They reviewed the dates for next year's meetings, which are typically scheduled every 3<sup>rd</sup> Thursday of every other month. January 16, was changed to January 23, due to some conflicts.  M/S Paul LaPerriere moved to accept the calendar including the one change of January 16 to the 23, Seconded by Tim Blofeld All in Favor 4-0-1 Paul LaPerriere, Tim Blofeld, Chase Maxwell, Meherdad Namiranian ( Ed Schulze absent)</p>		

F. Adjournment

Meeting was adjourned at 1:57pm