



**CITY OF NOVATO**  
**PUBLIC WORKS**

**Bicycle / Pedestrian Advisory Committee**

**Agenda**

**Wednesday, September 9, 2020 - 7:00 PM**

**[Agenda Teleconference Only](#)**

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**Chair**  
**Mark Vanderscoff**

**Vice Chair**  
**Joakim Osthus**

**Members**  
**Mark Birnbaum, Jack Gedney, Burt Greenspan, Luke Heslip, Nestor Schnasse**

**Staff Liaison**  
**Petr Skala**

The Bicycle / Pedestrian Advisory Committee meetings are usually held on the second Wednesday of every other month, starting in January.

Pursuant to the provisions of the California Governor's Executive Order N-29-20, issued on March 17, 2020, this meeting will be held by teleconference only.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk at (415) 899-8986. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help ensure accessibility to this meeting.

**Public Participation/Comment Instructions**

Members of the Public may participate and provide public comments to teleconference meetings as follows:

- **Written public comments** may be submitted by email to [pw@novato.org](mailto:pw@novato.org) . Written public comments received more than 3 hours before the start of the meeting will be distributed to the Bicycle / Pedestrian Advisory Committee. Written public comment received after the three-hour cut-off, including during and after the meeting, will be collected and placed in the public record. Written public comments will not be read during the meeting.
- **Spoken public comments** will be accepted through the Zoom meeting platform and via telephone. To address the Bicycle / Pedestrian Advisory Committee orally, please read and follow the following instructions carefully:

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1. Join the meeting at:  
<https://zoom.us/j/92387774762?pwd=UHdORVNQbWxpVnRNY2N4VIB5SWsydz09> or

Join at [Zoom.com](https://zoom.com)

**Meeting ID:** 923 8777 4762

**Password:** 1960

Should the links above not work, please go to [www.novato.org/agendas](http://www.novato.org/agendas) for updated information

- a. You will be asked to enter an email address and name. We request that you identify yourself by name as this will be visible online and will be used to notify you when it is your turn to speak.
  - b. When the Chair calls for public comment on the item on which you wish to speak, please use the “Raise Hand” feature by clicking on the hand icon at the bottom of your screen to notify the Host that you would like to speak.
  - c. The Host will unmute speakers in turn. Speakers will be notified when it is their turn to speak.
  - d. When called upon, please limit your remarks to the time limit allotted by the Chair or as specified on the agenda. Speakers will be muted when their time is up.
2. Join the meeting via telephone by calling **(669) 900-6833**.

**Meeting ID:** 923 8777 4762

**Password:** 1960

- a. When the Chair calls for public comment on the item on which you wish to speak, **press \*9** to activate the “Raise Hand” feature to notify the Host that you would like to speak.
- b. The Host will unmute speakers in turn. Speakers will be notified when it is their turn to speak.
- c. When called upon, please limit your remarks to the time limit allotted by the Chair or as specified on the agenda. Speakers will be muted when their time is up.

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- A. CALL TO ORDER, AND ROLL CALL**
  - B. APPROVAL OF FINAL AGENDA**
  - C. Approve the meeting minutes of July 8, 2020**
  - D. PUBLIC COMMENTS**

See the [Public Participation/Comment Instructions](#) above.

*There is a three-minute time limit to speak although the Chair may shorten the time based on the number of speakers or other factors. A speaker may not yield his or her time to another speaker. For issues raised during Public Comment that are not on the published agenda, except as otherwise provided under the Ralph M. Brown Act, no action can legally be taken. The Committee may direct that the item be referred to the Staff Liaison for action or may schedule the item on a subsequent agenda.*

**E. GENERAL BUSINESS**

*These items include significant and administrative actions of special interest and will usually include a presentation and discussion by the Committee. They will be enacted upon by a separate vote.*

- E.1. Traffic Engineer (Mary Jo Yung - W-Trans) Signal Bicycle Detection.**
- E.2. The ad-hoc committee (Jack Gedney, Jack Gedney and Joakim Osthus) to give a progress update on the City of Novato Bicycle / Pedestrian Plan Addendum.**
- E.3. Receive Updates CIP projects (Petr Skala – City of Novato)**

**F. COMMITTEE AND LIAISON REPORTS**

*This section is used for Commissioners and the Staff Liaison to orally report on topics that can be considered for discussion at a future meeting*

- F.1. Consider future topics**
- F.2. Next Meeting Date (November 11, 2020)**

**G. ADJOURNMENT (8:30 PM – TIME APPROXIMATE)**

*If urgent matters arise after the publication of the regular agenda, there will be an addendum. It will be posted at the referenced locations mentioned in the Affidavit of Posting by Friday at 5:00 p.m., the week before the meeting.*

*Materials, that are submitted to members of the Bicycle / Pedestrian Advisory Committee after the distribution of the agenda packet will be made available on the City of Novato website at [novato.org](http://novato.org) when practical and provided that City staff is able to post those documents prior to the meeting. When non-confidential written materials are distributed to members of the Bicycle / Pedestrian Advisory Committee during a public meeting by staff or a member of the Bicycle / Pedestrian Advisory Committee, it shall be made available online following that meeting.*

**AFFIDAVIT OF POSTING**

I, Julie Eichner, certify that on the September 3, 2020, before the Bicycle / Pedestrian Advisory Committee of September 9, 2020 meeting, the agenda was posted on the City Community Service Board at the Police Department and on the City’s website at [novato.org](http://novato.org) in Novato, California.

/Julie Eichner /  
Julie Eichner, Senior Office Assistant



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**CITY OF NOVATO**  
**PUBLIC WORKS**

**Bicycle / Pedestrian Advisory Committee**

**Regular Meeting**  
**Minutes**

CITY ADMINISTRATIVE OFFICES  
WOMACK CONFERENCE ROOM - 2nd Floor  
922 MACHIN AVENUE  
NOVATO, CA 94945

**Wednesday, July 8, 2020 - 7:00 PM**

**A. CALL TO ORDER, AND ROLL CALL**

**Meeting was called to order at 7:17pm**

Committee: Nestor Schnasse, Mark Birnbaum, Jack Gedney, Mark Vanderscoff, Joakim Osthus, Luke Heslip

Absent: Burt Greenspan

Staff Liaison: Petr Skala, Chris Blunk Public Works Director

**B. APPROVAL OF FINAL AGENDA**

M/S Gedney/Heslip All in favor 6-0-1 Nestor Schnasse, Mark Birnbaum, Jack Gedney, Mark Vanderscoff, Joakim Osthus, Luke Heslip (Burt Greenspan absent)

**C. PUBLIC COMMENT**

No members of the public were in attendance.

**D. CONSENT ITEM**

**D.1. Approve the meeting minutes of March 11, 2020**

M/S Vanderscoff / Birnbaum. All in favor 6-0-1 Nestor Schnasse, Mark Birnbaum, Jack Gedney, Mark Vanderscoff, Joakim Osthus, Luke Heslip (Burt Greenspan absent).

**E. GENERAL BUSINESS**

**E.1. Elect Chair and Vice Chair.**

Petr reminded the committee of what the limitations are as far as the term lengths and eligibility for reelection. Joakim nominated himself for Vice Chair. Mark Birnbaum made a motion to nominate Joakim Osthus for Vice Chair and Mark Vanderscoff for Chair, Luke Heslip seconded the motion. All in favor 6-0-1 Nestor Schnasse, Mark Birnbaum, Jack Gedney, Mark Vanderscoff, Joakim Osthus, Luke Heslip (Burt absent)

**E.2. City of Novato Bike / Pedestrian Plan 2020 – proposed Addendum.**

*(Mark Birnbaum, Jack Gedney, Joakim Osthus)*

In March regular meeting the prioritization of topics was discussed. What could or should the B/PAC update? What could be put in as an addendum? There was a virtual meeting held in April by the ad hoc committee (Mark B, Joakim O and Jack G). The ad hoc committee created a general list of what would be feasible to update. Goal here was to decide what specific areas they can work on or be improved.

Potential addendum topics list was created:

- An introduction, a land use map - city zoning map.
- Collision History-update data and goals from 2015.
- Use of Systemic Safety Analysis Report (SSAR).
- Collision data should be interpreted by someone that understand how it was input use analysis that has already been done and bring it in and update it.
- Chris can get the data through Petr to the committee for review.
- Petr will provide a CAD based map with the ability to modify in house to create maps that may help with this process (Existing, Proposed bikeways etc.).
- Traffic Signal bicycle detection. Chris thought it would be ideal if Mary Jo our traffic engineer, could meet with the committee the next time they meet.

### **E.3. Design standard for Class IV Bike Protected Lanes.**

*(Nestor Schnasse)*

Nestor Schnasse asked if we (the City) have s design standard for threshold speed where the two modes - bicycle and vehicles - are working adjacent, where we would put in a Class IV lane. Chris said we do not, it may exist but he would need to look into it.

### **E.4. Presentation / discussion – various bicycle / pedestrian related topics throughout City of Novato.**

*(Mark Birnbaum – path from downtown SMART to Novato Creek, sidewalk gaps closure – Sutro Avenue, bike parking near tree wells on Grant Avenue)*

Mark commented on the poor condition of the path between downtown SMART and north of Vintage Oaks by the Novato Community Hospital. He would like to see some repairs, so it is more usable. Another problem very few of the Class I paths are lit, which makes them unsafe for woman and children after dark. Petr previously talked to Mike Halvorsen – street maintenance supervisor, who will look into possible / available funding. Priorities may have changed or the revenue never came in.

Mark would also like to address the sidewalk gaps on Sutro. Chris said there is a plan to fix, built into a project.

Bike parking on Grant Avenue in the spaces that have tree wells. He thinks u racks would fit into these spaces and may be an incentive for people to ride downtown. Chris responded that we have many racks on Grant and that are not fully utilized.

*(Nestor Schnasse – CIP No. 19-001 2019 Novato Annual Pavement Rehabilitation Project, City of Novato Bike / Pedestrian Plan set important goals, Center Road striping and markings)*

Nestor wanted to bring up Center Road and its need of painted center line. He says we lack arterials and a coherent bike network. Chris said we will be repaving and restriping Center Road next year or the year after, as it has had a lot of roadway patches / repairs from work done by various utility agencies.

We have been talking about striping intersection approach centerlines. It is expensive to do if you are going to tear it up and will be short lived.

### **E.5. Receive Updates CIP projects.**

Petr provided updates on current CIP projects including the addition of the New Double White Lines. Some streets in Novato are challenging places for pedestrians to cross, especially on streets with four or five traffic lanes. Some of these crossing locations have markings on the street or warning signs posted, and others have been equipped with

flashing yellow lights to warn drivers that someone is crossing the street even if they do not see anyone. With or without these signs, markings or flashing lights, drivers are required by the California Vehicle Code Section 21951 to stop and remain in their lane when a vehicle in front of them is stopped at a crosswalk. But some drivers in Novato break this rule and change lanes to pass, endangering our pedestrians. The double white lines are to reinforce the rules of the road so drivers will not pass a vehicle in these locations, potentially improving pedestrian safety.

Question was asked if 19-001 annual pavement rehab was supposed to be discussed by BPAC? Petr will make sure plans are available on the city website for the committee to review if they wish. Chris said they will probably be starting the work by the end of next week. They would like to finish before school starts grant money was received to rework the bike lane in front of San Marin.

Hill Recreation area is nearing completion and will be done in about a month. It will include a new multi-use field, as well as six pickle ball and bocce ball courts. In addition, an all-way stop was added at the Hill Rd./ Indian Valley intersection.

Upcoming Sunset Parkway improvements were discussed by Chris.

## **F. COMMITTEE AND LIAISON REPORTS**

Joakim provided a Safe Routes to school meeting recap, including improvements in front of San Marin high. There was also discussion regarding drop off area at Sunset Parkway near San Jose Middle School. Chris asked who was concerned as they have already reconfigured this area twice. The last round of changes are much better serving the students. A lot has been done to try and mitigate the concerns.

Loma Verde pathway that connects to the school is in bad shape, who has responsibility for maintaining the pathway? Is it the property owner? At the neighborhood meeting with the County and City representatives present was determined that it is the property owner responsibility.

There will be a request to the city regarding turns onto Fairway Dr. The next neighborhood meeting will be early September.

### **F.1. Consider future topics**

None discussed

### **F.2. Next Meeting Date**

Next meeting is scheduled for September 9.

## **G. ADJOURNMENT**

Meeting was adjourned at 9:24pm



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