



CITY OF NOVATO
PUBLIC WORKS

Street Improvement Oversight Advisory Committee

Regular Meeting Minutes

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

Thursday, January 23, 2020 - 12:00 PM

Chair
Meherdad Namiranian

Vice Chair
Chase Maxwell

Members
Tim Blofeld, Paul LaPerriere, Edward Schulze

Staff Liaison
Gosia Woodfin

The Street Improvement Oversight Advisory Committee welcomes you to attend its meetings which are regularly scheduled at least quarterly and on as-needed basis. Your interest is encouraged and appreciated.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Julie Eichner at (415) 899-8994. Notification at least 48 hours prior to the meeting will enable the City to make reasonable accommodation to help insure accessibility to this meeting.

A. CALL TO ORDER, AND ROLL CALL

The Street Improvement meeting began at 12:06 pm.

Committee Present: Paul LaPerriere, Ed Schulze, Tim Blofeld

Staff Present: Associate Engineer Gosia Woodfin, Public Works Director Chris Blunk

Absent: Meherdad Namiranian, Chase Maxwell

B. APPROVAL OF FINAL AGENDA

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

C. PUBLIC COMMENT

All members of the public wishing to address the Committee, are requested to submit a speaker card in advance to the Staff Liaison. The Chair will call the names of speakers from the cards. In addition to receiving comment from the public during the Public Comment period, the Chair will recognize persons from the audience who wish to address the Committee on a particular agenda item at the time that item is considered.

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.

Paul wanted to find out what the status was of the person that was hit near San Marin/Novato Blvd. a week or two ago. Did we determine the cause of the accident? Gosia was not aware of it. Chris said he has not received a police report yet and will have Gosia reach out to PD. Paul also wanted to discuss his concerns regarding the intersection of Wilson and Novato Blvd. Coming from Wilson and turning right onto Novato Blvd. vehicles will cut over 3 lanes in a short distance, to make a left turn onto Simmons. He wondered what can be done. Perhaps the light can be reconfigured, or No Right Turn signage can be placed there. It was requested that this inquiry be added to Mary Jo's log for review.

D. CONSENT ITEM

All matters listed on the Consent Calendar are considered to be routine and will be enacted by a single vote of the Committee. There will be no separate discussion unless specific items are removed from the Consent Calendar for separate discussion and action. Any Committee member may remove an item from the Consent Calendar and place it under General Business for discussion.

D.1. Approve the meeting minutes of November 21, 2019

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

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. Discuss and possibly vote on solution for intersection Redwood Blvd/ Hill Rd.

Chris said Marin Transit would like to resume bus service at the stops there but are hesitant to do so until there is a better pedestrian crossing from the stop in the southbound direction.

It was asked if they have demand study and what is says before we commit to using funds to improve the area. Chris said he can talk to Robert Betts (Marin Transit) and get more information on their demand.

Chris said there ultimately 4 potential solutions as well as the possibility of a 5th hybrid option: mixing a couple. The potential options discussed were all way stops, a signalized intersection, pedestrian enhancements, and flashing beacons. Included in the discussion was the potential costs and pros and cons of each. Tim suggested a roundabout as a solution. Chris reviewed the idea and possibilities of what could work and drew it on the whiteboard.

Next steps will include contacting Robert Betts, and to pull speed and collision data which would provide more details to help in the decision-making process. Based on this discussion, the level of improvement would need to be determined within the budget and priority within city projects. There may be grant opportunities that we can look into.

E.2. Receive update and possibly discuss Draft SMHS Area Circulation Study

The city hired a consultant, WTrans, in August, to do a complete analysis; some reports and updates were reviewed at the last meeting and commented on. The scope of this project goes beyond the intersection, it will also include improvements to the intersection for the high school and extends to the dog park, including a mid-block crosswalk. Comments were provided to the consultant; they in turn proposed certain things which Gosia discussed with the committee. Gosia thought inviting Zak (WTrans) to a meeting would be helpful as the ideas could be discussed in greater detail. We are waiting for more proposal information regarding the streetlight at the rear driveway of San Marin. Chris will call the school to discuss. We are anticipating a final report from WTrans, by the end of the month.

Receive update on P-TAP 20 Final Report

E.3. Gosia reviewed the PTAP report, which evaluated 4 different scenarios. They recommend scenario 2 which is maintaining the network PCI at 69- it involves a lot of money. Paul thought a survey would be helpful in getting input from the community as far as their thoughts on pavement condition and take it to council. Gosia said Novato scores high in Marin County. Paul asked if there is a way we can educate residents to help them understand this process. It could be a future goal to take this program to council to educate them as well.

E.4. Discuss Condition of Streets at South Gate Area in Hamilton

Tim wanted to mention the condition of the street entering into the Southgate development, specifically the northern entrance at Maybeck. He said the street is sinking a little bit.

Gosia, reminded the committee to email PW@novato.org if they have any maintenance issues.

E.4.1 Discuss Future Participation in Public Workshops

Ed was the only one who attended the last workshop. Paul said he does not recall getting a notice about the meeting or he would have attended. Gosia said it is important to have at least one public workshop for any project that is in the public right of way. If there is high attendance, she will do a second one. It is important to adhere to the Brown Act. For example, if 3 out of 5 members attend, they are not allowed to stand or talk to each other. Tim asked what the outreach was and Gosia explained the notices are addressed to those residences that border the streets affected. The contractor will also notice the residents if they will be blocking or obstructing streets or neighborhoods. In addition, the notices and/or project info gets published in the IJ and is also posted on the city's website

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

H.1. Consider future topics

Ed asked if is there a time limit on shrines that are erected when someone gets killed? They can be distracting; do we have an official policy? Elect chair and vice chair next

meeting and introduction of new members. Updates to on Safe Routes/BPAC meetings standing item Topics E1 and E2 Novato Blvd widening and other CIP projects to be continued.

I. ADJOURNMENT (1:30 PM – TIME APPROXIMATE)

The meeting was adjourned at 2:00pm

MS LaPerriere/ Blofeld All in favor 3-0-2 Paul LaPerriere, Ed Schulze, Tim Blofeld (Meherdad Namiranian, & Chase Maxwell Absent)



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