



CITY OF NOVATO
PUBLIC WORKS

Bicycle / Pedestrian Advisory Committee

Agenda

Wednesday, January 12, 2022 - 5:30 PM

Teleconference Only

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 Assembly Bill 361, 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. The Bicycle / Pedestrian Advisory Committee may discuss and/or take action on any or all of the items listed on the agenda irrespective of how the agenda items are described.

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 . 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:

1. Join the meeting at:
<https://us06web.zoom.us/j/89699701384?pwd=ODJUenMrY29DaG9PQ0s1U2ZlZ2NrQT09>

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

Meeting ID: 896 9970 1384

Password: 124555

Should the links above not work, please go to 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: 896 9970 1384

Password: 124555

- 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.

- A. CALL TO ORDER, AND ROLL CALL**
- B. APPROVAL OF FINAL AGENDA**
- C. APPROVE MEETING MINUTES - November 10, 2021.**
- 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. Merging of B/PAC and SIOAC (Draft Resolution) - Receive Updates
(Christopher J. Blunk - Public Works Director)

E.2. CIP projects - Receive Updates *(Christopher J. Blunk - Public Works Director / Petr Skala).*

E.3. City Traffic Engineer - Receive Updates *(Kenny Jeong - W-Trans).*

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 *(March 9, 2022)*

G. ADJOURNMENT (7:00 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 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 January 6, 2022, before the Bicycle / Pedestrian Advisory Committee of January 12, 2022, meeting, the agenda was posted on the City Community Service Board at 922 Machin Avenue in Novato, California and on the City's website at novato.org.

/Julie Eichner /
Julie Eichner, Senior Office Assistant



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CITY COUNCIL OF THE CITY OF NOVATO

RESOLUTION NO. [REDACTED]

RESOLUTION MERGING THE BICYCLE/PEDESTRIAN ADVISORY COMMITTEE AND STREET IMPROVEMENT OVERSIGHT ADVISORY COMMITTEE TO ESTABLISH THE COMPLETE STREETS AND PATHWAYS OVERSIGHT COMMITTEE BY RESCINDING AND REPLACING RESOLUTIONS 91-92, 3-09 AND RESOLUTION 2019-031,

WHEREAS, the City Council established a Bicycle/Pedestrian Advisory Committee (BPAC) by Resolution 91-92; and

WHEREAS, Resolution 3-09 reinstated and established the BPAC with specific duties and a range of five to seven members; and

WHEREAS, the City Council established the Street Improvement Oversight Committee by Resolution 36-04 on May 11, 2004; and

WHEREAS, the City Council adopted Resolution 2019-031 establishing additional duties of the Street Improvement Oversight Advisory Committee (SIOAC); and

WHEREAS, the purpose and duties of the Bicycle/Pedestrian Advisory Committee (B/PAC) and Street Improvement Oversight Advisory Committee (SIOAC) have significant overlap which is not an efficient use of staff resources and may be confusing to residents wishing to participate in conversations about multi-modal transportation use of City facilities; and

WHEREAS, on January 25, 2022, City Council received a presentation and staff report which included the recommendation to rescind resolutions establishing Bicycle/Pedestrian Advisory Committee (B/PAC) and Street Improvement Oversight Advisory Committee (SIOAC) and establish a new committee that combine members and duties from B/PAC and SIOAC.

NOW, THEREFORE, BE IT RESOLVED Resolution 3-09 and Resolution 2019-031 are hereby rescinded, and the Complete Streets and Pathways Oversight Committee (CSPOC) is hereby established, subject to the following:

1. The Complete Streets and Pathways Oversight Committee (CSPOC) shall be a regular Council Council-appointed Committee.
2. The CSPOC shall be comprised of seven (7) regular members and one (1) alternate member. Members must live or work within one of three zip codes of Novato (94945, 94947, or 94949).
3. The term of each Committee member shall be two (2) years and terms shall be staggered.
4. The Committee shall elect a Chair and Vice Chair annually. No one may serve as Chair more than one time in a three-year cycle.

5. The Committee shall meet at least quarterly and on an as-needed basis. Any committee member or staff may call a meeting. The committee will establish the annual schedule at their first meeting of each year.
6. The Committee shall be advisory to the City Council and shall have, at a minimum, the following duties:
 - I. Monitor, oversee, and provide recommendations for proposed Capital Improvement Program (CIP) projects for streets and pathways improvements, including funding;
 - II. Identify potential bicycle and pedestrian facility improvements based on community needs and work with staff to update the Bike/Pedestrian Master Plan accordingly;
 - III. With input from the City Engineer and/or city departments, districts or other stakeholders, receive and make recommendations concerning traffic engineering proposals, complaints, and concerns having to do with traffic and pedestrian operational matters such as the modification or installation of new traffic controls, crosswalks, roadway striping, or traffic calming devices;
 - IV. Liaise with other public agencies and bicycle interest groups to facilitate a role for Novato cyclists in countywide planning and funding efforts;
 - V. Assist with the annual development of the 5-year pavement rehabilitation plan by reviewing and making recommendations related to the prioritization of streets and review financial expenditures to ensure adequate and equitable distribution of funding;
 - VI. Liaise with the Transportation Authority of Marin Safe Routes to Schools Committee; and
 - VII. Submit an annual report to the City Council.

* * * * *

I HEREBY CERTIFY that the foregoing resolution was duly and regularly adopted by the City Council of the City of Novato, Marin County, California, at a meeting thereof, held on the 25th day of January 2022, by the following vote, to wit:

AYES: Councilmembers
 NOES: Councilmembers
 ABSTAIN: Councilmembers
 ABSENT: Councilmembers

City Clerk of the City of Novato

Approved as to form:

City Attorney of the City of Novato