



**CITY OF NOVATO  
PUBLIC WORKS**

**Complete Streets & Pathways Oversight Committee**

**Minutes**

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

**Wednesday, November 16, 2022 - 5:30 PM**

**A. WELCOME**

**A.1 Call to Order, and Roll Call**

Meeting was called to order at 5:31 pm

Committee: Mark Birnbaum, Meherdad Namiranian, Nestor Schnasse, Ed Schulze,  
Mark Vanderscoff; Casey Ward

Absent: Joakin Osthus, Matthew Leonard

Staff: Chris Blunk; Kenny Jeong (Traffic Engineer), Julie Eichner

**B. APPROVAL OF FINAL AGENDA**

Committee Action: Motion by Schulze/Second by Schnasse to approve final agenda.

**Voted 6-0-0-2**

AYES: Mark Birnbaum, Meherdad Namiranian, Nestor Schnasse, Ed Schulze,  
Mark Vanderscoff, Casey Ward

NOES: None

ABSTAIN: None

ABSENT: Joakim Osthus, Mathew Leonard

**C. Approve the meeting minutes of September 21, 2022**

Committee Action: Motion by Schulze/Second by Namiranian to approve minutes.

**Voted 6-0-0-2**

AYES: Mark Birnbaum, Meherdad Namiranian, Nestor Schnasse, Ed Schulze,  
Mark Vanderscoff, Casey Ward

NOES: None

ABSTAIN: None

ABSENT: Joakim Osthus, Mathew Leonard

**D. GENERAL PUBLIC COMMENTS**

None

**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 Welcome New Committee Member/s**

New member, Casey Ward introduced himself as a Novato resident. He thought it was a fascinating committee, as he had attended as a member of the public, at previous meetings. Alternate member, Matthew Leonard was unable to attend.

### **E.2 Discuss Ways to Coordinate with Safe Routes to School (C. Blunk)**

Chris spoke and said that prior to the CSPOC merger, both former committees, BPAC and SIOC, had nominated a liaison to attend TAM's, Safe Routes to School committee. A committee that works with school districts for transportation options for kids getting to school and run a county wide crossing guard program as well as provide potential grant funding opportunities. It was asked if the committee wanted to nominate a liaison. Ed Schulze volunteered as did Casey Ward to work together to attend and bring back information to the committee. Meeting dates and times would need to be determined.

Motion by Birnbaum to appoint Schulze and Ward to attend and bring back information /Second by Vanderscoff

**Voted:** 6-0-0-2

**AYES:** Mark Birnbaum, Meherdad Namiranian, Nestor Schnasse, Ed Schulze, Mark Vanderscoff; Casey Leonard

**NOES:** None

**ABSTAIN:** None

**ABSENT:** Joakim Osthus, Matthew Leonard

### **E.3 Discussion on San Marin Drive at San Mateo-Traffic Study/Counts Findings (K. Jeong)**

Due to several requests to consider the addition of a marked crosswalk at this location; Kenny did some research and presented an overview of the location and the history. Kenny referred to the Strava data, which is an app that utilizes a heat map. Downfall is user data can be biased. The data does show that the path appears to serve mainly a small group of homes in Clemente Ct. area. The results were inconclusive as we did traffic counts during typical weekday commute times, both morning and evening, which showed no crossings during those hours. He suspects it may be more heavily used on weekends hence the lack of weekday data. We do not have a firm number currently; we know there is activity but not certain of exact numbers which would need to happen for there to justify a crossing. This location does not warrant adding one due to the numbers witnessed; an all-way stop is not warranted either at this location as there is not enough cross traffic from San Mateo way. The options are to mark the crosswalk, prohibit pedestrians from crossing at this location, or do nothing. There was discussion on the speed limit and the possibility of adding some type of advance warning system or refuge.

**Public comments-**A resident on San Mateo way, said traffic has increased as has the foot traffic not a lot of opportunity due to the long blocks and people tend to cross anywhere, she would appreciate a crosswalk there and would like to see more sensitivity around that location

Another resident says she does cross that street and she asked why this location was even looked at. Chris said we investigate every call that comes in for investigation.

She also asked Kenny about the data collected regarding the counts and data if it was only specific to people using Strava app. She feels something should be done.

Committee weighed in on the topic and generally agreed to leave this location as is, with no changes; the pedestrian volumes don't justify the installation of crosswalk markings and pedestrians who choose to cross here should still be able to do so. Chris asked Kenny to update the TE log accordingly.

### **E.4 Discussion on Simmons Lane bike path Virginia Avenue to Novato Boulevard and Pioneer Park Traffic Calming (C. Blunk)**

Kenny is working on investigating the path of travel for bikes and pedestrians on Wilson across Novato Blvd. onto Simmons and past Pioneer Park. There has not been enough time to gather appropriate data. It will be brought back for discussion at a future meeting.

## **E.5 Update on Capital Improvement Program Projects (C. Blunk)**

### **E.5.1 CIP 09-003 Grant Avenue/Virginia Avenue Bridge**

We recently received news that we are being programmed in for funding and will apply to proceed. Caltrans will let us know what year construction funding will take place. Once it is determined, we have to put project out to bid. There are limitations with creek channel work, so we have to be strategic with timing to keep costs down and expedite accordingly.

**Public Comments-**A resident spoke regarding his concerns that the No Through Traffic signage was not included in project plans. The sign may or may not be brought back. Chris surmised that the through traffic may be mitigated once that project is complete. Commenter feels it is a step backward to remove the sign.

### **E.5.2 CIP 21-005 Rowland Blvd Project Updates**

Rowland Blvd-project is mostly complete, paving work, slurry seal and striping are done, and the trees are in. They are working on installing signs now. Goal was to finish by the busy holiday shopping season.

### **E.5.3 Olive Ave between Railroad and Redwood Status**

We continue work on environmental mitigation plans and are about 95% complete. Currently coordinating with SMART so that it works into their plan as well as the developer on the east side of Trader Joes. This section will get widened, but mostly for bikes and pedestrians. It may go out to bid next year if environmental permits are issued.

**Public Comment-**It was asked if there were any graphics on this project. Chris suggested sending an email so the project engineer can provide some.

## **E.6 Review Updated Bicycle and Pedestrian Master Plan- Consider Recommendation Approval by the City Council (see attachment) (C. Blunk)**

The committee reviewed the updated plan and discussed their concerns.

Birnbaum commented that we neglected to notice or put in Class II lanes on the block of Diablo between Redwood and S. Novato Blvd.

Chris commented that, it was said, updating once every 10 years is not beneficial should be smaller increments and can make changes as priorities do. The former BPAC committee spent a bit of time creating a list of focused locations to consider for future capital improvement projects.

The hope is to gather as much information and detail, to update the draft, if necessary, with a goal of taking a final version of it to the City Council for adoption.

Chris reviewed the outlined letter received from WTB TAM and discussed all of the sections that were included. It should be made clear in 4.7.4 under Maintenance Recommendations, of who is responsible for maintaining the path; a suggestion of what should be built in concept to adding city-maintained use path segments to our pavement program.

Section 4.7 was misunderstood to mean mandated for public use, not employees exclusively, by one member so language should be reconsidered and written with clarity.

Class II bike lanes on Diablo between Redwood and Novato Blvd. were discussed and Chris was not comfortable with this idea.

Mark feels that whatever we do, path should be obvious and not require people to navigate through neighborhoods.

Chris took notes and will make edits to the draft based on the discussion. Committee was comfortable with adding this topic to the next agenda so they can have more opportunity to discuss and ensure clarity prior to the final draft going to council.

**Public Comment** -Patrick of WTB TAM spoke on his recommended changes and additions to the existing plan. He had provided a written document to the committee with the proposed changes.

**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 Next Meeting Date** (*January 18, 2023*)

Next meeting date of January 18, 2023, was confirmed

**G. ADJOURNMENT (7:00 PM – TIME APPROXIMATE)**

Committee Action: Motion by Schulze to adjourn at 8:07pm/Seconded by Namiranian

**Voted-6-0-0-2**

AYES: Mark Birnbaum, Meherdad Namiranian, Nestor Schnasse, Ed Schulze,  
Mark Vanderscoff, Casey Ward

NOES: None

ABSTAIN: None

ABSENT: Joakim Osthus, Matthew Leonard

---