



Downtown Project Design Advisory Committee
October 21st, 2020
Meeting Minutes

1. Welcome and Introductions (City)
 - Ahmed Aly facilitated the Design Advisory Committee (DAC) Members' introductions.
 - Attendance was as follows:
 - Andrew Poster, City of Mill Valley (AP)
 - Ahmed Aly, City of Mill Valley (AA)
 - Daniel Wilkins, Harris & Associates (DW)
 - David Parisi, Parisi & Associates (DP)
 - Sashi McEntee, DAC Member/Mayor
 - Betsy Bikle, DAC Member/Parks and Rec Commissioner
 - Mike Son, DAC Member/Chamber of Commerce
 - Larry Davis, DAC Member/Former Planning Commission
 - Jim Wickham, DAC Member/Council Member
 - Jeffrey Lavin, DAC Member
 - Fabio Averages, DAC Member
 - Clay Kunz, DAC Member
2. Advisory Committee Composition, Role, Goals and Objectives (City)
 - The purpose of the DAC is to help guide the project and provide input on the multiple options.
 - DAC will help spread the word on what is and isn't included in the scope. They will serve as ambassadors to the community.
 - Staff to update DAC Members list and goals and send.
 - DAC is to help with public outreach and not technical design.
 - DAC is to collect ideas from the community and filter them for the City.
 - Harris and City fine-tuned options previously presented to the DAC, per the DAC's request, and narrowed them down over the last couple of months.
3. DAC Meetings Frequency (Quarterly) and Objectives (City)
 - THE next DAC meeting is planned for December/January.
4. Downtown Project Scope, Phases, Schedule, and Budget Update (City)
 - Construction was completed for Phase 1.
 - The budget for the remaining phases was approved by Council.
 - The remaining required work was split into two phases. Pending on available funding Phase 2 will include Intersection A, B, and C as well as paving on Throckmorton between Corte Madera and Madrone. Phase 3 will include Intersection D and paving on Miller Ave and Sunnyside Ave.

- The project may need to be split into 4 phases to spread out over additional years.
- The current project shows that the budget is about \$1 million short of what is required to implement the required scope.
- There are a lot of great options but the City is not sure if we can do everything due to budget shortfalls. Unless there is Council approval or possible grants.
- The design team went over the schedule for Phase 2. Assuming the design team gets direction on intersection options, Harris & Associates can start design at the end of October 2020. The construction package would be completed in February 2021 with construction beginning May 2021.
- The team isn't bringing the final design to the community, likely we will present 60% design to the community to get input before the Phase 2 package is finalized.
- The design team has a public outreach consultant, David Javid, who will help. We need to re-think our outreach plan due to the pandemic. It will likely be a zoom mtg or something similar.
- There is a chance Phase 2 will stop before the Bernard intersection due to costs.
- There is no guarantee that the remaining work will be broken up into 2 phases, it could be 3 or more phases depending on budget.

5. Presentation of Potential Design Options (Harris and Associate- Dave Parisi)

- The design team went over each option.
- The overall goal is to provide compliant ADA curb ramps.
- Some ramps will require bulb-outs due to grades and conflicts.
- We are looking at shortening some long crosswalks and better align with vehicle travel.
- We are also adding red curb paint, called daylighting, at ramps which are recommended by California and The Manual of Uniform Traffic Control Devices. These are the best practice to make pedestrians at ramps more visible.
- Some features from different options can be mixed or matched.
- Staff mentions that most of the options were previously presented but the City/Design team made some tweaks and narrowed the list.
- The city thinks that showing the red curb paint and ADA upgrades might make the project more eligible for grants as it improves pedestrian safety.
- The team was conservative with the parking spaces being lost.
- The city has a complete street policy requiring all road uses to be considered during design and wants to promote pedestrian and bicyclist.
- We could relocate meters or add pay stations to reconfigure parking spaces to save some from being lost.
- The city will give DAC give a week or so to provide feedback before they make a decision.
- DAC Member asks if we can convert some parking spaces to a shorter duration to make up for lost parking spaces.
- Design team to look at not prohibiting parking upstream of ramps since there are fewer sightline issues past the sidewalk.

a. **Intersection A**

- *Option 1*
 - This option is the basic option.
 - DAC Member says there is a lot of turnaround on parking in this area and we are losing quite a bit of spots.

- *Option 2A*
 - DAC Member asks why the parking space just past bulb-out on Throckmorton is needed to be removed.
 - The city is slurry sealing this intersection and striping according to this option so we can see how it works.
 - DAC Member mentioned that there was a painted island on Buena Vista a long time ago and it was removed but can't recall why.
- *Option 2B*
 - DAC Member mentioned that don't lose 2 parking spaces on Throckmorton
 - DAC Member says parking is really important and what can be achieved with losing minimal parking.
 - This option would allow drivers turning left onto Throckmorton to focus on on-coming cars and not pedestrians as well in the mid-block crosswalk.
 - There is a concern with extending the crosswalk.
- *Option 3*
 - The design staff is not a fan of parking spaces within intersections. And likes this option.
 - Staff asks if we can add bike parking at a red curb paint area. The design staff says this can be reviewed.
 - Widening the sidewalk might allow for outdoor dining.
- The consensus is to leave the Throckmorton crosswalk as-is.
- We could take Northside of Buena Vista from Option 2B (shorter bulb-out) along with the rest of the features in Option 3.

b. Intersection B

- *Option 1A*
 - DAC Member says we make the area in between the bulb-outs available for bike parking. A lot of bikers park on the sidewalk.
- *Option 1B*
 - Staff says thinks this would be a good option as it will add more room on the sidewalk. Possibly add a bench. But previously, the market was very against this.
 - DAC Member says if we can get the Market to agree to widen the sidewalk this would be a good option.
- The bike rack in front of City Hall is not at a great location and is underutilized. It would better to have a bike rack or even tables in front of the Market.
- The Market was very clear that they do not want to lose any on-street parking. Staff is planning to meet with the MV market on-site to go over the ADA design challenges at the entrance to the market.
- Staff asks if we can extend the sidewalk out more than just 3-4 ft, maybe increase to 6 ft to provide more real estate on the sidewalk.

c. Intersection C

- *Option 1*

- This option doesn't change traffic flow, but it does alter the crosswalks to shorten/re-align.
 - There is an error in this Option. There is no two-way traffic on the southside of Lyton Square. Traffic is as existing.
 - *Option 2A*
 - DAC Member likes the extension of the island to shorten the crosswalk.
 - This option has circulation issues since cars parking in Lyton Square would need to turn and go up Bernard to Lovell to leave as they wouldn't be able to turn left onto Throckmorton.
 - *Option 2B*
 - This option would add 5 parking spaces on Bernard if converted to one-way.
 - Not a lot of recorded collisions here.
 - Could make two turn lanes on northbound Miller since there is still space.
 - Very good chance that we do not include this intersection in Phase 2.
 - There are a lot of different ideas and mix-matching that could be done at this intersection.
 - DAC Member doesn't want to squeeze two-way traffic on one side of the square. They also think the extended island could be painted.
 - DAC Member likes making Bernard one-way. Although, the direction should be reversed for evacuation purposes.
 - Since this intersection could be delayed, there is no rush to make a decision just now.
 - DAC liked Option 1 for this intersection.
 - Staff says regardless of which option, we should make this intersection an all-way stop control. DP doesn't think we should as it might make it confusing.
- d. Intersection D**
- This intersection was not discussed as it will likely not be constructed until 2022.

6. Next Steps

- City/Harris will review and determine which options are to be designed as part of Phase 2.
- Next DAC mtg (December 2020/ January 2021) we will bring 60% design to the DAC to see a more refined design.

Meeting adjourned at 7:45 pm

Please contact Harris & Associates with any corrections or additions to these Meeting Minutes. If no corrections or additions are received within ten (10) working days of distribution, the contents will be assumed to be agreed upon by all parties.