



**City of Davis**  
**Transportation Commission Final Meeting Minutes**  
**Community Chambers, 23 Russell Boulevard, Davis CA 95616**  
**Monday, December 9, 2024**  
**6:00 P.M.**

Commission Members: Nick Bates, Schuyler Campbell, (Alternate), Andy Furillo,  
Brett Lee, Brook Ostrom (Chair)

Commission Members Absent: Fei Ma, Trisha Ramadoss, Mark Huising

Staff: Senior Transportation Planner Jennifer Donofrio and  
Assistant Director Public Works Engineering and  
Transportation and City Traffic Engineer Ryan  
Chapman

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1. Call to Order & Roll Call. Chair Ostrom called the meeting to order at 6:01 p.m.

2. Approval of Agenda. B. Lee moved, seconded by A. Furillo, to approve the agenda as listed below. Motion passed by the following vote:

AYES: Bates, Campbell, Furillo, Lee, Ostrom

NOES: None

ABSENT: Huising, Ma, Ramadoss

3. Brief Announcements from Staff, Commissioners, and Council Liaisons.

Commissioner Furillo: Provided an announcement that Yolo County Transportation District is expanding service. The Woodland proposed transit center is now being considered near Costco instead of downtown Woodland. Next meeting is January 6.

City Traffic Engineer and Assistant Director, PWET Ryan Chapman: Active Transportation Coordinator Sareena Rai has left the city. The City is applying for a grant for an Active Transportation Plan, and still waiting on the response from the Highway Safety Improvement Program grant application.

4. Public Comment  
None.

5. Consent Calendar  
A. September 9, 2024 Commission Minutes  
B. October 14, 2024 Commission Minutes  
Informational

S. Campbell moved, seconded by B. Lee, to approve the consent calendar. Motion passed by the following vote:

AYES: Bates, Campbell, Furillo, Lee, Ostrom

NOES: None

ABSENT: Huising, Ma, Ramadoss

6. Regular Items

A. Update on City Drive-Thru Policies

City Traffic Engineer and PWET Assistant Director Ryan Chapman: Provided an overview of the City documents that include policies about drive thrus. Zoning code was the only document that addressed drive thrus.

Public comment:

- Alexander Whitmore: Questioned that drive thru use could decrease the number of on-site required parking spaces. Suggest parking space area be used for queueing drive-thru vehicles.

Commission discussion included whether or not this issue a transportation or land use issue. Overall commissioners agreed that this policy should be included in the next General Plan update.

B. Lee moved, seconded by A. Furillo, to recommend that city-staff discuss drive-thrus as part of the General Plan update. Motion passed by the following vote:

AYES: Bates, Campbell, Furillo, Lee, Ostrom

NOES: None

ABSENT: Huising, Ma, Ramadoss

B. Follow-up from October Commission Meeting on 5<sup>th</sup> Street, L Street to Cantrill Drive Improvement Project

City Traffic Engineer and PWET Assistant Director Ryan Chapman: Discussed the two outstanding items from the October 14, 2024 commission meeting, (1) Converting the two-way cycle track along the south side of Fifth Street to a protected one-way cycle track and (2) establishing a parking-protected bicycle lane along the north side of Fifth Street.

Public comment:

- Alexander Whitmore: Asked about impacts to other streets if parking is removed. Informed the commission and staff to consider raised bike lanes and shared that traffic circles can have benefits for emergency vehicles.

Commission discussion included considerations for parking protected bike lanes and preferences over intersection designs at L Street and Pole Line Road. Commissioners recommended that parking protected bike lanes might not be the

best fit at this location due to turnover of parking. They recommended the scramble phase at L Street and the protected intersection design at Pole Line Road.

C. Public Works Section V Transportation Systems Design Standards Cleanup

City Traffic Engineer and PWET Assistant Director Ryan Chapman: Provided an overview of the minor changes to the City's Design Standard document and new process for design exceptions.

Public comment:  
None.

Commission discussion included what is a minor change to the standards. They emphasized that minor changes do not include changes to specific standard widths. Minor change includes updating a regulatory document or adding new law requirements.

B. Lee moved, seconded by S. Campbell, to recommend that the City Council allow the City Engineer to be able to make minor adjustments or clarifying adjustments to the Design Standards. Motion passed by the following vote:

AYES: Bates, Campbell, Furillo, Lee, Ostrom

NOES: None

ABSENT: Huising, Ma, Ramadoss

7. Long Range Calendar: Upcoming Meeting Dates and/or Potential Agenda Items

Senior Transportation Planner Jennifer Donofrio: Shared the long-range calendar and upcoming agenda items.

Public Comment:  
None.

8. Adjournment. Meeting adjourned at 7:21 p.m.