



**City of St. Helena
Active Transportation and Sustainability
Committee
Regular Meeting
Wednesday, June 2, 2021 @ 5:00 PM**

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes. Members of the public and other parties are welcome to email their comments to the Staff Liaison Preya Nixon at pnixon@cityofstheleena.org

In accordance with Executive Orders N-25-20, N-29-20, and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. We will address the Order in the following ways: Members of the public may not physically attend meetings. Those members of the public wishing to participate must do so remotely via Zoom electronic meetings in the following ways; by either logging onto the Zoom link located on the meeting agenda (please download the app to your computer or mobile device) and enter the meeting ID or by calling a listed number and enter the meeting ID. Public comment for Active Transportation and Sustainability Committee meetings will be accepted via email to publiccomment@cityofstheleena.org. All public comments will be made publicly available and attached to the agenda item and will not be read out loud. All public comments that are received after 4:00 PM will be attached to the agenda the following day.

Please see the end of the agenda for detailed PUBLIC PARTICIPATION instructions

Please click the link below to join the meeting:

<https://us02web.zoom.us/j/87046949038>

Or One tap mobile :

US: +16699006833,,87046949038# or +12532158782,,87046949038#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 870 4694 9038

International numbers available: <https://us02web.zoom.us/j/87046949038>

Page

1. CALL TO ORDER
2. ROLL CALL
Committee Chair: vacant, Vice Chair: Glenn Smith
Members: Jeff Farmer, Madelyn Chandler, Leslie Stanton, John Zimmerman
Alternate Members: vacant, vacant
City Council Member Liaison: Paul Dohring, Vice Mayor
Staff Liaison: Preya Nixon, Asst. to the City Manager
3. PUBLIC FORUM:

An opportunity for the public to directly address the Committee on items of interest to the public that are not listed on the agenda. Any person addressing the Committee should provide his or her name and address, and limit comments to four minutes. **Because of restrictions imposed by the Brown Act, the Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.**

4. REPORTS BY STAFF AND COMMITTEE:

Reports by staff and/or committee on items of general interest. ***Brief questions for clarification may be posed and answered, and Committee may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the Active Transportation & Sustainability Committee.***

5. CONSENT CALENDAR:

Members of the Active Transportation Committee or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, on motion may be used to adopt all recommendation actions.

- 5.1. Active Transportation and Sustainability Committee Meeting Minutes of March 3, 2021 5 - 7

[Active Transportation and Sustainability Committee - 03 Mar 2021 - DRAFT MINUTES](#)

- 5.2. Active Transportation and Sustainability Committee Meeting Special Minutes of May 12, 2021 9 - 10

[Special Active Transportation and Sustainability Committee - 12 May 2021 DRAFT MINUTES](#)

6. SCHEDULED MATTERS:

- 6.1. Update on Off Main Street Spaces-Money Way Field Visit
6.2. Update on Phase II Water Regulations
6.3. ATSC Chair and Vice Chair (Discussion Only)

7. FUTURE AGENDA ITEMS

- Integrated Pest Management Policy
- Committee Development Update
- Subcommittee on ATSC responsibilities
- ATSC Chair and Vice Chair
- City Paving Program Update

8. ADJOURNMENT

The next regular Active Transportation Committee meeting is scheduled for July 7, 2021 at 5:00 pm, at a location to be determined.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on May 27, 2021.

/s/ Preya Nixon

Preya Nixon, Asst. to the City Manager

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact City Hall at (707) 967-2792. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility.

The ZOOM web link, meeting ID, and phone number will be listed at the top of the Active Transportation and Sustainability Committee Agenda. You will be required to enter the meeting ID, but there will be no password or participant ID.

How to Watch or Listen to Active Transportation and Sustainability Committee Meetings:

1. Watch and Listen on Zoom.us by clicking on the link in the Active Transportation and Sustainability Committee Agenda
2. Listen only by calling the Zoom number listed on the Active Transportation and Sustainability Committee Agenda

Watch the Active Transportation and Sustainability Committee Meeting by Joining the Zoom Meeting:

1. **By Computer, Tablet, or Smart Phone:**
 - a. Before joining the virtual Active Transportation and Sustainability Committee Meeting, it is highly encouraged that you download the Zoom App. To sign up for your own free account, visit zoom.us/signup and enter your email address. You will receive an email from Zoom (no-reply@zoom.us). In this email, click Activate Account.
 - b. If you are logged into your account, Enter the **Meeting ID** listed on the Active Transportation and Sustainability Agenda. If you have not created an account go to: <https://zoom.us/join> and enter the **Meeting ID**
 - c. Select if you would like to connect audio and/or video and tap **Join Meeting**.
 - d. For specific instructions for your device, go to: <https://support.zoom.us/hc/en-us/articles/201362193-Joining-a-Meeting>
1. **Listen Only by Telephone:**
 - a. **Dial** the number listed on the Active Transportation and Sustainability Committee Agenda.
 - b. At the prompt, enter the **Meeting ID** provided on the top of the Active Transportation and Sustainability Committee Agenda and **Press #. A participant ID is not required.**
 - c. To disconnect from the meeting, hang up the phone.

Ways to Provide Public Comment:

While attending the virtual Active Transportation and Sustainability Committee Meeting, the public will have the opportunity to provide live public comment during Public Forum and after each agenda item. When it is the appropriate time for public comment the Chair will verbally open public comment. At this time each individual is permitted 4 minutes to speak.

1. **Send a Public Comment in Advance to** publiccomment@cityofsthelena.org

The easiest way to provide public comment is to email your public comment. Public comments may be emailed to publiccomment@cityofsthelena.org. Please include in the subject line "COMMENT TO ATSC and the AGENDA ITEM". Any public comment is required to be submitted no later than 1 hour before the scheduled meeting and will be included as an attachment to the agenda.

1. Provide Comment through Zoom meeting from a computer, tablet, or smart phone

This option allows the public to virtually attend the meeting as a muted 'attendee' with no video or screen sharing capabilities. You will be able to see and hear those participating in the meeting, but they will not be able to hear you until the host unmutes you.

If you wish to provide public comment during a specific agenda item or during public forum, you can use the **"raise hand"** feature located in the control panel at the bottom of your screen. The icon is a small blue hand. In Windows you can also use the Alt+Y keyboard shortcut to raise or lower your hand. In Mac you can also use the Option+Y keyboard shortcut to raise or lower your hand.

The host will be notified that you've raised your hand and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. To be removed from the queue, just click the **'raise hand'** button again.

1. Call in to the ZOOM meeting from a cell phone or landline phone only

This option allows the member of the public with the opportunity to verbally participate in public comment.

If you wish to speak during public comment time dial ***9** on your telephone.

The host will be notified that you would like to speak and you will be placed in a queue with all incoming requests.

When it is your turn to speak, you will be notified that the host has unmuted you. You may press ***9** again if you wish to be removed from the queue.

You will be notified at the end of your statement that you have been muted.



DRAFT MINUTES
City of St. Helena
Active Transportation and Sustainability
Committee
Regular Meeting
Wednesday, March 3, 2021 @ 5:00 PM

Page

1. CALL TO ORDER

Vice Chair Smith called the meeting to order at 5:00 p.m.

2. ROLL CALL

The following were present:

Committee Chair: vacant, Vice Chair: Glenn Smith

Members: Jeff Farmer, Madelyn Chandler, vacant

Alternate Members: vacant, vacant

City Council Member Liaison: Paul Dohring, Vice Mayor

Staff Liaison: Preya Nixon, Asst. to the City Manager

Public Works Management Analyst Martin Beltran

Public Works Director Erica Ahmann Smithies, PE

3. PUBLIC FORUM:

Public comment was received from Carlotta Sainato.

4. REPORTS BY STAFF AND COMMITTEE:

Reports were held.

5. CONSENT CALENDAR:

Members of the Active Transportation Committee or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless that is done, on motion may be used to adopt all recommendation actions.

- 5.1. Active Transportation and Sustainability Committee Meeting Minutes of February 3, 2021.

-

[Active Transportation and Sustainability Committee - 03 Feb 2021 - Draft Minutes](#)

A motion was made by member Farmer and seconded by member Chandler to approve the minutes as amended for the meeting held on February 3, 2021.

The amendment includes: to list all of the segments for the Grayson and South Crane rehabilitation

- *Segment 1: Class III*
- *Segment 2 (Grayson Ave): Class II Bike Lanes in both directions which will remove on street parking*
- *Segment 3 (South Crane Ave): Class II Bike Lanes in both directions which will remove on street parking on west side*
- *Segment 4: Class II*

- *In addition, the committee is requesting Council to add a Class I Bike Trail project to the City Bicycle Plan which would be located on segments 3 and 4 on the East side of South Crane Avenue.*

The motion passed unanimously.

6. SCHEDULED MATTERS:

- 6.1. Update on the Active Transportation Plan Phase I, including the designation of an ATSC member to participate in field visits.
 Recommendation:
 Receive informational presentation and appoint an ATSC member to attend field visits.

A unanimous vote was made to appoint Glenn Smith.

- 6.2. Review of Ordinance Adopting Procedures for Expedited Permitting for Electric Vehicle Charging Stations
 Recommendation:
 Receive presentation

-

[ST HELENA Ordinance Adopting Procedures for Expedited Permitting for Electric Vehicle Charging Stations-c1 for ATSC](#)
[Staff Report Expedited Permitting for EV Charging Stations](#)

Presentation was made by Preya Nixon, Staff Liaison.

Feedback was given from the Committee in support of moving this ordinance forward.

Public comment was held.

- 6.3. Overview of General Plan Climate Action Initiatives and discussion regarding prioritization of short term and long terms goals-second discussion
 Recommendation:
 Provide feedback on priorities

-

[Climate Change Chapter - General Plan Update 2040](#)
[Climate Change GP Implementing Actions short term](#)
[Climate Change GP Implementing Actions](#)
[Staff Report on Climate Action Chapter](#)

*Presentation was made by Preya Nixon, Staff Liaison.
Committee discussion was held and the following feedback was
discussed in relationship to priorities for Chapter 10:
-The impact of water is important
-projects that promote bike-ability and walkability in the City are
important
-There is a relationship between housing and achieving climate action
goals.
-Would having a single use ban on plastics at events be?
-How can we better promote MCE and deep green?*

*The following public comment was received:
Pam Smithers
Carlotta Sainato, Napa County Bike Coalition*

- 6.4. Discussion on Off Main Street Public Spaces
Recommendation:
informational item only; not an action item.

This item was discussed.

- 6.5. Committee Development Update
Recommendation:
Receive update

Preya Nixon, Staff Liaison, provided an update.

7. FUTURE AGENDA ITEMS
7.1. Committee Development Update
7.2. Overview of Draft Integrated Pest Management Policy
8. ADJOURNMENT
Vice Chair Smith adjourned the meeting at 6:28 p.m.

The next regular Active Transportation Committee meeting is scheduled for
April 7, 2021 at 5:00 pm at a location to be determined.

Approved

Attest

Chair

Preya Nixon,
Assistant to the City Manager



DRAFT MINUTES
City of St. Helena
Active Transportation and Sustainability
Committee
Special Meeting
Carnegie Building, 1360 Oak Avenue
Wednesday, May 12, 2021 @ 5:00 PM

PLEASE NOTE: Any person who wishes to speak regarding an item on the agenda or make a comment under the "Oral Communication" portion of the agenda may do so, but please observe the time limit of four minutes. Members of the public and other parties are welcome to email their comments to the Staff Liaison Preya Nixon at pnixon@cityofsthelena.org

1. CALL TO ORDER

Vice Chair Smith called the meeting to order at 5:01 p.m.

2. ROLL CALL

The following were present:

*Committee Chair: vacant, Vice Chair: Glenn Smith
Members: Jeff Farmer, Leslie Stanton, John Zimmerman
Excused: Madelyn Chandler
Alternate Members: vacant, vacant
City Council Member Liaison: Paul Dohring, Vice Mayor
Staff Liaison: Preya Nixon, Asst. to the City Manager
City Clerk Cindy Tzafoopoulos*

3. PUBLIC FORUM:

Under California law, public comments at special meetings are limited to subjects on the agenda only. Therefore public comment will take place during consideration of the item. Each person's comments shall be limited to 4 minutes.

4. REPORTS BY STAFF AND COMMITTEE:

Reports were held.

5. SCHEDULED MATTERS:

- 5.1. Oath of Office for Leslie Stanton and John Zimmerman by City Clerk Cindy Tzafoopoulos

The Oath of Office was held for Leslie Stanton and John Zimmerman.

- 5.2. Money Way Site Visit - Discussion of off Main Street Space

[STAFF REPORT](#)
[Upper Valley Waste Management Agency Program Grant Application](#)
[Money Way Rendering](#)

*Assistant to the City Manager Preya Nixon gave report.
Committee discussion was held.*

Site visit was conducted.

Public comment was received from the following:

Annette Smith

Philip Sales, Napa Valley Vine Trail

Ronald Arata

Charlie Bennett

Mary Lee Pina

Carlotta Sainato, Napa County Bicycle Coalition

Bill Savage

6. ADJOURNMENT

Vice Chair Smith adjourned the meeting at 6:11 p.m.

The next regular Active Transportation Committee meeting is scheduled for June 2, 2021 at 5:00 pm at a location to be determined.

Approved

Attest

Chair

Preya Nixon,
Assistant to the City Manager

DRAFT