



**City of St. Helena  
Parks and Recreation Commission  
Regular Meeting  
Monday, April 19, 2021 @ 4:30 PM**

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. The Parks and Recreation Commission meeting will be live-streamed on Comcast Channel 28 and on the City's website, barring technical difficulties. 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 Parks and Recreation Commission meetings will be accepted via email to [publiccomment@cityofstheleena.org](mailto:publiccomment@cityofstheleena.org).

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

Please click the link below to join the webinar: <https://us02web.zoom.us/j/83117424886>

Or iPhone one-tap :

US: +16699006833,,81513326074# or +12532158782,,81513326074#

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: 815 1332 6074

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

**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.**

Page

1. CALL TO ORDER
2. ROLL CALL  
Commission Chair: Matt Demchuk  
Vice Chair: Rebekah Weeman  
Members: Michelle Deasy and Tye Taylor (1 vacancy)  
City Council Member Liaison: Eric Hall  
Staff Liaison: André Pichly, Parks & Recreation Director
3. PUBLIC FORUM:

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

3.1. Presentations and Recognition:

1. Recognition of Stephanie Iacobacci
2. St Helena Community Garden - Susann Ortega

Prepared By: Andre Pichly, Parks & Recreation Director

4. REPORTS BY STAFF AND COMMISSION

Reports by staff and/or commission on items of general interest. Brief questions for clarification may be posed and answered, and Commission 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 Parks and Recreation Commission.**

4.1. City Staff

- Parks Maintenance
- Recreation

Commissioners

5. CONSENT CALENDAR:

Members of the Parks and Recreation Commission 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. Parks and Recreation Commission Meeting Minutes of March 15, 2021.

5 - 7

[March 2021 minutes - signed](#)

6. SCHEDULED MATTERS:

6.1. Update by ad hoc subcommittee on General Plan Update Chapter 12: Parks & Recreation prioritization (Demchuk): information only / not an action item / subcommittee working document attached

9 - 15

[Parks and Recreation implementing actions Ch 12 GPU updated 4-14-2021](#)

6.2. Continuing discussion on Pickle Ball (Demchuk/Taylor): information only / not an action item / no staff report

7. ADJOURNMENT

The next regular meeting of the Parks and Recreation Commission will be a special meeting scheduled May 17, 2021, at 4:30 pm.

I do hereby certify that a copy of the foregoing agenda was posted on the City website on April 15, 2021.



André Pichly, Parks & Recreation Director

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 CITY OF ST. HELENA ENCOURAGES ONLINE PUBLIC PARTICIPATION IN VIRTUAL COMMISSION MEETINGS**

St. Helena, CA– The City of St. Helena is committed to public participation in City government in a manner that is consistent with guidance provided by the Napa County Public Health Official and Governor Newsom's Executive Order N-25-20. These guidelines relate to social distancing, and are intended to protect everyone by limiting the spread of COVID-19 in our community. In adherence to these guidelines, the St. Helena Parks and Recreation Commission will host a Virtual Commission Meeting on Zoom; a free teleconferencing tool that enables users to watch and/or call into the meeting from their computers or phones. This meeting will be open to public and allows for live public comment. The meeting will also be recorded, livestreamed, and posted on the City's website after the adjournment of the meeting if technical difficulties occur:

[/Portal/](#)

**The ZOOM web link, meeting ID, and phone number will be listed at the top of the Parks and Recreation Commission Meeting 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 Commission Meetings:**

1. Watch on Comcast Channel 28
2. Watch the livestreaming video on the City's website
3. Watch and Listen on Zoom.us by clicking on the link in the Parks and Recreation Commission Agenda
4. Listen only by calling the Zoom number listed on the Commission Agenda

### **Watch Commission Meeting by Joining the Zoom Meeting:**

1. **By Computer, Tablet, or Smart Phone:**
  - a. Before joining the virtual Commission Meeting, it is highly encouraged that you download the Zoom App. To sign up for your own free account, visit [zoom.us/signup](https://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 Commission 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>
2. **Listen Only by Telephone:**
  - a. **Dial** the number listed on the Commission Agenda.
  - b. At the prompt, enter the **Meeting ID** provided on the top of the Commission Meeting 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 Parks and Recreation Commission 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 Mayor 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](mailto: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](mailto:publiccomment@cityofsthelena.org).. Please include in the subject line “COMMENT TO PARKS AND RECREATION COMMISSION 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.

2. **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.

3. **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.

**City of St. Helena  
Parks and Recreation Commission  
Regular Meeting  
March 15, 2021**

**Meeting Minutes – Action Items Only**

**1. Call to Order 4:41 pm**

**2. Roll Call**

The following were present:

- Commission Chair: Matt Demchuk
- Vice Chair: Rebekah Weeman
- Members: Tye Taylor, Michelle Deasy
- Staff: Parks & Recreation Director André Pichly, Recreation Supervisor Amalia Kulczycki, Operations Manager Clayton Church, Assistant Operations Manager Carlos Uribe, Finance Director April Mitts
- City Council Member Liaison Eric Hall
- Absent: Susan Kenward

**3. Public Forum – none**

**4. Reports by Staff and Commission – given by staff and commissioners.**

- Assistant Operations Manager Uribe provided an update on Park Maintenance activities, which included weed abatement at Crane and Stonebridge, field prep on Crane Eats and West ballfields, bocce court prep, and trimmed up landscaping around Carnegie Building.

**5. Consent Calendar**

- February 22, 2021 minutes – approved. Motion by Deasy; Demchuk 2<sup>nd</sup>.

**6. Scheduled Matters**

6.1 – Walking Routes, Trails and Public Open Space ad hoc subcommittee update (Deasy) - information only / not an action item

- Subcommittee provided the Commission with an update.

6.2 – Swings for kids at Jacob Meily Park (Deasy) discussion only / not an action item

- Commission heard from Uribe about the types of swings that could be used in that park.
- Pichly will contact the party interesting in donating the funds for the swing purchase and installation to begin the conversation.

6.3 – Capital Improvement Project budget: review and evaluation of projects and prioritization (Demchuk) – action item / staff report

- The Parks & Recreation Commission endorsed the following new projects to be paid for with Park Impact Fees:

| Project Number | Project Location | CIP Scope                                               | Year to start                                           | Funding                | Notes                                       |
|----------------|------------------|---------------------------------------------------------|---------------------------------------------------------|------------------------|---------------------------------------------|
| C20-04         | Staff Baldwin    | Increase scope of work to add new entrance              | FY 22                                                   | Park Impact Fees       |                                             |
| C21-__         | Jacob Meily Park | Address drainage, install new turf & upgrade irrigation | FY 22 Site Survey<br>FY 23 Turf and Irrigation upgrades | Park Impact fees       |                                             |
| C21-__         | Crane Park       | Replace Playground Equipment and Fence                  | FY 22                                                   | Grant/Park Impact Fees | In progress – grant has already been vetted |

- Other projects endorsed, but more information needed to define scope and estimate costs:
  - Crane Park – Install Pickle Ball Courts
  - Crane Park – Little League Fields.
  - Citywide – Uniform Park Signage.
  - Jacob Meily Park – Adding swings to Park (would be maintenance only if private party follows through on offered to fund swing system)
  - Wappo Park – Shade structure and other amenities (still need to confirm if this can be built on the site)
- Motion by Demchuk to approve the increase in estimated costs for C19-03 (Crane Park Lighting Improvement); increase in estimated costs for C20-04 (Starr Baldwin Park fence and pathway repair with minor modifications to the entrance); and propose new project: C21-xx, to replace the playground equipment and fence at Crane Park with utilization of grant funds in the upcoming CIP budget. 2<sup>nd</sup> by Deasy.
- Motion by Demchuk propose the use of park impact fund fees for the establishment of a Parks & Recreation Master Plan. 2<sup>nd</sup> by Deasy.

**Requests for items to add to next meeting agenda:**

- Pickle Ball discussion (Demchuk) discussion only – not an action item

**7. Adjournment**

Meeting Adjourned: 7:06 pm.

**APPROVED:**

**May 11, 2021**

Matthew Demchuk, Chair

**ATTEST:**

*Andre Pichly*

André Pichly, Director of Parks & Recreation

Signature: Matthew Demchuk  
Matthew Demchuk (May 11, 2021 14:50 PDT)

Email: matthew@demchuk.com

# March 2021 minutes

Final Audit Report

2021-05-11

|                 |                                              |
|-----------------|----------------------------------------------|
| Created:        | 2021-05-11                                   |
| By:             | Andre Pichly (apichly@cityofsthelena.org)    |
| Status:         | Signed                                       |
| Transaction ID: | CBJCHBCAABAA7uOluRSDC4yuG6xFbnx0-BtAKWeeTQiF |

## "March 2021 minutes" History

-  Document created by Andre Pichly (apichly@cityofsthelena.org)  
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-  Document emailed to Matthew Demchuk (matthew@demchuk.com) for signature  
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-  Document e-signed by Matthew Demchuk (matthew@demchuk.com)  
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| Parks & Recreation Element |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                      |                        |                      |                      |         |                                        |                                                |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|----------------------|----------------------|---------|----------------------------------------|------------------------------------------------|
| No.                        | Implementing Actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Degree of Difficulty | Short Term (1-2 Years) | Mid Term (3-4 Years) | Long Term (5+ Years) | Ongoing | Opportunity for Regional Collaboration | Notes                                          |
| 1                          | Develop a comprehensive, long-range Parks and Recreation Master Plan to aid the City in creating an integrated system of parks. The plan should be updated periodically to address changing recreation interests, trends, needs, and priorities.                                                                                                                                                                                                                                                                                                                                                                   | Medium               | ✓                      |                      |                      |         |                                        |                                                |
| 2                          | Create opportunities to develop additional parks at the following locations:<br><input type="checkbox"/> The City-owned land along the Napa River and Pratt Avenue for passive recreational uses;<br><input type="checkbox"/> Land adjacent to York and Sulphur Creeks, as well as the Napa River levee;<br><input type="checkbox"/> The water treatment plant site;<br><input type="checkbox"/> The City-owned Lower Reservoir area for a water-oriented community park and recreational facility; and;<br><input type="checkbox"/> Ensure that new parks are developed to include bicycle and pedestrian trails. | Difficult            |                        |                      | ✓                    |         |                                        |                                                |
| 3                          | Identify a variety of funding sources for new parks and park improvements, including park land dedication, in-lieu fees, and regional, state, and federal grant programs, public/private partnerships, public/public partnerships with the St. Helena Unified School District, Conservation easements for public use, as well as other City funding sources.                                                                                                                                                                                                                                                       | Medium               |                        | ✓                    |                      |         |                                        |                                                |
| 4                          | Strive to acquire additional park land to meet or exceed the minimum standard of 5 acres of parkland per 1,000 residents and, ultimately, to achieve the target of 10.5 acres per thousand residents.                                                                                                                                                                                                                                                                                                                                                                                                              | Difficult            |                        |                      | ✓                    |         |                                        |                                                |
| 5                          | Develop a comprehensive network of bicycle and pedestrian trails that links the City's parks and enhances bicycle and pedestrian connectivity throughout the city and the region.                                                                                                                                                                                                                                                                                                                                                                                                                                  | Easy                 | ✓                      |                      |                      |         |                                        | Similar work being done by other sub-committee |

| No. | Implementing Actions                                                                                                                                                                                                                                                                                     | Degree of Difficulty | Short Term (1-2 Years) | Mid Term (3-4 Years) | Long Term (5+ Years) | Ongoing | Opportunity for Regional Collaboration | Notes                                                                                                                                                                                                       |
|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|----------------------|----------------------|---------|----------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 6   | Mandate City park land dedication requirements for new infill projects. Include specific park acreage and use requirements according to the type, scale, and population and increase of new development. Consider in-lieu fees for small infill projects.                                                | Easy                 | ✓                      |                      |                      |         |                                        | Quimby Fee In-Lieu fees and Park Impact City Council on January 26 have been reviewed by PRC for review and approval.                                                                                       |
| 7   | Prioritize the construction of new parks and recreation facilities to ensure that they are distributed equitably to all areas of the city. Park and recreation facility development studies should include the potential impacts of development on surrounding natural resources and agricultural areas. | Medium               |                        | ✓                    |                      |         |                                        | Ties into a completed Master Plan                                                                                                                                                                           |
| 8   | Encourage the inclusion of pocket parks that include amenities, such as picnic tables, restrooms, shade and recreation spaces near retail, commercial, and industrial areas.                                                                                                                             | Difficult            |                        |                      |                      | ✓       |                                        | Current examples: Lewis Station, Mary Fryer Park, Baldwin Park, Stonebridge Park. McCullough Park, Hunt Grove Property. Added in 2020 is the pop-up park on Money Way and seating added to Telegraph Alley. |
| 9   | Locate parks and recreation facilities in areas that are easily accessible by public transportation, as well as cars, bicycles, and pedestrians.                                                                                                                                                         | Medium               |                        |                      |                      | ✓       |                                        | Work in collaboration with ATSC                                                                                                                                                                             |
| 10  | Where possible, ensure that recreation programs and access to facilities are provided at costs affordable to all St. Helena residents.                                                                                                                                                                   | Medium               |                        |                      |                      | ✓       |                                        | Current costs are being evaluated in current fee study to be endorsed by PRC in December 2020 and adopted by Council in 2021.                                                                               |
| 11  | Develop and implement a list of planned parks and recreation facilities.                                                                                                                                                                                                                                 | Medium               |                        |                      |                      | ✓       |                                        | Refer to Parks and Recreation Master Plan                                                                                                                                                                   |
| 12  | Identify community locations that are not within a 10-minute walk of a park or recreation facility. Develop parks in the identified areas to ensure an equitable distribution of parks citywide.                                                                                                         | Difficult            |                        |                      | ✓                    |         |                                        | Refer to Parks and Recreation Master Plan                                                                                                                                                                   |
| 13  | Encourage the development of parklets throughout the city.                                                                                                                                                                                                                                               | Easy                 |                        |                      |                      | ✓       |                                        | Easy to "Encourage",                                                                                                                                                                                        |
| 14  | Encourage the development of linear parks throughout the city.                                                                                                                                                                                                                                           | Easy                 |                        |                      |                      | ✓       |                                        | Easy to "Encourage",                                                                                                                                                                                        |

| No. | Implementing Actions                                                                                                                                                                                                                                                                                      | Degree of Difficulty | Short Term (1-2 Years) | Mid Term (3-4 Years) | Long Term (5+ Years) | Ongoing | Opportunity for Regional Collaboration | Notes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|-----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|----------------------|----------------------|---------|----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15  | Develop design guidelines for recreational facilities that preserve viewsheds and maintain a transition buffer between urban and agricultural uses. Include specific design criteria regarding recreational trails and picnic areas adjacent to agricultural uses.                                        | Difficult            |                        |                      |                      | ✓       |                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 16  | Identify locations where new recreational programs and facilities may be constructed.                                                                                                                                                                                                                     | Medium               |                        |                      |                      | ✓       |                                        | The Park & Recreation department's ongoing efforts to utilize facilities for program space have included renting the RLS Gym and Primary School MP Room from the SHUSD, the re-purposing of the old Teen Center Game Room into the Redwood Room (currently used for popular martial arts and boxing classes), and most recently renting the Catholic Church's school gymnasium. The <b>SHAPE Committee's final report</b> indicated that the current Parks & Recreation office could be: a) rehabilitated for short-term use, or b) sold/leased or repurposed. Special Issues in this report included the concept of a new Parks & Recreation building to replace the old Head Start Building in Crane Park. While the <b>Financing Civic Infrastructure</b> final report did reference the city-owned property on which the Parks & Recreation office and Redwood Room are located, it did not discuss only discussed the property in terms of its value as a City asset. The report did not discuss new recreation facilities.. |
| 17  | Design and locate new parks to minimize noise and activity impacts on nearby agricultural and residential uses. This includes requiring context-sensitive site designs that minimize negative impacts on surrounding uses, such as pathway and picnic area locations, ball field usage and park lighting. | Difficult            |                        |                      |                      | ✓       |                                        | Given the lack of free spaces availble and we are land locked around AG or residential, not sure how to look at this when talking about "New Parks"-TT.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |

| No. | Implementing Actions                                                                                                                                                                                                                                                                                                   | Degree of Difficulty | Short Term (1-2 Years) | Mid Term (3-4 Years) | Long Term (5+ Years) | Ongoing | Opportunity for Regional Collaboration | Notes                                                                                                                                                                                                                             |
|-----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|----------------------|----------------------|---------|----------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 18  | Provide habitat elements in urban/agricultural interface areas. Habitat elements may include roosting trees and nesting boxes for birds, bats, and other wildlife, as appropriate.                                                                                                                                     | Medium               |                        | ✓                    |                      |         |                                        | Can likely review City of Napa (other bay area cities) and supporting environmental group suggestions and information. Possible task for an ad hoc subcommittee for the development of collaborations, ideas and recommendations. |
| 19  | If feasible, revise and update the City's recreation program in order to enhance existing programs and/or develop new programs.                                                                                                                                                                                        | Medium               | ✓                      |                      |                      |         |                                        | The Parks & Recreation department continues to revise and update program offerings based on community need. Refer to Parks and Recreation Master Plan.                                                                            |
| 20  | Promote design guidelines for the development of parks and recreation facilities. Design parks and recreation facilities that are attractive, safe, and easy to maintain. This action may be included in a Parks and Recreation Master Plan.                                                                           | Difficult            |                        | ✓                    |                      |         |                                        |                                                                                                                                                                                                                                   |
| 21  | Identify locations to accommodate active recreational uses to meet citywide needs. Potential locations include: • Bicycle and pedestrian trails, interpretive areas, trail heads, and comfort stations along York and Sulphur creeks and the Napa River; and • A community park at the City-owned Lower Reservoir area | Medium               |                        |                      | ✓                    |         |                                        | Trails and Open Space subcommittee working on this.                                                                                                                                                                               |
| 22  | Support opportunities to involve children and youth in a participatory planning process for the planning, design, construction, and maintenance of City parks.                                                                                                                                                         | Medium               | ✓                      |                      |                      |         |                                        | Good opportunity for youth engagement in development of a Parks and Recreation Master Plan                                                                                                                                        |
| 23  | Design children's play areas to include shade and wind protection.                                                                                                                                                                                                                                                     | Medium               |                        | ✓                    |                      |         |                                        | Shade pretty good at most spots, but should always be considered when installing new play structures.                                                                                                                             |
| 24  | Provide multi-purpose event spaces for events in the park system, where possible.                                                                                                                                                                                                                                      | Medium               |                        | ✓                    |                      |         |                                        | Can work on enhancing and promoting West Crane, Meily Park, Lyman Park (including gazebo), and others for uses.                                                                                                                   |
| 25  | Install art designed by local artists in parks, where possible                                                                                                                                                                                                                                                         | Medium               |                        | ✓                    |                      |         |                                        | Need plan to promote, donor funds for install and maintain. Opportunity for regional collaboration. Yountville does rotating displays we could review their plan.                                                                 |

| No. | Implementing Actions                                                                                                                                                                                                                                    | Degree of Difficulty | Short Term (1-2 Years) | Mid Term (3-4 Years) | Long Term (5+ Years) | Ongoing | Opportunity for Regional Collaboration | Notes                                                                                                                                                                                  |
|-----|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|----------------------|----------------------|---------|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 26  | Encourage the development of soccer fields, multi-sport facilities and open access to a community pool.                                                                                                                                                 | Medium               |                        |                      |                      | ✓       |                                        | Easy to Medium to "Encourage". Difficult to find space other than Wappo review that is about to happen. Possibility of development at Wappo Park.                                      |
| 27  | Identify key improvements to existing parks, such as parking, picnic facilities, restrooms, tot lots with play structures, and multi-modal access points. This action may be included in a Parks and Recreation Master Plan.                            | Medium               | ✓                      |                      |                      |         |                                        | Part of P&R master plan                                                                                                                                                                |
| 28  | Emphasize joint planning and cooperation with all public agencies as the preferred approach to meeting St. Helena's parks, facilities and program needs.                                                                                                | Medium               | ✓                      |                      |                      |         |                                        |                                                                                                                                                                                        |
| 29  | Mandate City parkland dedication requirements for new infill projects. Include specific park acreage and use requirements according to the type, scale and population and increase of new development. Consider in-lieu fees for small infill projects. | Easy                 | ✓                      |                      |                      |         |                                        |                                                                                                                                                                                        |
| 30  | Provide local organizations, the St. Helena Unified School District and the private sector with opportunities and support for creating and implementing solutions to meet the City's parks and recreation facilities' needs.                            | Medium               |                        | ✓                    |                      |         |                                        | Will be part of the P&R Master Plan.                                                                                                                                                   |
| 31  | Cooperate with local groups in designing and constructing recreation facilities. Where possible, coordinate recreation and child care programs and facilities with school district programs.                                                            | Medium               |                        |                      |                      | ✓       |                                        | Happening to some extent with Boys/Girls, etc                                                                                                                                          |
| 32  | Negotiate joint-use agreements for recreation facilities with the St. Helena Unified School District.                                                                                                                                                   | Medium               |                        |                      |                      | ✓       |                                        | Ongoing communications with SHUSD and working towards the mutual benefit of each organization.                                                                                         |
| 33  | Involve the private sector in providing and maintaining parks and recreation facilities through formal agreements with the City and in sponsoring increased volunteerism.                                                                               | Medium               |                        |                      |                      | ✓       |                                        | Some cleanup days and community gardens happening already. Need to understand /develop "Formal Agreements", such as we have with Little League and possible Wednesday Weeders concept. |

| No. | Implementing Actions                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Degree of Difficulty | Short Term (1-2 Years) | Mid Term (3-4 Years) | Long Term (5+ Years) | Ongoing | Opportunity for Regional Collaboration | Notes                                                                                                                                                    |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|------------------------|----------------------|----------------------|---------|----------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|
| 34  | Investigate the feasibility of creating a non-profit foundation to seek and receive funds for the support of parks and recreation programs. Look to St. Helena’s successful library foundation as a local model.                                                                                                                                                                                                                                                                                                                                | Medium               |                        | ✓                    |                      |         |                                        | We are encouraging the formation of a foundation.                                                                                                        |
| 35  | Foster neighborhood park planning committees, including neighborhood residents, business owners, and representatives from local groups to help plan, design, and maintain parks and recreational facilities.                                                                                                                                                                                                                                                                                                                                    | Medium               |                        | ✓                    |                      |         |                                        | A Parks and Recreation Master Plan could include the development of neighborhood park planning committees                                                |
| 36  | Work with community members and representatives of local sports organizations to define facilities needs as community needs change with time.                                                                                                                                                                                                                                                                                                                                                                                                   | Easy                 |                        |                      |                      | ✓       |                                        | Examples: Little League, SH Rugby Club, Napa United Soccer, Carpy Gang, and SHUSD                                                                        |
| 37  | Develop a public outreach program to involve community members in park maintenance and upkeep, and in mitigating vandalism. Create park signage to encourage responsible use of parks, and partner with the police force to support enforcement efforts                                                                                                                                                                                                                                                                                         | Medium               |                        | ✓                    |                      |         |                                        | Establishment of an Adopt-a-Park program. Recommendation of a CIP to standarize signage in the parks.                                                    |
| 38  | Develop and adopt a citywide bicycle and pedestrian master plan to improve bicycle and pedestrian safety, and to encourage community members to walk and bike more often. Build on St. Helena’s existing partnership with the Napa Valley Transportation Authority (NVTa) to ensure that the City’s master plan is consistent with countywide transportation planning efforts. (Also see: Circulation, Topic Area 2; Open Space and Conservation, Topic Area 2)                                                                                 | Easy                 |                        | ✓                    |                      |         |                                        | The City has a Pedestrian Plan, but no City-specific Bicycle Plan. Napa County has a Bicycle Plan. <b>Where does the revenue come from to fund this?</b> |
| 39  | Develop guidelines for the design, construction, and maintenance of bicycle and pedestrian trails in St. Helena. Include guidelines for installing context-sensitive and solar lighting, and mitigating noise impacts from the trails. Include guidelines for wayfinding and interpretive exhibits that use signs, art, and other visual clues to enhance users’ experiences. Highlight the rich history of the City and provide education and information for users. Coordinate the guidelines with Napa County or regional trail connections. | Medium               |                        | ✓                    |                      |         |                                        | Opportunity for regional collaboration and partnership with ATSC. <b>Where does the revenue come from to fund this?</b>                                  |

| <u>No.</u> | <u>Implementing Actions</u>                                                                                                                                                                                                                                                                                                                                | <u>Degree of Difficulty</u> | <u>Short Term (1-2 Years)</u> | <u>Mid Term (3-4 Years)</u> | <u>Long Term (5+ Years)</u> | <u>Ongoing</u> | <u>Opportunity for Regional Collaboration</u> | <u>Notes</u>                                                                                                                                                              |
|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------|-------------------------------|-----------------------------|-----------------------------|----------------|-----------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 40         | Develop and adopt an ordinance that requires new development and redevelopment projects to provide bicycle and pedestrian improvements and amenities.                                                                                                                                                                                                      | Medium                      |                               | ✓                           |                             |                |                                               | Planning Dept. has indicated that the Trails Committee wants this to be a priority and that future development should construct pedestrian connections per adopted plans. |
| 41         | Endeavor to secure easements or title to land along Sulphur Creek, York Creek, and the Napa River.                                                                                                                                                                                                                                                         | Difficult                   |                               |                             | ✓                           |                |                                               | Underway by Trails Committee.                                                                                                                                             |
| 42         | Coordinate with countywide efforts to establish regional trail systems through the city limits.                                                                                                                                                                                                                                                            | Medium                      |                               |                             |                             | ✓              |                                               | Opportunities for regional collaboration (Vine Trail , Land Trust, etc.).                                                                                                 |
| 43         | Develop a maintenance and operations plan for the City's trail network. Provide a high level of service to users by preventing deterioration, encroachment of vegetation, vandalism and crime. Consider including an Adopt-a-Trail program and invite local businesses to participate in trail maintenance. Include a funding program to support the plan. | Medium                      |                               | ✓                           |                             |                |                                               | Establishment of an Adopt-a-Park program.                                                                                                                                 |