



City of St. Helena
Active Transportation and Sustainability
Committee
Regular Meeting
1088 College Avenue, St. Helena, CA 94574
Wednesday, November 6, 2024 @ 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 Rebecca White at rwhite@cityofstheleena.org

Page

1. CALL TO ORDER
2. ROLL CALL
Chair: Jeff Farmer
Vice Chair: John Zimmerman
Members: Glenn Smith
Alternate Members: Richard Seiferheld
City Council Member Liaison: Paul Dohring, Mayor
Staff Liaison: Rebecca White, Administrative Assistant
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 October 2, 2024. 3 - 4
[Active Transportation and Sustainability Committee - 02 Oct 2024 - Minutes](#)
6. SCHEDULED MATTERS:
 - 6.1. Transportation Improvements
Prepared By: Mario Traverso, Project Manager

- 6.2. Countywide Active Transportation Program 5 - 15
Prepared By: Diana Meehan, Napa Valley Transportation Authority
[AT Plan Update](#)
- 6.3. Capital Improvement Program Update 17 - 39
Prepared By: Joseph Leach, Public Works Director and City Engineer,
Stephanie Killingsworth, Public Works Financial Analyst
[CIP Update](#)
7. FUTURE AGENDA ITEMS:
1. Review open trails/open spaces programs/engagement with Vine Trail: TBD
2. Revisit Pedestrian Safety Improvements Update: TBD
3. Revisit Safe Yield Water Neutrality Informational Update: TBD
4. Landscaping for Wine Train owned property: TBD
5. Streets Master Plan Update: Scheduled December 2024
6. Sidewalk Repair Incentive Program Rebate: TBD
7. Pope Street/Highway 29 Intersection Improvements: Tentatively December 2024
8. ADJOURNMENT
The next regular Active Transportation and Sustainability Committee meeting is scheduled for December 4, 2024, at 5:00 pm, City Hall, 1088 College Avenue, St. Helena.

This agenda was posted at City Hall, 1088 College Avenue , St. Helena on November 1, 2024.

Rebecca White, Administrative Assistant

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.

MINUTES
City of St. Helena
Active Transportation and Sustainability
Committee Meeting
Wednesday, October 2, 2024 @ 5:00 PM
City Hall, 1088 College Avenue, St. Helena

1 CALL TO ORDER

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

2 ROLL CALL

Present: Chair Jeff Farmer, Vice Chair John Zimmerman, Member Coral Posert, Member Richard Seiferheld.

City Council Liaison: Mayor Paul Dohring

Staff Liaison: Rebecca White and Assistant Public Works Director Eric Janzen

Absent: Member Glenn Smith, Member Natalia Ramirez-Guzman

3 PUBLIC FORUM:

No comments received from the public.

4 REPORTS BY STAFF AND COMMITTEE:

Reports were made by Eric Janzen, Rebecca White, Coral Posert, and Jeff Farmer.

5 CONSENT CALENDAR:

- a) Active Transportation and Sustainability Committee Meeting Minutes of September 4, 2024.

Member Zimmerman moved to approve the consent calendar.

Member Posert seconded the motion.

All voted in favor of approving the consent calendar.

6 SCHEDULED MATTERS:

- a) Proposed Incentive Increase for Cash for Grass Rebate Program
Prepared by: Ian Dale, Environmental Services Technician

Ian Dale presented on the proposed increase for the Cash for Grass Rebate Program and members discussed the proposal.

- b) FY 24/25 Capital Improvement Program Update
Prepared By: Stephanie Killingsworth, Public Works Financial Analyst and Joe Leach, Director of Public Works

Active Transportation and Sustainability Committee
October 2, 2024

Item was continued to the November meeting.

7 FUTURE AGENDA ITEMS:

1. Review open trails/open spaces programs/engagement with Vine Trail: TBD
2. Revisit Pedestrian Safety Improvements Update: TBD
3. Revisit Safe Yield Water Neutrality Informational Update: TBD
4. Landscaping for Wine Train owned property: Tentative
5. Streets Master Plan Update: Tentatively November

8 ADJOURNMENT

The meeting was adjourned at 5:52 p.m.

APPROVED:

ATTEST:

Jeff Farmer, Chair

Rebecca White, Staff Liaison

Countywide Active Transportation Plan

Project Update – St Helena ATSC



Diana Meehan, Principal Planner

November 6, 2024



About NVTA



- Long-term Planning
 - Countywide Transportation Plans
 - Plan Bay Area (MTC)
- Funding Coordination
 - Grants – SB1, SCCP, ATP, AHSC
 - Programming – TDA-3, TFCA
 - Oversight – Measure T
- Transit Operations (VINE Transit)
- Public Education & Awareness
 - ...and occasionally, project delivery

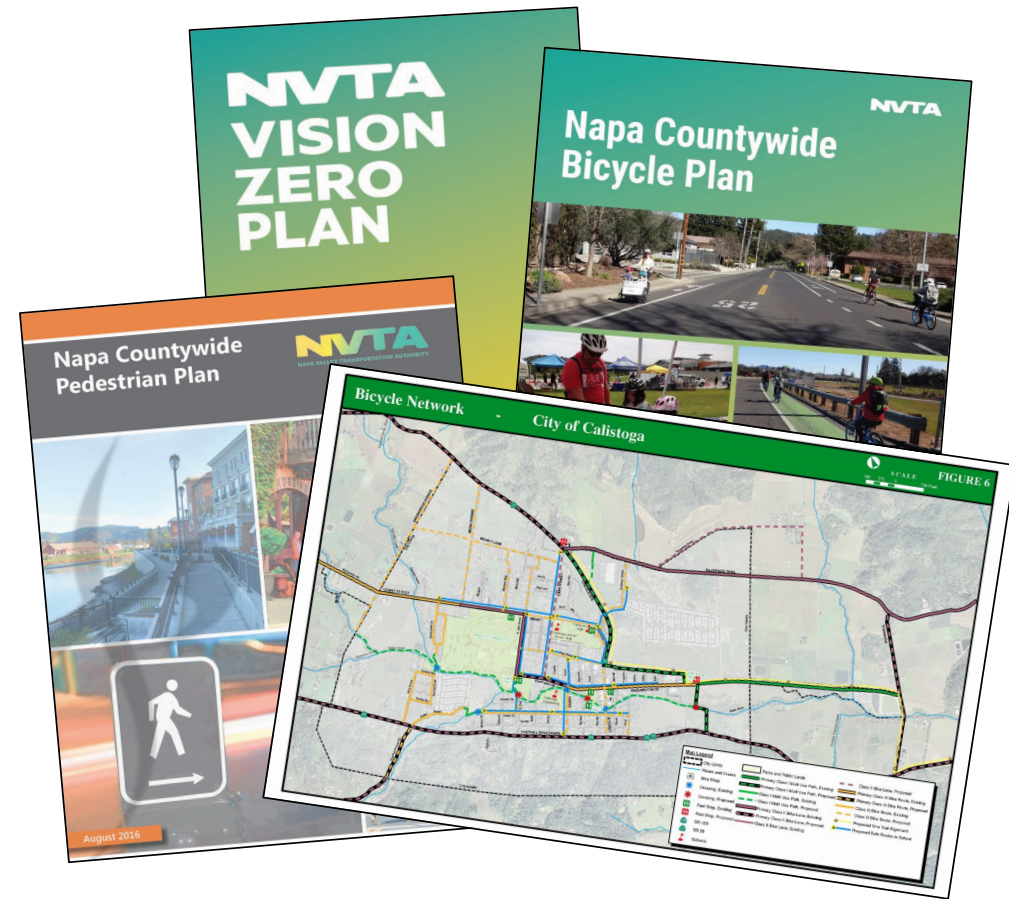
What is Active Transportation?

- Active Transportation is...
 - Any nonmotorized mode of transportation
 - Includes e-bikes, scooters, etc.
 - Facilities include:
 - Sidewalks & crosswalks
 - Bike lanes, paths, & trails
 - Other corridors that provide mobility or connectivity to users



What is an AT Plan?

- An Active Transportation (AT) Plan...
 - Outlines a vision for providing safe, high-quality, connected facilities for users
 - Identifies Goals, Metrics, Policies, and Programs to support that vision
 - Developed & implemented to meet local needs and priorities
 - Adopted by local jurisdictions



Project Tasks

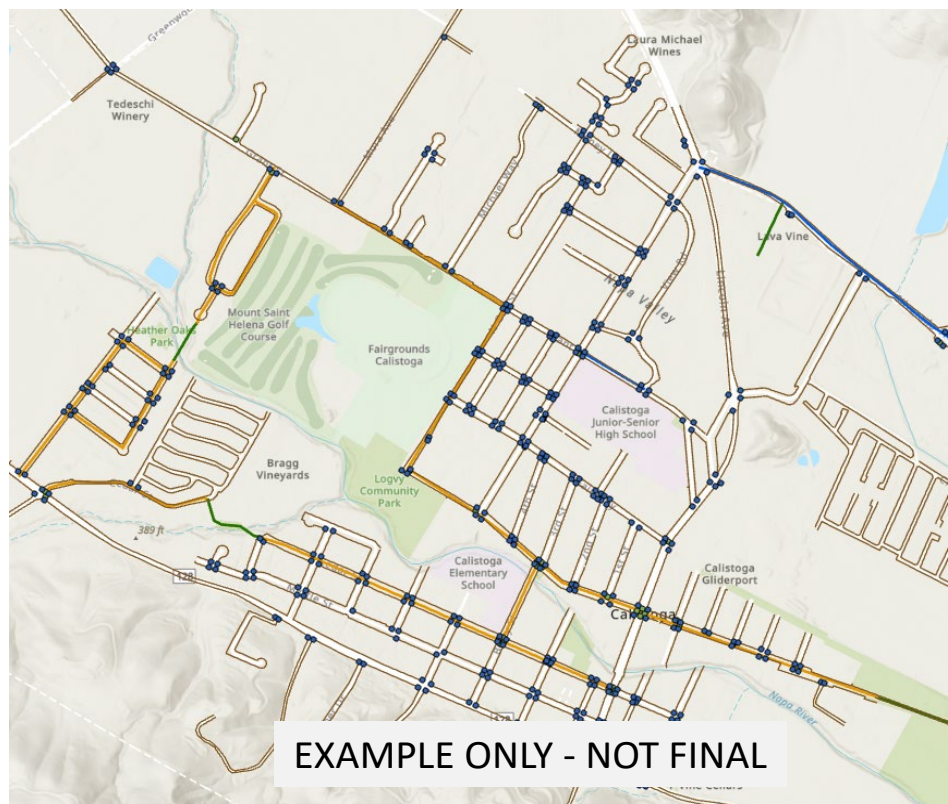
- Key Check-in Points:

- Summer 2024 – Project Kickoff
- Fall 2024 – Interactive Map, Existing Conditions & Standards/Toolbox
- Winter/Spring 2025 – Draft Maps, Public Workshops, Policy Framework
- Summer 2025 – Continue Public Engagement & Proposed Facilities
- Fall 2025 – Plan Approval & Adoption

Task #	Description
1	Project Kickoff & Local Landscape
2	Existing Conditions Assessment
3	Uniform Standards & Toolbox
4	Future Demand Assessment
5	Public Workshops, Stakeholder Meetings
6	Policy Framework
7	Proposed Facilities & Improvements
8	Implementation & Funding Plan
9	Plan Approval & Adoption

Task #2 – Existing Conditions

Facility Type:	Sub-type	Description
Class I	None	Fully separated, bi-directional facility for bicycles, pedestrians & other AT users (scooters, multimodal devices)
Class II	Basic	On-street facility designated exclusively for bicycle travel.
	Enhanced	Enhanced pavement markings beyond minimum Class II standards.
	Buffered	Bicycle facility utilizing increased horizontal separation from travel lane. No vertical separation.
Class III	Rural Class III	On-street shared facility designated primarily through signage, identifying a preferred route for bicycles, or a route with higher rates of bicycle ridership.
	Urban Class III	On-street shared facility that provides connectivity to/between other bicycle facilities (eg: Class I/II), and/or preferred route over other higher-LTS corridors.
	Bicycle Boulevard	On-street shared facility incorporating signage/stripping and roadway improvements. Most often located parallel to primary vehicle routes.
Class IV	None	Exclusive bicycle facility providing vertical & horizontal separation from vehicle lane.
Sidewalk	Basic	Off-street facility to accommodate pedestrians and other active transportation users as allowed. Provides primary access to all destination types.
	Enhanced	Off-street facility to accommodate pedestrians and other AT users. Enhanced sidewalks are wider & ADA compliant at curb. May include ped amenities in high volume/commercial zones.
Unclassified	None	Active transportation facility that does not meet any of the above facility types. May represent a significantly sub-standard facility. Provides readily apparent mobility benefit.



Task #3 – Uniform Standards & Toolbox



- Ensure consistent standards for active transportation facilities countywide
- Provide resources, design guidance, and best practices for local jurisdictions to improve and maintain facilities
- Support shared expectations for build-out of the active transportation network that reflects real-world timelines, costs, user volumes, and safety benefits
- Serves as a “menu of options” for Task #7 Proposed Facilities & Improvements

Task #5 – Public Workshops, Stakeholder Meetings



Task #9 – Plan Approval & Adoption

- Plan Approval Process
 - Admin Draft July '25
 - Public Draft September '25
 - 30-day review & comment period
 - Adoption by NVTB Board in November '25
- Subsequent to Adoption by NVTB
 - Adoption by Local Jurisdictions
 - Biennial Progress Update & Report-card



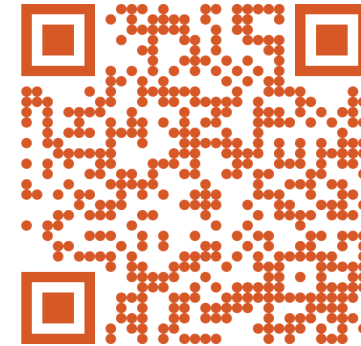
Next Steps

- Review Existing Plans & Policies
 - NVTa Bicycle & Pedestrian Plans
 - City of St Helena 2040 General Plan
 - Other Plans & Documents
 - Local Roadway Safety Plan (LRSP)
 - Downtown Specific Plan
 - Streets Master Plan
- Also:
 - Comment on the Plan website: NapaATPlan.org



Thank you!

Questions?



Plan Website QR Code

Primary Contact:

Patrick Band, Associate Planner
pband@nvta.ca.gov
(707) 259-8781



**City of St. Helena
5-Year
Capital Improvement
Program Adoption
FY24/25 – FY28/29**

November 6, 2024

Public Works Department

By: Joe Leach, PE

Director of Public Works



City of St. Helena 5-Year CIP

🎯 Purpose of Capital Improvement Program

✓ Source of Projects

📋 Process of Prioritization

🏗️ Breakdown of Projects

🤝 Program Highlights

💡 Strategies to Deliver

5-YEAR CAPITAL IMPROVEMENT PROGRAM

CITY OF ST. HELENA, CA

FY 2024-25 to FY 2028-29



City of St. Helena 5-Year CIP

Purpose of the Capital Improvement Program



Operationalize
Studies & Needs



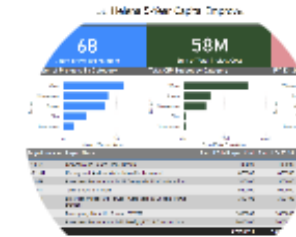
Designate
funding sources,
when known



Illuminate needs
and lack of
funding

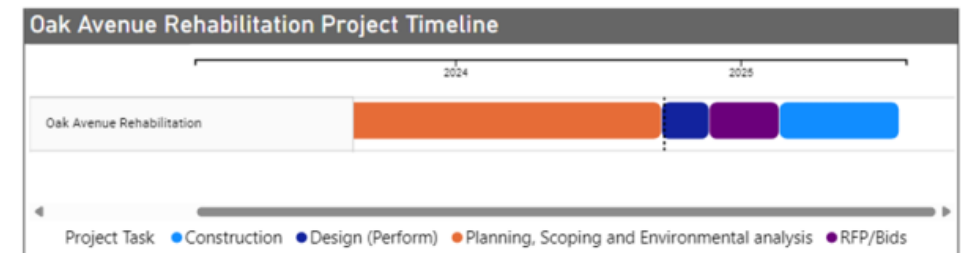


Strategy to
deliver projects
when funding
does materialize



Check the Status of CIP Projects on the Transparency Dashboard

Check the status of projects on the 5
Year Capital Improvement Program on
our new interactive dashboard.

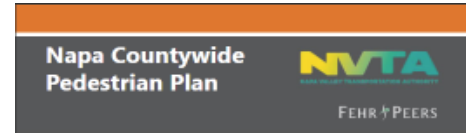


Year	Quarter	Project Task
2024	Qtr 4	RFP/Bids
2023	Qtr 1	Planning, Scoping and Environmental analysis
2024	Qtr 4	Design (Perform)
2025	Qtr 1	Construction

City of St. Helena 5-Year CIP

✓ Source of Projects

- 2017 Facilities Condition and Needs Assessment
- 2018 SHAPE Committee
- 2020 Financing Civic Infrastructure Task Force
- 2021 Integrated Utility Master Plan
- 2022 General Obligation Bond Projects
- 2023 Water/Wastewater Rate Study
- 2023 Council Adopted Pavement Program
- 2024 Water Bond Projects
- Regulatory Requirements (e.g. DSOD, Water Board, etc.)
- Staff Experience
- Napa Countywide Pedestrian Plan
- Napa Countywide Bicycle Plan



St Helena Assets Planning Engagement Committee
Final Report

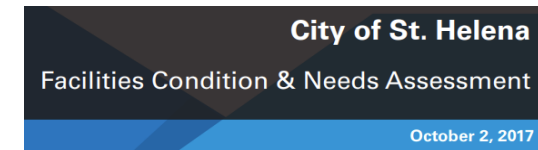
City of St. Helena

INTEGRATED UTILITY MASTER PLAN

FINAL | April 2021

**2023-24
Pavement Management
Program Update**

September 21, 2023



City of St. Helena 5-Year CIP



Process of Prioritization



Review Studies (e.g. IUMP) and recommendations



Review synergy between projects (e.g. underground projects + pavement rehabilitation)



Determine risk associated with DELAYED delivery of project



Determine availability of funding



Develop PRELIMINARY delivery schedule



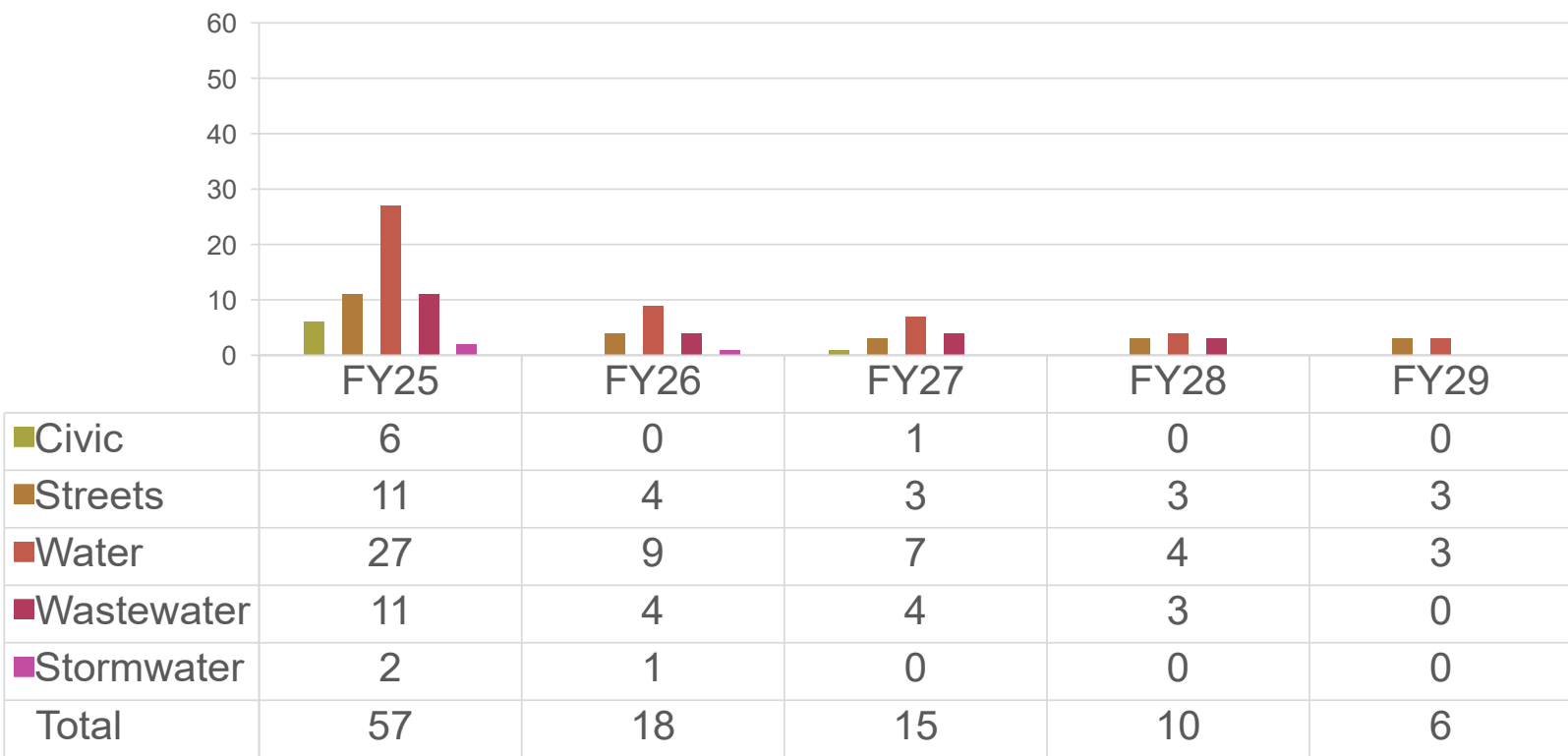
Assess project level funding availability (i.e. “cash flow”) throughout FY and adjust according



Conduct a comprehensive review of funding for the entire CIP program

City of St. Helena 5-Year CIP

Breakdown of Projects – Project Count by Number

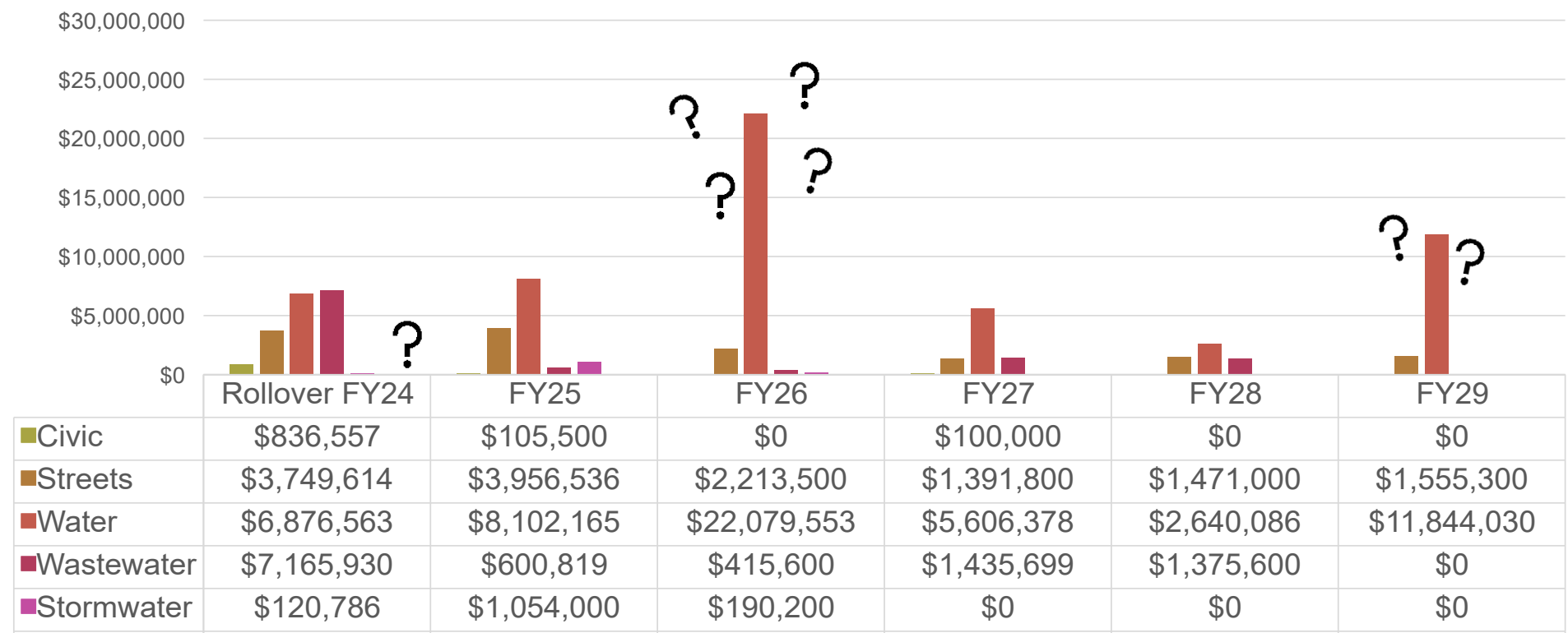


Total Projects 5-Year CIP

Total: 106

City of St. Helena 5-Year CIP

Breakdown of Projects – Project Budget by Fiscal Year



City of St. Helena 5-Year CIP

Breakdown of Projects – Project Budget by Fiscal Year

FY2024 Rollover Projects

R24-79 | Pavement Restoration Design
FY23 /Construction FY24 (\$1.7M)

W-101 | Tank 2 Rehabilitation (\$1.0M)

W24-04 | Retrofit/Deploy SMART Water
Meters (\$1.5M)

S-52 | WWTP Phase 1 Upgrades
(\$1.9M)

S18-71 | Crinella Pump Station
Upgrades (\$1.1M)

S21-01 | WWTP Recycled Pipeline and
Pump Station (\$1.7M)

S23-02 | Emergency Back-Up Power
WWTP (\$1.0M)

FY2026 Water Projects

W-109 | Bell Canyon Intake Tower
Replacement (\$5.0M)

W24-11 | Bell Canyon Dam DSOD
Analysis/Improvements (\$1.6M)

W25-01 | Napa Intertie Pipeline
Replacement (\$6.1M)

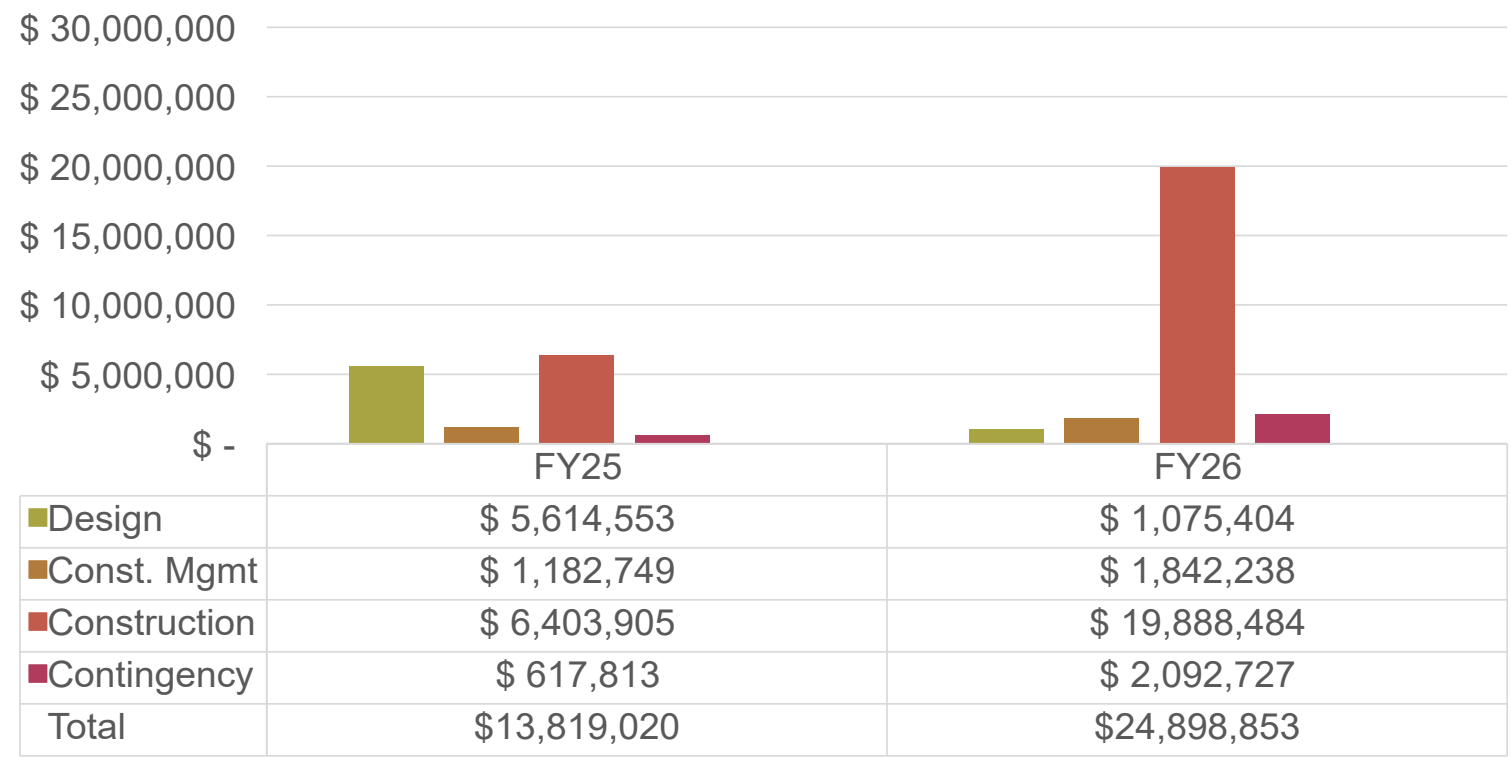
W25-02 | Water Treatment Plant
Transmission Main Replacement
(\$7.4M)

FY2029 Water Projects

W24-02 | Napa Intertie Pump Station
(Rutherford) Replacement (\$10.6M)

City of St. Helena 5-Year CIP

Breakdown of Projects – FY25 & FY26



	FY25	FY26
Design Budget (In Millions)	\$5.6	\$1.1
Avg \$/hr	\$190	\$190
Hours/FY	22,406	5,660
People/FY	10.8	2.8

City of St. Helena 5-Year CIP



Program Highlights

Initiating 10 projects in FY25

- R19-04 | Sulphur Creek Sediment Removal (\$50K)
- R25-79 | Pavement Restoration FY25 Design/FY26 Construction (\$1.3M)
- R25-81 | Downtown Sidewalk Paver Rehabilitation (\$601K)
- W-91 | Bell Canyon Creek Flow Measurement (\$50K)
- W18-118 | Replace Mains <6" in Diameter (\$1.3M)
- W24-06 | Risk and Resilience Assessment Report Implementation (\$160K)
- W24-12 | Disinfection By Products (\$823K)
- W25-02 | Water Treatment Plant Transmission Main Replacement (\$9.1M)
- W25-03 | Water Management Plan (\$282K)
- W26-01 | Water Treatment Plant Microgrid/SCADA Upgrades (\$2.6M)

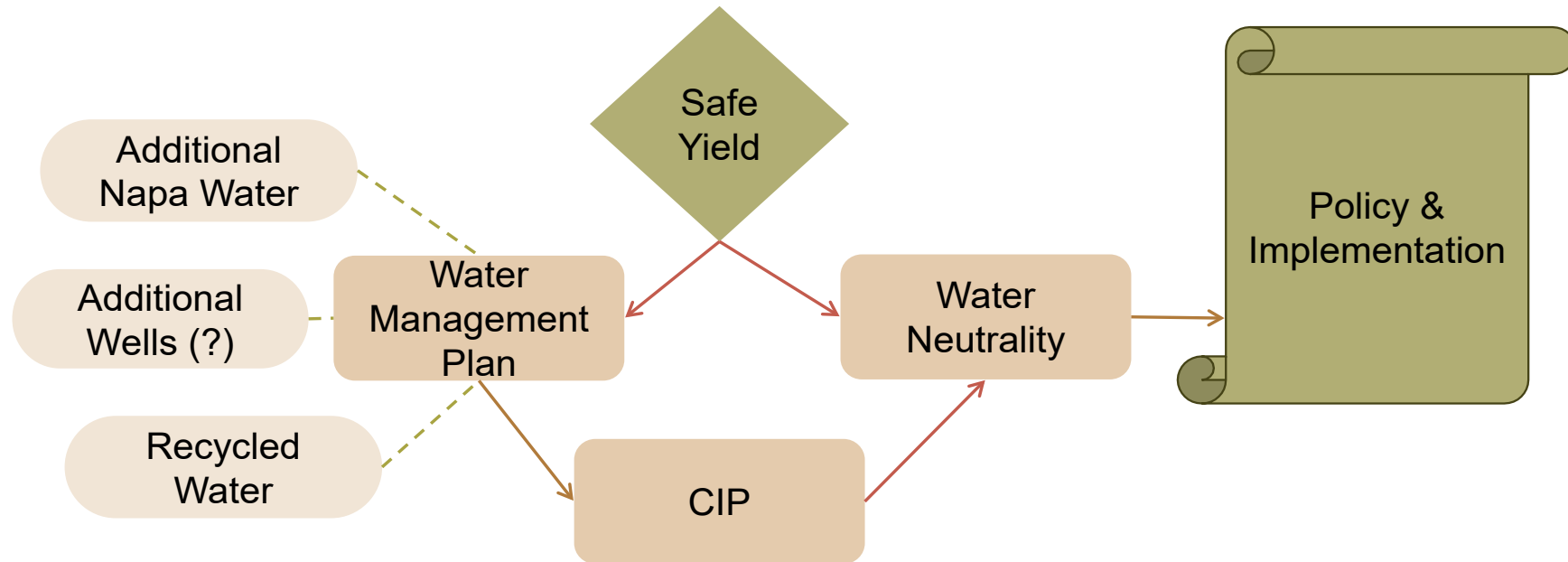
Initiating 4 projects in FY26

- R26-79 | Pavement Restoration FY26 Design/ FY27 Construction (\$1.4M)
- W-85 | Bell House Valve Replacement (\$575K)
- S25-01 | Flow Monitoring Program (\$60K)
- S26-01 | Model Update and System Analysis (\$50K)

City of St. Helena 5-Year CIP



Program Highlights – Safe Yield & Water Neutrality



City of St. Helena 5-Year CIP



Program Highlights – Projects Fast-Track

W-109 | Bell Canyon Intake Tower Replacement (\$6.3M)

W18-113 | Water System SCADA Improvements (\$915K)

W18-118 | Replace Mains <6" in Diameter (\$1.3M)

W24-02 | Napa Intertie Pump Station (Rutherford) Replacement (Design) (\$2.5M)

W24-04 | Retrofit/Deploy SMART Water Meters (\$2.3M)



City of St. Helena 5-Year CIP



Program Highlights – Oak Avenue Rehab

R24-02 | Oak Avenue Rehabilitation

Added \$1.0M in FY25 as part of Gas Tax & Measure T
Maintenance of Effort (MOE)

D24-01 | Oak Avenue Storm Drain Rehab

\$1.5M in FY25 – Go Bond Funded

Expecting to Start Phases of construction summer of 2025

Go to bid in FY2025 Q4 for the first portion of the
project.

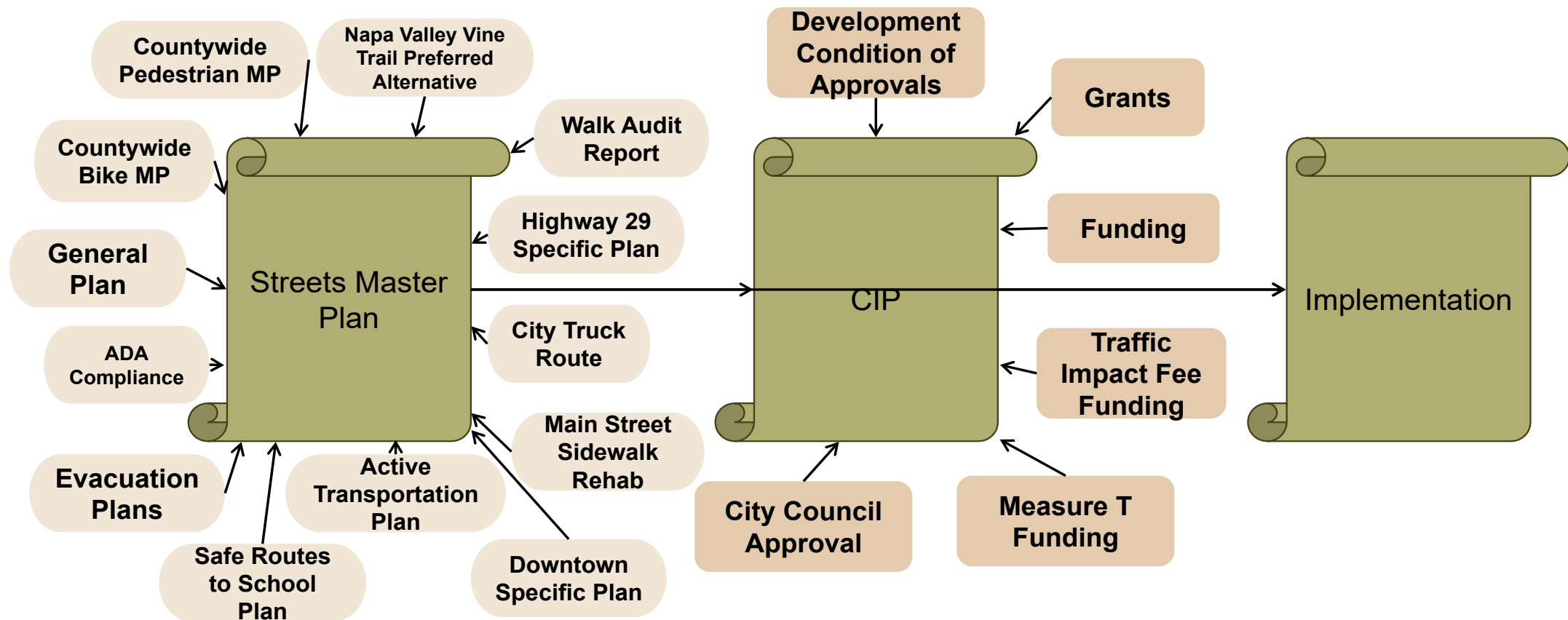
Additional funding source to be determined for Water
Main/Services rehab and Sewer Main/Laterals rehab



City of St. Helena 5-Year CIP



Program Highlights – Streets Safety



City of St. Helena 5-Year CIP



Program Highlights – Streets Master Plan

Streets Master Plan

The Streets Master Plan Development is intended to run in parallel to the City's Downtown Specific Plan. While the Streets Master Plan is City Wide the Downtown Specific Plan incorporates the downtown area only.

Downtown Specific Plan

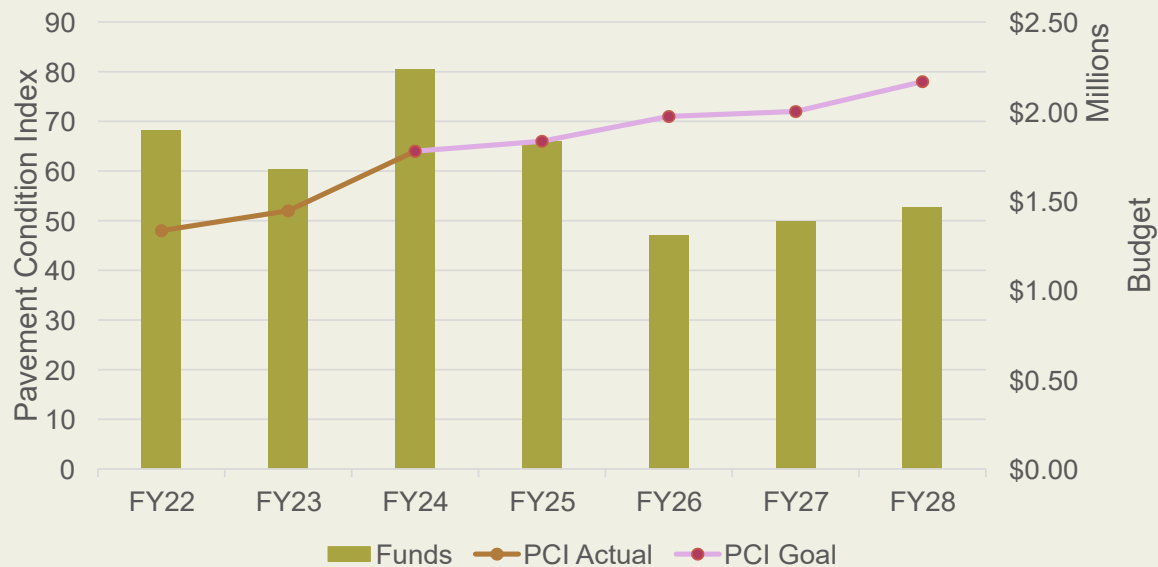


City of St. Helena 5-Year CIP

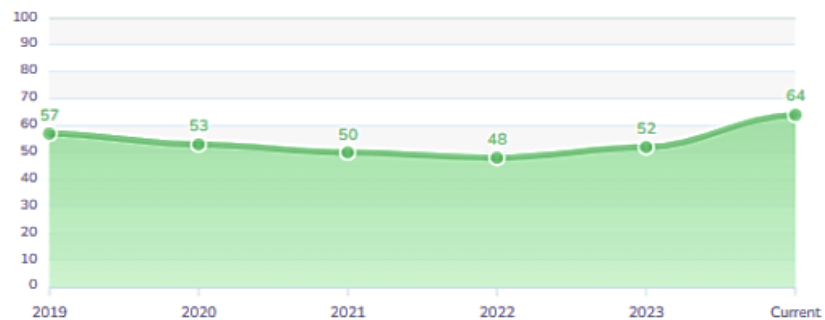


Program Highlights

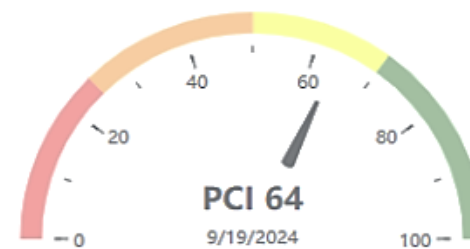
Pavement Management Program



HISTORICAL PAVEMENT CONDITION TRENDS



**CURRENT PCI



12 since 12/31/2023

City of St. Helena 5-Year CIP



Program Highlights – Bike Safety Projects Completed



Refreshed Existing Bike Lane on Grayson Ave. & Installed and Expanded 750ft. Of New Class 2 Bike Lane.



Refreshed Bike Facilities on Pope St. Bridge, & Valley View.



City of St. Helena 5-Year CIP



Program Highlights – Bike Safety Current/Future Projects

Continued Implementation of the Napa Countywide Bicycle Plan. Which Includes installing Bicycle Facilities on the following streets:

- South Crane
- Spring Street
- Birch Avenue
- Edwards Street
- Hunt Avenue
- Pratt Avenue
- Sylvaner Avenue
- Allyn Avenue



City of St. Helena 5-Year CIP



Program Highlights – Pedestrian Safety Completed Projects

Sulphur Creek Pedestrian Bridge:

- Completed in partnership with Napa Valley Railroad enhancing pedestrian crossing.

Pavement Restoration 2023:

- New Surfaces and ADA Improvements on Key Streets.

College Pedestrian Crossing:

- Reconfiguration completed with a \$100,000 grant.

Pratt & Elmhurt Pedestrian Crossings:

- Upgraded crossings supported by \$50,000 grants.

Grayson Ave Restoration:

- Repaved with Bike Facilities.

Kearney & Andrea Watermain Project

- 11 Curb Ramps Replaced with new ADA Compliant Curb Ramps.

Pavement Restoration 2024:

- Installed 20 new ADA Curb Ramps and Redesign Pedestrian Crossings.



City of St. Helena 5-Year CIP



Program Highlights - Pedestrian Safety Current/Future Projects

Safe Routes to School Continued Implementation:

- Updated Crosswalk and Warnings at Seven Crossings.

Crane Avenue:

- Resurfacing to include Bike Lanes

Streets Master Plan:

- Guiding future development, incorporating active transportation and bike plans.

Spring St. Crossing Highway 29:

- \$500,000 grant for crossing redevelopment.

Pedestrian Safety 2026:

- Pedestrian crossings at Edwards & North Crane.

Oak Avenue Design:

- New Sidewalk Curb & Gutter, Curb Ramps throughout



City of St. Helena 5-Year CIP



Strategies to Deliver



Continue Recruitment efforts for key positions



Utilize “on call” consultants for development of projects AND staff augmentation for “owners representative” services



Understand the project delivery times are estimated



Develop detailed schedule for each project



Update schedule based upon “cash flow”, i.e. timing when funding is available.



Ongoing efforts to apply/secure grants



City of St. Helena 5-Year CIP



Summary

Sufficient funding to achieve PCI of 70+ within 5 years. But won't have sufficient funding for pedestrian, bike & essential storm drain improvements

Lacking funding for deferred maintenance of facilities

Sufficient funding for current priorities for water infrastructure

Lacking sufficient funding for Wastewater collections deferred maintenance

5-YEAR CAPITAL IMPROVEMENT PROGRAM

CITY OF ST. HELENA, CA

FY 2024-25 to FY 2028-29



City of St. Helena 5-Year CIP



Questions?

