City of St. Helena
Active Transportation and Sustainability Committee
Regular Meeting
City Hall Conference Room, 1480 Main St, St. Helena
Wednesday, June 7, 2017 @ 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 three minutes.

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1. CALL TO ORDER

2. ROLL CALL
Committee Chair: Michael Chisek
Vice Chair/Alternate: Sara Chappellet
Members: Michael Chisek, Brian Cramer, Kris Coryell, Glenn Smith, Donna Hinds, Alternates: Tom Vence
City Council Member Liaison: Geoff Ellsworth
Staff Liaison: Tobias Barr, Public Works Project 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 five 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 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 May 3, 2017. 3 - 4

5-03-2017 Minutes

6. SCHEDULED MATTERS:

6.1. Discussion of Active Transportation and Sustainability Committee Mission Statement

6.2. Discussion of setting time limits for agenda items

6.3. Discussion of possible Pope Street Bike Lanes grand opening ribbon cutting

7. ADJOURNMENT

The next regular Active Transportation Committee meeting is scheduled for July 5, 2017 at 5:00 pm, City Hall 1480 Main Street.

This agenda was posted at City Hall, 1480 Main Street on June 1, 2017.

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Chrissy Cook, Public Works 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.

Committee Members:
Michael Chisek - Chair
Sara Chappellet (Alternate)- Vice Chair
Member - Kris Coryell
Member – Brian Cramer
Member - Donna Hinds
Member – Glenn Smith
Alternate – Tom Vence
City Council Member Liaison – Geoff Ellsworth

MINUTES
ST. HELENA ACTIVE TRANSPORTATION & SUSTAINABILITY COMMITTEE
City Hall, Conference Room
1480 Main Street
Regular Meeting, Wednesday May 3, 2017 at 5:00 pm

1. **ROLL CALL @ 5:03pm**
   Present: Michael Chisek, Brian Cramer, Donna Hinds, Tom Vence, Glenn, Smith, Sara Chappellet- arrived at 5:09, Councilmember Geoff Ellsworth
   Absent: Kris Coryell
   Staff: Tobias Barr

2. **PUBLIC FORUM:**
   - **None**

3. **REPORTS BY STAFF AND COMMITTEE:**
   - **Tobias Barr provided updates on the following City projects: Pope Street Bike Lanes, Charter Oak Overlay Project.**
   - **Geoff Ellsworth inquired about the City pursuing a lighted crosswalk at Main Street and Pine Street. Also expressed concern regarding a new unattended bike rental service at the Oxbow in Napa, which was promoting wine tasting on the maps provided on the bikes.**

4. **CONSENT CALENDAR**
   A. Approval of Special Meeting Minutes from April 5 2017. Committee member Glenn Smith noted the minutes needed to be amended because Brian Crammer provided the working draft Mission Statement. This was noted and a motion to approve was provided by Glenn Smith and second by Brian Crammer. The Minute were approved by the Committee (5-0).

   B. SCHEDULED MATTERS:

   A. Electric Vehicle Infrastructure adoption and strategy discussion. Tobias Barr provided an overview of various charging technologies. The committee discussed pursuing electric vehicle charging infrastructure installations at locations that would primarily service residents but could also provide secondary service to visitors and commuters. Charging stations installation were recommended to be pursued for the following City facilities:
      - City Hall
      - Crane Park
      - Money Way Restrooms
      - Library

   Public Comment: None

   Action: No action. Continued discussion as funding for installation projects becomes available.

B. Bike to Work Day Planning

Committee Discussion: Tobias Barr provide an update to the committee on the planned Bike to Work Day activities and encouraged Committee members to participate and stop by the City's aid station.

Public Comment: None

Action: No action taken.

C. Continue Development and Discussion of a Mission Statement from the Active Transportation and Sustainability Committee.

Committee Discussion: The Committee discussed Brian Crammers working Mission Statement draft:

To engage in the process of consensus building by discussing and proposing options on the livability in St. Helena focusing on easing of traffic, transportation and sustainability so that City Council has deeper public input to make better decisions.

The committee proposed continuing to evaluate and working on the mission statement.

Action: No action taken.

C. ADJOURNMENT: Donna Hinds moved to adjourn the meeting, Tom Vence provided a 2nd motion. The meeting was adjourned by the Chair at 6:05 PM.

The next regular Active Transportation Committee and Sustainability meeting is scheduled for June 7, 2017 at 5:00 pm at City Hall, 1480 Main Street.

APPROVED: **ATTEST:**

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Michael Chisek, Chair **Tobias Barr, Staff Liaison**