



City of St. Helena
Active Transportation and Sustainability
Committee
Regular Meeting
City Hall Conference Room, 1480 Main St,
St. Helena
Wednesday, September 6, 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. Members of the public and other parties are welcome to email their comments to the Staff Liaison Tobias Barr at tbarr@cityofsthelena.org

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1. CALL TO ORDER
2. ROLL CALL
Committee Chair: Jeff Farmer
Vice Chair: Glenn Smith
Members: Kris Coryell, Donna Hinds, 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 August 25th, 2017.
[08-25-2017 Minutes Special Meeting](#)
6. SCHEDULED MATTERS:
 - 6.1. Committee Goal Setting Workshop
Facilitators: Staff Liaison Tobias Barr, Public Works Project Manager
Noah Housh, Planning and Community Improvement Director

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Erica Ahman Smithies, PE, Public Works Director/City Engineer

7. ADJOURNMENT

The next regular Active Transportation Committee meeting is scheduled for October 4th, 2017 at 5:00 pm, City Hall 1480 Main Street.

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

Christina 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:

Jeff Farmer - Chair
Glenn Smith- Vice Chair
Member - Kris Coryell
Member - Donna Hinds
Member – Tom Vence
Alternates (2) – Vacant
City Council Member Liaison – Geoff Ellsworth

MINUTES

ST. HELENA ACTIVE TRANSPORTATION & SUSTAINABILITY COMMITTEE

**City Hall, Conference Room
1480 Main Street
Special Meeting, August 25, 2017 at 5:00 pm**

1. CALL TO ORDER @ 5:05pm

2. ROLL CALL

Present: Jeff Farmer, Donna Hinds, Tom Vence, Glenn Smith, Kris Coryell

Absent: Councilmember Geoff Ellsworth

Staff Present: Tobias Barr, Allison Mattioli

Others Present: Diana Meehan, NVTa

3. PUBLIC FORUM:

➤ **None.**

4. REPORTS BY STAFF AND COMMITTEE:

- Glenn Smith provided information and background on a letter to the editor he wrote to the St. Helena Star which discussed issues with traffic. Council Member Dohring had been in contact with Glenn to discuss and suggested that Glenn should pursue the issue further. Glenn requested that the Committee consider discussing in the future. Staff Liaison Tobias Barr though that next committee meeting, when the committee plans to discuss goals and projects, would be an excellent time to discuss various traffic issues with the committee further.
- Tom Vence asked if Staff had an update regarding the proposed truck ordinance. Tobias informed the committee he was not aware of the current progress, but could report that the City Attorney's Office was working on drafting an ordinance change.
- Tobias Barr provided an update on the construction of the EVgo charging station, which should be completed before the Labor Day Weekend, although they would not be operational until PG&E connects power, which could be up to 30 days. Additionally, Tobias provided information about Coastal Cleanup Day, which is September 16th. The City will be organizing a cleanup of Sulphur Creek. The event will start at Meily Park at 9:00 and volunteers will be able to access the creek bed from the Signorelli Barn area. Tobias encouraged ATSC members to participate. The event would conclude at noon.

5. CONSENT CALENDAR

- A. Approval of Meeting Minutes from July 5, 2017. A motion to approve was provided by Kris Coryell and second by Donna Hinds. The Minute were approved by the Committee (5-0).

6. SCHEDULED MATTERS

1. OVERVIEW OF NVTa REGIONAL BIKE PLAN UPDATE

Committee Discussion: Diana Meehan from Napa Valley Transportation Authority attended the meeting and gave the committee a presentation of the Bike Plan Update process. Diana also spent a significant amount of time explaining the various function of NVTA, which is the region's Congestion Management Agency and public transit provider. Diana also provided information on the structure of the organization, the various committees and answered questions including questions on Measure T, and SB1 which will fund roadway improvement in St. Helena and the region. She also explained NVTA's website and how to find the various resources and studies on the website. She then discussed the Bike Plan Update in detail, and shared that the final Bike Plan Update would be used as the planning tool to obtain grants and justify other funding sources. In order to solicit inputs from everyone in Napa County, NVTA is using a Wikimap, which allows any user to place comments at specific locations and draw routes to show where they ride, or would like to ride bicycles. Diana asked members to use the Wikimap and also share the Wikimap with their various social groups so they could collect information on what improvements they could make in the Bike Plan Update. Diana used the conference room screen to pull up the Wikimap and provide a demonstration on how to use the interactive map to leave comments.

Action: No action was taken. Committee members agreed to use the Wikimap and help promote others to use it so NVTA and the City of St. Helena could receive as much input for the Bike Plan Update as possible.

2. SELECT REPRESENTATIVE FOR NVTA ACTIVE TRANSPORTATION COMMITTEE

Committee Discussion: Diana Meehan provided a background of the responsibility of the regional NVTA Active Transportation Committee, including the commitment. The group meets at 5:00 PM on the first Monday of the month, at NVTA headquarters in the City of Napa. The City Council will need to approve whoever is nominated or volunteers. Then NVTA Board of Directors needs to approve the appointment.

Kris Coryell volunteered to be the representative for at least a year and asked Diana if they would consider occasionally holding the meeting in Yountville to make it easier for Up valley committee members to attend. Diana thought that could be a possibility and would pursue the suggestions.

Action: Donna Hinds provided a motion to request City Council appoint Kris Coryell to the NVTA Active Transportation Committee. Tom Vance provided a second. The motion was approved (4-0-1) with Kris Coryell abstaining from the vote.

7. **ADJOURNMENT:** Chair Jeff Farmer requested a motion to adjourn the meeting. Kris Coryell moved to adjourn the meeting, Glenn Smith provided a second motion. The Committee approved the motion (5-0). The meeting was adjourned by the Chair at 6:06 PM.

The next regular Active Transportation Committee and Sustainability meeting is scheduled for September 6, 2017 at 5:00 pm at City Hall, 1480 Main Street.

APPROVED:

ATTEST:

Chair, Jeff Farmer

Tobias Barr, Staff Liaison