



City of St. Helena
Active Transportation and Sustainability
Committee
Regular Meeting
City Hall Conference Room, 1480 Main St,
St. Helena
Wednesday, November 1, 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

Page

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 September 6, 2017. 3 - 4
[09-06-2017 Minutes](#)
 - 5.2. Active Transportation and Sustainability Committee Meeting Minutes of October 4, 2017. 5
[10-04-2017 Minutes](#)
6. SCHEDULED MATTERS:
 - 6.1. Committee Goal Setting 7

[ATSC Goals Working Draft](#)

7. ADJOURNMENT

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

This agenda was posted at City Hall, 1480 Main Street on October 27, 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

Regular Meeting, September 6, 2017 at 5:00 pm

1. CALL TO ORDER @ 5:00pm

2. ROLL CALL

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

Council Member: Geoff Ellsworth

Staff Present: Tobias Barr, Erica Ahman Smithies

Others Present: None

3. PUBLIC FORUM:

➤ **None.**

4. REPORTS BY STAFF AND COMMITTEE:

5. CONSENT CALENDAR

A. Approval of Meeting Minutes from August 25, 2017. Staff Liaison Tobias Barr noted one correction to the meeting time, which was 2:00 PM rather than 5:00 PM noted in the draft minutes. A motion to approve the minutes as amended was provided by Kris Coryell and second by Tom Vence. The Minute were approved by the Committee (5-0).

6. SCHEDULED MATTERS

1. COMMITTEE GOAL SETTING WORKSHOP

Committee Discussion: Staff Liaison Tobias Barr presented a PowerPoint with the on-going City and ATSC Committee projects organized by the following categories:

Active Transportation
Traffic and Transportation
Environment and Resource Management
Interaction with City Council

Active Transportation:

The committee discussed prioritizing the following Active Transportation Projects:

Safety Programs and Education

Encouraging Safety and Helmets with Kids
Outreach to businesses and tourists regarding safety and responsibility
Promoting more active outreach on Facebook, website, Farmers Market, schools, etc.

Lobbying Caltrans to improve bike crossing at lighted intersections

**Participate in the Vine Trail project planning segment through St. Helena
Help Staff prioritize sidewalk repairs and improvements**

General Traffic and Transportation Issues

The committee all agreed that general traffic and transportation issues were a concern to residents and the committee however, the committee could not determine how to prioritize goals related to this issues as many transportation and traffic issues are currently evaluated by Planning Commission and City Council. The committee agreed to further discuss which issues may and studies be appropriate for the committee to evaluate at a future meeting.

Environment and Resource Management

- Review past programs and projects for success
- Explore creating and promoting organic gardening/agriculture program
- Explore Solar Projects for the City
- Assist City Staff in evaluating recycle water projects for the WWTP

City Council Interaction:

- Provide Quarterly Updates to City Council

7. **ADJOURNMENT:** Chair Jeff Farmer requested a motion to adjourn the meeting. Kris Coryell moved to adjourn the meeting, Donna Hinds provided a second motion. The Committee approved the motion (5-0). The meeting was adjourned by the Chair at 6:10 PM.

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

APPROVED:

ATTEST:

Chair, Jeff Farmer

Tobias Barr, Staff Liaison

Committee Members:

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

THIS MEETING WAS CANCELLED DUE TO LACK OF QUORUM

MINUTES

ST. HELENA ACTIVE TRANSPORTATION & SUSTAINABILITY COMMITTEE

City Hall, Conference Room

1480 Main Street

Regular Meeting, October 4, 2017 at 5:00 pm

- 1. CALL TO ORDER @ 5:00pm**
- 2. ROLL CALL**
Present: Jeff Farmer
Council Member: None
Staff Present: Tobias Barr
Others Present: None
- 3. PUBLIC FORUM:**
- 4. REPORTS BY STAFF AND COMMITTEE:**
- 5. CONSENT CALENDAR**
A. Approval of Meeting Minutes from September 6, 2017.
- 6. SCHEDULED MATTERS**
 - 1. COMMITTEE GOAL SETTING WORKSHOP**
- 7. ADJOURNMENT:**

The next regular Active Transportation Committee and Sustainability meeting is scheduled for November 1, 2017 at 5:00 pm at City Hall, 1480 Main Street.

APPROVED:

ATTEST:

Chair, Jeff Farmer

Tobias Barr, Staff Liaison

Working Draft: Possible ATSC Goals for City Council Approval

Active Transportation and Sustainability Committee

Regular Meeting October 4, 2017

Active Transportation

- **Continue to Develop and Promote Bicycle Safety and Education Programs**
- **Work with Caltrans to Improve Bicycle Crossings on HWY 29**
- **Participate in the Planning and Development of the Vine Trail St. Helena Segment**
- **Assist Staff in Prioritizing Sidewalk Repairs and Improvements**

Environmental Sustainability and Resource Management

- **Review Past Programs and Projects for Success and Failure**
- **Explore Creating and Promoting Organic Gardening/Agriculture Program**
- **Explore and Evaluation Potential Solar Projects for St. Helena**
- **Assist City Staff in Evaluating Recycled Water Project for WWTP upgrades**

City Council Interaction

Provide Quarterly Updates to City Council for Feedback.