



City of St. Helena
Active Transportation and Sustainability
Committee
Special Meeting
City Hall Conference Room, 1480 Main St,
St. Helena
Wednesday, January 10, 2018 @ 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 12-06-2017.
[12-06-2017 Minutes](#)
6. SCHEDULED MATTERS:
 - 6.1. Continued Review and Discussion of Calistoga's Climate Action Plan
 - 6.2. Discussion of City Council Direction of Committee's Annual Work Plan

3 - 4

6.3. Discussion of Parking Rules for EV Charging at Oak Street/Money Way Parking Lot

7. ADJOURNMENT

The next regular Active Transportation Committee meeting is scheduled for February 7, 2018 at 5:00 pm, City Hall 1480 Main Street.

This agenda was posted at City Hall, 1480 Main Street on January 5, 2018.

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
City Council Member Liaison – Geoff Ellsworth

MINUTES

ST. HELENA ACTIVE TRANSPORTATION & SUSTAINABILITY COMMITTEE

**City Hall, Conference Room
1480 Main Street
Regular Meeting, December 6, 2017 at 5:00 pm**

1. CALL TO ORDER @ 5:00pm

2. ROLL CALL

Present: Jeff Farmer, Glenn Smith (arrived 5:03), Donna Hinds, Tom Vence

Council Member: Geoff Ellsworth

Staff Present: Tobias Barr, Mark Prestwich

Others Present: Diana Meehan, NVTa

3. PUBLIC FORUM:

None

4. REPORTS BY STAFF AND COMMITTEE:

Tobias Barr introduced City Manager, Mark Prestwich, who had not yet attended an ATSC meeting. The City Manager provided background on his work and expressed his support of the committee.

5. CONSENT CALENDAR

5.1 Approval of Meeting Minutes from November 1, 2017. Glenn Smith motioned to approve the minutes, Donna Hinds provided a second motion. The minutes were approved 4-0.

6. SCHEDULED MATTERS

1. COMMITTEE GOAL SETTING

The committee allowed the order of the items from the agenda to be discussed out of order as follows:

6.1 Discussion and Review of the City Council Presentation for Committee Goal Setting

The committee presented the goals to the City Manager. The City Manager supported the goals and look forward to working with the committee to present to City Council. There were three comments from the City Manager. 1) change title to Proposed ATSC Work Plan; 2) Remove assist “City Staff in Evaluating Recycled Water Project”, as this is already underway and will be brought to the committee for discussion and 3) place “Explore the feasibility of creating a Climate Action Plan” as the first bullet point under Environmental Sustainability and Resource Management.

The committee voted to approve the City Manager’s suggestions 4-0. Tobias will work with the City Manager to schedule a discussion of the proposed work plan to City Council in January.

6.2 Discussion of Possible City Sidewalk Repair Program

Tobias Barr presented a proposed program to improve the sidewalks in St. Helena by providing a 50% cost share for property owners who need to repair sidewalks in front of their property. The City Manager had a similar program in Nevada City which was successful. Staff proposes creating a similar program in St. Helena as seeking City Council approval in early 2018. The committee supported the project and looks forward to reviewing and promoting the final program.

6.3 Review of Calistoga's Climate Action Plan

The committee discussed a general overview of Calistoga's CAP and requested the committee take a more detailed look at a future meeting. The committee expressed interest in creating a plan for St. Helena but recognized that currently there are no funds for such a project. The committee brainstormed how they might adapt sections of Calistoga's plan or seek future funding. Mark Prestwich thought having such a plan would put the city in a better position to receive related grant funds for sustainability projects.

7. ADJOURNMENT:

Glenn Smith moved to adjourn the meeting at 6:04 PM. Tom Vence provided a second motion. The committee voted 4-0 to adjourn the meeting.

The next regular Active Transportation Committee and Sustainability meeting is scheduled for January 3, 2018 at 5:00 pm at City Hall, 1480 Main Street.

APPROVED:

ATTEST:

Chair, Jeff Farmer

Tobias Barr, Staff Liaison