



City of St. Helena
Active Transportation and Sustainability
Committee
Special Meeting
City Hall Conference Room, 1480 Main St,
St. Helena
Friday, March 2, 2018 @ 3:00 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 02-07-2018.
[02-07-2018 Minutes](#)
6. SCHEDULED MATTERS:
 - 6.1. Discussion of Recommending Elements of Calistoga's Climate Action Plan for Adoption in St. Helena
7. ADJOURNMENT
The next regular Active Transportation Committee meeting is scheduled for

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03-07-2018 at 5:00 pm, City Hall 1480 Main Street.

This agenda was posted at City Hall, 1480 Main Street on 02-23-2018.

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, February 7, 2018 at 5:00 pm**

1. CALL TO ORDER @ 5:02pm

2. ROLL CALL

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

Council Member: None

Staff Present: Tobias Barr

Others Present: Pam Smithers

3. PUBLIC FORUM:

None

4. REPORTS BY STAFF AND COMMITTEE:

Glenn Smith reported on the reports that the Wine Train is interested in starting a commuter train service and requested this could be a potential topic for future meetings.

Donna Hinds reported that in the Parks and Recreation Committee the City Maintenance announced that it would be beginning RoundUp weed treatment. Donna requested that an organic gardening program be a future discussion item of the committee so the committee can address ways to reduce RoundUp use in the City.

5. CONSENT CALENDAR

5.1 Approval of Meeting Minutes from January 10, 2018, Tom Vence motioned to approve the minutes, Glenn Smith provided a second motion. The minutes were approved 5-0.

6. SCHEDULED MATTERS

6.1 Review of ADA Curb Ramp Improvement Projects

Public Works Project Manager Tobias Barr shared the design plans for the Railroad Avenue Curb Ramps and ADA Transition Plan Improvement Curb Ramps with the committee. Tobias answered questions about the project, the public works bidding process and the ADA Transition Plan.

Action: None taken. Information only.

6.2 Generate a List of Prior Sustainability Committee Projects for Review

The committee Chair Jeff Farmer reminded the committee this is an item on the committee's work plan and requested members of the committee generate a list of past projects for future meetings. The committee

determined that the former members of the Sustainability Committee would be the most familiar with past projects. Tom Vence volunteered to provide a list of project to the committee at the next regular meeting.

Action: No action taken. Tom Vence will provide list of Sustainability Committee projects at the next Regular Meeting.

6.3 Continued Discussion and Review of Calistoga CAP

This item was not heard until close to 6:00 PM which is when the meeting typically adjourns. The committee determined that scheduling a Special Meeting on Friday, March 2nd at 3:00 PM dedicated to reviewing the Calistoga Climate Action Plan would allow the committee to fully review the plan and determine which elements of Calistoga's Plan would be most applicable to St. Helena.

Action: No formal action was taken. Committee agreed to hold a Special Meeting on Friday, March 2nd at 3:00 PM at City Hall.

7. ADJOURNMENT:

Donna Hinds moved to adjourn the meeting at 6:03 PM. Kris Coryell provided a second motion. The committee voted 5-0 to adjourn the meeting.

The next Regular Active Transportation Committee and Sustainability meeting is scheduled for March 7, 2018 at 5:00 pm at City Hall, 1480 Main Street.

APPROVED:

ATTEST:

Chair, Jeff Farmer

Tobias Barr, Staff Liaison