



City of St. Helena
Active Transportation and Sustainability
Committee
Special Meeting
1572 Railroad Avenue
Thursday, March 29, 2018 @ 10:30 AM

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@cityofstheleena.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, Pamela Smithers
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 March 2, 2018 and March 7, 2018 3 - 6
[03-02-2018 Minutes Special Meeting](#)
[03-07-2018 Minutes](#)
6. SCHEDULED MATTERS:
 - 6.1. Discussion and Approval of the edited Transportation Element Climate Action Plan for use in St. Helena's Draft Climate Action Plan. 7 - 12

CEQA Determination: Not a CEQA project

CEQA Determination: NA
Prepared By: Tobias Barr, Project Manager
[Transportation CAP Draft](#)

7. ADJOURNMENT

The next regular Active Transportation Committee meeting is scheduled for April 4, 2018 at 5:00 pm, City Hall 1480 Main Street.

This agenda was posted at Public Works Administration Building 1572 Rail Road Ave and City Hall, 1480 Main Street on March 28, 2018.

Tobias Barr, Staff Liaison-Active Transportation and Sustainability Committee

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
Special Meeting, Friday March 2, 2018 at 3:00 pm**

1. CALL TO ORDER @ 3:02pm

2. ROLL CALL

Present: Jeff Farmer, Glenn Smith, Tom Vence

Council Member: Geoff Ellsworth

Staff Present: Tobias Barr

Others Present: Pam Smithers

3. PUBLIC FORUM:

None

4. REPORTS BY STAFF AND COMMITTEE:

Staff liaison Tobias Barr updated the committee on his alternate work schedule and made the following announcements:

- Bike to Work/School Day is Thursday May 10.
- Earth Day is Saturday April 21.
- The Wine Train is currently not in any discussions with the City regarding utilizing the Wine Train for commuter rail service.
- Controlled crosswalks and Pope St., Adams, St. and Hunt St. will be updated to accommodate the hearing impaired in the near future.
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5. CONSENT CALENDAR

5.1 Approval of Meeting Minutes from February 7, 2018, Glenn Smith motioned to approve the minutes, Tom Vance provided a second motion. The minutes were approved 3-0.

6. SCHEDULED MATTERS

6.1 Discussion of Recommending Elements of Calistoga's Climate Action Plan for Adoption in St. Helena

The following elements were discussed by the committee as elements that should be considered for St. Helena's future climate action plan:

- Working with the Wine Train to evaluate creating future rail commuter service.
- Improving crossing signalization for bicycles
- Promoting and installing more EV charging in town.
- Improving Parking, such as the PG&E lot to encourage more walking and less.
- Outreach campaigns to encourage more walking (i.e. Park and Walk)
- Improving walking paths such as the Tree Tunnel walking path and sidewalks south of Main Street Bridge (Sulphur Creek Bridge).

- Evaluate and promote recycled water (purple pipe).
- Working with Vine Transit to improve bus stops by adding bike racks to bus stops.
- Improve bike infrastructure during street improvements (repaving, etc.)
- Work with school district to consider busing options including utilizing the Vine on-demand bus for school transportation.
- Stepping up speed enforcement in the City and creating campaigns and mechanisms to slow vehicles down.
- Recommend design review for landscape lighting to reduce unnecessary light pollution.
- Create mechanisms to promote renewable energy and building efficiency.
- Align St. Helena actions with the Napa County wide actions.
- Streamline permitting of PV/EV charging and Battery Storage.

Action: None taken. Discussion only.

7. ADJOURNMENT:

Glenn Smith moved to adjourn the meeting at 4:33 PM. Jeff Farmer provided a second motion. The committee voted 3-0 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

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, Wednesday March 7, 2018 at 5:00 pm

1. CALL TO ORDER @ 3:02pm

2. ROLL CALL

Present: Jeff Farmer, Glenn Smith, Donna Hinds

Council Member: None

Staff Present: Tobias Barr

Others Present: Pam Smithers

3. PUBLIC FORUM:

None

4. REPORTS BY STAFF AND COMMITTEE:

- None

5. CONSENT CALENDAR

No consent items. Minutes from the Special Meeting on March 2, 2018 will be presented for approval at the next meeting.

6. SCHEDULED MATTERS

6.1 Continued Discussion of Recommending Elements of Calistoga's Climate Action Plan for Adoption in St. Helena

The committee discussed strategies to incorporate element T-1A promoting a waling and bicycle friendly community into the proposed St. Helena Climate Action Plan. These included:

- Speed limit enforcement strategies
- Sidewalk improvements
- Promoting walking by creating a walking tour of St. Helena. Could utilize Historical Society Book to collect land marks and stories for free.

Action: None taken. Discussion only.

7. ADJOURNMENT:

Glenn Smith moved to adjourn the meeting at 6:13 PM. Tom Vance provided a second motion. The committee voted 3-0 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

Transportation

The City's plan for reducing vehicle emissions involves both increasing vehicle fuel efficiency and reducing vehicle miles traveled (VMT). The City plans to increase vehicle fuel efficiency by managing traffic and encouraging the use of alternative-fuel vehicles. To reduce VMT, the City will promote transit, biking, walking, and carpooling options, as well as efficient land use patterns. The City will also buy greener vehicles for its fleet when feasible.

Goal T-1: Reduce and minimize personal vehicle use by providing attractive alternative transportation modes.	
Objective T-1	Maximize Bicycle and Pedestrian trips by promoting a walking and bicycling-friendly community.
• Measure T-1 A	Implement and support a public campaign to reduce vehicle speeding in St Helena. <i>This effort should include increased enforcement of speed limits on all residential streets as well as public outreach and education efforts. Lower vehicle speeds are necessary to make bicycling and walking safer and more attractive as a transportation option.</i>
• Measure T-1 B	Implement the Bicycle and Pedestrian Plans, including the provision of multi-use paths, bicycle lanes, bicycle and pedestrian routes and crossings. <i>The 2012 Bicycle Plan is currently undergoing the 5 year review and will be updated. The countywide Pedestrian Plan was approved in August 2016. All plans are developed to address the needs of all types of bicyclists and pedestrians. Important reasons for increasing bicycle and pedestrian travel include reducing congestion and greenhouse gas emissions due to automobile traffic as well as general public health benefits of active transportation.</i>
• Measure T-1 C	Direct staff to incorporate elements of the bicycle and pedestrian plans and other active transportation elements into St Helena's five year road improvement plan. <i>With Measure T funds becoming available for pavement improvements, The City of St. Helena has the opportunity to implement bicycle and pedestrian facilities identified in the Bicycle and Pedestrian Plans as roads are resurfaced and improved.</i>
• Measure T-1 D	Maximize bicycle parking at appropriate locations throughout the community. <i>Direct City Staff to update the City's Municipal Code to include a requirement for one bicycle parking space for every 10 motor vehicles spaces associated with new non-residential projects and for every three dwelling units in new multi-family residential projects. Coordinate the</i>

	<i>installation of bicycle racks and parking with the VINE bus service to encourage “bike-to-bus” transportation. Install adequate bike parking at City Parks and Facilities. Make bicycle parking apparatus available in City Right-of-Way to businesses which request bicycle parking.</i>
• Measure T-1 E	Promote walking by providing more resting places in strategic areas of the City. <i>Identify strategic areas in the City’s Right-of-Way to install benches for walkers to sit and rest. Providing benches as resting areas lowers fatigue and will enable more residents and visitors to replace vehicle trips with walking trips. The City can develop a program where a sitting bench can be requested by the public and if location meets the program requirements, the Public Works Department can install a bench.</i>
• Measure T-1 E	Improve Bicycle and Pedestrian Crossings along HWY 29 and other busy intersections. <i>The City will work with Caltrans and other stakeholders to improve crossings for bicycles and pedestrians along HWY 29 and other areas of the City as appropriate.</i>
• Measure T-1 F	Utilize signage, education, outreach, technology and community resources to implement strategies to encourage “park-and-walk” in St. Helena. <i>The City will utilize SHINE newsletter, social media, and Chamber of Commerce to promote park and walk with visitors and residents. Strategy will include strategic development of parking with clear signage for the public and utilize publicity on benefits of walking. Utilizing tools, such as creating a walking tour of the downtown utilizing Historical Society landmarks will be considered as strategies to encourage park and walk activities.</i>
• Measure T-1 G	Implement City programs to encourage sidewalk and walking plan improvements to reduce VMT (for ex: Tree Tunnel walking path). <i>The City will implements plans such as the ADA Transition Plan and Pedestrian Plan to continually improve pedestrian pathways in the City. The City will evaluate implementing cost share and other strategies to improve sidewalk and walking paths that are in the jurisdiction of private parcels to encourage sidewalk and walking path improvements.</i>
• Measure T-1 H	Participate in the planning and development of the Vine Trail St. Helena segment. <i>The City will actively participate in the development of the Vine Train planning for the St. Helena segment in order to optimize the route for residents and visitors and to reduce vehicle trips and traffic.</i>

Objective T-2	Maximize and support the use of local and regional transit service, car and van pooling.
• Measure T-2 A	Encourage and support efforts by Napa Valley Transportation Authority to provide convenient and affordable transit to and within St Helena and the region. <i>Providing frequent and comfortable bus transit service reduces personal vehicle use. The County's fixed-route bus system (VINE) provides daily transit service from stops in St. Helena to locations throughout the county, as well as connections to transit in Solano County, Bay Area Rapid Transit (BART) and the San Francisco Ferry. The VINE started an on demand shuttle bus service for St. Helena that allows door-to-door rides during normal operating hours. The City will promote these services by outreach and education efforts in the SHINE newsletter and social media.</i>
• Measure T-2 B	Encourage local employers to promote public transit use, car and van pooling, within their organizations. <i>By providing tools, education and outreach to local employers, the City can encourage employers to promote transit and pooling activities to reduce vehicle trips and peak traffic congestion.</i>
• Measure T-2 C	Foster the Creation of Commuter Rail Service on the Wine Train <i>Recently (2018) the Wine Train has released information that they are evaluating offering commuter rail service. Direct staff to pursue discussions with Napa Valley Wine Train regarding commute service from Napa to locations Up Valley.</i>
• Measure T-2 D	Evaluate feasibility of utilizing VINE bus and shuttle resources to accommodate school transportation needs. <i>In order to decrease single vehicle trips to and from schools in St. Helena the City will promote coordination with the St. Helena Unified School District and VINE transit to pool transit resources and utilize mobile technology to develop a plan to reduce vehicular trips by parents and students to and from school.</i>
• Measure T-2 E	Promote Ridesharing and Car and Van Pooling in the Community. <i>When ridesharing reduces VMT, the City will consider taking an active role in the promotion of such activities or mobile applications that promote ridesharing activities. This could include outreach and education, or providing a parking facility for park-and-ride.</i>
Objective T-3	Enforce policies and promote activities that minimize single-person vehicle usage by employees.
• Measure T-3 A	<i>Require proposed projects that will have a large number of employees to submit a comprehensive plan detailing actions to reduce single-person vehicle usage by employees. Such actions may include providing bicycles for commuting, covered bicycle parking, showers and/or lockers, carpool coordination and shuttles to locations where concentrations of employees reside. Ensure implementation of the plan through a condition of approval or</i>

	mitigation measure.
Objective T-4	Minimize personal vehicle usage by residents and visitors to the community.
• Measure T-4-A	Encourage local visitor accommodations to provide bicycles (including safety training) and shuttle service to guests, and to promote the use of the St. Helena Shuttle.
• Measure T-4-B	Promote innovative transportation models and innovative goods and service models that reduce vehicle trips and emissions. <i>Ridesharing, on-demand ride services, 3rd party delivery services, Amazon Prime and other innovative, mobile application device driven services offer alternatives to typical day to day travel and shopping activities. However, the impact of these services in regards to emissions and congestion and are not well known. The City will need to be informed on the latest research to determine which on-demand and e-commerce services are beneficial to the environmental and align with the goals of the Climate Action Plan vs. those which are not. The City will need to take an active role in promoting those services which benefit the environment and possibly regulate and discourage those that are not.</i>
• Measure T-4 C	Support local food production, farmers markets and “buy local” campaigns.
• Measure T-4 D	Support the provision of resident-serving retail and services. <i>Approving land use entitlements for resident-serving uses would minimize the VMT associated with trips outside the community.</i>
Objective T-5	Promote opportunities to house local workers to minimize commuting.
• Measure T-5 A	Promote housing types that are desirable to local workers. <i>Local workers residing in St. Helena avoid emissions associated with commuting. Developing multi-family housing for existing and anticipated workers in the hospitality and service industries will reduce these emissions.</i>
• Objective T-6	Encourage compact development.
• Measure T-6 A	Prevent greenfield development. <i>St. Helena has multiple existing regulations that prevent sprawl and thus reduce VMT. The City has an adopted urban growth boundary that is coterminous with its Sphere of Influence. The City also collaborates with Napa County, the Local Agency Formation Commission of Napa County, the Napa County Regional Park and Open Space District and other agencies to ensure that unincorporated areas remain primarily non-urban.</i>
Measure T-6 B	Maintain a compact downtown. <i>The City’s compact downtown encourages visitors and residents to one-stop-shop; that is, park and then walk between shops rather than drive from one destination to the next. Allowing wine tasting rooms in the downtown</i>

	<i>reduces VMT by avoiding the need to drive to distant locations.</i>
Goal: Minimize traffic congestion to reduce fuel use and the generation of emissions.	
Objective T-7	Optimize fuel efficiency in the local transportation system.
• Measure T-7 A	Consider fuel efficiency in the design of the local street network and right-of-way controls at intersections. <i>Providing a connected street network minimizes VMT; minimizing stop signs and traffic signals reduces emissions from idling vehicles.</i>
• Measure T-7 B	Encourage Caltrans to monitor and adjust traffic controls as needed to minimize idling while in the City limits (downtown between Pope and Adams).
Measure T-7 C	Establish and enforce anti-idling policies for City and commercial vehicles and drivers.
Objective T-8	Support efforts to provide alternative truck routes to reduce downtown traffic congestion.
• Measure T-8 A	Enforce the City's truck ordinance to keep through traffic trucks on HWY 29 and off of City Streets. <i>Keeping truck traffic off City streets reduces traffic and stress on pedestrians and bicyclist. .</i>
Goal: Promote the use of renewable energy-powered vehicles	
• Objective T-10	Provide support facilities for electric vehicles.
Measure T-10 A	Increase the supply of electric vehicle charging stations, including stations for City employees. <i>The current lack of accessible charging stations is a significant barrier to the widespread adoption of electric vehicles. Shifting vehicle power from gas to electric will reduce GHG emissions because electric power is becoming steadily greener with increasingly strong mandates for electric companies use of renewable energy, and because electric motors are significantly more efficient than internal combustion engines.</i>
• Measure T-10 B	Purchase or lease City-owned vehicles powered by renewable energy sources whenever feasible. <i>The City should phase in the purchase of green vehicles as older vehicles are retired. This is more economically feasible and less wasteful than replacing vehicles that are still functioning well. Also, green vehicle technology is continually improving and purchasing a vehicle is a long-term investment. By converting its fleet in phases, St. Helena can take advantage of future technologies.</i>

Objective T-11	Encourage alternatives to City employee use of single-occupancy vehicles
Measure T-11 A	Provide bicycles for City employees to use for City operations.
• Measure T-11 B	Provide secure covered bicycle parking for City employees to encourage bicycling to work.
• Measure T-11 C	Consider providing incentives to City staff for car-pooling or bicycling to work.
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