



City of St. Helena
Active Transportation and Sustainability
Committee
Regular Meeting
Public Works Conference Room, 1572
Railroad Ave., St. Helena
Wednesday, February 5, 2020 @ 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 four minutes. Members of the public and other parties are welcome to email their comments to the Staff Liaison Preya Nixon at pnixon@cityofsthelena.org

Page

1. CALL TO ORDER

2. ROLL CALL

Committee Chair: Pam Smithers Vice Chair: Glenn Smith
Members: Jeff Farmer, Denise Henquet Sprengers, Tom Vence;
Alternate Members: Madelyn Chandler and Erin Dempsey
City Council Member Liaison: Paul Dohring, Vice Mayor
Staff Liaison: Preya Nixon, Asst. to the City 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 three 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 AND 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. Special Active Transportation and Sustainability Committee Meeting Minutes of January 15, 2020

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Prepared By: Preya Nixon, Asst. to the City Manager

[1 15 2020 special meeting minutes ATSC Draft](#)

6. SCHEDULED MATTERS:

6.1. Receive presentation and review and prioritize items listed in the "Main Street" Crossing Document

5 - 7

CEQA Determination: Exempt

[Staff Report - Pdf](#)

[Main Street Crossing Study Recommendations](#)

7.

FUTURE AGENDA ITEMS

7.1. **Upcoming Items for March 4, 2020:**

1. Vote on prioritization of items discussed in the "Main Street" Crossing Presentation from the February 5, 2020 ATSC Meeting
2. Discussion of setting a date for Voting of Chair and Vice Chair positions
3. Safe Routes to School - Response to public crossing comments

Upcoming Items for April 1, 2020:

1. Planning and Building Update on Sustainability

Recommendation:

Review and discuss future agenda items

7.2. List of Upcoming Meeting Dates

9

Recommendation:

Receive attachment

[ATSC Meeting Calendar - 2020](#)

8. ADJOURNMENT

The next regular Active Transportation Committee meeting is scheduled for March 4, 2020 at 5:00 pm, Public Works Conference Room, 1572 Railroad Avenue, St. Helena.

This agenda was posted at City Hall, 1480 Main Street and Public Works Conference Room, 1572 Railroad Avenue, St. Helena on January 30, 2020

Preya Nixon, Asst. to the City Manager

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:

Pam Smithers - Chair
Glenn Smith - Vice Chair
Member – Jeff Farmer
Member – Tom Vence
Member - Denise Henquet Sprengers
Alternate Member – Erin Dempsey
Alternate Member – Madelyn Chandler
City Council Member Liaison – Paul Dohring, Vice Mayor

DRAFT MINUTES
ST. HELENA ACTIVE TRANSPORTATION & SUSTAINABILITY COMMITTEE
PUBLIC WORKS CONFERENCE ROOM
1572 Railroad Avenue, St. Helena
Special Meeting, Wednesday January 15, 2020 at 5:00 PM

1. CALL TO ORDER @ 5:02PM

2. ROLL CALL

Present: Pam Smithers, Jeff Farmer, Erin Dempsey, Tom Vence, Madelyn Chandler

Absent: Denise Henquet Sprengers, Glenn Smith

Council Member present: Vice Mayor Paul Dohring

Staff Present: Erica Ahmann Smithies, P.E., Preya Nixon, Assistant to the City Manager; Martin Beltran, Public Works Management Analyst

3. PUBLIC FORUM:

No public comment was received.

4. REPORTS BY STAFF AND COMMITTEE:

4.1 Transportation/Sustainability Projects: Partner agencies and status report on projects

Preya Nixon, Assistant to the City Manager, provided update that this item would be agendaized at the February 5, 2020 ATSC Meeting.

5. CONSENT CALENDAR

5.1 Approval of the meeting minutes from the December 11, 2019 Special Meeting

The minutes were approved.

Motion: Tom Vence

Second: Pam Smithers

Vote: 5-0

6. SCHEDULED MATTERS

6.1 Presentation on Methane Recapture Process by Christy Pestoni, Chief Operating Officer (COO) at Upper Valley Disposal (UVDS)

Christy Pestoni and Bryce Howard (GM) gave presentation.

6.3 Informational Update on the Downtown Streetscape Project (Cultivate St. Helena)

Erica Ahmann Smithies, Public Works Director gave presentation. The following feedback was agreed upon by the ATSC committee to provide to the City Council in the Report that would go on the 1/28/20 City Council Meeting:

“To consider green concrete options for the concrete work, and to address safety and traffic calming by having bulbouts. If bulbouts cannot happen immediately, consider the option of parklets until the bulbouts can be added, and utilize a design competition to create the parklets. The project should also ensure that the trees can receive adequate nutrients to grow. To see a more detailed list of feedback from the ATSC, please see the attached document titled "Feedback from the ATSC on Downtown Streetscape".”

7.0 ADJOURNMENT:

Motion to adjourn was approved at 7:01 p.m.

Motion: Tom Vence
Second: Pam Smithers
Vote: 5-0

The next ATSC regular meeting is scheduled for Wednesday, February 5, 2020 at the Public Works Conference Room, at 5:00pm.

APPROVED:

ATTEST:

Chair, Pam Smithers

Staff Liaison, Preya Nixon, Assistant to the
City Manager



Report to the Active
Transportation and Sustainability
Committee
5 February 2020

Subject: Receive presentation and review and prioritize items listed in the "Main Street" Crossing Document

Prepared By: Preya Nixon, Assistant to the City Manager

BACKGROUND

At the December 15, 2019 Special ASTC Meeting, Committee Member Jeff Farmer presented the research he compiled on the "Main Street" Crossing Study. The intent behind this study was to identify areas in which the City could improve how residents and visitors identify entering the City of St. Helena while still driving on a highway. Jeff utilized the St. Helena Pedestrian Plan, Caltrans "Main Street USA" document and the Napa County Bike Plan as reference documents to help identify areas which could be improved.

St. Helena is unique in that Main Street is part of Highway 29, where Caltrans oversees maintenance and improvement schedules. This means that the City has no oversight on when paving or improvements occur on Main Street. The City will continue to foster a collaborative relationship with Caltrans personnel so that the City is aware when these notices for potential construction projects are issued.

It is recommended the committee discuss the different improvement areas that are presented on the attached spreadsheet, prioritize which ones are most important, and discuss with staff the best way to move forward to ensure that Caltrans is aware of these issues.

This chart takes the recommendations from the "Main Street" Crossings Study and cross references them in the three other approved planning documents.								
Document	Main Street Crossing Study	St. Helena Pedestrian Plan	Napa County Bike Plan	"Main Street, California"	Progress Update	Organization Involved	Priority	Next Steps
Source	This document was developed by the ATSC			Caltrans developed document				
Body in Charge	ATSC			Caltrans document				
Quick overview/summary of document	See specific attachment in staff report	provides a framework for additional investments to create an accessible, connected pedestrian network citywide. Particular areas of opportunity that this plan addresses directly are the development of a pedestrian	This Plan approaches the bicycling environment with an eye toward making bicycling possible for a large part of the population, not only those who already ride or are already comfortable riding in most traffic conditions.	This document is an informational guide that reflects many of the recent updates to Caltrans manuals and policies that improve multimodal access, livability and sustainability within the transportation system				
Items to review for updating related to the Main Street Crossing study developed by the ATSC	Use more visible crosswalk designs throughout the city especially in uncontrolled intersections. Add a pedestrian controllable crosswalk in the Northern segment like the one at Charter Oak. Add crosswalks south of Charter Oak where appropriate.	Table SH-2 Exhibit SH-5 (Heat Map) Table SH-5: Project SH-5 Grayson to Dowdell Sidewalk Project SH-8: Charter Oak/Vidovich sidewalk enhancements Project SH-11: Sidewalk enhancements (East? West side?)		Pages 34, 48, 50		Caltrans		
	Investigate the feasibility of Crossing islands, Refuge islands or other markers that denote the city boundary. These should be dramatic that proclaim one is entering the City. They should start at the Southern segment city limit and the Northern segment city limit and continue toward the Downtown area.	Table SH-3, Exhibit SH-3, Exhibit SH-5 (Project SH-2: Raised Median)		Pages 47, 48		Caltrans		
	Assess feasibility of implementing a crossing guard program or technical features to enhance the safety of key intersections during school transit hours (reference: Bicycle Safety & Education Back to School Program -Aug 7, 2019 ATSC meeting)	Table SH-3, Exhibit SH-3, Exhibit SH-5 (Heat Map) Table SH-6: SRTS Program				SHUSD/Montessori School		
	Upgrade ADA crossings where needed	ADA Transition Plan (Table SH-1)		Pages 13, 66		Caltrans		
	Upgrade all bus stop locations to provide shelter and seating	Sidewalk/Street Tree Ordinance (Table SH-1)		Pages 15, 71, 75	Based on when NVT A has funding for this.	NVT A		
	Upgrade signalized intersections to respond to bicycle presence		Pg. 103-Collision Analysis: Main Street, Pg. 105-Signals	Pages 14, 55, 58-60	When Caltrans issue their letters for paving, this is when we can reach out.	Caltrans		
	Add shared lane markings (sharrows) and/or Class II bicycle lanes		Pg. 106-Main St. Sharrows	Pages 58, 59		Caltrans		
	Complete crosswalks on all legs at Grayson.	Table SH-2 Exhibit SH-5 (Heat Map) Table SH-5, Project T-01, (Funded)				Caltrans		
	Fix the crumbling sidewalk at Alexander Court (north)	ADA Transition Plan (Table SH-1), Table SH-6: Maintenance				City of St. Helena		
	Extend sidewalks on east side of Main to Dowdell	ADA Transition Plan (Table SH-1) Project SH-11: Sidewalk Enhancements				Caltrans or Development Driven.		

Active Transportation and Sustainability Regular Meeting Calendar for 2020

Meetings being at 5:00 p.m. at 1572 Railroad Avenue

Meeting Date	Agenda Published
January 15, 2020 (Special meeting)	January 8, 2020
February 5, 2020	January 29, 2020
March 4, 2020	February 26, 2020
April 1, 2020	March 25, 2020
May 6, 2020	April 29, 2020
June 3, 2020	May 27, 2020
July 1, 2020	June 24, 2020
August 5, 2020	July 29, 2020
September 2, 2020	August 26, 2020
October 7, 2020	September 30, 2020
November 4, 2020	October 28, 2020
December 2, 2020	November 25, 2020
January 6, 2021	December 30, 2020