

Mt. Shasta Active Transportation Committee Meeting Agenda

Mt. Shasta City Hall, 305 North Mt. Shasta Blvd

Friday, December 16, 2016; 8:30 a.m.

“Our mission is to maintain the character of our “small town” community while striking an appropriate balance between economic development and preservation of our quality of life. We help create a dynamic and vital City by providing quality, cost-effective municipal services and by forming partnerships with residents and organizations in the constant pursuit of excellence.”

ITEM	STANDING AGENDA ITEMS
1.	Call to Order & Roll Call
2.	Special Presentations & Announcements:
3.	Public Comment: This is an opportunity for members of the public to address the Committee. The Committee reserves the right to reasonably limit the length of individual comments and/or the total amount of time allotted to public comments. For items which are on this agenda, speakers may request that their comments be heard instead at the time the item is to be acted upon by the Committee. The Committee may ask questions but may take no formal action on items addressed during the Public Comment period except to direct staff to prepare a report or place the item on a future agenda.
COMMITTEE BUSINESS	
4.	Review and Approval of Minutes: a) ATC Draft Minutes for November 18, 2016 Meeting <u>Recommended Action:</u> Modify if necessary, and Approve Minutes.
5.	Report from Public Works Director Regarding Current City Projects <u>Background:</u> Monthly update on relevant public works projects. <u>Report by:</u> Rod Bryan, Public Works Director <u>Recommended Action:</u> Information Only, Receive Report
6.	Subcommittee Updates <u>Background:</u> ATC created two new subcommittees in October. Each will report: <u>Report by:</u> Bicycle and Pedestrian Assessments – Nick and Mike S, Monthly Press Releases – Mike Q and Mike S <u>Recommended Action:</u> Receive Reports, action as needed
7.	Community-ATC Communication <u>Background:</u> ATC members are looking for ways to effectively and regularly communicate with the public in addition to monthly press releases, perhaps with email, the city’s website, or social media. <u>Report by:</u> Juliana Lucchesi, Mike Quinn <u>Recommended Action:</u> Receive Report, action as needed
8.	Bicycle, Pedestrian and Trails Master Plan Update <u>Background:</u> Report on whether to revise existing Master Plan or integrate the Master Plan into the Circulation Element, including a revised Appendix G. <u>Report by:</u> Melanie Findling, Juliana Lucchesi <u>Recommended Action:</u> Receive report, discuss, consider revising and adoption

9.	<p>Update on ROW Acquisition <u>Background:</u> Council funded ROW acquisition for Midtown trail easements (trail and utility) in April of 2015. Rod is working with the city engineer. <u>Report by:</u> Rod Bryan, Public Works Director <u>Recommended Action:</u> Information Only, Receive Report</p>
10.	<p>Identify Midtown Trail Route and Facilities <u>Background:</u> Provide new ATC members and staff with the Midtown Trail route and associated facilities <u>Report by:</u> Juliana Lucchesi <u>Recommended Committee Action:</u> Receive report.</p>
11.	<p>ATC Response to CalTrans Hwy 89/So. Mt. Shasta Blvd. interchange improvement project and progress on countywide ATP request. <u>Background:</u> ATC met in a special meeting in November 2015 to discuss ATC’s response to Caltrans’ project. Mike Sojka drafted a resolution for Council. Update. <u>Report by:</u> Mike Sojka and Rod Bryan <u>Recommended Committee Action:</u> Receive update.</p>
12.	<p>Creating a GIS layer showing ATC’s projects <u>Background:</u> Alta Planning provided the shapefiles for the Master Plan maps. <u>Report by:</u> Melanie Findling and Juliana Lucchesi <u>Recommended Committee Action:</u> Receive Update</p>
13.	<p>Discussion of Funding Sources Keep Report by Ken Ryan</p>
14.	<p>UC Berkeley Recommendations <u>Background:</u> UC Berkeley made traffic safety recommendations to the city of Mt. Shasta. ATC wishes to follow up on those recommendations. <u>Report by:</u> Mike Sojka <u>Recommended Action:</u> Discuss and take action if needed</p>
15.	<p>Discuss 2016 ATC Goals <u>Background:</u> Review ongoing projects and earlier goals, assign priorities and responsibilities. <u>Report By:</u> Chair and Committee Members <u>Recommended Committee Action:</u> Discuss and Take Action</p>
16.	<p>Possible Action on Change in the Day/Time/Location and/or Frequency of Meetings <u>Background:</u> The committee is currently meeting on the 3rd Friday of each month at 8:30 a.m., in the City Hall conference room. <u>Report by:</u> Chair <u>Recommended Committee Action:</u> Discuss and Take Action</p>
FUTURE AGENDA ITEMS	
17.	<p>At this time, members of the Committee may ask questions of staff, request that reports be made at a later date, or ask to place an item on the agenda, on any subject within the Committee’s jurisdiction:</p> <ul style="list-style-type: none"> • Update on effectiveness of temporary pedestrian islands installed on MS Blvd. • Stellar Way Non-Motorized Access • ATP Application Updates

	<ul style="list-style-type: none">• Previously Dedicated Castle Alley to Non-Motorized Use Only• Bus Stops• Traffic Collision Data
18.	<p>Adjourn</p> <p>Availability of Public Records: All public records related to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at City Hall located at 305 North Mt. Shasta Blvd., Mt. Shasta, CA at the same time the public records are distributed or made available to the members of the legislative body. Agenda related writings or documents provided to a majority of the legislative body after distribution of the Agenda packet will be available for public review within a separate binder at City Hall at the same time as they are made available to the members of the legislative body.</p> <p>The City of Mt. Shasta does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or provision of services. In compliance with the Americans with Disabilities Act, persons requiring accommodations for a disability at a public meeting should notify the City Clerk or Deputy City Clerk at least 48 hours prior to the meeting at (530) 926-7510 in order to allow the City sufficient time to make reasonable arrangements to accommodate participation in this meeting.</p>

Mt. Shasta Active Transportation Committee Draft Meeting Minutes
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ITEM	STANDING AGENDA ITEMS
1.	Call to Order & Roll Call Meeting was called to order at 8:30 AM Attendees: Ken Ryan, Melanie Findling, Mike Quinn, Mike Sojka, Nick Riddle, Julianna Lucessi, Rod Bryan, Bruce Poke, Mike Burns
2.	Special Presentations & Announcements: Ken Ryan presented the results and findings of the ATC request for ATP funding
3.	Public Comment: None
COMMITTEE BUSINESS	
4.	Review and Approval of Minutes: <ul style="list-style-type: none"> a) ATC Draft Minutes for September 16, 2016 Meeting Action Taken: Unanimously Approved pending modification to REAM avenue item b) ATC Draft Minutes for October 21, 2016 Meeting Action Taken: Unanimously approved
5.	Report from Public Works Director Regarding Current City Projects <u>Background:</u> Monthly update on relevant public works projects. <u>Report by:</u> Rod Bryan, Public Works Director <u>Action Taken:</u> Report Received <ul style="list-style-type: none"> • Guard railing on North MS Blvd Completed with Bike and Pedestrian provisions • Two Bump outs at Alma and Lake Streets have been completed • \$124,000 grant received from STIP that will be used for sidewalk repair. Areas to be repaired is under review by PW
6.	ATP Application Update <u>Background:</u> The City submitted a grant application for Caltrans’ Active Transportation Program (ATP) with the help of Ken Ryan. Awards were announced this month and the city did not receive an award. Ken Ryan will explain our score and strategies to proceed. <u>Report by:</u> Melanie Findling and Ken Ryan <u>Action Taken:</u> Receive report and decide whether to apply again. ATP funding was denied. A motion to continue this effort for future funding opportunities was approved unanimously. Mike Sojka will work with Ken Ryan on this effort.

<p>7.</p>	<p>Subcommittee Updates <u>Background:</u> ATC created two new subcommittees in October. Each will report: <u>Report by:</u> Bicycle and Pedestrian Assessments – Nick and Mike Q. Monthly Press Releases – Mike Q and Mike S <u>Action Taken:</u> Receive Reports, action as needed Mike Quinn reported the first ATC article was published on 11/16. Suggestions for future articles were made, and will be reviewed for inclusion in next months article Mike Quinn reported on the results of the WFC and Master Plan comparison. The group discussed possible ways that would enhance the execution of the Master plan to include: Performance evaluation, community outreach, and project tracking.</p>
<p>8.</p>	<p>Bicycle, Pedestrian and Trails Master Plan Appendix G Update <u>Background:</u> Report on staff’s Appendix G update. ATC may decide to recommend adoption of the revised appendix, make revisions, and/or propose to adopt a revision when the Master Plan is revised. <u>Report by:</u> Juliana Lucchesi <u>Action Taken:</u> Receive report, discuss, consider revising and adoption Juliana discussed efforts underway to make implementation of the Master Plan more effective, and consistent with the direction of ATC. Use of Appendix G was discussed as a possible way to enhance tracking. The group discussed moving the Mater Plan under the Circulation element in order to provider better control of the projects. A report will be presented in Decembers meeting.</p>
<p>9.</p>	<p>Update on ROW Acquisition <u>Background:</u> Council funded ROW acquisition for Midtown trail easements (trail and utility) in April of 2015. Rod is working with the city engineer. <u>Report by:</u> Rod Bryan, Public Works Director <u>Action Taken:</u> Information Only, Receive Report Deferred</p>
<p>10.</p>	<p>ATC Response to CalTrans Hwy 89/So. Mt. Shasta Blvd. interchange improvement project and progress on countywide ATP request. <u>Background:</u> ATC met in a special meeting in November to discuss ATC’s response to Caltrans’ project. Mike Sojka drafted a resolution for Council. Update. <u>Report by:</u> Mike Sojka and Rod Bryan <u>Action Taken:</u> Receive update. Deferred</p>
<p>11.</p>	<p>Creating a GIS layer showing ATC’s projects <u>Background:</u> Mike Sojka contacted a GIS specialist to help ATC develop a GIS layer depicting ATC projects and Melanie contacted Alta about having them send Master Plan shapefiles. Update. <u>Report by:</u> Mike Sojka <u>Action Taken:</u> Receive Update Deferred</p>
<p>12.</p>	<p>Discussion of Funding Sources Keep Report by Ken Ryan</p>

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17.	<p>Adjourn - Meeting Adjourned at 10:55AM</p>