

**Mt. Shasta Active Transportation Committee Regular Meeting
Minutes**

Mt Shasta City Hall, 305 North Mt. Shasta Blvd
Friday May 20, 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.	<p>Call to Order & Roll Call: At the hour of 8:30A.M. Melanie Findling Called the meeting to order. Roll Call: Members present: Melanie Findling, Mike Sojka, Mike Quinn Members Absent: None Staff Present: Rod Byron Council Liaison: Absent Other Attendees: Ken Ryan</p>
2.	Special Presentations & Announcements: None
3.	Public Comment: None
COMMITTEE BUSINESS	
4.	<p>Review and Approval of Minutes:</p> <ol style="list-style-type: none"> 1. ATC Draft Minutes for March 3, 2016 Meeting <ul style="list-style-type: none"> • Motion for approval: Mike Sojka • Seconded: Mike Quinn • Minutes Approved unanimously 2. ATC Draft Minutes for April 12, 2016 Meeting <ul style="list-style-type: none"> • Motion for approval: Mike Sojka • Seconded: Mike Quinn • Minutes Approved unanimously
5.	<p>Report from Public Works Director Regarding Current City Projects <u>Background: Monthly update on relevant public works projects.</u> <u>Report by:</u> Rod Bryan, Public Works Director Rod reported on pipe laying being done along the railroad tracks on North Mount Shasta Blvd. When the area is repaved it will be completed with provisions for pedestrian and bicycle requirements. <u>Recommended Action:</u> None</p>

6.	<p>ATP Cycle 3 Application Scope of Project Update - Review Draft Application</p> <p><u>Background:</u> The Siskiyou Land Trust and Ken Ryan have prepared a draft application for Cycle 3 ATP funds for construction of portions of the Midtown Trail. Review draft and provide comments as needed.</p> <p><u>Report By:</u> Melanie Findling and Ken Ryan</p> <p>The draft application was discussed and several possible modifications were suggested. A sub-committee will meet to finalize the document in time for submission to city council. Rod is to contact PACE to determine when the engineering cost estimate will be available.</p> <p><u>Recommended Action:</u> Schedule sub-committee meeting to finalize document</p>
7.	<p>Incorporating on-road bicycle networks into resurfacing projects</p> <p><u>Background:</u> The Federal Highway Administration has a publication in their Bicycle and Pedestrian Program providing suggestions on how to incorporate bicycle facilities when resurfacing roads. See link below. ATC, in consultation with Rod Bryan, can consider if this might be included in a Master Plan update.</p> <p>http://www.fhwa.dot.gov/environment/bicycle_pedestrian/publications/resurfacing/page03.cfm#methods_a4</p> <p><u>Report By:</u> Melanie Findling and Rod Bryan</p> <p><u>Recommended Action:</u> Include the above documentation for considerations and inclusion as standard procedure when performing new or maintenance projects throughout the city limits.</p>
8.	<p>ATC Response to CalTrans Hwy 89/So. Mt. Shasta Blvd. interchange improvement project.</p> <p><u>Background:</u> ATC met in a special meeting in November to discuss ATC's response to Caltrans' project. Mike Sojka was planning to draft a resolution for Council. Update.</p> <p><u>Report by:</u> Mike Sojka</p> <p>The white paper was presented to Rod Byron for review.</p> <p><u>Recommended Committee Action:</u> Rod will review document and report back to the committee</p>
9.	<p>Creating a GIS layer showing ATC's projects</p> <p><u>Background:</u> Mike Sojka was to contact a GIS specialist to help ATC develop a GIS layer depicting ATC projects. Update.</p> <p><u>Report by:</u> Mike Sojka</p> <p>The project was discussed and some clarifications made to the requirements.</p> <p><u>Recommended Committee Action:</u> Mike will continue with further investigation as to the feasibility of this effort.</p>
10.	<p>Review of Master Plan Appendices E and G</p> <p><u>Background:</u> In an effort to keep the Bicycle Pedestrian Trails Master Plan current, ATC is reviewing sections that may need revisions. The first sections are Appendices E and G. ATC members were to review and will report suggested revisions.</p> <p><u>Report by:</u> Melanie Findling</p> <p>The appendices were discussed as to the potential for updating them and maintaining them as they relate to current project status. Mike Quinn identified the difficulty of using these documents effectively in their current state. A methodology to better relate the two appendices needs to be evaluated.</p> <p><u>Recommended Committee Action:</u> Continue effort to provide a workable document for reflecting</p>

	current project status.
14.	<u>Adjourn</u> : The meeting was adjourned at 10:15A.M.