

**Mt. Shasta Active Transportation Committee Draft Meeting Minutes**  
 Mt. Shasta City Hall, 305 North Mt. Shasta Blvd  
 Friday, November 18, 2016; 8:30 a.m.  
 Approved as Submitted

“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 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
<b>COMMITTEE BUSINESS</b>	
4.	Review and Approval of Minutes: <ul style="list-style-type: none"> <li>a) ATC Draft Minutes for September 16, 2016 Meeting                              Action Taken: Unanimously Approved pending modification to REAM avenue item</li> <li>b) ATC Draft Minutes for October 21, 2016 Meeting                              Action Taken: Unanimously approved</li> </ul>
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"> <li>• Guard railing on North MS Blvd Completed with Bike and Pedestrian provisions</li> <li>• Two Bump outs at Alma and Lake Streets have been completed</li> <li>• \$124,000 grant received from STIP that will be used for sidewalk repair. Areas to be repaired is under review by PW</li> </ul>
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.

7.	<p>Subcommittee Updates</p> <p><u>Background:</u> ATC created two new subcommittees in October. Each will report:</p> <p><u>Report by:</u> Bicycle and Pedestrian Assessments – Nick and Mike Q. Monthly Press Releases – Mike Q and Mike S</p> <p><u>Action Taken:</u> Receive Reports, action as needed</p> <p>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</p> <p>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>
8.	<p>Bicycle, Pedestrian and Trails Master Plan Appendix G Update</p> <p><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.</p> <p><u>Report by:</u> Juliana Lucchesi</p> <p><u>Action Taken:</u> Receive report, discuss, consider revising and adoption</p> <p>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>
9.	<p>Update on ROW Acquisition</p> <p><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.</p> <p><u>Report by:</u> Rod Bryan, Public Works Director</p> <p><u>Action Taken:</u> Information Only, Receive Report</p> <p>Deferred</p>
10.	<p>ATC Response to CalTrans Hwy 89/So. Mt. Shasta Blvd. interchange improvement project and progress on countywide ATP request.</p> <p><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.</p> <p><u>Report by:</u> Mike Sojka and Rod Bryan</p> <p><u>Action Taken:</u> Receive update.</p> <p>Deferred</p>
11.	<p>Creating a GIS layer showing ATC’s projects</p> <p><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.</p> <p><u>Report by:</u> Mike Sojka</p> <p><u>Action Taken:</u> Receive Update</p> <p>Deferred</p>
12.	<p>Discussion of Funding Sources</p> <p>Keep</p> <p>Report by Ken Ryan</p>

13.	<p>UC Berkeley Recommendations</p> <p><u>Background:</u> UC Berkeley made traffic safety recommendations to the city of Mt. Shasta. ATC wishes to follow up on those recommendations.</p> <p><u>Report by:</u> Mike Sojka</p> <p><u>Action Taken:</u> Discuss and take action if needed</p> <p>Deferred</p>
14.	<p>Discuss 2016 ATC Goals</p> <p><u>Background:</u> Review ongoing projects and earlier goals, assign priorities and responsibilities.</p> <p><u>Report By:</u> Chair and Committee Members</p> <p><u>Action Taken:</u> Discuss and Take Action</p> <p>Deferred</p>
15.	<p>Possible Action on Change in the Day/Time/Location and/or Frequency of Meetings</p> <p><u>Background:</u> The committee is currently meeting on the 3<sup>rd</sup> Friday of each month at 8:30 a.m., in the City Hall conference room.</p> <p><u>Report by:</u> Chair</p> <p><u>Action Taken:</u> Discuss and Take Action</p>
<b>FUTURE AGENDA ITEMS</b>	
16.	<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"><li>• Update on effectiveness of temporary pedestrian islands installed on MS Blvd.</li><li>• Stellar Way Non-Motorized Access</li><li>• Previously Dedicated Castle Alley to Non-Motorized Use Only</li><li>• Bus Stops</li><li>• Traffic Collision Data</li></ul>
17.	Adjourn - Meeting Adjourned at 10:55AM