



REGULAR PARKS AND COMMUNITY SERVICES COMMISSION MEETING AGENDA

City Hall - Council Chambers
4381 Broadway, Ste. 201, American Canyon
December 9, 2021
6:30 PM

Chair: Clarence Mamaril
Vice Chair: Kristin Einberger
Commissioners: Cathy Margolati, Karina Servente, Gina Griggs
Honorary Commissioner: Selah Hmun

AMENDED AGENDA - Agenda amended to add required language to the first page.

Consistent with Government Code Section 54953 and the American Canyon City Council Resolution Declaring the Existence of a Local Emergency due to the COVID-19 Pandemic, City Council, City Council and other public meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of the coronavirus. This meeting will be broadcast live to residents on Napa Valley TV [here](#) and on YouTube [here](#).

You may submit public comments for any Agenda Item, Non-Agenda Item or make general public comments by one of the following methods:

Oral comments, during the meeting: A Zoom Webinar has been established for public participation during the meeting related to a specific agenda item, or matters not on the agenda. To give your public comment directly to the legislative body during the meeting, use the Register to Speak feature of [eComments](#) or connect via below Zoom link and follow the instructions or by calling 408-638-0968.

Zoom Meeting Link: [Click here](#)
Webinar ID: 856 2658 7857 **Passcode:** 696128

Written comments, Via eComments: The eComments link is located on the Meetings & Agendas page of our website [here](#). Comments received before the 3:00 p.m. day-of-meeting cutoff time will be routed to all Councilmembers at that time. eComments will remain open throughout the meeting, and all comments received will be posted online and become part of the meeting record.

The above-identified measures exceed all legal requirements for participation in public comment, including those imposed by the Ralph M. Brown Act. For more information, please call the Office of the City Clerk at (707) 647-4369 or email cityclerk@cityofamericancanyon.org.

AGENDA MATERIALS: City Council agenda materials are published 72 hours prior to the meeting, and are available to the public via the City's website at www.cityofamericancanyon.org.

AMERICANS WITH DISABILITIES ACT: The City Council will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to City Clerk at 4381 Broadway, Suite 201, American Canyon, CA 94503 or by email to cityclerk@cityofamericancanyon.org. Include your name, address, phone number and brief description of the requested materials, as well as your preferred alternative format or auxiliary aid, at least three calendar days before the meeting.

6:30 P.M. REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

MEETING ANNOUNCEMENT

Pursuant to AB 361 this meeting will be held entirely virtually. All methods available for public participation are detailed on the first page of the agenda.

ROLL CALL

PUBLIC COMMENTS - ITEMS NOT ON THE AGENDA

*This time is reserved for members of the public to address the City Council on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the City Council. Comments are limited to 3 minutes. Comments for items on the Agenda will be taken when the item is called. The City Council is prohibited by law from taking any action on matters discussed that are not on the Agenda, and no adverse conclusions should be drawn if the City Council does not respond to public comment at this time. Speakers are asked to please speak clearly, and provide their name. Any handouts for distribution to the City Council must be emailed by 3:00 p.m. on meeting day. To comment via zoom during the meeting: click the "raise your hand" button if joining by computer, or press *9 if joining by phone, when the item is called. To avoid confusion, hands raised outside of Public Comment periods will be lowered.*

AGENDA CHANGES

The Chair/Commissioners may change the order of the Agenda or request discussion of a Consent Item. A member of the Public may request discussion of a Consent Item by completing a Speaker's Card and presenting it to the Clerk of the meeting prior to Public Comment.

CONSENT CALENDAR

- Minutes of September 9, 2021**
Recommendation: Approve the minutes of the Parks & Community Services meeting on September 9, 2021.
- Minutes of October 14, 2021**
Recommendation: Approve the Minutes of Parks and Community Services meeting on October 14, 2021.

BUSINESS

- 2022 Parks and Community Services Commission Meeting Calendar**
Recommendation: Adopt the 2022 Parks and Community Services meeting calendar.

MANAGEMENT AND STAFF REPORTS

- Special Events Update**

Recommendation: Receive an oral update on Special Events.

5. **Parks & Recreation Director Recruitment Update**

Recommendation: Receive an oral update on the Parks & Recreation Director Recruitment

COMMISSIONER COMMENTS AND FUTURE ITEMS FOR CONSIDERATION

ADJOURNMENT

CERTIFICATION

I, Liz Lozano, Administrative Technician for the City of American Canyon, do hereby declare that the foregoing Agenda of the Parks and Community Services Commission was posted in compliance with the Brown Act prior to the meeting date.

Liz Lozano, Administrative Technician

**City of American Canyon
Parks & Community Service Commission Meeting
4381 Broadway, Suite 201
September 9, 2021**

ACTION MINUTES

CALL TO ORDER

Meeting was called to order at 6:32pm.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present: Chair Mamaril, Vice Chair Einberger, Commissioner Servente, Commissioner Margolati, Commissioner Griggs.

Absent: Honorary Commissioner Hmun.

ACTION: Motion to excuse Honorary Commissioner Hmun’s absence made by Vice Chair Einberger, and seconded by Commissioner Servente. Motion carried unanimously.

AYES: Chair Mamaril, Vice Chair Einberger, Commissioner Servente, Commissioner Margolati, and Commissioner Griggs.

Nays: None

Abstain: None

Absent: None

PUBLIC COMMENT

Chair Mamaril opened Public Comments. Oral comments: Justin Hamilton Hole was called to speak. Written comments by: Patsy Thomas and Sophie Beagaud were received and made part of the record. Chair Mamaril closed Public Comments.

AGENDA CHANGES

There were no agenda changes.

BUSINESS

1. Spring/Summer Recreation Snapshots
ACTION: Received and filed a report by Recreation Supervisor Behn on spring/summer 2021 recreation highlights.
2. Aquatics Programming Report- Spring/Summer 2021.
ACTION: Received and filed a report by Aquatics Supervisor Michael on aquatics programs that occurred in the spring and summer of 2021.

MANGEMENT AND STAFF REPORTS

3. Administrative/Customer Service Report
ACTION: Receive and file a report on customer service.
4. Recreation Division Report
ACTION: Receive and file a report on upcoming recreation offerings.
5. Aquatics Division Report
ACTION: Receive and file a report on upcoming aquatics programs.
6. Subcommittees Report
ACTION: Receive and file a report on Parks and Community Services subcommittees of interest.
7. Parks and Open Spaces Projects Report
ACTION: Receive and file a report on updates.

COMMISSIONER COMMENTS AND FUTURE ITEMS FOR CONSIDERATION

The Commissioners spoke of items of interest. Commissioner Servente requested an update on Melvin Court resurfacing as a future item of interest. Commissioner Griggs requested an update on the Senior Center's reopening and renaming status and an update on Collabria Care programming at the Senior Center as future items of interest.

ADJOURNMENT

The meeting was adjourned at 8:57 p.m.

CERTIFICATION

Liz Lozano, Administrative Technician

**City of American Canyon
Parks & Community Service Commission Meeting
4381 Broadway, Suite 201
October 14, 2021**

ACTION MINUTES

CALL TO ORDER

Meeting was called to order at 6:32pm.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present: Chair Mamaril, Vice Chair Einberger, Commissioner Servente, Commissioner Margolati, Commissioner Griggs.

Absent: Honorary Commissioner Hmun.

ACTION: Motion to excuse Honorary Commissioner Hmun’s absence made by Commissioner Griggs, and seconded by Vice Chair Einberger. Motion carried unanimously.

AYES: Chair Mamaril, Vice Chair Einberger, Commissioner Servente, Commissioner Margolati, and Commissioner Griggs.

Nays: None

Abstain: None

Absent: None

PUBLIC COMMENT

Chair Mamaril opened Public Comments. There were no oral or written public comments.

Chair Mamaril closed Public Comments.

AGENDA CHANGES

There were no agenda changes.

BUSINESS

- 1. Parks and Recreation Director Recruitment

ACTION: City Manager Holley led a discussion regarding the Parks and Recreation Director Recruitment brochure. Commissioners provided comment on the recruitment brochure.

ACTION: Motion to adopt a Minute Order assigning Commissioner Griggs and Commissioner Margolati to serve on the initial Parks and Recreation Director interview panel. If Commissioner Margolati isn't able to participate on the interview panel due to a work conflict, Commissioner Servente will take Commissioner Margolati's place on the interview panel made by Vice Chair Einberger, seconded by Commissioner Servente. Motion carried unanimously.

AYES: Chair Mamaril, Vice Chair Einberger, Commissioner Servente, Commissioner Margolati, and Commissioner Griggs.

Nays: None

Abstain: None

Absent: None

COMMISSIONER COMMENTS AND FUTURE ITEMS FOR CONSIDERATION

The Commissioners spoke of items of interest. Commissioner Margolati requested the reappointment of Honorary Commissioner Hmun for another term as a future item of consideration. Commissioner Servente requested an update on the Newell Open Space fire as a future item of consideration.

ADJOURNMENT

The meeting was adjourned at 7:09 p.m.

CERTIFICATION

Liz Lozano, Administrative Technician



TITLE

2022 Parks and Community Services Commission Meeting Calendar

RECOMMENDATION

Adopt the 2022 Parks and Community Services meeting calendar.

CONTACT

Jason Holley, City Manager
Liz Lozano, Administrative Technician

BACKGROUND & ANALYSIS

The Parks and Community Services Commission meets the second Thursday of each month. Staff is requesting the PCS Commission to review and adopt the attached 2022 meeting [calendar](#).

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

None

ENVIRONMENTAL REVIEW

Not applicable

ATTACHMENTS:

[2022 PCS-OSAC Meeting Calendar FINAL.pdf](#)



2022 City of American Canyon- PCS/OSAC Meeting Calendar

January						
Su	Mo	Tu	We	Th	Fr	Sa
						1
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September						
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December						
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OSAC



PCS