



## REGULAR PARKS & COMMUNITY SERVICES COMMISSION MEETING AGENDA

City Hall - Council Chambers  
4381 Broadway, Ste. 201, American Canyon  
**August 10, 2023**  
**6:30 PM**

**Chair:** Gina Griggs  
**Vice Chair:** Cathy Margolati  
**Commissioners:** Clarence Mamaril, David Garcia-Arreola, Charles Plummer  
**Honorary Commissioner:** Vacant

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*City Council and other public meetings will be conducted in person at City Hall, 4381 Broadway, Suite 201, American Canyon, CA 94503. This meeting is also available via Zoom Teleconferencing as a convenience for public participation. This meeting will be broadcast live to residents on Napa Valley TV, on our website [here](#) and on YouTube [here](#). Should technical issues with Zoom occur, please select another viewing option.*

### **PUBLIC PARTICIPATION**

**Oral comments, during the meeting:** Oral comments can be made in person during Open and Closed Session. A Zoom Webinar has been established for public comments made via zoom, during Open Session only. To give your public comment via zoom, connect via the below Zoom link and use the “raise your hand” tool, or call into the zoom meeting at 408-638-0968 and press \*9 to “raise your hand” when the item is called. To avoid confusion, all hands raised outside of Public Comment periods will be lowered.

**Written comments, via eComments:** Please submit written comments through the eComments link, located on the Meetings & Agendas page of our website [here](#). Comments will be available to council members in real time. To allow for review of comments, eComments will close at 3:00 pm on the day of the meeting. All comments received will be posted online and become part of the meeting record.

**Zoom Meeting Link:** [Click here.](#)

**Webinar ID:** 850 4716 7119 **Passcode:** 744645

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](mailto:cityclerk@cityofamericancanyon.org).

**AGENDA MATERIALS:** Parks and Community Services Commission 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](http://www.cityofamericancanyon.org).

**AMERICANS WITH DISABILITIES ACT:** The Parks and Community Services Commission 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](mailto: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

### ROLL CALL

## PUBLIC COMMENTS - ITEMS NOT ON THE AGENDA

*This time is reserved for members of the public to address the Parks and Community Services Commission on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Parks and Community Services Commission. Comments are limited to 3 minutes. Comments for items on the Agenda will be taken when the item is called. The Parks and Community Services Commission 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 Parks and Community Services Commission doesn't 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

- 1. Minutes of the Parks and Community Services Commission Meeting of May 11, 2023.**  
**Recommendation:** Approve Meeting Minutes of the Parks and Community Services Commission Meeting of May 11, 2023.
- 2. Minutes of the Special Joint City Council and Parks and Community Services Commission Meeting of June 20, 2023.**  
**Recommendation:** Approve Meeting Minutes of the Special Joint City Council and Parks and Community Services Commission Meeting of June 20, 2023.

## BUSINESS

- 3. [Update the Parks and Community Services Master Plan](#)**  
**Recommendation:** Review and discuss the 2012 Parks and Community Services Master Plan and prepare a Request for Proposal (RFP) to update the Parks and Community Services Master Plan as outlined in the Work Plan for FY2023/24.
- 4. [Parks and Facility Renaming Policy](#)**  
**Recommendation:** Review and discuss the City of American Canyon's Parks and Facility

Naming Policy pertaining to the "former" Napa Junction Elementary School, Community Park I, and Community Park II.

## **MANAGEMENT AND STAFF REPORTS**

### **COMMISSIONER REPORTS**

5. **Commissioner Report Received by Vice Chair Margolati.**

### **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.

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Liz Lozano, Administrative Technician

**City of American Canyon  
Parks & Community Service Commission Meeting  
4381 Broadway, Suite 201  
May 11, 2023**

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**ACTION MINUTES**

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**CALL TO ORDER**

Meeting was called to order at 6:31pm.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

**Present:**

Vice Chair Cathy Margolati, Commissioner Clarence Mamaril, Commissioner Charles Plummer.

**Absent:**

Commissioner David Garcia-Arreola

**Excused:**

Chair Gina Griggs

**PUBLIC COMMENT**

Vice Chair Margolati opened Public Comment.

**Oral Comments:** Fran Lemos made a Public Comment.

**Written Comments:** There were no written Public Comment.

Vice Chair Margolati closed Public Comment.

**AGENDA CHANGES**

There were no agenda changes.

**CONSENT CALENDAR**

**ACTION:** A motion to approve the Meeting Minutes from the April 13, 2023, PCS Meeting was made by Commissioner Mamaril, seconded by Commissioner Plummer. A roll call was taken; the motion passed unanimously.

**BUSINESS**

**2. Draft Fiscal Year 2023/2024 Annual Work Plan for the Parks and Community Services Commission.**

Director Ikeda led a discussion and reviewed the list of items on the fiscal year 2023/2024 PCS workplan with the PCS Commission. The PCS Commissioners commented and asked clarifying questions about the proposed workplan. The PCS Commission agreed to finalize their fiscal year 2023/2024 workplan at the next PCS Meeting scheduled for June 8, 2023. The finalized fiscal year 2023/2024 PCS workplan is scheduled to be reviewed at the Special Joint City Council and PCS Meeting on June 20, 2023.

**MANAGEMENT AND STAFF REPORTS**

Director Ikeda presented an update on Parks and Recreation Department occurrences.

**COMMISSIONER REPORTS**

Vice Chair Margolati submitted a Commissioner's Report.

**ADJOURNMENT**

Meeting adjourned at 7:16pm.

**CERTIFICATION**

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Liz Lozano  
Administrative Technician

**CITY OF AMERICAN CANYON  
SPECIAL JOINT CITY COUNCIL/  
PARKS & COMMUNITY SERVICES COMMISSION MEETING**

**ACTION MINUTES**

*June 20, 2023*

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**8:30 P.M. OPEN SESSION**

**CALL TO ORDER**

The meeting was called to order at 8:48 p.m.

**ROLL CALL**

**Present: PCS:** Commissioner David Garcia-Arreola, Commissioner Clarence Mamaril, Commissioner Charles Plummer, Vice Chair Cathy Margolati, Chair Gina Griggs

**CITY COUNCIL:** Councilmember Mariam Aboudamous, Councilmember Mark Joseph, Councilmember David Oro, Vice Mayor Pierre Washington, Mayor Leon Garcia

**Absent:** None

**Excused:** None

**PUBLIC COMMENTS - ITEMS NOT ON THE AGENDA**

Mayor Garcia called for public comments. Written comments: none. Oral comments: none. The public comment period was closed.

**BUSINESS**

**1. Parks and Community Services Commission Work Plan for Fiscal Year 2023/24**

Commissioners received a staff report from Parks & Recreation Director Alexandra Ikeda. Mayor Garcia called for public comments. Written comments: none. Oral comments: Fran Lemos was called to speak; Barry Christian was called to speak; Jenelle Sellick was called to speak; Justin Hamilton Hole was called to speak. The public comment period was closed.

**Action:** Motion to adopt by Minute Order 2023-15, the Parks and Community Services Commission Work Plan for Fiscal Year 2023/24 made by Councilmember Mark Joseph, seconded by Councilmember David Oro, and CARRIED by roll call vote.

**Ayes:** Councilmember Mariam Aboudamous, Councilmember Mark Joseph, Councilmember David Oro, Vice Mayor Pierre Washington, Mayor Leon Garcia

**Nays:** None

**Abstain:** None

**Absent:** None

**Excused:** None

**ADJOURNMENT**

The meeting was adjourned at 9:40 p.m.

**CERTIFICATION**

Respectfully Submitted,

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Taresa Geilfuss, CMC, City Clerk



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## **TITLE**

Update the Parks and Community Services Master Plan

## **RECOMMENDATION**

Review and discuss the 2012 Parks and Community Services Master Plan and prepare a Request for Proposal (RFP) to update the Parks and Community Services Master Plan as outlined in the Work Plan for FY2023/24.

## **CONTACT**

Alexandra Ikeda, Parks and Recreation Director

## **BACKGROUND & ANALYSIS**

The Parks and Community Services Master Plan (Plan) (Attachment 1) was created in 2012 by members of the Parks and Community Services Commission (PCS), the Open Space Advisory Committee (OSAC), the Planning Commission, and City staff. This joint effort to create a Plan or "guiding document" was intended to represent the City's first comprehensive effort at: 1) Defining the direction and scope of American Canyon's parks, civic facilities, open spaces, recreation programming, and other services that are vital to the community; and 2) Be the "road map" of how the City of American Canyon (City) will get there. The Plan is both a visioning document and a service delivery and performance document. The City Council approved the Plan on June 5, 2012 - formally adopted through Resolution 2012-39 (Attachment 1).

At the April 13, 2023, Parks and Community Services Commission meeting, Commissioners and staff discussed the need to update the Plan and push to FY2023/24 in an attempt to include the City's General Plan as part of the discussion. The City is currently in the process of updating the General Plan which has not been updated since 1994. The General Plan is a long-term blueprint for the future and will include a chapter on Environment, Parks and Recreation (Attachment 2). This update started in 2020 and is expected to be completed in late 2023. At a Joint Special Meeting on June 20, 2023, the Council approved and adopted PCS' FY2023/24 Work Plan (Attachment 3). The Work Plan includes preparing a Request for Proposal (RFP) to update the Plan. This Plan will serve as a strategic document and road map for outlining the future of the City's Parks and Recreation Department that is consistent with the City's General Plan, acknowledging our community's needs, and supporting our community's growth.

## **What's a Parks and Community Services Master Plan**

A Plan identifies the recreational needs in the community, predicts future demands, evaluates feasible options, develops a strategic action plan, and states policies for physical planning. In essence, a Plan develops a comprehensive vision for a parks system, individual parks, open space areas, recreational facilities, and/or programs in contact with its location, natural resources, and vision of the community. The vision will serve as the framework for the long-term use and development of a park or facility. This Plan gives guidance and policy direction to local government decision-makers and shapes the delivery of local government parks and recreation services, programs, and activities in a manner that is consistent with the local government's comprehensive plan and policy agenda.

## **What Is Included In A Parks and Community Services Master Plan**

- *Identification of Community Needs and Priorities:* A Plan should first and foremost identify the needs and priorities of the community. This can be done through surveys, community meetings, and other engagement strategies to gather input from residents.
- *Programming and Services:* The Plan should prioritize the development of diverse programming and services that cater to the needs and interests of the community. This can include activities and events for all ages and demographics, as well as partnerships with local organizations to offer specialized programs and services.
- *Assessment of Current Parks and Community Services:* The Plan should include a thorough assessment of existing parks and community services to determine their strengths, weaknesses, and areas for improvement. This assessment can include evaluating the condition of parks and facilities, the availability and accessibility of services, and the level of usage by the community.
- *Development of Goals and Objectives:* Based on the needs and priorities identified in the community, the Plan should establish clear goals and objectives for parks and community services. These goals should be specific, measurable, achievable, relevant, and time-bound to ensure they are actionable and can be effectively implemented.
- *Design and Development of New Parks and Facilities:* The Plan should outline strategies for the design and development of new parks and facilities to meet the needs of the community. This can include identifying suitable locations for new parks and facilities, determining the types of facilities that are most needed (such as sports fields, playgrounds, or community centers), and outlining the process for acquiring and developing these new spaces.
- *Funding and Resource Allocation:* An implementation plan should include a detailed strategy for securing funding and allocating resources to support the implementation of the Plan. This can involve exploring grant opportunities, public-private partnerships, or seeking additional funding through budget allocations.
- *Implementation Plan:* The Plan should also address strategies for enhancing and maintaining existing parks and facilities. This can include regular maintenance and upkeep of parks and facilities infrastructure, improving accessibility for all residents, and identifying opportunities for upgrades or renovations to better meet community needs.

### **Time Line To Complete A Parks and Community Services Master Plan**

The time required to complete a Plan can vary depending on the size and complexity of the community, the resources available, and the level of community engagement. A typical timeline can range from six months to two years. It is important to ensure that there is adequate time for community engagement, data collection and analysis, and plan development. Additionally, the plan should allow for flexibility and ongoing updates as community needs and priorities may change over time.

### **Additional Resources**

The creation of a Plan requires a comprehensive and collaborative approach that includes many different elements. In addition to involving community engagement, data analysis, goal setting, and implementation strategies, the Plan will include additional City resources including the 2023 *draft* City General Plan: Environment, Parks and Recreation (Attachment 2), the 2012 American Canyon Bicycle Plan (Attachment 4) and the 2015 Parks and Recreation Needs Assessment (Attachment 5).

### **Next Step**

In order to update the Plan, City staff will solicit a consultant through the City's official Request for Proposal process. Once this process is complete and a consultant is selected, City staff will bring this item back to PCS for review and discussion.

## **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Community and Sense of Place: "Build on the strength of our local community to develop a clear 'sense of place' and establish our unique identity."

## **FISCAL IMPACT**

None

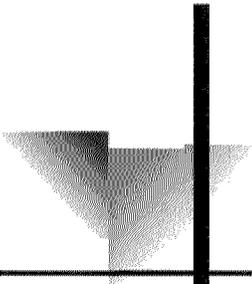
## **ENVIRONMENTAL REVIEW**

None

## **ATTACHMENTS:**

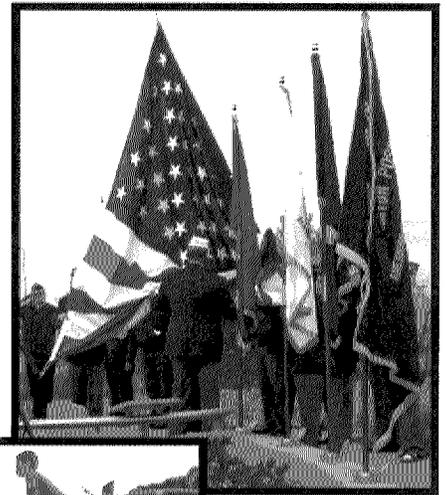
1. [2012 Parks and Community Services Master Plan](#)
2. [2023 Draft City General Plan: Environment, Parks and Recreation](#)
3. [PCS Work Plan FY2023/24](#)
4. [2012 American Canyon Bicycle Plan](#)
5. [2015 Parks and Recreation Needs Assessments](#)

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# Parks and Community Services

## Master Plan



# **Parks and Community Services Master Plan**

**City of American Canyon  
Parks & Recreation Department  
100 Benton Way  
American Canyon, California 94503**

**May 2012**

## **ACKNOWLEDGEMENTS**

The Parks and Community Services Master Plan was prepared by Randy Davis, Parks and Recreation Director (Retired); Parks and Community Services Commission members; and Open Space Advisory Committee members. All maps were created by Robyn Myers. In addition to those listed here we would like to thank all former Commissioners and City employees who contributed to this document.

### **City Council**

Leon Garcia, Mayor  
Cindy Coffey, Vice Mayor  
Joan Bennett, Council Member  
Belia Ramos Bennett, Council Member  
Mark Joseph, Council Member

### **Parks and Community Services Commission**

Elizabeth Goff, Chair  
Kathy Arizon, Vice Chair  
Mathew Plate, Commissioner  
Steve Macdonald, Commissioner  
Kenneth Leary, Commissioner  
Kalan Camacho, Honorary Youth Commissioner

### **Open Space Advisory Committee**

Nance Matson, Chair  
Todd Novak, Vice Chair  
Barry Christian, Committee Member  
Robyn Myers, Committee Member  
Michael Stanfield, Committee Member

### **Parks and Recreation Department Staff**

Michael Throne, Interim Director  
Randy Davis, Director (Retired)  
Rodrick Sweeney Sr., Recreation Supervisor  
Erin Booth-Sahs, Aquatics Supervisor  
George DeOcampo, Parks Supervisor  
Sherri Cassidy, Administrative Assistant  
Marisa Cumpian, Administrative Clerk  
Henry Davidson, Building Maintenance Worker  
Kevin Duncan, Program Coordinator

### **City Staff**

Dana Shigley, City Manager  
Michael Throne, Public Works Director  
Mary Holstein, Administrative Assistant  
Brent Cooper, Community Development Director  
Barry Whitley, Finance Director  
Brona Silva, Human Resources Director  
Rebekah Barr, City Clerk  
Jean Donaldson, Police Chief  
Glen Weeks, Chief, American Canyon Fire District  
William D. Ross, City Attorney

City of American Canyon  
**Parks and Community Services Master Plan**

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## INTRODUCTION

Parks, trails, open space, and recreation are vital components of the lifestyle of people living in the City of American Canyon. Recreational facilities are important assets contributing to the livability of the community. Residents of all ages and social backgrounds need outlets for creativity, socialization, exercise, and fun.



Parks, trails, open space, and recreation greatly enhance the quality of life in American Canyon.



The intent of this Master Plan is to bring together in a single document a snapshot of where American Canyon's parks and community services are as of 2012. This includes the status of the current parks, recreational facilities, open space, trails, and programs. This document shares the direction in which the City and its parks and community services are going and a "road map" of how the City of American Canyon will get there

The English author Lewis Carroll once wrote, "If you don't know where you are going, any road will get you there." It is anticipated that the Parks and Community Services Master Plan will provide insight into how to implement the vision of the City and of the General Plan.

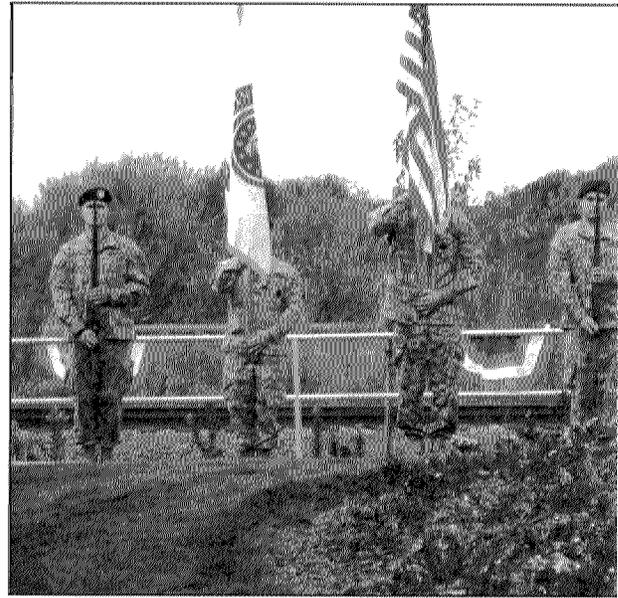
## EXECUTIVE SUMMARY

### Purpose

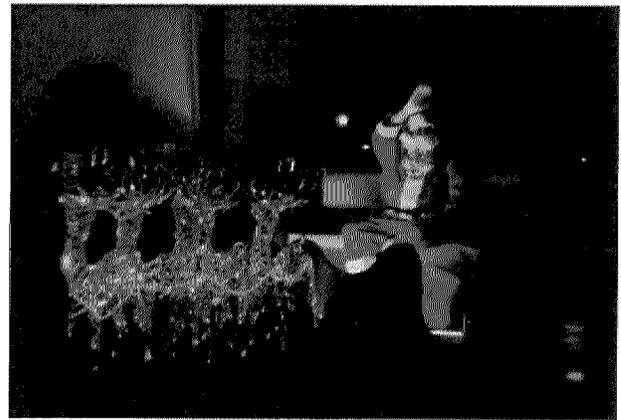
The Parks and Community Services Master Plan is intended to be the guiding document for the direction and nature of the services and amenities provided by the Parks and Recreation Department. It is both a visioning document and a service delivery and performance document.

### Background

Developed through years of effort by members of the Parks and Community Services Commission (PCS), the Open Space Advisory Committee (OSAC) and city staff, the Master Plan represents the city's first comprehensive effort at defining the direction and scope of American Canyon's parks, civic facilities, open space, recreation programming, and other services that are vital to the community. It is intended to complement and be consistent with the city's General Plan, in particular the Public Services and Facilities element, the Parks and Recreation element, and the Natural and Historic/Cultural Resources element.



An extensive civic engagement process began in August 2011 with the plan being reviewed at several meetings of the PCS and OSAC. The draft plan was presented to the public for review and comment for six months, and a public workshop was conducted in December 2011 at the Senior Multi-Use Center. The final draft of the Parks and Community Services Master Plan was approved by the PCS and OSAC at a joint meeting in April 2012.



The draft Master Plan was then presented to the Planning Commission for review and confirmation of consistency with the city's General Plan. With the Planning Commission's recommendation for approval, it was presented to the City Council in June. Resolution 2012-39 was approved by City Council on June 5, 2012, formally adopting the Master Plan.

## How to Use this Document

The map that follows shows the city's existing parks, open space, greenways, and trail areas. A Master List on the next two pages provides more detailed information about these facilities.

Next are sections that summarize the process used to develop the Master Plan and the vision and concepts that were developed as a result of the planning process. The "Recommended Goals and Policies" section provides an overview of goals and policies which are intended to augment the goals and policies of the General Plan. The policies are repeated and addressed at length in subject-specific chapters.



Chapters 1 through 6 cover the major subject area categories. They provide an overview and objectives for each category, background and definitions, descriptions of existing resources, anticipated needs and limitations, and implementation.

Finally, the Appendix provides additional maps and supporting documents, including a copy of the enacting Resolution approved by City Council.



CITY OF AMERICAN CANYON

ALL PARKS, OPEN SPACE & TRAILS

APRIL 2012

**Legend**

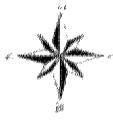
- City Limits
- Napa River Bay Trail
- Hen Mike Thompson Loop Trail
- Bay Trail Connector To Napa
- River to Ridge Connector Trail (Proposed)
- Other City Parks and Trails
- Proposed Vine Trail

**American Canyon Parks**

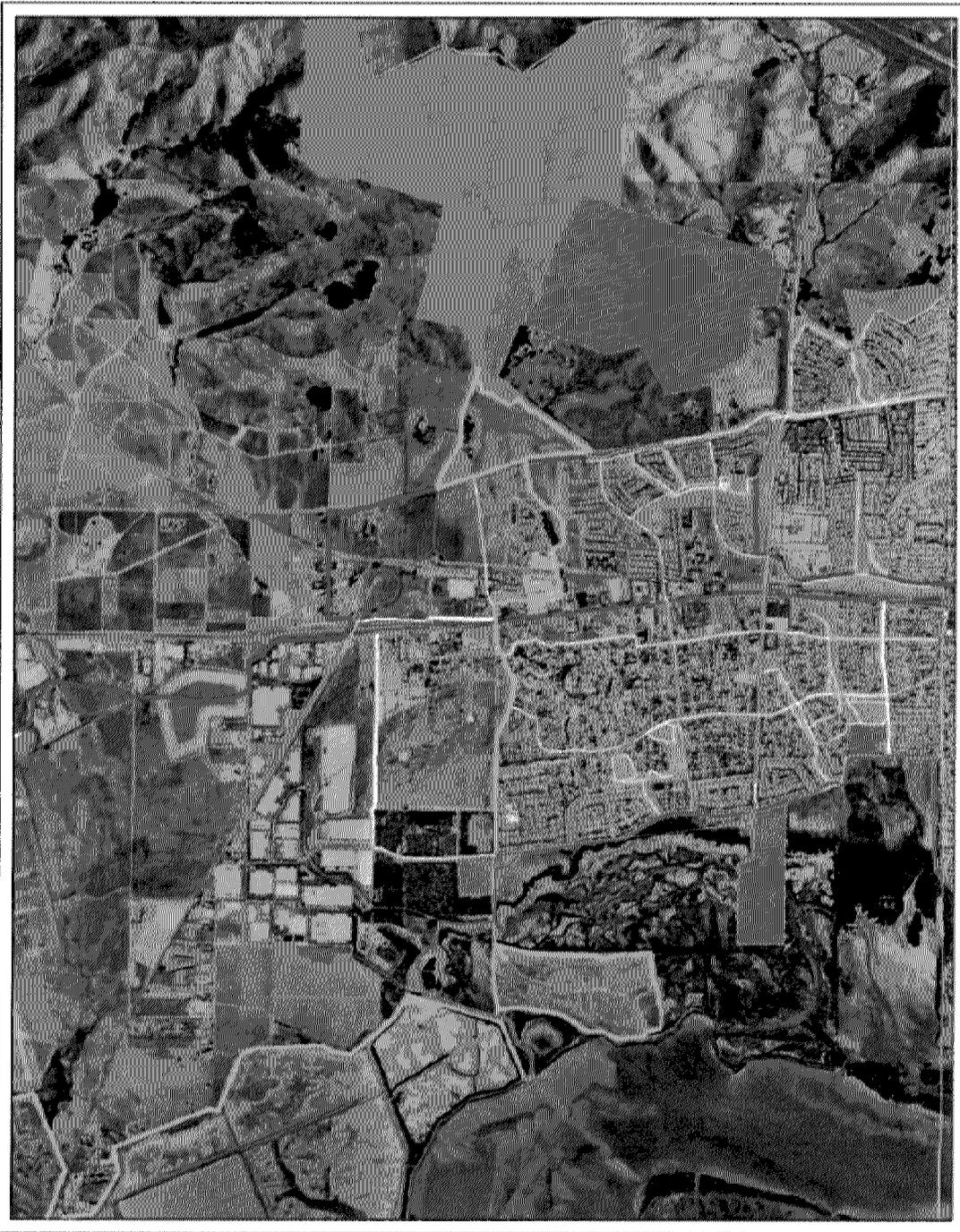
Type

- Greenway
- Open Space
- Park
- Potential
- Restoration Facility

1:25,000



Map made possible by 1998 Parks Act  
© 2012 City of American Canyon



## Master List

### Parks, Recreation Facilities, Open Space, Trails and Bikeways

#### PARKS

No.	Name	Type	Sub-Type Description	Acres
1	Community Park I	Park	Neighborhood	8
2	Community Park II	Park	Neighborhood	6.3
4	Elliott Park	Park	Neighborhood	3
5	Gadwall Park	Park	Neighborhood	2
6	Kimberly Park	Park	Neighborhood	10
8	Little League Complex	Park	Neighborhood	5.25
9	Main Street Park	Park	Neighborhood	3
10	Melvin Park	Park	Neighborhood	1
11	Montecarlo Park	Park	Neighborhood	2.75
12	Northampton Park	Park	Neighborhood	4
14	Pelleria Park	Park	Neighborhood	1
15	Shenandoah Park	Park	Neighborhood	6
16	Silver Oak Park	Park	Neighborhood	5
17	Veterans Memorial Park	Park	Neighborhood	9
18	Via Bellagio Park	Park	Neighborhood	1

#### RECREATION FACILITIES

No.	Name	Type	Description
1	Community Park I Gym and Skateboard Park	Recreation Facility	City / NVUSD
2	Philip West Aquatics Center	Recreation Facility	w/in Community Park I
3	American Canyon Recreation Center	Recreation Facility	w/in Elliott Power line Park
4	Senior Multi-Use Center	Recreation Facility	w/in Elliott Power line Park

#### OPEN SPACE and TRAIL AREAS

No.	Name	Type	Acres
1	La Vigne Open Space	Open Space	
2	Newell Open Space	Open Space	640 acres

#### TRAILS

No.	Name	Type	Description
1	Napa River Bay Trail, Wetlands Edge View Area	Trail	Bay Trail segment from the American Canyon Napa River Bay Trail segment to the City of Napa
2	Wetlands Edge Trail and Linear Park	Trail	Path along Wetlands Edge Road, part of Bay Trail through City.
3	Congressman Mike Thompson Loop Trail	Trail	Trail around the perimeter of the closed landfill
4	American Canyon Vine Trail	Trail	City portion of the Vine Trail connection Vallejo to Calistoga through center of city.

**BIKEWAYS**

No.	Name	Type	Description
1	Broadway (Southern City Limit to American Canyon Rd.)	Bikeway N/S	Class II: on portions of Broadway and Veterans Memorial Park path on north and south ends of park.
2	Commerce Boulevard	Bikeway N/S	Class II: through Eucalyptus grove (extension of Wetlands Edge Rd.)
3	Danrose Drive / James Road / Melvin Road	Bikeway N/S	Potential Class III: parallel to west side of Hwy 29
4	Elliott Drive	Bikeway N/S	Class II: between Knightsbridge to Benton
5	Napa Greenway/Vine Trail from Vallejo to Calistoga	Bikeway N/S	Potential Class I: feasibility study completed
6	Napa Junction Development Path	Bikeway N/S	Class I: from Eucalyptus north to Napa Junction Rd.
7	Newell Drive / Flosden Drive	Bikeway N/S	Class I: on path west side of Newell Dr.
8	San Francisco Bay Trail (Wetlands Edge Path)	Bikeway N/S	Class I: west side Wetlands Edge Rd, Class III: bike lane along Wetlands Edge Rd.
9	Shenandoah Drive / Shenandoah Path	Bikeway N/S	Class I: path through Silver Oak Park, to Newell Dr. Class II: potential / Class I path
10	Theresa Avenue / Lombard	Bikeway N/S	Potential Class II: Sidewalk in places on route to Napa Junction school
11	American Canyon Creek Greenway/Path	Bikeway E/W	Multiuse Path: AC Creek Greenway Path
12	American Canyon Road	Bikeway E/W	Class II: Between Wetlands Edge Rd. and Hwy 29 Potential Class III: Between Hwy 29 and Newell Rd. Class III: From Newell Dr. to I-80 & Solano Bikeway
13	Benton and Donaldson Way	Bikeway E/W	Class II: Wetlands Edge Rd to Andrew Rd. Class III: Andrew Rd to Hwy 29.
14	Cartagena / Via Bellagio	Bikeway E/W	Multi-use, Potential Class I: connecting Cartagena to Via Bellagio
15	Community Park I, Spikerush Circle, Community Center	Bikeway E/W	Class I: path and walkway connecting Park, Greenway and Recreation Facilities
16	Eucalyptus Road	Bikeway E/W	Potential Class II: potential River to Ridge route.
17	Green Island Road / Paoli Loop Rd. / Watson Ln.	Bikeway E/W	Potential Class II
18	Hess Drive	Bikeway E/W	Potential Class II
19	Kimberly Drive	Bikeway E/W	Class II: Hwy 29 to Elliott Dr.
20	Mini Drive	Bikeway E/W	Potential Class III
21	Silver Oaks Trail	Bikeway E/W	Class III: wide sidewalk, alternate route to American Canyon Rd.

## HOW THE MASTER PLAN WAS DEVELOPED

The City of American Canyon's 1994 General Plan identified a need to create a comprehensive, citywide Parks and Recreation Master Plan. However, a decade passed before an effort was started to develop the Parks and Community Services Master Plan.



The City of American Canyon's Parks and Community Services Master Plan was developed in a unique manner. Typically, cities hire consultants with an expertise in park system master planning to guide the planning process and ultimately write the report. Rather than funding an independent consultant, all work on the Master Plan was performed in-house. This Master Plan was a joint effort of the Parks and Community Services Commission, the Open Space Advisory Committee, and city staff.

The Master Plan was first included in the Parks and Community Services Commission's adopted work plan for fiscal year 2004-2005. The Open Space Advisory Committee was tasked to participate starting in 2006. There were extended periods of time that work on the Master Plan was curtailed so that the Commission and Committee could focus on other projects and tasks.

The scope of the endeavor exceeded that of most cities' Parks Master Plans when the decision was made to include Recreation, Family Services, Open Space and Trails, and Bicycle & Pedestrian Circulation System chapters.

The Parks and Community Services Commission developed "functional areas" that related to the chapters in the Master Plan. The Parks and Community Services Commission was tasked with the functional areas of Parks and Recreation Facilities, Parks and Facility Maintenance, Recreation Programming, and Family Services. The Open Space Advisory Committee was tasked with the Open Space and Trails, and Bicycle & Pedestrian Circulation System functional areas and chapters. One or two Commissioners/Committee Members were assigned to a functional area and were responsible for developing a report corresponding to their functional areas.

Members of the Parks and Community Services Commission and the Open Space Advisory Committee wrote several chapters of the Parks and Community Master Plan, and Staff utilized the Commissioner's/Committee Member's "functional area" reports as a basis to write the other chapters.

The hands-on involvement of the Parks and Community Services Commission and the Open Space Advisory Committee helped to ensure that the report reflects the needs and desires of City residents.

Some of the steps that were taken during the master planning process are as follows:

- Commission members toured park sites to assist them in determining what projects were needed to improve existing parks.
- The public was invited to special meetings of the Parks and Community Services Commission to discuss the following specific topics:
  - Outdoor sports and athletic fields and courts needs.
  - Indoor recreation and aquatic facility needs.
  - Trails, paths, playgrounds, picnic areas, general park needs, and other facilities.
- “Functional area” assignments were made and adjusted throughout the process.
- A Planning Director addressed the Commission regarding the General Plan and coordination of the Parks and Community Services Master Plan with the General Plan.
- A joint meeting was held between the Planning Commission and the Parks and Community Services Commission and joint meetings were held between the Parks and Community Services Commission and the Open Space Advisory Committee.
- The Parks and Community Services Commission held special study sessions regarding the Parks Master Plan.
- Functional area reports were completed, presented and refined over a period of several years.
- The Parks & Community Services Commission and the Open Space Advisory Committee held a special joint meeting on November 10, 2011 at the Senior Multi-Use Center to receive comments and suggestions from the public regarding the draft Parks and Community Services Master Plan.

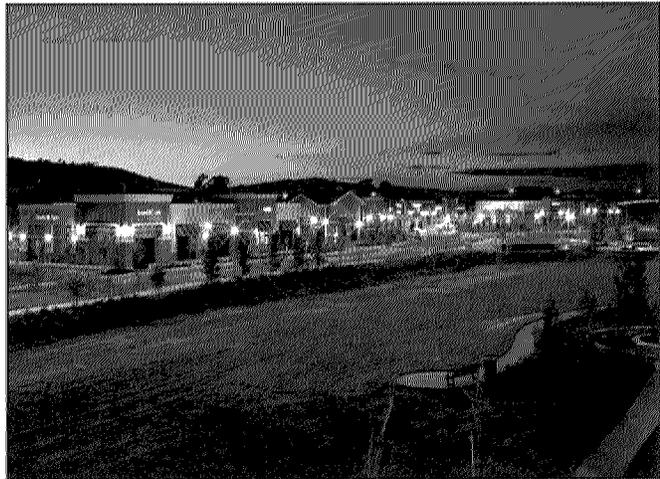
## VISION AND CONCEPTS

This section summarizes the visions for the individual components making up the overall park and community services system. Each component is discussed in depth in this plan.

### Park and Recreation Facilities

As of 2012, there are 22 recreational parks within American Canyon's city limits, varying in size from .25 to 10 acres for a total of 79 acres (see Exhibit C – Map of Parks). The City will strive to increase park acreage to meet and thereafter maintain a minimum standard of 5 acres per 1,000 residents. Based on the 2010 U.S. Census population of 19,454 and the projected population increase through 2030, at least 39 additional acres of parks will be needed.

A neighborhood park, or park facility with similar features, shall be provided within walking distance of all residents, which translates into roughly a half-mile radius. This standard should be met without the use of mini-parks. Mini-parks are less than one acre in size. The development of public mini-parks will be discouraged because they tend to provide an insufficient number of amenities to serve an area of residents and are inefficient in terms of development and maintenance.



The success and heavy use of Shenandoah Park demonstrates that residents are attracted to parks that have a wide range of amenities and adequate space. The desired result will be fewer, but larger parks with more amenities.

The Public Facilities Fee shall be updated based on the park dedication nexus study completed by Willdan Financial Services in 2009 and updated at least every five years. In order to accomplish all the construction and enhancements listed in the Parks and Community Services Master Plan, additional funding sources will be required. The City has been successful at obtaining grant funding, utilizing and leveraging existing park and community services related funding, and obtaining in-kind services. These funding mechanisms will continue to be critical. Additionally, alternative funding sources identified in the Master Plan should be actively pursued to supplement Public Facilities Fees and help pay for projects that are not related to growth.

The Parks and Recreation Facility chapter identifies necessary enhancements to existing parks and facilities which include but are not limited to: a sports complex

with lighted athletic fields; a fully renovated Kimberly Park as a part of the Kimberly Flood Control, Clean Water, and Park improvement project; renovation of Community Park I athletic fields; and a multi-use Community Center. The Community Center will be suitable for large gatherings in a single area with seating for up to 1,000 people, concurrent with other functions taking place in the Center. The Community Center should be designed to house family service functions identified in this plan.

### **Park and Facility Maintenance**

Parks and Landscaping Maintenance Standards and Janitorial Standards have been developed and are included as Exhibit E and Exhibit F in the Parks and Community Services Master Plan. The standards were developed with the goal of striking a balance between desired levels of maintenance and the realities of financial constraints. The current standards are considered to be a starting point and will be refined and improved over time.

Prior to the establishment of the Landscaping and Lighting District (LLAD) and the significant increase in park development, all park and landscape maintenance was performed by City employees. The establishment of the LLAD prompted the City to consider the most efficient manner in which to maintain the landscaping and parks in the LLAD. Starting with the La Vigne development (LLAD Zone 1), landscape maintenance contractors were used for the maintenance of the corresponding LLAD Zone 1 areas. The landscape maintenance contracts are periodically put out to bid to ensure that the cost of the service is as low as possible.

The combination of existing City maintenance staff and contracted services is the best approach to maintenance. The master plan envisions all new recreational parks and community facilities be maintained primarily through contract personnel.

Additionally, private parks may be proposed in new subdivisions. If they are proposed, they shall adhere to the goals and standards within this plan. Prior to commencing design of any new park or recreation facility, and before the City Council authorizes the award of bid for any new park and recreational facility, the Director of Finance will confirm the cost to maintain the facility. The City Manager will identify funds to take on the maintenance of the subject facilities.

Beginning at the development application review process, City parks, designated open space areas, landscaped areas, and facilities will be designed in consultation with parks maintenance staff for ease of maintenance and to reduce the ongoing cost of maintenance. This policy will be achieved by hiring landscape architects and consultants that demonstrate the experience and ability to develop plans and specifications that minimize the time and cost required for maintenance.

The City shall continue to require that new development is annexed to the Landscaping and Lighting District to ensure that parks, community facilities, streetscapes, landscaped areas, and street lighting have a dedicated funding source for maintenance.

## **Recreation Programming**

Recreation programs enhance the quality of life for residents and play a vital role in developing a "sense of community" in American Canyon.

The City of American Canyon provides aquatic, senior, teen, and sports programs; as well as special events, adult special interest and fitness classes, youth classes, and day camp.

Recreation programming and the availability of recreation facilities are directly related to one another. One limiting factor for offering additional special interest classes is a lack of indoor facilities that are available on a consistent, reliable basis.

There is currently an unmet demand for summer youth swim lessons and the AHI swim team has "out-grown" the pool facility.



In the future there is also a need to accommodate an increased number of residents. This could be alleviated by the Parks and Recreation Department using the swimming pool at American Canyon High School during the summer months. Alternatively and/or additionally the City may need to explore expanding the current facility.

There is a need to enhance the adult sports program, develop more comprehensive teen programs that involve the teens in the planning process, and provide separate girls sports leagues to enhance participation by girls.

The opening of the Senior Multi-use Center in 2010 provided an opportunity to have a "one stop shop" for recreational and social services for older residents.

A Recreation Scholarship Fund is needed to enable low-income children to participate in recreation programs.

## **Family Services**

While cities are not typically the primary provider of family services, cities have a vested interest in programs that support and strengthen households/families. Providing local families with access to support services directly benefits individual households, enhances the overall quality of life in a community, and can indirectly enhance tax revenues by fiscally improving individual families.

Family support services are provided by a mixture of government and non-profit

agencies such as Napa County, Community Action Napa Valley, and the American Canyon Family Resource Center.

Family Services are defined as services provided to families or individuals to increase their wellbeing and the well-being of the community as a whole. These services generally include child care, employment assistance, assistance with food or housing, counseling, health services, legal assistance, and programs to assist with moving towards self-sufficiency (financial, social, and/or emotional).

The number of family services directly provided by the City may be limited, but the City can still play a significant role regarding family services. The keys to providing adequate family services in American Canyon are collaboration, coordination, facilitation and partnerships.

In 2011, access to Napa County Department of Health and Human Social Services was greatly enhanced when the County started to provide a number of services at their satellite offices located at the American Canyon City Hall.

The City has a number of options related to City support of family services. At a minimum, the City should do the following:

- Continue to make City facilities available for use by agencies that provide family services.
- Collaborate, cooperate, and partner with a variety of non-profits, organizations and government agencies to provide family services.
- Promote and publicize the family services that are available in the community regardless of the entity that provides the service.
- Continue to encourage Napa County to provide access to services in American Canyon
- Work with providers of family resources to identify needed services that are not provided in the City and develop strategies for providing the needed services.

### **Open Space and Trails**

Establishing and maintaining open spaces and trails preserves the natural beauty, uniqueness, and character of the City, and has been recognized by the residents of the City as a priority. This is evident in the continued support by residents for ballot measures that protect open space, comments received at public meetings, the high utilization of City trails, and the City has demonstrated that it values open space and trails by the establishment of the Open Space Advisory Committee.

Major components of the City's open space and trail system include Newell Open Space, restored wetlands, planned and completed segments of the San Francisco Bay Trail including the successful well-utilized Napa River Bay Trail and the Wetlands Edge Linear Path, the Wetlands View Area, and the undeveloped Clarke Ranch property.

It is important that the City always balance public access with the protection and enhancement of natural resources.

Multi-use trails should be coordinated with the City's Bicycle/Pedestrian Transportation Plan, which includes Class I multi-use trails separate from vehicular traffic. These types of trails may include the following uses: pedestrian, bicycle, equestrian, and dog walking.

Trail design should be consistent with the Napa County Regional Parks and Open Space District guidelines or those of the funding agency, such as Caltrans.



Opportunities for environmental education should be encouraged and facilitated; examples include interpretive signage, docent programs, and education programs with schools and other groups.

A key goal for the City should be the development of regular public access to Newell Open Space. Other important objectives include, but are not limited to:

- Maintain the City's character by preserving open space buffers and view sheds.
- Create a facility for hand-launched boats including kayaks, canoes, rowing shells, and similar small craft.
- Complete the San Francisco Bay Trail through American Canyon.
- Work cooperatively with the Napa County Regional Park and Open Space District to extend the Napa River Bay Trail to the Cities of Napa and Vallejo.
- Work towards the completion of a River to Ridge Trail from the Wetlands View Area to Newell Open Space.
- Develop a Master Plan for the Clarke Ranch Property.
- Develop connections between pedestrian/bicycle circulation corridors, parks, schools, and open space opportunities.

### **Bicycle and Pedestrian Circulation System**

The City envisions a bicycle and pedestrian circulation system that will interconnect key destinations including parks, schools, open space, residential and commercial areas, as well as regional bikeway systems such as the Napa Valley Vine Trail and the San Francisco Bay Trail.

The goal is to create a bicycle- and pedestrian-friendly and convenient community and

to create regional access to other Napa and Solano County destinations.

Highway 29 is the largest obstacle hampering east-west connectivity. East-west connectivity will be enhanced with grade-separated crossings, improved crosswalks, stop light timing, countdown crossing timers and other amenities that will improve safety for pedestrians and bicyclists crossing Broadway (Highway 29).

It is important that all new development provides bicycle and pedestrian connectivity through the use of sidewalks, Class I bike paths and Class II bike lanes.

As of 2012, work is underway on the Countywide Bicycle Plan Update which will include American Canyon's first Bicycle Master Plan. The Countywide Plan proposes a vision, goal, and objectives for Napa County's bicycle system. The Countywide Plan along with the American Canyon Parks and Community Services Master Plan provides a plan for the development of a Countywide bicycle network, design standards, multimodal integration, support facilities, safety and security, education and promotion, planning, maintenance, and funding.

## RECOMMENDED GOALS & POLICIES

The following goals and policies were developed for the Parks and Community Services Master Plan. The Master Plan goals and policies are intended to augment, amplify, and enhance the existing General Plan goals and policies. The following compilation of policies includes the detailed policies recommended in each chapter of the Master Plan and more general policies not listed in other chapters of the Master Plan. For consistency, policy numbers used below are retained where repeated in the individual chapters.

### Access

- 1.1 **Physical Access** All facilities and parks shall comply with State and Federal accessibility codes and standards, such as those established by the Americans with Disabilities Act (ADA), and California Access Code (Title 24, California Code of Regulation).
- 1.2 **Social Access** Provide recreation facilities and programs that are responsive and accessible to the diverse cultures, age groups, and level of ability that comprise the American Canyon community.
- 1.3 **Financial Access** Balance the need for program revenue with the need to keep programs accessible and affordable, particularly for basic recreation programs such as open swim, swim lessons, special events, youth sports and day camp. Establish a scholarship program for youth that cannot participate in recreation programs due to financial hardship.

User rental fees shall be charged for private, reserved use of facilities; but facility fee waivers should be considered for nonprofit organizations that provide needed programs and services for American Canyon residents, particularly youth programs. Base rental shall be consistent with the City Council's adopted rental policy. Rental rates shall be dependent on a number of factors including direct costs to the City, and an examination of typical rental rates for municipal facilities. Rental rates shall be reviewed at least every other fiscal year by the Parks and Community Services Commission.

- 1.4 **Park Distribution** Distribute parks and recreation facilities geographically throughout the community. A neighborhood park or park facility with similar features should be provided within walking distance of all residents, which translates into roughly a half-mile radius.

- 1.5 **Park Land Standard** Take steps so that the City can again meet the Quimby Act's established standard of 5 acres of developed parkland per thousand residents. This requires that the maximum park acreage be provided for new developments and the City take steps to develop at least 17 additional acres of parkland. This standard includes neighborhood, community, and regional park facilities.
- 1.6 **Cultural Facilities and Programs** Recognizing the cultural and artistic aspirations of American Canyon residents, the City shall strive to include cultural facilities and programs as a part of the Parks and Recreation system.

**Youth Needs**

- 2.1 **Youth Center** Continue to be supportive of programs and improved facilities at the American Canyon Boys & Girls Club. In addition, the City will strive to provide a facility for teen programming.
- 2.2 **Partnerships** Actively encourage partnerships with community groups that can assist with outreach to youth populations, including the American Canyon Family Resource Center, Napa County Sheriff's Athletic League (SAL), Napa Valley Unified School District (NVUSD), Boy Scouts, Girl Scouts, American Canyon 4H, American Youth Soccer Organization (AYSO), American Canyon Little League, American Canyon Boys & Girls Club, American Canyon Patriots Youth Football and Cheer, Youth Services Advisory Group (YSAG) and other groups.
- 2.3 **Participation** Encourage participation of youth in planning and design of new facilities and improvements to existing facilities; and encourage youth participation in the planning of recreational and cultural programs.

**Interagency Cooperation**

- 3.1 **Partnership Between City and Napa Valley Unified School District (NVUSD)** Continue and enhance existing agreements between the City and NVUSD and explore opportunities for additional partnerships. Areas for further consideration include shared use of facilities for recreation and community services programs at existing and future school sites. Enhance recreational and educational programming through partnerships with the Napa Valley Adult School.
- 3.2 **Partnership Between City and Napa Valley College** Establish partnerships between the City and Napa Valley College to enhance services and programs for American Canyon residents.

- 3.3 **Partnerships with Local, County, and Regional Public Agencies** Establish new and expanded partnerships with local, County, and regional public agencies (such as the Napa County Regional Parks and Open Space District) that can assist in providing facilities and programs.
- 3.4 **Consider the establishment of a "Friends of American Canyon Parks, Open Space, and Recreation" Foundation** Work with residents, the private sector, and existing organizations to establish a non-profit foundation to support the development and maintenance of American Canyon's parks, open space, and recreation programs.
- 3.5 **Nonprofit Organizations** Continue and enhance existing partnerships with nonprofit organizations and look for opportunities to develop new partnerships with nonprofits. Nonprofits can assist in the development or co-sponsorships of recreation or community service programs and help the Parks and Recreation Department reach populations that could benefit from, but do not regularly participate in, recreation programs.
- 3.6 **Private Sector** Some recreation facilities such as bowling alleys, amusement parks and movie theaters are best provided by the private sector. The City should encourage private recreation businesses to locate in American Canyon. These types of businesses provide jobs, boost the local economy, provide desired recreational opportunities, and enhance the quality of life for American Canyon residents.

The private sector can also provide cost-effective contract maintenance services for landscape maintenance (particularly in Landscaping and Lighting Districts) and for janitorial services for City buildings, for example, where the workload is seasonal.

- 3.7 **Private Parks and Recreation Facilities** Private parks and recreation facilities may be allowed or may be part of a unique feature of a planned development provided a separate mechanism is in place to maintain the facility.

### **Facilities and Staff**

- 4.1 **Reducing Maintenance Costs Through Better Design** All City parks, landscaped area and facilities will be designed for ease of maintenance and to reduce the ongoing cost of maintenance. This policy will be achieved by hiring landscape architects and consultants who demonstrate the experience and ability to develop plans and specifications that minimize the time and cost required for maintenance. The Parks Supervisor and park maintenance staff will be given the opportunity to review all plans to ensure their input is taken into consideration.

- 4.2 Park and Facility User Fees** Park and facility user fees are currently a very small source of revenue for maintenance. Current user fees should be reviewed to ensure that fees are updated and appropriate.
- 4.3 Landscaping and Lighting Assessment Districts** The City should continue to require new developments to be in the Landscaping and Lighting District to ensure that the parks, streetscapes, civic parks and recreational facilities, landscaped areas, and street lighting can be properly operated and maintained.
- 4.4 Joint Use and Partnerships** The City shall strive to explore the feasibility of additional joint-use efforts and partnerships in regards to constructing and maintaining facilities.
- 4.5 Nonprofit Foundation** The City should explore public interest in forming a nonprofit foundation for the support of park, recreation and trail capital projects and maintenance efforts.
- 4.6 Community Services District** The City should examine the feasibility of establishing a Community Services District for the maintenance and improvement of park, facilities, trails, and open space; and gauge the public's willingness to support the establishment of the District.
- 4.7 Public Involvement** The City will use an active civic engagement process to solicit feedback and recommendations from residents, park users, and other stakeholders. Parks should have standard signage displaying contact information so the public can report maintenance problems and provide feedback regarding the park.
- 4.8 Facilities** In addition to updates and completion of existing parks and facilities, initiate the following new facilities within the time frame of this Master Plan. These are not listed in priority order and some may be developed in partnership with the other agencies:
- **Parks**
  - **Special Use Facilities: e.g. Senior or Community Center and like facilities**
  - **Bikeways and Pedestrian Ways**
  - **Open Space and Trails**
- 4.9 Temporary Facilities** When needed recreation, community service and cultural arts programs cannot be expanded or provided due to fully impacted existing facilities, the City should consider temporary rental or lease of spaces. This should occur only when:

There is a demonstrated need for programs that cannot be met with existing facilities.

- Temporary or permanent use of space cannot be found through joint-use agreements with Napa Valley Unified School District or other agencies.
- Available rental space can safely and adequately accommodate the impacted program(s)
- The temporary arrangement will not adversely impact the City's financial ability to provide recreation programs and facilities.

**4.10 Staff** As programs and facilities expand, the City will hire and retain adequate recreation and maintenance staff to maintain facilities and provide the high level of service expected by the community. Staff will have the necessary skills to meet the needs of American Canyon's diverse population. The City will generally use contract or limited-term personnel to staff new programs and facilities.

### Future Opportunities

**5.1 Review and Update** The Parks and Community Services Master Plan should be reviewed and updated a minimum of once every five years commencing in 2017. The review should include the following elements:

#### **Five Year Review Elements:**

- Evaluate progress in implementing recommended projects.
- Verify accuracy of population and land use and projections.
- Adjust capital projects funding based on identified additional funding sources and unforeseen opportunities.
- Review user needs at all parks and facilities and provide appropriate responses through specific facility or park master plan revisions.
- Review and adjust operations and maintenance budgets, including cost recovery goals.

### Revenue and Financing Mechanisms

**6.1 Civic, Park and Special Recreation Facilities Fee Impact Study** Utilize the Civic, Park and Special Recreation Facilities Impact Fees study that was completed by Willdan Financial Services in 2009 to update the impact fees.

Currently, non-residential developments do not provide funding for park development. Park fees calculated under the Mitigation Fee Act (MFA) may be applied to non-residential development if there is evidence of non-residential impact on parks. A survey of American Canyon Park and Special Recreation Facility users conducted by Willdan Financial Services demonstrated a non-residential impact on parks. Based on the survey, workers in the City are

weighted at 0.143 and residents are weighted at 1.0. The Fee Impact Study explains the fee breakdown for both residential and non-residential development.

- 6.2 Other Revenue and Financing Methods** Explore other revenue and financing methods including grants; joint-use; private donations; corporate sponsorships; endowments; Park, Recreation, and Open Space Foundation; in-kind services; user fees; development of a City-wide Landscaping and Lighting District, and establishment of special districts.

### Parks and Recreation Facilities

- 7.1 Park Land Standards** Maintain the standard of a minimum of five acres of parkland per 1,000 residents in new developments. The City will develop a park facilities standard for developers providing the City turn-key parks.
- 7.2 Distance to Parks** A neighborhood park or park facility with similar features should be provided within walking distance of all residents, which translates into roughly a half-mile radius.
- 7.3 Mini-Parks** For future developments, the use of public mini-parks will not be considered because they tend to provide an insufficient number of amenities to adequately serve an area and are inefficient in terms of development and maintenance.
- 7.4 Maintenance** Prior to the approval of any park or recreation facility project, the cost of maintenance and the funding source for the maintenance shall be evaluated by City maintenance staff and presented to the Parks and Community Services Commission. The Finance Director and City Manager will confirm the funding source will be available to maintain the facility.

### Recreation

- 8.1 Adult Sports** The City shall enhance the adult sports program to provide opportunities for adult basketball, softball, and volleyball.
- 8.2 Partnerships** The City shall develop and maintain partnerships and collaborative efforts to provide additional recreation opportunities for American Canyon residents.
- 8.3 Teen Programming** The City shall maintain successful teen programs such as the Community Services Projects Team, and develop a more comprehensive teen program that involves teens in the planning and development stages of programs and activities.
- 8.4 Recreation Programs** The City shall continue, and expand where possible, recreation programs for children, teens, adults, seniors, and disabled persons.

- 8.5 **Community Groups and Nonprofits** The City shall make lands or facilities owned by the City available to community and nonprofit groups for activities that meet recreation and leisure time needs.
- 8.6 **Recreation Scholarship Fund** The City shall pursue funding sources to maintain a Recreation Scholarship Fund to receive and distribute funds from public and private sources to enable low-income children to participate in recreation programs.
- 8.7 **Girls Sports Leagues** The City shall provide separate girls' sports leagues to enhance participation in sports by girls.
- 8.8 **Senior Programs** The City shall utilize the Senior Multi-Use Center as a "one stop shop" in American Canyon for not only a wide variety of recreational opportunities, but also social services for senior residents.
- 8.9 **Theater Programming** The City shall establish a theater business plan to encourage the arts and generate overnight stays in the City's hotels.
- 8.10 **Public Involvement** The City will actively solicit feedback and recommendations from residents, recreation users, and other stakeholders. Recreational programs will have evaluation surveys which will be provided to participants in paper as well as electronic format.

### Family Services

- 9.1 **City-sponsored Services** As needed and financially feasible, the City will continue to offer and possibly augment the family services it currently provides.
- 9.2 **Use of City Facilities** The City shall allow other Governmental agencies or nonprofits to use City facilities to provide needed family services in American Canyon. Facilities may be provided through a lease or agreement at market rate, reduced cost, or at no cost.
- 9.3 **County Services** The City shall utilize all means possible to partner with Napa County to maintain existing County social services in the City and to bring needed family services to American Canyon.
- 9.4 **Organizations and Nonprofits** The City shall work with non-governmental organizations and nonprofits to continue bringing and expanding needed family services to American Canyon.
- 9.5 **Community Center** The City shall plan for a new Community Center suitable for large gatherings in a single area with seating for up to 1,000 people, concurrent with other functions taking place in the center. The Community Center should be designed to house family service functions identified in this plan.

- 9.6 **Transportation** The City shall work with the Napa County Transportation and Planning Agency to further enhance the City's public transportation system.
- 9.7 **Medical Services** The City shall encourage nonprofits such as Clinic Ole to provide low-cost or no-fee medical services in American Canyon. This could include a permanent facility or regular periodic health services/screenings in an existing City facility.
- 9.8 **Child Care** The City shall continue to support child care services within City limits and will continue to provide services such as the "Canyon Kids Summer Day Camp."

### Open Space and Trails

- 10.1 **Protection of Resources** Park preserves, open space, and trails shall be designed to balance the protection and enhancement of natural resources while providing public access and appropriate use.
- 10.2 **Open Space** Open Space provides places for people to experience the natural world. American Canyon will promote public access to our unique environments from the Napa River in the west across the city to the hills and ridges on our eastern border. The City will promote land use patterns that maintain safe residential neighborhoods as it weaves those neighborhoods together with a system of walking and bicycle paths. City staff and government will continue to work with residents, advisory committees, county officials, businesses, and developers to bolster economic prosperity as we maintain and make accessible our open space resources, enhancing the quality of life in American Canyon. The intent will be to use these properties for active recreation use while preserving sensitive areas.
- 10.3 **Bicycle and Pedestrian Circulation Plan** Bicycle and pedestrian circulation among and between city open space and trails shall be designed as an integrated web of bicycle and pedestrian paths, linking ridge to river, from east to west, while also offering north to south alternatives other than Highway 29.
- 10.4 **Staging Areas** Staging areas for the trails system should be established, including parking for cars and bicycles, portable restrooms, drinking fountains, picnic tables, and benches to enhance use, provide safety, and encourage use of open space and trails.
- 10.5 **Motorized Vehicles** Motorized vehicles shall be prohibited from trails except for maintenance and emergency vehicles or as required to comply with the American with Disabilities Act (ADA).
- 10.6 **Equestrian Use** Equestrian use trails are planned for Newell Open Space and the Congressman Mike Thompson Loop Trail. The suitability of trail segments for equestrian use will be determined on a case-by- case basis.

- 10.7 Trail Design** Trail Design shall conform to be consistent with the Napa County Regional Park and Open Space District guidelines, or those of the funding agency (e.g., Caltrans standards and design guidelines where appropriate). Trail frontages should be landscaped with native and drought tolerant plants where feasible to minimize water use and maintenance. Trail details, such as fencing and furnishings, should reflect the rural/agricultural character of the area.
- 10.8 Utility, Drainage Channels and Railroad Corridors** The City shall work with public and quasi-public agencies as well as private entities to obtain trail easements along utility, drainage channel corridors, and railroad corridors for open space and trail use.
- 10.9 Natural Areas** When access is provided into dedicated natural resource areas the City will avoid conflicts with the intended resource protection while enabling access and providing environmental education opportunities.
- 10.10 Agricultural and Natural Resources** When adjacent to natural and agricultural areas, trails shall be located and designed to provide appreciation and protection of these valuable resources.
- 10.11 Signage** A trails program shall be established that includes regulatory signs (permitted and prohibited uses, hours, etc.), directional signs (including names of regional trails, local connecting routes and mileposts), and interpretive signs that provide historic and environmental education. Sign design should meet city sign ordinances and be consistent with the Napa County Regional Parks and Open Space District guidelines.
- 10.12 Environmental Education** Encourage opportunities for environmental education, including interpretive signage, docent programs, and education programs with schools and other groups in open space and along trails. Creation of interpretative and education centers (buildings) should be encouraged for development in open space and trail areas (including uses such as wildlife rescue, wetlands museum, etc.).
- 10.13 Hours and Access** Access to City park and open space lands and trails are generally available from dusk to dawn. Trails remain open, with walk through gates, 24/7 for safety. Open Space areas may have access gates that are closed during designated hours, days or seasons.
- 10.14 Accessibility** The City will develop and maintain procedures for providing access to trails and open space for seniors and people with disabilities.
- 10.15 Dogs** Unless otherwise noted, dogs are allowed in city parks and on trails and pathways as long as they are on a leash. Dogs are not in the Newell Open Preserve. Owners must clean up after their pets; bag stations will be provided. Clear signage for dog access will be posted at all Open Space and Trail areas.

Off-leash dog areas are provided at the Veterans Memorial Dog Park on the east side of the city, and the West Side Elliott Dog Park at Chaucer Road. On- and off-leash access for dogs in other open space and trail areas will be considered on a case-by-case basis, and will have clear signage.

### **Bicycle and Pedestrian Circulation System**

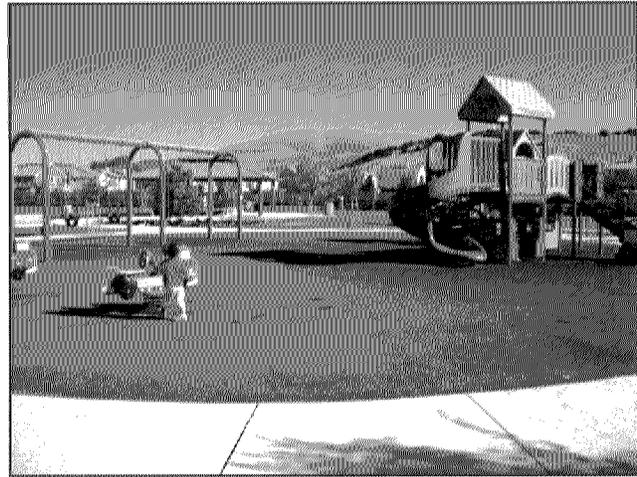
- 11.1 Countywide Bicycle Plan** The City shall adopt the vision and principal goal, as well as the objectives and policies, of the NCTPA's 2011 Update to the Napa Countywide Bicycle Plan.
- 11.2 Bicycle and Pedestrian Friendly Community** The City shall create a bicycle and pedestrian friendly and convenient community. This includes the development of an integrated web of bicycle and pedestrian paths, linking river to ridge from east to west, while also offering north to south alternatives other than Highway 29. Connect residential areas, schools, parks, recreation activities, open space, and commercial and industrial areas.
- 11.3 Routes to Schools** The City shall provide for safe and efficient pedestrian and bicycle routes to local schools. *[Cross reference: General Plan Circulation Element 4.8.2, 4.8.3; NCTPA Objective 5 and supporting policies]*
- 11.4 Create Regional Access** The City shall strive to connect to other Napa and Solano County destinations, including access to Regional transit. The City shall also strive to complete the San Francisco Bay Trail through American Canyon as close to the wetlands and Napa River as possible and to complete American Canyon's portion of the Vine Trail.
- 11.5 Communication, Coordination, and Collaboration** The City shall communicate and coordinate with the NCTPA Bicycle Advisory Committee, NCTPA, Napa Valley Vine Trail Coalition, Napa County Bicycle Coalition, Napa County Regional Park and Open Space District, and other related agencies and organizations to work collaboratively on projects that enhance connectivity for commuter and recreational bicyclists and pedestrians.
- 11.6 Connections** The City shall strive to develop connections between pedestrian/bicycle circulation corridors and parks and open space opportunities.
- 11.7 Implement Vision for North-South and East-West Routes** The City shall strive to make the necessary improvements identified in Exhibit I of the appendix that would implement the vision for each of the identified north-south and east-west routes.
- 11.8 River To Ridge Trail** The City shall strive to develop a River to Ridge Trail from Wetlands Edge Road to the Newell Open Space Preserve.

- 11.9 Broadway (Hwy. 29) Improvements** The City shall strive to improve east-west connectivity with separated grade pedestrian/cyclist crossings, improved crosswalks, stop light timing, and other enhancements that make it safer for pedestrians and bicyclists to cross Broadway (Hwy. 29).
- 11.10 New Development** The City shall ensure that all new development provides bicycle and pedestrian connectivity through the use of sidewalks, Class I bike paths and Class II bike lanes.
- 11.11 Watershed Access** The City shall create a physical connection to our historic watershed, as well as bicycle and pedestrian access along the Napa River, American Canyon Creek, Rio Del Mar Creek, and Newell Creek.
- 11.12 Bicycle Master Plan** The City shall complete and adopt a Bicycle Master Plan for the City of American Canyon pursuant to Section 891.2 of the Streets & Highways Code. Conduct public workshops to gain community input regarding the Bicycle Master Plan.
- 11.13 Post Speed Limits** The City shall establish and post rules related to bicycle speed limits on mixed-use trails and bicycle use of designated sidewalks.
- 11.14 Equestrian Access** The City shall provide opportunities for equestrian access. When new trails are planned, special consideration shall be given to incorporate equestrian access and facilities.

# CHAPTER 1 PARKS AND RECREATION FACILITIES

## 1.1 Overview/Objectives

The General Plan is the “foundational policy document” of the City of American Canyon. California State law requires that the day-to-day decisions of a city follow logically from and be consistent with the General Plan. The General Plan contains a number of parks and recreation facility element goals and policies. The subdivision ordinance, Section 18.02, included in the General Plan provides requirements for parkland development and dedication. The General Plan goals and policies can be summarized as follows:



- The quality of life in American Canyon is to be enriched by providing parks, trails and recreational services for all City residents.
- The City is to provide adequate parkland acreages in both location and quantity to meet the needs of existing and future residents. A minimum standard of five acres of parkland per 1,000 residents was established.
- Parks should provide a variety of active and passive activities for residents.
- Public parks should be interconnected by off-street trails or bicycle lanes.
- Ensure that adequate development and maintenance funds are available before new parklands are acquired.
- Lands proposed for dedication to the City for parks are to be usable and appropriate for the intended use.
- Accommodate the development of parks, schools, libraries, community meeting facilities, religious facilities, and similar community-serving uses in all residential areas, provided that they are compatible with the intended residential function and subject to City review and approval.
- Create a comprehensive, citywide Parks and Recreation Master Plan.

## 1.2 Policies

The following policies apply to this chapter:

- 1.4 Park Distribution
- 1.5 Park Land Standard
- 7.3 Mini-Parks
- 7.4 Maintenance

## 1.3 Background and Definitions

### TYPES OF PARKS AND FUNCTIONS OF PARKS

The General Plan established the following classifications for American Canyon's parks:

**Mini-Parks** Mini-parks are to be discouraged and will receive no credit towards the minimum ration of five acres per 1,000 residents.

For future developments, the use of public mini-parks will be discouraged because they tend to provide an insufficient number of amenities to adequately serve an area and are inefficient in terms of development and maintenance. In privately maintained homeowner associations, mini-parks may be appropriate for specialized amenities, such as a private clubhouse, tennis courts, and/or swimming pool.

**Neighborhood Parks** The General Plan states that neighborhood parks are generally five acres in size. The General Plan indicates to maximize use of the parcel, these parks are ideally located in the center of a neighborhood and sited adjacent to a school whenever possible. If a neighborhood park is developed adjacent to a school playground and where the general public will have access to the playground during off-school hours, the land dedicated to City may be less than five acres. The service area for a neighborhood park is generally a one-quarter to one-half mile radius.

Park facilities are usually oriented towards providing basic recreational amenities such as children's playground equipment area, picnic tables, benches, paths, turf area, and possibly a picnic shelter and basketball half-court. Restrooms and off-street parking are typically not included in neighborhood park developments, however if the neighborhood park includes amenities such as an athletic field, then off-street parking and restrooms may be needed. Existing neighborhood parks in American Canyon are typically in the 1.0 – 8.0 acre range.

**Community Parks** Community parks typically have some type of significant facility or a wider range of amenities than neighborhood parks and are designed to serve multiple neighborhoods or the overall community. The General Plan states that community parks are generally 10 to 40 acres in size.

Community parks can provide both indoor and outdoor recreational activities such as softball diamonds, basketball courts, baseball fields, tennis courts, and a community center.

Generally, restrooms (or portable restrooms) and some off-street parking are provided. While community parks serve larger areas of the City than do neighborhood parks they can often, but not always, also fulfill a neighborhood park function. A community park can often include basic neighborhood park facilities such as children's playground equipment area, picnic tables, benches, paths, and turf area.

**Regional Parks** The General Plan states that regional parks are usually 50 acres or larger and are designed to serve both the local community in which the park is located and people from surrounding communities. Additionally, they typically include significant natural features and provide outdoor recreational facilities, such as picnicking, camping, and hiking, as well as unique programs that appeal to a broad range of interests and recreational needs. Newell Open Space, when considered with Solano County's Lynch Canyon, might be considered a regional wilderness park.

## **PARK ACREAGE STANDARD**

A minimum standard of five acres of parkland per 1,000 residents was established by the General Plan.

The anticipated population increase through 2030 will be approximately 3,900 households. With that population increase figure in mind, the City will need approximately 20 additional acres of parks to maintain a minimum standard of five acres of parkland per 1,000 residents. Population projections through 2030 are as follows:

Existing dwelling units (2009): 5,982<sup>1</sup>  
2010 Population: 19,454<sup>1</sup>  
2030 Population: 27,000 – 28,000

Residential Occupancy Density<sup>1</sup>  
Single Family Unit 2.83 Persons per dwelling unit  
Multi-family Unit 2.83 Persons per dwelling unit

The population densities shown above should be reviewed at a future date given new information contained in the 2010 U.S. Census.

## **DISTANCE FROM PARK STANDARDS**

The General Plan does not specifically state a goal for how close each residence should be to a public park, but does recognize the need to "provide adequate parkland acreage in both location and quantity."

Typical city standards range from one-eighth of a mile to as far as a mile.<sup>2</sup> The size and density of the City plays a role in the standard. A walkable park distance standard is needed to encourage use of the parks. Once a standard is downgraded so that it is based on driving, the distance hardly matters.

For American Canyon, a reasonable goal would be as follows:

*A neighborhood park or park facility with similar features should be provided within walking distance of all residents, which translates into roughly a half-mile radius.*

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<sup>1</sup> 2010 U.S. Census Muni Code 18.44.030

<sup>2</sup> "Distance From Parks – Not Total Park Acreage - Magic Number For Health Of Community" Peter Harnik and Jeff Simms, December 2004 issue of Planning Magazine.

Included in the appendix (Exhibit "C") is a map showing the location of City parks with a half-mile radius drawn around each neighborhood park to show the existing level of consistency with the goal.

## **LAND AVAILABLE FOR POSSIBLE PARK AND FACILITY DEVELOPMENT**

The following includes a list of possible sites for park and recreational development. This list is not intended to be comprehensive; other sites will be identified in the future.

**Clarke Ranch West** – The 30+ acre property is located north of Eucalyptus Drive on the "old Clarke Ranch" site. The City, using CALFED Bay-Delta Program funds (a state-federal watershed protection grant program) acquired the property. The Memorandum of Understanding with the Department of Fish and Game specifies that the site shall be maintained in accordance with watershed protection grant objectives and that the "City may use the parcel for municipal uses and for trail and public access." A small portion of the property is currently being used by American Canyon 4-H. American Canyon 4-H has constructed livestock pens and related amenities at the site.

**Acreage Adjacent To Kimberly Park** – Approximately four acres of land adjacent to Kimberly Park is available for development.

**Community Park and Lot Between Community Park I and Spikerush Circle** – The lot between Community Park I and Spikerush Circle next to the creek provides easy access to the park from the residential development located west of Community Park I. A portion of the Community Park land is also undeveloped.

**Veterans Memorial Park** – There is undeveloped and underdeveloped land at Veterans Memorial Park that should be developed based on the Veterans Memorial Park Master Plan. Veterans Memorial Park will likely be utilized for the Napa Valley Vine Trail Class I bike path.

**Corporation Yard– Relocation and Reuse** – As envisioned in the City's Water and Wastewater Rate and Capacity Fee Update dated November 2007; the Corporation Yard is to be relocated. The City will create a master plan for this area and determine whether it should be used for active or passive recreational purposes or solely for open space. Before commencing a master plan, the City should undertake a civic engagement proceeding to solicit ideas from the community.

## **EXISTING AND POTENTIAL FUNDING SOURCES**

### **Public Facilities Fee**

The most significant funding source for parks and civic facilities is the City's Public Facilities Fee, which are also known as Parks and Civic Facilities Impact Fees. These fees are tied directly to new development in an effort to ensure that new development pays the capital costs associated with growth.

It has been recognized for some time that American Canyon parks and civic facilities fees in need to be reviewed and updated. The City's current fees were updated and adopted in 1998.

Parks and Community Services Commission Member Elizabeth Goff presented a report pertaining to her New Park Development Functional Area in May of 2008.

The report included three suggestions related to fees:

- Review and adjustment of Park Impact Fees
- Review and possible modification regarding the types of development that pay Park Impact Fees
- Review of all fees

Willdan Financial Services was hired by the City in 2008 to conduct a Public Facilities Fee Study. The study was completed in December of 2009.

The Willdan report "summarized an analysis of the need for public facilities and capital improvements to support future development within the City of American Canyon through 2030. It is the City's intent that the costs representing future development's share of these facilities and improvements be imposed on that development in the form of a development impact fee, also known as a public facilities fee."

The public facilities and improvements included in this analysis of the City's public facilities fee program are divided into the fee categories listed below:

- Civic Facilities
- Parks
- Special Recreation

The City imposes public facilities fees under authority granted by the *Mitigation Fee Act*, contained in *California Government Code* Sections 66000 *et seq.* The Willdan report provides the necessary findings required by the *Act* for adoption of the fees.

As of 2012, the combined Parks and Civic Facilities Impact Fees are as follows:

<b>Residential/ Per Unit</b>	<b>Commercial/ Per Square Foot</b>	<b>Office/ Per Square Foot</b>	<b>Industrial/ Per Square Foot</b>
\$5,737	\$0.30	\$0.57	\$0.22

Based on the Willdan Study, the maximum justified fee schedule for the combined Civic Facilities, Special Recreation Facilities, and Park fees are as follows:

<b>Residential Per Unit</b>	<b>Commercial Per Square Foot</b>	<b>Office Per Square Foot</b>	<b>Industrial Per Square Foot</b>
Single Family \$21,089	\$2.23	\$3.46	\$1.20
Multi-Family \$12,306			

The Council may adopt any level of fees up to the maximum justified amount shown in the fee schedule.

**Use of Park and Civic Facility Fees:** With the adoption of the Master Plan, the use of proceeds related to Parks and Community Facility fees may be allocated to any effort identified herein to further the Master Plan including, but not limited to, paying the debt service on any facility named in the Master Plan (e.g., the Senior Multipurpose Center).

This Public Facilities Fee Study uses the following types of facility standards to determine new development's fair share of planned facility costs:

**Civic facilities and Special Recreation facilities** use a **cost standard** based on facility costs per capita. A cost standard provides a reasonable method for converting varying types of facilities (public safety, cultural, and public works facilities) into a single measure of demand which is the capital cost per capita. The cost standard is based on the existing inventory of civic facilities. It is also based on the total system inventory of special recreation facilities at build out. In either case, new development will fund the expansion of facilities at the same rate that existing development has provided facilities to date. The City has identified the planned civic facilities to be funded by the fee through the 2030 planning horizon of this study. The fee revenue for special recreational facilities will be used to pay for new development's share of the remaining financed cost of the special recreational facilities. Civic facilities include, but are not limited to, recreation facilities.

**Park facilities** use a **demand standard** that identifies the specific amount of facilities required to accommodate growth, in this case the number of acres of improved parkland per 1,000 residents. The policy standard is aligned with the City's existing standard based on its existing inventory of park facilities and current population.

**Civic Facilities:** Anticipated recreation-related projects through 2030 include a new joint-use community center and library, senior center, a new Community Center/Library suitable for large gatherings in a single area with seating for up to 1,000 people in the center concurrent with other functions taking place in the center. The Community Center should be designed to house family service functions identified in this plan. A new joint-use community center and library is estimated to cost approximately \$24.8 million.

The existing standard and resulting cost per capita will not result in a fee that fully funds the cost of planned new facilities. The maximum justifiable fees would generate about \$9.2 million dollars through the planning horizon of 2030. The City will need to obtain over \$17.1 million in non-impact fee revenue to fund the remaining costs or modify the size and scope of the projects.

**Park Facilities:** The existing parkland inventory standard in the City of American Canyon is 5.04 acres per thousand service population of existing residents and workers. The 2000 standard of park acres divided by resident population only, consistent with

Quimby guidelines, is 4.1 acres per 1,000 residents. The City's current policy standard is 5.0 acres per 1,000 residents as was set in the City's General Plan adopted in August 1994. The *Quimby Act*, codified in California Government Code §66477, allows cities and counties to require new residential development occurring in subdivisions to either dedicate land or pay an in-lieu fee at a maximum standard of 5.0 acres per thousand residents. The proposed 5.0 acre per 1,000 standard is higher than the existing inventory. The growth in population since 2000 has erased the City's parkland excess inventory and created a deficit of approximately 17 acres of parkland. This is due to the City not requiring sufficient parkland be dedicated by recent developments. This probably is due to the City underestimating the number of residents per home in the newer, high square footage homes added to the City's inventory in recent years. Implementation of standards maximum allowable parks impact fee will not be sufficient to overcome this deficiency in existing park facilities that must be funded with non-fee revenue sources.

The parkland portion under Quimby is collected either by direct land dedication or by payment of the in-lieu fee. The improvements portion is a separate fee collected under the authorization of the *Mitigation Fee Act*. Whereas the *Quimby Act* is limited to residential subdivisions, the *Mitigation Fee Act* allows for imposition of park fees onto residential development other than subdivisions, including "in-fill" lots, as well as onto nonresidential development as long as there is data, such as survey data, to support the assumption of use by workers.

Nonresidential development in American Canyon does not currently pay mitigation fees for parks. Willdan conducted a survey of American Canyon park users to calculate the proper worker-weighting factor used to determine the parks service population. The results of the park survey yielded a ratio of approximately seven resident visits to every one worker visit. The worker demand weightings for park facilities were developed during various user intercept surveys carried out by Willdan Financial Services staff in October 2008. The study set a worker-weighting factor of 0.145 to determine the fair share of the mitigation fee to charge nonresidential development.

**Special Recreation Facilities:** The purpose of the special recreation facilities fee is to ensure that new development funds its fair share of special recreation facilities provided in the City of American Canyon. These facilities include the Phillip West Aquatic Center and the Community Center Gymnasium. These facilities are already constructed and are being paid off with long-term financing. Consequently the system inventory or system plan approach is used to allocate costs of these facilities to new development. The City will use fee revenues to pay for the proportional share of the cost of these facilities that will serve new development occurring from now until 2030.

The projected fee revenue of approximately \$3.7 million is only about one third of the estimated cost of the facilities, including financing costs. The remaining \$6.9 million in total costs (in 2008 dollars) will need to be paid for with revenues other than impact fees. Of this amount, approximately \$3.7 million (adjusted to 2008 dollars) has already been paid, leaving a total amount to be funded with non-impact fee revenue of approximately \$3.3 million.

In 2010, the City Council approved a plan for civic engagement regarding the updating of the public facilities fee update that will include developers, the Chamber of Commerce, representatives from the Commissions and Open Space Advisory Council and the general public.

In order to accomplish all the construction and enhancements listed in the Parks and Community Services Master Plan, additional funding sources will be required. Several alternative funding sources exist that should be actively pursued to supplement Public Facilities Fees and help pay for projects that are not related to growth. Some possible funding sources are as follows:

### **Joint Projects**

Joint projects in partnership with other agencies can allow for sharing acquisition, development and operations costs. Joint-use agreements need to clearly establish responsibilities for operations and scheduled use of the facility. Joint projects have been successful in City of American Canyon and other communities. The Community Center Gym is an example of a successful joint project.

In addition to joint projects, renting existing facilities that are available in the community is a cost efficient way to provide program opportunities to residents. The City of American Canyon has an agreement with the Napa Unified School District for use of the Performing Arts Theater at the American Canyon High School. There will be a need in the future for use of the swimming pool at American Canyon High School during the summer months.

### **Nonprofit Foundation**

A nonprofit "Friends of City of American Canyon Parks, Recreation and Open Space" foundation could be established to raise funds for capital projects and recreation programs. A broad based coalition of advocates could assist in private fundraising efforts.

### **Multi-use Projects**

Parks and open spaces can serve other essential functions in the community. A prime example of this would be water control and quality purposes. The City has several examples of these types of projects:

- Montecarlo Park serves as a detention basin in case of flooding as well as being an active park.
- The City maintains ponds that serve as a part of the wastewater treatment system as well as providing open space habitat and view shed.
- The Newell Open Space Preserve, although not dedicated as such, serves as critical water shed area, and is home to several endangered species.

These types of multi-use projects provide the opportunity for parks and open spaces to be funded in a manner that makes them part of critical infrastructure for the City and/or environmental programs. The City currently has the opportunity to further develop parkland for flood control projects with a dedicated funding source.

### **Grants**

Grant sources exist that should be actively pursued for supplemental funding. Projects that are especially appropriate for grant funding include: programs and facilities for youth; preschool and after-school programs; trails, bike paths and park preserves; and cultural programs.

### **Corporate Sponsorships**

Corporate sponsorships can be pursued to support both facility and program funding.

### **Private Donations**

Individuals, businesses, and trusts may be interested in contributing toward recreation facilities and programs. Contributions might include cash, land, and/or materials. If a nonprofit foundation is established, it will likely be easier to obtain private donations.

### **Alternative Acquisition Techniques**

For some projects such as trails, easement dedication should be pursued in lieu of fee simple ownership.

### **Parcel Tax**

A special tax could be levied on property parcels to fund park and recreation facilities, in addition to the existing property tax. Such a tax would require 2/3 voter approval, which is typically very difficult to achieve.

### **Benefit Assessment District**

Several mechanisms exist to establish an "assessment" on property for which benefits would be received. In this case, the benefit to property owners would be enhanced recreational opportunity. Since passage of Proposition 218, establishment of new assessment districts is more difficult and requires voter approval.

### **Bonding**

If a regular funding source is dedicated for long term debt repayment, then funds can be borrowed for capital improvements that are repaid over time with interest. Bonding is advantageous to capitalize on unique opportunities that may not be available over time. However, the repayment of bond debt with interest means that a significant portion of the long term bond cost is applied toward debt repayment instead of capital improvements.

### **Borrowing from City Funds**

Funds could also be borrowed from other City accounts and then reimbursed over time.

## **Parks and Recreation District**

The City may be able to create its own Parks and Recreation District, which would guarantee a percentage of City revenues to be allocated to parks and recreation facilities and programs. The City Council could serve as the District's Board of Directors, eliminating the need for any additional bureaucracy. Such a system would allow for a more regular revenue flow for parks and recreation not subject to shifting political priorities. This option would require the voters to agree to additional taxation.

## **1.4 Existing Parks and Recreation Facilities**

The City of American Canyon has a variety of City parks and recreation facilities located throughout the community. Many of these facilities are significant not only for their recreation value but also for their contributions to community identity. American Canyon has more than 20 parks, but 15 of the parks are three or fewer acres in size.

In total, American Canyon has approximately 80 acres of developed parkland. A map showing the location of the City's parks is included as Exhibit "C" in the Appendix.

### **Community Park I - Rio Grande Drive (South of Rio Del Mar) (8 acres and 2.25 undeveloped acres)**

Playground equipment, baseball field, softball field, group picnic area with six tables and barbecue, picnic tables, horseshoe pits, walking path, open turf area, restroom

### **Community Park II - Donaldson Way & Benton Way (4 acres)**

Walking -paths, open turf area, Memorial Grove

### **Community Park III – 100 Benton Way (2.3 acres)**

Skate park, picnic tables, path

### **Kimberly Park – Kimberly Drive (West of Elliott Drive) (10 acres developed and 4 undeveloped acres)**

Soccer fields (3), backstop, open turf area

### **Linwood Park – Behind Police Station, 2185 Elliott Drive (.75 acres)**

Playground equipment, picnic tables (3), barbecue, adjacent bike/pedestrian path

### **Northampton Park – Between American Canyon Road & Northampton Drive (4 acres)**

Playground equipment, basketball court, youth softball field, open turf area

### **Elliott Park & Power Line Path – Elliott Drive (3 acres)**

Playground equipment, basketball court, tennis courts (2), adjacent bike/pedestrian path

### **Community Garden – Elliott Drive (2 acres)**

Community garden

**Melvin Park – Melvin Road (1 acre)**  
Playground equipment, tennis courts (2), picnic table

**Danrose Sports Court Area (.5 acres)**  
Half basketball court, path

**Banbury Park – Banbury Way Cul De Sac (.5 acres)**  
Benches (2)

**American Canyon Creek Linear Park and Trail – (2.5 acres)**

**Nottingham & Bentley Cul De Sac (.25 acres)**  
Playground equipment

**Bedford & Kensington Cul De Sac (.25 acres)**  
Playground equipment

**Little League Complex – Hess Road (5.25 acres)**  
Little League fields (4), snack bar, playground equipment

**Via Bellagio Park – Via Bellagio (La Vigne Development) – (1 acre)**  
Playground equipment, picnic tables (3), benches (4), open turf area, path

**Montecarlo Park – Montecarlo Way (La Vigne Development) – (2.75 acres)**  
Path, benches (6), open turf area

**Pelleria Park – Pelleria Drive and Via Marciana (1 acre)**  
Playground equipment, basketball half court, picnic tables, benches, path

**Gadwall Park – Gadwall St. at Greenwing St. (2 acres)**  
Playground equipment, basketball half court, group picnic area, benches, path

**Silver Oak Park – Silver Oak Drive Next to Canyon Oaks School (5 acres)**  
Playground equipment, Little League size baseball field, soccer field, group picnic area, benches, path

**Main Street Park – Main Street and Eucalyptus Drive (3 acres)**  
Playground equipment, group picnic area, barbeques (2), plaza area, open turf area, benches (8), path

**Wetlands Edge Linear Park and Bay Trail Segment (2 acres)**  
Bay Trail path segment, benches

**Wetlands View Area and Trail Head – 4 acres (Part of the CalFed property retained by the City)**  
Off-street parking, trails, benches, picnic tables

**Shenandoah Park** – Shenandoah and Donaldson Way East (6 acres)  
Soccer/baseball field, playground equipment, large group picnic area with picnic tables (6) and barbeque (2), small group picnic area with tables (2), restrooms

**Veterans Memorial Park** – Broadway (9 acres and 5 undeveloped acres)  
Dog park, paths, picnic tables, benches, playground equipment, turf area, Veterans Memorial, off-street parking (north end), tournament-sized bocce courts

## **Open Space and Trails**

(Note that open space is not considered in the City's standard of 5 acres of developed parkland per 1,000 residents.)

**Newell Open Space Preserve** – 640 acres

**Wetlands (CalFed Property)** – 460 acres (primarily tidal marsh)

As required by the CalFed grant, 70% of the property has been transferred to the California Department of Fish and Game. After the transfer, 138 acres remain with the City.

**Clarke Ranch** – Approximately 30 acres

This property is retained by the City, but part of CalFed Property Purchase.

**Napa River and Bay Trail**

Extends from Wetlands View Area to the Napa River. The Napa River Bay Trail segment to Green Island Road and the Congressman Mike Thompson Loop Trail were completed in 2012.

## **Facilities**

**Phillip West Aquatic Center** – 100 Benton Way

Swimming pool, wading pool, office, restrooms/dressing rooms

**Community Center Gym** – 100 Benton Way

Gymnasium, stage, small meeting room, restrooms

**Recreation Center** – 2185 Elliott Drive

Assembly room, small kitchen, restrooms

**Senior Multi-Use Center**– 2185 Elliott Drive

Assembly room, multi-use room, commercial kitchen, restrooms, offices (2)

The Community Center Gym and the Phillip West Aquatic Center are on approximately 3 acres. The Recreation Center is on approximately .25 acres and the Senior Multi-Use Center is on approximately .25 acres.

## 1.5 Anticipated Needs/Limitations

Anticipated limitations pertaining to Parks and Recreation Facilities revolves around the need for adequate funding to not only construct desired projects, but also having adequate funding to maintain the park and facilities. Parks and recreation facility needs have been identified as follows:

### Parks and Recreation Facility Needs

1. Develop a sports complex with lighted athletic fields. A deficiency of the City's adult recreation program is the absence of adult softball leagues. The lack of adult softball is largely due to the City's lack of lighted fields. Adult softball leagues typically hold games on weekday evenings. A need for a master baseball and girls' softball complex with multiple fields for youths 8 to 15 years of age has also been identified. Growth will generate the need for additional venues for youth sports programs and tournaments. A sports complex with lighted fields is the most land efficient way of addressing that need. Typically, a sports complex needs a minimum of 20-25 acres of land.
2. Correct ADA deficiencies in parks outlined in ADA Transition Plan.
3. Develop Kimberly Park according to the Kimberly Park Master Plan. Develop the park as part of the Kimberly Flood Control Project.
4. Renovate Community Park I athletic fields to correct deficiencies identified in the Sports Field Assessment Report.
5. Complete Veterans Memorial Park according to the adopted Master Plan.
6. Develop a multi-use Community Center. Growth will bring additional need for a Community Center that meets a wide variety of community recreation, and social, meeting needs.
7. Explore the feasibility of developing a gymnasium and teen facility at Silver Oak Park. Silver Oak Park was planned with room for a gymnasium adjacent to the parking lot and just east of the children's playground.
8. Evaluate the Recreation Center building, located at the corner of Elliott Drive and Knightsbridge. Analyze the cost effectiveness of renovating the facility as opposed to new construction of the community center, Silver Oak Park gym and/or teen facility.
9. Explore projects that enhance the goal of an integrated bicycle and pedestrian plan.

In regards to existing parks, the following enhancements are recommended:

### ***Park Signage***

- Provide standardized park signage for all parks and group picnic areas.

### ***Bocce Courts***

- Installation of Bocce Courts

Complete the Veterans Memorial Park bocce court project utilizing volunteers. If the courts are well used and there is a demand for additional courts, consider adding courts in other areas of the City. Other potential sites discussed for bocce courts include west side of Chaucer under the power lines, land adjacent to Community Park I on Spikerush Circle, and near the Senior Multi-Use Center at Linwood Park.

### ***Community Center Gym Area***

- Provide vehicular access between the Pool and Donaldson Way School to access the Community Center and Skate Park for emergency vehicles, maintenance vehicles, etc.

### ***Undeveloped Area South Of Creek (North of Skate Park)***

- Upgrade picnic areas
- Make picnic areas ADA accessible
- Tie-in walkway to bridge

### ***Community Park II (Donaldson Way and Benton Way)***

- Add small group picnic area with four tables, trash receptacle, barbeque
- Additional trees

### ***Community Park***

- Beautification of the permanent restrooms
- Repair and repave existing walkway
- ADA-accessible drinking fountains
- Make restroom ADA-accessible – remove exterior partitions
- Install irrigation and establish turf in area just north of the bridge
- Install two benches near path
- Add trees to western park area around group picnic area and between the parking lot and athletic field
- Replace par course equipment
- Installation of motion lights and a surveillance camera at the Skate Park
- Installation of children's swings and construction of containment area for the swings
- Construct enclosure for portable restroom

### ***Bedford Cul De Sac***

- Add picnic table and trash receptacle

### ***Northampton Park***

- Add small group picnic area with two tables, barbecue, and trash receptacle in northwest area
- Replace stressed trees

### ***Elliott Park***

- Install picnic table near basketball courts
- Implement West Side Dog Park

### ***Linwood Park***

- Remove bricks and asphalt from the side of the hill.
- Replace wood containment materials around swing area with concrete or other appropriate material
- Add swing set for older children
- Enlarge and enhance the picnic area

### ***Little League Complex***

- Improve drainage
- Upgrade irrigation system
- Install new base and asphalt between fields
- Pave access road and parking area
- Upgrade electrical service to building/snack bar

## **1.6 Implementation**

The Parks and Recreation Director shall work with the Community Development Director and other appropriate City staff to ensure that the standard of a minimum of five acres of parkland per 1,000 residents in new developments. This is typically accomplished in the early stages of the development process. The Planning Commission and the Parks and Community Services Commission will have the opportunity to review development projects to ensure sufficient park acreage is provided. The same process will be used to ensure that neighborhood parks or parks with similar neighborhood features are provided within walking distance of residents, which translates into roughly a half-mile radius. In addition, the use of public mini-parks in future developments will generally not be considered because they tend to provide an insufficient number of amenities to adequately serve an area and are inefficient in terms of development and maintenance.

The Parks and Recreation Director shall be responsible for carrying out the plan for civic engagement related to the Public Facilities Fee and taking the findings of the Public Facilities Fee Study, prepared by Willdan Financial Services, and that of the Master Plan to City Council for a decision regarding the possible modification of the fee.

The Parks and Recreation Director, Parks and Community Services Commission, and the Open Space Advisory Committee will research and recommend alternative funding

sources for priority projects. Those potential funding sources include, but are not limited to:

- joint projects
- nonprofit foundations
- grants
- corporate sponsorships
- private donations
- alternative acquisition techniques
- dedicated Transient Occupancy Tax
- parcel tax
- benefit assessment district
- bonding
- borrowing from City funds
- creation of a Parks and Recreation District

## CHAPTER 2 PARKS AND FACILITY MAINTENANCE

### 2.1 Overview/Objectives

Capital improvements must be properly maintained to provide the greatest community benefit and to ensure that the improvement will meet community needs for many years.

Parks and facility maintenance includes the staff, equipment, materials, and contractual services required to properly maintain buildings, facilities, and parks.



### 2.2 Policies

The City's General Plan includes a goal (7D) to ensure that City Parks are properly operated and maintained in the most effective and efficient manner possible. The following General Plan policies apply to this chapter:

- 7.4.4 Require that adequate development and maintenance funds are available before new parklands are acquired
- 7.8.2 Ensure that park facilities are not only functional, but that they are maintainable at a reasonable cost
- 1.11.8 Require that any lands proposed for dedication to the City (parks, schools, etc.) are usable and appropriate for the intended use and a source of funds to maintain the area is confirmed to ensure that inappropriate costs are not shifted to the City.

The following Recommended Goals and Policies apply to this chapter:

- 4.1 Reducing Maintenance Costs Through Better Design
- 4.2 Park and Facility User Fees
- 4.3 Landscaping and Lighting Assessment Districts
- 4.4 Joint Use and Partnerships
- 4.5 Nonprofit Foundation
- 4.6 Community Services District
- 4.7 Public Involvement
- 4.8 Facilities
- 4.9 Temporary Facilities
- 4.10 Staff

## 2.3 Background and Definitions

Prior to the establishment of the Landscaping and Lighting District (LLAD), all park and landscape maintenance was accomplished by City employees. The establishment of the LLAD prompted the City to consider the most efficient manner in which to maintain the landscaping and parks in the LLAD. Starting with the La Vigne development (LLAD Zone 1), landscape maintenance contractors were used for the maintenance of the areas. The use of landscape maintenance contractors will be the primary resource to maintain all new parks and recreational facilities identified in this Master Plan.

The development of park and landscape maintenance Request for Proposals (RFP) for the Landscaping and Lighting Assessment District led to the development of maintenance standards. The standards were developed with the goal of striking a balance between desired levels of maintenance and the realities of financial constraints. The park and landscaping maintenance standards are provided as Exhibit "E" in the Appendix. The current standards are a starting point and will be refined over time.

**Maintenance Standards** – Park, landscape, and open space maintenance can be divided into three different levels:

- "High" level maintenance would be for intensively used facilities such as primary sports fields and parks, such as Shenandoah Park. The Parks and Recreation Department recognizes the need to upgrade the maintenance of sports fields that have not received the specialized maintenance that is needed. Part of that process is the renovation or replacement of older sports fields whose substandard grading, drainage, and irrigation systems impede the ability of the Department to provide a "high" level of maintenance.
- "Moderate" level maintenance would include neighborhood and community parks with active use on a year-round basis. Medians and streetscapes would also fall into this level.
- "Low" level maintenance includes trails and open space areas where the primary intent is to maintain natural areas.

More information regarding trail and open space maintenance will be developed and added to the standards.

Janitorial service maintenance standards are tailored to each City building based on a number of factors, including the type of use and the number of people who utilize the building. Current janitorial standards are provided as Exhibit "F".

## 2.4 Existing Park and Landscaping Maintenance; Building Maintenance

Daily and seasonal care of parks and facilities involve a wide range of activities, staff,

equipment, materials, and contracted services. At the time of this document's publication, there is one Parks Supervisor, one Senior Maintenance Worker, and four Maintenance Worker II employees.

The Building Maintenance Division, which is responsible for all City buildings, consists of one Building Maintenance Worker.

Parks and Recreation Department Staff will be comprised of an existing core of City staff supplemented with all new facilities being maintained primarily with contract services.

The Parks Division of the Parks and Recreational Department will be responsible for the following:

- Maintaining most parks and landscaped areas funded by the General Fund.
- Overseeing the work of landscape maintenance contractors.
- Maintaining the Phillip West Aquatic Center.
- Assisting Director by helping to review park construction plans.
- Providing on-call, after-hours service to handle emergencies 24 hours a day.
- Providing limited weekend service for the Aquatic Center and park rentals.
- Providing set-ups and break-downs for City-related meetings.
- Assisting with major recreation events such as the 4<sup>th</sup> of July Celebration, 5K & 10K Run, Spring Egg Hunt, etc.

Landscape maintenance contractors are currently used to maintain the following parks and landscaped areas:

- Landscaping and Lighting Assessment District (LLAD)
  - -Zone 1 (La Vigne)
  - -Zone 2 (Vintage Ranch)
  - -Zone 3 (Napa Junction Mixed-Use Development)
- Public Safety Building Landscaping (General Fund)
- City Hall Landscaping (General Fund)
- Wetlands Edge Linear Park (General Fund)
- American Canyon Road East Streetscapes and Medians (General Fund)
- Broadway/Montevino Streetscapes (General Fund)

There is one janitorial services contract for the routine cleaning of all City Buildings. Included in that contract are facilities related to recreation such as the Recreation Center, Senior Multi-Use Center, Parks and Recreation Department office, and the Community Center Gym.

## Existing funding and in-kind resources for park and facility maintenance

**General Fund:** The Parks Division budget for fiscal year 2010-2011 is \$1,039,100. As previously mentioned, duties performed by staff in the Parks Maintenance Division extend beyond park and landscape area maintenance.

The budget for the Building Maintenance Division is \$278,500. Most of the buildings that are being maintained are not directly related to parks and recreation functions.

Although the General Fund has historically been the main source of funding for maintenance, there is a growing need to utilize other funding sources. Competition for the scarce General Fund dollars is increasing.

Additional and accurate information is needed regarding the cost per acre to maintain parks, the cost to maintain specific facilities, etc. Having accurate information regarding the cost of various functions will help in the park planning process, budgeting process and in the analysis of productivity and potential cost savings. As a starting point, the City will compare maintenance costs against those of the City's landscaping and lighting district. Currently the cost per acre to maintain Zones I, II, and III is \$5,800 per acre.

To achieve the goal of having additional and more accurate information regarding costs of maintaining park acreage and specific facilities, the Parks Division will be working to track cost information on labor, supplies, materials, and contracted service for specific parks and landscaped areas.

In addition, the Parks Division and Public Works have implemented the OPRA system. OPRA is the Order Processing and Requisition Accelerator. OPRA will primarily be used for work order tracking. This Internet based system routes work orders to the proper worker, tracks time and materials needed to fulfill the work order, and provides a variety of reports; including statistical reports in text and graphic formats. OPRA will make it much easier to distribute, track, and report on work orders.

**Landscaping and Lighting Assessment District:** Landscaping and Lighting Assessment Districts (LLAD) provide needed funds to ensure that there is a sufficient and ongoing revenue stream to maintain parks, landscaped areas, and street lighting.

Landscape and park maintenance is only a part of the budget for each LLAD zone. Funds are also budgeted for such things as the repair and replacement reserve, street lighting, District expenses, traffic signal maintenance, and CIP budget.

**User Fees:** Park facility rental fee income amounts to only about \$3,500 - \$4,500 per fiscal year. Rental income for City buildings for events and activities has varied from \$17,000 to \$25,000 over the last three fiscal years. The City's fee waiver policy permits the use of City facilities by most nonprofits at no charge due to the benefit of the nonprofit's efforts to the City's residents.

**Partnerships:** The City of American Canyon partners with American Canyon Little League regarding the maintenance of the Little League Complex. In exchange for

exclusive use of the facility from March 1 to July 31, Little League is responsible for a significant amount of the maintenance of the facility.

**Joint-Use:** The best example of a joint-use effort is the Community Center Gym. The City and Napa Valley Unified School District partnered in the construction of the Gym, and share maintenance responsibilities. Joint-use efforts require flexibility and communication by both agencies, but these types of efforts can be beneficial and cost-effective.

## 2.5 Anticipated Needs and Limitations

Typically, anticipated needs and limitations related to parks and facility maintenance are related to sufficient funding. Maintenance is typically dependent upon limited General Fund resources. Therefore, other options and funding sources need to be evaluated.

Potential funding sources for park and facility maintenance:

**Homeowners Association:** Maintain neighborhood parks that are owned by the homeowners association.

**Foundation:** A nonprofit foundation could be established to support park, recreation, and trail capital projects, and possibly maintenance efforts.

**Endowment:** An endowment could be established (through a nonprofit foundation or other organization), with interest earnings from the endowment used to offset long-term operations and maintenance.

**Volunteers:** Volunteers can assist with special “clean-up” days or an adopt-a-park program could be developed. With the available new trails and those that are soon to be constructed, it might be possible to utilize a “Friends of the American Canyon Trails and Open Space” group that would assist with the maintenance of the trails and Newell Open Space.

**Community Services District:** With approval from the voters, a Community Services District could be developed to provide a revenue stream for the maintenance of parks, facilities, trails, and open space.

## 2.6 Implementation

The Parks and Recreation Director shall be responsible for finding ways to reduce maintenance costs through better design. This will be accomplished as follows:

- Whenever the City hires a landscape architect, the Request for Proposals shall require proposers to demonstrate the firm’s ability to design parks and landscape areas for low maintenance. This requirement shall be taken into consideration when selecting the landscape architect.
- The Parks Supervisor and park maintenance staff will be given the opportunity to

review all plans to ensure their input is taken into consideration consistent with State regulations.

- Develop standard specifications for park facilities that are durable and are used in other parks.

Prior to the approval of any park or recreation facility project, the cost of maintenance and the identification of a funding source for the maintenance shall be considered.

The Parks and Recreation Director will work with Staff and the Parks and Community Services Commission to update park and facility user fees on a regular basis and to make recommendations, when warranted, to City Council for final consideration. Any fee resolution shall contain an annual cost of living adjustment not to exceed 5% in any given year unless modified by the City Council.

The City shall continue to require new developments to be in the Landscaping and Lighting District to ensure that the parks, streetscapes, landscaped areas, and street lighting can be properly operated and maintained.

The Parks Supervisor will install signage providing contact information so the public to report maintenance problems or provide feedback regarding the park.

The Parks and Recreation Director along with the Parks Supervisor will utilize volunteers to assist with special “clean-up” days or an adopt-a-park program. Volunteers can also assist with the maintenance of the trails and Newell Open Space.

The Parks and Recreation Director will work with civic organizations to develop guidelines for joint use and maintenance of public facilities.

Working with the Parks and Community Services Commission and the Open Space Advisory Committee, the Parks and Recreation Director will ensure the following items are considered:

- The City shall strive to explore the feasibility of additional joint-use efforts and partnerships in regards to constructing and maintaining facilities.
- Public interest in forming a nonprofit foundation for the support of park, recreation, and trail capital projects and maintenance efforts should be explored.
- The City should examine the feasibility of establishing a Community Services District for the maintenance and improvement of park, facilities, trails, and open space and gauge the public's willingness to support the establishment of the District.

## CHAPTER 3 RECREATION PROGRAMMING

### 3.1 Overview/Objectives

Recreation programs enhance the quality of life for residents and play a vital role in developing a “sense of community” in American Canyon.

The City’s General Plan includes the goal to develop park programming that provides a variety of active and passive activities for American Canyon’s residents.

Recreation programming objectives included in the General Plan are as follows:



- Increase the community's use of recreational spaces and encourage the creation of recreational opportunities unique to American Canyon that will contribute to tourism and economic development as well as local pride and community spirit.
- Determine the extent to which the recreational needs of American Canyon residents are being met by the City’s facilities and programs.
- Encourage opportunities in American Canyon parks for participation in outdoor-oriented athletic sports, thereby increasing public involvement and enjoyment of these activities.
- Establish programs, activities and park facilities that help “mainstream” the specialized needs of children, the elderly and physically challenged into the daily provision of public recreation services and leisure opportunities in American Canyon.
- Recognize and support the efforts of local groups and organizations that are providing recreational opportunities for youth.

### 3.2 Policies

The following policies apply to this chapter:

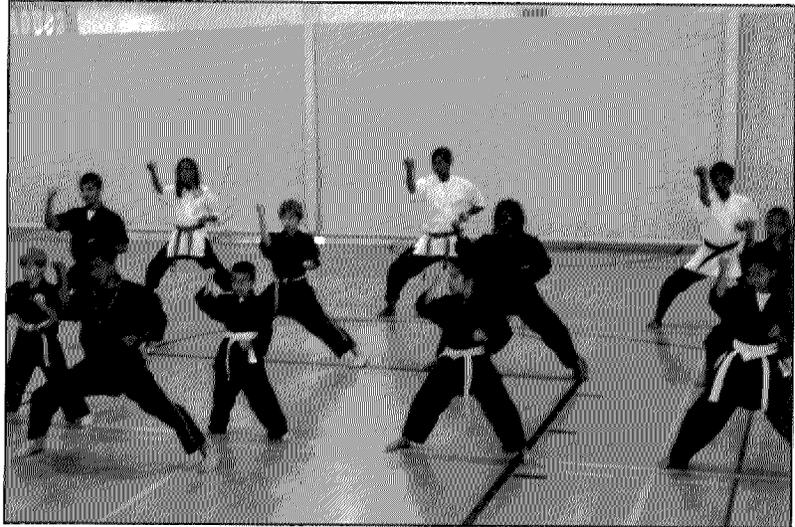
- 8.1 Adult Sports
- 8.2 Partnerships
- 8.3 Teen Programming
- 8.4 Recreation Programs
- 8.5 Community Groups and Nonprofits
- 8.6 Recreation Scholarship Fund
- 8.7 Girls Sports Leagues
- 8.8 Senior Programs
- 8.9 Theater Programming
- 8.10 Public Involvement

### 3.3 Background & Definitions

Although there are a variety of National, State, and City standards and definitions related to parks and recreation facility development, each City determines on its own the size and scope of its recreation program. However, recreation programming and recreation facilities are directly related to each other. Some recreation programs cannot be offered without the availability of recreation facilities.

The City of American Canyon provides aquatic, senior, teen, and sports programs as well as special events, adult special interest and fitness classes, youth classes, and day camp.

Various methods are used to determine which recreation programs should be offered by the City. Feedback from City residents is the most important method of gauging needed or desired programs. Residents provide suggestions to staff, to City Council members, or to Parks and Community Services Commission members. At times, they also attend City Council or Parks and



Community Services Commission meetings to discuss desired recreation programming.

City Council, Parks and Community Services Commission and Open Space Advisory Committee members suggest programs and activities based on their own ideas, attendance at professional conferences, or suggestions by their fellow residents.

Professional park and recreation staff brings a variety of programming ideas with them and have knowledge of the types of programs that are generally offered in cities the size

of American Canyon. Staff also keeps abreast of trends associated with recreation programming and the programming ideas from other cities.

## **Existing Recreation Programs, Classes, and Events**

The City of American Canyon Parks and Recreation Department offers a variety of recreation programs including aquatics, adult special interest and fitness classes, youth classes and camps, sports, special events for teens and seniors. Highlights of the programs currently offered are as follows:

**Aquatics** – Open Swim, Swim Lessons, Water Aerobics, Fitness Swim, AHI Swim Team, Junior Guard Program, Red Cross Courses

**Seniors** – Trips, Bingo, Pilates, Pinochle, Senior Roundtable, Water Aerobics, Fitness Swim

**Teens** – Dances, Trips, Community Services Projects Team (C.S.P.T.), Leaders In Training (L.I.T.), Winter/Spring Basketball League, Summer Basketball League, Swim Lessons, AHI Swim Team, Open Swim, Fitness Swim

**Special Events** – 4<sup>th</sup> of July Parade/Festival/Fireworks, Volunteer Community Recognition Ball, Spring Egg Hunt, Healthy People – Healthy Planet, Movies In The Park, 5K & 10K Run, Spook Party Festival, Holiday Tree Lighting Ceremony, and the Holiday Decorating Contest and Tour

**Adult Special Interest and Fitness Classes** – Jazzercise, Zumba, Yoga/Pilates, Adult Hip Hop, CPR and First Aid Basics, Mixed Combative Systems Self Defense Class

**Youth Classes and Camps** – Canyon Kids Summer Day Camp, Tumbling Tots, Dancing Tots, Hip Hop for Tots, Pre-Ballet/Tap & Jazz, Beginning Hip Hop, Intermediate Hip Hop, Ballet/Tap & Jazz, All Boys Hip Hop, All Girls Hip Hop, Hip Hop Intermediate/Advanced, Break Dancing, Hip Hop Advanced, Hip Hop Advanced Masters, Babysitting Class, Kid Connection After School Program, Mixed Combative Systems Self Defense Class, Tennis Lessons

**Sports** – Winter/Spring Youth Basketball League, Summer Youth Basketball League, 5K & 10K Run, Tennis Lessons, Mixed Combative Systems Self Defense Class, Mini-Youth Indoor Sports Program, After School Sports Programs for middle school students

## AQUATICS

Aquatics programming in American Canyon is varied, year-round, and well utilized, especially in the warmer months.

Open swim provides an opportunity for all age groups to utilize the pools at the Phillip West Aquatic Center. At a very affordable cost, the pool is open for public swimming seven days a week during the summer months, on Saturdays and Sundays in May, September, and October.



Swim lessons are a very important part of the City's aquatic program. Swim lessons go beyond providing a recreational activity. Swim lessons provide a lifelong skill that can literally save a person's life. In addition to group lessons, the City offers a limited number of private lessons.

The American Canyon AHI Swim Team provides youth and teens with an opportunity to enhance their swim skill and compete in the Twin Counties recreational swim league. For many years, the team was not in a league and just focused on stroke development and conditioning with a few small swim meets held from time to time. By joining the Twin Counties League, parental involvement has become very important due to the number of tasks that must be done at each swim meet. A group of parents moved the team from a City program to an independent youth sports program in 2010.

Water Aerobics is a popular program that is open to all adults, but especially serves the senior population. Water Aerobics is a year-round program held during the day three days a week and in the evening twice a week.

Fitness Swimming provides the opportunity for teens and adults to swim laps at the Phillip West Aquatic Center. Fitness swimming is offered during the noon hour and in the evening three days during the week and on Saturday mornings.

Classes such as Lifeguard Training, CPR, and Water Safety Instructor (W.S.I.) are provided by the aquatics division of the Parks and Recreation Department. The classes are open to the public, but are especially important to meet the ongoing need for qualified staff to work at the Aquatic Center.

Each summer, a junior guard program is offered. This program introduces young teens to the world of lifeguards through training and "shadow" guarding. This class does not take the place of Lifeguard Training and W.S.I. classes, but is an important tool to ensure that there will be guards and swim instructors in the future.

To meet current and future demand for swimming facilities, it is anticipated that the program may need to extend pool operating hours, and/or expand the existing facility and/or use the swimming pool at American Canyon High School during the summer months.

### PERFORMING ARTS THEATER

Performing Arts Theater (PAT) – with the addition of the PAT at American Canyon High School the opportunity to provide quality theatrical and related programming exists in the city.

### SENIOR PROGRAMMING

It has long been a goal of the senior community in American Canyon to have a facility in American Canyon that is focused on the needs of older American Canyon residents. That goal was achieved with the construction of the Senior Multi-Use Center at 2185 Elliott Drive. The building that formerly housed the Police Station, City Hall, and the Water District offices has been transformed into a facility that serves the needs of seniors, but also provides a location for recreation programs as well as a rental facility for use by community organizations and residents. The Senior Multi-Use Center opened on May 8, 2010.

Senior Centers/Senior Multi-Use Centers typically strive to provide a “one stop shop” for the elderly. In other words, Senior Centers provide an array of both leisure opportunities and needed social services. Each older adult has different needs and the needs change as the person gets older.

The centers are designated as community focal points through the Older Americans Act. The National Institute of Senior Centers defines a senior center as a place where “older adults come together for services and activities that reflect their experience and skills, respond to their diverse needs and interests, enhance their dignity, support their independence, and encourage their involvement in and with the center and the community.”



Not only do the Centers offer helpful resources to older adults, they serve the entire community with information on aging and provide support for family caregivers.

While Senior Centers/Senior Multi-Use Centers typically provide nutrition, recreation, social and educational services, and comprehensive information and referral; many centers are adding new programs such as fitness activities and Internet training to meet the needs and interests of the new generation of seniors.

Among the most common services offered at a senior center are:

- Health, fitness, and wellness programs.
- Recreation opportunities – arts, dance, games, discussion groups, potlucks, movies, computer classes, clubs, crafts, etc.
- Social networking opportunities.
- Information and access to transportation services.
- Volunteer opportunities.
- Educational opportunities.
- Information and referral.
- Tax assistance.
- Blood pressure checkups and health counseling.
- Meal and nutrition programs.
- Leisure travel.

According to the California Department of Aging, California is projected to be one of the fastest growing states in the nation in total population. In 1990, California comprised 12 percent of the nation's population and is expected to have 14 percent of the nation's population by 2020. In California, the elderly population is expected to grow more than twice as fast as the total population and this growth will vary by region. The elderly age group will have an overall increase of 112 percent during the period from 1990 to 2020. The influence of the 60+ age group on California is expected to emerge most strongly from 2000 to 2020.

WLC Architects, as a part of its initial study of the Senior Multi-Use Center project, held workshops for seniors and the public. Those workshops provide important data regarding the needs and desires of American Canyon's older population. Among the activities and services desired by seniors included computer access and training, presentations and speakers, exercise classes, Senior Nutrition Program, card games, bingo, dances, potluck dinners, arts and crafts, health checkups/blood pressure checks, tax assistance, movies, table tennis, lounge area, books and magazines, pamphlet and flyer informational area, and cooking classes.

The opening of the Senior Multi-Use Center provides the City with its greatest opportunity to meet a number of needs associated with the elderly population in American Canyon. The Community Action Napa Valley Senior Nutrition Program provides a hot, nutritious lunch for seniors each weekday. City staff will be looking for ways to partner with other agencies and organizations to provide blood pressure check-ups, flu shots, income tax preparation, information and referral, as well as other social services.

In regards to recreation, the Department will build upon its existing "Club 55" programs and look to provide additional activities as economically as possible. The Department

will look to the seniors themselves to teach a variety of recreation classes.

The Senior Multi-Use Center has three computer stations, providing seniors with the opportunity for Internet access and computer instruction.

The Center provides a location for informal socialization, a place to share a cup of coffee and chat, as well as play cards or dominoes.

Parks and Recreation Department staff strives to involve seniors in the planning of programs, services, activities and events at the Senior Multi-Use Center.

## TEENS

In American Canyon, Middle School dances are held periodically throughout the school year. The dances are generally well attended. Occasionally, the Parks and Recreation Department offers excursions for teens. Past excursions that have been offered are to bowling alleys, Water World, Rockzilla (indoor rock climbing), baseball games, basketball games, ice skating, Pier 39, and the movies.

Teens have the opportunity to participate in both the Winter/Spring Basketball League as well as the Summer Basketball League.

Many of the aquatic programs offered at the Phillip West Aquatic Center are also open to and used by teens.

A successful teen program in American Canyon is the Community Services Projects Team. The Community Services Projects Team (C.S.P.T.) is a group of 6th – 12th graders that volunteer for the Parks and Recreation Department and the community. C.S.P.T. helps plan and organize activities such as teen dances and special events. This program not only provides youth with an ongoing activity, the efforts of the teens are very beneficial to the Department and the community.

The Department established the Leaders In Training (L.I.T.) in the summer of 2009. L.I.T. participants serve as volunteers in the Canyon Kids Day Camp Program. Participants receive valuable training and learn basic job skills, CPR/First Aid training, and receive weekly performance evaluations. After successfully completing the program, participants receive a certificate confirming their volunteer hours. The program is open to 9<sup>th</sup> to 12<sup>th</sup> graders.

On April 30, 2008, a Youth Forum was held at the Community Center Gym. At the event, teens had the opportunity to discuss the types of programs and activities that they would like to see offered in American Canyon. Exhibit "G" in the Appendix provides a list of those suggestions.

The opening of American Canyon High School in August of 2010 provides an opportunity for increased communication with teens in American Canyon. Teens are spending less time riding a bus to and from Napa each school day so they may have

more time to actively participate in local recreation programs.

## SPECIAL EVENTS

Special events have been an integral part of the Parks and Recreation Department's mission. As a "new" City without a downtown, special events have been used to help build a sense of community in American Canyon during a time that the City has grown and welcomed many new residents.

Special events bring residents together and provide residents with the opportunity to see old friends as well as meet new friends



The City's largest special event has been the 4<sup>th</sup> of July celebration which includes a parade, festivities and entertainment at Community Park I, and fireworks.

For the last 12 years, the Community Volunteer Recognition Ball has provided an opportunity for residents to dress up, enjoy a catered dinner, dance, and most importantly honor the City's outstanding volunteers.

Other City special events include the spring egg hunt, Healthy People – Healthy Planet, Movies in the Park, 5K & 10K Run, Spook Party Festival, Holiday Tree Lighting Ceremony, and the Holiday Decorating Contest and Tour.

### Adult Special Interest and Fitness Classes

The Department offers a variety of special interest and fitness classes for adults. The primary factors that limit the number of classes offered are the availability of qualified instructors and the limited number of facilities to house the classes.

Currently, the Department offers Jazzercise (dance fitness), Zumba (fitness to Latin rhythms), Yoga/Pilates, CPR and First Aid Basics, Mixed Combative Systems Self Defense Class, as well as aquatics programs such as Water Aerobics and Fitness Swim.

### Youth Classes and Camps

The City offers a very successful and well-attended Canyon Kids Summer Day Camp program. The program is at the point where expansion would likely require a second base of operation that includes some indoor programming space.

Dance is a very focus for our youth classes. Dance classes currently being offered are

Tumbling Tots, Dancing Tots, Hip Hop for Tots, Pre-Ballet/Tap & Jazz, Beginning Hip Hop, Intermediate Hip Hop, Ballet/Tap & Jazz, All Boys Hip Hop, All Girls Hip Hop, Hip Hop Intermediate/Advanced, Break Dancing, Hip Hop Advanced, and Hip Hop Advanced Masters.

Other classes or programs offered are Babysitting Class, Mixed Combative Systems Self Defense Class, and Tennis Lessons.

### **Performing Arts Theater**

The creation of a business plan was the first step toward use of the new Performing Arts Theater at American Canyon High School. The Parks and Community Services Commission is responsible for monitoring its implementation.

### **Sports**

There a number of youth sports organizations in American Canyon such as AYSO Youth Soccer, Patriots Football and Cheer Program, and American Canyon Little League. The City's role is to work with each organization and typically provide a facility for the program to take place.

When there are gaps or sports program desired by the community that are not offered by an existing program, the City will consider offering that program directly. For example, the only basketball program open to all youth that meet the age qualifications is the City's Summer Youth Basketball Program and the Winter/Spring Youth Basketball Program. It is fairly unique for a City to offer two separate basketball leagues. However, the summer program is as popular if not more popular than the more traditional winter/spring program. As it becomes feasible, the City will transition these programs to self-sustaining nonprofit organizations, as was successfully done with the AHI swim team in 2010.

The City offers a 5K & 10K Run, Tennis Lessons, Mixed Combative Systems Self Defense Class, and the Mini-Youth Indoor Sports Program.

Sports-related classes include tennis and Mixed Combative Systems Self Defense Class.

From 1998 to 2006, the City ran an adult basketball league. However, the number of teams dwindled which resulted in the league not being offered. The City has also, on a number of occasions, offered an open gym program. .

The Department is interested in exploring ways to get adult basketball started again. The public has also expressed interest in adult leagues for men and women and for various age groups. A system may need to be developed to help individual players to form teams. There appear to be a number of players that would like to participate, but few people willing to take on the responsibility of forming the team as well as getting a

sponsor or collecting the fee from those on the team.

The City does not have any softball fields with nighttime lighting. Without lights, adult softball play would likely need to be limited to weekends. Most adults prefer to play during the week and the games cannot start too early due to work and commuting. A Sunday adult softball league was offered during the summer of 2010.

In February 2011, the Department once again started offering an adult open gym program and an adult volleyball program. Initial participation in the programs has been very high.

### **3.4 Anticipated Needs and Limitations**

#### **Recreation Program Strengths and Weaknesses**

An assessment of recreation programs by former Parks and Community Services Commissioner Matt Stewart in 2010 determined that successful recreation programs based on participation at that time were as follows:

- Youth Basketball league
  - a. Very high participation numbers (approximately 600); highly successful program.
  - b. Residents are given first opportunity for sign-ups (first 2 weeks). Non-residents given the last 2 weeks and only accepted on a space available basis during this time.
- Dance Classes
  - a. Classes well attended. Very good evaluations by parents of attendees
- Aquatics Program
  - a. Classes full. Free swim time used often, better during hot weather.
  - b. Excellent lifeguard training program—very safe pool
- Tennis Program
  - a. Very good participation numbers
  - b. New instructor
  - c. Program very limited due to facilities

Programs that were not successful based on participation at that time were art and yoga.

Reasons for high participation in programs:

- Popularity of sport or activity
- Instructor quality
- Social opportunities

Reasons for low participation in programs:

- Facilities

Recommendations included in former Commissioner Stewart's report were as follows:

- Explore partnerships with outside agencies such as Napa Valley Adult School, Napa Valley College, Napa Valley Unified School District, sport camp companies
- Continue the development of the "mini-sports" program
- Publicize the new Online Registration and Online Catalog
- Update use agreements with NVUSD to utilize school multipurpose rooms and classrooms at a reduced rate to host recreation activities
- An additional gymnasium/community center is needed to accommodate the growing population and recreational needs of American Canyon
- A lighted adult/youth outdoor sports complex is needed
- The adult recreation program needs a successful adult basketball league, volleyball league, and softball league. It will be difficult to form softball leagues until a lighted complex is built

### **3.5 Implementation**

Implementation of many of the recommended policies relate directly to adequate resources for planning, organizing, staffing and operating enhanced or new programs and activities for the residents of American Canyon.

The Parks and Recreation Department will take the following steps:

- a. Focus on the improvement of existing programs, events, and activities.
- b. Implement recently approved program fee increases and strive to make programs as self-supporting as possible.
- c. Take more of a facilitator role. Partnerships and collaborative efforts should be encouraged to provide additional recreation opportunities for American Canyon residents.
- d. Continue to make lands and facilities owned by the City available to community and nonprofit groups for activities which meet recreation and leisure time needs.

The Recreation Supervisor will work towards enhancing the adult sports program to provide opportunities for adult basketball, softball, and volleyball. However, every effort should be made to ensure that adult sports programs are self-supporting. They shall also develop a plan to promote the participation of girls in sports leagues to make it feasible to provide separate girls sports leagues.

The Recreation Supervisor will work to maintain teen programs such as the Community Services Projects Team, but shall use the opportunity of the opening of American Canyon High School to enhance the teen program within the constraint of staff time and available resources.

Staff will use the opening of the Senior Multi-Use Center as an opportunity to develop a "one stop shop" in American Canyon for not only a wide variety of recreational opportunities, but also social services for older residents. Staff will rely on senior

volunteers for assistance and will also collaborate with the Area Agency on Aging; Napa Valley Adult Education; Community Action Napa Valley; and other agencies to provide needed activities, programs, and services.

Bi-annually, the Parks and Recreation Director shall report to the Parks and Community Services Commission on efforts made to implement the policies and recommendations made in the Parks and Community Services Master Plan regarding recreation programs.

Note: Some material for this chapter was taken from the Recreational Programs and Activities Functional Area Report – Matt Stewart, October 2010

## CHAPTER 4 FAMILY SERVICES

### 4.1 Overview/Objectives

Cities have a vested interest in programs that support and strengthen households/families. Ensuring that families have access to support services directly benefits individual households, enhances the overall livability and quality of life in a community, and can indirectly enhance tax revenues through fiscally improving individual families.



Family/household support services are provided by a myriad of governmental and non-governmental agencies. In Napa County, many of these services are provided directly by County governmental agencies and local nonprofit organizations.

Cities generally provide some limited services and help to facilitate access to a greater range of services. Every city takes an approach to family services based on its own resources, needs, and values. In most cases American Canyon has worked to provide a conduit to services by leveraging existing City resources. In some cases, the City has established programs or provided direct funding to entities providing family services.

The City is committed to preserve and create family services programs that have a measurable benefit to the City and its residents. The City is also committed to act as a conduit for City resident to access services provided by other governmental entities and nonprofits.

### 4.2 Policies

The following Recommended Goals and Policies apply to this chapter:

- 9.1 City-Sponsored Services
- 9.2 Use of City Facilities
- 9.3 County Services
- 9.4 Organizations and Non-Profits
- 9.5 Future Town Center Community Center
- 9.6 Transportation
- 9.7 Medical Services
- 9.8 Child Care
- 4.9 Temporary Facilities

## 4.3 Background and Definitions

### Definitions

**Family** – Two or more people living in a household with common goals, values, and/or a long-term commitment to each other. This typically consists of one or two parents and one or more children.

**Household** – All the persons that occupy a housing unit.

**Family Services** - Services provided to families or individuals to increase their wellbeing and the wellbeing of the community as a whole. These services generally include child care, employment assistance, assistance with food or housing, counseling, health services, legal assistance, and programs to assist with moving towards self-sufficiency (financial, social, and/or emotional).

### Background

Cities of varying size and financial resources support a variety of Family Services. Some of the services provided by other cities are as follows:

- Social service coordination
- Staff that provides referrals to other social services
- Family Resource Centers
- Support of Family Resource Centers either with facilities or funding. Examples are San Leandro, Dixon, and Calistoga.
- Child care coordination
- Provide referrals to approved child care providers
- Teen Center
- Teen activities and services out of a facility provided by the City
- Youth Leadership Programs - These programs encourage youth to take leadership roles in activities such as creating, planning, and running youth events
- Family Support Programs, such as parenting classes and crisis intervention
- After-school care programs
- Day care and/or pre-school programs
- Employment assistance

Potential benefits of City support or involvement in Family Service programs are as follows:

- Facilitating the use of available services from Federal, State, and Private Programs (increased access to public and private funds).
- Utilizing available programs that are already funded increases the amount of money spent in the City which directly increases the City's tax revenues.
- Increased tax revenues from increases in earning potential for City residents.

- By providing programs that help residents find better employment or become more productive workers in their current employment, there is a potential increase in the City's tax revenues.
- Decrease in cost for policing and criminal activities. By providing support services and activities for at-risk families, the City helps to reduce the potential for criminal behavior. This directly results in decreased policing costs and reduces the economic losses associated with crime.
- Increase in tax revenues by increased property values. By providing support to at-risk families, the City helps to improve the overall "feel" of our neighborhoods and businesses. This can potentially increase or maintain the desirability to locate in the City.

## 4.4 Existing Services

### City Services

Services currently provided by the City are as follows:

- Activities Committee - Provides a forum for community groups to interact with each other and the City with limited City staff support
- Youth activities, programs, and classes
- Community Services Projects Team (CSPT) - Youth community service and leadership development
- Canyon Kids Day Camp - Provides low-cost day camp experience for children during the Summer
- The City co-sponsors and is actively involved in events such as "Healthy People-Healthy Planet" which provides a forum for service providers to interact with the public.

Prior to Fiscal Year 2010-2011, the City provided Community Grants for nonprofits and organizations that provided services in American Canyon. \$25,000 was allocated annually. The program was suspended in 2010 due to the City's structural deficit. Traditionally, the grants have supported services such as senior lunches and youth development.

### Facilities Provided by the City

- Land provided to the Boys & Girls Club and 4-H Club – The use of City land has been granted to the Boys & Girls Club at Community Park II and the 4-H Club at Clarke Ranch West.
- The city provides free or reduced-rate rental of facilities for meetings and events that provide services to residents. For example, the Food Bank uses the Recreation Center for food distribution at no cost.

## **Local Nonprofit Services**

### **American Canyon Family Resource Center**

The primary provider of family services in American Canyon is the American Canyon Family Resource Center. The mission of the American Canyon Family Resource Center (ACFRC) is to strengthen community, embrace our diversity, and provide and promote access to local resources.

The ACFRC serves as the hub of community services designed to enhance the quality of life for our families, children, and our seniors.

The ACFRC works collaboratively with our community partners to bring together resources and activities into an integrated service system that is accessible and responsive.

#### **ACFRC Core Services:**

- Information and Referral Services
- Parent Education Classes
- Care Provider Workshops
- Support Groups
- Family-Friendly Activities
- Community Events and Resource Fairs
- Access to Health and Social Service Programs
- One-on-one support services
- Family Literacy Classes

### **County Services**

The County of Napa provides a variety of services for American Canyon residents at their office in Napa. They have recently opened a service center in American Canyon that offers limited support for job assistance, public assistance services, Women, Infants, and Children (WIC) services, Comprehensive Services for Older Adults (CSOA), Addiction Services, and Mental Health Services.

## **4.5 Anticipated Needs and Limitations**

### **2008 Resident Survey**

American Canyon Family Resource Center (ACFRC) and United Way of the Bay Area (UWBA) convened a meeting to explore the possibility of developing a coordinated system of services for American Canyon residents in February 2007. More than 20 representatives from nonprofit, faith-based, local government, service clubs, funders,

and American Canyon residents participated. Together, the group created the American Canyon Collaborative Development Project. The purpose was to develop a community collaborative model that increases access to services and resources for American Canyon families who are most vulnerable and face multiple barriers that significantly impact their quality of life.

The American Canyon Collaborative Development Project developed a one-page survey (in Spanish and English) to determine the needs of the community and the barriers that exist. Beginning in May 2008, the survey was distributed to American Canyon Collaborative Project partners (to share with their participants) and to local sites, including churches, school sites, services and business clubs, parent groups and classes, senior roundtable meetings, and public agency sites. Parents participated in sharing the survey with friends, neighbors, and at the weekly food bank. The local newspapers (American Canyon Eagle and the Vallejo Times Herald) each had an article encouraging participation. ACFRC staff also gathered data at local community events: the annual Health Fair, events at local churches and schools, and outreach events.

ACFRC received 266 completed surveys. 235 surveys were completed in English and 31 surveys were completed in Spanish. The findings of the survey are as follows:

Ethnicity/race reflected the diversity of the American Canyon community:

Caucasian	33%
Latino/Hispanic	30%
Asian/Pacific Islander	19%
African American	11%
Other, Bi-racial, Undeclared, Native American	7%

Household Income:

\$19,350 or less (below poverty level for a family of four)	28%
\$19,351 – \$38,700 (200% above the poverty guidelines)	20%
\$38,701 - \$58,050 (for a family of four – two adults and one preschool and school-aged child, \$57,750 is considered self-sufficient in Napa County/300% above the poverty guidelines)	13%
\$58,051 - \$77,400 (400% above the federal poverty guidelines)	13%
\$77,401 or more	25%

28% of the respondents fell below the federal poverty level. An additional 20% were found to be at or under 200% of the federal poverty level (this meant 48% fell significantly below Napa County's self-sufficiency standard). Lastly, another 13% were identified at or just slightly above the Self Sufficiency Standard. When totaled, our results showed that 61% were at or just above the self-sufficiency standard; in comparison, 46% of the families were below the standard in 2003 (estimate). One-fourth of the respondents stated that they earned more than \$77,401 annually.

American Canyon Identified Needs:

Survey respondents ranked the following **Medical/Dental/Behavioral Health and Specialized Services** needs:

Medical Services	40%
Nutrition Education	38%
Vision Services, Physical Fitness, Anger Management	35%
Dental Services, Stress Management, Parenting Classes	33%

Survey respondents ranked the following **Income Support** needs:

Dental Insurance	46%
Health Insurance	36%
Child Care Assistance, Job Search Assistance	35%
Food Assistance	33%
Housing Assistance	31%
Adult Education	31%
Financial Assistance	30%

Survey respondents ranked the following additional financial needs:

Transportation Assistance	26%
Homeowner Assistance	26%
Retirement Planning	25%
Legal Services, Utility Assistance, Money Management, Small Business Assistance, Immigration Services	23%
Child Support, Tax Preparation, Credit Counseling, Debt Management, Disability Assistance	21%

Barriers to accessing services:

Participants were asked to identify the barriers that prevent an individual from receiving the services they needs. The results are the following:

Services are not provided in American Canyon	27%
Lack of financial resources	26%
Services are not provided in the evening hours	20%
Lack of child care	18%
Have too many responsibilities	17%

**Conclusions from Survey**

Based on the City demographics and the survey data presented above, there are five major challenges for American Canyon residents: health services, employment, affordable housing, transportation, and children's services.

## **Limitations**

### City Limitations

Based on the City's size, it is not economical to have a dedicated City department or staff to support family services. Likewise it is unlikely that there will be an opportunity for the construction of a dedicated city building to support these services. However, the City has multiple facilities that can serve to support these activities. These include the Senior Multi-Use Center, the Community Center Gym, the Library, and office space on the first floor of City Hall.

### Health Services

There are no hospitals or clinics in American Canyon. Subsidized health services are only available through the County offices which are located in the City of Napa, and to a limited extent through the Family Resource Center.

### Employment

The nearest State employment offices are in the City of Napa and the City of Vallejo. There are limited resources for citizens to find employment within the City. There are a limited number of employers that offer high-wage positions.

### Affordable Housing

Much of the housing in American Canyon rents for \$1,500 per month or more. These rents are not in line with the earning potential of most of the jobs available in the City.

### Transportation

Due to the small size of the City, it is difficult to offer an extensive public transportation system. The Highway 29 corridor is congested and hard to traverse for people who are walking or biking. Recently the Napa County Transportation and Planning Agency (NCTPA) has upgraded transportation services in the City. However, at the same time the Napa Valley Unified School District is considering eliminating non-required bus service.

### Children's Services

There is limited preschool and afterschool care within the City. Child care services during non-traditional working hours are extremely limited.

## **4.6 Implementation**

### **Recommendations for Implementation**

The City Council and City Council advisory boards will request and support expansion of County Services within City limits.

When financially feasible, the City will designate an employee/contractor, or provide funding to a nonprofit, to coordinate and enhance family services in American Canyon.

The City will continue to provide use of City facilities or land to family service programs.

The City will dedicate a portion of non-resident fee surcharge for recreation activities to partially fund a recreation scholarship program for low-income American Canyon youth. Funds for the scholarship program shall be augmented by donations and fundraisers.

### **Options for Future City Support of Family Services**

There are a wide range of options related to the City's future support of family services. The City's current financial condition may limit its options at this time but does not prevent the City from being active in the pursuit of services for its families. Options for future City support are as follows:

- Status quo
- Status quo with greater recognition and focus by the City regarding the importance of Family Services
- Collaborate, cooperate, and partner with a variety of non-profits, organizations and government agencies to provide family services
- Increased City support through additional grants to nonprofits that provide services to American Canyon residents
- Increased City support through additional direct programs administered by the City
- Increased City support through providing new facilities for family services
- City partnership with the Family Resource Center or other appropriate nonprofits
- City-run resource center with additional staff, facilities, and programs
- Identify and recruit public and private child care providers to locate in American Canyon
- Work with Napa County to locate needed social services in American Canyon

Note: Information included in this chapter derived from the August 14, 2008, presentation to the Parks and Community Services Commission by Chair Mathew Plate and Sherry Tennyson, American Canyon Family Resource Center and the October 9, 2008 presentation by Sherry Tennyson, American Canyon Family Resource Center.

## CHAPTER 5 OPEN SPACE AND TRAILS

### 5.1 Overview/Objectives

Since its incorporation, the City of American Canyon has recognized that open space and trails are important to the community. Open space in the city varies from passive mini-parks created by developers within neighborhoods to the 640-acre Newell Open Space Preserve that was donated to the City by Jack and Bernice Newell.



Trails circle and connect most neighborhoods in the City. Parks and paths are located throughout the City, and the major open space areas are located on the eastern and western sides of the City.

While the parks in American Canyon are City-owned, there are open areas of undeveloped land adjacent to the City owned by other agencies. The City continues to collaborate with neighboring landowners so that the open space and trails adjacent to the City provide access and connectivity to these surrounding areas. As a result, American Canyon has more open space access than many other cities of its size.

The City of American Canyon is fortunate to be a part of the San Francisco Bay Trail. The Bay Trail is a planned recreational corridor that, when complete, will encircle San Francisco and San Pablo Bays with a continuous 500-mile network of bicycling and hiking trails. It will connect the shoreline of all nine Bay Area counties, link 47 cities, and cross the major toll bridges in the region. To date, approximately 290 miles of the alignment—more than half of the Bay Trail's ultimate length—have been completed.

The Bay Trail through American Canyon is almost complete. The trail route is adjacent to Wetlands Edge Road, from Kensington Road to Eucalyptus Road. It then extends from the wetlands view area to the Napa River via the City's Napa River Bay Trail that was opened in June 2010. By late 2011, the Napa County Regional Park and Open Space District opened a trail extending the Bay Trail route to Green Island Road. The only gap in the Bay Trail through the City is a short segment from Kensington south to the county line. A feasibility study is currently underway to close this gap.

The City is also fortunate to have access to the Bay Area Ridge Trail via Newell Open Space. The Ridge Trail is a planned continuous 550+-mile trail for hikers, mountain

bicyclists, and equestrians along the ridgelines overlooking San Francisco Bay. The City Council adopted a resolution supporting a "River to Ridge" trail connecting the San Francisco Bay Trail and the Bay Area Ridge Trail, which would connect the wetlands to the highest ridge in Newell Open Space.

## 5.2 Policies

The following Recommended Goals and Policies apply to this chapter:

- 10.1 Protection of Resources
- 10.2 Open Space
- 10.3 Bicycle & Pedestrian Circulation Plan
- 10.4 Staging Areas
- 10.5 Motorized Vehicles
- 10.6 Equestrian Use
- 10.7 Trail Design
- 10.8 Utility, Drainage Channels and Railroad Corridors
- 10.9 Natural Areas
- 10.10 Agricultural and Natural Resources
- 10.11 Signage
- 10.12 Environmental Education
- 10.13 Hours and Access
- 10.14 Accessibility
- 10.15 Dogs

## 5.3 Background and Definitions

"Open space" is defined as natural land areas supporting an array of activities and amenities which derive from and directly depend on conserving the land's sustainable natural resources. It is generally undeveloped, or minimally developed, open lands preserved as protected natural areas, or for preserving views. Open space provides access to walking/hiking trails, opportunities to explore, and other appropriate recreational activities. The City states that the goal of Open Space is to protect environmental resources, provide recreation opportunities, and contribute to "relief" from urban and suburban activities (City of American Canyon General Plan, Section 1.K, pg 1-41).

Trails and pathways are paved urban pathways (other than sidewalks) or unpaved rural paths for pedestrians, bicycles, or equestrians through neighborhoods and natural areas in the city and surrounding areas. Trails provide linkages to parks within neighborhoods, connections to schools and recreational facilities in the city and provide walking, biking and outdoor enjoyment for residents. Trails also connect the city to other surrounding areas. Trails include pathways and walkways in neighborhoods and City Park, Open Space, and Greenway areas, but do not include residential sidewalks.

Trail Areas are the lands surrounding or adjacent to a trail or pathway. Natural land areas that surround or are adjacent to trails may be City-owned and accessible (such as Parks and Open Space), or inaccessible city-owned lands (such as the City-owned wetlands to the west of Wetlands Edge road). They may also pass by or through areas owned by other landowners (such as the Department of Fish and Game along the Napa River Bay Trail) and visitors may be asked to follow certain rules such as to remain on the trails and keep dogs on a leash.

Greenways are generally areas of utility easements, and green space surrounding paths. They can be land set aside for recreation or conservation, a small corridor of open space that often follows a natural feature such as a creek, a utility or conservation easements, or patches of green space next to sidewalks, and other corridors that are for non-vehicular public use.

The Mike Thompson Landfill Loop trail allows equestrian access so that horses may be ridden around the land fill. Dogs are allowed in City parks and open space but must be kept on a leash. Off leash areas for dogs are provided at the Veterans Memorial Dog Park on the east side of the City, and the Elliott Power Line Park Off-Leash dog area at Chaucer Road.

## **5.4 Existing Open Space and Trails**

### **Description of Existing Open Space**

Open space lands include undeveloped open space lands preserved as protected natural areas, generally with walking/hiking trails. There are few public open space lands within the boundaries of American Canyon. However, there are public lands in the City of American Canyon Sphere of Influence, and the watershed areas of the streams that run through the City.

The La Vigne Open Space area behind the neighborhood of the same name is an area of open hillside, undeveloped but accessible by a pathway that runs behind the neighborhood.

The Newell Open Space Preserve falls outside the city limits but is owned by the City. These lands are important resources for recreation, natural resource habitat, water and other quality of life values. A map showing the location of major open space lands and trails is located in the Appendix (Exhibit "H").

Open space areas adjacent to the City also provide spectacular views, particularly the 30-plus miles of open wetlands viewsheds to the west of the City that are visible from Newell Open Space and Wetlands Edge Linear Park and the Napa River Bay Trail. These wetlands are part of the San Francisco National Wildlife Refuge and are a part of the Pacific Flyway, providing habitat and stopovers of migrating and resident birds and wildlife.

## **Newell Open Space**

The Newell Open Space Preserve is a 640-acre property donated by long-time American Canyon residents Jack and Bernice Newell. At one time, this property was slated to be a regional landfill. The property; with its windswept hills, bay-oak woodlands, creeks, and grassland; is now owned and managed by the City of American Canyon as a public open space and is protected through a conservation easement held by the Land Trust of Napa County. The property is adjacent to the 1,039-acre Lynch Canyon Open Space in Solano County, making for over 1,650 acres of continuous, protected open space. A key raptor migration corridor runs through the property, and most days of the year, one can see such raptors as golden eagles, red tail hawks, white-tailed kites, and northern harriers on the property.

The Open Space Easement has certain restrictions primarily against future development of the land and prohibitions on hunting, but recreational public access is guaranteed. The land was formally transferred in December 1999. To date there has only been limited public use of the property because of the difficulty in accessing the property. Presently, the only way to access the site by vehicle is from Watson Lane on private property, based on access easements. Currently, the easements for access to Newell Open Space are being studied to determine if they provide access to the public that is sufficient to obtain grants for the development and operation of Newell Open Space property. In addition, there is no potable water on site. Funding for development of the property, based on the completed Management Plan, and for the operation of the property have not identified. Grant funds were received to prepare a Management Plan and additional funds have been received to install new fencing and erosion control measures.

## **La Vigne Open Space**

There is open space land located at the far southeast corner of the La Vigne neighborhood that is accessible by a neighborhood pathway. It is a stretch of open hillside including oak woodlands and views of the surrounding area. This area has no other development or plans for development.

## **Description of Trails**

Trails and pathways through and around the City provide a citywide system of safe, efficient, and attractive pedestrian and bicycle routes throughout the city. These pathways and trails provide linkages and connections to neighborhood community centers, schools, and civic areas. Trails and pathways along parks and greenways connect to the neighborhood sidewalk systems, allowing pedestrians access to city parks and open areas. Many of the city's designated bikeways are along city paths and trails.

The Napa River Bay Trail will connect American Canyon to Napa to the north, and Vallejo to the south, as well as connecting American Canyon to the Regional San

Francisco Bay and Ridge Trail. The American Canyon River-to-Ridge trail system will connect the San Francisco Bay Trail with the San Francisco Ridge trail. American Canyon has a portion of the Ridge Trail passing through Newell Open Space. The Bay Trail connects with the City's Napa River Bay Trail. Another planned trail is the Napa Vine Trail planned to run centrally up the Napa Valley from the ferry terminal in Vallejo north to Calistoga.

- **Napa River Bay Trail**

Located north of Eucalyptus Drive, this trail area reaches the Napa River and has a common boundary with Fish and Game property including the former Cargill Salt Ponds which have been restored. Part of the San Francisco Bay Trail, the Napa River Bay Trail was constructed along the inner Department of Fish and Game levee along the Napa River, providing access to the river and a river viewing area. A bridge across the double levee at the northwest edge connects the trail to the Napa Bay Trail and north to the city of Napa.

- **Wetlands Edge Trail, Wetlands Edge Viewing Area**

Also part of the San Francisco Bay Trail, Wetlands Edge Trail runs along the west side of Wetlands Edge Road as a wide paved walkway from Kensington to Eucalyptus Road. It crosses Rio Del Mar Creek with a pedestrian bridge, and ends at the Wetlands Edge Viewing Area where there are benches and tables.

- **American Canyon River to Ridge Connector**

A within-city connection between the Napa River Bay Trail and the Newell Open Space Ridge trails has been proposed, crossing the city east to west to allow a route for pedestrians and bicycles.

- **Congressman Mike Thompson Loop Trail (Mike's Bike & Hike)**

A loop trail around the former landfill will connect to the Napa River Bay Trail, and provide an equestrian trail in the city. This trail, bordering the Napa River and separated from American Canyon by an expanse of wetlands, is a raised hill visible from Wetlands Edge Road and opened in 2012.

- **Kimberly Park Bay Trail**

A feasibility study has been completed for improvements and expansion of Kimberly Park including the southern extension of the San Francisco Bay Trail to the Vallejo city limits.

- **Open Space Trails**

Newell and La Vigne Open Space areas have trails through the Open Space lands, including fire roads and single track trails. There are a number of trails in the Newell Preserve that are currently open to the public only for special events or by special request.

- **City Park Trails**

There are trails in the City Parks and adjacent connecting pathways around and through Community Park, connecting Community Park 1 and Community Park 2 to Donaldson Way School and the American Canyon Middle School; at Kimberly Park, Silver Oak, and Shenandoah Parks.

- **Power Line Trails**

The Napa Meadows neighborhood has power line pathway trails along the greenway through the recreational areas in Napa Meadows between Kensington and Elliott connecting the dog park area, tennis courts, basketball courts, and community garden. Vintage Ranch has a large turf area and path following the power lines.

- **Creekside Greenway Trails**

There are creekside or conservation easement pathways and trails along Rio Del Mar, American Canyon, and Walsh Creeks, and along various Conservation Easements. Paved pathways run along these greenway areas.

### Description of Greenways

The city Master Plan states that in addition, key open spaces (foothills, Napa River, American Canyon Creek, other significant riparian corridors, and parks) will be linked with one another by continuous green belts incorporating pedestrian and biking trails along natural drainages and utility easements. This will facilitate open space and recreational access for residents.

Greenways are areas of land along pathways or other utility corridors or lands adjacent to a natural feature such as a creek. This includes conservation easement or utility right-of-way areas which are generally not open to the public, but are often adjacent to public areas and walkways. Open greenway areas also exist with or are adjacent to city parks and have paved pathways running through them. These include:

- **Community Park Greenways:** Paths through turf and tree areas that connect various developed park areas of Community Park I and II and the Pool / Gymnasium complex, and adjacent neighborhood areas.
- **La Vigne Greenways:** A pathway with turf areas surrounds the eastern, northern, and western edges of La Vigne neighborhood, which includes trees, grapevines, and turf. The far southeast portion is adjacent to an area of undeveloped open space.
- **Napa Meadows Power Line Greenway:** On the west side of the City, in Napa Meadows neighborhood, a greenway with a pathway that extends adjacent to and between developed park sections under the high voltage power lines.
- **Vintage Ranch Power Line Greenway:** On the east side of the City, in the Vintage Ranch neighborhood, a greenway with turf and pathway extends under the high voltage power lines from Shenandoah Drive to Newell Drive.

- **American Canyon Creek Greenway:** West of Highway 29, American Canyon Creek flows through the Napa Meadows neighborhood bordered by a green space and pathway that connects to power line path that ends at Kensington Way.
- **Veterans Memorial Park Creek Greenway:** The middle section of Veterans Memorial Park, between Broadway and Highway 29, includes American Canyon Creek and will be left as a natural, undeveloped area with a pathway and bridge passing along the eastern edge to connect the north and south sections of Veterans Memorial Park.

### **Potential Park Areas on Undeveloped City Lands**

There are areas in the city that are currently undeveloped but provide opportunities for future open space, park or trail development or expansion.

- **Clarke Ranch West**  
This property is located north of Eucalyptus Drive and west of Wetlands Edge Road. The property is pre-zoned and will permit uses that are consistent with the City Council's visioning effort that took place in the 2011-12 Fiscal Year. Once the civic engagement process is completed, the property will be master planned. Currently only the American Canyon 4-H uses a small portion of the property for its farm, which houses livestock. The area is envisioned to be part of the City Economic Development Plan designed to increase tourism to the City through the programming of the subject property.
- **Kimberly Park Expansion**  
A feasibility study has been prepared to expand and upgrade Kimberly Park facilities into the adjoining 4 acres of undeveloped land that belong to the city.
- **City of American Canyon Corporation Yard**  
The City's Corporation Yard is located on Wetlands Edge Road at American Canyon Road. Much of the wetlands along Wetlands Edge Road are being managed by the Department of Fish and Game as required by the CalFed grant that was used to purchase the wetlands for restoration. The Corporation Yard sufficiently extends to the west to allow contact with the North Slough, which winds through the wetlands and offers a water path out to the Napa River. This property offers potential for a kayak launch site.

### **Adjacent Land Owner Open Areas**

Privately owned lands adjacent to city parks, open space and trails serve as natural areas around existing trails, or view sheds from parks and open space areas. Some of these areas have potential for pathways, trails or other passive uses.

- **Napa Valley Unified School District's Red-Legged Frog Mitigation Property**  
To the south of Newell Preserve is the former Power Property, which includes

approximately 300 acres owned by the Napa Valley Unified School District. It has a common boundary with Newell Open Space. The School District purchased the Power Property for use as mitigation (red-legged frog) for development of the new High School. An appropriate trail might be designed to provide access to Newell Open Space.

- **DFG Lands**

California State Department of Fish and Game owns various lands along the Napa River stretching from the Vallejo border all the way to north of Green Island Road. Interspersed between sections of Fish and Game land are the American Canyon closed landfill, and State Lands Commission property. This area creates a 30-mile view shed to the west.

- **State Lands Commission Acreage**

The State Lands Commission owns a small triangular piece of land (maybe 20-30 acres) situated along the northern boundary of the Landfill. The triangle used to be an inlet before a levee was built to separate it from the Napa River.

- **Private Lands**

There are private lands within the City limits and the City's sphere of influence that are undeveloped or being used for agricultural purposes. Some of these properties are adjacent to current public open space and have future potential for open space and trails.

## 5.5 Anticipated Needs and Limitations

1. Explore the feasibility of creating public access to North Slough and the Napa River west of the existing Corporation Yard along Wetlands Edge Road and/or other appropriate locations that will provide a facility for hand-launched boats; including kayaks, canoes, rowing shells, and similar small craft.
2. Complete the San Francisco Bay Trail through American Canyon as close to wetlands and Napa River as possible. Work with other agencies to promote the completion of the Bay Trail from American Canyon to the City of Napa.
3. Complete west side Dog Park located off Chaucer Road in Elliott Power Line Park to encourage dog walkers to keep their dogs on a leash in the other city parks and open space areas. Easy access on the west side may discourage dog walkers from letting their dogs loose on the Napa River Bay Trail.
4. Develop and complete a master planning process for Clarke Ranch West after it is annexed into the City of American Canyon.
5. Consider the feasibility of establishing wetlands environmental and educational center at Clarke Ranch West, the Corporation Yard, or other appropriate location providing opportunities for early and continuing studies of the natural environment with emphasis on wetlands habitat protection and conservation.

6. Work on the development of a River to Ridge Trail from Wetlands Edge Road, along Eucalyptus Drive, to the Newell Open Space Preserve, including a safe crossing of Highway 29 for pedestrians, cyclists, and equestrians.
7. Develop regular public access to the Newell Open Space Preserve, including provision for ongoing management in accordance with the Newell Open Space Management Plan.
8. Encourage and support the enhancement and possible future expansion of the Newell Open Space Preserve along Soscol Ridge through partnerships with neighbors, conservation easements, donations, developer concessions, and/or purchase with available monies including grant funding and/or any dedicated funds for parks and open space.
9. Encourage and support future connections north and south of the existing Bay Area Ridge Trail portion located partially in the Newell Open Space Preserve along Soscol Ridge.
10. Due to the unique position of Oat Hill which affords a vantage point over the City of American Canyon, the Napa River, and beyond; encourage and support any potential development plans which include public access, a public park, or a trail on the upper portions of the hill.
11. Maintain existing lands zoned for agricultural use, especially those located east of Newell Drive extension, in order to create transitional buffer zones between the heavily developed residential and commercial areas below the 15% slope line and the largely open space lands above the 15% slope line, and to maintain diversity of culture and habitat in the community.
12. Develop connections wherever possible between pedestrian/bicycle circulation corridors and parks and open space opportunities.
13. Barring design or easement restrictions that prevent such use, trails should be open for equestrian use whenever possible.
14. There are residents that travel distances to utilize facilities that accommodate off road vehicles, ATV's, or dirt bikes. Opportunities to establish this type of facility in the vicinity of American Canyon should be considered if fiscally and environmentally feasible.
15. The City should encourage the development of buffers between residential and industrial use and between residential and agricultural use.
16. Foster dialogue, cooperation, and partnerships with the Napa County Regional Park and Open Space District, the Land Trust of Napa County, the Bay Area Ridge Trail

Council, the San Francisco Bay Trail Project, and other government and nonprofit entities working on behalf of parks and open space.

## 5.6 Implementation

Continued work is needed to develop access to the Newell Open Space. This will require working with the City, private landowners, and land agencies to develop pedestrian and vehicle access to the gate. Pedestrians and bicycles may be able to access Newell Open Space from the proposed Vine Trail route. Regular open vehicle access and parking at the site will need further discussion.

A major limitation to connectivity of our trails and park areas is the East–West divide of the City. Work will continue find ways of connecting the trail systems, parks and open spaces throughout the city, especially across the Highway 29 corridor.

There is a continued need for ongoing maintenance of parks and trails, with money set aside for upkeep of the crushed quarry fine trails, weed-mowing and removal, and greenway irrigation, mowing and turf maintenance. Maintenance of garbage cans, benches and tables, and doggie bag dispensers must also be budgeted annually.

Volunteer assistance should be developed and pursued for park and trail maintenance, and environmental education opportunities. Alliances with existing conservation organizations such as the Audubon Society, Sierra Club, Friends of American Canyon Open Space, Boy and Girls Scouts, and Boys and Girls Clubs may provide sources of volunteers, as well as opportunities for special events for the public.

Note: Significant information included in this chapter derived from “Open Space and Trails Summary for City Master Plan” – Barry Christian and Robyn Myers, September 8, 2008.

## CHAPTER 6 BICYCLE AND PEDESTRIAN CIRCULATION SYSTEM

### 6.1 Overview/Objectives

Consistent with the General Plan goals and policies, American Canyon envisions a bicycle and pedestrian circulation system that will interconnect key destinations including open spaces, parks, schools, residential and commercial areas, and regional bikeway systems. In addition, large-scale developments in the City will include an internal trail system, linking to a network of sidewalks



The City has made progress toward the General Plan vision. There are some existing bicycle and multi-use paths established in pockets throughout the City. Much of American Canyon's portion of the San Francisco Bay Trail, with its associated bicycle and pedestrian access to key open spaces on the City's western border and the Napa River, is either complete or in an active planning phase. Recent large-scale developments have been built with paths linking to sidewalks.

However, more work remains to interconnect open space, residential areas, parks, schools, and commercial areas in order to convey the sense of a cohesive city, and to provide access to destinations beyond the City's city limits. Development which occurred prior to incorporation was performed without guidance from the current General Plan's policies and goals. Subsequent to adoption of the General Plan, residential, recreation and retail establishments grew at a rapid rate on both sides of Highway 29. While these new developments (for the most part) incorporate a mix of paths, trails, and bike lanes within their footprint; very little has been done to interconnect existing neighborhoods and districts to each other and to connect them with these new projects.

With no pedestrian/cyclist overcrossing, Highway 29 continues to be the single largest obstacle hampering east-west connectivity for non-motorized transit. Similar to the highway obstacle, the railroad tracks present a distinct south-north barrier and also hamper east-west connectivity.

The Bicycle and Pedestrian Circulation System chapter of the Parks and Community Services Master Plan is intended to explore ways that the City can move closer to realizing the goals of bicycle and pedestrian connectivity. The challenge is to

interconnect all previously existing, recently added, and future destinations in American Canyon. The City currently has a mix of bicycle and pedestrian route segments. The objective of the policies presented in this chapter is to merge these segments into the safe and attractive bicycle and pedestrian system desired by the General Plan. Achieving this objective will provide a more walkable, rideable, and social environment than is realized by the current circulation design that primarily considers, favors, and necessitates vehicle transportation.

## 6.2 Policies

### Recommended Bicycle and Pedestrian Circulation System Policies

While it is encouraging that bicycle and pedestrian circulation is considered in many areas of planning (e.g. General Plan Parks and Recreation Element; General Plan Circulation Element; and the NCTPA Countywide Bicycle Plan), it may not serve the City of American Canyon to have these associated goals, objectives, and policies in numerous locations. While these goals, objectives, and policies appropriately support and do not appear to contradict one another, the cross-referencing between different chapters and jurisdictions complicates the cause. With this in mind, the Master Plan recommended that bicycle and pedestrian circulation policies reside in one primary location. If that is not possible, then it is recommended that any given policy be assigned a consistent reference number.

The draft of this Chapter may indeed cause yet another set of policies that are already covered. The ultimate intention is that this draft will result in one set of bicycle and pedestrian circulation policies that will appear in the final version of the General Plan Update.

The following Recommended Goals and Policies apply to this chapter:

- 11.1 Countywide Bicycle Plan
- 11.2 Bicycle and Pedestrian Friendly Community
- 11.3 Routes to School
- 11.4 Create Regional Access
- 11.5 Communication, Coordination and Collaboration
- 11.6 Connections
- 11.7 Implement Vision for North-South and East-West Routes
- 11.8 River to Ridge Trail
- 11.9 Broadway (Hwy. 29) Improvements
- 11.10 Enhance Connectivity
- 11.11 New Development
- 11.12 Watershed Access
- 11.13 Bicycle Master Plan
- 11.14 Post Speed Limits

### 6.3 Background and Definitions

Bicycle and pedestrian circulation goals, objectives, and policies specific and/or relevant to the City of American Canyon can be found in three primary locations: (1) the General Plan Parks and Recreation Element, (2) the General Plan Circulation Element, and (3) the 2003 Napa County Transportation and Planning Agency's (NCTPA) Countywide Bicycle Plan (currently being updated for 2011).

The City of American Canyon's General Plan Vision Statement declares that "distinct neighborhoods and districts should be interlinked to convey the sense of a cohesive city. This may be accomplished by the use of unifying visual elements and pedestrian and bicycle paths. In addition, key open spaces will be linked with one another by continuous green belts incorporating pedestrian and biking trails along natural drainages and utility easements. This will facilitate open space and recreational access for residents."

**General Plan Parks and Recreation Element** – The currently adopted General Plan Parks and Recreation Element contains many objectives and supporting policies related to bicycle and pedestrian circulation. While these objectives and policies may also apply to the Open Space and Trails Chapter, the following policies are of particular relevance to this Bicycle and Pedestrian Circulation chapter:

- |                           |   |
|---------------------------|---|
| General Plan Policy 7.1.3 | Work toward the establishment of a system of public parks interconnected by off street trails or bicycle lanes.                 |
| General Plan Policy 7.2.5 | Require all large scale developments to incorporate an internal trail system with linkages to the surrounding sidewalk network. |
| General Plan Policy 7.2.6 | Link residential and commercial land uses by pedestrian trails.   |

**General Plan Circulation Element** - The currently adopted General Plan Circulation Element sets forth goals, objectives, and supporting policies that support bicycle and pedestrian circulation. The following policies are of particular relevance to this Bicycle and Pedestrian Circulation chapter:

- |                           |   |
|---------------------------|---|
| General Plan Goal 4D      | Provide a Citywide system of safe, efficient and attractive bicycle and pedestrian routes for commuter, school and recreational use.              |
| General Plan Policy 4.8.1 | Develop Citywide standards for construction and maintenance of bikeways and pedestrian walkways. The bikeway construction standards should comply |

with Caltrans Highway 29 Manual, Chapter 1000 (Bikeway Planning and Design).

- General Plan Policy 4.8.2      Develop and adopt the planned bikeway system, which links all community centers, civic areas, schools, and parks in the City and connects to other neighboring bikeway networks.
- General Plan Policy 4.8.3      Maintain existing pedestrian facilities and require new development to provide pedestrian walkways between developments, schools and public facilities.
- General Plan Policy 4.8.4      Require that proposed developments include bicycle paths, lanes, or off-street trails in their street improvement plans if they are located adjacent to proposed bikeway routes and where appropriate, construct bicycle paths or lanes as a condition of project approval. Additionally, require developers to construct equestrian paths if they are appropriate for the proposed development.
- General Plan Policy 4.8.5      Construct safe, convenient paths for bicycles and pedestrians so as to encourage these alternate forms of transportation.
- General Plan Policy 4.8.6      Design and construct safe bicycle and pedestrian crossings of SR-29 at key locations. These crossings should be constructed so that children and seniors can cross safely.
- General Plan Policy 4.8.7      Develop programs that encourage the safe utilization of easements and/or rights-of-way along public utilities, railroads and streets wherever possible for the use of bicycles and/or pedestrians.
- General Plan Policy 4.8.8      Provide pedestrian and bicycle linkages between all residential areas and employment centers within the City.
- General Plan Policy 4.8.9      Promote bicycle and pedestrian use through marketing techniques such as the use of informational brochures.

General Plan Policy 4.8.10	Actively support the Bay Area Ridge Trail Council, the Bay Trails and similar organizations and work with these agencies to provide local linkages, where appropriate.
General Plan Policy 4.8.11	Promote the transition of abandoned rail rights-of-way to trails.
General Plan Policy 4.8.12	Negotiate easements and establish pedestrian/ bikeway access (possibly through the landfill) to the Napa River and adjacent wetlands in the near future.
General Plan Policy 4.8.13	Promote the development of equestrian access from developed area of the City to the eastern foothills and recreation areas.

**NCTPA – Countywide Bicycle Plan** – The NCTPA Countywide Bicycle Plan Update for 2011 proposes a vision, principal goal, and objectives for the countywide bicycle system. NCTPA recommends that local agencies will be responsible for implementing the objectives, policies, and programs of the plan. Objectives include the development of a countywide bicycle network, design standards, multimodal integration, support facilities (e.g. parking, lockers, lighting, drinking fountains, and interpretive elements), safety and security, land use, education and promotion, planning, maintenance, and funding. Policies are presented in support of each of these objectives.

**Bikeway and Trail Types** - The NCTPA Greenway Feasibility Study defines four types of trails or bike paths as follows:

**Class I Bikeways (Bike Path)** – A Class I bikeway provides bicycle travel on a paved right-of-way completely separated from any street or highway. Per Caltrans standards, the minimum paved width of a two-way bike path is 8 feet, but 12 feet is recommended.

**Class II Bikeways (Bike Lane)** – A Class II bikeway provides a striped, signed and stenciled lane for one-way travel on a street or highway. Caltrans minimum bike lane width requirements vary depending on the presence of on-street parking and curb, but generally range between 4 to 5 feet.

**Class III Bikeways (Bike Route)** – A Class III bikeway allow shared use with motor vehicle traffic and is identified only by signing. Caltrans does not state minimum widths for bike routes, but recommends that designated bike routes “should offer a higher degree of service than alternative streets”.

**Multipurpose Trails** – Multipurpose trails can be used by both bicyclist and pedestrians. This type of trail is appropriate on less high-use trails and more rural areas. It is recommended the surfacing consist of either compacted shale or quarry fine or stabilized earth with polymer stabilizer.

## 6.4 Existing Bicycle and Pedestrian Circulation System

While the following section primarily references bicycle routes; these routes also accommodate pedestrians either on adjacent sidewalks or on shared Class I routes, and multipurpose trails.

**Bicycle and Pedestrian Routes** - Exhibit I in the appendix contains specific route descriptions of ten north/south routes and eleven east/west routes. Details associated with the following routes (as of July 2011) are also included. The description of each route includes the route's current status, the future vision for the route, and the major destinations served. Finally, recommended improvements are presented, which if realized; would lead to an interconnected system, rather than segmented routes.

No.	Name	Type	Description as of July 2011
1	Broadway (Southern City Limit to American Canyon Rd.)	N/S	Class II: on portions of Broadway and Veterans Memorial Park path on north and south ends of park.
2	Commerce Boulevard	N/S	Class II: through Eucalyptus grove (extension of Wetlands Edge Rd.)
3	Danrose Drive / James Road / Melvin Road	N/S	Potential Class III: parallel to west side of Hwy 29
4	Elliott Drive	N/S	Class II: between Knightsbridge to Benton
5	Napa County Greenway / Bike Route to Calistoga	N/S	Class I proposed route adopted by Planning Commission
6	Napa Junction Development Path	N/S	Class I: from Eucalyptus north to Napa Junction Rd.
7	Newell Drive / Flosden Drive	N/S	Class I: on path west side of Newell Dr. Class II: east side of Newell Dr.
8	San Francisco Bay Trail (Wetlands Edge Path)	N/S	Class I: west side Wetlands Edge Rd, Class III: bike lane along Wetlands Edge Rd.
9	Shenandoah Drive / Shenandoah Path	N/S	Class I: path through Silver Oak Park, to Newell Dr. Class II: potential / Class I path
10	Theresa Avenue / Lombard	N/S	Potential Class II: Sidewalk in places on route to Napa Junction school
11	American Canyon Creek Greenway/Path	E/W	Multiuse Path: AC Creek Greenway Path
12	American Canyon Road	E/W	Class II: Between Wetlands Edge Rd. and Hwy 29 Potential Class III between Hwy 29 and Newell Dr. Class III: Newell Dr. east to Hwy 80, bike path east.
13	Benton and Donaldson Way	E/W	Class II: Wetlands Edge Rd to Andrew Rd. Class III: Andrew Rd to Hwy 29.
14	Cartagena / Via Bellagio	E/W	Multi-use, Potential Class I: connecting Cartagena to Via Bellagio; access to Veteran's Park
15	Community Park I, Spikerush Circle, Community Center	E/W	Class I: path and walkway connecting Park, Greenway and Recreation Facilities
16	Eucalyptus Road	E/W	Potential Class II: potential River to Ridge route.
17	Green Island Road / Paoli Loop Rd. / Watson Ln.	E/W	Potential Class II
18	Hess Drive	E/W	Potential Class II
19	Kimberly Drive	E/W	Class II: Hwy 29 to Elliott Dr.
20	Mini Drive	E/W	Potential Class III
21	Silver Oaks Trail	E/W	Class III: wide sidewalk, alternate route to American Canyon Rd.

## 6.5 Anticipated Needs/Limitations

The primary need is to close the gaps and create the connectors identified in Appendix I. and follow the adopted policies. When this is achieved, the result will be the safe and attractive bicycle and pedestrian system desired by the General Plan. The limitation to closing the gaps and creating the connectors is the funding required to construct and maintain the routes.

Potential funding sources for bicycle and pedestrian construction and maintenance:

SAFETEA-LU: SAFETEA-LU is a Federal source of funding for surface transportation including bicycle and pedestrian facilities. Funding programs are focused on transportation projects as opposed to recreation. Many of the funding programs under SAFETEA-LU require matching funds.

California River Parkways Program: This program focuses on non-motorized access to rivers and streams. Funds can be used for walking trails, bicycling trails, interpretive signage, boardwalk construction, and related amenities.

State Bicycle Transportation Account: The Bicycle Transportation Account (BTA) is an annual program that provides state funds for city and county projects that improve safety and convenience for bicycle commuters. To be eligible for BTA funds, a city or county must prepare and adopt a Bicycle Transportation Plan (BTP) that complies with Streets and Highways Code Section 891.2. The BTP must be approved by the local agency's Regional Transportation Planning Agency.

Metropolitan Transportation Commission: Transportation Development Act Article 3 funds. The funds are for bicycle and pedestrian projects. The funds can be used to meet local match requirements for Federal funding and can be used to update bicycle and pedestrian plans no more than once every five years.

## 6.6 Implementation

The Planning Director will incorporate the described route improvements into new development and transportation projects, and will also be responsible for ensuring that projects adhere to the policies in this chapter.

The proposed route improvements in this chapter (and the associated Appendix I) were envisioned based on data and known road configurations available in 2011. However, as transportation projects evolve, the Planning Director may deviate from the specific route improvements as long as the spirit and connectivity envisioned here is maintained.

The Citywide Circulation Study Administrative Draft Report provides further guidance on implementation. The draft Citywide Circulation Study is a "comprehensive multi-modal transportation analysis of the existing and future transportation system within the City of American Canyon". Bikeway and pedestrian circulation facilities are also addressed and incorporated into the new roadway standards presented in the Study. The Study

states that once all citywide roads are developed consistent with the new roadway standards, a complete pedestrian network will be in place. The ensuing pedestrian network would be consistent with the policies, objectives, and goals of the existing General Plan Circulation Element. As for bikeways, the new roadway standards provide Class II Bike Lanes on both full-width and partial-width minor arterial roadways. Further, both full-width and partial-width major arterial roadway standards have been designed in such a way that there be ample right-of-way beyond the sidewalk and landscaping to provide separate Class I Bike Paths parallel to these facilities. Class III Bike Routes will be provided for, where desired and warranted, on both local (residential) streets and minor collector roadways. These paths will feature signing to identify the facility as appropriate for bike travel. The Study states that a network of independent Class I bikeways should be developed, notably for recreational purposes, along scenic routes where no parallel or adjacent roadways are present.

Funding will be required to improve existing routes and “fill the gaps” to create continuous routes in those areas where development and transportation projects are not expected to occur. Both the Planning Director and the Parks and Recreation Director will be responsible for pursuing funding sources through grants, fees, and transportation funds to improve pedestrian and bicycle circulation through the city.

\*Information included in this chapter derived from “Bicycle and Pedestrian Circulation System Report”— Todd Novak and Michael Stanfield, August 2008.

# APPENDIX

## EXHIBIT “A”

### PARKS & RECREATION ELEMENT OF THE GENERAL PLAN AND EXISTING PARKS AND RECREATION GOALS AND POLICIES

The General Plan was adopted by City Council on November 3, 1994. The General Plan is the “foundational policy document” of the City of American Canyon. California State law requires that the day-to-day decisions of a city follow logically from and be consistent with the General Plan. The Parks & Recreation Element of the General Plan as well as other related policies from the General Plan are provided in Exhibit “A”.

### GENERAL PLAN PARKS AND RECREATION ELEMENT

#### STATUTORY REQUIREMENTS

In addition to the seven mandatory elements, other optional elements may be included within a community’s General Plan. Section 65303 of the California Government Code states:

*The General Plan may include any other elements or address any other subjects which, in the judgment of the legislative body, relate to the physical development of the county or city.*

Once the Parks and Recreation Element is adopted by the City of American Canyon, it becomes a component of the General Plan, with the same legal status as the mandatory elements.

#### OPPORTUNITIES AND CONSTRAINTS (ISSUES)

1. The opportunity exists to create a regional park on the grounds of the American Canyon Landfill that can serve the entire County of Napa.
2. Natural open spaces; such as drainages, rivers, wetlands, hillsides, canyons, and undeveloped lands; offer unique opportunities for the development of a diverse network of active and passive parks.
3. The City has the unique opportunity of providing an off-street trail system that connects foothill and wetland areas.
4. Some City parks that are located within existing residential tracts are inaccessible to surrounding neighborhoods.
5. American Canyon’s bike path network can be improved by enhancing linkages between different parts of the City through the establishment of additional routes.
6. Although American Canyon currently exceeds its parkland standard of 5 acres per 1,000 residents (the City has 6.14 acres per 1,000 residents today), future population growth will require the acquisition of additional parkland as determined by the adopted ratio.

**OVERVIEW OF PARKS AND RECREATION POLICIES**

The policies found within this Element of American Canyon's General Plan address the following topics:

- 1. Park standards.
- 2. The different types of parks that exist today, or will exist in the future.
- 3. Parkland acquisition.
- 4. Park improvements.
- 5. Park operation and maintenance.
- 6. Park programming.

**GOALS, OBJECTIVES AND POLICIES**

The following section presents the goals, objectives, and policies related to parks and recreation in the City of American Canyon. Implementing programs are referenced at the conclusion of each policy by an "I" and a number in parentheses and are described in the last subsection of the element.

**PARK AND TRAIL STANDARDS**

**Goal**

**7 Enrich the quality of life in American Canyon by providing parks, trails and recreational services for all of the City's residents.**

**Objective**

7.1 Provide park facilities to meet the needs of existing and future residents.

**Policies**

7.1.1 Provide a sufficient number of mini, neighborhood, community, and regional park facilities to achieve a minimum standard of 5 acres of parkland per 1,000 residents (see **Figure 7-1** and **Table 7-1** for an illustration and explanation of existing park facilities). (I 7.1)

7.1.2 Create a comprehensive, citywide Parks and Recreation Master Plan that provides specific criteria and guidelines for the siting, design, and programming of parks and recreational facilities. (I 7.4)

7.1.3 Work toward the establishment of a system of public parks interconnected by off-street trails or bicycle lanes. (I 7.1 and I 7.4)

7.1.4 Work toward the establishment of permanent baseball and softball fields in the

City to ensure their continued availability should the Little League's existing leasehold for land adjacent to the Napa Junction Elementary School expire. (I 7.4)

**Objective**

7.2 Develop and maintain a comprehensive and interconnected public trail system that includes bicycle, hiking, and equestrian trails.

**Policies**

7.2.1 Develop a comprehensive Trail Master Plan that links the wetlands and the Bay Area Ridge and Bay Trail and includes an implementation strategy, design criteria, and policies for establishing maintenance responsibilities. (I 7.7 and I 7.8)

7.2.2 Work with the cities of Vallejo and Napa and County of Napa to establish a trail connection between these areas and along the eastern shoreline of the Napa River. (I 7.32)

7.2.3 Explore the means by which ongoing maintenance for the various trail systems can be accomplished through cooperative sharing agreements with other public agencies, volunteer user groups or exclusively by private parties. (I 7.7 and I 7.32)

7.2.4 Minimize the use of walls along city trails by relying on berms and landscaping whenever possible. (I 7.7)

7.2.5 Require all large scale developments to incorporate an internal trail system with linkages to the surrounding sidewalk network. (I 7.7)

7.2.6 Link residential and commercial land uses by pedestrian trails. (I 7.7 and I 7.8)

**TYPE/HIERARCHY OF TRAILS**

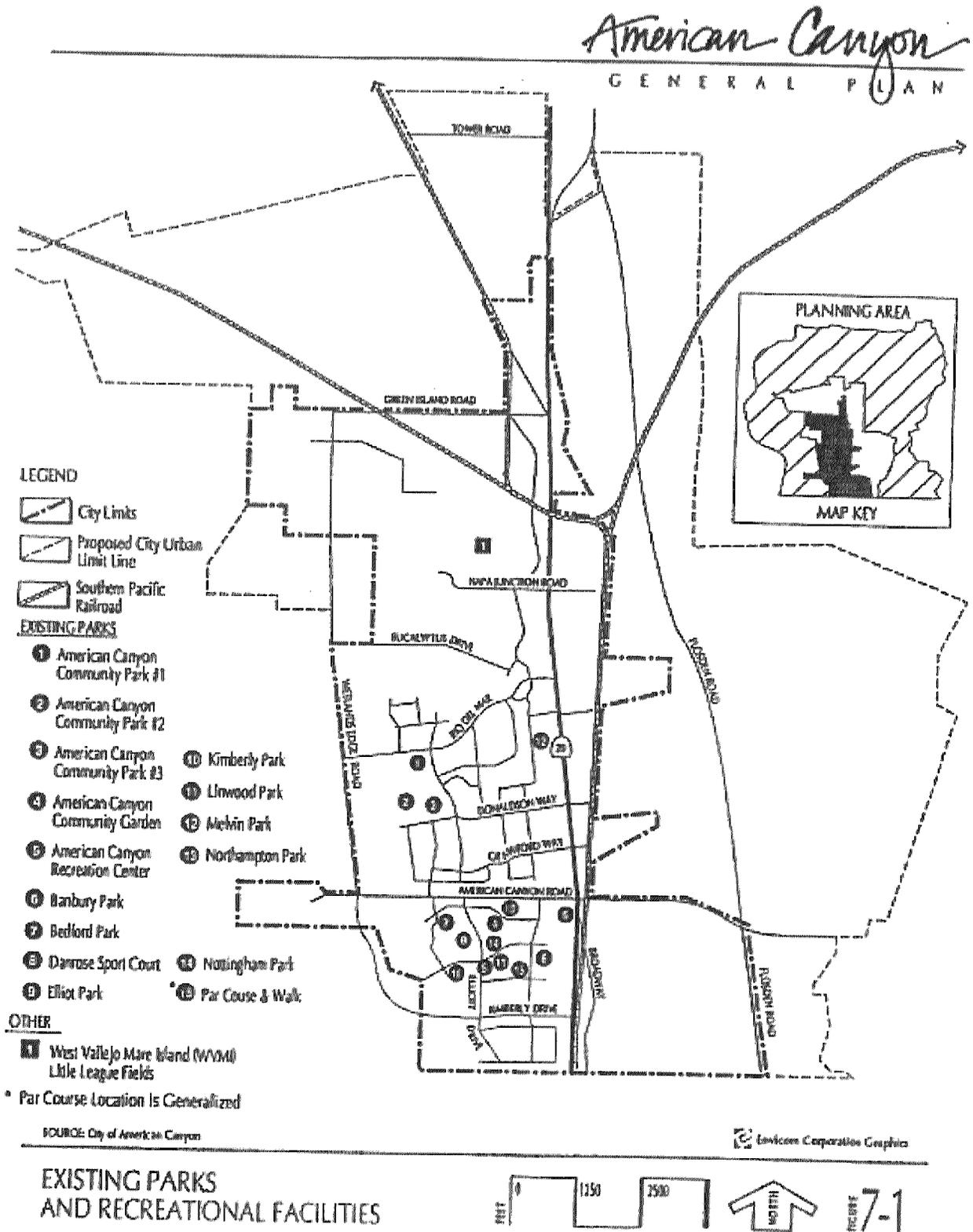
**Goal**

**7A Provide a variety of parks and trails that serve the diverse recreational needs of American Canyon's residents and take into account the unique features of the City's natural environment.**

**Objective**

7.3 Ensure that American Canyon provides both active and passive recreational activities in a variety of park and trail settings.

General Plan Figure 7-1



## Policies

### 7.3.1 Establish the following classifications for American Canyon's parks:

- a. Mini-Park – Mini parks are less than one acre in size and are not designed for active recreational uses. They do, however, provide passive open space and buffering from adjacent urban development and typically include elements such as walking paths and benches.
- b. Neighborhood Park – Neighborhood parks are usually two and a half to five acres in size and are primarily planned for children five to fourteen years of age. To maximize the use of the parcel, these parks are ideally located within the center of a neighborhood and sited adjacent to a school whenever possible. Recreation facilities typically provided in neighborhood parks include children's play areas (ideally equipped with a variety of play equipment for a range of users), picnic tables, and basketball courts. The service area for a neighborhood park is generally one-quarter to a one-half mile radius.
- c. Community Park – Community parks are designed to serve several neighborhoods. Community parks are planned for youths and adults and provide for a wider range of activities than the neighborhood park or playground. Community parks generally range in size from 10 to 40 acres and provide facilities for both indoor and outdoor recreational activities such as softball diamonds, basketball courts, tennis courts and community centers. The service area for a community park is typically a one- to one-and-a-half-mile radius.
- d. Regional Park – Regional parks are usually 50 acres or larger and are designed to serve both the local community in which the park is located and people from surrounding communities. Additionally, they typically include significant natural features and provide outdoor recreational facilities; such as picnicking, camping, and hiking, as well as unique programs that appeal to a broad range of interests and recreational needs. (17.4)

### 7.3.2 Designate status and approximate locations for the following types of trails in the Trails Master Plan:

- a. Urban Trail – Urban trails are multi-purpose pedestrian/bicycle trails that connect residential areas to regional and community parks, schools, and commercial and industrial employment areas.
- b. Rural Trail – Rural trails are multi-purpose equestrian/pedestrian/ bicycle trails that are typically unpaved and used primarily for recreational purposes. These trails often serve to link various parts of a community and sometimes provide linkages between different communities.

- c. Bicycle Right-of-Way – Bicycle rights-of-way are typically found adjacent to or on the outer edge of roads and are often integrated with urban and rural trails. They also provide additional access to recreational, educational, and commercial/industrial employment areas. (I 7.7)

## PARKLAND ACQUISITION

### Goal

**7B Provide adequate parkland acreage in both location and quantity to meet the range of recreational needs of existing and future residents and preserve natural resources within the City of American Canyon.**

### Objective

7.4 Develop an integrated and cohesively designed park system that is complementary to existing and proposed development and sensitive to the natural environment.

### Policies

7.4.1 Consider the following when acquiring parkland:

- The City's need for open space and recreation facilities based on current and projected open space requirements.
- The preservation of unique and valuable natural resources and the conservation of historic and cultural assets.
- The usability of proposed parklands and the ease of accessibility for future users.
- The current demands on and conditions of existing facilities.
- A balance of passive and active recreational opportunities and facilities designed to meet the existing and future needs of all user groups. (I 7.2, I 7.15, and I 7.16)

7.4.2 Limit the City's future acceptance of dedicated parkland to land that fits the character and requirements of community and/or neighborhood park areas. (I 7.4, I 7.6, and I 7.21)

7.4.3 Acquire future community and neighborhood park sites before a significant proportion of the new population to be served by the park exists. (I 7.21 and I 7.22)

7.4.4 Require that adequate development and maintenance funds are available before new parklands are acquired. (I 7.24)

7.4.5 When acquiring natural open space, such as wetlands and trail extensions, coordinate with local, regional, state and federal agencies whenever possible. (I 7.32 and I 7.33)

- 7.4.6 Pursue the acquisition of surplus federal, state, and local lands to meet present and future recreation and community service needs. (*1 7.42*)
- 7.4.7 Require that new residential subdivisions dedicate parklands within their project boundaries, unless it is the City's objective to develop a park that serves the subdivision at an alternative location as specified in the Parks and Recreation Master Plan, in which case in-lieu fees shall be provided by the developer. (*1 7.1 and 1 7.3*)
- 7.4.8 Require that new multi-family residential developments of five or more units provide recreational or open space facilities onsite and contribute fees that aid in the public development of other facilities to offset additional demands generated by their resident population. (*1 7.1 and 1 7.3*)
- 7.4.9 Require that new, large-scale commercial developments, such as the town center, provide open space facilities within the development for passive or active recreation or contribute fees for the public development of such uses. (*1 7.3 and 1 7.10*)
- 7.4.10 Cooperate with other government agencies when acquiring new parkland. (*1 7.33*)
- 7.4.11 Investigate the feasibility of transforming the American Canyon Landfill into a regional park. (*1 7.36*)
- 7.4.12 Consider the development of small public parks and nature viewing sites around the wetlands. (*1 7.4, 1 7.15, and 1 7.26*)
- 7.4.13 Encourage the development of a golf course within the City or its Sphere of Influence with reasonable access to residents. (*1 7.25*)
- 7.4.14 Explore options for acquiring a regional park trailhead that would be linked to proposed regional park facilities in Solano County. (*1 7.1 and 1 7.9*)

**Objective**

- 7.5 Equitably distribute future developed park sites to serve the greatest number of American Canyon residents.

**Policies**

- 7.5.1 Disperse park facilities and equipment; such as sports fields, basketball courts, tennis courts, swimming pools, and picnic areas; throughout the City to prevent an undue concentration at any one location. (*1 7.4*)
- 7.5.2 Locate future community and neighborhood park sites and their associated recreation facilities in accordance with the Parks and Recreation Master Plan for the City of American Canyon. (*1 7.4, 1 7.9, 1 7.21, and 1 7.22*)

## Objective

- 7.6 Provide adequate funding for parkland acquisition, improvements, and programs to help ensure timely and balanced development of parks and recreation facilities in American Canyon.

## Policies

- 7.6.1 Continue to implement a Quimby Ordinance<sup>3</sup> to provide additional parkland funding through residential development. (*I 7.3 and I 7.10*)
- 7.6.2 Fund new neighborhood parks from Quimby fees in residential areas of the City. (*I 7.3*)
- 7.6.3 Grant Quimby fee waivers only when parklands in excess of five contiguous and usable acres are received and when such waivers are determined to be in the best interest of the City's residents as determined by the Mayor and City Council. (*I 7.1 and I 7.3*)
- 7.6.4 The City shall update, as needed and appropriate, the park in-lieu fee assessed to all new development. (*I 7.3*)
- 7.6.5 Provide mechanisms by which the City may accept gifts and dedications of parks, open space, and facilities. (*I 7.11*)
- 7.6.6 Consider the use of special taxes, bonds, or assessment districts for park development and maintenance. (*I 7.9*)
- 7.6.7 Seek out and aggressively pursue all forms of federal, state, county, private foundation and endowment support to assist in the acquisition, development and programming of park and recreation resources in the City of American Canyon. (*I 7.39*)
- 7.6.8 Develop an acquisition and/or financing program for the future development of parks in order to allow the City to establish a viable park and recreation system. (*I 7.9*)
- 7.6.9 Encourage the establishment of commercial recreation facilities, such as skating rinks, that provide services and facilities that could not otherwise be provided by the City. (*I 7.14 and I 7.40*)

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<sup>3</sup> A Quimby Ordinance allows a city to accumulate funds for the provision of additional parkland through a fee linked to development and/or requires developers to directly provide new parks within the community to offset the additional recreational need created by their projects.

## **PARK DESIGN, COMPATIBILITY AND IMPROVEMENTS**

### **Goal**

**7C** Ensure that American Canyon's parks are developed so that buildings, open-air facilities, and landscaping are unified and functionally related.

### **Objective**

**7.7** Provide for the optimum functional and aesthetic integration of all recreational, environmental, cultural, and social elements into the planning and design of city parks.

### **Policies**

**7.7.1** Require that parks reflect the topography and environmental resources of the region. (*1 7.26*)

**7.7.2** Require that parks are designed as safe places for both passive and active leisure activities. (*1 7.27 and 1 7.34*)

**7.7.3** Design active parks so that they do not negatively impact adjacent residential neighborhoods. (*1 7.29*)

**7.7.4** Design and improve community and neighborhood parks according to the following:

- a. locate on collector or neighborhood streets, accessible to adjacent residential neighborhoods;
- b. site uses so that they do not adversely impact adjacent residences (e.g. locate high activity, noise generating uses away from residences);
- c. provide parking so that it does not disrupt abutting residences;
- d. design for defensible space;
- e. site parks away from high noise generators (highways) and other nuisances (i.e. power lines); and
- f. incorporate park landscape that is compatible with the landscape of adjacent areas. (*1 7.4, 1 7.5, and 1 7.28*)

## **PARK OPERATIONS AND MAINTENANCE**

### **Goal**

**7D** Ensure that City parks are properly operated and maintained in the most effective and efficient manner possible.

## **Objective**

- 7.8 Operate and maintain American Canyon's park and recreation facilities by utilizing programs that are designed for the most effective use and enhancement of park sites at the minimum possible cost.

## **Policies**

- 7.8.1 Provide opportunities for a wide variety of recreational activities and park experiences, including active recreation such as basketball, baseball, soccer and volleyball, and passive recreation such as reading and sunbathing. (*17.4*)
- 7.8.2 Ensure that park facilities are not only functional, but that they are maintainable at a reasonable cost. (*17.4, 17.5, 17.24, and 17.38*)
- 7.8.3 Encourage neighborhood groups, organizations, clubs and businesses to take a greater interest and financial responsibility in the improvement of the park and recreation system in American Canyon through the donation of goods, services, and financial support. (*17.39*)
- 7.8.4 Promote the establishment of a volunteer services program to assist City park and recreation staff, thereby stimulating more direct community involvement and reducing future staffing costs. (*17.14 and 17.40*)
- 7.8.5 The City shall periodically review its parks and recreation fee structure to make sure it is meeting established objectives. (*17.3*)
- 7.8.6 Establish that a prime measure of success in the future design and programming of community/regional park facilities is the ability of the park investment to generate revenues that help the City recover requisite operational and maintenance costs. Revenue may be generated by employing user fees and/or establishing vending operations or educational programs. (*17.4, 17.17, and 17.40*)
- 7.8.7 Restrict and control nighttime park use if adjacent residences are adversely affected by park related noise. (*17.28 and 17.34*)
- 7.8.8 Rehabilitate existing American Canyon parks based on such measures as increased public access, lower maintenance costs and increased service delivery. (*17.4, 17.5, and 17.20*)

## **Objective**

- 7.9 Foster cooperation between public and quasi-public agencies in regards to existing land resources and recreational facilities.

**Policies**

- 7.9.1 Continue to implement existing joint use agreements between the City and public agencies (e.g. school district) and seek out new opportunities to share established park and recreation resources for the common benefit of American Canyon residents. (I 7.4 and I 7.31)
- 7.9.2 Expand recreational opportunities in American Canyon by developing a community park in concert with a new middle school that may include a gymnasium, pool and other facilities, thereby providing for the joint use of this recreational facility. (I 7.4 and I 7.41)

**RECREATIONAL PROGRAMMING**

**Goal**

**7E Develop park programming that provides a variety of active and passive activities for American Canyon’s residents.**

**Objective**

7.10 Increase the community’s use of recreational spaces and encourage the creation of recreational opportunities unique to American Canyon that will contribute to tourism and economic development as well as local pride and community spirit.

**Policies**

- 7.10.1 Determine the extent to which the recreational needs of American Canyon residents are being met by the City’s facilities and programs. (I 7.37)
- 7.10.2 Encourage opportunities in American Canyon parks for participation in outdoor-oriented athletic sports, thereby increasing public involvement and enjoyment of these activities. (I 7.13)
- 7.10.3 Establish programs, activities and park facilities that help “mainstream” the specialized needs of children, the elderly, and the physically challenged into the daily provision of public recreation services and leisure opportunities in American Canyon. (I 7.12 and I 7.37)
- 7.10.4 Combine park sites that contain significant natural features with recreational learning opportunities wherever possible. For example, the City could establish a natural resources learning center near the Napa River Wetlands, as called for in Implementation Program I 8.52 of the **Natural and Historic/Cultural Resources Element**. (I 7.19, I 7.30, and I 7.43)
- 7.10.5 Incorporate day care and elder care centers into city parks where appropriate. (I 7.23)

- 7.10.6 The City should recognize and support the efforts of local groups and organizations that are providing recreational opportunities for youth. (I 7.35)

**Objective**

- 7.11 Incorporate recreational features and facilities that are responsive to the preferences of American Canyon’s resident population.

**Policies**

- 7.11.1 Develop parks that respond to the recreational preferences of those living within their proposed service areas. (I 7.6 and I 7.37)
- 7.11.2 Provide a variety of desirable amenities within recreation areas so as to accommodate persons of varying ages and people who have different leisure time interests. (I 7.13 and I 7.18)

**IMPLEMENTATION PROGRAMS**

The following programs implement the parks and recreation policies contained in the preceding subsection of this element. The capital “I” and number preceding each program are referenced by the policies that they implement.

**Codes/Ordinances**

- I 7.1 Maintain and update, as necessary, Development Code requirements (in conjunction with the development of the subdivision or zoning ordinance) to ensure that proposed residential developments provide land for public parks and recreational facilities at a ratio of five acres of parkland for every 1,000 residents.
- Responsibility:** City of American Canyon City Council  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Within 12 months of the General Plan’s adoption
- I 7.2 Update acreage and park facility requirements periodically to ensure that needs and demands are being met.
- Responsibility:** City of American Canyon Planning Department  
**Funding Source:** City of American Canyon General Fund and/or any other available funding sources approved by the City  
**Schedule:** Ongoing, as funding is available
- I 7.3 The City shall maintain the use of the Quimby Act, in-lieu fees, and developer contributions as the primary means of parks and recreation funding. As necessary, these shall be adjusted within the limits established by law. Fees shall be imposed on commercial development to the extent that direct impacts can be defined or as a condition of density or use “bonuses.” At least once every three years, the City shall evaluate whether or not the fees are adequate to support parkland programming, acquisition, and improvement goals.

**Responsibility:** City of American Canyon Public Works Department  
**Funding Source:** City of American Canyon General Fund and/or Park in-lieu fees collected from development in accordance with nexus legislation  
**Schedule:** At least once every three years

I 7.4 The City shall prepare a Parks and Recreation Master Plan that will address the following:

- current, five-year, ten-year, and twenty-year recreational needs;
- park development and design standards, including:
  - type and size (mini, neighborhood, community, and regional parks);
  - location and the equitable distribution of parks;
  - relationship to adjacent properties and community facilities;
  - provision and design of recreational facilities;
  - landscaping;
  - energy and water conservation;
  - maintenance standards, etc.;
- joint use and/or development agreements;
- park improvements, including:
  - existing sites to be improved or expanded;
  - locations for future park acquisition by type of park;
  - facilities and programs to be provided at each site;
- individual park master plans, as described in Implementation Program I 7.5;
- the timing and phasing of park acquisition and improvements;
- costs for parks acquisition and improvements, including funding sources; and
- implementation priorities.

**Responsibility:** City of American Canyon Public Works Department and City Council  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Within 18 months of the General Plan's adoption

I 7.5 The City shall prepare master plans for each park and recreation open space element. These plans shall incorporate the elements discussed in the Citywide Parks and Recreation Master Plan, with particular emphasis placed on the location of outdoor and indoor facilities, such as athletic fields, basketball courts, swimming pools, passive recreation elements (e.g., park benches and picnic facilities), and public parking. Landscape and irrigation plans as well as "transition measures" utilized between the park and adjacent land uses will also be incorporated into these plans. Furthermore, the design of each park shall reflect and be sensitive to the natural characteristics of the site, including topography, drainage, vegetation, and environmental habitat. Local community groups shall be involved in the preparation of each plan.

**Responsibility:** City of American Canyon Public Works Department  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Ongoing, as required

I 7.6 The City shall periodically update the Parks and Recreation Master Plan and the Trails Master Plan to ensure that existing facilities meet the needs of the City as it changes and grows.

**Responsibility:** City of American Canyon Public Works Department  
**Funding Source:** City of American Canyon General Fund, development fees, and/or other available funding sources approved by the City  
**Schedule:** Every five (5) years, as needed or as funding permits

I 7.7 The City shall prepare a Trails Master Plan that will address the following:

- trail development and design standards, including:
  - location;
  - construction standards;
  - relationship to adjacent land uses (particularly housing);
  - ability of trail to link different parts of the community;
  - requirements for large scale developments to incorporate trail networks into their interior circulation systems;
- joint maintenance agreements;

- the timing and phasing of trail acquisitions and improvements;
- costs for trail acquisition and improvements, including funding sources; and
- implementation priorities.

**Responsibility:** City of American Canyon Public Works and Planning Departments and City Council  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Within 18 months of the General Plan's adoption

17.8 The City shall continue to work with the Bay Area Ridge Trail Council to establish a 400 mile regional, multi-use trail consistent with the BARTC's trail planning criteria. The Ridge Trail will traverse the ridge tops surrounding San Francisco Bay, connecting the Bay Area's parks and open spaces, serving the citizens of each community through which it passes. Within the American Canyon Urban Limit Line, the City shall work with the BARTC to facilitate a trail connection from the American Canyon community to the Bay Area Ridge Trail along the Napa-Solano border and connecting to the Lynch Canyon Open Space area in Solano County.

**Responsibility:** City of American Canyon Public Works and Planning Departments and City Council  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Within 18 months of the General Plan's adoption

17.9 Establish and implement a parkland acquisition program, independent of development driven parkland acquisition activities, to meet current and future park and recreation needs. Such a program shall:

- a. Identify potential park sites by monitoring real estate activity in the city. When a site is on the market, the City should consider its appropriateness for use as a mini-park or, if contiguous with existing parks, as an extension of that park. Consideration should be given to the following:
  - (1) configuration and usability for parkland;
  - (2) costs of acquisition and improvements;
  - (3) availability of revenue;
  - (4) compatibility with adjacent uses;
  - (5) loss of housing units;
  - (6) significance of existing structures as architectural or historic resources; and
  - (7) site accessibility.

Public hearings shall be conducted when a site is being considered for park use.

- b. Establish a trust fund to pay for the acquisition and development of new parks with the funds being derived from the following sources:
  - (1) General revenue funds;
  - (2) Tax increment fund (in Redevelopment Project Areas);
  - (3) Developer assessments (through use of the Quimby Ordinance and exactions of commercial developments);
  - (4) Business or fund-raising contributions;
  - (5) Mello-Roos Community Facilities Act;<sup>4</sup>
  - (6) Special taxes;<sup>5</sup>
  - (7) Benefit assessment districts;<sup>6</sup>
  - (8) Facilities bonding; and
  - (9) State and Federal grants or loans.
- c. Utilize the funds to acquire and develop sites identified above and/or historically and architecturally significant structures adjacent to parks that can be adaptively reused for public facilities.

**Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Within 12 months of the General Plan's adoption

- I 7.10 Include a requirement in the new Zoning Ordinance that all development projects provide onsite, pedestrian-oriented open space facilities or pay in-lieu fees for similar facilities sited nearby.  
**Responsibility:** City Planning Department and City Council

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<sup>4</sup> The Mello-Roos Community Facilities Act of 1982 authorizes local governments to levy special taxes within newly created Community Facilities Districts. The Act also authorizes local governments to issue bonds backed by these special taxes. Funds may be used to pay for capital facilities, including parks. Community Facilities Districts are established by a two-thirds vote of the residents of the proposed district.

<sup>5</sup> Special taxes are taxes collected and earmarked for a special purpose, such as a particular kind of service or facility, rather than being deposited in the general fund. For capital acquisition, such as parkland, the Mello-Roos Act (see Ch.9a1.3) provides the most practical way to levy a special tax. Under Proposition 13, the levy of a special tax requires support from two-thirds of the effected voters.

<sup>6</sup> Special assessments are levied for local improvements that directly benefit specific real property, against the property owners who benefit from those improvements. Special assessments are not taxes and do not require a two-thirds vote of the electorate, as do special taxes.

**Funding Source:** City of American Canyon General Fund  
**Schedule:** Within 12 months of the General Plan's adoption

- 17.11 As an incentive for obtaining additional funding for park improvements, devise mechanisms for receiving tax deductible contributions, which may include the donation of equipment and facilities.

**Responsibility:** City of American Canyon Public Works Department  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Within 24 months of the General Plan's adoption

- 17.12 Provide barrier-free access to all American Canyon facilities as mandated by the Americans with Disabilities Act.

**Responsibility:** City of American Canyon Public Works Department.  
**Funding Source:** City of American Canyon General Fund and/or application fees  
**Schedule:** Ongoing, as project applications are submitted

#### **PARK DEVELOPMENT GUIDELINES**

- 17.13 Provide an appropriate number and variety of sports fields and other recreational amenities in American Canyon Parks to meet the needs/demands of the community.

**Responsibility:** City of American Canyon Department of Public Works and Planning Department  
**Funding Source:** Planning and Design: City of American Canyon General Fund, redevelopment tax increment revenue and/or development application fees  
Construction/Implementation: development conditions or fees, redevelopment tax increment revenue, and/or Mello-Roos, or other assessment district  
**Schedule:** Ongoing or as funding permits

- 17.14 Develop planning guidelines or incentives that encourage industrial and office park developments to provide athletic clubs and other applicable outdoor recreation or open space facilities specifically targeted toward their day use working population base.

- Responsibility:** City of American Canyon Planning Department  
**Funding Source:** City of American Canyon General Fund and/or development application fees  
**Schedule:** Within 24 months of the General Plan's adoption, or as funding permits.
- I 7.15 Emphasize the protection, enhancement and sensitive development of park and open space areas that possess great scenic, environmental, historic, and cultural values.
- Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund and/or development application fees  
**Schedule:** Ongoing as project applications are submitted
- I 7.16 Ensure that park sites have numerous access points to various roads, paths and trails.
- Responsibility:** City of American Canyon Public Works Department  
**Funding Source:** City of American Canyon General Fund and/or development application fees  
**Schedule:** Ongoing as project applications are submitted
- I 7.17 The City shall conduct a cost/benefit analysis prior to acquiring any new parklands.
- Responsibility:** City of American Canyon Finance Department  
**Funding Source:** City of American Canyon General Fund and/or development application fees  
**Schedule:** As new parkland acquisitions are proposed
- I 7.18 Balance the distribution of active and passive spaces in the City's parks.
- Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund and/or application fees  
**Schedule:** Ongoing as parks are developed
- I 7.19 Use the standards, criteria and park classification system established in the Parks and Recreation Master Plan when determining the proper location for and development character of educational facilities and/or programs within the citywide park system.
- Responsibility:** City of American Canyon Planning Department

- Funding Source:** City of American Canyon General Fund and/or application fees  
**Schedule:** Ongoing, as funding is available
- I 7.20 Implement park rehabilitation and restoration recommendations emphasized in the Parks and Recreation Master Plan.
- Responsibility:** City of American Canyon Public Works Department  
**Funding Source:** Planning and Design: City of American Canyon General Fund, redevelopment tax increment revenue, and/or development application fees  
Construction/Implementation: development conditions or fees, redevelopment tax increment revenue, and/or Mello-Roos or other assessment district  
**Schedule:** Ongoing, as funding permits
- I 7.21 Future park sites should adhere to the sequence set forth in the Implementation and Prioritization section of the Parks and Recreation Master Plan, applicable specific plans and/or development agreements.
- Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund development condition or fees, and/or other available funding sources approved by the City  
**Schedule:** Ongoing, as funding is available
- I 7.22 Development of new neighborhood and community parks shall be considered essential public improvements. Furthermore, they shall be constructed in the same sequence as the initial construction of roads and utility systems serving new residential areas of the City.
- Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund development condition or fees, and/or other available funding sources approved by the City  
**Schedule:** Ongoing, as funding is available
- I 7.23 The City shall incorporate day care and elder care centers into parks that are considered appropriate locations for such facilities. These centers shall be sited according to need, accessibility, cost considerations and design constraints in addition to any other factors deemed important.
- Responsibility:** City of American Canyon Planning and Public Works Departments

- Funding Source:** City of American Canyon General Fund  
**Schedule:** As funding permits
- I 7.24 The City shall ensure that sufficient maintenance, development and staffing funds are both available and earmarked for new parkland before it is acquired.
- Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** As funding permits
- I 7.25 The City shall encourage the development of a golf course within the City and its Sphere of Influence by working with the development community and property owners.
- Responsibility:** City of American Canyon Planning Department  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Ongoing, until project is underway
- I 7.26 The design of new parks and the renovation of existing parks shall adhere to the policies and guidelines established in the Aesthetic and Biological Resources sections of the **Natural and Historic/Cultural Resources Element**.
- Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Ongoing
- I 7.27 The City shall incorporate design features such as adequate lighting and state of the art playground equipment to make American Canyon's parks as safe as possible.
- Responsibility:** City of American Canyon Public Works Department  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Ongoing
- I 7.28 Establish standards for a park defensible space ordinance (i.e. physical design characteristics that minimize criminal activity) and coordinate with the Sheriff's Department to ensure design review of park development plans.
- Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Within 18 months of the General Plan's adoption

17.29 Parks shall be designed so that active uses are buffered or set back from adjacent residential uses.

**Responsibility:** City of American Canyon Public Works Department  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Ongoing

**AGENCY AND PUBLIC/PRIVATE COOPERATION**

17.30 Work with other local and regional government entities to evaluate the feasibility of establishing a nature center and/or other such educational/recreational amenities in American Canyon.

**Responsibility:** City of American Canyon Planning Department  
**Funding Source:** State and Federal grants, special assessment fees and/or general fund  
**Schedule:** As funding permits

17.31 Improve and modify the existing joint use facility agreements with school districts and other agencies to allow for the enhanced use of public facilities for the various joint use proposals contained in the Parks and Recreation Master Plan.

**Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund and/or development application fees  
**Schedule:** Ongoing, as funding is available

17.32 Coordinate with the appropriate local, county and state agencies to ensure the proper protection, maintenance, and/or enhancement of the City's open space and recreational resources.

**Responsibility:** City of American Canyon Planning Department  
**Funding Source:** City of American Canyon General Fund and/or development application fees  
**Schedule:** Ongoing, as funding is available

17.33 The City shall coordinate its park acquisition activities with other government agencies.

**Responsibility:** City of American Canyon Planning Department in cooperation with Napa County, state government agencies and other local governments  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Ongoing, as required

I 7.34 Continue and enhance cooperation between the Director of Public Works and the Sheriff's Department regarding park and trail safety.

**Responsibility:** City of American Canyon Planning and Public Works Departments in cooperation with the Napa County Sheriff's Department

**Funding Source:** City of American Canyon General Fund

**Schedule:** Ongoing

I 7.35 Cooperate with organizations and/or groups that provide recreational opportunities for American Canyon's young people (e.g. the Boys and Girls Club, YMCA, etc.) to ensure that the widest array of services are provided within the City.

**Responsibility:** City of American Canyon Planning Department

**Funding Source:** City of American Canyon General Fund

**Schedule:** Ongoing

#### DATA COMPILATION AND SPECIAL STUDIES

I 7.36 The City shall undertake a study as part of the Parks and Recreation Master Plan that investigates the feasibility of transforming the American Canyon Landfill into a Regional Park.

**Responsibility:** City of American Canyon Planning and Public Works Departments in cooperation with South County Waste Management Authority and other appropriate government agencies

**Funding Source:** City of American Canyon General Fund

**Schedule:** Within 18 months of the General Plan's adoption

I 7.37 Conduct a parks and recreation user survey to provide direction for future parks and recreation policy development. In addition to evaluating the desirability of various existing and proposed services and facilities, this survey should address such issues as the need for providing after school and summer recreation programs for children, and the degree to which programs for the elderly and the physically challenged need to be expanded or created.

**Responsibility:** City of American Canyon Planning or Public Works Department

**Funding Source:** City of American Canyon General Fund and/or development application fees

**Schedule:** Within 24 months of the General Plan's adoption or as funding permits

- I 7.38 Conduct a periodic in-house review and evaluation of park facilities in order to achieve the most efficient use of park operation and maintenance funds.
- Responsibility:** City of American Canyon Planning and Public Works Departments
- Funding Source:** City of American Canyon General Fund and/or development application fees
- Schedule:** Annually, or as funding is available
- I 7.39 Consider establishing a non-profit foundation to solicit private organizations to sponsor public recreation activities, supply equipment and uniforms, donate facilities in parks, etc., and to act as a vehicle to provide clear tax advantages to donors and contributors of funds and resources.
- Responsibility:** City of American Canyon
- Funding Source:** City of American Canyon General Fund and/or development application fees
- Schedule:** Within five years of the General Plan's adoption, or as funding permits
- I 7.40 Identify those prime park sites and proposed recreation facilities that can be better operated by private investors/operators, and solicit proposals from qualified entities for development and management thereof.
- Responsibility:** City of American Canyon Planning, Public Works, and Finance Departments
- Funding Source:** City of American Canyon General Fund development condition or fees, and/or other available funding sources approved by the City
- Schedule:** As necessary, or when funding is available
- I 7.41 The City shall conduct a Parks and Recreation Master Plan Special Study in cooperation with the Napa County School Board, in order to determine the appropriate location for a pool and/or gymnasium that can be shared by a new middle school.
- Responsibility:** City of American Canyon Planning and Public Works Departments
- Funding Source:** City of American Canyon General Fund
- Schedule:** Within 24 months of the General Plan's adoption
- I 7.42 The City shall maintain an inventory of surplus state, county and local land that exists within the City and its Planning Area and, as funding is available, purchase and acquire those parcels that are appropriate for recreational purposes. When purchase is not possible, consider the negotiation of long-term lease agreements to provide park and recreational facilities.

**Responsibility:** City of American Canyon Planning and Public Works Departments  
**Funding Source:** City of American Canyon General Fund  
**Schedule:** Within 24 months of the General Plan's adoption

## EDUCATION

17.43 Establish cooperative, interpretive, historical and environmental education programs utilizing various natural and cultural resources found in American Canyon.

**Responsibility:** City of American Canyon Planning Department in cooperation with the Napa County School District  
**Funding Source:** City of American Canyon General Fund and/or development application fees  
**Schedule:** Within five years of the General Plan's adoption or as funding permits

## Related Policies from Other Sections of the General Plan

In addition to the Parks and Recreation Element, there are policies and information pertaining to parks and recreation facilities included in other sections of the General Plan. Excerpts are as follows:

The General Plan states that distinct neighborhoods and districts should be interlinked to convey the sense of a cohesive city. This may be accomplished by the use of unifying visual elements and pedestrian and bicycle paths. In addition, key open spaces will be linked with one another by continuous green belts incorporating pedestrian and biking trails along natural drainages and utility easements. This will facilitate open space and recreational access for residents.

**Policy 1.1.5** Provide adequate open space and recreational facilities to ensure quality environment for American Canyon's residents.

**Policy 1.4.4** Establish the following as the principal centers of community activity and identity in American Canyon (I. Community Schools and Parks to be distributed throughout the Residential Communities, including a new middle school at American Canyon Community Park.)

**Policy 1.11.8** Require that any lands proposed for dedication to the City (parks, schools, etc.) be usable and appropriate for the intended use and a source of funds to maintain the area be confirmed to ensure that inappropriate costs are not shifted to the City.

**Policy 1.12.1** Accommodate the development of parks, schools, libraries, community meeting facilities, religious facilities, and similar community – serving uses in all residential areas, provided that they are compatible with the intended residential function and subject to City review and approval.

It should be noted the General Plan also called for a comprehensive, citywide Parks and Recreation Master Plan to be created.

## EXHIBIT “B”

### CITY MUNICIPAL CODE SECTIONS RELATED TO PARKS AND RECREATION

The purpose of Municipal Code Chapter 15.08, entitled Park and Civic Facilities Development Impact Fees, is to establish development impact fees for parks and civic facilities fees to defray the actual cost of constructing improvements to mitigate impacts resulting from new development.

Chapter 18.44, entitled Land Dedicated for Park and Recreation Purposes, focuses on the dedication of land, the relationship of land required to population density, population density determination, in lieu fee for developments not required to provide land, and dedication procedures. The Chapter spells out the process for determining whether a developer must dedicate land or pay the in lieu fee.

Chapter 2.29 of the Municipal Code established the Parks and Community Services Commission to serve in an advisory capacity to the Community Services Department and the City Council. The Code states that the functions, powers and duties of the Parks and Community Services Commission shall include review of issues referred to the Commission by the City Council, the City Manager, the Community Services Department, or residents or organizations of the City; to provide advice, comment and make recommendations regarding such issues as requested; to organize or facilitate community benefit activities or functions; and other duties as assigned by the City Council.

On September 1, 2005, City Council passed Resolution 2005-83. The Resolution states that the City supports efforts to preserve and enhance open space in and around American Canyon and established an Open Space Advisory Committee pursuant to the American Canyon Municipal Code Chapter 2.28 (Boards and Commissions Generally).

**EXHIBIT "C"**

**MAP**

**AMERICAN CANYON PARKS**





EXHIBIT "C"

CITY OF AMERICAN CANYON

PARKS, RECREATION  
FACILITIES and  
TRAIL AREAS

APRIL 2012

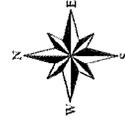
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American Canyon Parks

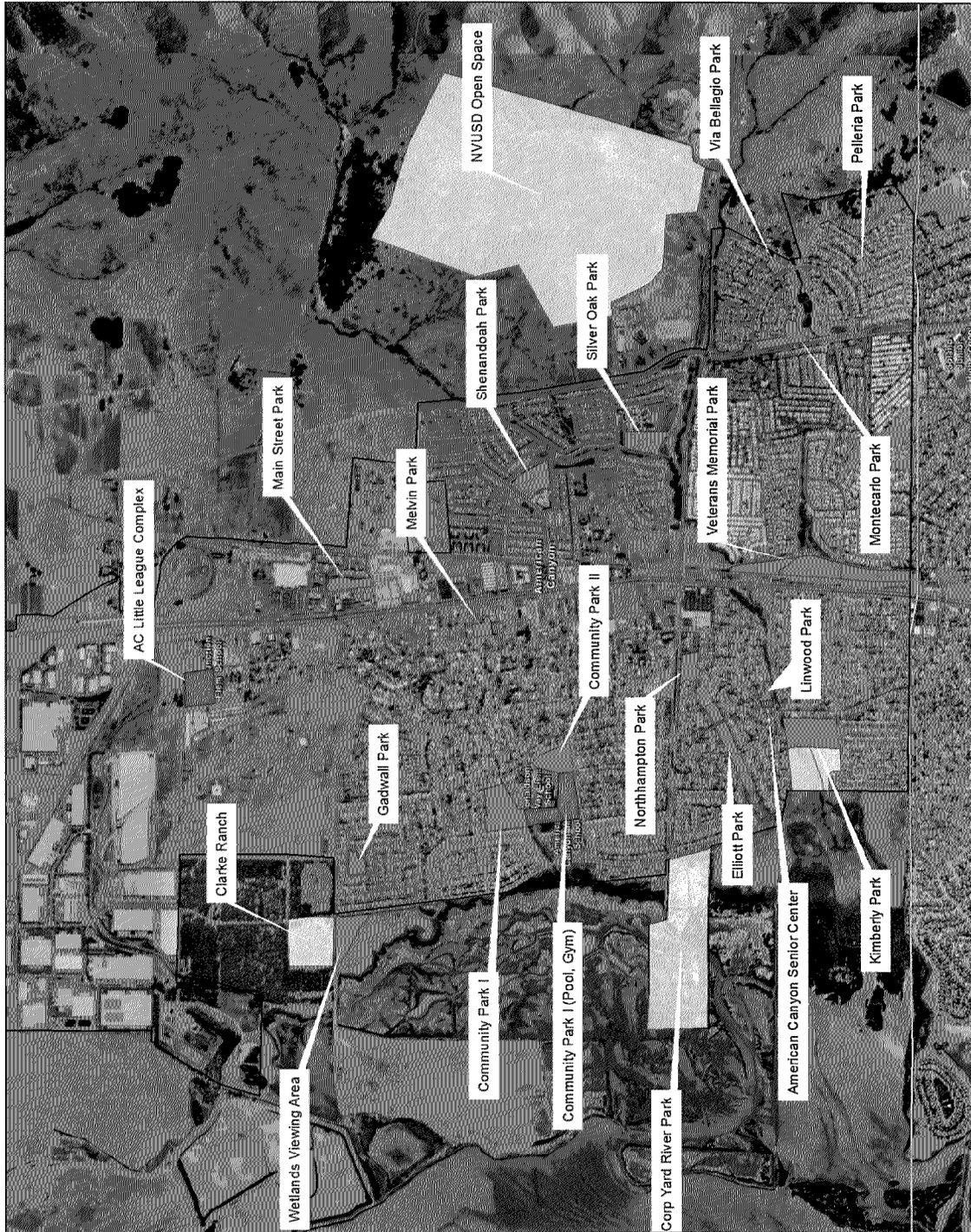
Type

- Park
- Potential
- Recreation Facility
- City Limits

1:20,000



Map created April 10, 2012  
AC GIS/C. Hays - hays@ac.gov



**EXHIBIT "D"**

**MAP**

**DISTANCE FROM  
AMERICAN CANYON PARKS  
½ MILE RADIUS**



# EXHIBIT "D"

## CITY OF AMERICAN CANYON DISTANCE FROM CITY PARKS ONE-HALF MILE RADIUS

APRIL 2012

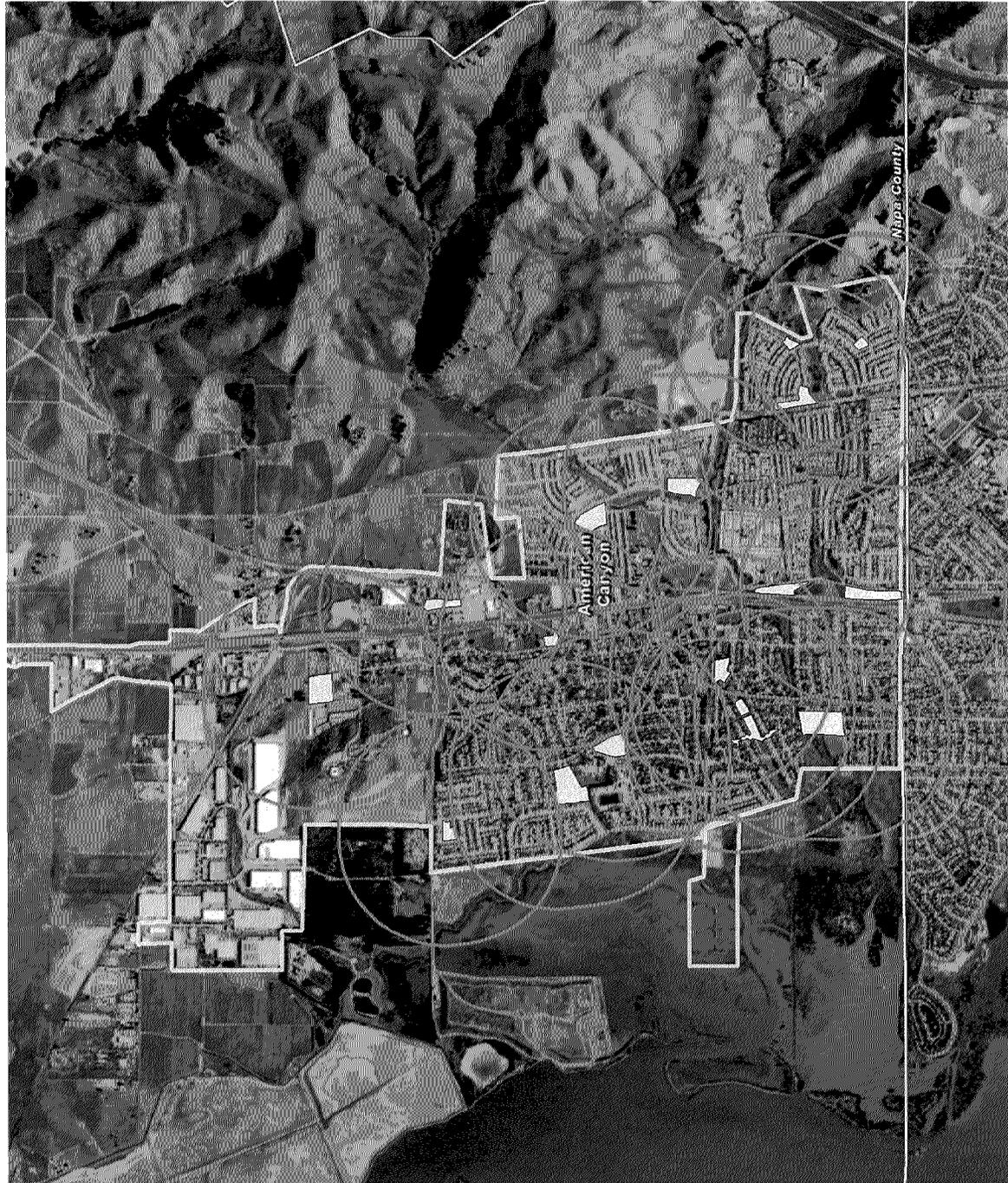
**Legend**  
**Half Mile Radius**  
Type

	.5 mile buffer
	Park
	City Limits

1:31,128



Map Created in ArcGIS 10 - State Plane NAD83.  
AC OSAC RMyers - Exhibit\_D\_11x1710d.mxd



## EXHIBIT “E”

### PARK AND LANDSCAPE MAINTENANCE STANDARD

CITY OF AMERICAN CANYON

**PARKS AND LANDSCAPING  
MAINTENANCE STANDARDS**

**I. PARKS AND LANDSCAPING: GENERAL STANDARDS**

**A. Grounds**

1. Grounds are mowed and trimmed.
2. Park is free of litter, debris, and hazards.
3. Parking lots are clean and striped (if applicable).

**B. Turf**

1. Turf has a healthy dense stand of grass and coverage is no less than 85% of the playable area.
2. Appropriate turf for type of park.
3. Play area has a uniform surface.
4. Turf is mowed at the appropriate height for the type of turf used, the season, and the type of field use, with the appropriate type and size mower.
5. Turf is free of any litter or debris.
6. Turf shall be edged bi-weekly or as needed, edging shall be done with solid blade edgers.
7. Chemical edging may be used around trees, shrubs signs, light poles and valve boxes. Extreme caution must be used while chemically edging.

**C. Ornamental Plants**

1. Plants are healthy.
2. Plant beds are free of litter, debris, and weeds.
3. Plant selection is appropriate for season and area usage.
4. Plants are maintained in accordance with approved methods as defined by "Sunset Western Garden Book".
5. Replacement plants are from city approved plant list.

**D. Trees**

1. Trees are healthy
2. Tree rings do not exceed drip line
3. Lower limbs over paths must be above seven feet
4. Suckers are removed in accordance with ASA practices and *ARE NOT TO BE TREATED WITH HERBICIDES.*
5. All pruning shall be done in accordance with ASA practices
6. Mulch shall not exceed 3" in depth and shall not contact trunk.
7. Weed eating tree rings shall be done with extreme caution, staying at minimum six inches from trunk.

#### **E. Irrigation (turf)**

1. Irrigation system is operational with complete uniform coverage.
2. System is free of leaks.
3. Heads are installed according to intended use.
4. Heads are properly adjusted with rotations and arcs set to reduce water run off.
5. Systems are set to run at specific times to minimize water evaporation and waste.
6. Compliance with State ordinances regarding reclaimed water use will be documented.

#### **F. Irrigation (landscape)**

1. Irrigation system is fully operational with complete uniform coverage.
2. System is free of leaks.
3. Heads are installed according to intended use.
4. Heads are properly adjusted with rotations and arcs set to reduce water run off.
5. Systems are set to run at specific times to minimized water evaporation and waste.
6. Compliance with state ordinances regarding reclaimed water use will be documented.

#### **G. Pest Control**

1. All pest control shall be done in accordance with California Department of Agriculture rules and regulations.
2. An effort will be made to use least toxic methods and Integrated Pest Management will be considered.

#### **H. Signage**

1. Park identification signs are secure and properly installed in a noticeable location.
2. Handicap parking signs are secure, visible, and to code.
3. Park rules signs are secure and in a noticeable location.
4. Restroom signs are secure and visible.
5. Signs are clean, painted, and free of protrusions.

#### **I. Walkways**

1. Walkways have a uniform surface, are level with the ground, and free of trip hazards.
2. Walkways are free of litter and debris.
3. Walkways meet the Americans with Disabilities Act requirements.
4. Walkways have unobstructed accessibility, i.e. free from low and protruding limbs, guide wires, etc.
5. Walkways are neatly edged.
6. Walkways are clear of weeds and grass growth in cracks and expansion joints.

#### **J. Trash Receptacles**

1. Receptacles are clean and free of graffiti.
2. Receptacles are free of damage or missing parts.
3. Hardware for receptacles is intact.
4. Concrete receptacles are intact and free of cracks or damage.
5. Roll-off containers and dumpsters are placed in less intrusive areas.
6. Area around trash receptacles is clean and free of trash, debris and weeds.
7. Area around roll-off containers and dumpsters is clean and free of trash and debris.

## **K. Fencing**

### *Ornamental Steel Fencing*

1. Hardware is intact.
2. Fences are properly installed and anchored.
3. Support rails are properly connected and straight.
4. Bolts or screws are flush with the surface with no exposed sharp points.
5. Fencing is free of rust and properly painted.
6. Fence is straight with no excessive bends.
7. Gates and latches are operational.

### *Chain Link Fencing*

1. Fencing material is galvanized chain link and is the appropriate gauge wire for specified use.
2. Hardware is intact.
3. Fences are properly installed and anchored.
4. Support rails are properly connected and straight.
5. Bolts or screws are flush with the surface with no exposed sharp points.
6. Fencing is free of holes and protrusions.
7. Fabric is straight and free of bending or sagging.

### *Wood Fencing*

1. Fences are intact, structurally sound, and free of deterioration.
2. Nails, bolts, or screws are flush with the surface with no exposed sharp points.
3. Fences have no excessive cracks or splintering.

## **L. Lights**

1. 90% of security and facility lights are operational.
2. Electrical systems and components are operational and in compliance with appropriate building codes.
3. No electrical conducting wires are exposed.
4. Electrical components are operational, properly installed, and secured.
5. Ballast boxes and components are properly installed and secured.
6. Lights provide uniform coverage on facilities and fixtures are adjusted to eliminate dark or blind areas.

## **M. Bridges**

1. Bridges have a uniform surface and are free of trip hazards.
2. Lumber is structurally sound, free of cracking, deterioration, and splintering.
3. Bridges comply with the Americans with Disabilities Act requirements.
4. Bridges have handrails intact and handrails are properly installed and anchored.
5. Bridges are free of litter, graffiti and debris.

## **N. Drinking Fountains**

1. Fountains are accessible and operational. The water pressure shall be adjusted so the spout will provide a flow of water at least 4 inches high, but not shoot beyond the basin.
2. Fountains are in appropriate locations.
3. Fountains are in compliance with the Americans with Disabilities Act.
4. Fountains are installed on solid surfaces and free of standing water and debris.

## II. PAVILIONS, SHELTERS & PICNIC AREAS

### A. Pavilions

1. Pavilions comply with the Americans with Disabilities Act requirements.
2. Pavilions are clean, sanitary, and free of graffiti.
3. If applicable, electrical outlets and lights are operational and in good condition and comply with current building codes.
4. Pavilions are structurally sound, cleanly painted with no rotten lumber or rusted metal and no loose siding or loose shingles.
8. Water faucet and hose bib connections are operational.
9. Signage with reservation information is in a noticeable location.
10. Pavilion grounds are mowed, trimmed, and free of litter, debris and hazards.
11. Vegetation around pavilions is trimmed back to reduce hazards and does not impede entry and regress.

### B. Shelters

1. Shelters comply with the Americans with Disabilities Act requirements.
2. Shelters are clean, sanitary, and free of graffiti.
3. Lights and electrical outlets are operational and comply with current building codes.
4. Shelters are structurally sound, cleanly painted with no rotten lumber or rusted metal and no loose siding or loose shingles.
5. Water faucets and hose bibs are operational.
6. Signage with reservation and rules information and emergency telephone numbers is in a noticeable location.
7. Grounds around shelters are mowed and trimmed and free of litter, debris, and hazards.
8. Vegetation around shelters is trimmed back to reduce hazards and does not impede entry and regress.

### C. Tables

1. Tables are clean, free of rust, mildew, and graffiti.
2. Table hardware is intact.
3. Table frames are intact and slats are properly secured.
4. Table seats and tops are smooth with no protrusions and have no exposed sharp edges or pointed corners.

### D. Grills

1. Grills are operational and free of rust and metal deterioration.
2. Grills are clean and free of grease build-up.
3. Grill racks are operational and secure to main body.
4. Grills are properly anchored to reduce hazards and theft.
5. Underbrush, low limbs, and debris are cleared away from grill area to reduce possible fire hazard.

### E. Trash Receptacles

1. Receptacles are clean and free of graffiti.
2. Receptacles are free of damage or missing parts.
3. Hardware for receptacles is intact.
4. Concrete receptacles are intact and free of cracks or damage.

5. Roll-off containers and dumpsters are placed in less intrusive areas.
6. Area around trash receptacles is clean and free of trash, debris and weeds.
7. Area around roll-off containers and dumpsters is clean and free of trash and debris.

#### **F. Restrooms/Portables**

1. Restrooms are clean, sanitary, and properly stocked with paper products.
2. Lights and ventilation systems are operational.
3. Toilets, water faucets, stall doors, and hand air dryers are operational.
4. Restrooms are free of graffiti.
5. Restroom doors are properly marked according to gender.
6. Restrooms have clean trash receptacles.
7. Restroom doors and locks are operational.
8. Restrooms are in compliance with the Americans with Disabilities Act.

### **III. PLAYGROUNDS**

#### **A. Play Equipment**

1. Play equipment and surrounding play areas meet ASTM and National Playground Safety Institute standards.
2. Play equipment and hardware is intact.
3. Play equipment is free of graffiti.
4. Age appropriateness for the play equipment is noted with proper signage.
6. Playgrounds will be visually inspected weekly; documented inspections will be on a bi-weekly basis.

#### **B. Surfacing**

1. Fall surface is clean, level, and free of litter and debris.
2. Fall surface meets ASTM and National Playground Safety Institute standards.
3. Fall surface is well drained.
4. Rubber cushion surfaces are free of holes and tears.
5. Rubber cushion surfaces are secure to the base material and curbing.

#### **C. Borders**

1. Playground borders are well defined and intact.
2. Playground borders meet ASTM and National Playground Safety Institute standards.

#### **D. Benches**

1. Hardware is intact and structurally sound.
2. Nails, bolts, or screws are flush with the surface.
3. Seats and backing are smooth with no protrusions and have no exposed sharp edges or pointed corners.
4. Benches are graffiti free.

## IV. TENNIS COURTS

### A. Surfacing

1. Surface is smooth, level, and well drained with no standing water.
2. Surface is free of large cracks, holes, and trip hazards.
3. Surface is painted and striped in accordance with the United States Tennis Association court specifications.
4. Worn painted surfaces do not exceed 20% of total court surface.
5. Surface is free of litter, debris, gravel and graffiti.

### B. Nets

1. Nets are free from tears and frays.
2. Nets are properly installed and secured to support poles.
3. Nets have center straps installed at the regulated height and are anchored to the court.
4. Support poles have hardware intact, properly anchored, and installed.

### C. Fencing

1. Fencing material is galvanized chain link and is the appropriate gauge wire for specified use.
2. Fencing material is properly secured to support rails.
3. Support rails are properly connected and straight.
4. Fencing is free of holes, protrusions, and catch points.
5. Fabric is straight and free of bending or sagging.
6. Gates and latches are operational.
7. Where fitted, windscreens are secured to the fencing and are free of tears and holes.

## V. BASKETBALL COURTS

### A. Surfacing

1. Surface is smooth, level, and well drained with no standing water.
2. Surface is free of large cracks, holes, and trip hazards.
3. Surface is painted and striped as per court specifications.
4. Worn painted surfaces do not exceed 20% of total court surface.
5. Surface is free of litter, debris, gravel, and graffiti.

### B. Goals and Backboards

1. Goals and backboards are level with hardware intact.
2. Goals and backboards are painted.
3. Nylon nets are properly hung and are not torn or tattered.
4. Support poles are secure in the ground and straight.

## VI. ATHLETIC AREAS

1. Athletic field areas are free of litter and debris.
2. Areas are mowed at the appropriate height for the type of turf and the sport being played and are trimmed.
3. Area has a uniform surface
4. Areas have clean trash receptacles present that are in good condition.

5. Soccer goals are properly installed and anchored.
7. Soccer goal frames show no excessive bending.
8. Soccer nets, when provided by the City, are in good condition and free of holes, tears, and fraying which would allow a soccer ball to pass.
9. Baseball backstops are properly installed, anchored, and in good sound condition.
10. Support poles and railings are straight and properly connected.
11. Backstop fencing is galvanized chain link and is the appropriate gauge wire.
12. Backstop fencing is properly installed to support rails and is free of bending and sagging.
13. Backstop fencing is free of holes and protrusions.
14. Bleacher hardware is intact.
15. Bleacher bracing is tightly connected.
16. Bleacher seating surface is clean, smooth, and free of protrusions and have no exposed sharp edges or pointed corners.

## **VII. COMMUNITY POOL**

1. Daily water chemistry tests
2. Check operating system
3. Document all findings
4. Assure chemical inventory is adequate
5. Conduct maintenance on systems and pool deck
6. Raise and lower and lower the air inflated dome as scheduled
7. Respond to emergency mechanical or pool chemistry situations.

## **VIII. SET UPS**

1. Set up Council Chambers for various meetings, trainings and assemblies.
2. Set up for special events: Friday Nights at the Plaza, Recognition Ball, Grand Openings, senior gatherings, etc.
3. Set up configurations based on type of activity and anticipated attendance. Event coordinator will provide information regarding the set up configuration.

Note: Special thanks to College Station, Texas, for providing the initial template for our parks maintenance standards.

**Maintenance  
Performance  
Standard**

DAILY BI-WEEK WEEKLY 2X-MO. MTHLY QTRLY X-YR. AS REQ. COMMENTS

	DAILY	BI-WEEK	WEEKLY	2X-MO.	MTHLY	QTRLY	X-YR.	AS REQ.	COMMENTS
SITE SERVICED		X							
INSPECT. MEETING						X			
LAWN									
FERTILIZER						X			
AERATING							1-2		Twice per year for sports fields, once for others
RESEEDING								X	
CHEMICAL EDGE								X	
MECH EDGE			X						
GROUND COVER									
FERTILIZER						X			
WINTER MOW								X	
SHRUBS									
FERTILIZER						X			
PRUNE								X	
CULTIVATE								X	
TREES									
FERTILIZER						X			
PRUNE								X	
LEAF PICKUP								X	
WEED CONTROL			X						

**EXHIBIT "F"**

**JANITORIAL STANDARDS**

## SCOPE OF WORK AND STANDARDS OF PERFORMANCE AND GENERAL PROVISIONS

### FLOORS

1. Vacuum all carpets and floor mats taking care to remove staples and paperclips, cleaning edges and under furniture. **Daily**
2. Spot clean carpets. **As Needed**
3. Sweep and mop all bare floors, taking care to clean the corners and edges, remove scuff marks on floors and kickboards, including floors in elevators. **Daily**

### OFFICE AND PUBLIC SPACES

1. Empty all trash cans and install new liners. Wet spills in cans shall be cleaned as necessary. **Daily**
2. Trash bags will be disposed of in bins or dumpsters located on or near site. **Daily**
3. Recycle containers will be emptied into recycle bins located on site. **Daily**
4. Dust desk tops, shelves, tops of file cabinets, and tables without disturbing any computers, folders or paperwork. **Daily**
5. Wipe top caps of system furniture. **Daily**
6. Remove interior cobwebs from lights and ceilings. **As Needed**
7. Wipe smudges and fingerprints from counters and door jambs. **Daily**
8. Clean interior windows in customer areas and conference rooms. **As Needed**
9. Clean and sanitize water fountains. **Daily**
10. Wipe clean and sanitize elevator walls and control panels. **Daily**
11. Dust blinds and mini-blinds. **Weekly**

### KITCHENS AND RESTROOMS

1. Clean and sanitize sinks, fixtures, toilets and urinals. **Daily**
2. Remove smudges and water spots from surfaces and stainless steel. **Daily**
3. Refill soap and paper dispensers. **Daily**
4. Clean mirrors and wipe partitions. **Daily**
5. Dispose of sanitary waste properly and reline receptacles. **Daily**
6. Empty all trash cans and install new liners. **Daily**

### COMMUNITY CENTER GYM

1. The process to clean the wood basketball court floor and stage includes sweeping the floor with a dust mop, spot cleaning soiled and sticky areas and mopping the floor with a solution specifically formulated for wood gym floors. The mop bucket must be dumped and refilled repeatedly during the course of mopping the gym floor. The condition of the floor will dictate the number of times that the mop bucket will need to be dumped and refilled.
2. Cleaning the Community Center Gym also entails emptying trash cans, installing new liners, cleaning the hallway floor, and cleaning two restrooms.

## Facility Locations, Characteristics and Frequency of Service

---

<b>City Hall</b> <b>4381 Broadway</b> 13,987 sq. ft. Carpet, with tile lobby	Serviced 5 times a week
In addition to office, lobby and meeting spaces, facility includes:	
<ul style="list-style-type: none"><li>• 2 Men's and 2 Women's Restrooms</li><li>• 1 Break/Lunch Room</li></ul>	
<b>Police Department Building</b> <b>911 Donaldson Way East</b> 7,223 sq. ft. Carpet with tile lobby	Serviced 5 times a week
In addition to office, lobby and meeting spaces, facility includes:	
<ul style="list-style-type: none"><li>• 6 Restrooms (2 of the restrooms have showers and lockers)</li><li>• 1 Kitchen</li></ul>	
<b>Senior Multi-Use Center</b> <b>2185 Elliott Drive</b> 3,200 sq. ft. Resilient flooring (linoleum) in assembly room and hallway Carpet in two offices, lobby, and multi-use room Tile in kitchen and two bathrooms	Serviced 5 times a week after evening use
Kitchen and assembly room will be swept and mopped every day due to food service at the facility.	
<b>Parks and Recreation Dept. Offices</b> <b>100 Benton Way</b> 1,232 sq. ft. Carpet with tile lobby	Serviced 2 times a week
In addition to office, lobby and meeting spaces, facility includes:	
<ul style="list-style-type: none"><li>• 1 Restroom</li><li>• 1 Coffee area</li></ul>	

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**Wastewater Treatment Plant Offices**                      Serviced 1 time a week  
**151 Mezzetta Court**  
1,500 sq. ft.  
Linoleum floor

In addition to office, lobby and meeting spaces, facility includes:

- 2 Restrooms
- 1 Kitchen

---

**Community Center Gym**    Serviced once a week  
**100 Benton Way**  
Wood Gym Floor                      8,320 sq. ft  
Wood Stage Floor                      960 sq. ft  
Hallway – Tile Floor                      100 sq. ft  
2 Restrooms – Tile Floor                      323 sq. ft

Serviced once a week on Sundays. The time set aside for cleaning will typically be no earlier than 8:00 p.m. The School District provides janitorial services during the week.

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**EXHIBIT "G"**  
**Teen Forum – Activity and Program Suggestions**

1.	Trips	34.	Lights for tennis courts
2.	More activities	35.	Lock In Party
3.	Impersonation night	36.	Bike to work/school (spare the air)
4.	Open Mic (music, comedy)	37.	Program expansion
5.	Fashion show	38.	Mall
6.	More dances	39.	Marathon
7.	Talent show	40.	Fashion Designing
8.	Jobs	41.	Bowling Alley
9.	Scavenger hunt	42.	Movie Theatre
10.	AC Olympics	43.	Mentor Program
11.	Sporting Events (track, cross country)	44.	Driver's Ed
12.	Movie Nights	45.	Ice Skating Rink
13.	Drum major classes	46.	Casino Night
14.	Lights for outdoor courts	47.	Multi Cultural Club/Events
15.	Clean Up Crew	48.	Fundraisers
16.	Carnival	49.	College Trips
17.	Afterschool programming	50.	TV Show for teens
18.	Civil rights group	51.	College classes in AC
19.	Pie eating contest	52.	Teen Center
20.	City wide hide n seek	53.	Music Center for kids
21.	Planned parenthood	54.	Mel's Diner
22.	AC Idol	55.	Ben and Jerry's Ice Cream
23.	Concerts	56.	Video Game Night
24.	Recycling events	57.	Sock Hop
25.	Internships	58.	Book reading to elementary schools
26.	Guest speakers	59.	Teen counselors
27.	Cookie shop (store)	60.	Bake off/cook off
28.	Laser tag	61.	In and Out Burger
29.	Drive in movie	62.	Big Slide Park
30.	"Go Green" awareness	63.	Sports Tournaments
31.	Poetry	64.	Financial Advisory
32.	Roller Rink	65.	Tutoring
33.	Arcades	66.	Recycling Night

**EXHIBIT “H”**

**MAP OF OPEN SPACE AREAS AND TRAILS**



**EXHIBIT "H"**

**CITY OF AMERICAN CANYON**

**OPEN SPACE and TRAILS**

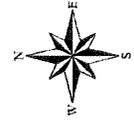
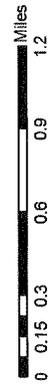
APRIL 2012

**Legend**

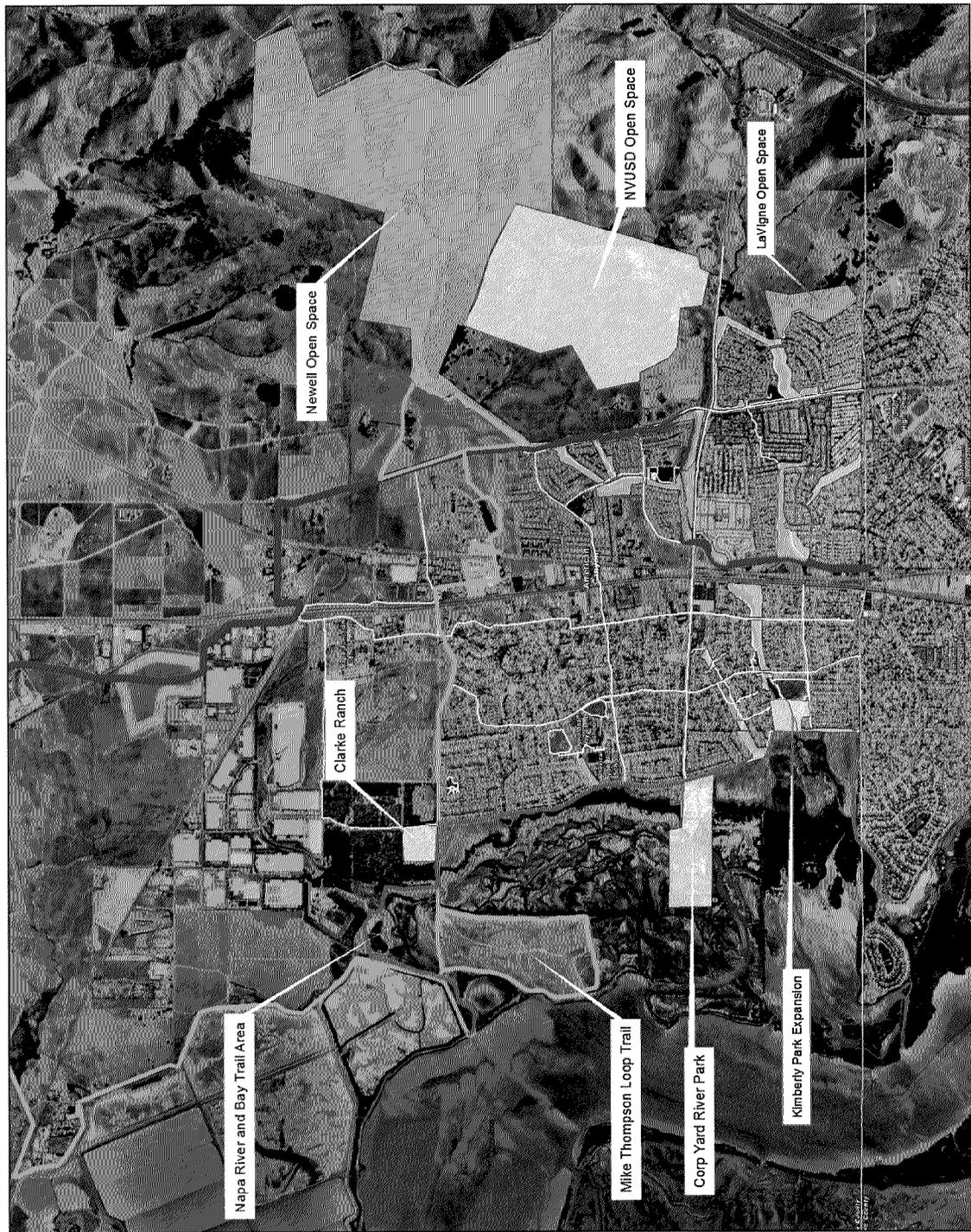
**American Canyon Parks**

Type	Description
[Greenway symbol]	Greenway
[Open Space symbol]	Open Space
[Potential symbol]	Potential
[Napa River Bay Trail symbol]	Napa River Bay Trail
[Hon. Mike Thompson Loop Trail symbol]	Hon. Mike Thompson Loop Trail
[Bay Trail Connection To Napa symbol]	Bay Trail Connection To Napa
[River To Ridge Connector Trail (Proposed) symbol]	River To Ridge Connector Trail (Proposed)
[Proposed Vigne Trail symbol]	Proposed Vigne Trail
[Other City Paths and Trails symbol]	Other City Paths and Trails

1:27,053



MAP PREPARED BY: AEGIS CONSULTING PARTNERS, INC.  
 DATE: 04/11/12  
 PROJECT: AMERICAN CANYON OPEN SPACE AND TRAILS PLAN



## EXHIBIT "I"

### BICYCLE AND PEDESTRIAN ROUTE DESCRIPTIONS

#### NORTH / SOUTH ROUTES

##### San Francisco Bay Trail

###### Description of Current Conditions

- *Class I path on west side of Wetlands Edge Road. Due to high pedestrian use of path, most cyclists utilize Wetland's Edge Road.*
- *Class III bike lane along Wetlands Edge Road.*

###### Vision for Route

- *Extend Bay Trail westerly, in the vicinity of the landfill and constructed wetlands, and north along the Napa River.*
- *Create loop trail around perimeter of landfill*
- *Complete Bay Trail in vicinity of Kimberly Park.*
- *Bay Trail could utilize a raised wooden walkway to cross American Canyon Creek.*
  - *Connects residents and visitors to the City's signature waterway.*
  - *Walkway could extend from Wetlands Edge Road to Meadow Bay Drive, or southern end of Chaucer to Kimberly Drive*

###### Needed Improvements

- *Complete the City of American Canyon's portion of the Bay Trail, including spurs and loop in vicinity of landfill and constructed wetlands.*
- *Build wooden walkway across American Canyon Creek*
- *Connect with "Napa to American Canyon River and Bay Trail Phase I" (Napa County Regional Park and Open Space District)*

###### Major Destinations Along the Route

- *Napa River*
- *Wetlands viewing area*
- *Clarke Ranch area*
- *Constructed wetlands*
- *Landfill perimeter trail*
- *Kimberly Park*
- *Vallejo*
- *City of Napa*

## Commerce Boulevard

### Description of Current Conditions

- *Class II bike lane through Eucalyptus grove (northern extension of Wetlands Edge Road).*

### Vision for Route

- *Connect residential community and industrial area*
- *Commerce Boulevard would be an excellent extension of Wetlands Edge Road, providing pedestrian and cyclist access to the industrial area and up to Green Island Road.*

### Needed Improvements

- *Create Class II bike path between Eucalyptus Road and Green Island Road*

### Major Destinations Along the Route

- *Industrial area.*

## Elliott Drive

### Description of Current Conditions

- *Class II. Marked and signed from Knightsbridge to Benton*

### Vision for Route

- *Complete the central north/south Class II between Marla Drive and Eucalyptus*

### Needed Improvements

- *Extend Elliott Class II route south from Knightsbridge to Kimberly. Continue south of Kimberly at least as a Class III route (Class II if road width is sufficient)*
- *Extend Elliott route (Class II) between Benton and Rio Del Mar. Signs and striping required.*
- *Extend Elliott route (Class III) between Rio Del Mar and Eucalyptus Road. This portion of the route goes up a steep incline. Needs signs.*

### Major Destinations Along the Route

- *American Canyon Middle School*
- *Donaldson Way Elementary School*
- *American Canyon Community Center*
- *Philip West Aquatic Center*
- *Boys and Girls Club*
- *Donaldson Way Community Park*
- *Elliott Park*
- *Community Garden*
- *Recreation Center*
- *Kimberly Park and Soccer Fields*
- *Par Course along American Canyon Creek*

## Danrose Drive/James Road/Melvin Road

### Description of Current Conditions

- Proposed Class III route parallel to west side of Highway 29
  - One block west of Hwy 29
  - Some sections have markings for bicyclists, but few bike route signs.

### Vision for Route

- *Safe alternative to Highway 29.*

### Needed Improvements

- *Create Class II route from Kimberly to Eucalyptus if road width is sufficient. Class II requirements. Signing, mapping, and striping*
- *Create Class III route from Kimberly to Eucalyptus if road is too narrow. Class III requirements. Signing and mapping*
- *Extend route along Cassayre Drive, Los Altos, and Theresa Avenue to Eucalyptus. Signage is absolutely required in this short, circuitous, connecting segment*

### Major Destinations Along the Route

- *Banbury Park*
- *Linwood Park*
- *Chamber of Commerce*
- *Post Office*
- *Melvin Park*
- *Former City Hall Building*
- *Canyon Plaza*

## Theresa Avenue/Lombard

### Description of Current Conditions

- *Route to Napa Junction Elementary School. Sidewalk installed on a portion of the west side of Theresa Avenue during the summer of 2009*

### Vision for Route

- *Safe route to Napa Junction Elementary School and Little League complex*
- *Connection with Hess Drive extension in industrial area*

### Needed Improvements

- *Complete sidewalk on the west side of Theresa Avenue*

### Major Destinations Along the Route

- *Napa Junction Elementary School*
- *Little League Complex*
- *Industrial area via Hess Drive extension*
- *City Hall*

## **Broadway (Southern City Limit to American Canyon Road)**

### Description of Current Conditions

- *There are segments of a Class II path on portions of Broadway and Veterans Memorial Park has paths on the north and south ends of the park.*

### Vision for Route

- *Portion of the Vine Trail route*
- *Class I path through Veterans Memorial Park.*
- *The northern and southern sections of Veterans Memorial Park will be connected by a path west of Broadway through the central, undeveloped section of the park.*
- *Coordinate with the City of Vallejo to connect with Baylink Ferry.*

### Needed Improvements

- *Widen paths to Vine Trail specifications*
- *Bridges needed to connect the park path segments*
- *Complete path connecting northern and southern sections of Veterans Park*

### Major Destinations Along the Route

- *Veterans Memorial Park*
- *Vine Trail*

## **Newell Drive/Flosden Drive**

### Description of Current Conditions

- *North/south Class I path on the west side of Newell Drive (between American Canyon Road and current north terminus of Newell Drive)*

### Vision for Route

- *Portion of the Vine Trail route*

### Needed Improvements

- *Construct route to Vine Trail specifications*

### Major Destinations Along the Route

- *Newell Open Space*
- *American Canyon High School*
- *Proposed Town Center*
- *Vine Trail*

## **Shenandoah Drive and Class I Path**

### Description of Current Conditions

- *Connects to Class I path through Silver Oak Park and residential area to Newell Drive with access to the La Vigne development by crossing American Canyon Road and Flosden.*

#### Vision for Route

- *This route requires Class II striping and signage along Shenandoah Drive to complete this segment.*

#### Needed Improvements

- *Striping and signs along bike route (Shenandoah Drive)*

#### Major Destinations Along or Adjacent to the Route

- *Canyon Oaks Elementary School*
- *Shenandoah Park*
- *Silver Oak Park*
- *Via Bellagio Park*
- *Pelleria Park*
- *Montecarlo Park*

### **Napa Junction Development Class I Path**

#### Description of Current Conditions

- *Class I path from Eucalyptus north to Napa Junction Road in front of Wal-Mart*
- *No sidewalk or bikeway south of Eucalyptus*

#### Vision for Route

- *Walking and cycling path along Highway 29 in vicinity of Napa Junction Development*
- *Safe access from the crosswalk at Rio Del Mar/Highway 29*

#### Needed Improvements

- *Sidewalk and Class I bikeway east of Highway 29 along the Napa Junction Mixed Use Development*

#### Major Destinations Along the Route

- *Napa Junction Mixed Use Development*
- *Proposed Town Center*

### **Vine Trail**

#### Description of Current Conditions

- *Proposed route adopted by Planning Commission*

#### Vision for Route

- *Support creation of route through American Canyon with connectivity from Vallejo Ferry Terminal to Calistoga.*

#### Needed Improvements

- *Class I bicycle commute route from American Canyon to Calistoga*

## Major Destinations Along the Route

- *Vallejo*
- *American Canyon*
- *Napa*
- *Yountville*
- *St. Helena*
- *Calistoga*

## EAST / WEST ROUTES

### American Canyon Road

#### Description of Current Conditions

- *Between Wetlands Edge Road and Hwy 29*
  - *Class II. Marked and signed from Wetlands Edge Road to James Road. Marking is fading.*
  - *A pedestrian crosswalk and traffic signal exists across Highway 29*
- *Between Hwy 29 and Newell Road*
  - *Potential class III route*
- *Between Newell Drive and Solano County bike path east of Hwy 80*
  - *Class III route*

#### Vision for Route

- *Make American Canyon Road a more attractive and safe route for in-town cyclists.*

#### Needed Improvements

- *New paint and more signage west of Highway 29.*
- *Complete the last block up past the Safeway complex to Highway 29. This section is unmarked and impacted by heavy commercial traffic.*
- *Signage and striping east of Highway 29.*
- *Class I route between Highway 29 and Broadway.*
- *Create Class III route between Silver Oak Trail and Newell Drive. Newly created road is too narrow for Class II route.*
- *Create Class II route between Newell Drive and Highway 80*

#### Major Destinations Along the Route

- *Regional connection between Napa and Solano County*
- *Lynch Canyon Open Space*
- *Bike route along Highway 80 to Fairfield, Vallejo, and Benicia*

## **Silver Oak Trail**

### Description of Current Conditions

- *Class III and a wide sidewalk in some sections. This is a safer alternate to the section of American Canyon Road between Hwy. 29 and Newell Road.*

### Vision for Route

- *Striped and signed Class II route*

### Needed Improvements

- *Striping and signing*

### Major Destinations Along the Route

- *American Canyon High School*
- *Canyon Oaks Elementary School*
- *Silver Oak Park*

## **Benton and Donaldson Way**

### Description of Current Conditions

- *Class II route between Wetlands Edge Road and Andrew Road*
- *No sidewalks between Andrew Road and Highway 29*
- *Proposed Class III route between Andrew Road and Hwy 29.*
- *A pedestrian cross walk and traffic signal exists across Highway 29*
- *Wide road east of Highway 29 toward Newell Drive*

### Vision for Route

- *This route is a natural west/east link for our city residents*
- *Central pedestrian and Class II Bicycle link between the Napa River and Newell Open Space*
- *Connects to Newell Open Space via future path along Newell Creek*
- *Pedestrian overcrossing*

### Needed Improvements

- *Install sidewalks between James Road and Highway 29*

### Major Destinations Along the Route

- *American Canyon Middle School*
- *Donaldson Way Elementary School*
- *American Canyon Community Center*
- *Philip West Aquatic Center*
- *Boys and Girls Club*
- *Donaldson Way Community Park*
- *Public Safety Building*
- *Shenandoah Park*
- *Bay Trail*
- *Potentially Newell Open Space*

## Eucalyptus Drive

### Description of Current Conditions

- *Wide road and very few existing structures. Great potential for the River to Ridge route.*

### Vision for Route

- *River to Ridge pedestrian and bicycle paths*

### Needed Improvements

- *Construct route*
- *Incorporate route through the proposed Town Center*

### Major Destinations Along the Route

- *Napa River*
- *Newell Open Space*
- *Clarke Ranch site*
- *Town Center site*
- *Industrial area (via proposed Commerce Road extension)*
- *Bay Trail*
- *Ridge Trail*
- *Napa Junction Mixed Use Development*

## Green Island Road/Paoli Loop Rd. /Watson Lane

### Description of Current Conditions

- *Green Island Road and Paoli Loop Road are both wide roads in the northern industrial area of the City.*

### Vision for Route

- *Portion of the Vine Trail route*
- *East/west connection under Highway 29*

### Needed Improvements

- *Utilize Hwy 29 under crossing at Paoli Loop Road (just north of RR tracks)*
- *Construct to Vine Trail route specifications*

### Major Destinations Along the Route

- *Industrial area*
- *Vine Trail Route*

## Hess Drive

### Description of Current Conditions

- *Short segment off of Lombard Road*
- *Wide road*
- *Great views as Hess Drive climbs*

#### Vision for Route

- *East/west connection under Highway 29 in vicinity of Napa Junction development*
- *Connector road (on north side of Oat Hill area) between Lombard Road and Commerce Boulevard*
- *Allow for equestrian travel under Highway 29*

#### Needed Improvements

- *Complete Hess Road between Hess Drive and Commerce Boulevard*
- *Utilize Hwy 29 under crossing at Paoli Loop Road (just south of RR tracks)*

#### Major Destinations Along the Route

- *Little League complex*
- *Industrial area*

### **Kimberly Drive**

#### Description of Current Conditions

- *Existing Class II route between Highway 29 and Elliott Drive*

#### Vision for Route

- *Extend Kimberly route as a Class III route between Elliott Drive and Meadow Bay Drive*

#### Needed Improvements

- *Signs*

#### Major Destinations Along the Route

- *Kimberly Park and soccer fields*
- *Bay Trail*

### **Mini Drive (Vallejo)**

#### Description of Current Conditions

- *Residents from the southwest section who wish to recreate at the new Veterans Park can cross Hwy 29 at Mini Drive to reach Veterans Memorial Park along Broadway in American Canyon.*

#### Vision for Route

- *Same as current conditions.*

#### Needed Improvements

- *None required. Not within the control of the City of American Canyon.*

#### Major Destinations Along the Route

- *Veterans Memorial Park*

## Par Course - American Canyon Creek and Through Transmission Line Greenway

### Description of Current Conditions

- *Path and par course along American Canyon Creek and multi-use path along greenway under PG&E transmission corridor.*

### Vision for Route

- *Replace aging par course equipment and create new interest in par course*

### Needed Improvements

- *Extend par course further east along American Canyon Creek*

### Major Destinations Along the Route

- *Elliott Park*
- *Community Garden*
- *Banbury Park*
- *Linwood Park*
- *Recreation Center*
- *Future Senior Multi-Use Center*

## Class I and walkway connecting Community Park, Spikerush Circle, Skate Park, Phillip West Aquatic Center and Community Center

### Description of Current Conditions

- *Class I path and walkway connecting Community Park, Spikerush Circle, Skate Park, Phillip West Aquatic Center and Community Center*

### Vision for Route

- *Same as current condition, but extend east along Rio Del Mar Creek*

### Needed Improvements

- *Extend path east along Rio Del Mar Creek*

### Major Destinations Along the Route

- *American Canyon Middle School*
- *Donaldson Way Elementary School*
- *American Canyon Community Center*
- *Philip West Aquatic Center*
- *Boys and Girls Club*
- *Donaldson Way Community Park*
- *Bay Trail (via Spikerush Circle)*

## Class I or Multipurpose Path Connecting Cartagena to Via Bellagio

### Description of Current Conditions

- *Along Walsh Creek*

### Vision for Route

- *Class I or Multipurpose path connecting Cartagena to Via Bellagio.*

### Needed Improvements

- *Extend path east along Walsh Creek*

### Major Destinations Along the Route

- *Veterans Memorial Park*
- *Southeast residential communities*

**EXHIBIT “J”**

**MAP OF BIKEWAYS**





**EXHIBIT "J"**  
**CITY OF AMERICAN CANYON**  
**BIKEWAYS**  
**APRIL 2012**

**Bikeways**

**Street\_Nam, Trail/Class**

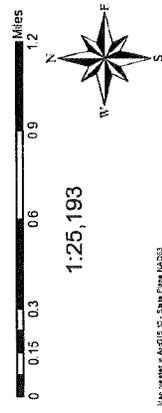
- American Canyon Road Bikeway, Class II, Class III
- Benton Road, Donatizson Road Bikeway, Class II, Class III
- Broadway Bikeway, Class II
- Commerce Boulevard Bikeway, Class II
- Danrose Drive, James Road, Melvin Road Bikeway, Potential Class III
- Elliott Drive Bikeway, Class II
- Hess Road Bikeway, Potential Class II
- Kimberly Drive Bikeway, Class II
- Napa Co Vine Trail from Vallejo to Calistoga, Potential Class I
- Napa Junction Development Path Bikeway, Class I
- Napa River and Bay Trail, Multi-Use Path, Class III
- Newell Drive, Fossden Drive Bikeway, Class I
- San Francisco Bay Trail, Wetlands Edge Bikeway, Class III, Class I
- Shenandoah Drive Path Bikeway, Class I, Class II
- Silver Oaks Path/ Bikeway, Multi-Use Path, Class III
- Theresa Ave., Lombard Road Bikeway, Potential Class II
- Napa River Bay Trail
- Proposed Vine Trail

**American Canyon Parks**

- Greenway
- Open Space
- Park
- Potential
- Recreation Facility

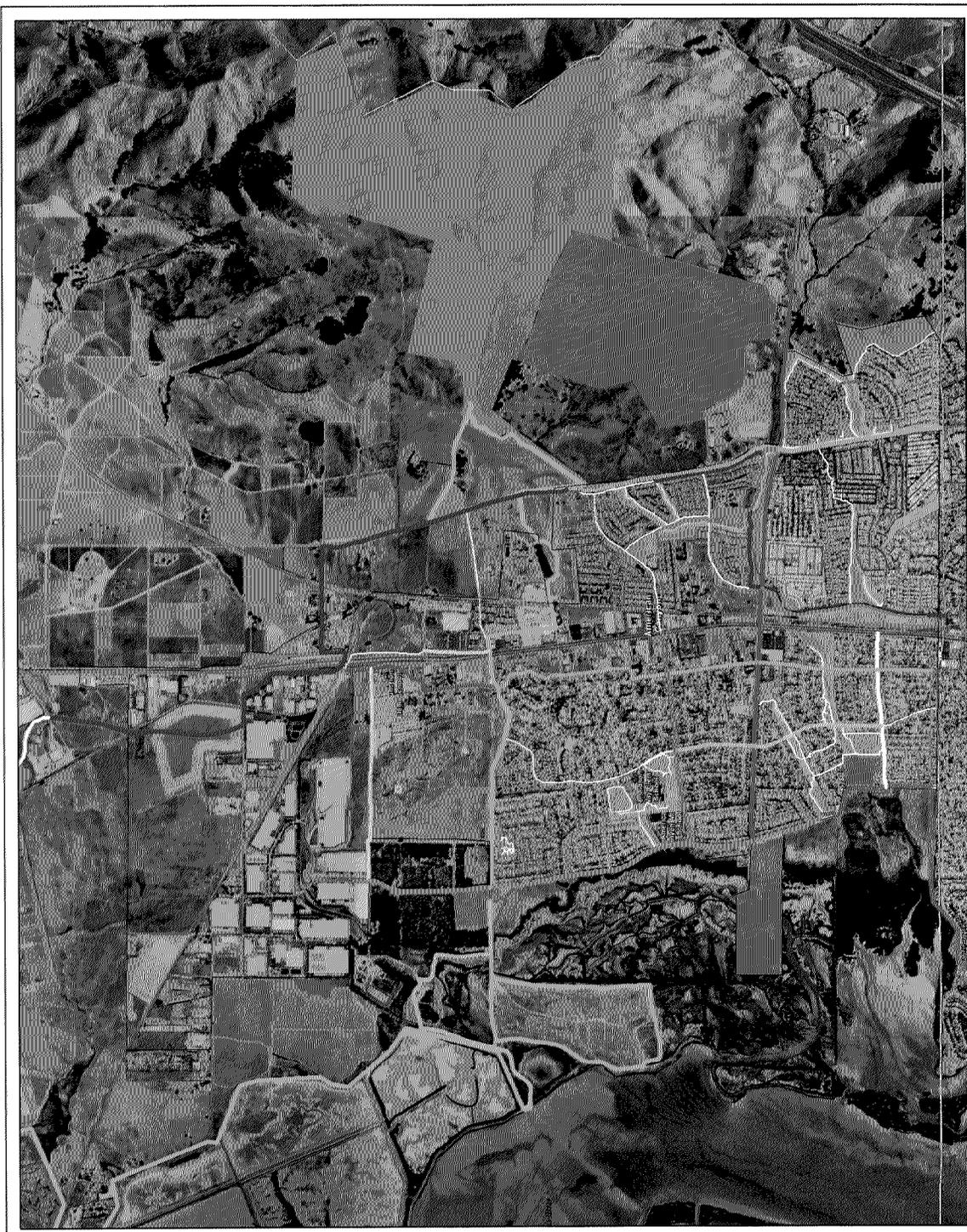
**Type**

- City Limits



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**EXHIBIT “K”**

**CITY COUNCIL  
RESOLUTION 2012-39**

**ADOPTING THE  
PARKS AND COMMUNITY SERVICES  
MASTER PLAN**

RESOLUTION 2012-39

ADOPTING THE 2012 PARKS AND COMMUNITY SERVICES MASTER PLAN

WHEREAS, it is a goal of the City Council of the City of American Canyon to support and improve the quality of life for all residents of and visitors who enjoy the parks and community services offered in American Canyon; and

WHEREAS, the development and implementation of a Parks and Community Services Master Plan, which includes guiding visions, and goals and policies for parks and recreation facilities; parks and recreation maintenance; recreation programming; family services; open space and trails; and bicycle and pedestrian circulation system, is vital to supporting and improving the community; and

WHEREAS, the Parks and Community Services Commission and the Open Space Advisory Committee have submitted a community-engaged and authored master plan that accomplishes the City Council parks and community services goal;

WHEREAS, the City Council expresses its gratitude to the current and former members of the Commission and Committee for their many hours of effort to craft and author the first parks and community services master plan in the City's history and congratulates them on their accomplishment.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of American Canyon hereby adopts the 2012 Parks and Community Services Master Plan, and directs the Parks and Community Services Commission and the Open Space Advisory Committee to implement those projects and projects included in the master plan within available funding and city resources.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on the 5th day of June, 2012, by the following vote:

AYES: B. BENNETT, J. BENNETT, JOSEPH, VICE MAYOR LOFFEN, MAYOR GARCIA  
NOES:  
ABSTAIN:  
ABSENT:

Leon Garcia  
Leon Garcia, Mayor

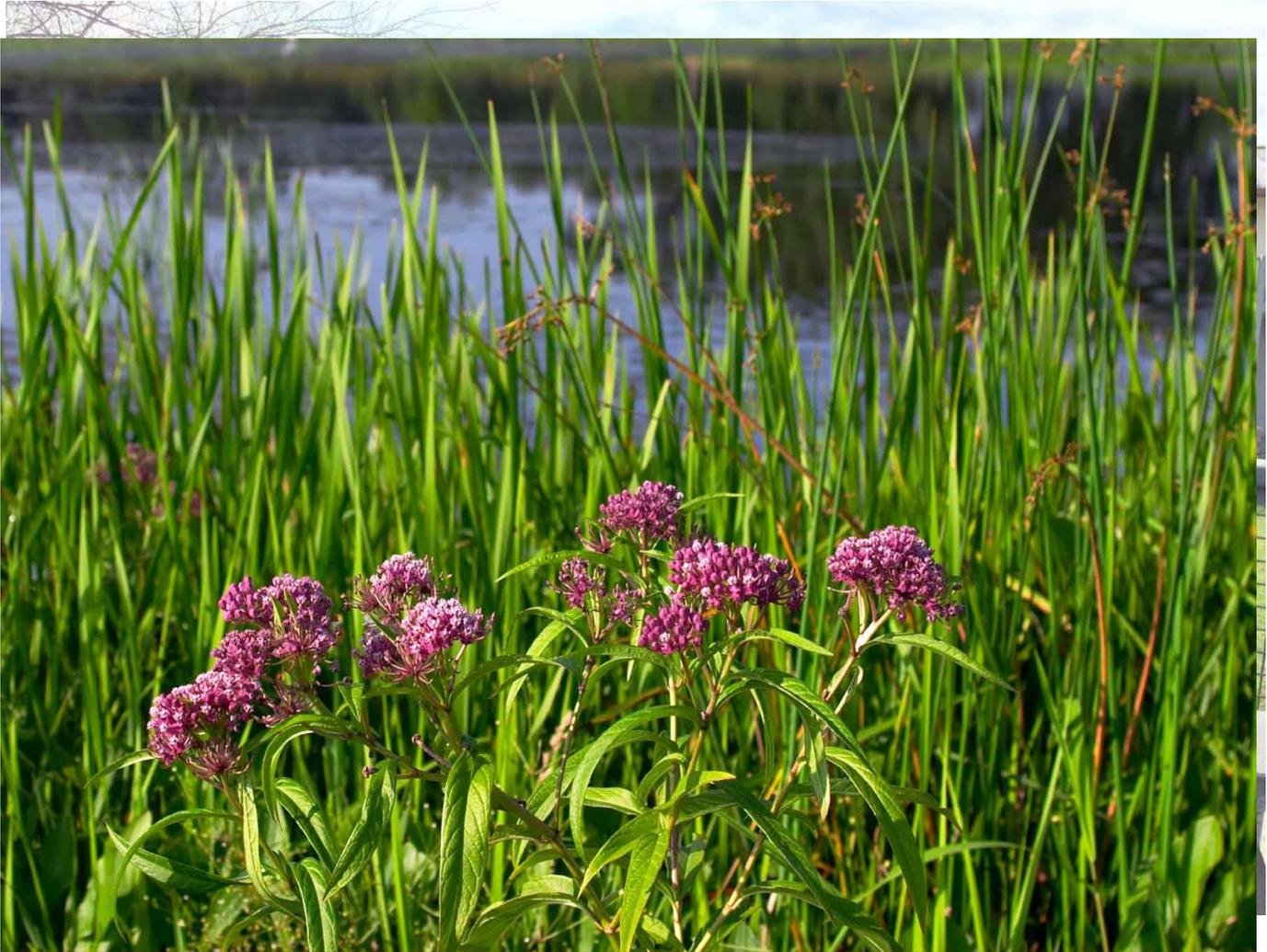
ATTEST:

Rebekah Barr  
Rebekah Barr, MMC City Clerk

APPROVED AS TO FORM:

William D. Ross  
William D. Ross, City Attorney

BlankResolution



# 7

## Environment, Parks and Recreation

American Canyon and its surrounding areas contain natural habitats and cultural and historical resources that significantly benefit the environment, history, and quality of life for the community. Together with Parks and Recreation, the Environmental Element provides a strategy for preserving and enhancing our human and natural environment. (Source: New Text)

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# Introduction

American Canyon’s environmental resources are critical features that define our character and quality of life. In our community, environmental resources include:

- *Biological Resources*
- *Water Resources*
- *Soil Resources*
- *Cultural and Historic Resources*
- *Regional and Local Open Space*
- *Parks and Recreation*
- *Scenic Resources*
- *Air Quality and Climate Change*

## Why Is Protecting the Environment and enhancing Recreation and Open Space Important?

Our natural environment, combined with recreation and open space are central features of our community’s quality of life. Preserving the environment retains important ecosystems that life itself depends. For American Canyon residents, our environment defines American Canyon as our home – a place with familiar physical features that endure for generations.

The City’s open space system provides places for recreation, activity, and engagement, for peace and enjoyment, and for freedom and relief from the built world. Physical recreation reduces obesity and risk of cardiovascular disease, diabetes, and other health ailments. Public open spaces, whether playgrounds, picnic fields or even just engaging streets, can help build community by giving neighbors a realm in which to get to know each other, and giving children a safe place to play.

# Biological Resources

American Canyon has rich habitat areas in and around the community. The Napa River tidal wetland area lies at the western city boundary. Smaller wetlands are located within the city boundaries, including rivers and streams that traverse the city from east to west. These important ecosystems provide habitat for special-status species that rely on wetland or riparian habitats. American Canyon is also located alongside critical habitat for a variety of natural species, including the California red-legged frog (*Rana draytonii*) to the east of the city, and vernal pool fairy shrimp (*Branchinecta lynchi*) to the northwest. (Source: New Text)

[add a map depicting biological resources]

## Special-Status Species

### **What is critical habitat?**

Critical habitat, as defined by the Endangered Species Act, are specific geographic areas that are important for the protection and/or recovery of an endangered or threatened species.

Species Acts as endangered, threatened, a candidate for listing, or of special concern. American Canyon and the surrounding areas are potentially home to numerous special-status species, including 30 plants, 26 birds, 10 fish, five invertebrates, five mammals, two amphibians, and one reptile. (Source: New Text)



A special status species is listed on the federal and/or State Endangered

# Goals and Policies

## Goal ENV-1:

*Protect and preserve significant habitats, plants and wildlife in the city and its Urban Limit Line. (Source: Existing General Plan, Goal 8)*

### Policies

- ENV-1.1: Areas of Significant Biological Value.** Maintain data and information regarding areas of significant biological value within the Planning Area to facilitate resource conservation and the appropriate management of development. *(Source: Existing General Plan, Objective 8.1)*
- ENV-1.2: Sensitive Habitat Assessment and Impact Mitigation.** Require new development and redevelopment located within sensitive habitats, including coastal saltmarsh, mixed hardwood forest, oak savannah, vernal pools, and riparian habitats to provide a detailed assessment of the potential for impacts on these resources, and include measures to reduce any identifiable impacts. *(Source: Existing General Plan, Policy 8.2.1, modified)*
- ENV-1.3: Habitat Conservation.** Support habitat conservation efforts to set aside and preserve suitable habitats, with priority given to habitats for rare and endangered species in American Canyon in accordance with state and federal resource agency requirements. *(Source: New Policy)*
- ENV-1.4: Native Species.** Encourage the use of native vegetation where possible. *(Source: New Policy)*
- ENV-1.5: Open Space Network.** Establish a network of open spaces along the city's natural drainages and riparian corridors and link significant biological habitats by restricting alteration to these resources and limiting land uses. Any recreational use of these areas shall be designed to avoid damaging sensitive habitat areas. *(Source: Existing General Plan, Policy 8.3.5, modified)*
- ENV-1.6: Urban Forest.** Build upon existing streetscapes and develop an urban forest within the City's streets, parks, and open space to provide avian habitat, sequester carbon monoxide emissions, foster pedestrian activity, and provide shade. *(Source: New Policy)*
- ENV-1.7: Trees for Pollinators.** Support sustainable pollinator species (i.e.: bees, birds, butterflies) in American Canyon by planting low-water use pollinator-supportive trees in streets, parks, open spaces, and private development. *(Source: New Policy)*
- ENV-1.8: Education and Appreciation.** With community partners, support a range of educational programs that cultivate an appreciation of American Canyon's natural environment and biological resources. *(Source: New Policy)*
- ENV-1.9: Natural Drainage Preservation.** Through the development review process, evaluate opportunities to preserve natural on-site drainages and consider opportunities to incorporate pedestrian paths and greenbelts along their lengths. *(Source: Existing General Plan, Policy 8.3.6, modified)*

- ENV-1.10:** **Natural Resource Integrity.** Consistent with Federal and State Resource Permitting agencies, encourage activities that improve the biological value and integrity of the city’s natural resources through vegetation restoration, control of invasive plants and animals, and landscape buffering. *(Source: Existing General Plan, Policy 8.4.3)*
- ENV-1.11:** **Napa River Studies.** Support state and federal studies of the Napa River wetlands and riverine systems. *(Source: Existing General Plan, Policy 8.1.2)*

## Water Resources

There are six primary watercourses within the Planning Area: American Canyon Creek, North Slough Creek, Rio Del Mar Creek, Rio Del Mar Creek, No Name Creek, and Fagan Creek. These watercourses have well-defined channels upstream with sparse vegetation due to the streams being dry most of the year. The downstream reaches of the creeks have significant vegetation along banks because of year-round flows mostly generated from development runoff. *(Source: New Text)*

Most of the city’s precipitation falls as rain during the months of November through April with the most rainfall in December and January. The mean annual precipitation is between 22 and 23 inches. *(Source: New Text)*

[Add a graphic that depicts these watercourses]

## Goals and Policies

### Goal ENV-2:

*Maintain the quality of surface and subsurface water resources within the City of American Canyon and the Urban Limit Line. (Source: Modified Existing General Plan, Goal 8.8A)*

### Policies

- ENV-2.1:** **Creek Preservation.** Maintain American Canyon Creek within its natural waterway. *(Source: Existing General Plan, Policy 8.7.1)*
- ENV-2.2:** **Existing Streams and Creeks.** As required by wetland resource permitting agencies, require new development to incorporate existing streams and creeks into proposed development plans in their natural state to prevent degradation, erosion, or sedimentation and help impart a unique character to the city. *(Source: Existing General Plan, Policy 8.7.2, modified)*

- ENV-2.3:** **Minimize Soil Erosion.** Implement best management practices from the National Pollution Discharge Elimination System (NPDES) to prevent soil erosion impacts on water resources. *(Source: Existing General Plan, Policy 8.8.1, modified)*
- ENV-2.4:** **Stormwater Drainage on Development Sites.** Through the development review process, evaluate methods to ensure required stormwater drainage systems are environmentally sensitive safe, and attractive. *(Source: New Policy)*
- ENV-2.5:** **Public Education.** Protect existing water resources by continuing public education on safe disposal of household hazardous waste and storm drain pollution prevention (i.e.: “only rain down the drain”). *(Source: New Policy)*

## Soil Resources

Soils surrounding American Canyon area are generally rich and fertile, similar to those in Napa Valley as a whole. There are many vineyards located just north of the city, between American Canyon and the City of Napa. Parts of the city have formerly been used for farming and grazing. Today, housing and commercial uses make up the majority of the existing and planned development. Farmland of Local Importance is located in areas in the northeast and northwest parts of the city east of Napa Junction and Napa County Airport. *(Source: New Text)*

### Goal ENV-3:

*Promote conservation of Napa Valley’s agricultural soil resources by focusing urban development in the City, Sphere of Influence, and Urban Limit Line. (Source: New Goal)*

### Policies

- ENV-3.1:** **Soil Erosion.** Require new development and redevelopment to utilize best management practices in grading and construction to minimize the amount of sediment running into the street, drainage facilities, or adjacent properties. *(Source: New Policy)*
- ENV-3.2:** **Erosion Control Plans.** Require new development to include erosion control plans that demonstrate the integrity of soil resources will be maintained and no advance impacts on adjacent properties or downstream water resources will occur either during or after construction. *(Source: Existing General Plan, Policy 8.11.1, modified)*
- ENV-3.3:** **Grading Impacts.** Promote clustered development to minimize grading, preserve landforms, and minimize visual impacts. *(Source: New Policy)*



# Cultural and Historic Resources

The American Canyon area has a rich Native American history and is the traditional territory of the Patwin. Tribes in the area include the Cortina Rancheria – Kletsel Dehe Band of Wintun Indians, the Confederated Villages of Lisjan, and Yocha Dehe Wintun Nation.

## Goals and Policies

### Goal ENV-4:

*Preserve and restore sites, and structures that have architectural, historical, archaeological and/or cultural significance to the City of American Canyon. (Source: Existing General Plan, Goal 8.8.E Modified)*

### Policies

- ENV-4.1: Resource Protection.** Ensure the City's culturally, historically, and archaeologically significant resources are protected in a manner that preserves and/or enhances the inherent resource value. *(Source: Existing General Plan, Objective 8.19, modified)*
- ENV-4.2: Historic Structure Compatibility.** Encourage compatibility between new development and existing adjacent historic structures in terms of scale, massing, building materials and general architectural treatment. *(Source: Existing General Plan, Policy 8.19.4, modified)*
- ENV-4.3: Historic Resource Reuse.** Encourage appropriate adaptive reuse of historic resources where possible to prevent misuse, disrepair, and demolition. *(Source: Existing General Plan, Policy 8.20.5, modified)*
- ENV-4.4: Historical Building Code.** When historical structures are rehabilitated in accordance with established historic preservation guidelines, consider implementing the State Historical Building Code Part 8, Title 24. *(Source: Existing General Plan, Policy 8.20.3, modified)*
- ENV-4.5: Historic Resource Preservation.** Prohibit demolition of an historic resource as a first-choice alternative for resources that qualify for Federal, State Historic Registration, or Locally Significant Resources. *(Source: Existing General Plan, Policy 8.20.4, modified)*
- ENV-4.6: Flexible Development Standards** Consider flexibility in development standards, such as a Variance of setbacks, heights and parking requirements to help feasibility of new development that contains preserved historic resources. *(Source: Existing General Plan, Policy 8.20.4, modified)*

### Goal ENV-5:

*Protect cultural and tribal resources. (Source: New Goal)*

## Policies

- ENV-5.1: Preservation.** Protect areas containing significant historic, archaeological, and paleontological resources, as defined by the California Public Resources Code. *(Source: New Policy)*
- ENV-5.2: Development.** Ensure that human remains are treated with sensitivity and dignity and ensure compliance with the provisions of California Health and Safety Code Section 7050.5 and California Public Resources Code Section 5097.98. *(Source: New Policy)*
- ENV-5.3: Tribal Consultation.** Consult with local Native American tribes, the California Native American Heritage Commission, and any other appropriate organizations and individuals when appropriate to minimize potential impacts to cultural and tribal resources. *(Source: New Policy)*
- ENV-5.4: Yocha Dehe Wintun Nation Treatment Protocol.** In the event any Native American human remains, grave goods, ceremonial items, and items of cultural patrimony are found in conjunction with development, including archaeological studies, excavation, geotechnical investigations, grading, and any ground disturbing activity, the “Yocha Dehe Wintun Nation Treatment Protocol for Handling Human Remains and Cultural Items Affiliated with the Yocha Dehe Wintun Nation” shall be implemented as included as Appendix A to the Housing Element. *(Source: New Policy)*

## Open Space

American Canyon maintains approximately 1,168 acres of open space, including the 642-acre Newell Open Space Preserve, the 24-acre Clarke Ranch open space area, and 513 acres of protected wetlands. Figure 1 shows land designated as open space in and surrounding the city. *(Source: New Text) (Source: New Text)*

Open Space is managed by several agencies and private individuals within the City and Planning Area. Some of these are listed below:

### The City of American Canyon

The City of American Canyon owns and manages several open space resources within the City and Planning Area.

#### *Newell Open Space Preserve*

The Newell Open Space Reserve (Newell Open Space) is located east of the City limits. Consisting of 642 acres of steep hills, Newell Open Space and is also a working ranch with free-range cattle. The preserve was donated to the City in 1999 by Jack and Bernice Newell. The Land Trust of Napa County holds a conservation easement over the property. The preserve consists primarily of non-native grassland with pockets of oak-bay woodlands and eucalyptus trees and provides habitat for federally listed threatened and endangered plant and animal species including golden eagles, red-

legged tree frogs and Tiburon paintbrush. In addition to providing natural habitat and grazing lands, Newell Open Space is used for recreation by the public and has a system of trails that the City intends to improve and expand.

#### *Clarke Ranch*

Acquired by the City in 1999 from the Port of Oakland through CalFed grant funds, Clarke Ranch is a 24-acre parcel of open space adjacent to the Wetlands Viewing Area and Napa River Bay Trail. Today, the property is home to the American Canyon branch of the 4-H Club and a Spirit Horse Riding Center facility. Spirit Horse is all-inclusive riding program open to riders of all abilities who are facing developmental, emotional, social, and physical challenges. In 2017, the City Council adopted a Master Plan for future improvements at Clarke Ranch.

#### *Napa River Wetlands*

The Napa River Wetlands are located on lands outside the City limits, but owned by the City of American Canyon and the State of California. The Wetlands features ten miles of trails jointly managed by the City of American Canyon, the California State Fish and Wildlife Department, and the Napa County Parks and Open Space District, including segments of the San Francisco Bay Trail. The Napa River Bay Trail, which opened the first segment in 2010 provides great views of the wetlands and constructed ponds, as well as public access to the Napa River. You can view a video that describes the wetlands [HERE](#).



#### *Watercourses in American Canyon*

Major watercourses in American Canyon have been set aside as open space as part of development approvals. These watercourses and uplands are shown on Figure 1.

#### Napa Valley Unified School District

The Napa Valley Unified School District owns 317 acres adjacent to the American Canyon High School. Managed by the Napa County Land Trust and located adjacent to the Newell Open Space Preserve and Lynch Canyon in Solano County, this Open Space was set aside as California red-legged frog habitat in 2007.

#### Golden State Land Conservancy

*Canyon Estates Homes* is a residential subdivision situated east of Newell Drive north of the American Canyon High School. The Canyon Estates project set aside 67 acres to Golden State Land conservancy for wildlife and habitat conservation.

*Napa Logistics Park* is an industrial park located south of Napa Airport, east of Devlin Road. In 2013, the Napa Logistics Park set aside a 34-acre wetland easement to Golden State Land Conservancy for wildlife and habitat conservation.

## Trail Networks

Napa County and American Canyon enjoys a network of regional trail systems that showcase many of the unique environments and spectacular scenery throughout the valley. From paved riverwalk trails to hikes along the ridge, the combined trail systems listed below provide views, exercise and adventures for everyone.

The City of American Canyon supports trail networks with several regional partners. These include the Napa County Regional Park and Open Space District, the Napa Valley Vine Trail Coalition, the San Francisco Bay Trail, and the Bay Area Ridge Trail Council.

### **Napa Valley Vine Trail**

The Napa Valley Vine Trail is spearheaded by the nonprofit Napa Valley Vine Trail Coalition to construct a 47-mile walking and biking trail system connecting the entire Napa Valley from the Vallejo Ferry terminal to Calistoga. The City of American Canyon adopted the Vine Trail into the General Plan as part of the Bicycle Master Plan in 2012 with minor updates since that time. A total of [x] miles are envisioned when the trail network is complete. As of 2022, [x] miles have been completed within American Canyon.

### **The Bay Trail**

The Bay Trail is spearheaded by the nonprofit San Francisco Bay Trail Coalition to construct over a 500-mile walking and biking trail system to circle the San Francisco Bay. In American Canyon, a Bay Trail segment is located adjacent to Meadow Bay Drive and Wetlands Edge Road. From there, the Bay Trail continues north along the Napa River to the eastern side of the Brazos Railroad Bridge.

### **Ridge Trail**

The Bay Area Ridge Trail Council, a nonprofit organization encompassing representatives from public and private organizations, has sponsored planning for a 550-mile Ridge Trail that would traverse the ridgelines surrounding the San Francisco Bay. The closest Ridge Trail to American Canyon traverses Hiddenbrooke in Vallejo, north to Lynch Canyon, then to Skyline Wilderness Park in the City of Napa.

Within American Canyon a planned River to Ridge Trail would connect the Bay Trail next to the Napa River to the Ridge Trail in Lynch Canyon through the Newell Open Space Reserve.

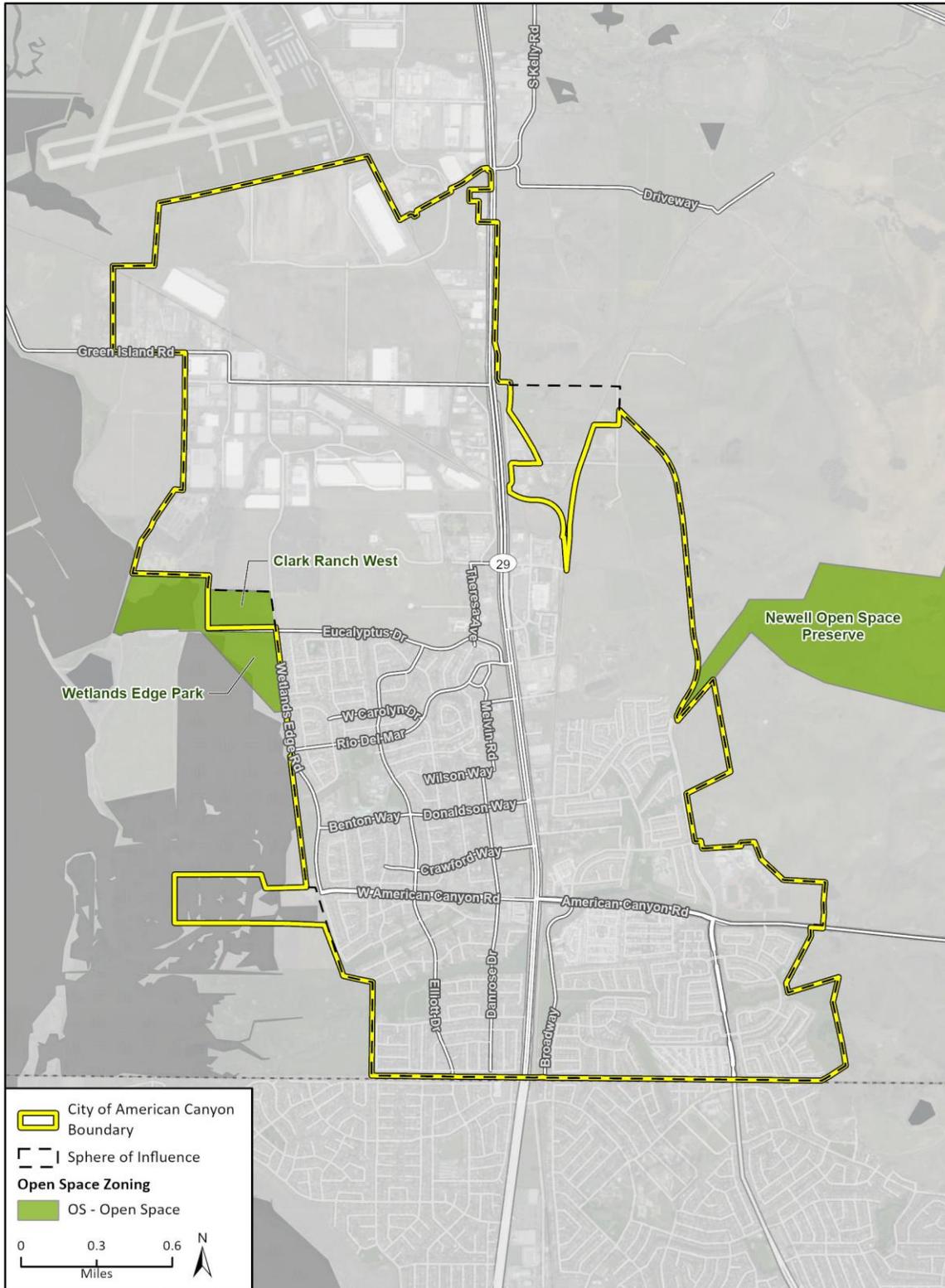
### **American Canyon Wetlands Trail**

The American Canyon Wetlands trails were opened to the public in 2010. This five-mile Class I paved trail network showcases the Napa River, associated marshes, and beautiful views across town east to the Newell Open Space.



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Figure 1 Open Space in American Canyon



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 Additional data provided by Mintier Harnish, 2022.

American Canyon GPU and EIR  
 Fig X Open Space and Parks in American Canyon

## Goals and Policies

## Goal ENV-6:

*Preserve and expand trails and public and private open space areas for conservation and recreational use. (Source: New Goal)*

## Policies

- ENV-6.1: Open Space Designation.** Maintain the following types of land as designated open space:
- a. Sensitive habitats or unique resources such as oak woodlands, riparian/creek corridors, significant wetlands and corridors which connect habitats;
  - b. Those areas which are best suited to non-urban uses due to:
    - i. Infeasibility of providing proper access or utilities;
    - ii. Excessive slope or slope instability;
    - iii. Wildland fire hazard;
    - iv. Noise exposure; and
    - v. Flood hazard; *(Source: New Policy)*
- ENV-6.2: Open Space Funding.** Encourage partnering with community groups and neighboring jurisdictions to identify grant opportunities to maintain, enhance, and expand open space, and recreational opportunities. *(Source: New Policy)*
- ENV-6.3: Interjurisdictional Open Space Coordination.** Coordinate open space planning, acquisition, and development efforts with those of Napa County and regional and State agencies. *(Source: Policy 7.4.5 modified)*
- ENV-6.4: Open Space Access.** Provide public access to open space resources, with interpretive information, when doing so is consistent with protection of the resources, and with the security and privacy of affected landowners and occupants. *(Source: New Policy)*
- ENV-6.5: American Canyon Bicycle and Pedestrian Trail Plans.** Continue to refer to the American Canyon Bicycle and Pedestrian Trail plans for guidance on trail locations, construction design, priority development and other relevant policies. See Mobility Element Appendix A and B. *(Source: New Policy)*
- ENV-6.6: Trail System.** Work with property owners, resource conservation agencies, neighboring cities, Napa County, and the State to establish an interconnected system of trails connecting open space resources with surrounding neighborhoods. *(Source: Policy 7.2.1 and 7.2.2 modified)*
- ENV-6.7: River to Ridge Trail.** Implement the planned River to Ridge Trail alignment (West to East). The trail would travel from Eucalyptus Drive to Broadway, south on Broadway to South Napa Junction Road, east

across the railroad tracks to Watson Ranch and the Newell Open Space Preserve beyond. (Source: BDSPP Policy 5-9)

- ENV-6.8: Urban Open Space.** Plan, design and build open spaces of varying size (e.g. public plazas, large and small open spaces, and spaces for social gathering that serve as local focal points) to diversify the open space experience and provide opportunities for a larger range experiences for park users. (Source: BDSPP Policy 5-1)
- ENV-6.9: Surplus Caltrans Right-of-Way.** Work with Caltrans to use vacant, surplus properties for park and open space purposes. (Source: BDSPP Policy 5-2)
- ENV-6.10: Urban Trails.** Improve convenience of nonmotorized in-town trips and recreation by linking residential and commercial land uses with pedestrian trails. (Source: Policy 7.2.6 modified)
- ENV-6.11: Trail Construction.** Require new development to dedicate and improve trails and walkways at least ten feet wide across long blocks or to provide access to schools, parks, open spaces or other public areas, and where such trails or walkways are within the project boundary or frontage and shown on any map or diagram in the general plan and any of its elements or on any specific plan of the city of American Canyon. (Source: New Policy based on ACMC 18.40.090)
- ENV-6.12: Climate Adaptation.** Mitigate the effects of heat reflecting from paved trail surfaces by incorporating shade trees along the south and west sides of trails wherever possible. (Source: New Policy)
- ENV-6.13: Trail Connectivity.** Enhance trail functionality by identifying gaps that connect missing links along a trail or between trail networks. (Source: New Policy)

## Parks and Recreation

The City of American Canyon is blessed with natural beauty that makes outdoor recreation that much more special. The Park System in the Planning Area is comprised of a diverse family of outdoor parks and recreation facilities that serve every segment of our community. The General Plan will guide the City's future Parks and Recreation decisions, so they improve over the next 20 years for the benefit of everyone.



### POLICY FRAMEWORK

American Canyon General Plan

The Parks and Recreation Element identify policies and objectives to enrich the quality of life in American Canyon by providing parks, trails and recreational services for all of the City's residents.

American Canyon Subdivision Ordinance

The Subdivision Ordinance is included in the American Canyon Municipal Code under Title 18. The subdivision ordinance requires parkland to be dedicated or in-lieu fees paid in conjunction with approval of residential subdivisions.

Parks and Community Services Master Plan

This plan is intended to guide the vision and direction and natural amenities and services provided by the Parks and Recreation Department in American Canyon.

**Parks and Recreation Needs Assessment**

The Parks and Recreation needs Assessment was completed in 2015. The assessment used a statistically valid survey to predict trends and patterns of use and how to address unmet needs in American Canyon and recommended Level of Service Standards to develop appropriate actions regarding recreation programs, parks, trails, open space, building and other amenities.

**Quimby Act**

The Quimby Act (Government Code Section 66477) allows local governments to require developers to dedicate land, donate conservation easements, or pay fees to fund parkland development. The Quimby Act has a standard of 3.5 acres of parkland per 1,000 residents. The American Canyon General Plan and Parks and Community Services Master Plan identify a local standard for American Canyon at 5.0 acres per 1,000 residents.

**American Canyon Bicycle Master Plan**

This plan was developed as a component of the Napa Valley Transportation Authority’s County-wide Bicycle Plan Update. The bicycle plan is intended to help make American Canyon a safe, more convenient and accessible for bicycles within and traveling through American Canyon. American Canyon adopted the Bicycle Plan into the General Plan in 2012.

**American Canyon Pedestrian Master Plan**

This plan was developed as a component of the Napa Valley Transportation Authority’s County-wide Pedestrian Plan Update. The pedestrian plan is intended to make walking in Napa County more safe, comfortable, convenient and enjoyable for all pedestrians. It strives to improve accessibility for the disabled but does not intend to replace an existing Americans with Disabilities Act (ADA) Transition Plan. American Canyon adopted the Pedestrian Plan into the General Plan in 2017.

**Park Classifications:**

- a. Mini-Parks are less than one acre in size and not designed for active recreational uses. They do, however, provide passive open space and buffering from adjacent urban development and typically include elements such as walking paths and benches. The City has three Mini-Parks listed below:

Figure [ ] Mini Parks

Name	Address/Location	Acreage
Bedford & Kensington	323 Bedford Lane	0.14
Nottingham & Bently	270 Nottingham Lane	0.10
Danrose Sports Court	785 Danrose Drive	1.24

- b. Neighborhood Parks are usually two and a half to five acres in size and primarily planned for children five to fourteen years of age.

To maximize the use of the parcel, these parks are ideally located within the center of a neighborhood and sited adjacent to a school whenever possible.

Recreation facilities typically provided in neighborhood parks include children's play areas (ideally equipped with a variety of play equipment for a range of users), picnic tables, and basketball courts. The service area for a neighborhood park is generally one-quarter to a one-half mile radius. The City has 15 Neighborhood Parks listed below:

Figure [ ] Neighborhood Parks

Name	Address/Location	Acreage
Banbury Park	100 Banbury Way	8.83
Elliott Park	2234 Elliott Drive	2.83
Gadwall Park	161 Gadwall Street	2.0
Linwood Park	285 Linwood Lane	1.32
Main Street Park	5050 Main Street	3.0
Melvin Park	19 Melvin Road	1.3
Montecarlo Park	54 Montecarlo Way	2.75
Northampton Park	243 Northampton Drive	4.0
Pelleria Park	54 Pelleria Drive	1.0
Quarry Park	N/A	7.1
Shenandoah Park	100 Sonoma Creek Way	6.0
Silver Oak Park	485 Silver Oak Drive	5.0
Via Bellagio Park	100 Via Bellagio	1.0
Watson Ranch Center Park	Marcus Road	3.8
Watson Ranch Newell Park	Newell Drive	7.4

- c. Community Parks are designed to serve several neighborhoods. Community parks are planned for youths and adults and provide for a wider range of activities than the neighborhood park or playground. Community parks generally range in size from 10 to 40 acres and provide facilities for both indoor and outdoor recreational activities such as softball diamonds, basketball courts, tennis courts and community centers. The service area for a community park is typically one-to-one-and-a-half-mile radius. (Source: Existing Policy 7.3.1) The City has 5 Community Parks listed below:

Figure [ ] Community Parks

Name	Address/Location	Acreage
Community Park I	1400 Rio Grande Drive	8.0
Community Park II	20 Benton Way	6.3
Kimberly Park	600 Kimberly Way	10.0
Little League Complex	280 Napa Junction Road	10.0
Veterans Memorial Park	2801 Broadway	9.0

- d. **Regional Parks** are usually 50 acres or larger and designed to serve the local community in which the park is located and surrounding communities. Community Parks often retain significant natural features and provide outdoor recreational facilities, such as picnicking, camping, hiking, and unique programs that appeal to a broad range of interests and recreational needs. Within the Planning Area, the Napa County Regional Parks and Open Space District is in the process of acquiring the Suscol Ridge Regional Park. (Source: Existing Policy 7.3.13, modified) The City and the Planning Area has 3 Regional Parks listed below:

Figure [ ] Regional Parks

Name	Address/Location	Acreage
Newell Open Space Preserve	7000 Newell Drive	642
Suscol Ridge Regional Park	Jameson Canyon Road	711
Wetlands Edge	Wetlands Edge	TBA

[Add a map that depicts location of parks]

Park Facilities:

## Goals and Policies

### Goal ENV-7:

Enrich the quality of life in American Canyon by providing parks, trails, and recreational services for all of the City's residents. (Source: Existing Goal 7)

### Policies

- ENV-7.1: Park Standards.** Provide a variety of mini, neighborhood, community, and regional park facilities to achieve a minimum standard of 5 acres of parkland per 1,000 residents. (Source: Existing Policy 7.1.1, modified)
- ENV-7.2: Parks Master Plan.** Create a comprehensive, citywide Parks and Recreation Master Plan that provides specific criteria and guidelines for the siting, design, and programming of parks and recreational facilities. (Source: Existing Policy 7.1.2, modified)
- ENV-7.3: Parks System.** Work toward the establishment of a of public parks system interconnected by off-street trails or bicycle lanes. (Source: Existing Policy 7.1.3, modified)

- ENV-7.4: Park Balance between Active and Passive.** Ensure that American Canyon provides both active and passive recreational activities in a variety of park and trail settings. *(Source: Existing Policy 7.1.4, modified)*
- ENV-7.5: Corp Yard Re-Use.** Consider re-use of the Wetlands Edge Corp Yard to an Eco Center through a partnership agreement with a nonprofit foundation. *(Source: New Policy)*
- ENV-7.6: Public Input.** Promote a high level of public outreach regarding park and recreation opportunities and facility design in American Canyon. *(Source: New Policy)*
- ENV-7.7: Landfill Re-Use.** Evaluate the potential for further recreational use at the closed landfill. *(Source: New Policy)*
- ENV-7.8: Kayak Launch.** Evaluate feasible locations to accommodate a kayak launch at the Napa River wetlands. *(Source: New Policy)*
- ENV-7.9: Broadway District Specific Plan Parks.** Evaluate feasible locations for public parks to serve residents in the Broadway District Specific Plan area. *(Source: New Policy)*
- ENV-7.10: Watson Ranch Specific Plan.** Incorporate by reference the Watson Ranch Specific Plan recreation program which includes private recreation facilities, public parks, trails, and community center and plaza. *(Source: New Policy)*
- ENV-7.11: Climate Change Adaptation.** Consider impacts and feasible adaptation measures to address potential long-term impacts of sea level rise, extreme weather, and heat on the city's park system. *(Source: New Policy)*
- ENV-7.12: Park Dedications.** Review the Subdivision Ordinance as necessary to ensure park dedication requirements remain consistent with the Subdivision Map Act. *(Source: Existing Policy 7.6.1 modified)*
- ENV-7.13: Park Accessibility.** Require any park construction and any new development on existing park facilities meet accessibility standards defined by the Americans with Disabilities Act (ADA) and playground safety requirements (Senate Bill 2733). *(Source: Existing Policy 7.10.3 modified)*
- ENV-7.14: Park Fee Revenue.** Periodically review the parks and recreation fee structure to ensure it is meeting established cost-recovery objectives without placing an excessive financial burden on residents. *(Source: Existing Policy 7.8.5 modified)*
- ENV-7.15: Park Impact Fee.** The City shall update, as needed and appropriate, the park in-lieu fee assessed to all new development. *(Source: Existing Policy 7.6.4)*
- ENV-7.16: Park Donations.** Provide mechanisms by which the City may accept gifts and dedications of parks, open space and facilities. *(Source: Existing Policy 7.6.5)*
- ENV-7.17: Park Funding.** Consider the use of special taxes, bonds, or assessment districts for park development and maintenance. *(Source: Existing Policy 7.6.6)*

- ENV-7.18: Park Funding.** Seek out and aggressively pursue all forms of federal, state, county, private foundation, and endowment support to assist in the acquisition, development and programming of park and recreation resources in the City of American Canyon. *(Source: Existing Policy 7.6.7)*
- ENV-7.19: Park Service Variety.** Provide a variety of desirable amenities within recreation areas to accommodate persons of varying ages and leisure time interests. *(Source: Existing Policy 7.11.2)*
- ENV-7.20: Private Recreation Services.** Ensure the zoning code accommodates sufficient land within the city to allow establishment of private commercial recreation facilities and services that serve all age groups that could not otherwise be provided by the City. *(Source: Existing Policy 7.6.9 modified)*
- ENV-7.21: Park Operation and Maintenance.** Operate and maintain American Canyon's park and recreation facilities by utilizing programs that are designed for the most effective use and enhancement of park sites at the minimum possible cost. *(Source: Existing Objective 7.8)*
- ENV-7.22: Partnerships.** Encourage partnerships with the American Canyon Community & Parks Foundation, the Napa County Parks and Open Space District, the 4-H Club and many other neighborhood groups, organizations, clubs and businesses to take a greater interest and financial responsibility in the improvement of the park and recreation system in American Canyon through the donation of goods, services and financial support. *(Source: Existing Policy 7.8.3 modified)*
- ENV-7.23: Volunteer Services.** Promote establishment of volunteer services program to assist City Park and recreation staff, thereby stimulating more direct community involvement and reducing future staffing costs. *(Source: Existing Policy 7.8.4)*
- ENV-7.24: Volunteer Recognition.** Recognize, support, and celebrate the efforts of local groups and organizations that provide recreational opportunities for youth and members of all age groups. *(Source: Existing Policy 7.10.6 modified)*
- ENV-7.25: Nighttime Park Use.** Limit nighttime hours in parks located adjacent to residences to ensure noise does not adversely impact resident quality of life. *(Source: Existing Policy 7.8.7 modified)*
- ENV-7.26: Park Maintenance.** Rehabilitate existing American Canyon parks based on such measures as increased public access, lower maintenance costs and increased service delivery. *(Source: Existing Policy 7.8.8)*
- ENV-7.27: Highlight Natural Features.** Combine Park sites that contain significant natural features with recreational learning opportunities wherever possible. For example, the City could establish a natural resource learning center near the Napa River Wetlands. *(Source: Existing Policy 7.10.4)*

## Public Art

A community's sense of place is not static. As a narrative that evolves over time, Public Art provides voice to the many values and historical periods within the community. A further beauty of Public Art is its expressive diversity— there is no limit to art form and subject matter. What can Public Art do?

- Create a sense of place
- Improve pedestrian connections and walkability
- Instill civic pride
- Provide jobs for neighborhood artists
- Celebrate the City's history and culture
- Reduce vandalism and graffiti

Encouraging and celebrating the community's artistic expression will enrich our lives and nurture our community to flourish intellectually, culturally, and economically.

## Goals and Policies

### Goal ENV-8:

*Enhance the community with visual arts that acknowledge our local artistic community, inspire pride, identity, and a sense of place within the community. (Source: New Goal, Public Art Program Protocol)*

### Policies

- ENV-8.1: Public Art Program.** Establish a program to facilitate artwork on public property. *(Source: New Policy)*
- ENV-8.2: Public Art Generally.** Ensure administrative policies foster an artwork-rich environment by exempting formal artwork selection procedures for minor-age residents and artwork on private property. *(Source: New Policy)*
- ENV-8.3: Public Art Committee.** On a regular basis, ensure a 2-Councilmember Ad-Hoc Subcommittee of the City Council is appointed to review and implement the Public Art Program. *(Source: New Policy)*
- ENV-8.4: Public Art Qualifications.** Ensure artists that develop public art are well qualified and recognized by critics and peers as a professional practitioner of the visual art. *(Source: New Policy)*
- ENV-8.5: Public Art Selection Criteria.** Ensure Public Art is diverse and inclusive by considering artworks of all schools, styles, and tastes. *(Source: New Policy)*
- ENV-8.6: Public Art Location Criteria.** Ensure Public Art selected is visible and accessible to the public and constructed safely and placed outside traffic or other potential hazards. *(Source: New Policy)*
- ENV-8.7: Public Art Maintenance.** Ensure ongoing artwork maintenance is considered when selecting Public Art fund. *(Source: New Policy)*

**ENV-8.8:** **Public Art Funding.** Consider establishing a Public Art fund as the depository for all funds collected with the Public Art Program. *(Source: New Policy)*

## Scenic Resources

American Canyon is located adjacent to the Coast Mountain Ranges with rich scenery and iconic landscapes. Wetlands Edge Road provides unimpeded views of the marsh and the nearby Napa River to the distant hills beyond. The eastern hills are visible from many areas of the community, bordering the city with foothills along Newell Drive and American Canyon Road. *(Source: New Text)*

Several streams and creeks are located throughout the city and surrounding area, including American Canyon Creek, which runs through the southern portion of the city from the Sulphur Spring Mountains down to the Napa River. These waterways and natural areas provide habitat for local animal and plant species and are an important community resource for recreation and attractive landscapes. *(Source: New Text)*

These scenic resources, and the general bucolic environment in which the city resides, is a key characteristic for American Canyon that will be preserved and protected through policy and future development decisions. *(Source: New Text)*

There are no designated scenic highways or roads in American Canyon. However, the County has designated the portion of Highway 29 north of the American Canyon and South of the City of Napa as a designated scenic road. In addition, the portion of American Canyon Road located east of the city limits is also designated as a scenic road. *(Source: New Text)*

## Goals and Policies

### Goal ENV-9:

*Preserve viewsheds and scenic resources, including ridgelines, canyons, and significant public views. (Source: New Goal)*

### Policies

**ENV-9.1:** **Implement the Urban Limit Special Study Zone.** The Special Study Zone in the Urban Limit Line on the eastern side of American Canyon requires proposed development to provide view corridors and public access from Newell Drive to the agricultural and Open Space lands in Unincorporated Napa County to the east (2008 Urban Limit Line Initiative)

**ENV-9.2:** **Oat Hill View Corridor.** In conjunction with new development on Oat Hill, accommodate a public view trail around the top of Oat Hill. *(Source: New Policy)*

**ENV-9.3:** **Identify Scenic Vistas.** Identify notable viewsheds and public views from which scenic vistas can be observed. *(Source: New Policy)*

- ENV-9.4:** **Visual Design.** Require massing, height, and orientation of new development where allowable by the zoning standards adjacent to viewsheds and public views be evaluated and be sited and designed to minimize additional obstructions of public views to and along scenic areas. *(Source: New Policy)*
- ENV-9.5:** **Public Access to Vistas.** Identify important vista locations within the City, Sphere of Influence, and Urban Limit line and evaluate modification to the Bicycle and Pedestrian Master Plans to include trails that lead up to and around important vista locations. *(Source: New Policy)*

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# Climate Change and Air Quality

## Greenhouse Gas Emissions

Greenhouse gases (GHG) are gases that trap heat in the Earth’s atmosphere and cause changes to the Earth’s climate, including changes to weather and precipitation patterns and increasing global temperatures. The main sources of GHG emissions are the combustion of fossil fuels for transportation and energy. California is a leader in GHG emissions reductions efforts and has adopted aggressive targets for GHG reduction. Primary GHG reduction legislation driving State and city climate action plans include Assembly Bill (AB) 32, Senate Bill (SB) 32, and Executive Order (EO) B-55-18. California has also passed legislation to increase energy efficiency in buildings (Title 24), improve fuel efficiency in vehicles (Advanced Clean Cars Program), and establish the goal of 100 percent carbon neutral electricity by 2045 (SB 100). (Source: New Text)

### Major California Climate Change Legislation

- **Assembly Bill (AB) 32** – AB 32 was adopted in 2014 and sets a statewide goal of reducing GHG emissions to 1990 levels by 2020 and requires for the California Air Resources Board (CARB) to prepare a Scoping Plan that outlines the main strategies the State will employ to meet the 2020 target.
- **Senate Bill (SB) 32** – SB 32 was adopted in 2017 and is the successor to AB 32. SB 32 requires the State of California to achieve a statewide reduction in GHG emissions of 40% below 1990 levels by 2030.
- **Executive Order (EO) B-55-18** – EO B-55-18 establishes a new statewide goal of achieving and maintaining carbon neutrality as soon as possible and no later than 2045. Executive orders have not been codified by the State but are binding for State agencies and therefore, must be addressed by qualified GHG reduction plans.
- **Executive Order N-79-20** - (EO N-79-20) issued in September 2020 established a statewide goal that 100 percent of in-state sales of new passenger cars and trucks will be zero-emission by 2035, that 100 percent of medium and heavy-duty vehicles in the State be zero-emission by 2045 for all operations where feasible, and that 100 percent of all drayage trucks will be zero-emission by 2035 where feasible. EO N-79-20 also establishes a goal to transition to 100 percent zero-emission off-road vehicles and equipment by 2035 where feasible. EO N-79-20 directs CARB to develop regulations that will help achieve these goals.
- **Senate Bill 100** – SB 100 requires 100 percent of retail sales of electricity to California end-use customer by sourced from eligible renewable energy resources and zero-carbon resources by 2045. SB 100 targets the reduction of GHG emissions associated with electrical generation.
- **Bay Area Air Quality Management District (BAAQMD) CEQA GHG Emissions Thresholds** – thresholds adopted in April 2022 by BAAQMD require a change to the way CEQA GHG thresholds are analyzed in CEQA documents. In summary, a proposed plan or project within BAAQMD jurisdiction should either 1) be consistent with GHG reduction measures of a local qualified Climate Action Plan (CAP), or 2) include and show proof of all the

following: all electric buildings, 15 percent vehicle miles traveled (VMT) reduction, and electric vehicle parking compliant with CalGreen Tier 2 requirements. *(Source: New Text)*

The City of American Canyon has begun a path towards electrification and decarbonization by adopting the Energy Efficiency Climate Action Plan (EECAP) to outline the City's approach to reduce energy use and energy-related GHG emissions and through joining Marin Clean Energy (MCE).

In 2019, the City Council issued a Proclamation to join with Napa County Jurisdictions dedicated to working together to address climate change through comprehensive, immediate, and sustained action with community organizations, businesses, schools, and regional partners and jurisdictions to educate, mobilize, expand, and accelerate local, regional, and statewide support.

In 2022, the City Council approved a Climate Emergency Resolution (Resolution 2022-07) recognizing that a Climate Emergency exists, and that it threatens our city, state, country, and the planet. The Resolution recognizes the need to provide leadership and services in working with community organizations, businesses, schools, and regional partners and jurisdictions to educate, mobilize, expand, and accelerate local, regional and statewide support for comprehensive, immediate, and sustained action to achieve its goal of net zero climate pollution by or before 2030.

Gaining a nearly carbon-free power mix through MCE makes the transition to a fully carbon-free economy feasible through a shift to electric vehicles and buses, adopting electric appliances, and shifting buildings away from natural gas usage. The goals and policies listed below are intended to move the City further along the path to decarbonization, allowing it to meet the 2045 carbon neutrality goal set by the State. For additional policies relating to energy see the Utilities Element (Element 5). *(Source: New Text)*

## Goals and Policies

### Goal ENV-10:

*Conduct decisive near-term action to reduce greenhouse gas emissions in American Canyon. (Source: Goal 1U)*

### Policies

- ENV-10.1: Greenhouse Gas Emission Reductions.** Consider initiatives to reduce direct and indirect greenhouse gas (GHG) emissions from transportation sources, and from new, renovated, and existing development in the city. *(Source: Objective 1.37)*
- ENV-10.2: Intergovernmental Cooperation.** Work with Napa County Jurisdictions together with community organizations, businesses, schools, and regional partners and jurisdictions to educate, mobilize, expand, and accelerate local, regional, and statewide support for comprehensive, immediate, and sustained action. *(Source: Policy 1.37.1)*
- ENV-10.3: Gas Station Limits.** Recognizing that the transportation sector is the largest source of GHG emissions in American Canyon and in California more broadly, prohibit construction of new fossil-fuel stations in American Canyon. *(Source: Policy 1.37.2)*
- ENV-10.4: Expand Zero Emission Vehicles.** Consider feasible methods to foster widespread use of Zero Emission Vehicles (ZEVs) to improve air quality and help meet California's GHG reductions targets by expanding

availability of non-fossil vehicle fuel infrastructure, such as public and private electric vehicle charging stations, and hydrogen facilities for fuel cell electric vehicles throughout American Canyon. (Source: Policy 1.37.3)

- ENV-10.5: Vehicle Miles Travelled Reduction.** Reduce vehicle miles travelled by encouraging future land uses that feature a compact mixed-use urban form connected with pedestrian and bicycle trails. (Source: Policy 1.37.4)
- ENV-10.6: Reach Building Code.** Consider feasibility of adopting a “reach” local amendment to the California building code to require a 15% or greater energy efficiency than the State standard. (Source: Policy 1.37.5)
- ENV-10.7: Vehicle Idling.** Reduce vehicle engine idling in American Canyon by educating the broader community (i.e.: businesses, commuters, residents) on the greenhouse gas impacts caused by engine idling and implementing feasible commercial vehicle regulations. (Source: Policy 1.37.6)
- ENV-10.8: Building Electrification.** Consider a Reach Building Code that would prohibit installation of natural gas in all new construction. (Source: New Policy)
- ENV-10.9: CEQA Qualified Climate Action Plan.** Investigate alternatives to develop a CEQA Compliant Climate Action Plan for the City of American Canyon. (Source: New Policy)
- ENV-10.10: GHG Emissions Education.** Support educational programs to educate the public on climate change and GHG emissions reduction measures. (Source: New Policy)

## Goal ENV-11:

Reduce energy consumption and increase renewable energy resources. (Source: New Goal)

## Policies

- ENV-11.1: Energy Efficiency.** Require developers employ energy-efficient site planning methods and building design, including building orientation, shading, landscaping, building reflectance, and passive solar heating and hot water systems. (Source: Existing General Plan, Policy 8.23.1, modified)
- ENV-11.2: Renewable Energy Sources.** Work with other agencies and utility companies to develop safe, economical, and renewable energy resources. (Source: Existing General Plan, Policy 8.25.2, modified)
- ENV-11.3: Renewable Energy Program.** Support installation of renewable energy and battery storage for homes and businesses. (Source: New Policy)

- ENV-11.4: Energy Retrofit Program.** Develop an energy retrofit program and incentives for homeowners and building owners to encourage energy efficiency improvements such as fixture and appliance upgrades. *(Source: New Policy)*
- ENV-11.5: Energy Efficiency City Operations.** Increase energy efficiency of City operations and evaluate the feasibility of installing renewable energy at city facilities. *(Source: New Policy)*
- ENV-11.6: Energy Conservation Education.** Provide educational programs to the community on energy conservation and renewable energy options. *(Source: New Policy)*
- ENV-11.7: LEED Certification of Municipal Facilities.** Design new municipal facilities to, at minimum, meet the baseline Leadership in Energy and Environmental Design (LEED) certification criteria. *(Source: New Policy)*
- ENV-11.8: Land Use Planning.** Utilize land-use planning techniques to reduce traffic congestion and promote alternative modes of transportation for the community. *(Source: New Policy)*
- ENV-11.9: Development.** Encourage and incentivize the development of mixed-use residential opportunities and live-work environments within the City to lessen the impacts of traffic congestion on local air quality. *(Source: New Policy)*
- ENV-11.10: Active Transportation.** Improve active transportation options within the City by connecting local bikeways and trails to City bus stops and public transportation centers. *(Source: New Policy)*
- ENV-11.11: Public Transit.** Coordinate with NVTA and actively pursue the improvement and expansion of public transit for American Canyon residents. *(Source: New Policy)*

## Air Quality

American Canyon is located in the San Francisco Bay Area Air Basin (SFBAAB) which includes the nine counties surrounding San Francisco Bay. The Bay Area Air Quality Management District (BAAQMD) monitors regional air quality, oversees policies, and adopts regulations to maintain air quality standards for criteria air pollutants and reduce air pollution and GHG emissions for the SFBAAB. *(Source: New Text)*

Air quality in American Canyon is generally good. Monitoring in Napa County from 2016 to March 2020 shows particulate matter of less than 2.5 microns exceeds national standard for a few days in the fall some years but is generally within the national and State standards. The area is within State and national standards for concentrations of other criteria air pollutants, such as, nitrogen dioxide, and particulate matter of 10 microns or less. *(Source: New Text)*

## Goals and Policies

### Goal ENV-12:

*Improve air quality and minimize human exposure to toxic air pollutants. (Source: New Goal)*

## Policies

- ENV-12.1: Regional Air Quality Efforts.** Support and coordinate with BAAQMD and State and Federal planning efforts aimed at reducing air pollution and management of major pollutants affecting American Canyon and the region, including the Clean Air Plan. *(Source: New Policy)*
- ENV-12.2: Construction Management Plans.** Require new development and redevelopment projects to prepare and implement a construction management plan that incorporates Best Available Control Measures and all best management practices in accordance with the Air District standards to reduce criteria pollutants. *(Source: New Policy)*
- ENV-12.3: Separate Sensitive Land Uses.** Separate sources of air pollution from sensitive land uses, such as residences, schools, day care centers, hospitals, and nursing homes. *(Source: New Policy)*
- ENV-12.4: EV Charging Station Requirements.** Consider adopting voluntary measures from CalGreen Tier 1 and/or Tier 2 to implement stricter electric vehicle charging requirements for new development. *(Source: New Policy)*
- ENV-12.5: Alternative Modes of Transportation.** Encourage residents to use alternative modes of transportation, including walking, biking, and transit to minimize air pollutant emissions. *(Source: New Policy)*
- ENV-12.6: City Vehicle Fleet.** Transition the municipal fleet to electric or alternative-fuel vehicles. *(Source: New Policy)*
- ENV-12.7: Air Pollution Education.** Support public education programs that promote the reduction of air pollutant emissions, such as reducing vehicle emissions through reducing VMT and using alternative modes of transportation. *(Source: New Policy)*
- ENV-12.8: Commute Reduction.** Support programs that reduce commuter vehicle trips. *(Source: New Policy)*
- ENV-12.9: Countywide Bicycle and Pedestrian Plans.** Work with the County to implement the best practices provided within the American Canyon edition of the Napa Countywide Bicycle Plan and Napa Countywide Pedestrian Plan. *(Source: New Policy)*
- ENV-12.10: Transit Services.** Work with Vine Transit, SolTrans, and other transit providers to regularly evaluate and update transit servicing American Canyon *(Source: New Policy)*

# Implementation Programs

Programs	Implements Which Policy(ies)	Responsible	2020 – 2025	2026 – 2030	2031 – 2040	Annual	Ongoing
		Supporting Department(s)					
<b>A Biological Resources Inventory</b> Create and maintain an inventory of areas within the City's Sphere of Influence and Urban Limit Line with significant biological habitats as defined in Section 19.24.010 of the municipal code. Utilize the inventory during site plan review to ensure protection of resources in those habitat areas. <i>(Source: New Implementation Program)</i>	ENV-1.1	Community Development					
		Public Works					■
<b>B Site Design Standards.</b> Expand and enforce the site design standards and land use restrictions within the municipal code for water courses and riparian habitats to preserve the natural state of drainages and riparian corridors to the extent feasible. <i>(Source: New Implementation Program)</i>	ENV-1.3 ENV-2.1 ENV-2.2	Community Development		■			
<b>C Natural Drainage Protection.</b> Update the municipal code to establish objective standards for protection of natural drainage and pedestrian paths and greenbelts for new development and redevelopment. <i>(Source: New Implementation Program)</i>	ENV-1.4	Community Development					
		Public Works		■			
<b>D Invasive Plant Species Management.</b> Create an invasive species management plan to identify and and remove invasive species in designated natural habitats and open spaces. Work with property owners to coordinate removal and prevention efforts. <i>(Source: New Implementation Program)</i>	ENV-1.5	Community Development					
		Public Works		■			
<b>E City Vegetative Maintenance Plan.</b> Prepare and implement a vegetative maintenance plan for City-owned properties to maintain views into and through vegetated areas, and to remove invasive species. <i>(Source: New Implementation Program)</i>	ENV-1.5	Community Development					
		Public Works		■			
<b>F Local Historic Resources.</b> Develop criteria for establishing local historic resources and maintain a database of designated local historic resources. <i>(Source: New Implementation Program)</i>	ENV-4.1	Community Development		■			
<b>G Funding for a Historic Resources Inventory.</b> Seek funding to conduct a citywide survey to inventory sites of historical significance. <i>(Source: New Implementation Program)</i>	ENV-4.1	Community Development		■			

Programs	Implements Which Policy(ies)	Responsible	2020 – 2025	2026 – 2030	2031 – 2040	Annual	Ongoing
		Supporting Department(s)					
<b>H</b> <b>Historic Compatibility.</b> Develop guidelines, such as a review checklist, for determining historic and architectural compatibility for new development and redevelopment projects that include or are in proximity to historic structures.	ENV-4.2	Community Development		■			
<b>I</b> <b>Adaptive Reuse.</b> Develop guidelines for adaptive reuse of historic buildings in new development and redevelopment projects. <i>(Source: New Implementation Program)</i>	ENV-4.4	Community Development		■			
<b>J</b> <b>Historic Preservation Incentives.</b> Develop a historic preservation incentive program to encourage preservation of historic resources with measures such as waiving building permit fees for property owners with historic resources for the rehabilitation, alteration, or reuse of their structure in accordance with established historic preservation guidelines. <i>(Source: Existing General Plan, Policy 8.20.1 and 8.20.2, modified)</i>	ENV-4.4	Community Development		■			
<b>K</b> <b>Building Code Flexibility for Historic Structures.</b> Consider allowing flexibility in building code requirements for the rehabilitation of historic structures as specified in State Historical Building Code Part 8, Title 24 if these structures are rehabilitated in accordance with established historic preservation guidelines. <i>(Source: Existing General Plan, Policy 8.20.3)</i>	ENV-4.4	Community Development					■
<b>L</b> <b>Architectural and Cultural Resource Survey.</b> Conduct a comprehensive survey of archaeological and cultural resources and historic vegetation that is based on established criteria and encompasses the entire City and its Sphere of Influence. <i>(Source: Existing General Plan, Policy 8.19.1)</i>	ENV-4.1 ENV-5.1	Community Development		■			
<b>M</b> <b>Project Review Guidelines.</b> Develop guidelines for project review to ensure potential impacts to archaeological and/or cultural resources are minimized. <i>(Source: New Implementation Program)</i>	ENV-4.1 ENV-5.1	Community Development		■			

Programs	Implements Which Policy(ies)	Responsible	2020 – 2025	2026 – 2030	2031 – 2040	Annual	Ongoing
		Supporting Department(s)					
<b>N</b> <b>Archaeological Surveys.</b> Update site plan review requirements to ensure discretionary projects located in areas where archeological resources are suspected conduct an archaeological investigation in accordance with CEQA to determine if the site contains cultural resources.	ENV-5.1	Community Development	■				
<b>O</b> <b>Grant Opportunities.</b> Pursue available funding sources and/or partnerships for open space acquisition, management, and enhancement. <i>(Source: New Implementation Program)</i>	ENV-6.2	Recreation					
		Community Development					■
<b>P</b> <b>Level of Service and Access.</b> Establish open space level of service and level of access standards to prioritize acquisition, maintenance, and access for open space areas. <i>(Source: New Implementation Program)</i>	ENV-6.4	Community Development		■			
		Recreation					
<b>Q</b> <b>Open Space ADA Accessibility.</b> Evaluate and identify ADA compliance of open spaces. Seek funding to implement improvement projects that could increase accessibility such as providing ADA accessible parking and pathways and establishing easy access trails. <i>(Source: New Implementation Program)</i>	ENV-6.4	Recreation					
		Community Development					■
<b>R</b> <b>Trail Network Plan.</b> Develop a trail network plan to and connect open spaces, parks, and residential neighborhoods. <i>(Source: New Implementation Program)</i>	ENV-6.5	Recreation					
		Community Development		■			
<b>S</b> <b>Scenic Resources Inventory.</b> Create and periodically update an inventory of scenic resources important to the City. <i>(Source: New Implementation Program)</i>	ENV-7.1	Community Development					■
<b>T</b> <b>Scenic Resource Protection.</b> Identify and map valuable scenic views and update the City’s development and design standards to protect scenic resources and important viewsheds. <i>(Source: New Implementation Program)</i>	ENV-7.1 ENV-7.2	Community Development					■
<b>U</b> <b>BAAQMD Non-Attainment Standards.</b> Comply with BAAQMD’s non-attainment standards and implement required pollution control measures by State and Federal statutes. <i>(Source: New Implementation Program)</i>	ENV-8.1	Community Development					■

Programs	Implements Which Policy(ies)	Responsible	2020 – 2025	2026 – 2030	2031 – 2040	Annual	Ongoing
		Supporting Department(s)					
<b>V Construction Management Plan Guidelines.</b> Develop construction management plan guidelines for incorporating best management practices for air quality in new development and redevelopment projects. <i>(Source: New Implementation Program)</i>	ENV-8.2	Community Development		■			
<b>W Sensitive Land Uses.</b> Update the municipal code to prohibit the siting of sensitive land uses in proximity to air pollutant emission sources unless adequate mitigation measures are adopted and implemented. <i>(Source: New Implementation Program)</i>	ENV-8.3	Community Development	■				
<b>X EV Charging Standards.</b> Update the municipal code to incorporate development standards for electric vehicle charging facilities as new State and federal legislation is adopted. Consider adopting the voluntary CalGreen Tier 1 and/or Tier 2 electric vehicle measures. <i>(Source: New Implementation Program)</i>	ENV-8.4	Community Development		■			
<b>Y Bicycle and Pedestrian Infrastructure Funding.</b> Pursue grant funding to implement bicycle and pedestrian infrastructure, such as new bike lanes and sidewalks. <i>(Source: New Implementation Program)</i>	ENV-8.5 ENV-8.9	Community Development		■			
<b>Z Municipal Fleet Electrification.</b> Phase out the use of gasoline vehicles in the City’s vehicle fleet for electric powered or alternative fuel vehicles. <i>(Source: New Implementation Program)</i>	ENV-8.6	Public Works					■
<b>AA Air Pollution Reduction Education.</b> Provide and support educational programs that educate the public on air pollution and strategies to reduce air pollution emissions, especially vehicle emissions. <i>(Source: New Implementation Program)</i>	ENV-8.7	Community Development					
		Public Works				■	
<b>BB Commute Trip Reduction Program.</b> Create a commute trip reduction program to support employer implementation of commute reduction measures. Create guidelines for employers that include best practices and resources for commute reduction. <i>(Source: New Implementation Program)</i>	ENV-8.8	Community Development	■				

Programs	Implements Which Policy(ies)	Responsible	2020 – 2025	2026 – 2030	2031 – 2040	Annual	Ongoing
		Supporting Department(s)					
<b>CC</b> <b>GHG Thresholds.</b> Establish GHG thresholds to evaluate non-exempt discretionary projects consistent with CEQA. Require projects above those thresholds to mitigate their GHG emissions and locally offset the remaining GHG emissions if necessary.	ENV-9 ENV-9.2	Community Development	■				
<b>DD</b> <b>Building Electrification Ordinance.</b> Adopt a new building ordinance which bans the installation of natural gas in new residential construction by 2024 and in new commercial construction by 2025. The ordinance will only apply for building types where electrification is shown to be cost-effective. <i>(Source: New Implementation Program)</i>	ENV-9.1	Community Development	■				
<b>EE</b> <b>Electric Appliances Building Retrofit Program.</b> Coordinate with SCP and other local programs to create incentives for retrofitting for electric appliances in existing buildings by 2030. <i>(Source: New Implementation Program)</i>	ENV-9.1	Community Development		■			
<b>FF</b> <b>Climate Action Plan.</b> Update the Energy Efficiency Climate Action Plan and GHG emissions reduction targets to be consistent with State and federal regulations. <i>(Source: New Implementation Program)</i>	ENV-9.1 ENV-9.2	Community Development	■				
<b>GG</b> <b>GHG Inventory Update.</b> Update and report the citywide GHG emissions inventory every five years. <i>(Source: New Implementation Program)</i>	ENV-9.2 ENV-9.3	Community Development	■				
<b>HH</b> <b>GHG Emissions Reduction Education.</b> Work with the school district to provide educational programs that educate the public on climate change and GHG emissions reduction strategies. <i>(Source: New Implementation Program)</i>	ENV-9.3	Community Development					■
<b>II</b> <b>Energy Efficient Building Code.</b> Update the Zoning Ordinance to require energy efficient site and building design in all new development consistent with and, where feasible, beyond the requirements of Title 24 of the California Administrative Code. <i>(Source: Existing General Plan, Implementation Program I 8.7, modified)</i>	ENV-10.1	Community Development		■			

Programs	Implements Which Policy(ies)	Responsible	2020 – 2025	2026 – 2030	2031 – 2040	Annual	Ongoing
		Supporting Department(s)					
<b>JJ Energy Performance Requirements.</b> Enforce existing energy conservation provisions and establish additional energy performance requirements in the building code as new information becomes available. Measures to be considered include building orientation and shading, active and passive solar heating and hot water systems, insulation of water heater and pipes, roof, wall and floor insulation, solar swimming pool heater, setback thermostats, double-pane windows, etc. <i>(Source: Existing General Plan, Implementation Program I 8.9)</i>	ENV-10.1	Community Development		■			
<b>KK Renewable Energy Incentives.</b> Partner with energy providers to develop a program to offer incentives to installation of renewable energy generating systems, such as rebates, fee waivers, and permit streamlining. <i>(Source: New Implementation Program)</i>	ENV-10.3	Community Development		■			
<b>LL Energy Retrofit Program.</b> Provide incentives to support adoption of building retrofits for fixtures and appliances to conserve energy in partnership with energy providers, the County, or local programs such as BayREN. Incentives can include rebates, permit fee waivers, or connecting interested parties with agencies that provide technical assistance (BayREN). <i>(Source: New Implementation Program)</i>	ENV-10.4	Community Development					
		Public Works		■			
<b>MM Energy Education.</b> Prepare educational and promotional materials for distribution at the Planning and Building Department and post information on the City’s website outlining permitting procedures and a submittal checklist for solar, wind, and other alternative energy permits. <i>(Source: New Implementation Program)</i>	ENV-10.6	Community Development					
		Public Works					■
<b>NN Energy Audits.</b> Initiate and facilitate programs that allow for energy audits of existing structures and public education programs aimed at promoting energy conservation. The programs should define the current levels of use, compare these to current standards for similar types of structures, and prescribe corrective methods to improve conservation. <i>(Source: Existing General Plan, Implementation Program I 8.35, modified)</i>	ENV-10.6	Public Works					■



DATE: June 20, 2023  
TO: Mayor and City Council  
C/C: Parks and Recreation Director Ikeda  
RE: **Final "FY 23/24 Work Plan" for the Parks and Community Services Commission**

---

On May 3, 2023, the Parks and Community Services Commission (PCS) met to develop a *draft* Work Plan for FY2023/24. The Parks and Community Services Commission's *draft* Work Plan was approved and adopted by the City of American Canyon City Council at a Joint Special Meeting on June 20, 2023.

Below is the list of topics PCS has identified:

1. Preparing a Request For Proposal (RFP) to update the Parks and Community Services Master Plan.
2. Update the 2023 Parks and Recreation Department User Fee Schedule.
3. FY2024/25 Repair and Replacement Fund – Plan for small projects.
4. Facility naming for the "former" Napa Junction Elementary School, Community Park I, and Community Park II.
5. Fiscal Year 2023/2024 Capital Improvement Program (pertaining to parks and recreation projects).

DRAFT

# American Canyon Bicycle Plan



Prepared for



Napa County Transportation & Planning Agency



City of American Canyon

Submitted by

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January 2012

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## Introduction

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### Purpose of the Plan

The American Canyon Bicycle Plan was developed as a component of the Napa County Transportation Authority's *Countywide Bicycle Plan Update*. The Plan is intended to guide and influence the development of bikeways, bicycle policies, bicycle programs and bicycle facility design standards to make bicycling throughout American Canyon and Napa County more safe, comfortable, convenient and enjoyable for all bicyclists. The overarching goal of the Bicycle Plan is to increase the number of persons who bicycle throughout American Canyon and Napa County for transportation to work, school, utilitarian purposes, and recreation.

This plan has been developed to address the needs of all types of bicyclists, including novice riders and children, the average bicyclist, and advanced riders and commuters, as well as shoppers, recreational riders, and tourists. Important reasons for increasing bicycle travel include reducing congestion and greenhouse gas emissions due to automobile traffic as well as general public health benefits of active transportation. This plan is designed to address the most common reasons why people do NOT use bicycles, including lack of convenience and perceived safety concerns. Important reasons for increasing bicycle travel include reducing congestion and greenhouse gas emissions due to automobile traffic as well as general public health benefits of active transportation.

Bicycle Plan Maps including the American Canyon Bikeways Map, Planning Area – South Valley, and Napa County Bicycle Facilities are shown in Figures 1, 2, and 3 respectively.<sup>1</sup>

### Background

This Bicycle Master Plan is American Canyon's first comprehensive bicycle plan. Previous bicycle planning efforts have included bike route planning in the 2003 Napa Countywide Bicycle Plan; the development of goals for bicycle facility improvements and a review of bicycle issues in the 1994 American Canyon General Plan Circulation Element and the 2006 Circulation Element Update; a discussion of bikeway circulation in the 2008 Citywide Circulation Plan; development of the Wetlands Edge Bay Trail Concept Plan; and the preparation of the San Francisco Bay Trail Kimberly Area Segments Feasibility Study. The City's Parks and Open Space Advisory Committee serves as the City's Bicycle Advisory Committee and utilizes a sub-committee to oversee bicycle planning issues on an as-needed basis. The City is currently working on a Parks and Community Services Master Plan, which includes bicycle and pedestrian planning issues throughout the community.

### Caltrans Compliance

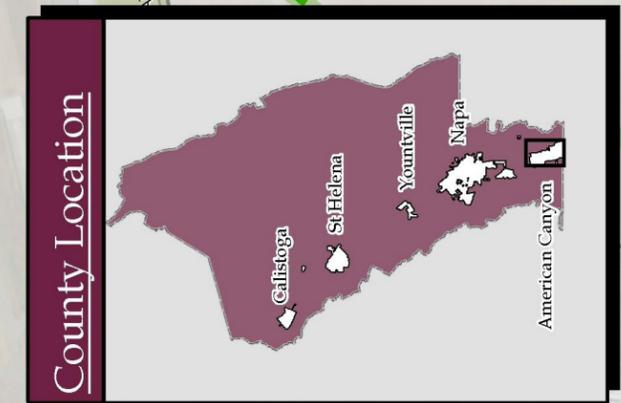
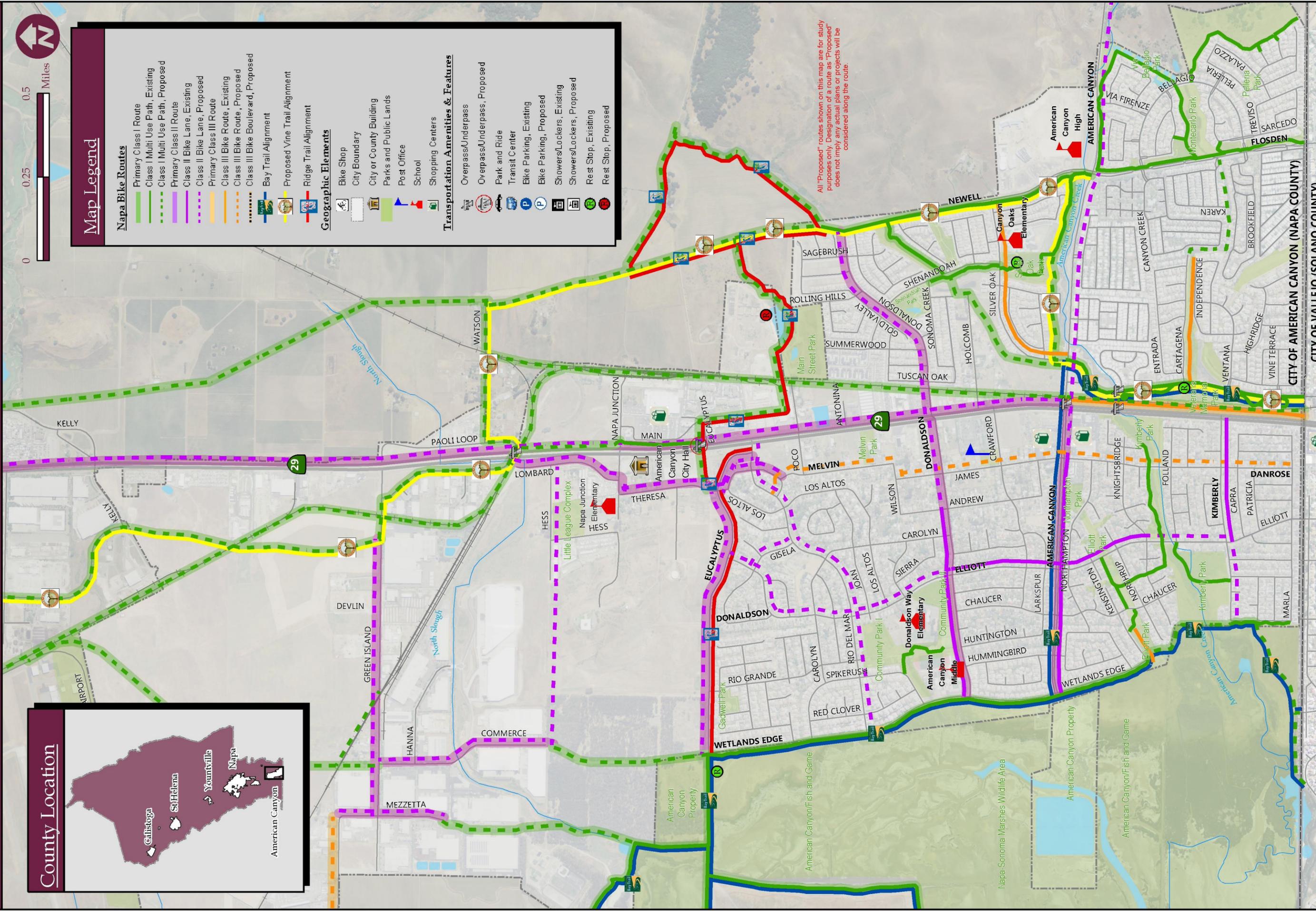
The American Canyon Bicycle Plan was prepared in accordance with the California Bicycle Transportation Act. To be eligible for Bicycle Transportation Account Funds, the California Bicycle Transportation Act requires that cities and counties prepare and adopt a Bicycle Transportation Plan that addresses items a – k in Section 891.2 of the Streets and Highways Code. These items are outlined in Table I. To maintain eligibility with the Caltrans BTA, Bicycle Transportation Plans must be updated every five years. Information on the Bicycle Transportation Act, Bicycle Transportation Plan (BTP) preparation and processing and eligible Bicycle Transportation Account projects is available on Caltrans' BTA webpage: <http://www.dot.ca.gov/hq/LocalPrograms/bta/btawebPage.htm>

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<sup>1</sup> It should be noted that the mapping for American Canyon was updated to include new 2011 city limit expansions in the north, northeast and southeast areas of the City. However, these changes were not reflected in the GIS database and subsequent project lists.

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## FIGURE 1



**Map Legend**

**Napa Bike Routes**

- Primary Class I Route
- Class I Multi Use Path, Existing
- Class I Multi Use Path, Proposed
- Primary Class II Route
- Class II Bike Lane, Existing
- Class II Bike Lane, Proposed
- Primary Class III Route
- Class III Bike Route, Existing
- Class III Bike Route, Proposed
- Class III Bike Boulevard, Proposed
- Bay Trail Alignment
- Proposed Vine Trail Alignment
- Ridge Trail Alignment

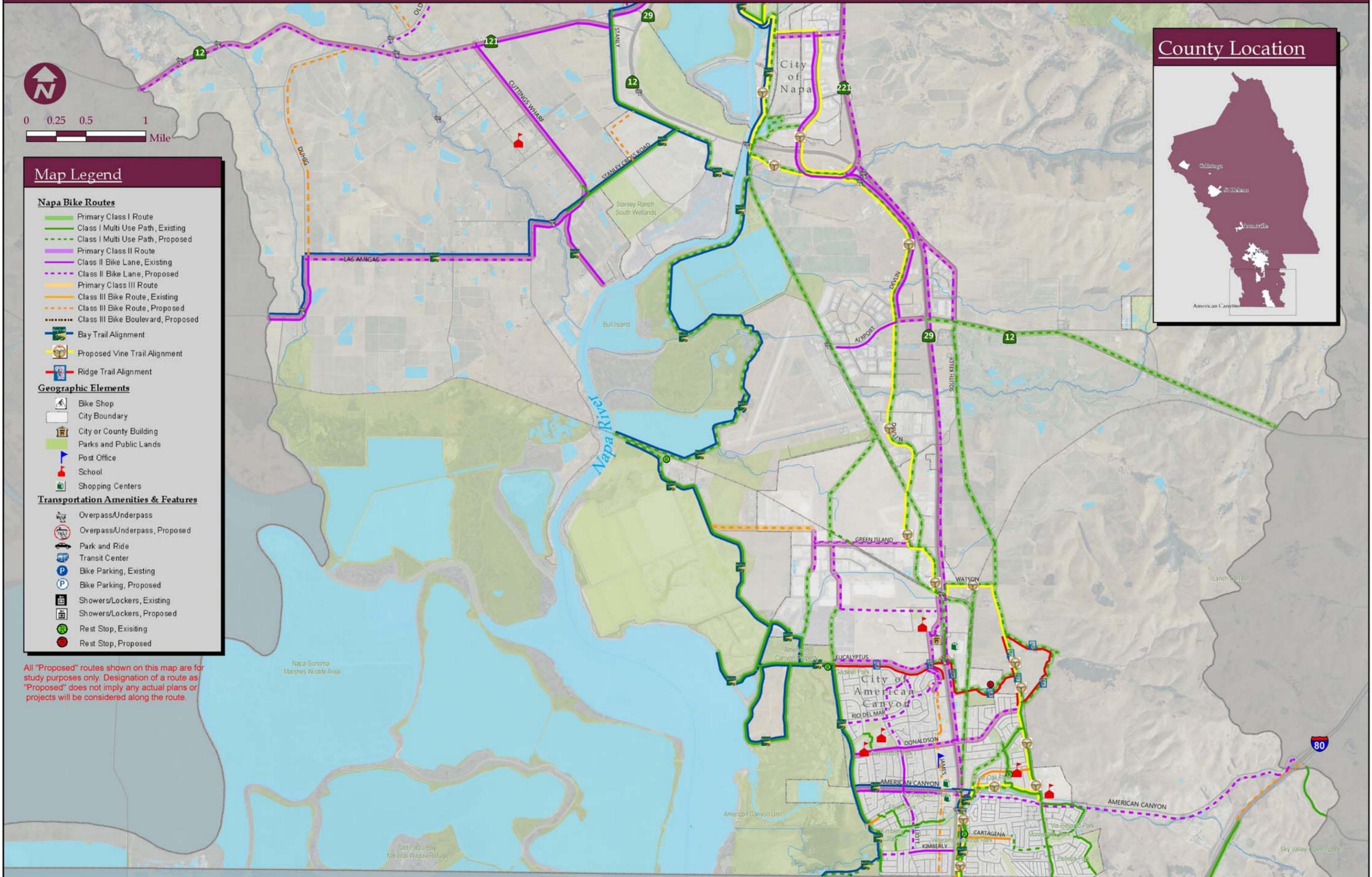
**Geographic Elements**

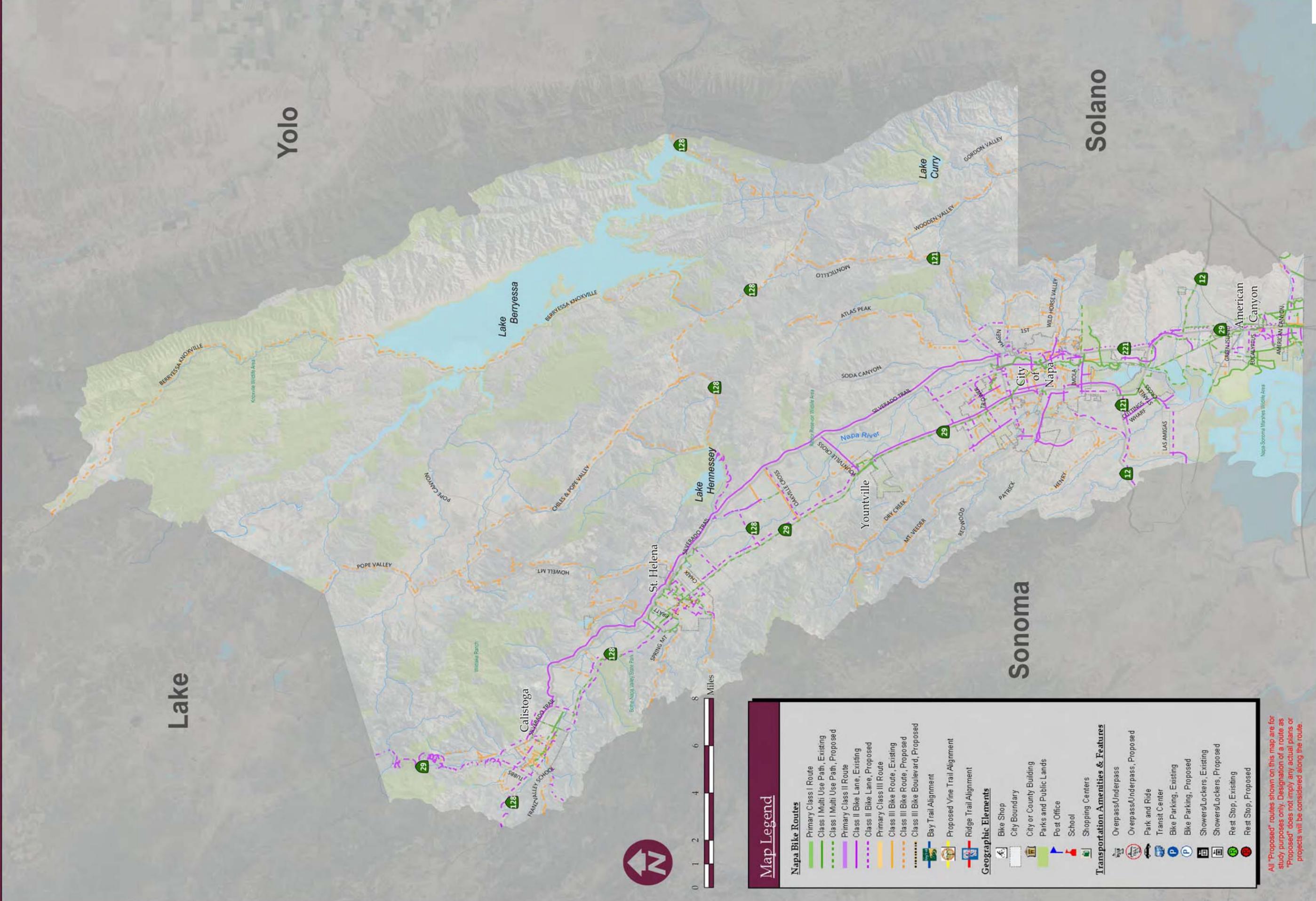
- Bike Shop
- City Boundary
- City or County Building
- Parks and Public Lands
- Post Office
- School
- Shopping Centers

**Transportation Amenities & Features**

- Overpass/Underpass
- Overpass/Underpass, Proposed
- Park and Ride
- Transit Center
- Bike Parking, Existing
- Bike Parking, Proposed
- Showers/Lockers, Existing
- Showers/Lockers, Proposed
- Rest Stop, Existing
- Rest Stop, Proposed

All "Proposed" routes shown on this map are for study purposes only. Designation of a route as "Proposed" does not imply any actual plans or projects will be considered along the route.





### Map Legend

- Napa Bike Routes**
- Primary Class I Route
  - Class I Multi Use Path, Existing
  - Class I Multi Use Path, Proposed
  - Primary Class II Route
  - Class II Bike Lane, Existing
  - Class II Bike Lane, Proposed
  - Primary Class III Route
  - Class III Bike Route, Existing
  - Class III Bike Route, Proposed
  - Class III Bike Boulevard, Proposed
  - Bay Trail Alignment
  - Proposed Vine Trail Alignment
  - Ridge Trail Alignment
- Geographic Elements**
- Bike Shop
  - City Boundary
  - City or County Building
  - Parks and Public Lands
  - Post Office
  - School
  - Shopping Centers
- Transportation Amenities & Features**
- Overpass/Underpass
  - Overpass/Underpass, Proposed
  - Park and Ride
  - Transit Center
  - Bike Parking, Existing
  - Bike Parking, Proposed
  - Showers/Lockers, Existing
  - Showers/Lockers, Proposed
  - Rest Stop, Existing
  - Rest Stop, Proposed

All "Proposed" routes shown on this map are for study purposes only. Designation of a route as "Proposed" does not imply any actual plans or projects will be considered along the route.

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**Table I  
Required Bicycle Master Plan Elements**

<b>California Bicycle Transportation Act (1994)</b>	<b>Bicycle Plan Reference</b>	<b>Page</b>
a. Estimated number of existing and future bicycle commuters	<i>Existing</i> – Table 4.....	11
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j. Description of proposed projects and implementation priorities	Proposed Bikeway System.....	48
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k. Description of past expenditures and future financial needs for bicycle facilities	<i>Past</i> – Table 17.....	74
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### **Public Participation**

The Bicycle Plan Update was developed over an 18-month period in 2010/11. The Plan was prepared by a consulting team working closely with NCTPA staff, a Project Steering Committee, local agency staff, Bicycle Advisory Committees or other responsible groups from the County and Napa’s cities, stakeholders, the bicycle community, and interested citizens. The 2011 Napa Countywide Bicycle Plan Update builds upon the efforts of the 2003 Plan and integrates new projects, partnerships, concepts, and programs. Public participation was an important component of the Countywide Bicycle Plan Update. The NCTPA and plan participants solicited public input on existing conditions for bicyclists, potential improvement projects and programs, and site-specific issues such as safety concerns, access, connectivity, bicycle parking, and other items needed to improve conditions for bicyclists in the Plan Area. The public participation process utilized an “advocacy” approach, where the general public and citizen representatives serving on advisory committees were instrumental in the development of a vision for bicycling in the community. The public participation process is summarized below.

- *Project Steering Committee* – A project steering committee comprised of local agency staff, citizen representatives, representatives from the Napa County Bicycle Coalition, Vine Trail Coalition, Napa

County Safe Routes to Schools Program, Bay Trail Project, and Napa County Parks and Open Space, bicycle advocates, and others was established to oversee the development and progress of the Plan.

- *Advisory Committee Meetings* – The project consultant and NCTPA staff attended bicycle or other responsible advisory committee meetings in each participating jurisdiction to kick off the project, collect input on issues and opportunities, and develop a vision and goals for the project. A second round of advisory committee meetings was conducted to review draft plans and project and program proposals.
- *Public Workshop #1* – The initial public workshop for the Bicycle Plan Update was held on Saturday, October 23, 2010, from 10:30 a.m. to 12:30 p.m. at the Yountville Community Center. Approximately 65 people attended the workshop, including local agency staff, elected officials, NCTPA board members, local bicycle advocates, and members of public. The purpose of the workshop was to collect input on issues, opportunities, and constraints throughout the Plan Area. Attendees were led through a series of small and large group exercises designed to solicit their input using a slide presentation, mapping exercise, issues discussion, and a visioning exercise.
- *Staff Interviews* – Members of local agency staff responsible for bikeway implementation and maintenance were interviewed to solicit their input on existing conditions, issues, opportunities, and constraints regarding Napa’s bikeway system and programs.
- *Public Workshop #2* – Public Workshop #2 was held on Saturday, September 24, 2011, from 1:00 to 4:00 PM at New Technology High School in the City of Napa. Approximately 50 people attended the workshop including local agency staff, elected officials, NCTPA board members, local bicycle advocates, and members of public. The purpose of the meeting was to give the public an opportunity to comment on the draft Bicycle Plan Update. The draft Plan was presented and attendees participated in group discussions and mapping exercises. Public comments were recorded and incorporated into the Bicycle Plan Update.
- *City Council Hearings* – In early 2012, the Plan will be presented to the City Council for review and adoption.

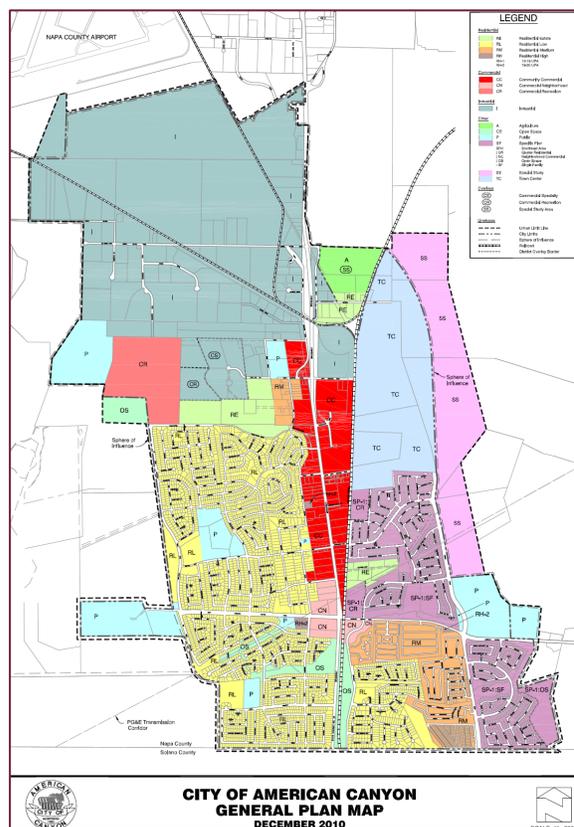
## Setting and Context

### Jurisdiction Overview Setting and Land Use

American Canyon is located at the southern end of Napa County, approximately 35 miles northeast of San Francisco. Incorporated in 1992, American Canyon is the youngest community in Napa County. A permanent "green belt" surrounds much of the City, with the Napa River and a 500-acre wetlands preserve to the west, the 640-acre Newell Wilderness Preserve to the east, and vineyard-covered foothills of the Sulphur Springs Mountains to the northeast. The Napa County Airport adjoins the City on the north, and the City of Vallejo shares a contiguous border with American Canyon on the south. SR 29, which runs north-south, bisects American Canyon, and American Canyon Creek, a tributary of the Napa River, runs through the City.

American Canyon is the second most populous city in Napa County after the City of Napa, with a population of 16,836 persons. Another 250 acres is expected to be annexed in the future that will allow development of a "Town Center" on the eastern side of the City and more than 3.0 million square feet of industrial space is planned to be developed in the Green Island Industrial Park near the Napa County Airport. Pursuant to the City's General Plan, its goal is to accommodate a sufficient range of uses to support the needs of a growing residential population. According to the City's General Plan, "American Canyon should be a center of employment and commerce for regional and local residents and will provide an opportunity to capitalize upon the Green Island Industrial Park area, the City's proximity to Napa County Airport and Union Pacific Railroad, and the agricultural and vineyard industries of Napa County."

American Canyon has a compact land use pattern, with relatively low-volume streets and a well-developed network of sidewalks and pathways. The community's small land area and mostly flat topography create many opportunities for residents to bicycle. Residential housing, commercial, and industrial uses are the predominant land use types in American Canyon. An overview of land-uses in American Canyon is presented on Figure 4, the City's Land Use Map. General demographic and land use information is presented in Table 2. More information on issues, opportunities, constraints, and the benefits of bicycling, are presented in the NCTPA's Countywide Overview.



**Figure 4 – American Canyon General Plan Land Use Map**

**Table 2  
General Community Statistics**

Total Population <sup>1</sup>		16,836
Males <sup>1,2</sup>	49.30%	8,300
Females <sup>1,2</sup>	50.70%	8,536
Median Age <sup>2</sup>		36.9
2035 ABAG Population Projections <sup>3</sup>		18,900
Land Area <sup>4</sup>	4.70	sq. mi
Average Population Density <sup>1,4</sup>	3,582.13	persons/sq. mi.
Elevation <sup>4</sup>	60	feet

Source: <sup>1</sup> CADOF 2010

<sup>2</sup> United States Census 2000

<sup>3</sup> 2035 ABAG Projections

<sup>4</sup> City-data.com July 2008

## Demographics and Commute Patterns

Demographics and travel information for American Canyon were analyzed to identify *mode split* and to evaluate travel time to work. The analysis establishes base data on the existing number of bicycle commuters, and also provides an indication of the number of potential bicycle commuters in the Plan area. This information can then be used by staff and local officials to develop improvement plans and set priorities, with the objective of increasing the percentage of people who choose to bicycle rather than drive a car or be driven.

**Mode Split** is a term that describes the number of trips or the percentage of travelers using a particular type of transportation, e.g., walking, bicycling, taking a bus, driving, etc.

A review of available demographic and commute statistics was performed in order to better understand the level of bicycling in American Canyon and Napa County as a whole. Several data sources were reviewed, including California Department of Finance Population Estimates, the Bay Area Travel Survey, and Journey-to-Work (JTW) Data from the US Census Bureau.

Every ten years the US Census Bureau attempts to count every person throughout the nation. As part of this survey process, the agency collects information on the primary mode of transportation used by employed people over the age of 16 to get to work. The collective responses to the Census Bureau's question "How did you usually get to work last week?" form a set of data known as Journey-to-Work (JTW). JTW data is considered the most reliable source of

### Recommendation

Update Journey to Work Data with 2010 US Census findings once the data is available.

transportation mode choice information available. However, while the JTW provides a glimpse of how American Canyon residents travel to and from work, the data source only provides a partial understanding of the travel characteristics of bicyclists within the community. This is particularly true since it does not reflect multi-modal or non-work trips. For example, survey respondents who typically use more than one method of transportation are instructed to mark the mode used for "most of the distance," thus overlooking bicycling and walking trips to transit. For commuters who do not use the same mode every day, the survey wording leaves the response up to the respondent; and the survey takes place in the month of March, which can be rainy in Napa County and a deterrent to bicycling. Further, the JTW data does not include school, shopping, and recreational trips, which constitute much of the bicycle and pedestrian travel by American Canyon's student and senior populations, and others. Given the substantial growth that has occurred over the last decade in American Canyon, data from the 2000 US Census does not provide an accurate account of current journey to work statistics. However, the 2000 US Census represents the most comprehensive data set available to analyze how American Canyon's residents travel to work. To address this data shortfall, it is recommended that this Plan be amended once the 2010 Census data is released, which typically occurs 18 to 24 months after the Census is completed.

The 2010 California Department of Finance Population Estimates indicates that American Canyon has a population of 16,836 persons. Based on this estimate, the City's population has grown by approximately 7,000 persons since the 2000 US Census. Population projections from the Association of Bay Area Governments anticipate that American Canyon will add approximately 2,000 additional residents by the year 2035. According to the 2000 US Census, (the most current Census for which data is available) there are 4,199 workers in American Canyon 16 years old or older. Of these, 4,164 work outside the home. Nineteen percent, or 807 workers, have a travel time to work of 15 minutes or less. American Canyon has a lower than average rate of workers with a commute time of less than 15 minutes, 19 percent, when compared to the state and nation which are at 25 percent and 30 percent respectively. This indicates that a substantial portion of the City's workers are employed outside of the community. Travel time to work in American Canyon is shown in Table 3.

As shown in Table 4, JTW data indicates that 73 percent of workers in American Canyon, or 3,054 persons, drive to work alone. Approximately 0.4 percent, or 17 workers, commute by bicycle, a rate that is lower than the Countywide and statewide averages of 0.8 percent, but consistent with the national average of 0.4 percent. About 0.7 percent (29 persons) of work trips are taken on foot, the lowest walk-to-work rate in Napa County. While approximately 20 percent of workers in American Canyon (858 persons) carpool, the majority of workers drive to work alone. Given American Canyon's climate, topography, and percentage of commuters with a travel time to work of 15 minutes or less compared to the number of existing bicycle and pedestrian commuters, a significant opportunity exists to achieve a greater bicycle mode split. Every motor vehicle trip or vehicle mile traveled that is eliminated results in less air pollution, reduced green house gas emissions, and lessened traffic congestion.

**Table 3**  
**2000 US Census – Travel Time to Work**

Total Employed Persons	100.00%	4,164
Worked at home	3.29%	137
Less than 15 minutes	19.38%	807
15 to 29 minutes	32.30%	1,345
30 to 44 minutes	18.47%	769
45 or more minutes	26.56%	1,106
Did not work at home:	96.71%	4,027

Source: *United States Census 2000*

**Table 4**  
**2000 US Census – Mode Split Data for American Canyon**

	American Canyon		Napa County		California	
Population (2000 US Census)	9,774		124,279		33,871,648	
Employed persons 16 years of age +	4,199		58,501		14,525,322	
<b>Mode Split</b>	<b>Percent</b>	<b>Number</b>	<b>Percent</b>	<b>Number</b>	<b>Percent</b>	<b>Number</b>
Mode Split	100.00%	4,164	100.00%	57,393	100.00%	14,525,322
Drove Alone	73.34%	3,054	72.65%	41,698	71.82%	10,432,462
Bike	0.41%	17	0.83%	479	0.83%	120,567
Walk	0.70%	29	4.14%	2,378	2.85%	414,581
Public Transit	1.49%	62	1.40%	803	5.07%	736,037
Carpool	20.61%	858	14.84%	8,519	14.55%	2,113,313
Motorcycle	0.00%	0	0.22%	127	0.25%	36,262
Other	0.17%	7	0.83%	474	0.79%	115,064
Worked at Home	3.29%	137	5.08%	2,915	3.83%	557,036

Source: *United States Census 2000*

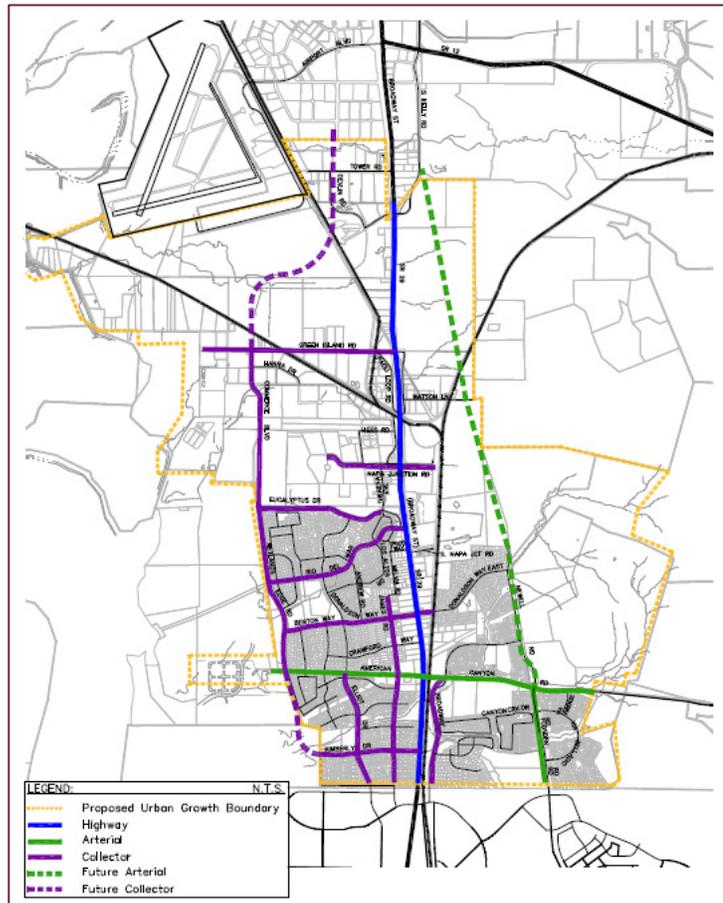
### Visitors and Tourism

Visitors are another important existing and future user group. The Napa Valley is renowned as a grape growing region making it an international tourist destination. Aside from its scenic qualities, wineries, spas, and restaurants, the Napa Valley is known for its temperate climate, making it ideal for walking and bicycling. The area was one of the first to attract bicycle touring groups, and continues to draw residents and visitors committed to an active lifestyle. Bicycle adventure tourists are a match for the Napa Destination Council's Targeted Visitor Profile. Other studies have shown that with safe bicycle/pedestrian trails such as the Vine Trail, cycle tourists stay longer, spend more and participate in more activities than non-cycle tourists, including in the shoulder seasons. Ongoing surveys among visitors continue to indicate that bicycling is one of the top 10 reasons tourists choose Napa Valley as their destination.

For several years, the Napa Valley Vine Trail Coalition has been working on developing a 44-mile continuous, Class I trail from Vallejo to Calistoga, including an alignment through the City of American Canyon. Parts of the trail are currently under design. The organization identified the importance of such a trail in providing transportation options, tourism opportunities and to enhance the quality of life for residents throughout the Napa Valley. The trail will offer transportation, recreation, education and healthy lifestyle benefits to residents and the 4.7 million visitors who come to the Valley each year while potentially replacing the need for 150,000 automobile trips in the process. As it provides these benefits, the Vine Trail is expected to generate \$75 million per year in ongoing economic impact as well as providing jobs for 60 people per mile built during construction. The Greenway Feasibility Study projected over 3 million uses per year of a completed regional Vine Trail with about half being residents; half visitors.

### Existing Circulation Network

American Canyon’s street network is situated on a north-south axis. SR 29, a regional highway, forms the backbone of the City’s transportation network and provides access into and from Napa County to the City of Vallejo and the Interstate 80 corridor. I-80, SR 12, and SR 37 are primary regional routes in the vicinity of American Canyon that connect the City with the greater San Francisco Bay Area and the greater Northern California region. The City’s street network largely consists of a grid of north-south and east-west residential collector streets that provide access to residential streets and neighborhoods. The existing street network is displayed in Figure 5.



**Figure 5 – American Canyon Roadway Network and Classifications**  
Source: *American Canyon Citywide Circulation Study*

### North-South Streets

Major north-south streets in American Canyon include:

*State Route 29 (SR 29)* is known as *Broadway* north of *American Canyon Road*, and connects American Canyon to the SR 37 and I-80 corridors to the south, and the cities of Napa County to the north. *Broadway* has four lanes, two in each direction, variable width shoulders, and turn lanes at intersections. *Broadway* is the primary route through the City and serves regional traffic traveling between Napa County and the San Francisco Bay Area. *Broadway* physically divides the City and constrains crossings to a limited number of exiting east-west roadways: *Napa Junction Road*, *South Napa Junction Road*, *Donaldson Way*, and *American Canyon Road*.

*Wetlands Edge Road* is a two-lane collector street that runs north-south along the City’s western limit adjacent to the Bay. A Class I multi-use segment of the *Bay Trail* runs along the western side of the street.

*Donaldson Way-Eliot Drive* are two-lane residential collectors on the west side of SR 29 that connect together to extend north-south through the City between Eucalyptus Drive and the City of Vallejo. Class II bike lanes are provided on Eliot Drive between Benton Way and Kimberly Park.

*James Road-Danrose Drive* are two-lane residential collectors on the west side of SR 29 that connect together to extend north-south through much of the City between Wilson Way and the City of Vallejo.

*Broadway Street* is a two-lane collector that provides access to residential neighborhoods on the east side of SR 29 as well as limited commercial development on its western edge. Class II bike lanes are provided between American Canyon Road and Cartagena Way. North of American Canyon Road, Broadway continues as Silver Oak Trail. As it travels south, Broadway becomes a minor arterial in the City of Vallejo. SR 29 is also known as Broadway, north of American Canyon Road.

*Newell Drive-Flosden Road* is classified as an arterial and serves residential development and the high school campus in the eastern portion of the City. Flosden Road serves as a parallel arterial route to SR 29 through the eastern part of the City. South of the City, Flosden Road becomes Fairgrounds Drive and provides access to SR 37 and I-80.

#### East-West Streets

*Napa Junction Road* is a two-lane collector that connects east-west across SR 29 in the northern part of the City. It provides access to City Hall and Napa Junction Elementary School on the west side of SR 29, and the Walmart Super Center on the east side of SR 29.

*Eucalyptus Drive* is a two-lane collector that borders residential development in the City's northwest quadrant and connects Wetlands Edge to SR 29.

*Rio Del Mar* is a two-lane collector that provides residential access and extends east-west between Wetlands Edge and SR 29.

*Benton Way-Donaldson Way* are two-lane residential collectors that connect together and extend east-west across the City between Wetlands Edge Road and Newell Drive. They provide residential access and connect across SR 29 and the railroad track. Class II bike lanes are provided on Benton Way between Carolyn Drive and Wetlands Edge Road.

*American Canyon Road* is a major east-west arterial that runs between Wetlands Edge Road within the City to I-80 east of the city limits. American Canyon Road serves primarily residential and commuter traffic in the City, and as a connection to I-80. Class II bike lanes are provided on American Canyon Road between Wetlands Edge Road and the SR 29. American Canyon Road connects across SR 29 and the railroad track, and provides access to American Canyon High School.

#### *Other Streets*

In addition to the streets listed above, there are a number of streets in the northern part of the community, including the City's sphere of influence, which provide access to employment sites and recreation destinations. There are also many low volume, low speed local streets that provide access for bicyclists to parks, trails, schools, shopping, and other destinations.

*Devlin Road* is a two-lane collector that provides north-south access from South Kelly Road to Tower Road in the industrial area north of the City. Another unconnected segment provides access to mostly undeveloped parcels north and south of Airpark Road.

*Green Island Road* is a two-lane collector that provides east-west access from SR 29 to the City's industrial zone in the northwestern quadrant of the community.

*Paoli Loop Road* is a two-lane collector that provides a grade separated undercrossing of SR 29 adjacent to the Union Pacific Railroad tracks in the City's industrial area at the north end of the community. Paoli Loop Road also provides frontage access along both sides of SR 29 from Green Island Road south to the rail line.

### Future Road and Transportation Projects

There are several road extensions planned in American Canyon and the unincorporated lands and industrial areas immediately north of the City that will impact access for bicyclists and have the potential to improve connectivity in the local area as well as provide intercity access between American Canyon and the City of Napa.

*Devlin Road* – Future plans for Devlin Road include a southerly extension to connect to Green Island Road. A critical bridge must be constructed across Fagan Creek for this extension, which will be important to future circulation in and around the industrial parts north of Green Island Road.

*Commerce Way* – is expected to be extended from its current intersection with Green Island Road to Wetlands Edge Road.

*Hanna Drive* – would extend from Commerce Way to Lombard Road.

*Newell Drive* – would be extended northward from American Canyon Road to South Napa Junction as a four-lane road.

*Main Street* – is assumed to connect from Antonina Avenue to Napa Junction Road.

*South Napa Junction Road* – would be realigned and extended to intersect the proposed Newell Drive extension. It would be built out as a major collector and would serve as the primary access to and from the proposed Town Center mixed use development.

*SR 29 Pedestrian Overcrossings* – the City has expressed interest in the implementation of at least two grade separated east-west bicycle/pedestrian crossings of SR 29. Additionally, in order to facilitate east-west bicycle circulation, a grade-separated bicycle/pedestrian crossing over the railroad tracks east of SR 29 in the vicinity of the proposed “Town Center” development has been identified.

*Transit Center* – the City is planning on building a transit center along the SR 29 corridor. The proposed multi-modal center would provide connections for commuters and others traveling to and from neighboring cities and destinations.

### **Coordination and Consistency with Existing Plans and Policies**

There are a number of federal, state, regional, and local plans, policies and standards that govern bikeway development. Preparation of the Bicycle Plan included an extensive review of pertinent planning documents and policies. Brief summaries of these relevant efforts are provided in Appendix A. The Bicycle Plan update was undertaken in context with the policies and standards of the following documents resulting from local efforts.

- *American Canyon Municipal Code*, Quality Code Publishing, 2011
- *City of American Canyon General Plan*, City of American Canyon, 2006
- *Draft American Canyon Citywide Circulation Study*, Omni•Means, 2008
- *Draft Parks and Community Services Master Plan*, City of American Canyon, 2011
- *Kimberly Bay Trail Feasibility Study*, Questa Engineering Corporation, 2010
- *Napa River Bay Trail City of American Canyon Feasibility Study*, Questa Engineering Corporation, 2007
- *South County SR 29 Corridor Study*, Korve Engineering, Inc., 2005
- *Wetlands Edge Bay Trail Concept Plan*, Questa Engineering Corporation, 2002

## Vision, Goals, Objectives and Policies

The following vision, goal, objectives, and common policies are meant to function as a mutually agreed upon framework applicable to both the primary countywide bicycle system and American Canyon's local bicycle Plan. The policies are designed to guide the development and maintenance of a bicycle system throughout Napa County and express the intent of American Canyon, the NCTPA, and its member agencies to enhance bicycle mobility and to improve safety, access, traffic congestion, air quality, and the quality of life throughout Napa County for residents, workers and visitors. In addition to common policies that are mutually agreed to, local policies and implementing programs are included that address issues in American Canyon and complement the common policies.

It is important to note that as projects advance or are developed, local and countywide bicycle policies should be referenced to ensure that both private development and public works projects are consistent with the mutually agreed upon countywide policies, and that plans and development projects in American Canyon implement the full measures of the bicycle plan elements. The common countywide policies were a focal point of the Bicycle Plan effort and appear in the Overview Section of the plan as well.

### Definitions

For context, definitions of terms used in this report are provided below.

- *Bicycle "System"* – the whole of all of the components, including both physical and programmatic.
- *Bicycle "Network"* – the physical improvements that establish bikeways (Class I, II, or III routes).
- *Goal* – the destination or where we want to be at the end of the planning journey. Goals are usually broad, optimistic and expressive of a long-term vision.
- *Objective* – mileposts along the way to achieving the goals. They are specific, measurable steps to be achieved if the overall goals are to be met.
- *Policy* – a principle or rule to guide decisions by the local agency with regard to a particular issue or set of issues.
- *Program* – a specific action to accomplish the policy or objective.

### Bicycling Vision for the Region

A comprehensive, connected bicycle system is established through supportive development patterns and programmatic practices, providing people with safe, convenient and enjoyable access throughout all Napa County jurisdictions and to destinations beyond. Bicycling is common for everyday trips and recreation, contributing to the quality of life in Napa and the health, safety and welfare of its residents, workers and visitors. Napa is known as a bicycle friendly community with a "world class" bicycling system.

**Principal Goal:** *To develop and maintain a safe and comprehensive countywide bicycle transportation and recreation system that provides access, opportunities for healthy physical activity, and reduced traffic congestion and energy use. Policies, programs and projects work together to provide safe, efficient and enjoyable opportunities for bicyclists of all types, ages, and abilities to access public transportation, school, work, recreation areas, shopping and other activity centers, and residential neighborhoods, and to connect Napa jurisdictions to each other and the region.*

## Countywide Objectives

### Objective 1.0: The Countywide Bicycle Network

*Establish a comprehensive, safe, connected countywide bicycle transportation and recreation system to support increases in bicycle trips made throughout the County to 10 percent of all trips by 2035.*

#### Policies

- I.1 Develop and maintain a local and countywide bicycle transportation and recreation network that connects Napa's neighborhoods and communities, and provides access to public transportation, school, work, recreation areas, shopping and other activity centers, and to regional routes according to the maps and recommendations in this plan. [NCTPA, cities, towns, County]
- I.2 Develop and maintain continuous north-south and east-west Class I pathways to provide inter-city connections and serve as primary bikeways in the Countywide Bikeway System. [NCTPA, cities, towns, County]
- I.3 Consistent with federal, state and regional directives for "routine accommodation and complete streets"<sup>2</sup>, ensure that all transportation projects on designated bicycle routes include, enhance or maintain bicycle transportation facilities. [NCTPA, cities, towns, County]
- I.4 Seek opportunities to work cooperatively with all responsible departments and agencies (for example, transportation agencies, flood districts, utility agencies, parks and open space districts) to close existing gaps in facilities and ensure the network is funded, designed, constructed, and maintained. [NCTPA, cities, towns, County]
- I.5 Consider the needs of all types of bicyclists (commuters, recreational riders, children, and families) in planning, developing, and maintaining a bikeway network that is safe and convenient. [NCTPA, cities, towns, County]
- I.6 Establish and/or maintain local and countywide bicycle advisory committees to advise staff on bicycle network issues. [NCTPA, cities, towns, County]

Summaries of Federal, State, and Regional policies regarding the importance and consideration of non-motorized modes are provided in Appendix A.

#### American Canyon Policies/Programs

- AC-I.a Create a bicycle and pedestrian friendly and convenient community. This includes the development of an integrated web of bicycle and pedestrian paths, linking river to ridge from east to west, while also offering north to south alternatives other than Highway 29. Connect residential areas, schools, parks, recreation activities, open space, and commercial, retail, and industrial areas, public areas, and transportation hubs. (Policy 11.2 – Parks and Community Services Master Plan)
- AC-I.b Provide for safe and efficient pedestrian and bicycle routes to local schools. (Policy 11.3 – Parks and Community Services Master Plan)

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<sup>2</sup> US DOT Policy Statement: Integrating Bicycling and Walking into Transportation Infrastructure, 2000; Assembly Concurrent Resolution 211, 2002; Caltrans Deputy Directive 64, 2001; Caltrans Director's Policy 22 (Director's Policy on Context Sensitive Solutions), 2001; Metropolitan Transportation Commission Resolution No. 3765, (Routine Accommodations), 2006

- AC-I.c Create regional access – Connect to other Napa and Solano County destinations, including access to Regional transit. Complete the San Francisco Bay Trail through American Canyon as close to wetlands and Napa River as possible. Complete American Canyon’s portion of the Vine Trail. (Policy 11.4 – Parks and Community Services Master Plan)
- AC-I.d Communicate and coordinate with the NCTPA Bicycle Advisory Committee, NCTPA, Napa Valley Vine Trail Coalition, Napa County Bicycle Coalition, Napa County Regional Park and Open Space District and other related agencies and organizations to work collaboratively on projects that enhance connectivity for commuter and recreational bicyclists and pedestrians. (Policy 11.5 – Parks and Community Services Master Plan)
- AC-I.e Develop a River to Ridge Trail from Wetlands Edge Road, along Eucalyptus Drive, to the Newell Open Space Preserve. (Policy 11.8 – Parks and Community Services Master Plan)
- AC-I.f Improve east-west connectivity with separated grade pedestrian/cyclist crossings, improved crosswalks; stop light timing, and other enhancements that make it safer for pedestrians and bicyclists to cross Broadway (SR 29). (Policy 11.9 – Parks and Community Services Master Plan)
- AC-I.g Create a physical connection to our historic watershed, establish bicycle and pedestrian access along the Napa River, American Canyon Creek, Rio Del Mar Creek, and Newell Creek. (Policy 11.12 – Parks and Community Services Master Plan)

**Objective 2.0: Design**

*Utilize accepted design standards and “best practices” to facilitate completion of a connected bicycle system that is safe, convenient and enjoyable to use.*

Policies

- 2.1 Utilize Chapter 1000, "Bikeways Planning and Design," of the *California Highway Design Manual*, the *California Manual of Uniform Traffic Control Devices*, and the American Association of State Highway Transportation Officials (AASHTO) *Guide for the Development of Bicycle Facilities*, as well as evolving “best practices” for the development of bicycle facilities. [NCTPA, cities, towns, County]
- 2.2 Consistent with Assembly Bill 1581 (Fuller) and Caltrans Policy Directive 09-06, assure that all approaches to signalized intersections include bicycle detection devices that are operational and properly marked. [NCTPA, cities, towns, County]
- 2.3 Provide consistent enhanced crossing features at uncontrolled intersections with Class I paths. [NCTPA, cities, towns, County]
- 2.4 Where standard Class II bike lanes are infeasible under current conditions, local jurisdictions shall consider innovative approaches to safely accommodate bicycles. (Approaches may include

**European Design**

European cities employ a variety of bikeway designs generally known as “Cycle Tracks” that protect or separate bikeways from vehicle traffic where possible. These engineering efforts combined with a comprehensive approach to safety, encouragement, and awareness have helped to establish mode split rates with up to 40 percent of all trips made by bicycle. Where appropriate, similar practices should be tested or employed to determine if significant mode split shifts can be achieved within the Napa Valley.

but are not limited to: striped edge lines, signs, shared lane markings, reduced lane widths, “road diets,” eliminating parking, etc.) [NCTPA, Caltrans, cities, towns, County]

- 2.5 Install way-finding signage, markers, and stencils on off-street paths, on-street bikeways, local Class III routes, and State Routes to improve way finding for bicyclists, assist emergency personnel, and heighten motorists’ awareness. [NCTPA, Caltrans, cities, towns, County]
- 2.6 Improve safety and access for bicyclists at all at-grade railroad crossings by providing appropriate enhancements such as proper track structure, safe crossing angles, track fillers, lighting, and adequate warning and guidance information among other features. [NCTPA, Caltrans, cities, towns, County]

#### American Canyon Policies/Programs

- AC-2.a Establish and post rules related to bicycle speed limits on mixed-use trails and bicycle use of designated sidewalks. (Policy 11.14 – Parks and Community Services Master Plan)

### **Objective 3.0: Multimodal Integration**

*Develop and enhance opportunities for bicyclists to easily access public transit and other transportation resources.*

#### Policies

- 3.1 Require transit providers to provide and maintain convenient and secure bike parking facilities and related amenities at major transit stops and transportation centers. [NCTPA, cities, towns, County]
- 3.2 Require local and regional transit agencies to accommodate bicycles on all transit vehicles that serve the general public. [NCTPA]
- 3.3 Plan for additional bicycle storage capacity on transit vehicles to ensure capacity keeps up with demand. [NCTPA]
- 3.4 Consider a “Safe Routes to Transit” program that prioritizes bicycle and pedestrian access to transit stops and centers. [NCTPA, cities, towns, County]
- 3.5 Encourage the development of “staging areas” as a component of trail development and other bikeway projects where appropriate to accommodate recreational bicycling needs. [NCTPA, cities, towns, County]
- 3.6 Develop strategies and work with private landowners/businesses to provide bicycle parking at strategic locations. [NCTPA, cities, towns, County, NCBC]

### **Objective 4.0: Comprehensive Support Facilities**

*Ensure development of comprehensive support facilities for bicycling such as short- and long-term bicycle parking, end of trip amenities, bicycle staging areas, repair stations, and other resources such as bicycle maps, guide information, and on-line tools.*

#### Policies

- 4.1 Require adequate short-term (i.e. bike racks) and long-term (i.e. bike lockers) bicycle parking for non-residential uses as required in local standards. Nonresidential uses include private commercial and industrial uses, as well as hospitals, clinics, gyms, parks and other civic facilities. [Cities, towns, County]

- 4.2 Provide adequate short-term bicycle parking and long-term bicycle storage for transportation centers including transit transfer centers, park-and-ride lots, train stations, transit stops, etc. [NCTPA, Caltrans, cities, towns, County]
- 4.3 Work with businesses and private property owners to provide bicycle parking at existing employment, retail, and commercial sites. [NCTPA, cities, towns, County]
- 4.4 Encourage employers to provide secure indoor and/or covered bicycle parking for their employees. [Cities, towns, County]
- 4.5 Encourage major employers to provide shower and locker facilities for workers. [Cities, towns, County]
- 4.6 Encourage local school district to provide well located, secure bicycle parking at schools. [NCTPA, cities, towns, County]
- 4.7 Design Class I paths to incorporate pedestrian scale lighting, street furniture, drinking fountains, wayfinding signage, interpretive elements, high-visibility crossing treatments, and other amenities where appropriate. [NCTPA, cities, towns, County]

**Objective 5.0: Safety and Security**

*Create a countywide bicycle system that is perceived to be safe for bicyclists of all types and age groups, and work to reduce collisions involving bicyclists by 50 percent by the year 2035. (Use 2008 collision data as the baseline for analysis and perform periodic progress evaluations at 5-year intervals to benchmark progress.)*

Policies

- 5.1 Coordinate the delivery of bicycle Safety Education Programs to schools utilizing assistance from law enforcement agencies, bicycle advocacy groups, local bicycle shops, Napa County Office of Education, Napa County Health and Human Services, and other appropriate organizations. [NCTPA, cities, towns, County, NCBC]
- 5.2 Focus on improving safety at intersections by using or installing routine pedestrian signal cycles; pedestrian push buttons; high-visibility crosswalk markings; appropriate warning and directional signs; and reassurance or directional markings for bicyclists such as shared lane markings, skip lines, etc.; and through the use of focused education.
- 5.3 Focus on improving safety at railroad crossings by providing safe track crossing angles for bicyclists, using concrete panels and flangeway fillers to avoid surface irregularities, and through the use of quad crossing gates and warning signs. [Caltrans, cities, towns, County, Napa Wine Train]
- 5.4 Safety improvements in the vicinity of schools, major public transit hubs, civic buildings, shopping centers, and other community destinations shall be given a high priority for implementation. [NCTPA, Caltrans, cities, towns, County]
- 5.5 Improve ongoing collection and analysis of collision data to assist in the identification of problem areas which may require immediate attention. [Cities, towns, County]
- 5.6 Promote targeted enforcement of violations that focus on primary collision factors such as riding on the wrong side of the road, riding without proper safety equipment including lights at night, and right-of-way violations, etc.

## **Objective 6.0: Land Use**

*Support and strengthen local land use policies for compact, mixed use development in appropriate areas, and for designing and constructing bicycle facilities in new development projects.*

### Policies

- 6.1 Consistent with federal, state, and regional directives for “routine accommodation and complete streets”, condition discretionary projects to provide needed bicycle improvements on Class I, II or III routes designated in this plan, assuming a nexus is established. Improvements include easements or land dedication and route construction, maintenance or enhancement, including support facilities. Construction may be deferred until a connection to an existing route can be made at the discretion of the jurisdiction. [Cities, towns, County]
- 6.2 In accordance with CEQA Guidelines, projects that could result in the loss of existing bicycle facilities or jeopardize future facilities included in this Plan must be mitigated.
- 6.3 Encourage school districts to participate in providing safe and continuous bicycle and pedestrian connections from surrounding neighborhoods when constructing new or improving existing school facilities. [NCTPA, cities, towns, County]

## **Objective 7.0: Education and Promotion**

*Develop programs and public outreach materials to promote safety and the positive benefits of bicycling.*

### Policies

- 7.1 Develop and implement a multimedia countywide bicycle and pedestrian safety and education campaign to increase knowledge of riding rules, improve etiquette between motorized and non-motorized modes, promote bicycle tourism, and increase the awareness of the benefits of bicycling and walking as transportation modes. [NCTPA, cities, towns, County – potentially jointly]
- 7.2 Expand the delivery of Safe Routes to Schools curriculum to all elementary and middle schools annually. [NCTPA, cities, towns, County, School Districts, NCBC]
- 7.3 Educate law enforcement personnel, agency staff, elected officials, and school officials about the benefits of non-motorized transportation, and the safety needs of bicyclists and pedestrians. [NCTPA, cities, towns, County, School Districts, NCBC]
- 7.4 Develop and maintain a public bikeway map and user guide that provides bike route, education, safety, and promotional information. [NCTPA, cities, towns, County- potentially jointly]
- 7.5 Distribute bicycle and pedestrian safety, educational, and promotional materials at drivers training and citation diversion programs, school orientations and community and civic events. [NCTPA, cities, towns, County, law enforcement agencies, schools, advocacy organizations]
- 7.6 Encourage events that introduce the public to bicycling and walking such as bike-to-work, commuter challenges, bike/walk-to-school days, elected official bike rides, etc. [NCTPA, cities, towns, County, schools, advocacy organizations]
- 7.7 Encourage major employment centers and employers to facilitate commuting by bicycle, including the use of flex-time work schedules to support non-rush hour bicycle commuting. [NCTPA, cities, towns, County, advocacy organizations]

## Objective 8.0: Planning

*Continue to update and integrate bicycle-related transportation, land use, and recreation plans and improvement projects.*

### Policies

- 8.1 The countywide and/or local Bicycle Advisory Committee (BAC) shall be responsible for advising staff and decision makers on planning and policy development for coordination and implementation of the countywide bicycle transportation system. [County, city and town BACs]
- 8.2 Update and adopt the Bicycle Plan in accordance with the California Bicycle Transportation Act, and to coordinate with Regional Transportation Plan updates. [NCTPA, County, participating cities and towns]
- 8.3 Participating jurisdictions shall update their general plans to incorporate the key contents of this Bicycle Plan. [County, participating cities and towns]
- 8.4 Use local commissions and/or the Countywide BAC as a resource to review roadway improvement projects on designated bicycle routes, for bicycle safety and compatibility and consistency with this plan. “Roadway improvements” include widening, resurfacing, rehabilitation, capacity improvements, traffic calming improvements, rumble strips, etc. *Note that MTC’s Regional Bicycle Plan for the San Francisco Bay Area recommends that local agencies form and maintain Advisory Committees to advise staff on bicycle and pedestrian issues.* [NCTPA, cities, towns, County]
- 8.5 Proactively seek new opportunities for acquisition of abandoned rights-of-way, natural waterways, flood control rights-of-way, utility rights-of-way, and other lands for the development of new Class I multi-use pathways that integrate with the planned system. [NCTPA, cities, towns, County]
- 8.6 Recognize the varied needs of bicyclists by striving to maintain on-street bikeways where off street pathways or alternative routes are proposed. Existing bikeways should not be altered or eliminated without consulting local bicycle advisory committees. [NCTPA, cities, towns, County]
- 8.7 NCTPA and local jurisdictions are encouraged to assign staff to assume bicycle coordination duties to oversee implementation of the Countywide Bicycle Plan and coordinate activities between affected departments and jurisdictions. [NCTPA, cities, towns, County]

### American Canyon Policies/Programs

- AC-8.a Develop connections wherever possible between pedestrian/bicycle circulation corridors and parks and open space opportunities. (Policy 11.6 – Parks and Community Services Master Plan)
- AC-8.b Ensure that all new development provides bicycle and pedestrian connectivity through the use of sidewalks, Class I multi-use paths and Class II bike lanes. (Policy 11.11 – Parks and Community Services Master Plan)
- AC-8.c Complete and adopt a Bicycle Master Plan for the City of American Canyon pursuant to Section 891.2 of the Streets & Highways Code. Conduct public workshops to gain community input regarding the Bicycle Master Plan. (Policy 11.13 – Parks and Community Services Master Plan)

## **Objective 9.0: Maintenance**

*Maintain and/or improve the quality, operation, and integrity of bicycle infrastructure.*

### Policies

- 9.1 Maintain Class I paths, and maintain geometry, pavement surface condition, debris removal, markings, and signage on Class II and Class III bikeways to the same standards and condition as the adjacent motor vehicle lanes. [Cities, towns, County]
- 9.2 Develop or retain a maintenance reporting system with a central point of contact to report, track, and respond to routine bicycle maintenance issues in a timely manner. [NCTPA, NCBC, cities, towns, County]
- 9.3 Require that road construction projects minimize their impacts on bicyclists by avoiding placement of construction signs and equipment in bicycle lanes, and by providing adequate detours. [Caltrans, cities, towns, County]
- 9.4 Consider bicycle safety in the routine maintenance of local roads and seek to, at a minimum, include the following activities [Caltrans, cities, towns, County]:
  - Trim vegetation to provide a minimum horizontal clearance of two feet from the edge of pavement and a minimum vertical clearance of eight feet.
  - Clear debris from road shoulder areas to provide a clean surface for bicycling.

## **Objective 10.0: Funding**

*Work to maximize the amount of funding to implement bicycle projects and programs throughout the county.*

### Policies

- 10.1 Seek varied sources of funding, including but not limited to federal, state, and regional programs, partnerships with local non-profits and other local agencies, and local sources such as assessments to improve the bicycle system. [NCTPA, cities, towns, County]
- 10.2 Encourage multi-jurisdictional funding applications to implement the primary network and countywide bicycle system. [NCTPA, cities, towns, County]
- 10.3 Promote the availability of adequate regional, state and federal funding sources for bicycle transportation projects. [NCTPA, NCBC, cities, towns, County]

### American Canyon Policies/Programs

- AC-10.a Utilize potential funding sources (grant funds) discussed in this chapter to enhance connectivity to existing areas of the City. (Policy 11.10 – Parks and Community Services Master Plan)

## **Bicyclists and Bicycle Facilities**

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### **Operation of Bicycles/Rules of the Road**

In California, the *California Vehicle Code* (VC) is the set of traffic laws that govern the behaviors of vehicle drivers. VC 231 defines a bicycle as “a device upon which any person may ride, propelled exclusively by human power through a belt, chain, or gears and having one or more wheels.” The VC does not define bicycles as vehicles, but states that persons riding bicycles have all the rights and responsibilities of the drivers of vehicles (Division 11, “Rules of the Road”). Additionally, the VC includes several sections specific to bicyclists. In general, bicyclists are required to ride according to the basic traffic laws that all drivers follow including but not limited to the following:

- Drive on the right-hand side of the roadway
- Obey traffic control devices (signs, signals)
- Yield to cross traffic
- Yield when changing lanes

#### Duty of Bicycle Operator: Operation On Roadway (VC 21202)

- a) Any person operating a bicycle upon a roadway at a speed less than the normal speed of traffic moving in the same direction at such time shall ride as close as practicable to the right-hand curb or edge of the roadway except under any of the following situations:
- When overtaking and passing another bicycle or motor vehicle proceeding in the same direction.
  - When preparing for a left turn at an intersection or into a private road or driveway.
  - When reasonably necessary to avoid conditions (including, but not limited to, fixed or moving objects, vehicles, bicycles, pedestrians, animals, surface hazards, or substandard width lanes) that make it unsafe to continue along the right-hand curb or edge. For purposes of this section, a "substandard width lane" is a lane that is too narrow for a bicycle and a vehicle to travel safely side by side within the lane.
- b) Any person operating a bicycle on a one-way street or highway with two or more marked traffic lanes, may ride as near the left-hand curb or edge of such roadway as practicable.

#### Permitted Movements from Bicycle Lanes (VC 21208)

- Whenever a bicycle lane has been established on a roadway, any person operating a bicycle upon the roadway at a speed less than the normal speed of traffic moving in the same direction shall ride in the bicycle lane, except under the following situations.
  - When overtaking or passing another bicycle, vehicle, or pedestrian within the lane or about to enter the lane if such overtaking and passing cannot be done safely within the lane.
  - When preparing for a left turn at an intersection or into a private road or driveway.
  - When necessary to leave the lane to avoid debris or other hazardous conditions.
- No operator of a bicycle shall leave a bicycle lane until it can be done safely and then only after giving an appropriate hand signal in the event that any vehicle might be affected by the movement.

#### Intersection Positioning

At intersections, bicycles should travel in the right-most lane that leads to their destination. This means that if a bicycle is preparing for a left-hand turn, they may leave the right side of the road even if a bike lane is provided.

## Types of Bicyclists

Understanding the needs and preferences of the various types of bicyclists in the Plan Area is an important part of the process of evaluating existing usage, projecting future demand, and planning for improvement projects. While bicyclists' skills, confidence, and preferences can vary significantly amongst the various bicyclist types, concerns about the safety of bicycling remain paramount for all bicyclists. According to the Portland Office of Transportation, "riding a bicycle should not require bravery, yet all too often, that is the perception among bicyclists and non-bicyclists alike." The common denominator for cities around the world that have achieved a high share of bicyclists in their mode splits is that they have essentially removed the element of fear associated with bicycling in an urban environment. In regard to travel choices, it is unfortunate that fear currently exists in our society. In many cities, bicycling is often the most logical, enjoyable and cost effective choice for short trips for a substantial portion of the community, if not the majority of their populace.

Bicyclists can be categorized in a variety of ways, including age, skill, trip purpose, i.e. transportation or recreation, and even by type of bicycle ridden such as road, mountain, or recumbent bicycle. For the purpose of this Plan, bicyclists have been classified in the following categories: "Advanced Bicyclists," "Average Bicyclists," and "Novice Youth/Adult Bicyclists."

*Advanced Bicyclists* are typically comfortable riding anywhere they are legally allowed to operate a bicycle, including space shared with cars and trucks along arterials or rural highways. *Less advanced or Average Bicyclists* are typically more comfortable on roadways that provide space separated from motorists and/or along separated pathways. *Novice Bicyclists*, including children and new adult riders, may be confident and have some level of bicycle handling skills; however, they often do not have the experience of seasoned riders, nor the training or background in traffic laws necessary to operate safely on the road. Bicyclist types and their preferences and needs are defined further in Table 5.

**Table 5  
Bicyclist Types, Preferences and Needs**

<b>Bicyclist Type</b>	<b>Rider Preferences</b>	<b>Rider Needs</b>
<p><b>Advanced Bicyclist</b> Experienced riders who can operate under most traffic conditions</p>	<ul style="list-style-type: none"> <li>• Direct access to destinations</li> <li>• Operate at maximum speed with minimum delays</li> <li>• Sufficient roadway space or shoulder so that bicyclists and motorists can pass without altering their line of travel</li> </ul>	<ul style="list-style-type: none"> <li>• Establish and enforce speed limits</li> <li>• Provide wide outside lanes (urban)</li> <li>• Provide usable shoulders (rural)</li> </ul>
<p><b>Average Bicyclist</b> Casual or new adult and teenage riders who are less confident of their ability to operate in traffic without special provisions for bicycles</p>	<ul style="list-style-type: none"> <li>• Comfortable access to destinations</li> <li>• Direct route, but on low-speed, low traffic-volume streets or on designated bicycle facilities</li> <li>• Well-defined separation of bicycle and motor vehicles or separate multi-use paths</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure low speeds on neighborhood streets</li> <li>• Traffic calming</li> <li>• Provide network of interconnected designated bicycle facilities (lanes, multi-use paths, well marked bike routes)</li> <li>• Usable roadway shoulders</li> </ul>
<p><b>Novice Bicyclist</b> Young children, students, and pre-teen riders whose roadway use is initially monitored by parents, and/or adult bicyclists just beginning to ride</p>	<ul style="list-style-type: none"> <li>• Access to schools, recreation facilities, shopping, or other residential areas</li> <li>• Residential streets with low motor vehicle speed limits and volumes</li> <li>• Well-defined separation of bicycles and motor vehicles or separate multi-use paths</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure low speeds on neighborhood streets</li> <li>• Traffic calming</li> <li>• Provide network of designated bicycle facilities (lanes, multi-use paths, well marked Class III routes)</li> <li>• Usable roadway shoulders</li> <li>• Interconnected Class I Network</li> </ul>

Source: Hawaii DOT, Minnesota DOT

## Bikeway Types

The *California Vehicle Code* permits bicycling on all roads in California with the exception of access controlled freeways and expressways. Chapter 1000 of the Caltrans *Highway Design Manual* recognizes this when it states that “the needs of non-motorized transportation are an essential part of all roadway projects.” Although not all streets are designated as bikeways, they are all important facilities that ensure access and connectivity for bicyclists.

Effective bikeways encourage the use of bicycles as an alternative to the automobile. The bikeways identified in this Plan include standards and designations established by Caltrans. The *Highway Design Manual* identifies three distinct types of bikeways: Class I Off-Street Bike Paths (Multi-Use Path), Class II On-Street Bike Lanes, and Class III On-Street Bike Routes. These facilities are described below and design details for each facility type are provided in Appendix B. In addition to these three basic facility types, hybrid bikeways and facility enhancements are also described below and recommended for use in appropriate locations. Each class of bikeway has its appropriate application.

### Standard Bikeways

#### *Class I Multi Use Path*

Class I facilities, typically known as bike paths, are multi-use facilities that provide a completely separated right-of-way for the exclusive use of bicycles and pedestrians with cross flows of motorized traffic minimized.

#### *Class II Bike Lane*

Class II facilities, known as bike lanes; provide a striped and signed lane for one-way bicycle travel on a street or highway. The minimum width for bike lanes ranges between four and five feet depending upon the edge of roadway conditions (curbs). Bike lanes are demarcated by a six-inch white stripe, signage and pavement legends.

#### *Class III Bike Route*

Class III facilities, known as bike routes, provide signs for shared use with motor vehicles within the same travel lane on a street or highway. Bike routes may be enhanced with warning or guide signs and shared lane marking pavement stencils. While Class III routes do not provide measures of separation, they have an important function in providing continuity to the bikeway network.

### Class III Bike Route Enhancements

#### *Bicycle Boulevard*

A bicycle boulevard is a roadway that gives priority to bicycle traffic at intersections along the route. The boulevard may also include traffic calming features that reduce the total number of vehicles that use the roadway to make the roadway more bicycle-friendly. By definition, bicycle boulevards are Class III facilities, but are not typically signed with just the basic “Bike Route” sign.

### Bikeway Types



Class I Multi Use Path



Class II Bike Lane



Bicycle Boulevard



Shared Lane Marking



Cycle Track

### *Shared Lane Marking*

Shared Lane Markings (SLM), known “Sharrows,” are pavement legends which may be placed in the travel lane adjacent to on-street parking. The purpose of the marking is to provide positional guidance to bicyclists on roadways that are too narrow to be striped with bike lanes. SLM do not designate a particular part of the street for the exclusive use of bicyclists. They simply guide bicyclists to the best place to ride on the road to avoid the “door swing” of parked cars, and to warn motorists that they should expect to see and share the lane with bicyclists.

### Non-Standard Bikeways

#### *Cycle Track*

A cycle track is a bikeway that is separated from adjacent traffic flows through the use of a visible grade change or other physical buffer between the bikeway and the roadway. Cycle tracks may provide for one- or two-way travel. Additionally, cycle tracks may be placed outside the parking lane, but in front of the sidewalk. There are no federal or State standards for cycle tracks, and they are not currently approved for use in California.

## The Local Bicycle Transportation Network

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### Existing Conditions

This section describes existing conditions for bicyclists in American Canyon, including opportunities and constraints, a safety analysis, existing programs, bicycle counts, origins and destinations, schools and safe routes, bicycle parking, and a map and inventory of existing bikeways.

### Opportunities and Constraints

A variety of issues and opportunities related to bicycling have been identified through the review of existing documents, maps, aerial images, and public input. A discussion of broad opportunities and constraints, such as funding, regional access, and public support and perception, to name a few, are detailed in the NCTPA Overview Plan. Various physical and operational constraints specific to American Canyon are listed below.

- SR 29 is a significant barrier to east-west travel in American Canyon, especially for persons on bicycle or foot who must cross SR 29 to reach destinations on either side of the highway.
- There is a need for convenient bicycle parking at commercial destinations throughout the community.
- Improved pedestrian crossings of SR 29 are needed to facilitate east-west access for bicyclists and pedestrians. The community has identified a desire explore the potential for grade separated crossing improvements.
- The railroad tracks are a north-south barrier that prevents potential use of the Paoli Loop undercrossing, a grade separated east-west access under SR 29 at the north end of town.
- Continuous bikeways that are perceived to be safe are needed between American Canyon and outlying communities, especially to the City of Napa to the north.
- Completion of the Bay Trail will improve north-south access for bicyclists in American Canyon.
- An east-west multi-use trail connection is needed to connect the Vine Trail with the Bay Trail.
- The proposed Vine Trail alignment through American Canyon will provide a primary north-south route along the City's eastern edge.
- Natural open spaces, such as drainages, rivers, wetlands, hillsides, canyons, and undeveloped lands, offer unique opportunities for the development of a diverse network of active and passive parks and trails.
- Development of the proposed River-to-Ridge Trail, presents the City with the unique opportunity of providing an off-street trail system that connects foothill and wetland areas including the Newell Open Space Preserve and Lynch Canon Open Space.
- Some City parks that are located within existing residential tracts are inaccessible to surrounding neighborhoods.
- American Canyon's bike path network can be improved by enhancing linkages between different parts of the City through the establishment of new on- and off-street bikeways.

### Safety Analysis

The following section addresses safety conditions for bicyclists in American Canyon and includes a review of the California Office of Traffic Safety's (OTS) collision rankings, the Statewide Integrated Traffic Records System, Seasonal Trends in Napa County, an understanding of the limitations of bicycle collision reporting, an analysis of bicycle collisions in American Canyon for the more recent 10-year period for which collision data was available, a summary of collision findings, a location map of bicycle collisions in American Canyon, and a review of urban and rural bicycle crash types.

## Collision Rankings

The California Office of Traffic Safety (OTS) conducts ongoing research of traffic safety statewide. OTS prepares an annual traffic safety ranking of all California cities and counties. Cities are broken into groups based on population, while all 58 counties are grouped together; however, the grouping does not take into account other local demographics or characteristics. With the exception of the City of Napa, all cities within Napa County experience a lower number of annual bicycle collisions than the average for their population group. Because these cities have populations of less than 25,000, any small increase or decrease in annual collisions can result in a dramatic shift in their ranking. Therefore, these rankings were used for a generalized look at collision performance, not as an exact metric.

## Seasonal Trends

Seasonally, Napa County experiences the most bicycle collisions during the summer and early fall months, which corresponds to periods with more tourism. Additionally, most crashes occur on Friday through Monday with generally fewer collisions midweek. This also corresponds to increased tourism activity on weekends. The vast majority of collisions reported occurred during daylight and with clear weather conditions.

## Collision Reporting

Collision records provided in SWITRS only include collisions reported by an involved party. In cases where there is no significant damage or injury, especially if the collision only involved a single bicyclist, the collision often is not reported. When a collision is reported, the level of detail provided can vary depending on the reporting styles and/or policies of the responding law enforcement agency or even the individual officer.

## Bicycle Collision Analysis

The bicycle collision history for American Canyon was reviewed to determine any trends or patterns that could indicate safety issues for bicyclists. Collision data for a ten-year period from January 1, 1999, through December 31, 2008, was obtained from the California Highway Patrol (CHP) as published in their State Wide Integrated Traffic Records System (SWITRS) reports. The collected SWITRS data was verified for location references, duplicate reporting, and inconsistencies. It is important to note that SWITRS data only includes collisions that were reported, so does not necessarily reflect all incidents that occurred.

A comprehensive review of the data was performed to help understand the nature and factors involved in reported bicycle collisions. A better understanding of these factors may help planners and engineers address some of the physical environments that contribute to these incidents. For example, if it is determined that a high incidence of collisions is occurring in the evening, lighting improvements may help to correct the situation. Conversely, a high incidence of collisions attributed to riders traveling in the wrong direction or those involving children may be addressed through education and/or enforcement activities.

The following types of data were reviewed with an emphasis on the conditions indicated to better understand the factors that may have contributed to the reported collisions:

### **Statewide Integrated Traffic Records System**

The California Highway Patrol (CHP) Accident Investigation Unit maintains SWITRS, which was developed as a means to collect and process data elements from a collision scene. The program ensures that local police departments and the CHP utilize and maintain uniform tools and methods to collect and compile meaningful data and statistics which can be used to improve roadway conditions and monitor the effectiveness of enforcement efforts.

**Collisions:** This information includes an analysis of the major causes of each collision, the locations of collisions, and the seasonal variation of collisions.

**Conditions:** Environmental conditions at or near the collision site at the time of each crash were examined. This included an analysis of weather conditions, lighting conditions, and types of traffic control devices present.

**Demographics:** This included a determination, by gender and age, of collision rates for bicyclists.

**Locations:** This portion of the analysis includes a map of reported bicycle collisions and spatial analyses of different collision types.

During the ten-year review period, more than 26,000 collisions were recorded throughout Napa County. Analysis of the data for all jurisdictions combined revealed a rise in the number of collisions per year from 1999 to 2002 to a high of 3,082 collisions annually, and then a steady decline to 1,789 collisions in 2008. Of this total number, 725 bicycle collisions were recorded throughout the County. Similarly, a general decline in the number of bicycle collisions recorded occurred over the ten-year review period. There were six bicycle fatalities during the review period.

For the ten-year period of 1999 through 2008, the City of American Canyon experienced 1,550 reported collisions citywide, of which 36 involved bicycles. Annual bicycle collisions ranged from one to seven collisions per year. The most common primary collision factor reported was “wrong side of the road,” which led to twelve collisions, followed by nine “auto right of way violation” crashes where a bicyclist violated the right of way of a motorist. These two primary collision factors represented over half of all reported bicycle collisions and are both collision types where the cyclist was at fault. The party at fault varied for the remaining collisions, with some indeterminate based upon information provided in the SWITRS database.

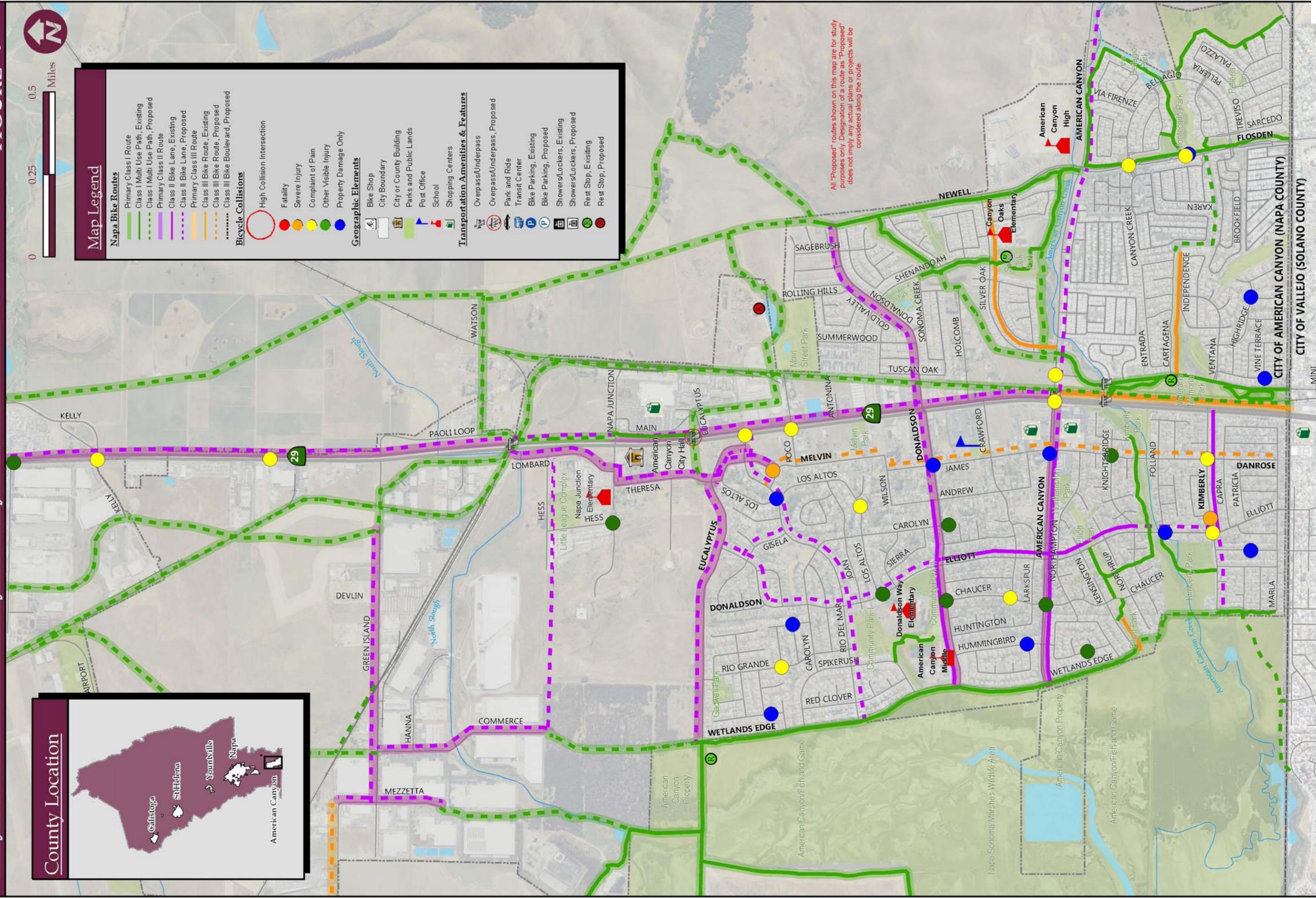
According to the OTS collision ranking, the City of American Canyon’s ranking for bicycle-involved collisions has improved from being in the bottom third of cities in its group in 2006 to the top third in 2008. This could be indicative of improved education and enforcement measures in the City. However, in 2008 there was only one reported bicycle collision in American Canyon, compared to five in 2007 and two in 2006, and for smaller cities such as American Canyon, this small change in annual collisions can result in a large shift in its state-wide ranking. Table 6 identifies high incident collision locations by intersection; no pattern of collisions was identified for mid-block locations. Bicycle collisions in are mapped in Figure 6. An explanation of OTS collision rankings and collision charts and graphs is provided in Appendix C.

**Table 6  
American Canyon Bicycle Collisions  
High Incidence Intersections (January 1, 1999 – December 31, 2008)**

Rank	Intersection	Total Collisions	Jurisdiction	Description of Location	Bicycle Facilities	Intersection Type	Predominant Collision Type
TI	American Canyon Rd/Broadway	2	City of American Canyon	Central American Canyon	Class II Bike Lanes on Broadway	Signalized	Broadside
TI	Elliott Dr/Kimberly Dr	2	City of American Canyon	W Central American Canyon	Class II Bike Lanes on Kimberly	All way stop-controlled	Other; Vehicle-Ped
TI	Kimberly Dr/Danrose Dr	2	City of American Canyon	W Central American Canyon	Class II Bike Lanes on Kimberly	All way stop-controlled	Other; Broadside

Note: T = tie

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### *High Collision Location Countermeasures*

Table 6 identifies the locations in American Canyon that have experienced a concentration of bicycle collisions. These high incident locations were reviewed to determine any trends that may be addressed through engineering or programmatic countermeasures. The following countermeasures have been developed to address collision histories and site-specific conditions at the City's top collision locations for bicyclists.

- *American Canyon Road/Broadway Street* – The American Canyon Road/Broadway Street intersection is signalized. Medians and left-turn pockets are provided on east and westbound American Canyon Road. Bike lanes are provided on Broadway Street south of American Canyon Road. A wide sidewalk, which is often used by bicyclists is provided on the south side of American Canyon Road. Marked crosswalks are provided across all four legs of the intersection.

#### Improvements

- Adjust signal timing to provide a longer green time for bicyclists, including students headed to American Canyon High School.
  - Install advance stop bars and high visibility crosswalk treatments to heighten motorists' awareness of crosswalk activity.
  - Consider prohibiting right-turn on red movements from eastbound American Canyon Road to southbound Broadway in order to minimize right-hook and/or broadside movements associated with the adjacent sidewalk path.
- *Elliot Drive/Kimberly Drive* – The Elliot Drive/Kimberly Drive intersections is an all-way stop controlled intersection. Bike Lanes are provided on Kimberly Drive east of Elliot Drive, and Kimberly Drive transitions from three lanes east of Elliot Drive, to two lanes west of Elliot Drive.

#### Improvements

- Install advance stop bars and high visibility crosswalk treatments to heighten motorist's awareness of crosswalk activity.
  - Consider installing bulb-outs or reducing curb radii in order to slow turning vehicles and reduce the potential for "right hook" crashes.
  - Consider the installation of bicycle markings through the intersection such as skip lines or modified share lane markings to indicate bicycle travel paths.
- *Danrose Drive/Kimberly Drive* – The Danrose Drive/Kimberly Drive intersection is an all-way stop controlled intersections. Bike lanes are provided on Kimberly Drive.

#### Improvements

- Install advance stop bars and high visibility crosswalk treatments to heighten motorists' awareness of crosswalk activity.
- Consider installing bulb-outs or reducing curb radii in order to slow turning vehicles and reduce the potential for "right hook" crashes.
- Consider measures to reduce the number of lanes and/or lane widths and excess pavement at the intersection which results in longer crossing distances and increased potential for conflicts for bicyclists and pedestrians.

## Comparison of Rural and Urban Bicycle Crashes

### ***FHWA Summary Report of Factors Contributing to Pedestrian and Bicycle Crashes on Rural Highways***

A 2010 report by the FHWA's Highway Safety Information System, *Factors Contributing to Pedestrian and Bicycle Crashes on Rural Highways*, was prepared to examine the difference between pedestrian and bicycle crashes in urban and rural settings in order to identify crash types and crash locations specific to rural highways that could be addressed through the use of existing safety treatments and/or through the development of new treatments.

According to the study, "approximately 25 percent of nationwide pedestrian and bicycle fatal and injury accidents occur on rural highways. In contrast to urban highways, rural highways have certain characteristics that can be more hazardous to pedestrians and bicyclists, such as higher average vehicle speeds and a lack of sidewalk and/or shoulder provisions." Further, limited research has been conducted on rural highways in regards to the potential to link crash data with roadway characteristics and traffic counts.

The first objective of the study was to compare general descriptive statistics of rural versus urban crashes. This general comparison is useful for indicating which factors are common to both localities as well as which factors are over-represented in a rural environment.

The most common crash types for bicyclists differed in rural and urban areas. The most common rural crashes included bicyclists turning/merging into the path of the driver and drivers overtaking the bicyclist. The most common urban crashes included drivers failing to yield, bicyclists failing to yield midblock, and bicyclists failing to yield at the intersection. One noticeable difference is that common rural crash types generally occurred on midblock segments, while urban crash types generally occurred at intersections.

## Existing Bicycle Safety, Education, and Encouragement Programs

While there are currently no formal safety or education programs for bicyclists in American Canyon, bicycle rodeos have been delivered to the community by the American Canyon Police Department and/or Napa County Sheriff's Department in the past, and development of a formal Safe Routes to School Education and Encouragement Program for students is underway.

Safe Routes to School (SR2S) is a national movement with a variety of programs that are designed to improve safety and encourage students to walk and bicycle to school. Such programs work to reduce traffic congestion and improve the health of both children and the environment. In 2010, the Public Works Department pursued and was awarded approximately \$410,000 in SR2S funding from Caltrans to construct sidewalks and install traffic calming devices in order to improve safety for bicyclists and pedestrians along the student commute routes to American Canyon Middle School, Napa Junction Elementary School, Donaldson Way Elementary School, and Canyon Oaks Elementary School. The grant award also included funds to develop an Education and Encouragement Program to increase the number of students who bicycle and walk to school. The program will be implemented in the 2011/12 school year. Consultant services will be used to establish a cohesive program that is envisioned to include special events and assemblies such as a walk and bike to school day, walking or biking school buses, carpool-to-school, walk and bike Wednesdays, bike to school Tuesdays, bike rodeos, "Read, Write, and Ride," etc. A media and public relations campaign including press releases, public service announcements, and flyers/mailers/posters will also be developed to engage the public. The program is expected to include mechanisms to measure success, such as pre- and post-activity surveys. The program includes a similar approach and activities which are consistent with the Napa County Office of Education's Safe Routes to Schools Program.

## **Data Collection Recommendations (Bicycle Counts)**

One of the challenges agency staff and local decision makers currently face in the area of bicycle and pedestrian planning is the lack of documentation on usage and demand for bicycle and pedestrian facilities. Without accurate and consistent data, it is difficult to measure the positive benefits of bicycle and pedestrian investments, especially when compared to other types of transportation. Regular bicycle counts are recommended to address the need for data. The first set of bicycle counts conducted in the Plan Area will be used to establish a baseline for bicycling in and around American Canyon. This baseline can then be compared to bicycle counts conducted on a periodic basis so that usage trends can be identified and measured. Note that counts are not meant to establish the number of bicyclists throughout the Plan area, which may be better achieved through a survey of a representative sample of residents, or through Census results. Instead, they are intended to help identify trends in bicycle use over time. In addition to tracking trends and identifying usage, counts can be used to substantiate the need for additional facilities and support requests for funding, enforcement, maintenance, facility enhancements, and other safety improvements.

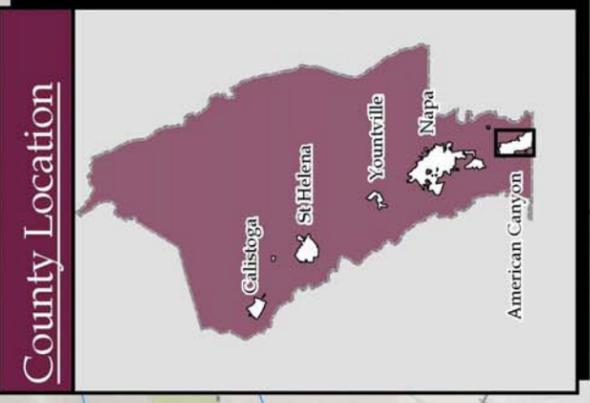
Proposed count locations in American Canyon and the surrounding unincorporated County were identified through this planning process. The basic criteria used to select count locations included points along and intersections of primary streets in the bikeway network, area coverage, population centers, attractors and generators, and community gateways. Proposed count locations are mapped in Figure 7 and identified in Table 7. Information on standard counting methodologies, recommended count periods, a discussion of ongoing counting efforts at the regional and national levels, and sample standardized count forms from the Metropolitan Transportation Commission and the National Bicycle and Pedestrian Documentation Project are provided in Appendix D.

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# Napa Countywide Bicycle Plan

## City of American Canyon Bicycle Count Locations

### FIGURE 7



#### Map Legend

**Napa Bike Routes**

- Primary Class I Route
- Class I Multi Use Path, Existing
- Class I Multi Use Path, Proposed
- Primary Class II Route
- Class II Bike Lane, Existing
- Class II Bike Lane, Proposed
- Primary Class III Route
- Class III Bike Route, Existing
- Class III Bike Route, Proposed
- Class III Bike Boulevard, Proposed

**Count Locations**

- Proposed Count Location

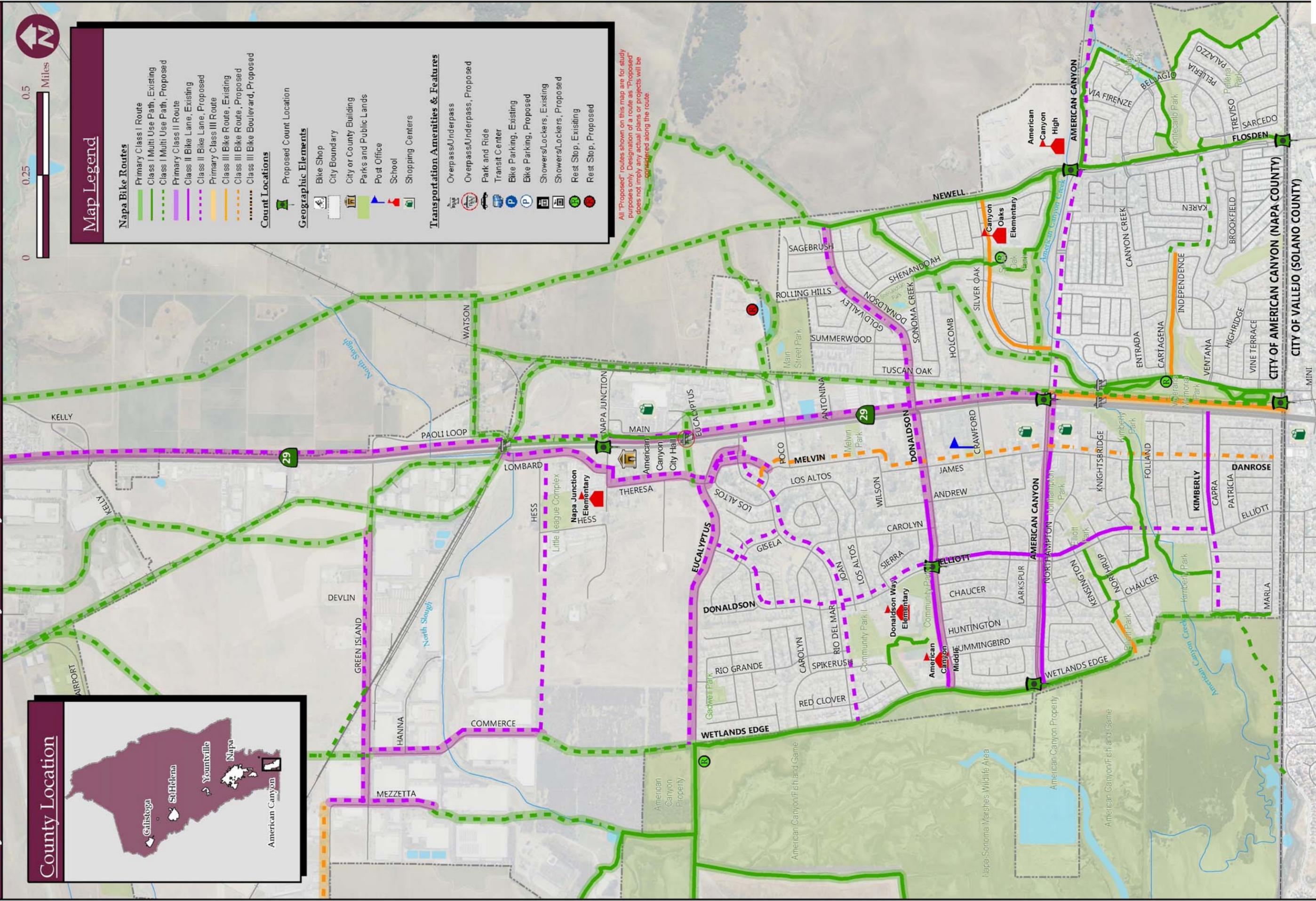
**Geographic Elements**

- Bike Shop
- City Boundary
- City or County Building
- Parks and Public Lands
- Post Office
- School
- Shopping Centers

**Transportation Amenities & Features**

- Overpass/Underpass
- Overpass/Underpass, Proposed
- Park and Ride
- Transit Center
- Bike Parking, Existing
- Bike Parking, Proposed
- Showers/Lockers, Existing
- Showers/Lockers, Proposed
- Rest Stop, Existing
- Rest Stop, Proposed

All "Proposed" routes shown on this map are for study purposes only. Designation of a route as "Proposed" does not imply any actual plans or projects will be considered along the route.



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**Table 7  
Proposed Bicycle Count Locations**

<b>#</b>	<b>Primary Street</b>	<b>Facility Classification</b>	<b>Cross Street</b>	<b>Facility Classification</b>	<b>Use/ Activity</b>	<b>Notes</b>
1	American Canyon Rd	Class II	SR 29	Class III	Primary Routes/ School Commute/ Shopping/ MTC Count Station	Location provides the potential to incorporate pathway counts when Vine Trail is constructed
2	Newell Dr	Class I	American Canyon Rd	Class III	Primary Route/ School Commute/ Intercounty Connector	Adjacent to American Canyon High School
3	American Canyon Rd	Class II	Wetlands Edge Rd/ Pathway	Class II	Primary Route/Bay Trail/Recreational Route	Location primarily provides a count of recreational activity along the Bay Trail
4	Donaldson Way	Class II	Elliot Dr	Class II	Local Route/School Commute/ Community Center/ Swim Center	Intersection of local north-south and east-west routes adjacent to major community facilities
5	Broadway	Class I	Napa Junction Rd	Class II	Primary Route/ Shopping/City Hall/ School Commute	Adjacent to Napa Junction Shopping Center and across SR 29 from City Hall, may be able to capture north-south activity along SR 29 as well
6	Vine Trail <i>(Future)</i>	Class I	Southern City Limit	(none)	Primary Route/ Intercounty Connection	Future Location – Would capture commute and recreational activity at the City Limit and County Line upon completion of the Vine Trail
7	Flosden Rd/ Fairgrounds Dr	Class I	Southern City Limit	(none)	Local Route/School Commute/ Intercounty Connection	Would capture inter-county activity, connects to City of Vallejo/Solano County

Notes: *Italics* = Proposed Facility

### **Origins and Destinations**

The following sections identify American Canyon’s major origins and destinations for bicycle trips. It is important to identify these facilities in order to understand access needs and existing and potential travel patterns when considering alignments for both the local and primary bikeway networks. Brief descriptions and/or lists of origins and destinations are provided below. Major facilities are mapped on Figure 1, the American Canyon Bikeways Map, to show their relationship to existing and proposed bikeways.

#### Schools and Safe Routes

##### *Primary and Secondary Schools*

The Napa Valley Unified School District oversees the City’s public school system. The District consists of 32 schools located on 28 sites serving approximately 17,000 students in grades K-12 and includes schools in American Canyon and the communities of Napa and Yountville. American Canyon’s public elementary, middle, and high schools serve approximately 3,300 students. Table 8 lists the schools located in American Canyon.

**Table 8  
American Canyon Schools**

<b>School</b>	<b>Grade Levels</b>	<b>Student Enrollment (Approximate)</b>	<b>Location</b>
Canyon Oaks Elementary	K – 5	660 students	475 Silver Oak Trail
Donaldson Way Elementary	K – 5	500 students	430 Donaldson Way
Napa Junction Elementary	K – 5	475 students	300 Napa Junction Rd
American Canyon Middle School	6 – 8	1,000 students	300 Benton Way
American Canyon High School	9 – 12	680 students	3000 Newell Dr

Community Facilities and Parks

There are a variety of civic destinations and community facilities located in American Canyon that can be reached by bicycle or on foot. Major community facilities include:

- American Canyon City Hall – 4381 Broadway Street (SR 29), Suite 201
- US Post Office – 310 Crawford Way
- American Canyon Public Library – 3421 Broadway Street (SR 29) Suite # E3
- American Canyon Fire Protection District and Police Station – 911 Donaldson Way East
- Excel Care Immediate Care Center – 3431 Broadway Street (SR 29) Suite # A8

The City of American Canyon maintains 24 public parks. Existing parks in American Canyon are identified in Table 9. Existing community facilities and recreation centers are identified in Table 10.

**Table 9  
American Canyon Parks**

<b>Park</b>	<b>Park Type</b>	<b>Location</b>	<b>Characteristics</b>
Banbury Park	Mini Park	100 Banbury Way	Open Space
Bedford & Kensington Cul De Sac	Mini Park	323 Bedford Ln	Playground equipment
Community Park I	Neighborhood	1400 Rio Grande Dr (South of Rio Del Mar)	Playground equipment, baseball field, softball field, group picnic area with picnic tables (6), barbeque, horseshoe pits, walking path, open turf area, sand volleyball area, restroom
Community Park II	Neighborhood	20 Benton Way (Donaldson Way & Benton Way)	Paths, open turf area, Memorial Grove
Danrose Sports Court	Mini	785 Danrose Dr	Half Basketball Court
Elliott Park	Neighborhood	2234 Elliott Dr (South of American Canyon Rd)	Playground equipment, basketball court, community garden, tennis courts (2), adjacent bike/pedestrian path
Gadwall Park	Neighborhood	161 Gadwall St (at Greenwing St)	Playground equipment, basketball half court, group picnic area, benches, path

**Table 9  
American Canyon Parks**

<b>Park</b>	<b>Park Type</b>	<b>Location</b>	<b>Characteristics</b>
Kimberly Park	Neighborhood	600 Kimberly Dr (West of Elliott Dr)	Soccer fields (3), backstop, open turf area
Linwood Park	Mini	285 Linwood Dr (behind Recreation Center at 2185 Elliott Dr)	Playground equipment, picnic tables (3), barbeque, adjacent bike/pedestrian path
Little League Complex – Hess Dr	Neighborhood	280 Napa Junction Rd	Little League fields (4), snack bar, playground equipment
Main Street Park	Neighborhood	5050 Main St (Main St & Eucalyptus)	Playground equipment, group picnic area, barbeques (2), plaza area, path, open turf area, benches (8)
Melvin Park	Mini	19 Melvin Rd	Playground equipment, tennis courts (2), picnic table
Montecarlo Park	Neighborhood	54 Montecarlo Way (La Vigne Development)	Path, benches (6), open turf area
Northampton Park	Neighborhood	242 Northampton Dr (between American Canyon Rd & Northampton Dr)	Playground equipment, basketball court, youth softball field, open turf area
Nottingham & Bentley Cul De Sac	Mini	270 Nottingham Ln	Playground equipment
Pelleria Park	Neighborhood	54 Pelleria Dr (Pelleria Dr & Via Marciana)	Playground equipment, basketball half court, picnic tables (2), benches, path
Shenandoah Park	Neighborhood	100 Sonoma Creek Way	Soccer/baseball field, playground equipment, large group picnic area with picnic tables (6) & barbeque (2), small group picnic area with tables (2), restrooms
Silver Oak Park	Neighborhood	485 Silver Oak Dr (by Canyon Oaks School)	Soccer/baseball field, playground equipment, group picnic area with picnic tables (6), and barbeques (3)
Veterans Memorial Park	Neighborhood	2801 Broadway	Playground equipment, benches
Via Bellagio Park	Neighborhood	100 Via Bellagio (La Vigne Development)	Playground equipment, picnic tables (3), benches (4), open turf area, path
Wetlands Edge Linear Park	Neighborhood		Class I pathway (Bay Trail)
Wetlands View Area	Neighborhood		

Source: City of American Canyon

**Table 10  
American Canyon Recreation Facilities**

<b>Facility Name</b>	<b>Location</b>	<b>Type</b>	<b>Description</b>
Community Center Gym	100 Benton Way	Recreation Facility	Gymnasium, stage, small meeting room, restrooms
Philip West Aquatics Center	100 Benton Way (w/in Community Park I)	Recreation Facility	Swimming pool, wading pool, office, snack bar, restrooms/ dressing rooms
Recreation Center	2185 Elliott Dr (w/in Elliott Powerline Park)	Recreation Facility	Assembly room, small kitchen, restrooms
Senior Multi-Use Center	2185 Elliott Dr (w/in Elliott Powerline Park)	Recreation Facility	Assembly Room, full commercial kitchen, Multi-Use Room, restrooms, foyer. The Center may be rented for parties, banquets, and meetings.
Skateboard Park	100 Benton Way w/in Community Park I behind Gymnasium	Recreation Facility	13,000 sf skate park
American Canyon Boys and Girls Club	60 Benton Way	Recreation Facility	

Additional recreation destinations in the vicinity of American Canyon include the La Vigne Open Space, 44 acres of wetland and open space upland east of Flosden Road, and the Newell Open Space, 642 acres of open space and wildlife habitat, including an important raptor migration resting area, in the hills east of American Canyon. The Newells donated the land to the City of American Canyon to create the Newell Open Space Preserve.

Major Shopping, Retail, and Commercial Destinations

Major community and regional shopping centers in American Canyon include:

- Wal-Mart Supercenter (7011 Main Street) – retail, restaurants
- Canyon Plaza (3400 Broadway) – Emergency Care Center, Library, restaurants and retail, Access via Broadway (SR 29) or Crawford Way
- Canyon Corners (3420 Broadway) – Commercial, retail, services, Access via American Canyon Road
- American Canyon Marketplace (101 American Canyon Road) – Safeway

Bicycle Shops and Manufacturers

Currently there are no bicycle shops located within the City. Dynacraft Bicycles, located on South Kelley Road, imports and distributes bicycles for the entire family. Dynacraft Bicycles are manufactured under a variety of names and are typically found in national retailers such as Wal-Mart, Target, etc.

Multi-Modal Connections

Bicycles are often used in combination with other modes of transit (such as bus, carpool, ferry, or train) as part of a multimodal trip. Convenient multi-modal connections that are well-integrated into the transportation system are a vital component of a balanced transportation network. Transit has the potential to extend trip ranges for bicyclists to both nearby communities, and destinations outside of Napa County. Multi-modal connections are especially important in Napa County, considering existing barriers to bicycle travel such as distances between communities, existing gaps in the bicycle network between urban areas, heat during summer months, and rain during winter months. While these obstacles likely serve as deterrents to existing and potential trips by bike, convenient multi-modal access

can help to address these issues and extend trip ranges. Front loading bicycle racks, which typically accommodate two bicycles, are provided on all fixed route transit buses that operate in Napa County. Bicycle rack spaces are available on a first come, first served basis. When the front loading racks are full, drivers can accommodate bicycles inside the bus at their discretion, however, in the event that it is the last scheduled bus of the day, bicycles are permitted inside the vehicle.

*Park and Ride Lots*

No formal Park and Ride lots currently existing in American Canyon. Transit patrons who ride the Vine 29 Express often park at Canyon Plaza. The City is working with Caltrans and the NCTPA to identify a suitable location and develop a multi-modal transit center along the SR 29 corridor.

Bicycle Parking

An inventory of existing bicycle parking and support facilities in American Canyon is not available. Information will continue to be collected and documented through this Plan update process. Currently, bicycle parking is provided at schools, civic destinations and some commercial locations. The City’s Zoning Ordinance includes the following bicycle parking requirements:

*19.21.050: Bicycle parking requirements*

A. Bicycle parking shall be provided in commercial and employment areas according to Table 19.21.050.

**Table 19.21.050  
Required Bicycle Parking**

<b>Total Automobile Parking Spaces</b>	<b>Minimum Number of Bicycle Spaces</b>
1-4	0
5-14	1
15-29	2
30-44	3
45-59	4
60-74	5
75-99	6
100-199	7
200-299	8
300-399	9
400 and greater	10

B. Bicycle parking should be located in highly visible locations and should be lockable.

C. The bicycle parking requirement may be phased for parking areas containing sixty or greater spaces depending on accessibility of the area to bicycle routes. (Ord. 2004-10 Exh. 3 (part), 2004)

Shower and Locker Facilities

Currently, the City does not require employers to install shower and locker facilities for employees. Large employers and/or business parks often provide these facilities. Public input indicated that additional shower and locker facilities are desired by commuter bicyclists; however, none are proposed at this time.

## **Bikeways Inventory**

Existing bicycle facilities in American Canyon were inventoried through a GIS survey, field reconnaissance, staff questionnaires and interviews, consultation with the American Canyon Parks and Open Space Advisory Committee which oversees bicycle and pedestrian issues in American Canyon, and through outreach to the public. Currently, bikeways in American Canyon include a network of Class I multi-use pathways that are located throughout the community and traverse the City's parks, creek corridors, and newer housing developments, along with Class II bike lanes and Class III bike routes located along arterial, collector, and residential streets. Detailed descriptions of select bikeway corridors are provided below. A comprehensive inventory of existing bikeways is provided in Table I I, and existing and proposed bikeways are shown on Figure 1, the American Canyon Bikeways Map. Primary and regional bikeways in the vicinity of American Canyon are shown on Figure 2, the South Valley Planning Area Map. Figure 3, the Napa County Bicycle Facilities Map, shows existing and planned bikeways throughout Napa County along with connections to adjacent counties and is provided for context.

### Off-Street Paths and Greenways

*American Canyon Creek Linear Path* – Part of the American Canyon Creek Greenway, this pathway extends along American Canyon Creek through Kimberly Park with a spur connection north to Elliott Park. The pathway begins at the terminus of Hartford Court and extends along the north side of American Canyon Creek in a westward direction. The pathway crosses over Danrose Drive and continues along the creek corridor behind the neighborhood with connections to Lansford Court and Linwood Lane via Linwood Park. The trail continues west and crosses over Elliott Drive (Elliott Drive Class II bike lanes begin at this point) and diverts north between Strand Court and Dorchester Place with connections to Knightsbridge Way, Northrup Lane and Kingsly Lane ultimately connecting to the Elliot Power Line Path.

*Bay Trail* – This Class I multi-use trail extends north-south along the west side of Wetlands Edge Road from Elliott Park north to Eucalyptus Drive, then west along Eucalyptus Drive to the Napa River with a loop segment around the former landfill and salt ponds. A parking/staging and viewing area is provided adjacent to the Wetlands Edge/Eucalyptus Drive intersection.

*Community Park I Greenway Path* – The Greenway path extends through Community Park I from the parking area and travels south. The pathway splits with a spur continuing south to a bridge over the creek leading to Donaldson Way Elementary School, American Canyon Middle School, the community center, and Phillip West Aquatic Center. The main trail continues west to Spikerush Circle and ultimately extends to Wetlands Edge Road and the Bay Trail.

*Elliott Power Line Path Trail* – Part of the Elliott Power Line Park(s), the pathway extends in a general east-west direction utilizing the Power Line Corridor. The trail begins at American Canyon Road west of SR 29 and extends through Northhampton Park, crosses Northhampton Drive and continues west across Elliott Drive. From Elliot Drive, the pathway continues west with a connection to the American Canyon Creek Path and crosses over Chaucer Lane ultimately connecting to the southern end of Wetlands Edge Road.

*La Vigne Open Space Trail* – The trail extends along the eastern edge of the neighborhood at the western edge of open space between Via Bellagio and Palestrina Court. Connections are provided to Marcello Court and Camerino Court. A sidewalk connection along Via Bellagio extends to the La Vigne Greenway Path.

*La Vigne Greenway Path* – This path runs along the south side of American Canyon Road starting at Flosden Road and circles the Bellagio neighborhood along the edge of the La Vigne Open Space. The path crosses Via Bellagio, provides access to Montecarlo Park, and connects back to Flosden Road.

**Table 11  
Existing Bikeways**

#	Project Corridor/Street	Begin Point	End Point	Class	Length (Miles)	Primary Route	SF Bay Area
<b>Class I</b>							
1	American Canyon Rd	Via Firenze	Class I adjacent to Newell Dr	I	0.21	No	No
2	Bellagio	Flosden Rd	La Morra	I	0.05	No	No
3	Broadway	South city limit at Broadway	American Canyon Rd	I	0.76	Yes	Yes
4	Broadway/Veteran's Memorial Park	Broadway	Veteran's Memorial Park, Near Entrada	I	0.19	Yes	Yes
5	Community Park I	Spikerush Cir	Community Center Gym	I	0.21	No	No
6	Flosden Dr, Fairgrounds Dr	City limit at Flosden Rd	American Canyon Rd	I	0.64	No	No
7	Granite Springs Wy	Class I facility, Vine Trail	Shenandoah Dr	I	0.25	Yes	Yes
8	Kensington Wy	Kensington Wy	Elliot Dr	I	0.25	No	No
9	Kimberly Park	Elliot Dr	Kimberly Dr	I	0.25	No	No
10	Knightsbridge Wy	Cass I facility in Elliot Park	Hartford Ct	I	0.55	No	No
11	Meadow Bay Dr	Marla Dr	50 ft West of Cattail Dr	I	0.11	No	No
12	Meadow Bay Dr	50 ft West of Cattail Dr	Kimberly Dr	I	0.08	Yes	Yes
13	Montecarlo Park	Monte Carlo Way	Montecarlo Park SE edge	I	0.04	No	No
14	Montecarlo Way	Via Bellagio	Flosden Rd	I	0.24	No	No
15	Newell Dr	American Canyon Rd	Donaldson Wy	I	0.82	Yes	Yes
16	Shenandoah Park, Shenandoah Dr	Silver Oak Trail	Sonoma Creek Wy	I	0.22	Yes	No
17	Silver Oak Park	Class I facility in Silver Oak Park	Class I facility adjacent to Newell Dr	I	0.24	Yes	Yes
18	Silver Oak Park	Class I facility in Silver Oak Park	Silver Oak Trail	I	0.24	No	No
19	SR 29 (Broadway)	Eucalyptus Dr	Napa Junction Rd	I	0.26	No	No
20	Vine Trail (pathway through Veteran's Memorial Park)	Boundary of VMP (trail loops) near Broadway	Vine Terrace Wy	I	0.27	Yes	Yes
21	Via Marciana	170' SE of Palestrina Ct	Via Bellagio	I	0.51	No	No
22	Via Pescara	Via Firenze	Via Bellagio	I	0.37	No	No

**Table II  
Existing Bikeways**

#	Project Corridor/Street	Begin Point	End Point	Class	Length (Miles)	Primary Route	SF Bay Area
23	Wetlands Edge, Bay Trail, Vine Trail	Kensington Wy	Eucalyptus Dr	I	1.37	Yes	Yes
<b>Class II</b>							
24	American Canyon Rd	Wetlands Edge Rd	Danrose Dr	II	0.71	Yes	Yes
25	Donaldson Wy	Wetlands Edge Rd	Andrew Rd	II	0.57	Yes	No
26	Elliot Dr	Knightsbridge Wy	Donaldson Wy	II	0.60	No	No
27	Kimberly Dr	SR 29 (Broadway)	Elliot Dr	II	0.37	No	No
28	Cartagena Wy	Proposed class I facility Entrada Circle	Broadway Rd	II	0.38	No	No
<b>Class III</b>							
29	Kensington Wy	Existing class I facility, Parallel to Wetland Edge Rd	Class I facility at Elliott Park	III	0.11	No	No
30	Silver Oaks Trail	American Canyon Rd	Newell Dr	III	0.61	No	No
31	SR 29 (Broadway)	South city limit at SR 29	American Canyon Rd	III	0.72	Yes	Yes
					<b>Class I Total</b>	8.12	
					<b>Class II Total</b>	2.26	
					<b>Class III Total</b>	1.81	

*Newell Open Space Trails* – The Newell Open Space Preserve encompasses 640 acres in the eastern hills above American Canyon. The property stretches from American Canyon to the Solano County line, and connects with the Lynch Canyon Open Space in Solano County. Dirt roads and hiking trails open to hikers, bikers, and equestrians, weave through the property.

*Vintage Ranch Powerline Greenway Path* – There is a short pathway segment that extends underneath the power lines between Shenandoah and Newell Drives. The pathway includes connections to several neighborhood streets including Marsala Place, Sadie Place, Oakstone Court, and Iron Horse Drive.

## **Proposed Improvements**

Proposed bikeway improvements consist of a network of Class I multi-use paths, Class II bike lanes, and Class III bike route projects to complete both the local and primary countywide bikeway networks in American Canyon, along with various safety enhancements and bicycle support facilities and programs designed to improve safety and encourage bicycling.

The local and primary bikeway networks have been planned to link residents, visitors, and bicyclists of all ages and types between residential areas and community destinations including schools, parks, shopping, civic buildings, employment centers, and regional trails and bikeways. Recommended bicycle support facilities and programs include increasing short- and long-term bicycle parking supplies, improving multi-modal integration, maintenance and monitoring programs, strategies to develop a bicycle counting program, safe routes to school programs, public education, signing and marking enhancements, and a communitywide traffic safety education campaign.

## Criteria for Route Selection and Evaluation

The methodology for developing a bikeway network for any community begins with input from the local bicycling community, local planning and engineering staff familiar with the community and the public. Based on input received, existing conditions, project goals, and opportunities and constraints, a network of proposed facilities and programs was prepared. Next, a ranking methodology based on general planning criteria was developed with the Project Steering Committee to prioritize the recommended bikeway projects and programs. A Decision Matrix was used to attach weights to each criterion and determine which recommendations meet the highest number of criteria listed. It is important to note however, that over time changes will occur that may impact project implementation opportunities, and thus projects that may not be heavily weighted could be implemented in the short term due to opportunity, funding availability, political will, or other reasons.

*Project ranking criteria include:*

*Land Use:* A project that provides or promotes connections or access to multiple land uses (e.g. primary generators such as dense residential neighborhoods with high numbers of bicycle commuters with areas of dense employment) will rank favorably according to the land use criteria. Facilities that provide intra- or inter-neighborhood access to schools, for shopping trips, access to transit, access to public open space/parks would also rank favorably according to the land use criterion. Longer corridor projects that “connect” more land uses will tend to rank higher as they are assigned greater points over shorter projects that do not connect generators with destinations, or vice versa.

*Current and Latent Bicyclist Demand:* Higher points are awarded to those projects that currently have significant usage or latent demand, that is they are likely to generate significant usage based on land uses, population, corridor aesthetics, etc. Justification for this criterion is that corridors or spot locations currently receiving high demand may or may not be optimally designed for safety and functionality and additional improvement would benefit a large number of existing bicyclists. Under latent demand, existing corridors or spot locations may be viewed by a high percentage of potential users as

undesirable from a safety or operational perspective, and if safety or functionality is improved, even high use facilities may experience an increase in use levels.

*Technical Ease of Implementation:* Technical ease of implementation focuses on the actual engineering challenges of a project, emphasizing the point that typical physical requirements of bicycle projects such as parking removal, traffic lane removal, or lane re-striping are not technically challenging from an engineering perspective. Physical solutions are often readily apparent but may require development of political support, addressed under "Non-Technical Ease of Implementation," or that specific operational issues be addressed to demonstrate that no negative impacts will occur to other modes. These criteria specifically address the technical and physical aspects of an engineering solution.

*Non-Technical Ease of Implementation:* Maximum points are assigned for an easy, popular project. If significant neighborhood opposition is a known factor, if support of elected officials is not anticipated, or if other political opposition to a particular aspect of the assumed engineering solution (such as parking removal or agricultural issues) is anticipated, then the project would receive fewer points under this criterion.

**Note:** *Projects that are supported by current or adopted planning efforts by regional or local agencies receive points under these criteria, for example, projects that are identified in Bay, Ridge, or Vine Trail Studies that have the potential to serve both pedestrians and bicyclists. In addition, projects that are supported by existing or anticipated funding would receive points under this criterion.*

*Overcomes Barrier/Connectivity (Safety):* Maximum points should be assigned to projects that address a major safety concern for bicyclists using bridges, interchanges, and/or negotiating other environments difficult for bicyclists to navigate. Higher points should be assigned to roadways with high speed, high traffic volume, wide road width, difficult intersections or other obstacles to bicycle travel. Maximum points should be assigned for filling a gap in the existing network.

*Public Input:* This criterion is based directly on public input received during workshops, results from the surveys, indirect public input through agency staff, and an informal survey of local elected officials. Points are assigned in correlation to the number of comments and perceived interest of workshop attendees.

The ranking matrix is located in Appendix E.

## **Proposed Bikeway System**

This section describes proposed bicycle improvements in American Canyon including both physical and programmatic improvements. A range of users must be considered in building a bicycle system. Whereas an experienced rider or bicycle commuter might prefer the shortest and fastest on-road route, a young or inexperienced rider will likely prefer a Class I, separated bicycle facility. Bicycle riders of all ages and abilities, and those who are riding for both recreation and transportation to destinations like work and school, must be considered in system improvement and implementation. The proposed bikeway network consists of an interconnected network of Class I pathways, Class II bike lanes, and Class III bike routes that will close gaps, connect existing facilities, and provide access to areas that are not currently served by bicycle facilities.

### Primary Bikeway Network

A new element of this planning effort has been the designation of a Primary Bikeway Network – a continuous countywide network of on-

### **Bikeway System**

*The whole of all of the components including both physical and programmatic.*

### **Bikeway Network**

*The physical improvements that establish bikeways (Classes I, II, III).*

### **Primary Bikeway Network**

*A continuous countywide network of on- and off-street bikeways that extend between and through communities along with connections to other transportation modes, major destinations, jobs, neighborhoods, recreation, and local bikeway networks.*

and off-street bikeways that extend between and through communities. The Primary Bikeway Network consists of a combination of existing and proposed Class I, Class II, and Class III bikeways that provide inter-city and inter-county routes along with connections to other transportation modes, major destinations, jobs, neighborhoods, recreation, and local bikeways. The network typically includes one or more north-south and east-west routes through each community. The intention of the Primary Bikeway Network is to focus and collaborate on a set of basic routes that will provide access to major destinations and activity areas. Primary Bikeway Network routes are identified on the bikeway map using a colored highlight around their route designation. Primary Bikeway Maps have been prepared to show how the network connects between communities, and proposed project lists identify bikeway segments on the Primary Bikeway Network. The Primary Bikeway Network has been further coordinated with “routes of regional significance” that comprise the Bay Area’s Regional Bicycle Network identified in the Metropolitan Transportation Commission’s Regional Bicycle Plan for the San Francisco Bay Area.

### Proposed Bikeways

The proposed bicycle network includes Class I paths, Class II bike lanes, and Class III bike routes in order to maximize connectivity throughout the community and to destinations beyond American Canyon. The proposed network has been planned to provide safe and convenient bicycle access to parks, open spaces, commercial areas, residential neighborhoods and community facilities. Approximately 24 miles of bikeways are proposed in American Canyon. Once completed, the network will play a key role in bolstering the City’s efforts to increase the use of bicycles as non-auto modes of transit, and to reduce overall vehicle miles traveled in the City.

Approximately 8.5 miles of Class I pathways are proposed throughout the community, connecting parks and open spaces via multi-use paths that are completely separate from auto traffic. These proposed facilities provide important cross-town connections and include the Bay Trail, the Napa Vine Trail (north-south) and the River to Ridge Trail (east-west).

Approximately 13.5 miles of Class II bike lanes are proposed. Class II bike lanes provide a designated lane for bicycle travel along a street or highway, and are proposed along various streets. Key east-west routes include: Donaldson Way from Newell Drive to Andrew Road; Eucalyptus Drive from Rio Del Mar to Wetlands Drive; Rio Del Mar from Broadway to Wetlands Road; and Kimberley Drive from Elliott Drive to Meadow Bay Drive.

Approximately 1.5 miles of Class III bike routes are proposed. Class III bike routes provide for shared use of travel lanes with vehicle traffic. Key Class III bikeways include a north-south route that utilizes Melvin Road, James Road, and Danrose Drive, along with an east-west connection along American Canyon between Broadway and the eastern city limit.

A summary description of select proposed projects developed for the Parks and Community Services Master Plan, including route alignments, the ultimate vision or concept for the route, improvement needs and destinations served is provided below. A segment-by-segment breakdown of the proposed bikeway facilities including facility type, length, and estimated cost of improvements, project priority, and other criteria are listed in Table 12. The proposed bikeway network is shown in Figure 1. The proposed bikeways network has been developed to provide bicycle access to destinations throughout American Canyon, with an equal emphasis on primary routes that connect through the City and provide access to neighboring jurisdictions. Primary bikeways that extend beyond the City Limits are shown in Figures 2 and 3. A recommended list of short-term actions follows. While the projects in this Plan have received a preliminary feasibility evaluation, engineering and environmental studies will be required prior to project implementation to determine project specific issues such as right-of-way impacts, traffic operations, parking impacts, and/or environmental issues.

**Table 12  
Proposed Bikeways and Project Priorities**

#	Project Corridor/Street	Begin Point	End Point	Class	Length (Miles)	Primary Network	SF Bay Area Regional Route	Use	Cost	Priority
<b>Class I</b>										
1	Bay Area Ridge Trail – S Napa Junction Rd, Eucalyptus Dr, Bay to Ridge Trail	Theresa Ave	Newell Dr Extension, Vine/Ridge Trail	I	1.08	Yes	Yes	C/R	\$595,860	Medium
2	Bay Trail – Connector to Mezzetta Ct	Bay Trail (adjacent to Eucalyptus Dr)	Mezzetta Ct	I	0.60	Yes	No	C/R	\$327,322	Low
3	Bay Trail (Kimberly Area Segment, Phase I)	Kimberly Dr	Kensington Wy	I	0.32	Yes	Yes	R	\$617,000	High
4	Bay Trail (Kimberly Area Segment, Phase II)	Kimberly Dr	Catalina Wy	I	0.30	Yes	Yes	R	\$1,083,000	Medium
5	Cartegena-Via Bellagio Connector Path	150' E of Entrada Circle	Flosden Rd	I	0.40	No	No	R	\$221,394	Low
6	Silver Oak Trail	American Canyon Rd	Shenandoah Dr	I	0.50	Yes	Yes	R	\$273,978	Medium
7	SR 29 (Pathway from Main Street north to Paoli undercrossing)	Napa Junction Rd	Proposed Class I Trail, Vine Trail, Bay Trail, Near Paoli Loop Rd & RR tracks	I	0.30	Yes	No	C	\$166,117	High
8	UP Railroad Path	Lombard Rd (northern terminus)	Green Island Rd	I	0.48	Yes	Yes	C/R	\$264,204	Medium
9	UP Railroad Path	South city limit at RR tracks	American Canyon Rd	I	0.72	Yes	Yes	R	\$393,715	Medium
10	UP Railroad Path	American Canyon Rd	City limits near UP Wye	I	1.55	Yes	Yes	C/R	\$854,387	Medium
11	UP Railroad Path	Lombard Rd	Watson Ln/Vine Trail	I	0.53	Yes	Yes	R	\$293,163	Medium
12	Vine Trail – Silver Oak Trail (Adjacent to American Canyon Rd)	American Canyon Rd	Class I facility in Silver Oak Park	I	0.36	Yes	Yes	C/R	\$200,382	High
13	Vine Trail (Green Island Rd, Paoli Loop)	Class I facility intersecting at Green Island Rd 300' W of RR tracks	Watson Ln	I	0.69	Yes	Yes	C/R	\$380,242	High

**Table 12  
Proposed Bikeways and Project Priorities**

#	Project Corridor/Street	Begin Point	End Point	Class	Length (Miles)	Primary Network	SF Bay Area Regional Route	Use	Cost	Priority
14	Vine Trail (Newell Rd Extension)	Donaldson Way (Southern Intersection of proposed Vine and Ridge Trails)	Paoli Rd	I	1.06	Yes	Yes	C/R	\$580,456	Medium
<b>Class II</b>										
15	American Canyon Rd	Danrose Rd	Silver Oak Trail	II	0.30	Yes	Yes	C	\$26,213	High
16	American Canyon Rd	Silver Oak Trail	I-80	II	2.91	Yes	Yes	C	\$213,355	Medium
17	Cassayre Dr, Los Altos Rd, Theresa Ave, Lombard Rd	Melvin Rd	RR tracks at end of Lombard Rd	II	0.91	Yes	No	C	\$82,025	Medium
18	Commerce Blvd	Hess Dr	Green Island Rd	II	0.54	Yes	Yes	C	\$48,631	Medium
19	Donaldson Wy	Elliot Dr/Donaldson Wy	Eucalyptus Dr	II	0.81	Yes	Yes	C	\$72,644	Medium
20	Donaldson Wy	Andrew Rd	Newell Dr	II	0.94	Yes	No	C	\$84,559	Medium
21	Elliot Dr	Kimberly Dr	Knightsbridge Wy	II	0.24	No	No	C	\$21,401	Medium
22	Eucalyptus Dr	Wetlands Edge Rd	Donaldson Wy	II	0.60	Yes	Yes	C	\$53,788	High
23	Eucalyptus Dr	Donaldson Wy	Theresa Ave	II	0.21	Yes	Yes	C	\$19,066	Medium
24	Eucalyptus Dr	Theresa Ave	Rio Del Mar	II	0.20	Yes	Yes	C	\$18,100	High
25	Gisela Dr	Rio Del Mar	Donaldson Dr	II	0.15	No	No	C	\$13,759	Medium
26	Green Island Rd	Commerce Blvd	Vine Trail (Class I facility intersecting at Green Island Rd 300' W of RR tracks)	II	0.68	Yes	Yes	C	\$60,958	Medium
27	Hess Rd	Commerce Rd	Lombard Rd	II	0.84	No	No	C	\$233,711	Medium
28	Kimberly Dr	Elliot Dr	Meadow Bay Dr	II	0.24	No	No	C/R	\$21,905	Medium
29	Mezzetta Ct	Proposed class I facility near south end of Mezzetta Ct	Jim Oswald Way/Green Island Rd	II	0.20	Yes	No	C	\$17,556	Medium
30	Rio Del Mar	Bay Trail, Near Wetlands Edge Rd	SR 29 (Broadway)	II	1.00	No	No	C	\$90,267	Medium

**Table 12  
Proposed Bikeways and Project Priorities**

#	Project Corridor/Street	Begin Point	End Point	Class	Length (Miles)	Primary Network	SF Bay Area Regional Route	Use	Cost	Priority
31	SR 29	American Canyon Rd	North city limit at SR 29	II	2.70	Yes	Yes	C	\$243,306	Medium
<b>Class III</b>										
32	Danrose Rd, James Rd, Melvin Rd	Marla Dr	Rio Del Mar	III	1.65	No	No	C	\$4,115	High
				<b>Class I Total</b>	<b>8.60</b>			<b>Total</b>	<b>\$6,055,094</b>	
				<b>Class II Total</b>	<b>13.46</b>					
				<b>Class III Total</b>	<b>1.65</b>					

Notes: R = Recreation; C = Commute

### Short-Term Actions

There are a variety of recommended projects, improvements, and actions distributed throughout this plan. The following list consolidates a series of low-cost actions, programmatic, and infrastructure improvements that can be achieved in the short-term, a period of one to five years, to improve conditions for bicyclists in American Canyon. Recommendations are not listed any particular order.

- *Update Journey to Work Commute Statistics* – Analyze and update Journey to work commute statistics with 2010 US Census Data upon its release, which is anticipated in 2012-13.
- *Conduct Bicycle Counts* – Work with NCTPA to implement bicycle counts at locations identified in this Plan to create baseline data.
- *Bicycle Advisory Committee (BAC)* – Continue to the use of the City’s Open Space Advisory Committee/Bicycle Advisory Committee to review bicycle issues and help oversee implementation of this plan. Invite law enforcement personnel, school district representatives, and elected officials to participate. Continue to participate in the Countywide BAC.
- *Maintenance Monitoring and Reporting System* – Continue to use the City’s on-line maintenance monitoring and reporting system to respond to bicycle facility and street maintenance issues. Advise the Countywide BAC on the City’s reporting system to assist in the development of a countywide program, and work to integrate efforts.
- *Bicycle Guide Map* – Work with/support the NCTPA’s effort to update a public bikeway map and user guide that provides bike route, education, safety, and promotional information for locals and visitors.
- *Install Bicycle Signs and Shared Lane Marking Stencils* – Install wayfinding, warning, guide, and regulatory signs, and Shared Lane Marking stencils on existing bicycle facilities to improve way finding for bicyclists, assist emergency personnel, and heighten motorists’ awareness of bicycle activity.
- *Bike Path-Midblock Crosswalk Enhancement Program* – There are a number of locations throughout the community where pathways cross streets mid-block, including locations on Danrose Drive, Elliot Drive, Chaucer Lane, Wetlands Edge Road, Northampton Drive, Via Bellagio, and Shenandoah Drive among others. Some of these intersections are equipped with curb ramps and marked crosswalks, while other locations do not include any crossing enhancements. The City should evaluate all mid-block crossing locations and prepare improvement plans to upgrade these intersections with appropriate enhancements to help increase safety and awareness. Enhancements should include consistent measures as identified in the Design Standards section of this Plan and may include advanced warning signs, high visibility markings, pavement stencils, and wayfinding signs among treatments.
- *Napa Bike Program* – Support the development and implementation of a countywide multimedia bicycle and pedestrian safety and education campaign to increase knowledge of riding rules, improve etiquette between motorized and non-motorized modes, to promote bicycle tourism, and increase the awareness of the benefits of bicycling and walking as transportation modes.
- *Bicycle Parking Program* – Participate in the proposed Countywide Bicycle Parking Program including the following activities: evaluate existing bicycle parking to ensure that it is an appropriate type and sited adequately; acquire and install bicycle parking (racks and lockers) in public places including transit centers, commercial districts, city hall, libraries, parks, schools, etc.; encourage local businesses to provide bicycle parking for their customers and employees; and update local bicycle parking ordinances or policies to ensure that bicycle parking is provided in new developments.

## **Project Descriptions**

### San Francisco Bay Trail

#### *Existing Conditions*

- Class I path on west side of Wetlands Edge Road. Due to high pedestrian use of path, advanced bicyclists typically utilize Wetland's Edge Road.
- Class III bike lane along Wetlands Edge Road.

#### *Vision for Route*

- Extend Bay Trail westerly, in the vicinity of the landfill and constructed wetlands, and north along the Napa River.
- Create loop trail around perimeter of landfill
- Complete Bay Trail through Kimberly Park from Kensington south to Catalina Way in Vallejo.
- Bay Trail could utilize a raised wooden walkway to cross American Canyon Creek.
  - Connects residents and visitors to the City's signature waterway.
  - Walkway could extend from Wetlands Edge Road to Meadow Bay Drive, or southern end of Chaucer to Kimberly Drive.

#### *Needed Improvements*

- Complete the City of American Canyon's portion of the Bay Trail, including spurs and loop in vicinity of landfill and constructed wetlands.
- Complete Bay Trail south to Catalina Way at County line in Vallejo.
- Build wooden walkway across American Canyon Creek
- Connect with "Napa to American Canyon River and Bay Trail Phase I" (Napa County Regional Park and Open Space District)

#### *Major Destinations along the Route*

- Napa River
- Wetlands viewing area
- Clarke Ranch area
- Constructed wetlands
- Landfill perimeter trail
- Kimberly Park
- Vallejo
- City of Napa

### Napa Valley Vine Trail

#### *Existing Conditions*

- Proposed route adopted by Planning Commission

#### *Vision for Route*

- Support creation of route through American Canyon with connectivity from Vallejo Ferry Terminal to Calistoga.

#### *Needed Improvements*

- Class I bicycle commute route from American Canyon to Calistoga

#### *Major Destinations Along the Route*

- Vallejo
- American Canyon
- Napa

- Yountville
- St. Helena
- Calistoga

### Commerce Boulevard

#### *Existing Conditions:*

- Gated roadway right-of-way extends north-south through eucalyptus grove from the northern terminus of Wetlands Edge Road to the southern terminus of the Commerce Drive.

#### *Vision for Route*

- Establish public access to connect American Canyon's southern residential areas to industrial areas and employment destinations to the north.
- Commerce Boulevard would be a natural extension of Wetlands Edge Road, providing pedestrian and cyclist access to the industrial area and up to Green Island Road.
- This extension would be the primary route for cyclists on the west side of SR 29 to connect (via Green Island Road) to the future NCTPA Class I bicycle route (American Canyon to Calistoga)

#### *Needed Improvements*

- Construct Class II bike lanes between Eucalyptus Road and Green Island Road

#### *Major Destinations Along the Route*

- Industrial area.
- All Napa County cities via the proposed, future NCTPA Class I bicycle route

### Elliott Drive

#### *Existing Conditions*

- Existing Class II bike lanes extend from Knightsbridge to Benton. Bike lanes are marked and signed.

#### *Vision for Route*

- Complete the central north/south Class II between Marla Drive and Eucalyptus Road

#### *Needed Improvements*

- Extend Elliott Class II route south from Knightsbridge to Kimberly. Continue south of Kimberly at least as a Class III route (Class II if road width is sufficient)
- Extend Elliott route (Class II) between Benton and Rio Del Mar. Signs and striping required.
- Extend Elliott route (Class III) between Rio Del Mar and Eucalyptus Road. This portion of the route goes up a steep incline. Needs signs.

#### *Major Destinations Along the Route*

- American Canyon Middle School
- Donaldson Way Elementary School
- American Canyon Community Center
- Philip West Aquatic Center
- Boys and Girls Club
- Donaldson Way Community Park
- Elliott Park
- Community Garden
- Recreation Center
- Kimberly Park and Soccer Fields
- Par Course along American Canyon Creek

### Danrose Drive/James Road/Melvin Road

#### *Existing Conditions*

- Proposed Class III route parallel to west side of Highway 29
  - One block west of SR 29
  - Some sections have markings for bicyclists, but few bike route signs.

#### *Vision for Route*

- Safe alternative to SR 29.

#### *Needed Improvements*

- Create Class II route from Kimberly to Eucalyptus if road width is sufficient. Class II requirements. Signing, mapping, and striping
- Create Class III route from Kimberly to Eucalyptus if road is too narrow. Class III requirements. Signing and mapping
- Extend route along Cassayre Drive, Los Altos, and Theresa Avenue to Eucalyptus. Signage is absolutely required in this short, circuitous, connecting segment

#### *Major Destinations Along the Route*

- Banbury Park
- Linwood Park
- Chamber of Commerce
- Post Office
- Melvin Park
- Former City Hall Building
- Canyon Plaza

### Theresa Avenue/Lombard

#### *Existing Conditions*

- Route to Napa Junction Elementary School. Sidewalk installed on a portion of the west side of Theresa Avenue during the summer of 2009.

#### *Vision for Route*

- Safe route to Napa Junction Elementary School and Little League complex
- Connection with Hess Drive extension in industrial area

#### *Needed Improvements*

- Complete sidewalk on the west side of Theresa Avenue
- Explore the feasibility of creating a Class II route along Theresa Avenue and Lombard Road

#### *Major Destinations Along the Route*

- Napa Junction Elementary School
- Little League Complex
- Industrial area via Hess Drive extension
- City Hall

### Broadway Street (Southern City Limit to American Canyon Road)

#### *Existing Conditions*

- Discontinuous segments of Class II bike lanes extend north-south along portions of Broadway Street between American Canyon Road and the southern city limit near Mini Drive. Short

segments of Class I pathway, which parallel Broadway Street, are provided at the north and south ends of Veterans Memorial Park.

*Vision for Route*

- Portion of the Vine Trail route
- Class I multi-use path through Veterans Memorial Park
- The northern and southern sections of Veterans Memorial Park will be connected by a path west of Broadway through the central, undeveloped section of the park.

*Needed Improvements*

- Upgrade Veterans Memorial Park pathways to Class I multi-use and Vine Trail specifications
- Bridges needed to connect the park path segments
- Complete path connecting northern and southern sections of Veterans Park

*Major Destinations Along the Route*

- Veterans Memorial Park
- Vallejo

Newell Drive/Flosden Drive

*Existing Conditions*

- North/south Class I path on the west side of Newell Drive (between American Canyon Road and current north terminus of Newell Drive)

*Vision for Route*

- Segment of Vine Trail

*Needed Improvements*

- Construct Class I multi-use path to Vine Trail specifications

*Major Destinations Along the Route*

- Newell Open Space
- American Canyon High School
- Proposed Town Center
- Vine Trail

Shenandoah Drive and Class I Path

*Existing Conditions*

- Connects to Class I path through Silver Oak Park and residential area to Newell Drive with access to the La Vigne development by crossing American Canyon Road and Flosden.

*Vision for Route*

- This route only requires Class II striping and signage along Shenandoah Drive to complete this segment.

*Needed Improvements*

- Striping and signs along bike route (Shenandoah Drive)

*Major Destinations Along or Adjacent to the Route*

- Canyon Oaks Elementary School
- Shenandoah Park
- Silver Oak Park
- Via Bellagio Park

- Pelleria Park
- Montecarlo Park

### Napa Junction Development Class I Path

#### *Existing Conditions*

- Class I path from Eucalyptus north to Napa Junction Road in front of Wal-Mart
- No sidewalk or bikeway south of Eucalyptus

#### *Vision for Route*

- Walking and cycling path along SR 29 in vicinity of Napa Junction Development
- Safe access from the crosswalk at Rio Del Mar/SR 29

#### *Needed Improvements*

- Sidewalk and Class I bikeway east of SR 29 along the Napa Junction Mixed Use Development

#### *Major Destinations Along the Route*

- Napa Junction Mixed Use Development
- Proposed Town Center

### American Canyon Road

#### *Existing Conditions*

- Between Wetlands Edge Road and SR 29
  - Class II bike lanes marked and signed from Wetlands Edge Road to James Road. (Pavement markings are fading)
  - A pedestrian crosswalk and traffic signal exists across SR 29
- Between SR 29 and Newell Road
  - Potential class III route
- Between Newell Drive and Solano Bikeway (multi-use path) east of I-80
  - Class III route

#### *Vision for Route*

- Make American Canyon Road a more attractive and safe route for in-town cyclists.
- Create an east/west regional connection

#### *Needed Improvements*

- Upgrade striping and stencils and add more signs west of SR 29
- Complete the last block up past the Safeway complex to SR 29. This section is unmarked and impacted by heavy commercial traffic.
- Signage and striping east of SR 29
- Class I route between SR 29 and Broadway
- Create Class III route between Silver Oak Trail and Newell Drive. Newly created road is too narrow for Class II route
- Create Class II route between Newell Drive and I-80

#### *Major Destinations Along the Route*

- Hiddenbrooke
- Lynch Canyon Open Space
- Solano Bikeway along I-80 extending to Fairfield

## Silver Oaks Trail

### *Existing Conditions*

- Class III and a wide sidewalk in some sections. This is a safer alternate to the section of American Canyon Road between SR 29 and Newell Road.

### *Vision for Route*

- Striped and signed Class II route where feasible

### *Needed Improvements*

- Striping and signing

### *Major Destinations Along the Route*

- American Canyon High School
- Canyon Oaks Elementary School
- Silver Oak Park

## Benton and Donaldson Way

### *Existing Conditions*

- Class II route between Wetlands Edge Road and Andrew Road
- No sidewalks between Andrew Road and SR 29
- Proposed Class III route between Andrew Road and SR 29
- A pedestrian cross walk and traffic signal exists across SR 29
- Wide road east of SR 29 toward Newell Drive

### *Vision for Route*

- This route is a natural west/east link for our city residents
- Central pedestrian and Class II Bicycle link between the Napa River and Newell Open Space
- Connects to Newell Open Space via future path along Newell Creek
- Pedestrian overcrossing

### *Needed Improvements*

- Install sidewalks between James Road and SR 29

### *Major Destinations Along the Route*

- American Canyon Middle School
- Donaldson Way Elementary School
- American Canyon Community Center
- Philip West Aquatic Center
- Boys and Girls Club
- Donaldson Way Community Park
- Public Safety Building
- Shenandoah Park
- Bay Trail
- Potentially Newell Open Space

## Eucalyptus Road

### *Existing Conditions*

- Wide road and very few existing structures. Great potential for the River to Ridge route.

### *Vision for Route*

- River to Ridge pedestrian and bicycle paths

#### *Needed Improvements*

- Construct route
- Incorporate route through the proposed Town Center

#### *Major Destinations Along the Route*

- Napa River
- Newell Open Space
- Clarke Ranch site
- Town Center site
- Industrial area (via proposed Commerce Road extension)
- Bay Trail
- Ridge Trail
- Napa Junction Mixed Use Development

#### Green Island Road/Paoli Loop Road/Watson Lane

##### *Existing Conditions*

- Green Island Road and Paoli Loop Road are both wide roads in the northern industrial area of the City

##### *Vision for Route*

- Portion of the Vine Trail
- East/west connection under SR 29

##### *Needed Improvements*

- Utilize SR 29 under crossing at Paoli Loop Road (just north of RR tracks)
- Construct to Class I multi-use trail and Vine Trail specifications

##### *Major Destinations Along the Route*

- Industrial area
- Vine Trail

#### Hess Drive

##### *Existing Conditions*

- Short segment off of Lombard Road
- Wide road
- Great views as Hess Drive climbs

##### *Vision for Route*

- East/west connection under SR 29 in vicinity of Napa Junction development
- Connector road (on north side of Oat Hill area) between Lombard Road and Commerce Boulevard
- Allow for equestrian travel under SR 29

##### *Needed Improvements*

- Complete Hess Road between Hess Drive and Commerce Boulevard
- Utilize SR 29 under crossing at Paoli Loop Road (just south of RR tracks)

##### *Major Destinations Along the Route*

- Little League complex
- Industrial area

## Kimberly Drive

### *Existing Conditions*

- Existing Class II route between SR 29 and Elliott Drive

### *Vision for Route*

- Extend Kimberly route as a Class III route between Elliott Drive and Meadow Bay Drive

### *Needed Improvements*

- Signs

### *Major Destinations Along the Route*

- Kimberly Park and soccer fields
- Bay Trail

## Par Course – American Canyon Creek and Through Transmission Line Greenway

### *Existing Conditions*

- Path and par course along American Canyon Creek and multi-use path along greenway under PG&E transmission corridor.

### *Vision for Route*

- Replace aging par course equipment and create new interest in par course

### *Needed Improvements*

- Extend par course further east along American Canyon Creek

### *Major Destinations Along the Route*

- Elliott Park
- Community Garden
- Banbury Park
- Linwood Park
- Recreation Center
- Future Senior Multi-Use Center

## Class I and walkway connecting Community Park, Spikerush Circle, Skate Park, Phillip West Aquatic Center and Community Center

### *Existing Conditions*

- Class I path and walkway connecting Community Park, Spikerush Circle, Skate Park, Phillip West Aquatic Center and Community Center

### *Vision for Route*

- Same as current condition, but possibly extended east along Rio Del Mar Creek

### *Needed Improvements*

- Extend path east along Rio Del Mar Creek

### *Major Destinations Along the Route*

- American Canyon Middle School
- Donaldson Way Elementary School
- American Canyon Community Center
- Philip West Aquatic Center
- Boys and Girls Club

- Donaldson Way Community Park
- Bay Trail (via Spikerush Circle)

### Class I or Multipurpose Path Connecting Cartagena to Via Bellagio

#### *Existing Conditions*

- Along Walsh Creek

#### *Vision for Route*

- Class I or Multipurpose path connecting Cartagena to Via Bellagio. Pedestrian bridge over Walsh Creek at Marbella

#### *Needed Improvements*

- Extend path east along Rio Del Mar Creek

#### *Major Destinations Along the Route*

- Veterans Memorial Park
- Southeast residential communities

### **Bicycle Parking and Support Facilities**

Every bicycle trip has two main components: the route selected by the bicyclist and the “end-of-trip” facilities at the destinations. The availability of safe bicycle routes and secure and convenient facilities is critical to promoting greater bike usage in American Canyon. Bicycle facilities can include short- and long-term bicycle parking, showers, lockers and lighting of bicycle parking areas.

Providing short- and long-term bicycle parking at key destinations, such as parks, schools, community facilities, transit stops and shopping areas, will be essential to the development of a complete bicycle system. Parking should be highly visible, accessible and easy to use. In addition, facilities should be located in well-lit areas and covered where possible.

Support facilities for bicyclists should also be provided. Showers are an important amenity for those bicycle commuters with a rigorous commute and/or formal office attire. Lockers provide a secure place for bicyclists to store their helmets and other gear.

### **Safety, Education, and Support Programs**

The American Canyon Police Department enforces the California Vehicle Code and traffic laws in American Canyon including bicycle violations.

The bikeway network has been planned to provide safe, convenient access for all types of bicyclists to destinations throughout Plan Area. Like all other modes of transportation, the system and its network of facilities must be used appropriately to maximize the safety of all users: bicyclists, pedestrians, and motorists alike. To help minimize safety risks, it is imperative that bicyclists and motorists follow basic traffic laws. For bicyclists, this includes activities such as riding in the correct direction, stopping at stop signs and traffic signals when the light is red, riding predictably, and taking proper measures to be visible day and night; and for motorists yielding to turning bicyclists, passing with care, and not driving or parking in designated bicycle lanes, to name a few behaviors for both.

Efforts must be made to encourage a culture of respect and shared usage among motorists and bicyclists alike. The safety, education, encouragement, and enforcement programs recommended in this section are intended to help grow the number of bicyclists in the Plan Area, while also increasing safe and appropriate behavior by bicyclists and all other roadway users.

### Bicycle Safety Education for Students

*Action: Provide bicycling/walking safety education to all students in American Canyon from second grade through high school on an annual basis.*

The Napa County Office of Education Safe Routes to School Program currently provides bicycling/ walking safety education to approximately eight (8) schools throughout the County annually. The City and Napa Valley Unified School District should work together to ensure Safe Routes to Schools programs are delivered to American Canyon's schools.

- *Expected Result:* Decrease the number of bicycle crashes among school age children and increase the number of students bicycling/walking to school through increased Safe Routes to School safety education delivery efforts.
- *Measure:* Collision analysis and bicycle and walking counts performed regularly by agency staff.

*Action: Develop a sustainable Walking School Bus/Bicycle Train Program for interested schools.*

Safety is a primary concern when parents decide whether to allow their children to bicycle/walk to school. Walking school busses and bicycle trains are organized groups of students who walk or bicycle to school under the supervision of one or more adults. The Program's formal organization and adult supervision can provide peace of mind for parents wanting to let their child walk or bicycle to school. The City, Napa Valley Unified School District, and individual schools should work with the Napa County Office of Education to develop a formal program identifying school commute routes and establishing a roster of volunteer parent or staff "bus drivers" from each participating school.

- *Expected Result:* More students will bicycle and walk to school on a regular basis.
- *Measure:* The Napa County Office of Education Safe Routes to School Coordinator will track the number of children walking and biking to school and survey participating schools to track the success of walking and bicycling school busses.

### Bicycle Safety Education for Adults

*Action: Develop and deliver bicycle safety education to adult bicyclists throughout the community using a variety of media (print, radio, web, and hands-on instruction) targeted toward specific user groups: migrant workers, college students, commuter bicyclists, recreational bicyclists, families, senior citizens, and large employers.*

Adult bicyclists account for the majority of bicyclists in the Plan Area. A variety of rider types comprise the "adult bicyclist" category, and as such appropriate safety education information should be developed to target focused issues for each user group. Safety information is widely available from FHWA, AAA, the League of American Bicyclists, and a variety of local and regional transportation agencies. Existing resources should be used and adapted to meet the needs of the local community. Safety education should stress the importance of following the rules of the road and how doing so plays a role in the prevention of collisions. Educational messages should be targeted at addressing common violations, issues, and/or collision types such as: wrong-way riding, no lights or other required night-riding equipment, running stop signs or red lights, bicyclists that are careless or disobey traffic laws, proper helmet use, riding with children, sharing trails and roads, riding two abreast or in groups, yielding to pedestrians, etc.

- *Expected Result:* Bicyclists will employ safe bicycling techniques and etiquette on streets and pathways, parents will serve as role models for safe bicycling techniques for their children,

bicycle conflicts along streets and pathways will decrease, and annual bicycle collisions will be reduced.

- *Measure:* Traffic citations, bicycle crash data, and bicycle/traffic complaints will be analyzed on an annual basis to determine trends. Surveys may be conducted on trails and/or as a component of regular bicycle counts to determine the effectiveness of the outreach and if bicycle/vehicle/ pedestrian interactions have improved.

### Bicycle Safety Education and Encouragement Campaign for Tourists

*Action:* Develop and deliver bicycle safety education information to tourists throughout the Plan Area to make bicycling more attractive and available to short-term tourists.

Findings from the 2005 Napa Valley Visitor Profile Study document the profound significance that tourism has on the Napa Valley's economy and transportation system. In order to help alleviate traffic congestion, improve traffic safety, reduce vehicle miles traveled, and make bicycling more attractive and available to tourists, a focused tourist information, safety, and education campaign should be developed. The campaign would require collaboration from multiple entities including NCTPA and local agencies, and tourism, winery hospitality, agricultural, and visitor serving interests. Marketing will be critical to inspire tourists of all levels, abilities, and desires to tour the Valley's many attractions by bicycle. Materials should be developed in multiple languages, and focus on issues such as bicycling safety and etiquette, tips to improve comfort and convenience, route planning and wayfinding, bike rental services, and information on both guided tours and unguided routes.

- *Expected Result:* The number bicycle trips by made by short-term tourists visiting the Napa Valley will increase substantially. Both bicycle and traffic safety will improve as a greater understanding of the bicycle system is developed and vehicle miles traveled are reduced. Targeted reductions in Greenhouse Gas Emissions will be achieved as fewer "short" tourism trips are made. Touring the Napa Valley's vineyards, wineries, and attractions by bicycle, and experiencing Napa's "healthy lifestyle" will be central to the Valley's tourism industry and an active destination choice for tourists worldwide.
- *Measure:* Traffic citations, bicycle crash data, and bicycle/traffic complaints will be analyzed on an annual basis to determine trends. Visitor serving businesses including bicycle tours and rental establishments, wineries, and lodging will be surveyed to determine trends and the effectiveness of the campaign.

### Law Enforcement Activities

Police officers are responsible for enforcing traffic laws and improving safety for bicyclists and motorists on American Canyon's highways, streets and pathways. Traffic officers interact with bicyclists and motorists on a daily basis, which puts them in a unique position to add credibility to efforts to encourage bicycling and to improve bicycle safety. Coordination with law enforcement agencies and an improved understanding of bicycling issues by officers can lead to better enforcement, heightened awareness of safety issues, and recognition of "teachable moments" for both bicyclists and motorists.

*Action:* Provide bicycle specific training for law enforcement personnel and establish a community policing agreement.

Training of law enforcement personnel, including on-bike enforcement techniques, is critical to keeping officers up to date on current bicycle laws and issues, and will help officers to understand the behaviors, rights, and traffic safety concerns associated with bicycling. A

community policing agreement engages members of the community, including agency engineering and planning staff, local elected officials, non-profit community advocates, schools, and others, to ensure the coordination of enforcement goals and strategies, and to develop a balanced approach to address traffic safety issues that includes education, engineering, and enforcement. A community policing agreement amongst local law enforcement agencies in the Plan Area will help to ensure specific and consistent consideration of enforcement efforts as well as consistent investigation techniques of collisions for on-going monitoring purposes.

- *Expected Result:* Bicycle specific training for police officers will familiarize enforcement personnel with bicycle issues and the bicyclist's perspective. A community policing agreement will ensure a collaborative approach to traffic safety that includes enforcement, engineering, and education efforts to improve traffic safety.
- *Measure:* Trained enforcement officers may be required to complete post training evaluation forms. Community policing agreements would result in regular committee meetings and a reduction in bicycle-related citations and collisions.

*Action: Establish a bicycle diversion program for bicycle traffic offenders.*

Bicycle diversion programs are provided in a variety of jurisdictions throughout the nation. Diversion programs allow persons cited for eligible bicycle-related traffic violations to attend a bicycle safety course sponsored by law enforcement and the Court in lieu of paying a fine. Courses are typically free of charge, and successful completion results in the dismissal of the fine and all charges. Eligibility is determined by the Court. Diversion courses range from one to four hours in duration and include the delivery of instructional videos, bicycle safety materials, a review of state and local laws, and hands on safety skill training.

- *Expected Result:* Court administered bicycle diversion program for bicycle traffic offenders which would provide bicycle safety training in lieu of a fine.
- *Measure:* Bicycle safety training delivered to (number) of residents through the program.

*Action: Provide focused law enforcement operations at high collision locations.*

The Bicycle Plan Update has identified the top collision locations for bicyclists throughout the community. Increased law enforcement efforts at these specific locations may help to decrease collisions between motorists and bicyclists. The City's planning and engineering staff should work with law enforcement (community policing) to develop a strategy to address safety concerns at these locations. Strategies may include increased patrols during peak periods, crosswalk(s), signal compliance, etc.

- *Expected Result:* Increased law enforcement patrols at top collision locations throughout the County.
- *Measure:* Reduction in bicycle collisions at high collision locations.

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## Implementation

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### Introduction

This section identifies the activities and actions that are necessary to implement the physical improvements, facilities, and programs contained in this Plan, along with the estimated costs for the proposed improvements, maintenance requirements, and funding and financing strategies.

### Implementation

Successful implementation of the projects and programs contained in the Bicycle Plan will require ongoing cooperation within and among City departments, other public agencies, and bicycle stakeholders. The planning horizon for the projects identified in this plan is the year 2035. Implementation of the projects in this plan will occur incrementally in a variety of ways. Many projects will be incorporated into the City's Capital Improvement Program (CIP) process and will be implemented as the CIP projects get funded. Others can happen as part of regular maintenance and operations practices and road resurfacing projects. Development and/or redevelopment in some areas of the City will present a significant opportunity to implement some of the recommendations of this Plan. While improvements associated with development and/or redevelopment often occur "piecemeal," this is the way development happens and it is important to include bicycle improvements as a component of project improvements. Finally, outside funding can be obtained to finance the design and construction of other projects, improvements and programs. The most likely funding sources are addressed in the last section of this chapter.

#### *Project Implementation Process*

The actions necessary to complete infrastructure projects identified in this Plan will vary from project to project, but generally include:

1. Adoption of the Plan by resolution
  - a. Approval of the Plan by the Metropolitan Transportation Commission
  - b. Certification of the Plan by the Caltrans Bicycle Facilities Unit
  - c. Programmatic level review and environmental clearance of the Plan
2. Feasibility analysis, environmental analysis, and cost estimates for individual projects as needed
3. Public review as necessary
4. Project approvals; Advisory Committee, Planning Commission, City Council
5. Secure local and outside funding commitments
6. Completion of final plans, specifications and estimates, advertising for bids, receipt of bids and award of contract(s)
7. Project construction

### **Maintenance and Monitoring**

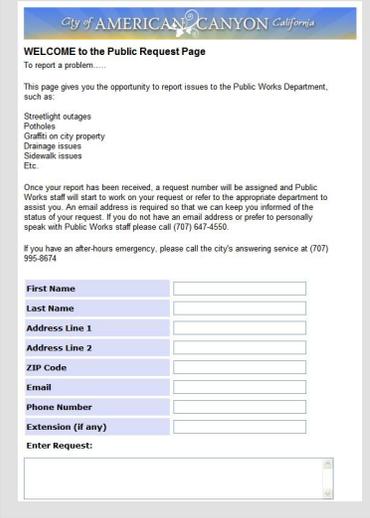
Bicycle system maintenance needs include cleaning/sweeping, asphalt resurfacing, striping maintenance, sign replacement, pavement repairs, signal maintenance, drainage work, refuse removal, graffiti removal, and landscape maintenance. Maintenance of on-street facilities such as Class II bike lanes, Class III bike routes, and bicycle boulevards, is generally treated as a component of typical roadway maintenance activities which are funded through gas taxes and programmed annually. While some maintenance

needs such as re-stripping or re-surfacing can be placed on a periodic schedule, other needs such as sweeping, fixing potholes, addressing signal detection sensitivity, and trimming overgrown vegetation require immediate attention. Table 13 provides a recommended timetable for regular maintenance activities associated with the bicycle network.

**Table 13  
Bicycle System Maintenance**

Maintenance Item	Schedule/Frequency
Pavement/pathway sweeping	Monthly – annually as needed
Signal detection sensitivity	Bi-annually – or as needed on a request basis
Trash disposal	Weekly – as needed
Graffiti removal	Weekly – monthly as needed
Potholes	As needed – on a request basis
Sign replacement/repair	1 to 3 years – as needed
Pavement marking replacement	1 to 3 years – as needed
Pavement sealing	Every 5 years – as needed
Lighting (replacement/repair)	Annually – or as needed on a request basis
Clean drainage system	Annually – or as needed on a request basis
Maintain furniture, bus stops, railings	Annually – or as needed on a request basis
Fountain/restroom cleaning/repair	Weekly – monthly as needed
Bridge/Underpass inspection	Annually
Maintain emergency telephones, Closed circuit TV	1 year
Replenish shoulder material	Annually
<b>Landscape Maintenance</b>	
Tree, Shrub, & grass trimming/fertilization	5 months – 1 year
Maintain irrigation lines/replace sprinklers	1 year
Irrigate/water plants	Weekly – monthly as needed
Shoulder and grass mowing	Seasonally as needed
Vegetation maintenance	Annually – or as needed on a request basis
Weed control	Monthly – as needed

The American Canyon Public Works Department maintains a Maintenance Reporting Program. Issues can be reported by phone or via the City’s website. A screen shot of the webpage is provided below.



## Maintenance Recommendations

*Recommendation:* Ensure that all bikeways and roadway shoulders are included in the City’s street sweeping program and swept as part of routine street sweeping operations. Street sweeper operators should be properly trained to understand the needs of bicyclists and the importance of clearing debris from bikeways.

*Recommendation:* Ensure that all construction projects (roadway and/or road adjacent projects) maintain both a clean swept shoulder and a through right-of-way for bicycles.

*Recommendation:* Continue to maintain the City’s maintenance reporting system as a means to report, track, and respond to routine bicycle maintenance issues in a timely manner. Ensure that the City’s maintenance reporting system is integrated with any Countywide efforts to develop a similar program.

**Recommendation**

Implement a Maintenance Reporting System

*Policy 9.2:* Develop or retain a maintenance reporting system with a central point of contact to report, track, and respond to routine bicycle maintenance issues in a timely manner. [NCTPA, NCBC, cities, towns, County]

## **Maintenance Costs**

Maintenance costs for the bikeway system are generally lumped into two categories. As previously noted, maintenance activities associated with on-street bikeways are typically accommodated as a component of routine street maintenance activities that are programmed annually, while maintenance of off-street bikeways (Class I multi-use paths) and support facilities such as bike lockers and racks is generally funded through local revenues. Given the miles of existing and proposed Class I bikeways in American Canyon, maintenance costs for the bikeway network are a consideration that should not be overlooked. The City’s pathways consist of both concrete and asphalt surfaces. While concrete pathways tend to remain stable and usable overtime, prompt and regular maintenance including pothole repair and seal coats help to preserve and extend pavement life. To address the long-term need for maintenance of the bikeway network, it is recommended that a maintenance budget be established to ensure regular on-going maintenance of the network so that American Canyon’s trails and pathways remain usable by residents over time. Cost assumptions for typical bikeway maintenance activities are presented in Table 14.

**Table 14  
Maintenance Cost Assumptions**

<b>Facility Classification</b>	<b>Estimated Annual Cost Per Mile</b>	<b>Notes</b>
Class I	\$8,500	Assumes maintenance associated with Class I trails, trail amenities, and landscaping
Class II	\$2,000	Assumes regular/periodic lane sweeping, sign and stripe/stencil maintenance, signal detection, and minor surface repairs
Class III	\$1,000	Assumes sweeping and minor surface repairs
Sidewalks	\$2,500	Assumes landscape/vegetation maintenance and surface repairs

To address the long-term need for maintenance of the bikeway network, it is recommended that a maintenance budget be established to ensure regular on-going maintenance of the network so that American Canyon’s trails and pathways remain usable by residents over time.

## Monitoring

The projects and programs recommended in this Plan are dynamic and subject to change as bicycling conditions and demands throughout the plan area evolve. Periodically monitoring certain indicators and conditions along the bikeway network will allow the City to assess needs and issues that require attention and/or to adjust plans and project recommendations accordingly. The primary components to monitor include: bicycle collisions, bicycle usage, and safety/security and enforcement. The following monitoring actions are recommended to evaluate the success of the City's efforts and to ensure implementation of the Bicycle Plan goals over time.

- Collect and analyze collision data on an ongoing basis to assist in the identification of problem locations.
- Conduct and log bicycle counts on an annual or semi-annual basis so that usage trends can be identified and measured.
- Conduct regular meetings with bicycle stakeholders (annually or bi-annually) to solicit feedback on bicycle facilities, network maintenance, promotional and educational activities, and safety/security and enforcement issues.
- Consider the use of periodic public surveys to receive input on bicycle issues from the larger community.

## **Project Costs**

Construction costs for bicycle infrastructure are presented in Table 15. Costs estimates were developed by researching the latest unit costs experienced by local jurisdictions in Napa County and the North Bay, and were cross-referenced by reviewing the National Cooperative Highway Research Program's Guidelines for Analysis of Investments in Bicycle Facilities<sup>3</sup>. In recent years, actual costs have fluctuated significantly, with sharp rises in the costs of construction materials in the late 1990's and early 2000's, followed by steep declines in labor costs and a leveling of construction material costs in last few years. Overall, these changes have been dramatic and have resulted in instabilities that are difficult to predict, especially over a long-term. The costs below are for planning level estimates. They are unit costs for construction and do not include contingencies, design, environmental analysis, administrative costs, right-of-way acquisition, or inflation factors. Furthermore, unit costs may vary considerably depending on the size of the job and the location. For example, the unit cost of striping only 1,000 linear feet can easily be two to three times that of a 15,000-foot project. The same 'economy of scale' can be applied to sign installation and signal modification projects. Pavement widening costs also vary considerably depending on the terrain and other variables, such as presence of utility poles, monuments, and drainage issues.

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<sup>3</sup> Transportation Research Board, National Cooperative Highway Research Program's *Guidelines for Analysis of Investments in Bicycle Facilities*, 2006

**Table 15  
Construction Cost Assumptions for Bikeway Improvements**

<b>Capital Project</b>	<b>Unit</b>	<b>Cost</b>
<b>Class I: Multi Use Trail</b>		
Construct Multi-Use Pathway	Mile	\$550,000
Rehabilitation	Mile	\$125,000
Trail Entry Improvements (may include bollards, signs, minor paving, & concrete driveway apron)	Each	\$2,000-\$6,000
At Grade Roadway Crossing (varies by improvement type)	Each	\$10,000-\$90,000
Grade Separated Crossing (under/over crossing)	Each	**
Trail Bridge (Prefabricated steel bridge 10-12 ft wide by 100 ft long)	Each	\$200,000
<b>Class II: Bike Lanes</b>		
Road Widening to accommodate bike lanes	Mile	\$300,000
Install Signs, Striping, & Stencils	Mile	\$30,000
Reconfigure Roadway Striping, add Bike Lanes	Mile	\$75,000-\$90,000
Install Loop Detectors	Each Intersection	\$2,500-\$5,000
Intersection Striping (bike lane pockets, combined turn lanes, advanced stop bar/pocket)	Each Intersection	\$2,000-\$6,000
<b>Class III: Bike Route</b>		
Install Signing (Up to 10 signs per mile)	Mile	\$2,500
Bicycle Boulevard		
(Signing and Stencils Only)	Mile	\$4,500
(Traffic Calming Treatments)	Each	\$2,000-\$60,000
Shoulder/Roadway Widening (One side, 6 foot)	Mile	\$325,000
Shared Lane Markings / Pavement Legends	Each	\$175-\$300
Bicycle Parking		
Inverted "U" Rack (1 rack parks 2 bikes)	Each	\$250
Post and Ring Rack (1 rack parks 2 bikes)	Each	\$200
Bicycle Locker (1 to 2 bikes per unit depending upon locker type)	Each	\$1,500
Bus Bicycle Racks – Front Loading	Each	\$600-\$800

Notes: The above unit costs are for construction. These planning level estimates do not include contingencies, design, administrative, right-of-way acquisition costs, or inflation factors.

\*\* Costs are highly variable depending upon conditions

A variety of bicycle rack and bicycle locker products and styles are available through local and national manufactures and retailers. The sample "styles" identified in Table 15 are intended for reference. Local agencies and developers are encouraged to utilize racks and lockers that are effective and appropriate for the context of the respective installation site.

## **Program Costs**

This plan includes a variety of collaborative programmatic improvements and actions that will help achieve the vision of increased bicycling throughout Napa County and bicycle safety improvements for each community. The programs and actions are important to help realize Plan vision and safety enhancements and should be implemented as soon as time and funding resources are available. Costs for individual programs and actions are highly variable and dependent upon the scope and scale of actions. For example, bicycle counts are often collected using volunteer labor which results in a significant savings. Other programs and actions can be carried out using existing staff resources and/or by utilizing existing media available free of charge from other transportation agencies such as safety education materials and/or public service announcements. Table 16 identifies the primary programmatic improvements, which are defined in greater detail in earlier sections, includes a range of estimated costs, a potential lead agency, likely partner agencies, and potential funding sources.

**Table 16  
Cost Assumptions for Programmatic Improvements**

<b>Program/Project Name</b>	<b>Lead Agency</b>	<b>Partner Agencies</b>	<b>Estimated Cost</b>	<b>Estimated Annual Maintenance Cost</b>	<b>Potential Funding Source</b>
<b>Napa Bike Program – Education and Encouragement Activities</b>					
Centralized Bicycle Program Webpage	NCTPA	Cities, County, Town	\$20,000 start up	0.25 time staff position	Federal, State, Regional Funds
Maintenance, Monitoring, and Reporting System	NCTPA	Cities, County, Town	\$0 Component of Bicycle Program Webpage	\$0 Part of regular staff duties	
Countywide Traffic Safety Campaign	NCTPA	Cities, County, Town	\$250,000 start up and operation for two year period	\$10,000+ printing, maintenance, and outreach costs	CA Office of Traffic Safety, Federal, State
Bicycle Guide Map	NCTPA	Cities, County, Town	\$40,000	\$10,000 printing and update costs every 3 to 5 years	Regional and State Grants
Safety and Education Publications (Includes print media, billboards, transit billboards)	NCTPA	Cities, County, Town	\$15,000 assumes utilization of existing materials. Includes initial print runs.	\$5,000 to \$7,000	Federal and state grants
Street Skills Bicycle Safety Courses	NCTPA	Cities, County, Town	\$5,000 administration and contract instructors	\$2,000 to \$4,000	Non-profit, Grants
Encouragement Activities (bike to work day, city streets, fairs, races, student, and community events)	NCTPA, Cities, County, Town, Non-profits	Cities, County, Town, non-profits, local businesses	\$5,000 to \$20,000 per event	Varies per event	Non-profits, local businesses, Tourism and Hospitality Industries
Radio, TV, Public Service Announcements	NCTPA, Cities, County, Town	Non-profits, local law enforcement agencies, private business	\$15,000 start up assumes administration and materials acquisition	\$3,000 to \$5,000	Donations, non-profit grants, local businesses, Federal, state, regional grants, CA Office of Traffic Safety
Tourism/Tourist Safety and Wayfinding Materials	Local Businesses, Tourism/Hospitality Industry	NCTPA, Cities, County, Town	\$75,000 startup	\$10,000 printing and maintenance costs	Non-profits, local businesses, Tourism and Hospitality Industries

**Table 16  
Cost Assumptions for Programmatic Improvements**

<b>Program/Project Name</b>	<b>Lead Agency</b>	<b>Partner Agencies</b>	<b>Estimated Cost</b>	<b>Estimated Annual Maintenance Cost</b>	<b>Potential Funding Source</b>
Bicycle Parking Program	NCTPA, Cities, County, Town, local businesses	Non-profits	\$20,000 start-up Assumes design, administration, site selection	\$5,000 Annual installation expenses	Bicycle Transportation Account, state and regional grants
Wayfinding Signing Campaign	NCTPA	Cities, County, Town	\$75,000 Accounts for design and administration along with installation of approximately 250 signs Countywide	\$5,000	Bicycle Transportation Account, state and regional grants
Share the Road Campaign	NCTPA	Cities, County, Town	\$35,000 Accounts for design and administration along with installation of approximately 75 signs Countywide	\$2,500	Bicycle Transportation Account, state and regional grants, general fund
Bicycle Ambassador Program 2 to 4 part-time persons Potential internship or volunteer opportunities	NCTPA	Cities, County, Town	\$5,000 Administration costs	\$2,000 to \$5,000	Private funding, non-profits, local businesses
Bicycle Share Program	NCTPA	Cities, County, Town, local businesses	\$5,000 per installation site. Does not include land costs.	Annual operating costs can range from \$1,000 to \$2,000 per bike	Private Funding, local businesses, Tourism and Hospitality Industries
Local Agency Bicycle Fleets	Local Agencies and NCTPA	Cities, County, Town	\$3,000 to \$6,000 per agency	\$250 to \$500	
Bicycle Diversion Program	Napa County Courts	Local Police Agencies	\$5,000 Program start-up	\$0	Part of annual operating costs
Focused/Targeted Enforcement	Local Law Enforcement Agencies	Cities, County, Town	\$0		General Fund, CA Office of Traffic Safety Grants
Bicycle Counts	Cities, County, Town	NCTPA, Non-profits, volunteers	\$6,000 Program start-up and administration	\$3,500	

## Project Prioritization and Phasing

Project implementation priorities are identified in Table 12, the proposed project list. Projects are categorized as High, Medium, or Low to both indicate priority and provide flexibility in phasing and implementation. Project prioritization was developed using the qualitative analysis detailed in the “Criteria for Route Selection and Evaluation” section. Project ranking and prioritization scores are presented in Appendix E. It is important to note that the prioritization of projects and phasing of improvements are presented as guidelines, as flexibility is essential in the implementation of planned bikeway projects and programs in order to capitalize on opportunities as they arise.

### Past Expenditures

Since completion of the *2003 Napa Countywide Bicycle Plan*, the City of American Canyon has spent approximately \$144,000 on the construction of bicycle facilities. Additional funds have been spent on design, administration, environmental clearance, and maintenance activities. Project improvements are listed in Table 17.

**Table 17**  
**Historical Expenditures on Bicycle Facilities**

Road	From	To	Description	Cost Estimate	Fiscal Year (FY)
Theresa Ave	Eucalyptus Dr	Napa Junction Rd	Safe Route to School grant award to construct sidewalks, curb ramps, & curb & gutter	\$144,000	2005/06

### **Funding Resources**

There are a number of funding mechanisms available to implement the bicycle projects and programs contained in this plan. Due to its dynamic nature, transportation financing is complex. Implementation of bicycle facilities, improvements, and programs is made possible by a wide variety of funding sources including:

- Federal, State, Regional, and Local Governmental Sources
- Private Sector Development and Investment
- Community, Special Interest and Philanthropic Organizations

#### Federal, State, Regional, and Local Governmental Sources

The dollars used to fund transportation projects originate from a wide variety of government sources including federal and state fuel taxes, sales taxes, property taxes, transit fares, truck weight fees, vehicle registration fees, tolls, development fees, bonds, traffic fines, local general funds, and assessment districts, among others. Many transportation fund sources are closely tied to larger local, state, and national economic trends, and as a result, the availability of these funds can fluctuate with economic upturns and downturns.

In the San Francisco Bay Area, the flow of revenues for bicycle and pedestrian projects from source to implementing entity most often involves the California Department of Transportation (Caltrans), the regional Metropolitan Transportation Commission (MTC), to a limited extent, the Bay Area Air Quality Management District (BAAQMD), and at the local level, the Napa County Transportation Planning Agency (NCTPA). Funding for bicycle projects is possible from various sources that NCTPA facilitates. While the NCTPA does not own or operate bicycle facilities or services, the agency supports the implementation of projects and programs identified by its member agencies.

At the federal, state, regional and local levels, transportation funds are divided into myriad funding programs. Each program is handled differently, depending on its size, eligible uses, and the agency responsible for making spending decisions. While some programs remain relatively consistent, the majority are dynamic, changing regularly with passage of legislation or as a result of administrative or programmatic adjustments. Moreover, many programs, especially at the regional level, are not funded from a single source; rather they are derived from a combination of federal and/or state funds. Government funds can be used for both non-infrastructure and infrastructure projects. Examples of the non-infrastructure or “programmatic” improvements include safe routes to school education and community traffic safety campaigns; examples of infrastructure projects include roadway rehabilitation, roadway construction, construction of Class I multi-use pathways and Class II bike lanes, and traffic signal infrastructure.

In general, federal funds are used for capital projects, such as new roadway, highway, and rail construction, as well as for specific projects earmarked by Congress. State funds are used for new capital projects too, but also cover maintenance costs, like street and highway resurfacing. Certain State funds may also be used as matching funds for larger federal projects, and/or to cover operational costs. Regional and local funds are often the most flexible, and may be used for capital project, maintenance, and operational costs, and programmatic improvements.

The primary implementers of infrastructure projects are city and county public works departments. Project selection is typically based on planning processes involving public participation. Additionally, schools and school districts can be the implementers of on-site bicycle and pedestrian infrastructure and amenities, such as sidewalks and bicycle racks; and/or for bicycle and pedestrian education programs and incentives. Other governmental partners are law enforcement agencies and parks and recreation departments. Such entities can sponsor enforcement and/or safety programs that are aimed at improving motorist, bicyclist and pedestrian behaviors to bring about greater community safety and security.

Redevelopment agencies are another source of governmental funding. Many redeveloped districts have incorporated bicycle and pedestrian facilities in their planning. Likewise, fees exacted from developers for project mitigation can potentially be used to accommodate pedestrians and bicyclists.

#### Private Sector Development and Investment

Private sector development and investment play an important role in funding non-motorized infrastructure. Many newer housing and retail developments throughout Napa County have been planned, or required, to include sidewalks, pathways, and bicycle facilities. Private development is expanding its focus on “smart growth” and balanced transportation options. This inherently builds in orientation to the bicycle and pedestrian modes. Sometimes developers also fund such amenities as bicycle racks, bicycle storage, benches, lockers and shower facilities. Additionally, in many locations improvements such as closure of gaps in sidewalks or road widenings are made only after a private land use change is approved. Improvements or right-of-way dedication can be made conditions of approval, allowing upgrades for bicyclists and pedestrians. Finally, both the government and the private sector can play important roles in providing employee programs that encourage walking and bicycling, as well as use of transit.

#### Community, Special Interest and Philanthropic Organizations

Other non-governmental sources of funding include the contributions of community-based organizations, such as the Napa County Bicycle Coalition, in carrying out programs that support bicycle usage. Examples include Bike to Work Day efforts, bicycle valet parking at events, education programs, and community bike rides. Special-interest groups have made contributions toward non-motorized improvements and programs if such are in alignment with group objectives. Sometimes the contribution is monetary; at other times in the form of volunteer efforts, such as path or trail upkeep programs.

Philanthropic entities including non-profit, foundation, and corporate organizations and individuals can fund programs, and at times facilities. Donations and grants have paid for community amenities such as pathways and trails; landscaping, fountains and other aesthetic improvements; and street furniture such as bicycle racks, lighting and seating benches. The latter “beautification” efforts create bicycle and pedestrian friendly environments.

### Construction Projects

Because this Plan’s planning process has generated a ranked list of construction projects for each entity, additional information about the sources of infrastructure financing will be useful. Bicycle projects are eligible for funding through a variety of program sources. However, while a portion of the funds available for such improvements are programmed or ‘guaranteed’ to the local agencies based on various formulas, the majority of the funds are available through a competitive process at the state, regional, or local level. Thus while improvements to major roadways are likely to be financed through programmed transportation funds, the majority of the projects contained in this Plan are likely to be funded through competitive grant programs or some combination of the two sources.

To ensure timely implementation of the projects contained in this plan, it will be incumbent upon the local agencies to pursue competitive source funds, which are expected to account for the majority of funds available to implement the projects in this Plan. Competition for these limited funds can be intense, especially at the state and regional levels where often hundreds of applicants compete for monies from impacted programs. Therefore, competitive programs typically require the development of extensive applications with clear documentation of the project need, costs, and benefits, along with maps, schedules, letters of support, and proposed work scopes. A local match of between 10 and 15 percent is typically required; however, some programs require a dollar for dollar match. While the development of applications combined with securing local matching funds can be challenging, competitive source funding programs represent an outstanding opportunity to secure funds for local improvements.

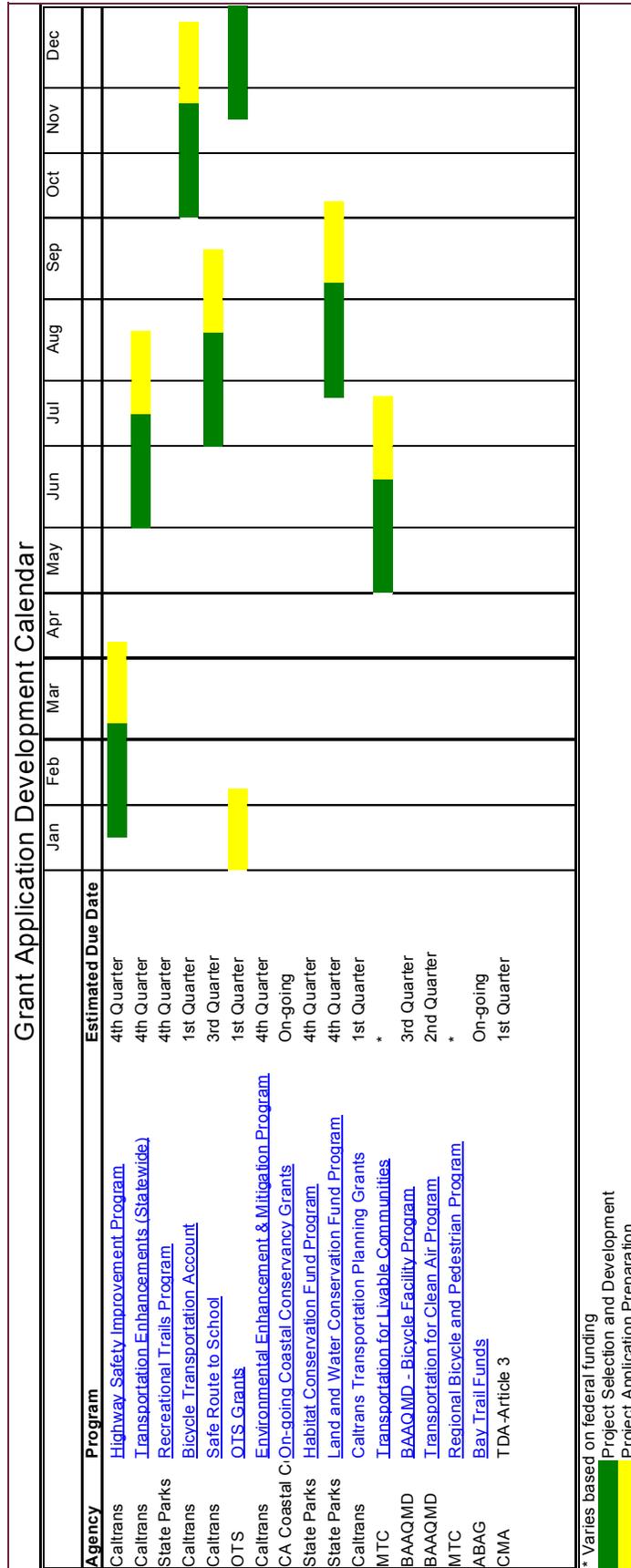
### Costs and Implementation

This section provides an overview of the costs, implementation strategies, and actions that are necessary to implement the projects and programs that have been identified in this Plan.

#### *Project Costs*

Planning level cost estimates were developed for this effort. Bicycle project cost estimates were developed by utilizing available information on each proposed project including segment length, corridor condition, and other available information. Each segment was evaluated according to an estimated cost-per-mile based on the recommended facility type. Unit costs were developed by researching the latest unit costs experienced by local agencies in Napa County and the North Bay; and were reviewed by agency staff for verification.

Proposed projects and programs in this Plan have been analyzed to determine financing requirements, and to allow the entities to budget their resources and target available funding sources. It is important to note that the majority of funding for the projects contained in this Plan is expected to be derived from competitive funding sources that require a combination of sound applications, local support, and lobbying on the regional and state level. To help with project implementation, potential funding sources for improvement projects have been identified in Table 12. Figure 8 displays a calendar overview of primary competitive source programs to provide an understanding of funding program timelines. Since the programs are dynamic, often changing annually, the calendar is formatted on a quarterly basis. It provides a twelve-week time to provide guidance on when calls for projects are typically released and application deadlines occur. Summaries of funding programs including weblinks are provided in Appendix F.



**Figure 8 – Grant Application Development Calendar**

## Definitions, Terms, and List of Acronyms

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**AASHTO** – American Association of State Highway and Transportation Officials

**Accessible** – Characteristic of a location allowing approach and use; absence of barriers

**Accessible Pathway** – Unobstructed path connecting all accessible elements and spaces of a building or a facility that meets the requirements of ADAAG

**Accessible Pedestrian Signal (APS)** – A device that communicates information about pedestrian signal timing in non-visual format, through the use of audible tones (or verbal messages) and vibrating surfaces

**ADAAG** – ADA Accessibility Guidelines for Buildings and Facilities

**Americans with Disabilities Act (ADA)** – A Federal law prohibiting discrimination against people with disabilities. Requires public entities and public accommodations to provide accessible accommodations for people with disabilities

**AQMD** – Air Quality Management District

**Arterial** – Through route/street carrying traffic to and from major points of interest, often inter-city

**BAC** – Bicycle Advisory Committee

**Bicycle Boulevard** – A low volume or residential street that has been modified for bicyclist safety and access.

**Bicycle Connection** – Paths or roadways created to link bicycle users with major streets/corridors

**Bicycle Facilities** – A general term denoting improvements and provisions to accommodate or encourage bicycling, including parking facilities, all bikeways and shared roadways, bicycle activated signal infrastructure, bicycle storage and changing facilities, etc.

**Bicycle Lane (Class II Bike Lane or Class II Bikeway)** – A portion of a roadway that has been designated by striping, signing, and pavement markings for the preferential or exclusive use of bicyclists. Bike lanes are ideal for minor thoroughfares or collectors. Under certain conditions, bike lanes may be beneficial on streets with significant traffic volumes and/or speeds. The Highway Design Manual (HDM) specifies the minimum width for bike lanes under various curb and on-street parking conditions. The HDM also states that “for greater safety,” widths wider than the minimums should be provided “wherever possible.”

**Bicycle Path (Class I Multi-Use Path or Class I Bike Path)** – A bikeway physically separated from motorized vehicular traffic and either within the highway right-of-way or within an independent right-of-way. Bike paths have a minimum paved width of 8 feet, with an additional graded area maintained on each side of the path. Typically, these facilities are usually shared with other non-motorized modes of travel.

**Bicycle “Network”** – the physical improvements that establish bikeways (Class I, II, or III routes)

**Bicycle Route (Class III Bike Route or Class III Bikeway)** – a designated route that provides for shared use of paved surfaces with pedestrian or motor vehicle traffic, also termed “shared roadway” designated by appropriate directional and/or informational signs. In this plan, a Class 3 signed bike route may be a local or residential street, bicycle boulevard, an arterial with wide outside lanes, or a roadway with a paved shoulder.

**Bicycle “System”** – the whole of all of the components, including both physical bikeways and programmatic improvements

**Bicyclist Demand** – Number determined by count of recreational and non-recreational bike trips during a specific duration of time (i.e. peak commute, weekly, monthly, etc.) on a given street/corridor

**Bikeway** – Any path or roadway with a provision for transportation or recreational use by bicyclists

**Bikeway Network** – The combined system of all bikeway types and amenities; connects destinations and attractions via bicycle accessible routes

**Bollards** – A rigid post placed in a through fare so as to limit access or traffic of certain widths or types

**BPAC** – Bicycle & Pedestrian Advisory Committee

**BTA** – Bicycle Transportation Account

**Caltrans** – California Department of Transportation

**CARB** – California Air Resources Board

**CEQA** – California Environmental Quality Act

**Circulation Enhancements** – Elements placed to modify and improve circulation for one or more modes of transportation

**CMAQ** – Congestion Mitigation and Air Quality Program

**Connectivity** – The relative relationship of transportation routes and access corridors to necessary resources and points of interest

**Controlled Intersection** – Area with a traffic light or other traffic control device where traffic flow from two or more paths or roadways meet

**Corridor** – An area that follows the shape and path of a major environmental feature; also a term used for transportation routes with designated district activities such as a mixed use-retail corridor

**Crosswalk** – Portion of a roadway where pedestrians are permitted to cross the street; can be marked or unmarked

**CTC** – California Transportation Commission

**Curb Ramp** – A combined ramp and landing that accomplishes a change in level at a curb. This element provides street and sidewalk access to pedestrians using wheelchairs

**Design Guidelines** – Specifications set to govern the physical or visual elements of development

**Detectable Warning** – A standardized surface feature built in or applied to walking surfaces or other elements to warn people who are blind or visually impaired of specified hazards

**Existing Conditions** – Current context of a site, including physical, demographic and political data

**FAS** – Federal Aid System

**FHWA** – Federal Highway Administration

**FTA** – Federal Transit Administration

**FTIP** – Federal Transportation Improvement Program

**Gateway** – A designated or marked entrance to a pathway or area

**Goal** – a "goal" describes the destination, or where we want to be at the end of the planning journey. Goals are usually broad, optimistic and expressive of a long-term vision.

**Greenway** – A pathway for various modes of transportation, including bicycles, that contains elements of a linear park

**Infill Development** – Development of new building adjacent to or on the same lots as existing buildings, utilizes pockets of un- or underdeveloped real estate contiguous with existing development

**Infrastructure** – Physical structures that support basic uses and services

**Intersection** – Where traffic flow from two or more paths or roadways meet

**ISTEA** – Intermodal Surface Transportation Efficiency Act of 1991 (reauth'd 1998 as TEA-21, and 2006 as SAFTEA-LU)

**JARC** – Job Access and Reverse Commute Program

**Landscaping** – Alteration of the ground through grading, planting and contouring

**LTF** – Local Transportation Fund

**Median** – A barrier (paved, landscaped, or planted) separating two traffic through fares

**Median Refuge** – An area within an island or median that is intended for pedestrians to wait safely away from travel lanes for an opportunity to continue crossing the roadway

**Midblock Crosswalk** – A legally established crosswalk that is not at an intersection

**Mode Split** – the number of people using a particular mode of transportation (bicycle, public transit, vehicle, walking, etc.)

**MPO** – Metropolitan Planning Organization

**MTC** – Metropolitan Transportation Commission – The Metropolitan Transportation Commission is the transportation planning, coordinating and financing agency for the nine-county San Francisco Bay Area

**MUTCD** – Manual on Uniform Traffic Control Devices

**NCTPA** – Napa County Transportation Planning Agency

**NEPA** – National Environmental Quality Act

**Objective** – objectives describe mileposts along the way to achieving the goals. They are specific, measurable steps to be achieved if the overall goals are to be met.

**Paved Shoulder** – The part of the highway/street that is adjacent to the regularly traveled portion of the highway, is on the same level as the highway, and when paved can serve as a bikeway. Paved shoulders should be at least four feet wide and additional width is desirable in areas where speeds are high and/or a large percentage of trucks use the roadway.

**Paving Treatments** – a variety of materials, utilitarian and /or decorative used to level and condition pathway and roadway surfaces

**Pedestrian Accessibility** – the relative ease with which a location can be approached and utilized by pedestrian traffic

**Policy** – a principle or rule to guide decisions by the local agency with regard to a particular issue or set of issues.

**Primary Bikeway Network** – a continuous countywide network of on- and off-street bikeways that extend between and through communities developed specifically through this planning effort. The Primary Bikeway Network consists of a selection of existing and proposed Class I, Class II, and Class III bikeways that provide inter-city and inter-county routes along with connections to other transportation modes, major destinations, jobs, neighborhoods, recreation, and local bicycle networks.

**Program** – a specific action to accomplish the policy or objective

**PSR** – Project Study Report

**Public Improvements** – additions to public space intended to increase value and functionality

**Public Transit** – a system of multi-user transportation incorporating light rail, busses, ferries, streetcars, aerial trams, commuter trains

**PUC** – Public Utilities Commission/Public Utilities Code

**Regional Trail System** – a trail system that cross jurisdictional lines

**Right of Way** – the right of a vehicle or pedestrian to proceed in a lawful manner in preference to another vehicle or pedestrian. (2) A general term denoting land, property, or interest therein, usually in a strip. (3) Land designated for transportation purposes, usually in the public sphere

**RPA** – Rural Planning Assistance

**RSTP** – Regional Surface Transportation Program

**RTIP** – Regional Transportation Improvement Program

**RTP** – Regional Transportation Plan

**RTPA** – Regional Transportation Planning Agency

**Safe Routes to Schools** – a nationwide program focusing efforts on improving the paths and routes used by children to commute to and from school

**SHA** – State Highway Account

**SHOPP** – State Highway Operation and Protection Program

**Shared Lane Markings (Sharrows)** – pavement legends which may be placed in the travel lane to provide positional guidance to bicyclists on roadways that are too narrow to be striped with bike lanes

**Shoulder** – Any portion of a roadway to the right of the right-most travel lane, but not including curbs, planting buffers and sidewalks. Shoulders can have a variety of surface treatments including pavement, gravel or grass. Depending on their width and surface, they serve a variety of purposes, including providing space for vehicles to slow and turn right, accommodation of stopped or broken-down vehicles, to allow emergency vehicles to pass, for structural support of the roadbed, or for bicycle and pedestrian travel.

**Sidewalk** – An informal term referring to a portion of a street or highway right-of-way, separated from motor vehicle traffic, and designed for non-motorized modes of travel, including bicycles

**STA** – *State Transit Assistance*

**STIP** – *State Transportation Improvement Program*

**STP** – *Surface Transportation Program*

**Streetscape** – *the overall appearance and functionality of the roadway, incorporating the rights-of-way, landscaping, built features and adjacent land uses*

**Subdivision** – *an area that has been divided into smaller lots for individual development*

**TAC** – *Technical Advisory Committee, a committee made up of citizens and technical professionals, convened to create recommendations for the development of a plan*

**TDA** – *Transportation Development Act of 1971*

**TE** – *Transportation Enhancement Program (formerly TEA)*

**TEA-21** – *Transportation Equity Act for the 21st Century (1998 – formerly ISTEA)*

**Title 24 Standards** – *administrative, building, mechanical, and safety codes set forth in the California Code of Regulations*

**Traffic Congestion** – *roadway condition characterized by reduced travel speeds or even complete stoppage of flow of vehicles*

**Transportation Routes** – *all widely used paths and roadways*

**USDOT** – *United States Department of Transportation*

**Utilitarian Trips** – *all trips made to secure basic needs and services; e.g. grocery, pharmacy, local commerce*

**VMT** – *vehicle miles traveled*

**Wide Outside Lane** – *an outside (curb) lane on a roadway that does not have a striped bike lane, but may be of sufficient width for a bicyclist and motorist to share the lane with a degree of separation*

**Wrong-Way Riding** – *riding against the flow of traffic*

**Zoning** – *regulation by a governing agency to specify permitted land uses for a given area*

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## Appendix A

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### Summaries of Relevant Planning Documents and Policies



## Appendix A – Existing Plan and Policy Review

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### Federal

#### Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (SAFETEA-LU)

Federal Transportation Legislation sets policy, addresses challenges, and provides funding for federal and a variety of state and regional transportation programs throughout the nation. In August 2005, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) was signed into law. SAFETEA-LU, which will run through December 31, 2010, replaces TEA-21, the Transportation Equity Act for the 21<sup>st</sup> Century.

The new bill provides \$286.5 billion nationwide for surface transportation projects, including highways, mass transit, road safety programs, and bicycle and pedestrian improvements. SAFETEA-LU builds on the initiatives established in TEA-21 and its predecessor, ISTEA. It combines the continuation and improvement of current programs with new initiatives to meet the challenges of improving safety, increasing multi-modal transportation options, reducing traffic congestion, and protecting and enhancing communities and the natural environment through efficient and flexible transportation improvements.

SAFETEA-LU promotes more efficient and effective Federal surface transportation programs by focusing on transportation issues of national significance, while giving State and local transportation decision makers more flexibility for solving transportation problems in their communities.

#### Policy:

*Federal transportation policy is to increase non-motorized transportation to at least 15 percent of all trips and to simultaneously reduce the number of non-motorized travelers killed or injured in traffic collisions by at least 10 percent (TEA-21, 1998). This policy, which was adopted in 1994 as part of the National Bicycling and Walking Study, remains a high priority for the U.S. Department of Transportation (USDOT). Federal Transportation Legislation provides the funding opportunities, planning processes, and policy language by which states and metropolitan areas can achieve these ambitious national goals.*

<http://www.fhwa.dot.gov/safetealu/index.htm>

#### US DOT Accommodating Bicycle and Pedestrian Travel

“Accommodating Bicycle and Pedestrian Travel: A Recommended Approach” is a policy statement that was adopted by the U.S. Department of Transportation (USDOT) in response to TEA-21. USDOT encourages public agencies, professional organizations, advocacy groups, and any other groups involved in transportation issues to adopt this policy to further promote bicycling and walking as viable components of the transportation system. The policy statement address measures to improve bicycle and pedestrian access, convenience, and safety in transportation projects. It incorporates three key principles:

- a. policy statement that bicycling and walking facilities will be incorporated into all transportation projects unless exceptional circumstances exist;
- b. an approach to achieving this policy that has already worked in State and local agencies; and
- c. a series of action items that a public agency, professional association, or advocacy group can take to achieve the overriding goal of improving conditions for bicycling and walking.

Finally, the policy statement notes that:

*The challenge for transportation planners, highway engineers and bicycle and pedestrian user groups, therefore, is to balance their competing interest in a limited amount of right-of-way, and to develop a*

*transportation infrastructure that provides access for all, a real choice of modes, and safety in equal measure for each mode of travel.*

<http://www.fhwa.dot.gov/environment/bikeped/design.htm>

### Federal Americans with Disabilities Act (ADA)

In 1990, Congress passed the Americans with Disabilities Act (ADA), which provides comprehensive rights and protections to people with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications. Title II of the ADA requires that new and altered facilities constructed by, on behalf of, or for the use of state and local government entities be designed to be readily accessible to and usable by people with disabilities (28 CFR 35.151).

Title II also requires that public entities prepare and submit “transition plans,” which identify alterations that are needed to make their facilities (including transportation networks) and programs accessible; and specify how those alterations will be accomplished. ADA transition plans must include a schedule for providing curb ramps where pedestrian walkways cross curbs, giving priority to walkways serving government offices, public transportation and other public places.

<http://www.usdoj.gov/crt/ada/adahoml.htm>

### Revised Draft Guidelines for Accessible Public Rights-of-Way, US Access Board

The goal of the ADA is to assure equality of opportunity, full participation, independent living, and economic self-sufficiency. Under the ADA, the US Access Board has developed and continues to maintain design guidelines for accessible buildings and facilities known as the ADA Accessibility Guidelines (ADAAG). ADAAG covers a wide variety of facilities including roadway design practices, slope and terrain issues, and pedestrian access to streets, sidewalks, curb ramps, street furnishings, pedestrian signals, parking, and other components of public rights-of-way. The ADAAG establishes minimum requirements for new construction and alterations.

The Board’s aim is to ensure that access for persons with disabilities is provided wherever a pedestrian way is newly built or altered, and that the same degree of convenience, connection, and safety afforded the public generally is available to pedestrians with disabilities. The guidelines do not require alterations to existing public rights-of-way, but apply where a pedestrian route or facility is altered as part of a planned project to improve existing public rights-of-way.

<http://www.access-board.gov/prowac/draft.htm>

### Federal Statutes – State

Title 23, CFR Sec §450.214 (b) (3) The State shall develop a statewide transportation plan for all areas of the State and contain, as an element, a plan for bicycle transportation, pedestrian walkways and trails which is appropriately interconnected with other modes.

Title 23, CFR Sec §450.214 (b) (4) The State shall develop a statewide transportation plan that is coordinated with the metropolitan transportation plans required under 23 U.S.C. 134.

Title 23, U.S.C. Sec. 135 (a) (3). The plans and programs for each State shall provide for the development and integrated management and operation of transportation systems and facilities (including pedestrian walkways and bicycle transportation facilities) that will function as an intermodal transportation system for the State and an integral part of an intermodal transportation system for the United States.

Title 23 U.S.C. 217(g) Planning and Design. Bicyclists and pedestrians shall be given due consideration in the comprehensive transportation plans developed by each metropolitan planning organization and state in accordance with sections 134 and 135, respectively. Bicycle transportation facilities and pedestrian

walkways shall be considered, where appropriate, in conjunction with all new construction and reconstruction of transportation facilities, except where bicycle and pedestrian use are not permitted.

#### Federal Statues – Metropolitan Planning Organizations

Title 23, CFR §450.322 The Metropolitan Transportation Plan shall contain adopted congestion management strategies including, as appropriate, traffic operations, ridesharing, pedestrian and bicycle facilities, alternative work schedules, freight movement options, high occupancy vehicle treatments, telecommuting, and public transportation improvements (including regulatory, pricing, management, and operational options), that demonstrate a systematic approach in addressing current and future transportation demand and identify pedestrian walkway and bicycle transportation facilities in accordance with 23 U.S.C. 217(g).

Title 23, U.S.C. Sec. 134 (a) (3) The plans and programs for each metropolitan area shall provide for the development and integrated management and operation of transportation systems and facilities (including pedestrian walkways and bicycle transportation facilities) that will function as an intermodal transportation system for the metropolitan area and as an integral part of an intermodal transportation system for the State and the United States.

#### **State**

State bicycle and pedestrian related policies and laws are found in a variety of documents, legislative actions, and codes. State policies are generally more focused than Federal policies and statutes, and are applicable to Federal and state transportation facilities, as well as local bicycle and pedestrian projects.

#### California Streets and Highways Code, Division I: State Highways, Chapter 8 Non-Motorized Transportation – California Bicycle Transportation Act, 890-894 (1994)

The California Bicycle Transportation Act, Streets and Highways Code 890-894 is legislation that seeks "to establish a bicycle transportation system designed and developed to achieve the functional commuting needs of the employee, student, business person, and shopper as the foremost consideration in route selection, to have the physical safety of the bicyclist and bicyclist's property as a major planning component, and to have the capacity to accommodate bicyclists of all ages and skills."

A city or county may complete a bicycle transportation plan pursuant to Section 891.2 in order for their project to be considered by the Department for funding. Section 890.6 states the Department, in cooperation with county and city governments, shall establish minimum safety design criteria for the planning and construction of bikeways and roadways where bicycle travel is permitted. Section 890.8 states the Department shall establish uniform specifications and symbols for signs, markers, and traffic control devices to designate bikeways, regulate traffic, improve safety and convenience for bicyclists, and alert pedestrians and motorists of the presence of bicyclists on bikeways and on roadways where bicycle travel is permitted. As Section 891 states, "All city, county, regional, and other local agencies responsible for the development or operation of bikeways or roadways where bicycle travel is permitted shall utilize all minimum safety design criteria and uniform specifications and symbols for signs, markers, and traffic control devices established pursuant to Sections 890.6 and 890.8."

[http://www.leginfo.ca.gov/.html/shc\\_table\\_of\\_contents.html](http://www.leginfo.ca.gov/.html/shc_table_of_contents.html)

#### California Vehicle Code

The California Vehicle Code is an extensive body of laws which regulate all facets of driving in California. The Vehicle Code is nearly 700 pages long and covers everything to do with roads and driving, including pedestrians and bicyclists.

Sections 2149-21971 describe the responsibilities of pedestrians when crossing the street or walking along a street on a sidewalk, and the roles and responsibilities of motorists in relationship to pedestrians and wheelchair users. According to the Vehicle Code, "it is the policy of the State of California that safe and convenient pedestrian travel and access, whether by foot, wheelchair, walker, or stroller, be provided to the residents of the state." The code also states that it is the intent of the Legislature that all government levels, especially Caltrans and other DOTs, will work to provide safe, convenient passage for pedestrians on or across all streets and highways, increase levels of walking, and reduce pedestrian fatalities and injuries.

Sections 21200-21212 pertain to the operation of bicycles including laws applicable to bicycle use, operating bicycles on a roadway, bicycle parking, and bicycle regulations. Sections 39000-39011 pertain to the licensing and registration of bicycles. Section 21200 states that "every person riding a bicycle upon a street or highway has all the rights and is subject to all the duties applicable to the driver of a vehicle," and the CVC permits the use of bicycles on all streets and highways, except where restricted on Freeways by discretion of the State DOT or local authorities as identified in Section 21960.

<http://www.dmv.ca.gov/pubs/vctop/vc/vc.htm>

#### Chapter 1000, California Highway Design Manual

Highway Design Manual, Chapter 1000, "Bikeway Planning and Design. The Highway Design Manual, Chapter 1000, "Bikeway Planning and Design," provides design standards and guidelines for on- and off-street bikeways. State and local transportation agencies are required to comply with Chapter 1000 mandatory standards as a minimum when implementing new bikeways. Chapter 1000 differs from the rest of the Highway Design Manual in that it also applies to facilities off the State Highway System (California Streets and Highways Code, Sections 890.8 and 891).

[www.dot.ca.gov/hq/oppd/hdm/hdmtoc.htm](http://www.dot.ca.gov/hq/oppd/hdm/hdmtoc.htm)

#### California Manual on Uniform Traffic Control Devices (CA MUTCD), 2006

The MUTCD provides general standards and guidance for traffic control devices, nationally. The California MUTCD clarifies which policies, practices or standards are different in California, by identifying and including them. It also enhances the federal standards by providing additional details.

The California Manual on Uniform Traffic Control Devices (California MUTCD) is published by the State of California, Department of Transportation and is issued to adopt uniform standards and specifications for all official traffic control devices, in accordance with Section 21400 of the California Vehicle Code.

[http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/ca\\_mutcd.htm](http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/ca_mutcd.htm)

#### California Blueprint for Bicycling and Walking

The Supplemental Report of the 2001 Budget Act required the California Department of Transportation (Caltrans) to submit a report addressing "measurable goals for increasing bicycling and walking within the state, funding of facilities, and a reduction in pedestrian and bicycling injuries and fatalities." The *California Blueprint for Bicycling and Walking* responds to the Budget Act requirements with three main statewide goals:

- A 50 percent increase in bicycling and walking trips by 2010.
- A 50 percent decrease in bicycle and pedestrian fatality rates by 2010.
- Increased funding for bicycle and pedestrian programs.

Achieving the first two goals lies largely on local agencies. Policies and programs in this Plan will allow Napa County and its cities to actively work towards fulfilling these goals.

<http://www.dot.ca.gov/hq/tpp/offices/bike/CABlueprintRpt.pdf>

## Caltrans Project Development Procedures Manual, CHAPTER 31 – Non-motorized Transportation Facilities

The Office of State Project Development Procedures and Quality Improvement in the Division of Design is responsible for the development and consistent application of Caltrans' policies for the project development process. The office maintains the Project Development Procedures Manual (PDPM), to provide guidance for project development on State Highway System projects. While the emphasis of the PDPM is directed toward State highway projects, projects on local transportation systems and other modes are also discussed. Chapter 31: Non-motorized Transportation Facilities outlines pertinent statutory requirements, planning policies, and implementing procedures regarding non-motorized transportation facilities.

[http://www.dot.ca.gov/hq/oppd/pdpm/chap\\_hm/chapt31/chapt31.htm](http://www.dot.ca.gov/hq/oppd/pdpm/chap_hm/chapt31/chapt31.htm)

### Caltrans Deputy Directive-64-RI (DD-64-RI), Deputy Directive on “Complete Streets-Integrating the Transportation System”

Deputy Directive 64-RI, a policy directive related to “Complete Streets” non-motorized travel throughout the state, was adopted by Caltrans in October of 2008. DD 64-RI supersedes DD 64, which was developed to consider the needs of non-motorized travelers. DD 64-RI reads:

*The California Department of Transportation (Department) provides for the needs of travelers of all ages and abilities in all planning, programming, design, construction, operations, and maintenance activities and products on the State highway system. The Department views all transportation improvements as opportunities to improve safety, access, and mobility for all travelers in California and recognizes bicycle, pedestrian, and transit modes as integral elements of the transportation system.*

*The Department develops integrated multimodal projects in balance with community goals, plans, and values. Addressing the safety and mobility needs of bicyclists, pedestrians, and transit users in all projects, regardless of funding, is implicit in these objectives. Bicycle, pedestrian, and transit travel is facilitated by creating "complete streets" beginning early in system planning and continuing through project delivery and maintenance and operations. Developing a network of "complete streets" requires collaboration among all Department functional units and stakeholders to establish effective partnerships.*

[http://www.dot.ca.gov/hq/tpp/offices/bike/guidelines\\_files/DD64.pdf](http://www.dot.ca.gov/hq/tpp/offices/bike/guidelines_files/DD64.pdf)

### Director’s Policy 22 (DP-22), “Director’s Policy on Context Sensitive Solutions”

Director's Policy 22, a policy regarding the use of “Context Sensitive Solutions” on all state highways, was adopted by Caltrans in November of 2001. The policy reads:

*The Department uses “Context Sensitive Solutions” as an approach to plan, design, construct, maintain, and operate its transportation system. These solutions use innovative and inclusive approaches that integrate and balance community, aesthetic, historic, and environmental values with transportation safety, maintenance, and performance goals. Context sensitive solutions are reached through a collaborative, interdisciplinary approach involving all stakeholders.*

*The context of all projects and activities is a key factor in reaching decisions. It is considered for all State transportation and support facilities when defining, developing, and evaluating options. When considering the context, issues such as funding feasibility, maintenance feasibility, traffic demand, impact on alternate routes, impact on safety, and relevant laws, rules, and regulations must be addressed.*

The policy recognizes that “in towns and cities across California, the State highway may be the only through street or may function as a local street,” that “these communities desire that their main street be an economic, social, and cultural asset as well as provide for the safe and efficient movement of people and goods”, and that “communities want transportation projects to provide opportunities for

enhanced non-motorized travel and visual quality.” The policy acknowledges that addressing these needs will assure that transportation solutions meet more than just traffic and operational objectives.

<http://www.dot.ca.gov/hq/transprog/stip/2004%20ITIP/references/DP-22.pdf>

#### Assembly Concurrent Resolution No. 211 (ACR 211)

California’s cities and counties have even more reason to pay attention to the aforementioned policies. ACR 211 (Nation) “Integrating walking and biking into transportation infrastructure” became effective in August 2002. ACR 211 encourages all cities and counties to implement the policies of DD-64 and the USDOT design guidance document when building local transportation infrastructure. Specifically, ACR 211 asks local governments to “fully consider the needs of non-motorized travelers (including pedestrians, bicyclists and person with disabilities) in all programming, planning, maintenance, construction, operations, and project development activities and projects.” The resolution also states that bicycling and walking contribute to cleaner air, encourage physical activity, provide for alternative transportation, help to safeguard California’s coast from offshore oil drilling, and enhance California’s energy independence and national security by reducing our reliance upon imported oil.

[http://www.leginfo.ca.gov/pub/01-02/bill/asm/ab\\_0201-0250/acr\\_211\\_bill\\_20020820\\_chaptered.html](http://www.leginfo.ca.gov/pub/01-02/bill/asm/ab_0201-0250/acr_211_bill_20020820_chaptered.html)

#### California Department of Motor Vehicles

The California Department of Motor Vehicles maintains a webpage dedicated to bicycle rules and safety. The page contains information for drivers and bicyclists and includes links to the Bicycle Section of the *DMV Driver’s Handbook*, bicycle safety information on the California Department of Transportation’s website, information on the National Highway Transportation Safety Agency and the California Vehicle Code as well as other links.

<http://www.dmv.ca.gov/about/bicycle.htm>

#### Caltrans Bicycle Transportation Account

The California Bicycle Transportation Account (BTA) provides state funds for city and county projects that improve safety and convenience for bicycle commuters, which are included in an adopted local Bicycle Transportation Plan that complies with Section 891.2 of the Streets and Highways Code, and are designed and constructed in accordance with the Chapter 1000 of the *Highway Design Manual*. The program is consistent with the Legislature’s intent when it adopted the California Bicycle Transportation Act:

*“...to establish a bicycle transportation system...designed and developed to achieve the functional commuting needs of the employee, student, business person, and shopper as the foremost consideration in route selection, to have the physical safety of the bicyclist and bicyclist’s property as a major planning component, and to have the capacity to accommodate bicyclists of all ages and skills”.*

<http://www.dot.ca.gov/hq/LocalPrograms/bta/btaweb%20page.htm>

#### Assembly Bill 32: Global Warming Solutions Act

In 2006, the California Legislature passed the Global Warming Solutions Act, which set the 2020 greenhouse gas emissions reduction goal into law. It directed the California Air Resources Board to begin developing actions to reduce greenhouse gases while also preparing a scoping plan to identify how best to reach the 2020 limit. The reduction measures to meet the 2020 target are to be adopted by the start of 2011.

Assembly Bill 32 Includes a Number of Specific Requirements:

- ARB shall prepare and approve a scoping plan for achieving the maximum technologically feasible and cost-effective reductions in greenhouse gas emissions from sources or categories of sources

- of greenhouse gases by 2020 (Health and Safety Code (HSC) §38561).
- Identify the statewide level of greenhouse gas emissions in 1990 to serve as the emissions limit to be achieved by 2020 (HSC §38550).
- Adopt a regulation requiring the mandatory reporting of greenhouse gas emissions (HSC §38530).
- Identify and adopt regulations for discrete early actions that could be enforceable on or before January 1, 2010 (HSC §38560.5).
- Ensure early voluntary reductions receive appropriate credit in the implementation of AB 32 (HSC §38562(b) (3)).
- Convene an Environmental Justice Advisory Committee (EJAC) to advise the Board in developing the Scoping Plan and any other pertinent matter in implementing AB 32 (HSC §38591).
- Appoint an Economic and Technology Advancement Advisory Committee (ETAAC) to provide recommendations for technologies, research and greenhouse gas emission reduction measures (HSC §38591).

<http://www.arb.ca.gov/cc/ab32/ab32.htm>

#### Senate Bill 375: Linking Regional Transportation Plans to State Greenhouse Gas Reduction Goals

Senate Bill 375 enhances California's ability to reach its AB 32 goals by promoting good planning with the goal of more sustainable communities. SB 375 establishes a process for the California Air Resources Board (ARB) to implement the state's global warming legislation (AB 32) for the transportation sector. It requires ARB to adopt regional greenhouse gas (GHG) targets for emissions associated with the automobile and light truck sector. ARB will also work with California's 18 metropolitan planning organizations to align their regional transportation, housing and land-use plans and prepare a "sustainable communities strategy" to reduce the amount of vehicle miles traveled in their respective regions and demonstrate the region's ability to attain its greenhouse gas reduction targets. The Bill acknowledges that spending less time on the road is the single-most powerful way for California to reduce its carbon footprint. Additionally, SB 375 provides incentives for creating attractive, walkable and sustainable communities and revitalizing existing communities.

<http://www.arb.ca.gov/cc/sb375/sb375.htm>

#### **Regional**

Federal and state policy are often used to inform regional policy, which is then crafted to be more focused with specific requirements, actions and design implications.

#### Metropolitan Transportation Commission

The Metropolitan Transportation Commission (MTC) is the transportation planning authority for the nine county San Francisco Bay Area. The MTC serves as the state designated Regional Transportation Planning Agency (RTPA) and the federally designated Metropolitan Planning Organization (MPO). MTC provides oversight on all transportation projects in the region and is responsible for preparing the Regional Transportation Plan (RTP). MTC is largely responsible for transportation financing in the Bay Area, and helps to set priorities for the hundreds of millions of dollars flowing each year to the Bay Area from flexible federal funding programs. Using flexible federal dollars, MTC has established several funding programs that were developed to enhance Bay Area communities including the Transportation for Livable Communities (TLC) Program, Housing Incentive Program (HIP), Low Income Flexible Transportation (LIFT) Program, and the Regional Bicycle and Pedestrian Program (RBPP).

<http://www.mtc.ca.gov/>

### Regional Transportation Plan (RTP)

The current RTP, Transportation 2035, was finalized in February 2009 and updates the previous 2005 RTP. The 2035 Plan sets forth regional transportation policy and provides capital program planning for all regional, state and federally funded projects. In addition, the 2035 Plan provides strategic investment recommendations to improve regional transportation system performance over the next 25 years. Investments in regional highway, transit, local roadway, bicycle, and pedestrian projects are set forth in the 2035 Plan. These projects have been identified through regional and local transportation planning processes. Project recommendations are premised upon factors related to existing infrastructure maintenance, increased transportation system efficiencies, improved traffic and transit operations, and strategic expansions of the regional transportation system.

The 2035 Plan includes programs and projects which provide or contribute to a safe and well maintained transportation system, a reliable commute, access to mobility, livable communities, clean air, and efficient freight travel. A key element of the Transportation 2035 Plan is the coordination of land use and transportation planning, both at a regional and local level. Further, this plan element calls for an emphasis on “the Three E’s of sustainability-Economy, environment, and equity.” The Plan also recommends that existing transportation infrastructure be utilized efficiently while new investment is coordinated regionally. This includes new public transit service supporting existing transit centers and densification of development around existing transit infrastructure.

[http://www.mtc.ca.gov/planning/2035\\_plan/FINAL/T2035\\_Plan-Final.pdf](http://www.mtc.ca.gov/planning/2035_plan/FINAL/T2035_Plan-Final.pdf)

### Regional Bicycle Plan for the San Francisco Bay Area

The 2001 Regional Bicycle Plan for the San Francisco Bay Area was developed by the MTC and has been incorporated into the Regional Transportation Plan (RTP), which establishes a 25-year investment plan for regional transportation projects in the nine-county Bay Area. The overall goal of the plan is to ensure that bicycling is a convenient, safe, and practical means of transportation throughout the Bay Area. To achieve this goal, the plan established a regional bicycle network, programs to enhance bicycling, and a financial strategy to implement the improvements. To ensure implementation of the Plan, MTC developed the Regional Bicycle and Pedestrian Program Fund, which uses regional discretionary funds allocated through the federal Surface Transportation Program/Congestion Mitigation and Air Quality improvement program (STP-CMAQ) for bicycle and pedestrian projects that support the Regional Network.

Programs identified to enhance bicycling include safe routes to transit, a comprehensive network leading to major transit hubs; annual bicycle counts; more detailed collision data collection; and increased outreach and marketing efforts such as training programs, emphasis on Bike to Work Week, and a web-based trip planner, [www.511.org](http://www.511.org).

<http://www.mtc.ca.gov/planning/bicyclespedestrians/>

### Metropolitan Transportation Commission Complete Streets (Routine Accommodations)

The San Francisco Bay Area’s Regional Transportation Plan – Transportation 2030 – calls for “full consideration of the needs of pedestrians and bicyclists during transportation project development design, construction, and rehabilitation.” To help accomplish this “Call for Action,” in 2006 the MTC adopted Resolution No. 3765, which sets forth “MTC’s regional policies for accommodating bicycle and pedestrian facilities during transportation project planning, design, funding and construction.” The policy was written in recognition that developing such facilities in conjunction with the development of parallel facilities for motor vehicles offers cost savings and can create safer and more convenient bicycle and pedestrian travel.

To implement the Resolution’s requirements, MTC maintains a “Complete Streets” checklist, which sponsors of projects seeking regional transportation funds are now required to submit with their

funding applications. The checklist requires project sponsors to document how the needs of bicyclists and pedestrians were considered in the process of planning and designing the project for which funds are being requested. It is meant to prompt consideration of bicyclists and pedestrians during project planning and design and alert bicycle and pedestrian advisory committees of upcoming projects that may deserve their attention.

MTC Resolution 3765, “Routine Accommodations” Policy requires that:

*Projects funded all or in part with regional funds (e.g. federal, STIP, bridge tolls) shall consider the accommodation of bicycle and pedestrian facilities, as described in Caltrans Deputy Directive 64. These recommendations shall not replace locally adopted policies regarding transportation planning, design, and construction. These recommendations are intended to facilitate the accommodation of pedestrians, which include wheelchair users, and bicyclist needs into all projects where bicycle and pedestrian travel is consistent with current, adopted regional and local plans. In the absence of such plans, federal, state, and local standards and guidelines should be used to determine appropriate accommodations.*

[http://www.mtc.ca.gov/planning/bicyclespedestrians/routine\\_accommodations.htm](http://www.mtc.ca.gov/planning/bicyclespedestrians/routine_accommodations.htm)

### The Bay Trail

The Bay Trail Project is a nonprofit organization administered by the Association of Bay Area Governments (ABAG) that plans, promotes and advocates for the implementation of a continuous 500-mile bicycling and hiking path around San Francisco and San Pablo Bays. The Bay Trail Plan was prepared by ABAG pursuant to Senate Bill 100, which was passed into law in 1987. In 1990, the San Francisco Bay Trail Project was created as a nonprofit organization dedicated to planning, promoting and advocating implementation of the Bay Trail. To carry out its mission, the Bay Trail Project makes available grant funds for trail construction and maintenance; participates in planning efforts and encourages consistency with the adopted Bay Trail Plan; educates the public and decision-makers about the merits and benefits of the Bay Trail; produces maps and other materials to publicize the existence of the Bay Trail; and disseminates information about progress on its development. The Bay Trail Project does not own land, construct trail segments, or maintain them; segments are built, owned, managed and maintained by cities, counties, park districts and other agencies with land-management responsibilities.

In Napa, the original alignment in the 1989 Bay Trail Plan was along Highway 29 – not a particularly pleasant experience, and also not along the shoreline. For many years, the North Bay counties of Sonoma, Napa and Solano saw little or no progress on their sections of Bay Trail. However, in the last 6-8 years, significant strides have been made. The City of American Canyon has constructed and opened 3 miles of Bay Trail with another 3 miles in the planning phase. Local jurisdictions in coordination with the Bay Trail Steering Committee have reassessed and realigned 6 miles of trail from busy roadways to the edges of the Napa River and bay wetlands. The Bay Trail is collaborating with the Napa Vine Trail to capture synergies, and continues its long partnership with the Ridge Trail to connect the two systems.

Pending environmental review and Bay Trail Steering Committee approval, segments of trail through the Napa Pipe property, across Napa Sanitation District levees, and along the edge of the Napa airport will connect existing trail at Kennedy Park to existing trail at the California Department of Fish and Game’s Napa Plant Site restoration project off of Green Island Road, and south into American Canyon.

Ultimately, the Bay Trail will be a 500-mile bicycle and hiking trail encircling the San Francisco and San Pablo Bays. Currently over 300 miles of the trail are in operation, including several segments located within Napa County. The segments in Napa County are comprised of various on- and off-street routes including:

#### *Built Trail Sections*

- Las Amigas from Milton to Cuttings Wharf (Class II)
- Cuttings Wharf from Las Amigas to Cuttings Wharf Boat Ramp (Class II)

- Stanly Lane from Stanly Crossroad to Hwy 12/121 (Class I)
- Maxwell Bridge on Imola (Class II)
- Napa River Trail from Hartle Ct to Southern end of Kennedy Park (Class I)
- CA Department of Fish and Game Napa Plant Site Trail – end of Green Island Rd to existing Bay/River trail near Eucalyptus/treatment ponds (levee-top gravel trail)
- American Canyon--Eucalyptus to River Trail (gravel/levee top)
- American Canyon Wetlands Edge Trail--Eucalyptus to American Canyon Road (Class I)
- Golden Gate Drive (Class II)

#### *Un-Built Trail Sections*

The following sections of the un-built trail have been identified by the Bay Trail Project. As of November 2010, additional route planning is underway by the Bay Trail in conjunction with local agency staff. Route updates will be documented when official plans are in place.

- Duhig from Ramal onto Las Amigas to Milton (proposed Class II)
- Stanly Crossroad (proposed Class I)
- Imola from Golden Gate to Maxwell Bridge (proposed Class II)
- Napa Pipe (proposed Class I)
- Napa Sanitation District Levees (Proposed levee top trail)
- CDFG Lands: Fagan Marsh (proposed boardwalk)
- Kimberly Park to Vallejo/Solano border (Class I and natural surface trails)

<http://baytrail.abag.ca.gov/>

#### The Bay Area Ridge Trail

The Bay Area Ridge Trail Council formed in 1987 with the vision of a trail that would ring the San Francisco Bay Area high on the ridges of the hills and mountains that encircle San Francisco and San Pablo Bays. Current plans call for over 550 miles of trail along these ridge tops, open to hikers, equestrians, mountain bicyclists, and outdoor enthusiasts of all types. To date, the Council has worked with state, regional, local, and non-profit agencies to dedicate over 325 miles of trail.

Many of the existing Ridge Trails in Napa County run through regional and state parks along existing trails. Most of these trail sections are isolated, with either on-street connections or large gaps between them. The built and un-built sections of the Bay Area Ridge Trail within Napa County include the following:

#### *Built Trail Sections*

- Sugarloaf Ridge State Park: From Visitor Center to Bald Mountain Summit (2.7 mi)
- Yountville Cross Road: From Locust Ave. and Highway 29 to Yountville Cross Road and Silverado Trail (7.5 mi)
- Skyline Wilderness Park and Napa Solano Ridge Trail: From Skyline Wilderness Park Entrance to south boundary (5.7 mi)

#### *Un-Built Trail Sections*

- Bald Mountain Summit to Locust Ave and Highway 29
- Yountville Cross Road and Silverado Trail to Skyline Wilderness Park Entrance

The Ridge Trail Council is working to close existing facility gaps in order to connect the routes for hikers, equestrians, and bicyclists. More details about the ridge trail are located at the Bay Area Ridge Trail website.

[www.ridgetrail.org](http://www.ridgetrail.org)

## Bay Area Air Quality Management District

Bay Area Air Quality Management District (BAAQMD) is the regional agency with the authority to develop and enforce regulations for the control of air pollution throughout the Bay Area including Napa County. The clean Air Plan is the BAAQMD's plan for reducing the emission of air pollutants that lead to ozone. BAAQMD has also published CEQA Guidelines for the purpose of evaluating the air quality impact of projects and plans. One of the criteria that the Guidelines describe is that plans must demonstrate reasonable efforts to implement transportation control measures included in the Clean Air Plan, and identify local governments as the implementing agencies. The BAAQMD cites on-road motor vehicles as the largest source of air pollution in the Bay Area. To address the impact of vehicles, the California Clean Air Act requires air districts to adopt, implement, and enforce transportation control measures.

The BAAQMD has implemented the Bicycle Facility Program, an annual grant program developed from the Transportation Fund for Clean Air that provides funding to reduce motor vehicle emissions through the implementation of new bikeways and bicycle parking facilities in the San Francisco Bay Area.

<http://www.baaqmd.gov/>

## Bay Area Ozone Strategy

The 2005 Bay Area Ozone Strategy was prepared by the BAAQMD in cooperation with the Metropolitan Transportation Committee and the Association of Bay Area Governments (ABAG). The Plan was developed to show how the Bay Area will achieve compliance with State air quality standards. According to the report, "the Bay Area has made considerable progress towards improving ozone conditions over the years; however, the region fails to meet the State one-hour ozone standard."

The 2005 Ozone Strategy is a comprehensive document that describes the Bay Area's strategy for compliance with State one-hour ozone standard planning requirements, and represents the region's commitment to achieving clean air to protect the public's health and the environment. The control strategy includes: stationary source control measures to be implemented through Air District regulations; mobile source control measures to be implemented through incentive programs and other activities; and transportation control measures to be implemented through transportation programs in cooperation with the MTC, local governments, transit agencies and others. Transportation control measures (TCM) were developed to mitigate the impact of mobile pollution sources. The TCMs proposed in the 2005 Strategy that relate to bicycling and walking include:

*TCM #1: Support Voluntary Employer-Based Trip Reduction Programs* – provide incentives and assistance to help employers develop programs to reduce single-occupancy vehicle use to work.

*TCM #5: Improve Access to Rail & Ferries – Safe Routes to Transit* program sponsored by the MTC; develop a master plan for innovative secure bicycle storage strategies at key transit hubs.

*TCM #9: Improve Bicycle Access and Facilities* – fund the Regional Bicycle Plan and Safe Routes to Transit improvements; continue Transportation Development Act (TDA) Article 3, Tobacco Litigation Settlement (TLS), and Transportation fund for Clean Air (TFCA) funding for bike improvements; develop an on-line bicycle mapping tool as part of the regional 511 traveler information number; promote Bike-to-Work Week/Day; encourage local jurisdictions to develop safe and convenient bicycle lane and route networks, provide secure bike racks and storage, and require bicycle access and amenities as conditions of approval of development projects; explore innovative bicycle programs, such as "station bike" or bike sharing programs at transit stations, downtowns, and activity centers; encourage public education about bicycle safety for both bicyclists and motorists.

*TCM #10: Youth Transportation* – encourage Safe Routes to School program.

*TCM #15: Local Land Use Planning and Development Strategies* – MTC to continue Transportation for Livable Communities (TLC) planning, capital grant, and HIP programs; MTC will examine opportunities for transit oriented development along major transit corridors; BAAQMD will continue the TFCA program; ABAG will provide incentives for smart growth.

*TCM #19: Improve Pedestrian Access and Facilities* – review and comment on general/specific plan policies to promote development patterns that encourage walking; encourage amending zoning ordinances to include pedestrian-friendly design standards; MTC will continue to fund TLC, support SR2S, and support the Regional Pedestrian Committee and associated pedestrian safety programs; identify and fund projects that enhance pedestrian movement in neighborhoods, downtowns, and near transit stops.

*TCM #20: Promote Traffic Calming Measures* – implement projects such as pedestrian-only streets, residential and neighborhood traffic calming measures, and arterial and major route traffic calming measures.

[http://www.baaqmd.gov/pln/plans/ozone/2005\\_strategy/index.htm](http://www.baaqmd.gov/pln/plans/ozone/2005_strategy/index.htm)

#### Lake County Regional Bikeway Plan

The 2006 Lake County Regional Bikeway Plan was prepared by the Lake County/City Area Planning Council through the transportation planning agency's planning work program. This document is an update to the 2002 Regional Bikeway Plan. The Plan is consistent with projects, goals, policies and objects identified in the 2005 Regional Transportation Plan. This Regional Bikeway Plan is a capital improvement program of commuter bikeways. It incorporates proposals for bikeway improvements for all jurisdictions within Lake County into one document. It is directed toward meeting the provisions of the California Bicycle Transportation Act. Napa County shares a common border with Lake County along the northern Napa County border. The two counties are connected by SR 29 and Butts Canyon Road. The Lake County Regional Bikeway Plan does not include planned bikeways to Napa County.

<http://lakeapc.org/acc.asp?Webpage=Documents>

#### Solano Countywide Bicycle Plan

The 2004 Solano Countywide Bicycle Plan was prepared by the Solano Transportation Authority. The Plan aims to encourage the development of a bicycle network that will provide connections within Solano County as well as connections to surrounding counties. The Plan covers the entire County and contains policies designed to encourage and support biking, implementation standards, and promotional strategies. The Plan includes proposed bikeway connections to Napa County along the SR 12, SR 29, Suisun Valley Road, and McGary Road corridors.

<http://www.sta.dst.ca.us/plans2.html#bikeplan>

#### County of Yolo Bicycle Implementation Plan

The County of Yolo Bicycle Implementation Plan was prepared by the Yolo County Transportation Advisory Committee and published in 2006. This plan is an update of the 2002 County of Yolo Bicycle Implementation Plan and formulates a long-range, comprehensive, and consistent policy guide for achieving a countywide bikeway network. The plan includes goals and policies for bicycle facilities in the unincorporated County to encourage bicycle ridership. The Plan includes a proposed bikeway connection to Napa County along the SR 128 corridor between northeastern Napa County and southwestern Yolo County.

<http://www.yolocounty.org/Index.aspx?page=834>

## Sonoma County – SCTA Countywide Bicycle and Pedestrian Master Plan

The 2008 SCTA Countywide Bicycle and Pedestrian Master Plan was developed under the guidance of the Sonoma County Transportation Authority. The Plan is designed to prioritize bicycle and pedestrian improvements, develop implementation strategies, and foster countywide collaboration and coordination. Consisting of eight stand alone documents specific to local agencies and a countywide overview section, the SCTA Countywide Bicycle and Pedestrian Master Plan is designed to facilitate transportation improvements for bicyclists and pedestrians. The recommendations of the plan include physical improvements, expanding existing facilities, and connecting gaps in the network, addressing constraints, and providing greater local and regional connectivity. Several bicycle facilities are planned that would connect Sonoma County to Napa County including Class II bike lanes on SR 128, Petrified Forest Road, and SR 12/121. A Class I pathway connection is proposed via the Bay Trail, and Class III bike route connections are proposed on St. Helena Road, Trinity Road, and Duhig/Ramal Road.

[http://www.sctainfo.org/Bike\\_Main\\_files/index.htm](http://www.sctainfo.org/Bike_Main_files/index.htm)

### **Local**

#### Napa Wine Train

The Napa Valley Wine Train (NVWT) runs between the Cities of Napa and St. Helena. The Napa Valley Railroad (NVR) owns the right-of-way used by the NVWT. The NVR has indicated its willingness to consider hosting passenger rail along the existing NVWT route as detailed in the Napa/Solano Passenger/Freight Rail Study provided that sufficient infrastructure improvements are made to prevent any conflict with existing NVWT and freight rail service.

#### Napa/Solano Passenger/Freight Rail Study

The Napa/Solano Passenger/Freight Rail Study is a comprehensive new-start public rail transportation plan completed in 2003. The main objectives of the study were to determine economic feasibility of possible passenger rail service and enhanced rail freight activity, compare of potential rail versus existing and potential bus service, and examine the long run potential of connecting passenger rail services. The plan addresses both new passenger rail and increased freight service between Vallejo, Fairfield/Suisun, Napa, Calistoga and intervening areas. The Fairfield/Suisun Amtrak station, Vallejo Ferry Terminal and Downtown Napa were identified as locations for major intermodal stations.

<http://www.nctpa.net/docs/Napa%20Solano%20Freight%20Rail%20Study.pdf>

#### Napa's Transportation Future

The 2009 Napa's Transportation Future document was developed by the Napa County Transportation and Planning Agency (NCTPA). The NCTPA is a "Joint Powers Agency" (JPA) made up of the City of Calistoga, the City of St. Helena, the Town of Yountville, the City of Napa, the City of American Canyon and Napa County and acts as the transportation program and funding administrator for all member jurisdictions. The vision of Napa's Transportation Future is to create an attractive, flexible, fully integrated transportation system with a diverse set of transportation mode options which will enable people and good to flow throughout the County in a more efficient manner. This plan coordinates the transportation planning efforts throughout the County in order to prioritize transportation needs for the horizon of the year 2035. The Plan establishes a series of visionary goals to address traffic congestion and air quality issues including:

- Goal: Reduce/restrain growth of automobile vehicle miles traveled (VMT)  
Objective: 0 percent net growth in aggregate VMT
- Goal: Shift travel from Single-Occupancy Vehicles to other modes  
Objective: Increase the percent of county trips made by transit to 5 percent

Objective: Increase the percent of county trips made by bicycle to 10 percent  
Objective: increase the percent of county trips made by walking to 10 percent

<http://sites.google.com/site/napastransportationfuture/>

### Napa County General Plan

In 2008 the Napa County Department of Conservation, Development & Planning updated the 1983 Napa County General Plan. The General Plan acts as the blueprint for growth and development on County unincorporated land through the year 2025. The General Plan will determine how much growth will occur and where it will occur. Development of the document included extensive public outreach, input and oversight from a General Plan Update Steering Committee, and community meetings. Currently adopted key General Plan policies regarding transportation and circulation that are applicable to bicycle and pedestrian planning include:

- Circulation CIR-2 – CIR-4; CIR-31 – CIR-37
- Conservation CON-65 d, CON-69
- Recreation and Open Space ROS-10 – ROS-12.5, ROS-15

<http://www.countyofnapa.org/GeneralPlan/>

### Napa County Regional Parks and Open Space District Master Plan

The Napa County Regional Park and Open Space District Master Plan was completed in 2009 and covers the time period of 2008-2013. This plan provides a comprehensive framework for guiding the future work of the District through the identification of long-term goals and guiding principles, as well as identifying a 2008 through 2013 work program. The Master Plan is consistent with the Napa County General Plan and strives to meet the goal of providing opportunities for outdoor recreation through the development of a system of parks, trails, water resource activities, open space and related facilities. The Master Plan identifies 61 separate projects in its work program of which 17 are trail projects. These trail projects consist of the following:

- A.1 Oat Hill Mine Trail Improvements
- A.2 Milliken Creek Trails and Picnic Area Development
- A.4 Rector Ridge/Stag's Leap Trail Development
- A.5/A.6 Napa River and Bay Trail Development from American Canyon to Napa
- A.7 Lake Hennessey North Shore Trail Expansion
- A.9 Newell Preserve Access Improvement
- A.10 Lake Berryessa Trail Development
- A.11 Berryessa Peak and Blue Ridge Public Access Development
- A.12. Berryessa Vista Wilderness Park Development
- A.13 Pope and Putah Creeks Trail Development
- A.15 Camp Berryessa to Knoxville Wildlife Area Trail Development
- A.19 Bay Area Ridge Trail Completion
- A.22 Moore Creek Trail, Picnic Area and Camping Facilities Development
- A.24 Napa Valley Greenway / Vine Trail Development
- A.25 Henry Road/Milliken Peak Area Trail Development
- A.26 Countywide Trail Network Development

<http://napaoutdoors.org/documents>

### Napa County Flood Control and Water Conservation District

The Napa County Flood Control and Water Conservation District administers water supply contracts, watershed management and stormwater management programs throughout Napa County. The District's

mission is the conservation and management of flood and storm waters to protect life and property; the maintenance of the County watershed using the highest level of environmentally sound practices; and to provide coordinated planning for water supply needs for the community. The Napa County Flood Control and Water Conservation District maintains the 13 miles of channels within its jurisdiction.

<http://www.countyofnapa.org/FloodDistrict/>

#### Napa Countywide Community Climate Action Plan

The 2009 a preliminary draft of the Napa Countywide Community Climate Action Plan was completed by the private consultant MIG. The Action Plan includes viable measures to help the County reduce Green House Gas emissions resulting from County operations. The report establishes a baseline during the year of 2005, and emissions contributors are categorized by three distinct categories: jurisdiction, sector, and source. The report notes that 55% of the County's green house gas emissions result from transportation and mobility related activities. The Plan contains reduction targets of 30 percent below the baseline year, and provides a series of actions that can be utilized to reduce Napa County's green house gas emissions including shifting the current commute habits of County employees to alternative modes such as public transit, ridesharing, bicycling, and walking as much as possible.

#### Napa County Bicycle Coalition

The Napa County Bicycle Coalition is a non-profit member based organization that was created to encourage bicycling in Napa County. The NCBC works with local government from an advocacy stand point to ensure that bicycles are an integral part of the part of the County's transportation system. The Coalition serves the four main functions of bicycle education, bicycle advocacy, promotion of events and programs, and fundraising to support the coalition.

<http://www.napabike.org/>

#### Napa Greenway Feasibility Study

The Napa Greenway Feasibility Study was completed in 2009 by Alta Planning for the Napa County Transportation and Planning Agency. The proposed 48 mile Greenway is planned to provide a continuous pedestrian and bicycle path from the BayLink Ferry terminal in Vallejo north through the Napa Valley and ending in the City of Calistoga. The Greenway study consisted of background data gathering, development of route options and alternatives, alternative alignment analysis, and design and implementation strategies. The Greenway is designed in a manner which allows for each individual segment can function as a stand-alone facility until connections are built. Key implementation steps for the future include funding, identifying an agency responsible for the Greenway as a whole, and finding implementation sponsorship for the project.

<http://sites.google.com/site/napastransportationfuture/napagreenwayfeasibilitystudy>

#### Napa Valley Vine Trail

The nonprofit Napa Valley Vine Trail Coalition was created in 2008 after the completion of the Greenway Feasibility Study to design, fund and implement its conclusions. The trail is planned to follow Highway 29 and the existing Wine Train tracks north of Napa. South of Napa it will follow the Wine Train Tracks and the Napa River. The design will ultimately link the existing unconnected segments including the Napa Valley Vine Trail, the San Francisco Bay Trail, the Bay Area Ridge Trail and the wider Bay Area and when completed make-up a combined 149 miles of trails. When completed, the Napa Valley Vine Trail is anticipated to be one of the premier active transportation systems in the country.

<http://www.railstotrails.org/resources/documents/ourWork/Napa%20Valley%20Vine%20Trail%20Case%20Statement.pdf>

## 2007 Calistoga Bicycle Transportation Plan

The *2007 Calistoga Bicycle Transportation Plan* was prepared by Calistoga staff and the Calistoga Bicycle Advisory Committee. The Plan was developed to meet the requirements of the California Bicycle Transportation Act, and the needs of the community. The Plan was developed over the course of approximately two years and included a number of opportunities for public involvement. The Plan includes goals, objectives, policies, and actions to improve conditions for bicyclists within the community of Calistoga, and to provide bikeway connections to the outlying County and neighboring communities. It identifies an extensive network of Class I pathways, Class II bike lanes, and Class III bike routes within Calistoga, and recommends Class II bike lanes on SR 128, Tubbs Lane, Bennett Lane, and Dunaweal Lane.

<http://www.ci.calistoga.ca.us/Index.aspx?page=101>

## **Existing Plan and Policy Review – City of American Canyon**

### American Canyon General Plan

Policy I.1.4 – Provide adequate transportation (vehicle, bicycle, pedestrian) and utility (sewer, water, energy, etc.) infrastructure and public services (police, fire, schools, etc.) to support the needs and businesses of American Canyon. (Page I-10)

Policy I.11.4 – Require that land use and site design techniques be employed that achieve an integration of uses and sense of neighborhood and community, avoiding the character of undifferentiated residential tracts, based upon consideration of the following:

Policy I.11.4g – establishment of a continuous network of sidewalks, pedestrian, bicycle and equestrian trails, and other elements that link all community areas and provide linkages to adjacent neighborhoods and districts. (Page I-23)

Policy I.11.4i – incorporation of extensive landscape along peripheral and interior streets, pedestrian, bicycle and equestrian trails, and at key public places. (Page I-23)

Policy I.11.6 – Require that nonresidential structures and sites incorporated in “planned” communities (e.g., recreation facilities, community meeting rooms and auditoriums, neighborhood commercial, services and religious facilities) be designed to be compatible with and convey the visual and physical scale and character of residential structures. These should be linked by pedestrian walkways, bicycle paths and other elements. (Page I-23)

Policy I.14.3 – Require that development be designed to convey a local neighborhood, “village” environment in accordance with policies I.18.1 to I.18.5 and the following:

Policy I.14.3b – buildings should be sited on common sidewalks, pedestrian areas and bicycle paths that are connected with surrounding residential communities. (Page I-26)

Policy I.18.2 – Require that multi-tenant and large scale commercial development be sited and designed to convey a “village” environment in accordance with the following:

Policy I.18.2g – provision of pedestrian and bicycle paths to adjacent districts and neighborhoods (Page I-29)

Policy I.19.11 – ensure that the Town Center is a sustainable, “green” development through the implementation of such features as:

Policy I.19.11d – pedestrian and bicycle circulation system (Page I-33)

Policy 4.6.1 – Require nonresidential developments to provide employee feasible incentives for utilizing alternatives to the conventional single occupant automobile (i.e., carpools, vanpools, buses, bicycles, walking, telecommuting, etc.) (Page 4-10)

Goal 4D – Provide a Citywide system of safe, efficient and attractive bicycle and pedestrian routes for commuter, school and recreational use. (Page 4-11)

Objective 4-8 – Promote the safety of bicyclists and pedestrians by adhering to Citywide standards and practices. (Page 4-11)

Policy 4.8.1 – Develop Citywide standards for construction and maintenance of bikeways and pedestrian walkways. The bikeway construction standards should comply with Caltrans Highway 29 Manual, Chapter 1000 (Bikeway Planning and Design) (Page 4-11)

Policy 4.8.2 – Develop and adopt the planned bikeway system, which links all community centers, civic areas, schools and parks in the city and connects to other neighboring bikeway networks. (Page 4-11)

Policy 4.8.4 – Require that proposed developments include bicycle paths, lanes, or off-street trails in their street improvement plans if they are located adjacent to proposed bikeway routes and where appropriate, construct bicycle paths or lanes as a condition of project approval. Additionally, require developers to construct equestrian paths if they are appropriate for the proposed development. (Page 4-11)

Policy 4.8.5 – Construct safe, convenient paths for bicycles and pedestrians so as to encourage these alternate forms of transportation. (Page 4-11)

Policy 4.8.6 – Design and construct safe bicycle and pedestrian crossings of SR-29 at key locations. These crossings should be constructed so that children and seniors can cross in safety. (Page 4-11)

Policy 4.8.7 – Develop programs that encourage the safe utilization of easements and/or rights-of-way along public utilities, railroads and streets wherever possible for the use of bicycles and/or pedestrians. (Page 4-12)

Policy 4.8.8 – Provide pedestrian and bicycle linkages between all residential areas and employment centers within the City. (Page 4-12)

Policy 4.8.9 – Promote bicycle and pedestrian use through marketing techniques such as the use of informational brochures. (Page 4-12)

Policy 4.8.10 – Actively support the Bay Area Ridge Trail Council, the Bay Trails and similar organizations and work with these agencies to provide local linkages, where appropriate. (Page 4-12)

Policy 4.8.11 – Promote the transition of abandoned rail rights-of-way to trails. (Page 4-12)

Policy 4.8.12 – Negotiate easements and establish pedestrian/bikeway access (possibly through the landfill) to the Napa River and adjacent wetlands in the near future.



## Appendix B

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### Bikeway Type Design Details



## Appendix B – Design Standards for Class I, II, and III Bikeways

### Introduction

The bicycle design guidelines presented in this section are intended to provide guidance to staff, policy makers, developers, and the public for the development, retrofit, and maintenance of bicycle facilities in Napa County. The guidelines are a combination of the minimum bicycle facility standards defined in Chapter 1000 of the Caltrans *Highway Design Manual* (HDM) and the *California Manual on Uniform Traffic Control Devices* (CA MUTCD), along with recommended standards contained in the American Association of State Highway and Transportation Officials' (AASHTO) *Guide for the Development of Bicycle Facilities*. Standards and guidelines from these resources have been assembled to improve the quality of consistency of Napa's countywide bikeway system. In addition to the standardized treatments, there are several creative solutions drawn from 'best practices' used in other locations throughout the state and nation that provide promising results, but remain experimental at this time. While 'best practice' or non-standard features have been identified at the request of the BAC, it should be noted that implementation of non-standard treatments should be done under the guidance and permission of State and Federal authorities.

The following resources, which provide detailed design guidance for the development of bikeways and bicycle parking facilities, are recommended to supplement the design information presented below.

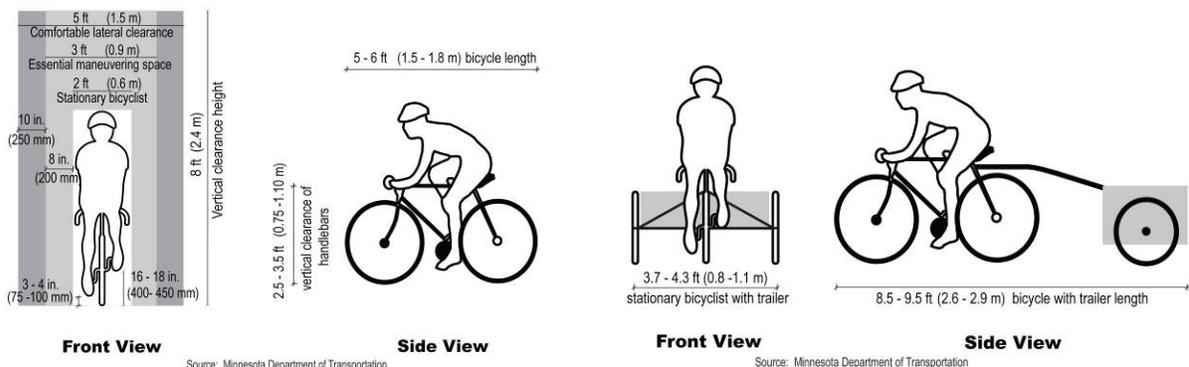
- *NACTO Urban Bikeway Design Guide*, National Association of City Transportation Officials, 2011  
<http://nacto.org/cities-for-cycling/design-guide/>
- *APBP Bicycle Parking Guidelines*, 2<sup>nd</sup> Edition, Association of Pedestrian and Bicycle Professionals, 2010  
<http://www.apbp.org/?page=Publications>

### Bicycle Characteristics

To understand the needs of bicyclists, and help encourage and accommodate safe bicycling within the plan area, it is important to have an understanding of the dimensions of typical bicycles as well as the operational characteristics of bicyclists. These design factors are critical in planning and designing both on-road and off-road bicycle facilities.

#### Horizontal Clearance

The images below show the dimensions and operating space of a typical bicyclist. The width of a stationary bicyclist is approximately 2.0 feet, and a moving bicyclist generally requires a 3.0-foot operating envelope in order to maintain their balance. To ride comfortably and avoid fixed objects (curbs, potholes, debris, automobiles, etc.) as well as other facility users including bicyclists, pedestrians, strollers, or in-line skaters, a bicyclist requires an operating envelope of five feet. If space is restricted, such as in a tunnel or on a bridge,



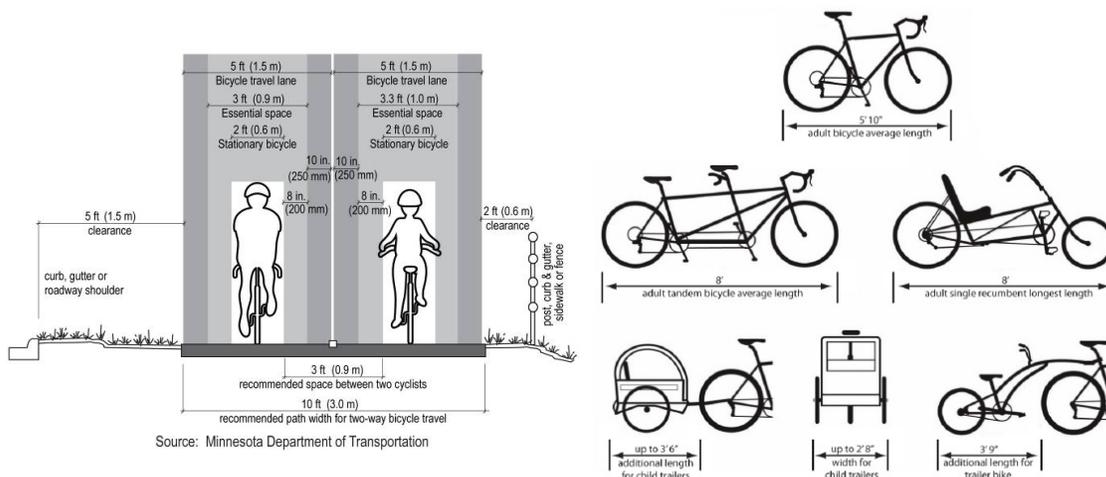
ten feet of horizontal clearance is recommended to allow two opposing bicyclists enough space to pass each other comfortably. On pathways, more width may be needed to allow bicyclists to react to unexpected maneuvers of another bicyclist or other user types such as in-line skaters, persons with pets, etc. Given the popularity of multi-use pathways, other users and their dimensions and operational characteristics should be considered in addition to typical bicyclists when designing these facilities.

### Vertical Clearance

A bicyclist's vertical design height is eight feet. While even the tallest bicyclists would not be expected to reach this height when riding a bicycle; however, vertical clearance is essential to allow sufficient space for bicyclists pedaling upright or passing under an overpass. To accommodate maintenance and/or emergency vehicles in underpasses and tunnels, and to allow for overhead signing vertical clearance should be a minimum of ten feet.

### Travel Speeds

An average bicyclist travels at a rate of speed between 12 and 19 mph. Advanced bicyclists and can maintain speeds of 20 mph or better on flat terrain in windless conditions. On descents, bicyclists can reach speeds 30 mph or greater.



## **Bicycle Facility Design Standards**

According to Caltrans, the term “bikeway” encompasses all facilities that provide primarily for bicycle travel. The three standard classes include:

- Class I Bike Path
- Class II Bike Lanes
- Class III Bike Routes

### Class I Bikeway

The following section includes recommended design standards and best practice information for Class I bikeways:

- Rails with Trails
- Rails-to-trails
- Under-crossings

- Rivers with Trails
- Mid-block Crossing

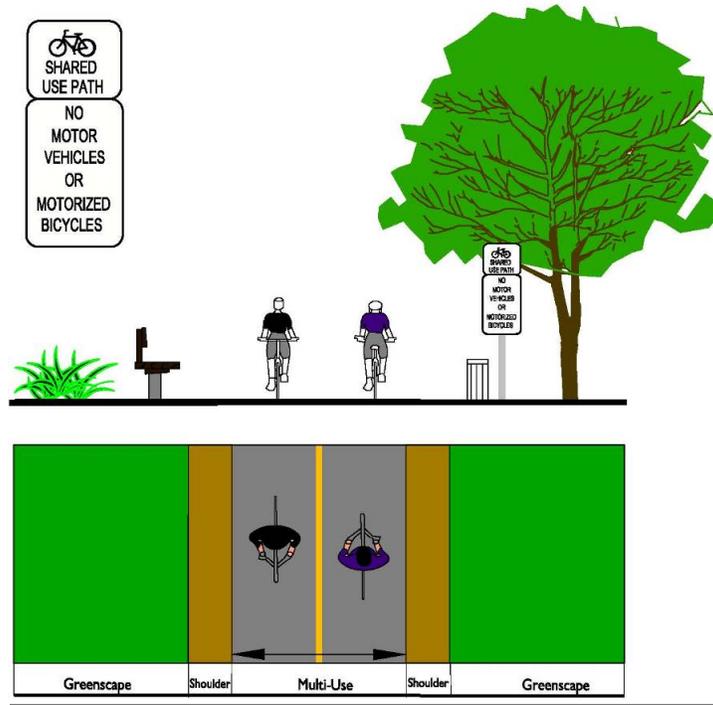
Typically called a “bike path” or “multi-use path,” a Class I bikeway provides for bicycle travel on a paved right-of-way completely separated from any street or highway. The recommended design width of a Class I path is dependent upon anticipated usage:

- 8 feet (2.4 m) is the minimum width for Class I facilities;
- 10 feet (3.0 m) is the recommended minimum width for a typical two-way Class I path; and
- 12 feet (3.6 m) is the preferred minimum width, if heavy mixed bicycle and pedestrian use is anticipated

Typically, 25 feet of right-of-way is preferred to accommodate a Class I bikeway, including the pathway surface, required shoulders, signage, amenities, landscaping, and offsets. However, pathway implementation can be achieved in constrained corridors of 15 feet or less where necessary.

*Guidelines:*

1. Paths should be constructed with adequate sub grade compaction to minimize cracking and sinking (stabilization fabric is recommended), and should be designed to accommodate appropriate loadings, including maintenance trucks and emergency vehicles.
2. A minimum 2-foot wide graded area must be provided adjacent to the path to provide clearance from trees, poles, walls, guardrails, etc. Wider shoulders on one or both sides of the path are recommended where feasible to accommodate pedestrians and help reduce pathway conflicts.
3. A 2% cross slope shall be provided to ensure proper drainage.
4. A yellow centerline stripe is recommended to separate travel in opposite directions.
5. Pathway lighting should be provided where commuters will be expected during dark or nighttime hours.
6. Pathway/roadway intersections require engineering review to ensure appropriate safety features are incorporated. Pathways that cross roadways with average traffic volumes of 20,000 vehicles per day or greater generally require signalization or grade separation.
7. Landscaping should generally be low water consuming native vegetation. Vegetation that produces minimal debris is recommended to reduce maintenance needs.
8. Barriers at pathway entrances (bollards, gates, etc.) should be clearly marked with reflectors and be ADA accessible (minimum five feet clearance).
9. Bridges and/or other structures should be designed to accommodate appropriate vehicle loadings. The width of structures should be the same as the approaching trail width, plus minimum two-foot wide clear areas.
10. To minimize potential conflicts, pedestrian traffic should be directed to the right side of pathway with signing and/or stenciling.
11. Staging areas and/or trailhead parking including restrooms, drinking fountains, and secure bicycle parking should be provided at appropriate locations.



### Class I Bike Path: Rail-with-Trail

Rail with trail (RWT) describes any shared use path or trail located on or directly adjacent to an active railroad corridor. No national standards or guidelines dictate RWT facility design. Therefore design guidance is pieced together from existing standards for Class I bikeways, railroad requirements, and pedestrian, road and highway design resources. In order to achieve safe and attractive designs, it is important for trail designers to work closely with railroad planning, operations, and maintenance staff.

#### *General Design Guidelines:*

1. RWT designers should maximize the setback between any RWT and active railroad track. The setback distance between a track centerline and the closest edge of the RWT should correlate to the type, speed, and frequency of train operations, as well as the topographic conditions and separation techniques.
2. Subject to railroad and State and Federal guidelines and the advice of engineering and safety experts, exceptions to the recommended setbacks may include:
  - a. Constrained areas (bridges, cut and fill areas)
  - b. Low speed and low frequency train operations

In these cases and in areas with a history of extensive trespassing, fencing or other separation technique is recommended.

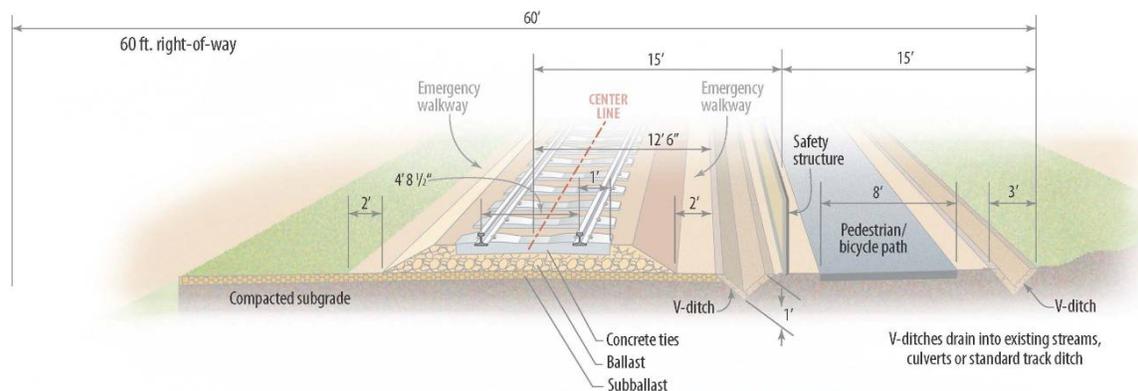
3. When on railroad property, RWT planners should adhere to the request or requirements for fencing by the railroad company. Fencing and/or other separation techniques should be a part of all RWT projects.
4. Trail planners should minimize the number of at-grade crossings, examine all reasonable alternatives to new at-grade track crossings, and seek to close existing at grade crossings as part of the project.

5. RWT proposals should include a full review and incorporation of relevant utility requirements for existing and potential utilities in the railroad corridor.
6. Trails should divert around railroad tunnels; if they need to go through a single-track railroad tunnel, they likely are not feasible due to extremely high cost.

For a comprehensive understanding of Rail-with-Trail issues, design guidelines, and recommendations, refer to FHWA's "Rails-with-Trails: Lessons Learned."

Source: *Rails-with-Trails: Lessons Learned*, Federal Highway Administration; *Pedestrian and Bicycle Facilities in California – Technical Reference and Technology Transfer Synthesis*, California Department of Transportation

## Typical section of track with pathway



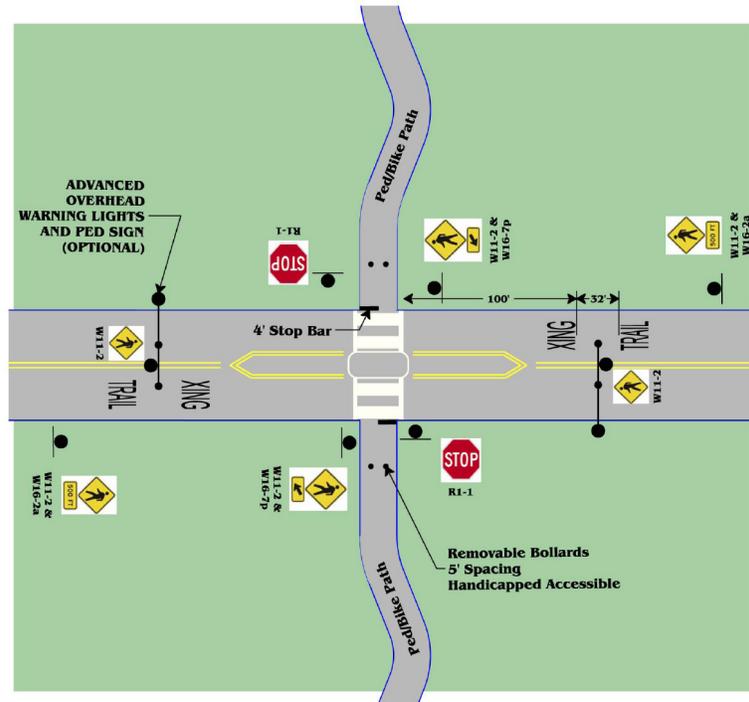
Source: Sonoma Marin Area Rail Transit

### Class I Bike Path Mid-Block Crossing

At-grade path crossings with streets, highways, or driveways should be limited to the maximum extent possible. To ensure safety, the design of at-grade crossings should feature traffic calming and crossing improvements such as: curb extensions, marked crosswalks, pedestrian refuge medians, and traffic control or warning devices. Stop or yield controls should be used for either trail users or street traffic or both, depending on right-of-way, traffic volumes and other safety issues.

#### *Guidelines:*

1. Pathways should intersect roadways as close to 90 degrees as possible.
2. Warning and stop or yield signage should be installed along pathway to alert users to impending roadway intersection.
3. Midblock crossings should not be installed close to intersections. If a pathway emerges within 300 feet or less of an intersection, consideration should be given to re-routing the path to the intersection for crossing.



Sample crossing treatment on a two-lane collector street

### Class II Bikeway – Bike Lanes

The following section includes recommended design standards and best practice information for Class II bikeways:

- On-Street Parking
- Right turn lanes
- Left turn lanes
- Railroad tracks

A Bike Lane is defined as a portion of the roadway or highway that has been designated by striping, signage, and pavement markings for the preferential or exclusive use of bicyclists. Bike lanes enable bicyclists to ride along a roadway or highway without interference from prevailing traffic conditions. Bike lanes increase safety by facilitating predictable behavior and movements between bicyclists and motorists. Bike lanes typically run in the same direction of traffic, although they may be configured in a contra-flow direction along one-way streets for system connectivity where necessary.

#### *Guidelines:*

Class II bike lanes shall be one-way facilities, running with the direction of traffic. (Contra-flow bike lanes may be installed on one-way streets where necessary.)

Where on-street parking is allowed, Class II bike lanes must be striped between the parking area and the travel lanes.

The width of the bike lanes vary according to parking and street conditions:

- 4' minimum if no gutter exists, measured from edge of pavement;
- 5' minimum with normal gutter, measured from curb face; or 3' measured from the gutter pan seam;
- 5' minimum when parking stalls are marked; and

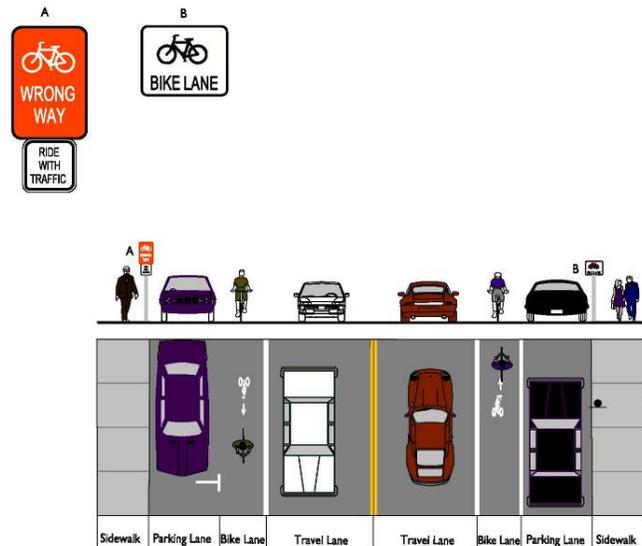
- 11' minimum for a shared bike/parking lane where parking is permitted but not marked on streets without curbs or 12' for a shared lane adjacent to a curb face.

#### Bike Lane striping standards:

- Bicycle lanes shall be comprised of a 6 inch solid white stripe on the outside of the lane, and a 4 inch solid white stripe on the inside of the lane.
- The inside 4 inch stripe of the bicycle lane should be dropped 90-180 feet prior to any intersection where right turns are permitted, and the outside 6 inch stripe should be dashed in this location.
- Bicycle lanes shall never be striped to the right of a right-hand turn lane

#### Bicycle lane signage standards:

- The R81 bicycle lane sign shall be placed at the beginning of all bicycle lanes, on the far side of arterial street intersections, at all changes in direction and at a maximum of 0.6 mile intervals, however, reassurance signs may be placed at 200 to 500 foot intervals.
- Standard signage is shown in Chapter 9 of the 2010 edition of the CA MUTCD.



#### Class II Bike Lanes with On-Street Parking

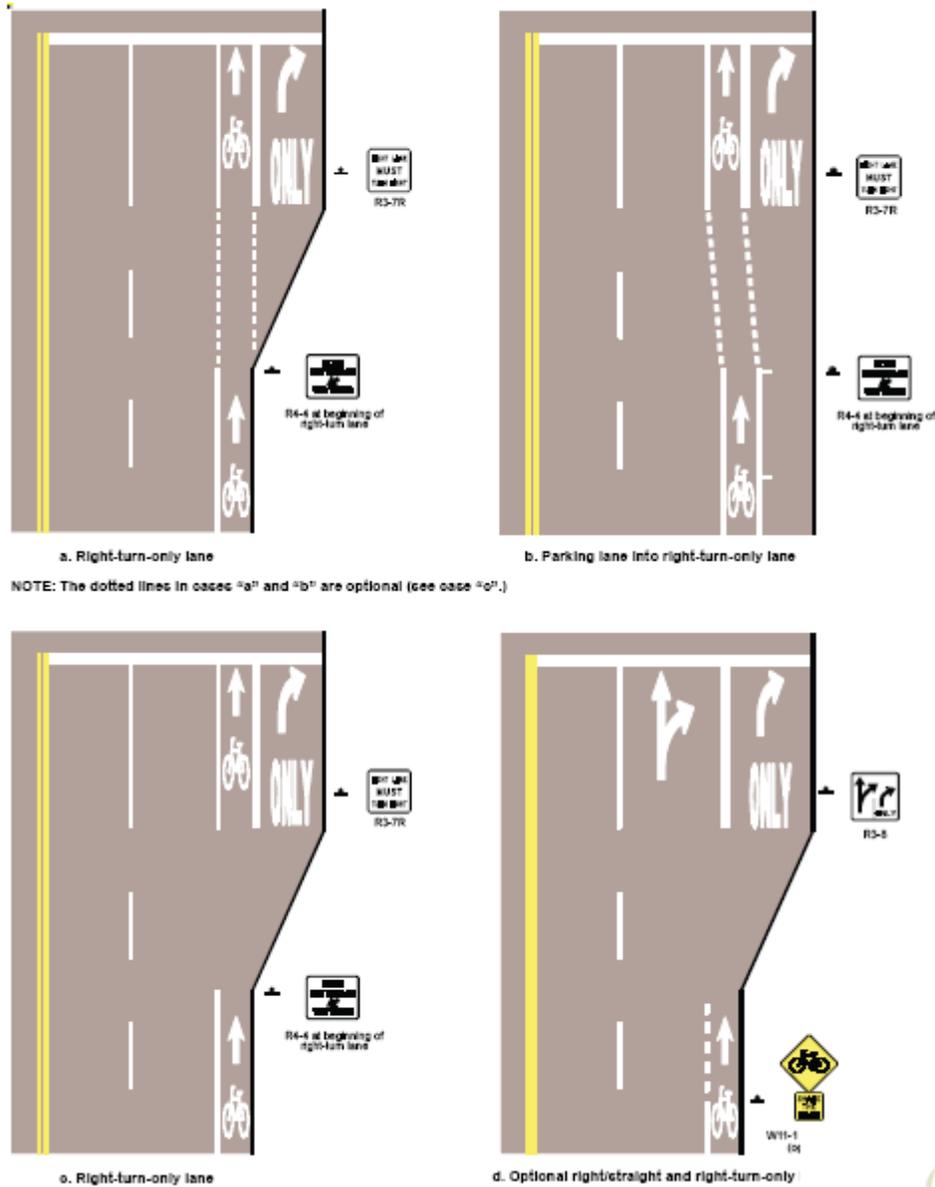
Parked vehicles can pose a serious hazard to bicyclists. Conflicts can occur during parking maneuvers and bicyclists are especially vulnerable to being hit by an opening door. On streets with parked vehicles, experienced bicyclists will generally ride three or four feet away from parked vehicles even if it means riding in a travel lane. To help maximize separation between bicyclists and parked vehicles, the following techniques may be employed:

- Minimize the parking lane width. This technique may be used in conjunction with widening the bike lane. Research suggests that the narrower the parking lane, the closer vehicles park to the curb. The traditional eight-foot wide parking lane can be reduced to seven feet or narrower where acceptable to help achieve this result.
- Parking stall markings. Marked parking spaces with cross hatches indicating the parking lane limits may help guide drivers closer to the curb.
- Angled parking should be avoided in areas of high bike traffic. If angled parking is used a four-foot buffer is recommended to provide maneuvering space for bicyclists, and/or reverse angle parking should be considered so that drivers back into spaces, which provides drivers greater visibility of bicyclists when entering and leaving the space.

#### Class II Bike Lanes Approaching Intersections

##### *Right Turn Lanes*

Bike lanes approaching intersections should dash the solid bike lane line for the last 100 to 200 feet in advance of the intersection. Dashing is preferable to dropping the bike lane stripe because it alerts bicyclists and right-turning motorist of the weave. Further, the treatment encourages bicyclists to wait in the proper location to be detected when signal detection is provided.

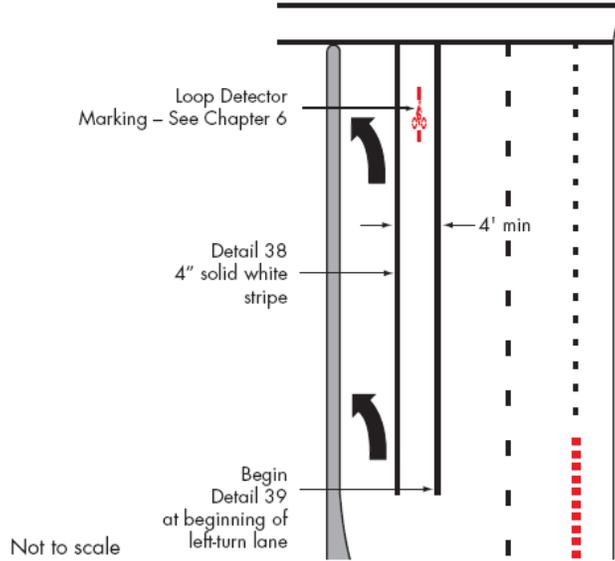


Bike Lanes approaching Right-Turn Only Lanes  
 Source: *Guide for the Development of Bicycle Facilities*, AASHTO

### Left Turn Lanes

Left turns at intersections present difficulty to bicyclists in two ways: conflicts with left-turning motorists and the difficulty experienced by a bicyclist in executing a left turn. Improper left turns by motorists are often one of the chief causes of collisions at intersections. Often motorists are concentrating on finding a gap in vehicular traffic that they fail to notice oncoming bicycle traffic. Potential counter measures include:

- Provide left-turn pockets
- Provide protected left-turn signal phasing



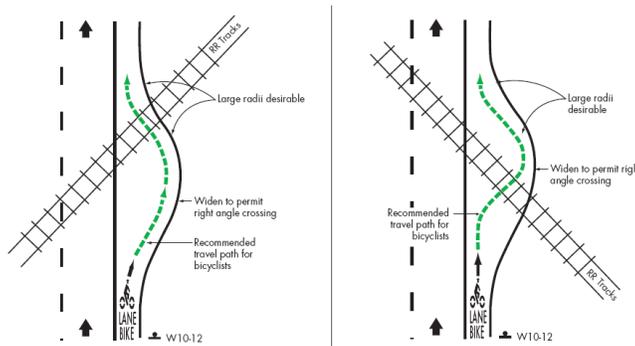
Bike Lane Striping at a Left-Turn Only Lane  
 Source: VTA Bicycle Technical Guidelines

### Class II Bike Lanes: Railroad Tracks

All railroad crossings should be made as bicycle-safe as possible. Optimizing bicycle safety at railroad crossings involves three issues:

#### 1. *The Angle of the Crossing*

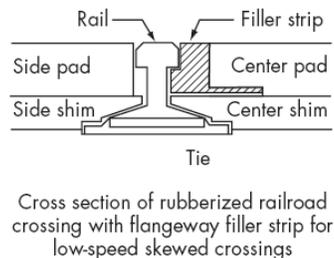
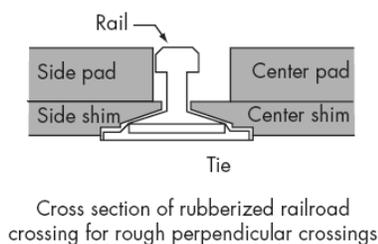
Where the angle of the tracks is not 90 degrees, additional pavement shall be provided so that bicyclists can approach the crossing at 90 degrees as depicted in Figure 1003.6A of the Highway Design Manual. Warning signs should be installed at skewed railroad crossings.



Bikeway Crossing Skewed Railroad Tracks

#### 2. *The Smoothness of the Crossing*

The surface of the crossing should be designed such that the rails are as flush as possible with the surrounding pavement with minimal gaps between the roadway and the flangeway. Rubber or concrete crossing materials last longer than wood or asphalt and accordingly require less maintenance.



### 3. The Gap Between the Flangeway and Roadway

On low-speed lightly traveled railroad tracks, commercially available flangeway fillers can eliminate the gap next to the rail.

#### Bike Lane Treatments at Bus Stops and Pullouts

Currently, no formal standard exists for the bike lane treatments at bus stops and pullouts. Therefore, the design is up to the local agency. The most common practice allows buses to cross through the bike lane to reach the curb. Treatments for this type of practice include bike lanes where both the inside and outside lanes are broken, or lanes where only the inside lane exists and it too is broken. Another alternative eliminates the bike lane completely, and then starts it again downstream of the bus stop.

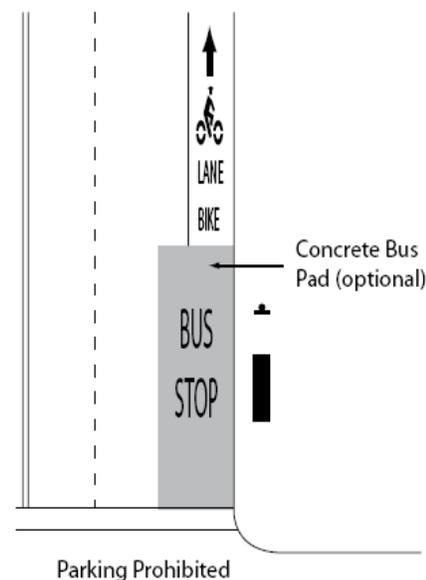
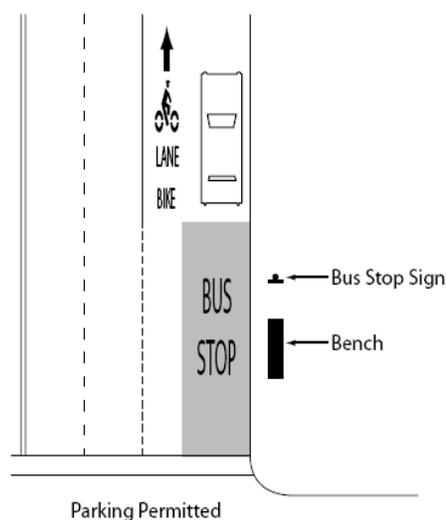
The purpose of each of these alternatives is to let bikes know to expect vehicles crossing their lane, let cars know to expect buses, and let buses know to look out for bikes. Using a dashed or dotted line may be an attempt to tell motorists that cyclists may be leaving the bike lane to pass a bus, or to make it legal for the bus to encroach on the dedicated lane. The dashed lines in the bike lanes also inform the bicyclist that motor vehicles may be crossing the bike lane and to use extra caution.

#### Class III Bikeway – Bike Route

The following section includes recommended design standards and best practice information for Class III bikeways:

- Wide Curb Lane
- Bicycle pavement markings “Sharrow” Lanes
- Bicycle Boulevard

Referred to as a “bike route,” a Class III bikeway provides a route for bicyclists, which is identified by signing. On-street Class III bikeways are shared with motorists, may provide a designated route through areas not served by Class I or II facilities, or connect discontinuous segments of a bikeway. Class III facilities can be shared with pedestrians on a sidewalk; however, this practice is not recommended.



Bike Lane Treatments at Bus Stops (Far Side Stop)

The *Highway Design Manual* does not provide recommended minimum widths for Class III bikeways, however, when encouraging bicyclists to travel along selected routes, traffic speed and volume, parking, traffic control devices, and surface quality should be acceptable for bicycle travel. A wide outside traffic lane (14-15') is preferable to enable cars to safely pass bicyclists without crossing the centerline.



### Class III Bike Route: Wide Curb Lane

On all streets, but especially where shoulder bikeways or bike lanes are warranted but cannot be provided due to severe physical constraints, a wide outside lane may be provided to accommodate bicycle travel. A wide lane usually allows an average size motor vehicle to pass a bicyclist without crossing over into the adjacent lane. Wide curb lanes are generally appropriate to accommodate bicyclists, whether or not the street is considered a bikeway.

Bike lanes should resume where the restriction ends. It is important that every effort be made to ensure bike lane continuity. Practices such as directing bicyclists onto sidewalks or other streets for short distances should be avoided, as they may introduce unsafe conditions. For curb lanes 16 ft or wider, the edge line should be striped.

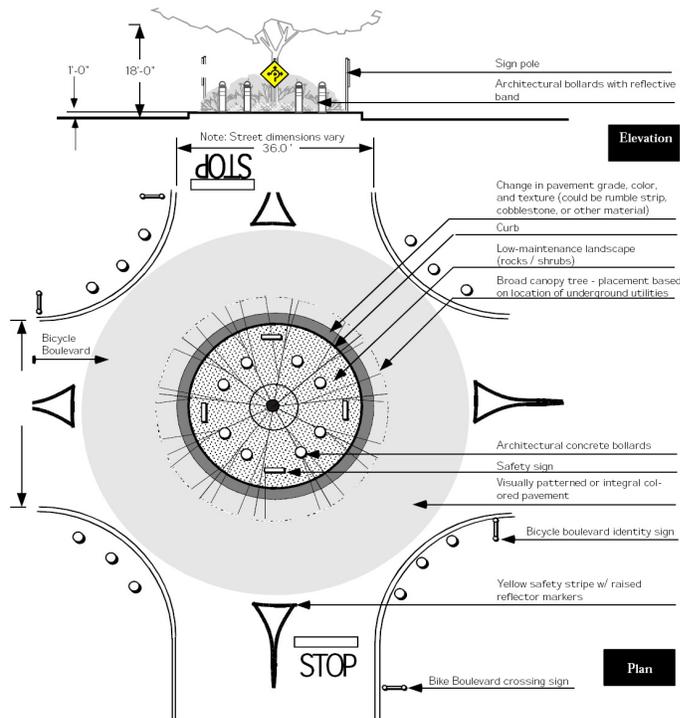
12' is the minimum width on State Highways without obtaining a Design Exception.

### Class III Bike Route: Bicycle Boulevards

A variation of the Class III bike route known as a 'Bicycle Boulevard' has gained significant interest in California in recent years. Bicycle boulevards are generally comprised of low-volume residential streets that parallel major streets. Bicycle Boulevards are designed to give priority to bicyclists through various design techniques that reduce through traffic volumes and provide crossing enhancements for bicyclists at major intersections. Generally, bicycle boulevards include one or more of the following criteria:

- Low traffic volumes;
- Traffic calming devices to discourage non-local motor vehicle traffic;
- Priority for bicycles by assigning right-of-way to the bicycle boulevard at intersections wherever possible;

- Traffic control to help bicycles cross major streets (i.e. bicycle sensitive detectors at signals);
- Distinct “look” to alert bicyclists and motorists that the route is a priority for bicyclists (special signs, pavement markings, etc.); and
- By emphasizing bicycle use over automobiles, the walking environment for pedestrians along bicycle boulevards is also improved.



Sample Bicycle Boulevard treatments from Berkeley, CA

### Class III Bike Route: Shared Lane Markings “Sharrows”

The shared lane marking (SLM), known as “shared roadway bicycle marking” in the MUTCD, and as “sharrows” by the bicycling public, is a pavement legend which may be placed in the travel lane adjacent to on-street parking. The purpose of the marking is to provide positional guidance to bicyclists on roadways that are too narrow to be striped with bike lanes. Unlike bike lanes, a SLM does not designate a particular part of the street for the exclusive use of bicyclists. It is simply an informational marking to guide bicyclists to the best place to ride on the road to avoid the “door swing” of parked cars, and to help motorists expect to see and share the lane with bicyclists. The marking gives bicyclists freedom to move further to the left within a travel lane rather than brave the door zone, squeezed between moving and parked cars. The marking is usually repeated every several hundred feet. Without such markings, bicyclists might seek refuge on the sidewalk, ride in a serpentine pattern between parked vehicles, or travel in the wrong direction. Perhaps the most important benefit of SLM is that they send a message to cyclists and drivers alike that bikes belong on the road.

### Shared Lane Marking



The SLM consists of a standard bicycle symbol combined with chevron arrows.

Shared Lane Markings were approved for use in California in 2007 after device testing was performed by the City of San Francisco. While the version of the 2010 MUTCD adopted by California specifies that the device is to be used only where there is existing on-street parallel parking (Section 9C.103), the national MUTCD provides for use of the device on streets without on-street parking. Further, jurisdictions around the nation are recognizing the benefit of utilizing the device in locations where it may not be obvious where cyclists should be riding, such as at intersections with multiple turn lanes, as a guide marking through intersections (similar to skip lines), and as a guide-marking between bikeways.

### Marking Placement

**Laterally** – According to the California MUTCD guidelines, SLM shall be placed so that the centers of the markings are a minimum of 11 feet from the curb face or edge of paved shoulders, and the distance may be increased beyond 11 feet. According to the National MUTCD, if SLM are used on a street without parking, the markings should be placed far enough from the curb to direct cyclists away from gutters, seams, and other obstacles, or near the center of the lane if the lane is less than 14 feet wide.

**Longitudinally** – SLM should be placed immediately after intersections and spaced at intervals of 250 feet. The longitudinal spacing of the markings may be increased or decreased as needed for roadway and traffic conditions (Source: 2010 CA MUTCD).

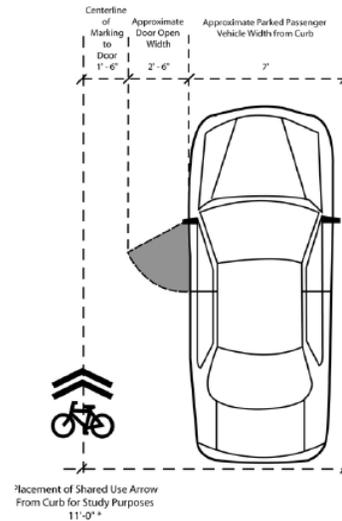
### Signalized Intersections

#### Signal Detection

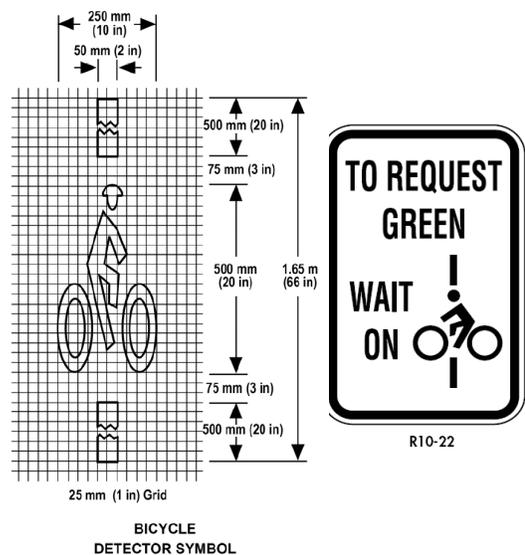
Actuated traffic signals pose a significant barrier to bicyclists when the detectors do not sense the presence of a bicycle. Bicyclists are then forced to wait for a vehicle to actuate the signal, dismount and use the intersection as a pedestrian, or proceed against the red light. A variety of signal detection technologies are currently available including inductive loop detectors which utilize an electromagnetic field to sense the presence of vehicles, video detection which senses the presence of vehicles optically, and a new technology – magnetometers – which uses magnetic anomaly detection.

Each of these technologies is suitable for the detection of bicycles, and bicycle detection should be provided at all traffic signal installations. Efforts need to be made to ensure that signal detection devices are capable of detecting a bicycle and detectors need to be located in the bicyclist's expected path, including left-turn lanes and shoulders. Marking the road surface to indicate the optimum location for bicycle detection is helpful to the bicyclist so that they may position themselves properly to trigger the traffic signal.

### Positional Layout of Shared Lane Markings

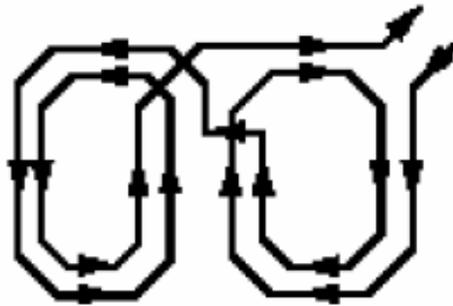


Source: San Francisco Bicycle Design Guidelines



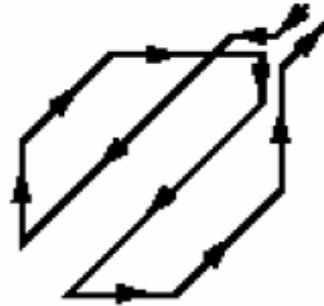
Inductive loops are still the most common technology employed. Two types of inductive loop detectors are typically used; the Diagonal Quadrupole Loop – Type “D” is typically used in vehicle lanes, and the Quadrupole Loop – Type “C” is typically used in bike lanes. The bicycle detection symbol may be used to show a bicyclist where to stop in a bike lane or traffic lane to be detected.

**Quadrupole Loop  
Type “C”**



Used in bike lane. Detects strongly in center.  
Sharp cut-off sensitivity

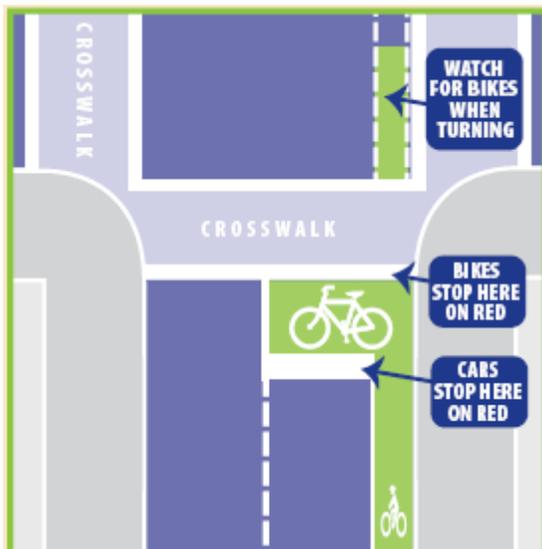
**Quadrupole Loop  
Type “D”**



Used in vehicle & “shared lanes”  
Sensitive over whole area  
Sharp cut-off sensitivity

### Bike Boxes

Bike boxes provide a reservoir for bicyclists in front of vehicle traffic at intersections. Cars wait behind the box, allowing bikes to come to the front of vehicular traffic and position themselves for turning and through movements. Bike boxes give bicyclists greater visibility, a head start through intersections, and help to reduce conflicts between turning bicycles and vehicles by clearly delineating the location for movements to occur. Bike boxes or “advanced stop lines” also provide a buffer between vehicles and pedestrians or bicycles crossing the street. Using colored surfacing for bike boxes should make them more prominent and thus making encroachment by motor vehicles less likely.



Source: Portland Office of Transportation

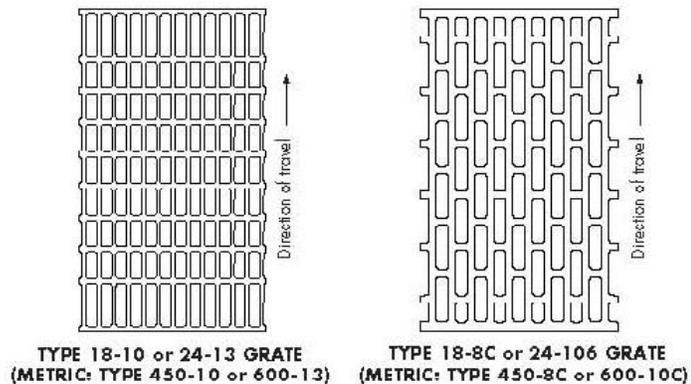


Photo: New York City, NY

## Design Elements

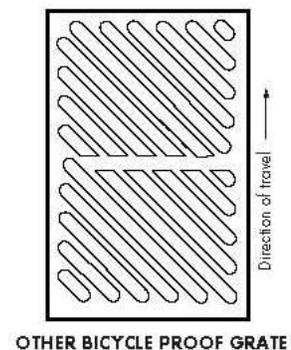
### Drainage Grates

The function of drainage grates is to drain storm water quickly from the roadway and to provide access to the storm water system. Gutters are sloped to direct water flow into the inlet. This keeps water from ponding at the longitudinal joint and undermining the pavement. Improperly designed drainage grates can catch bicycle tires and cause bicyclists to lose control of their bicycle. Because of this, cyclists may veer into traffic lanes to avoid grates and utility covers. Properly designed grates and utility covers allow cyclists to maintain their direction of travel without catching tires or being forced into travel lanes.



Optimally the roadway should be designed so that the bicyclist does not have to traverse the grate per HDM Section 837.2. On roadways with curb and gutter, the grate should not be wider than the gutter pan. If the gutter pan needs to be widened to accommodate a large drainage grate, the taper should be on the outside edge.

On roads with bike lanes, the roadway shall be designed such that the minimum asphalt concrete pavement width of 48 inches is maintained between the bike lane stripe and the edge of the gutter lip. If 48 inches of asphalt cannot be maintained, then a curb face inlet design for the drainage grate should be considered (see Section 3.2.1).



On roadways with shoulders, the grate should be placed outside the travel path of the bicyclist, i.e. 48 inches of clear pavement should be maintained between the shoulder stripe and the left edge of the drainage grate. If 48 inches cannot be provided within the existing shoulder width, the shoulder can be widened to accommodate the grate, with the taper on the outside edge, or a narrower grate should be selected. See also Section 7.4.2 and Figure 7-13.

Only drainage grates depicted in Caltrans Standard Plans D77B-Bicycle- Proof Grate Details or otherwise known to be bicycle-safe may be used on all roadways per HDM 837.2. Regardless of type of roadway or placement on the roadway, all grates on the roadway should be bicycle-proof.

### Pavement Marking Materials

Paint is the least recommended marking material due to its low reflectivity and low skid resistance, plus it needs to be reapplied every 12 to 24 months, increasing maintenance costs. Durable pavement markings are preferred. They should be reflectorized and be capable of maintaining an appropriate skid resistance under rainy or wet conditions to maximize safety for bicyclists. The minimum coefficient of friction should be 0.30 as measured with California Test 342 to test surface skid resistance. Pavement marking tape or thermoplastic is recommended.

### *Pavement Marking Tape*

Type I Tape such as 3M Stamark TM tape Series 380I and Series 420 is the least slippery (and most long-lasting) pavement marking. Type I tape is cost-effective when placed after resurfacing, since it lasts as long as (or longer than) the pavement itself. The skid resistance of 3M Stamark TM Series 420 tape is 55 BPN with a retained value of 45 BPN; the equivalent coefficient of friction is not available.

### *Thermoplastic*

Thermoplastic is optimized when the composition has been modified with crushed glass to increase the coefficient of friction and the maximum thickness is 100 mils (2.5 mm).

### *Pavement Markers*

Pavement markers, whether raised reflective markers (Type C, D, G or H) or non-reflective ceramic pavement markers (Type A or AY, otherwise known as Bott's dots) present a vertical obstruction to bicyclists, and shall not be used as bike lane stripes. When necessary as a fog line or adjacent to the edge line, the Type C or G reflective markers should be placed to the left of the line outside the shoulder area, and ideally the shoulder should be at least 4 feet wide. Where raised markers cross a bike lane or extensions thereof through intersections a gap of 4 feet should be provided as a clear zone for bicyclists. At gore areas (e.g. Standard Plan A20C) and other locations with channelizing lines, (e.g. Standard Plan A20D) if raised reflective markers are used to supplement the striping, extra lane width shall be provided in the areas where bicycles travel to provide bicyclists with more latitude to avoid the markers. (See also Section 7.2).

### Roadway Surface Obstacles

Manhole covers and utility plates present obstacles to bicyclists due to their slipperiness and change in surface elevation with the surrounding pavement. While covers and plates can be replaced with less slippery designs, as discussed below, to minimize their adverse impacts on bicyclists, it is best to design the roadway so that they are not located within the typical path of bicyclists riding on the roadway. Therefore, new construction should not place manhole and other utility plates and covers where bicyclists typically ride i.e. within the six feet adjacent to the curb (or between 8 and 13 feet from curb if parking is permitted).

Wet utility covers and construction plate materials can be very slippery. Plain steel plates have a coefficient of friction of 0.012, which is unacceptably slippery and should never be used on the roadway. The coefficient of friction on all utility covers and steel plates placed on a roadway or highway or shoulder should be a minimum of 0.35. An example of an effective method for covers and plates (both steel or concrete) to have acceptable skid resistance is for the manufacturer to imprint waffle shaped patterns or right-angle undulations on the surface. The maximum vertical deviation within the pattern should be 0.25 inch (6 mm).

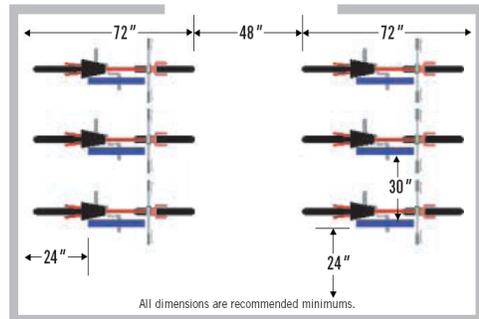
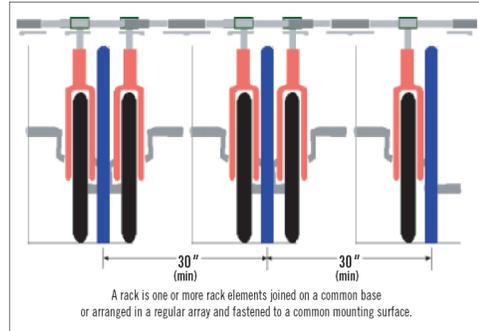
### Bike Parking

As bicycle use becomes more prevalent in throughout the Plan Area, there will be more demand for adequate bicycle parking. Bicycle parking can be typified as either short- or long-term. Short-term parking generally consists of bicycle racks located conveniently to destinations such as at shopping centers, civic destinations, and schools. Long-term parking is designed to accommodate those who are expected to park for more than two hours. Long-term parking provides security and weather protection. It typically includes covered parking areas, bike lockers and/or bike lids, storage rooms, or secure areas such as "cages" or "corrals" that can only be accessed by bicyclists.

Bicycle parking should be provided at all public destinations, including transit centers and bus stops, community centers, parks, schools, downtown areas, and civic buildings. All bicycle parking should be in a safe, secure, covered area (if possible), conveniently located to the main building entrance.

#### Bicycle Parking Placement – Type and Location

- Visibility** – bicycle racks and lockers should be located in a highly visible location near building entrances so cyclists can spot them immediately. Bicyclists and motorists alike appreciate the convenience of a parking space located right in front of a destination. A visible location also discourages the theft and vandalism of bicycles. Preferably, racks will be located as close as or closer than the nearest automobile parking spaces to the building entrance.
- Security** – properly designed bicycle racks and lockers that are well anchored to the ground are the first measure to help avoid vandalism and theft. In some cases, added measures, which may include lighting and/or surveillance, are essential for the security of bicycles and their users. The rack element (part of the rack that supports the bike) must keep the bike upright by supporting the frame in two places allowing one or both wheels to be secured. Inverted “U,” “A,” and post and loop racks are recommended designs. Wave type racks that are found in many locations throughout the County are not recommended because they require excessive space and are so often used improperly.
- Weather Protection** – is especially important. A portion of all bicycle parking should be protected from the rain and the sun. Various methods can be employed including the use of building awnings and overhangs, newly constructed covers, weatherproof bicycle lockers or lids, or indoor storage areas. Long-term parking should always be protected.
- Clearance** – adequate clearance is an essential component of rack placement. Clearance is required between racks to allow for the parking of multiple bicycles and around racks to give bicyclists room to maneuver and too prevent conflicts with others. If it becomes too difficult for a bicyclist to easily lock their bicycle, they may park it elsewhere and the bicycle capacity is lowered. Racks should be placed in a position where they do not block access to and from building entrances, stairways, or fire hydrants. Empty racks must not pose a tripping hazard for visually impaired pedestrians. Position racks out of the walkway’s clear zone (space reserved for walking). Likewise, bicycle racks placed along a sidewalk should be oriented parallel with the street, so parked bicycles do not intrude into the walkway’s clear zone. A row of inverted “U” racks should be situated on 30” minimum centers. Ideally, racks should be located immediately adjacent to the entrance to the building it serves, but not in a spot that may impede upon pedestrian flow in and out of the building.



Source: APBP Bike Parking Guidelines



## Appendix C

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OTS Collision Rankings, Charts and Graphs



## READING AND UNDERSTANDING THE OTS RANKINGS

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- ▶ [What are the OTS Rankings?](#)
- ▶ [How are the OTS Rankings determined?](#)
- ▶ How to Read and Understand the OTS Rankings
  - ▶ [Top Horizontal Bar](#)
  - ▶ [Center Table](#)
  - ▶ [Bottom Table](#)

### What are the OTS Rankings?

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The OTS Rankings were developed so that individual cities could compare their city's traffic safety statistics to those of other cities with similar-sized populations. Cities could use these comparisons to see what areas they may have problems in and which they were doing well in. The results helped both cities and OTS identify emerging or on-going traffic safety problem areas in order to help plan how to combat the problems and help with the possibility of facilitating grants. In recent years, media, researchers and the public have taken an interest in the OTS Rankings. It should be noted that OTS rankings are only indicators of potential problems; there are many factors that may either understate or overstate a city/county ranking that must be evaluated based on local circumstances.

NOTE: City rankings are for incorporated cities only. County Rankings include all roads – state, county and local – and all jurisdictions – CHP, Sheriff, Police and special.

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### How are the OTS Rankings determined?

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- Victim and collision data for the rankings is taken from the latest available California Highway Patrol (CHP) Statewide Integrated Traffic Records System (SWITRS) data.
- Victim and collision rankings are based on rates of victims killed and injured or fatal and injury collisions per "1,000 daily-vehicle-miles-of-travel" (Caltrans data) and per "1,000 average population" (Department of Finance data) figures. This more accurately ensures proper weighting and comparisons when populations and daily vehicle miles traveled vary.
- DUI arrest totals and rankings are calculated for cities only and are based on rates of non-CHP DUI arrests (Department of Justice data). This is so that local jurisdictions can see how their own efforts are working.
- Counties are assigned statewide rankings, while cities are assigned population group rankings.

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### How to Read and Understand the OTS Rankings

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#### Top Horizontal Bar:

- Agency – local jurisdiction that the data applies to.
- Year – the year the data represents. The rankings are updated once per year when all component statistics and data have been reported.
- County – county in which the city is located.
- Group – Cities are grouped by population:
  - Group A – 13 cities, populations over 250,000
  - Group B – 55 cities, population 100,001-250,000
  - Group C – 103 cities, population 50,001-100,000
  - Group D – 97 cities, population 25,001-50,000
  - Rankings for smaller cities are not included on-line, but are available through the OTS Public Affairs Office.
- Population – estimates matched to "Year"
- DVMT – Daily Vehicle Miles Traveled. Caltrans estimate of the total number of miles all vehicles traveled on that city's streets on an average day during that year.

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#### Center Table:

**IMPORTANT NOTE #1:** The figures in the two ranking columns show as two numbers divided by a slash. The first number is that city's ranking in that category. The second number is the total number of cities/counties within that "Group". For instance, if you see "22/55", that means that city ranks 22nd out of 55 cities of similar size.

**IMPORTANT NOTE #2:** OTS Rankings are calculated so that the higher the number of victims or collisions per 1000 residents in a population group, the higher the ranking. Number 1 in the rankings is the highest, or "worst." So, for Group B, a ranking of 1/55 is the highest or worst, 27/55 is average, and 55/55 is the lowest or best.

- Type of Collision – This column delineates the different types of collisions OTS has chosen to show in the rankings. These represent the types with larger percentages of total killed and injured and areas of focus for the OTS grant program. Motorcycles were added in 2008.
- Victims Killed and Injured – This column shows the number of fatalities and injuries aggregated. Damage-only or fender-bender collisions are not included.
- Ranking by daily vehicle miles traveled – This column weighs this city against all others in the Group when looking at DVMT. Cities of like size may have widely varying rates of traffic, a factor which can be meaningful on a local basis. Significant differences between this and the population column must be evaluated based on local circumstances.
- Ranking by population – This column weighs this city against all others in the Group based on population. Population can be a meaningful basis for comparison. Significant differences between this and the Daily Vehicle Miles Traveled column must be evaluated based on local circumstances.
- Total Fatal and Injury – The total number of victims involved in all collisions where there were fatalities and/or injuries in that city/county.
- Alcohol Involved – Collisions in which there were victims killed or injured where a party (driver, pedestrian, bicyclist) was classified as "Had Been Drinking."
- HBD Driver <21 – Collisions in which there were victims killed or injured where a driver who was under the age of 21 had been drinking.
- HBD Driver 21-34 – Collisions in which there were victims killed or injured where a driver who was between the ages of 21 and 34 had been drinking.
- Motorcycles - Collisions in which there were victims killed or injured and a motorcycle was involved.
- Pedestrians - Collisions in which there were victims killed or injured and a pedestrian was involved.
- Pedestrians <15 - Collisions in which there were victims killed or injured and a pedestrian under the age of 15 was involved.
- Pedestrians 65+ - Collisions in which there were victims killed or injured and a pedestrian age 65 and older was involved.
- Bicycles - Collisions in which there were victims killed or injured and a bicyclist was involved.
- Bicycles <15 - Collisions in which there were victims killed or injured and a bicyclist under age 15 was involved.
- Composite – Figures which show rankings only, an aggregate of several of the other rankings (HBD 21-34, HBD Under21, Alcohol Involved victims plus Hit & Run, Nighttime and Speed collisions). These figures are a means to give an indication of over-all traffic safety.

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#### Bottom Table:

- Speed Related – Collisions in which there were victims killed or injured where speed was the primary factor.
- Nighttime (9:00pm - 2:59am) – Collisions in which there were victims killed or injured that occurred between those hours, which are prime hours for DUI, speeding and drowsy driving crashes.
- Hit and Run – Collisions in which there were victims killed or injured and a driver left the scene.
- DUI Arrests – DUI arrest figures are shown for cities only, not counties.

The first figure gives the total number of DUI arrests for the year on city streets. The second number shows the percentage of the city's estimated licensed drivers that was arrested for DUI during that year. The current statewide average is .90%. Local percentages shown give an indication of how cities compare against the average. Lower than .90% means lower than the state average and higher than .90% means higher than the state average. However, differences can be from many factors and must be evaluated based on local circumstances.

Cities often use this measure to determine how to adjust their DUI enforcement activity. When increased DUI enforcement is combined with education and public information campaigns, it can lead to a reduction of the incidence of DUI.

“0” Note: Cities reporting 0 victims and/or collisions for a category or 0 DUI arrests are ranked using the variable upon which the ranking is based. For example, if 10 of 97 cities in population group D reported 0 hit-and-run fatal and injury collisions when ranking by per “1,000 average population,” the city with the highest population of these 10 cities would be ranked 97/97, and the city with the lowest population of these 10 cities would be ranked 88/97. The same methodology has been applied when ranking per “1,000 daily-vehicle-miles-of-travel” and per “estimated average number of licensed drivers.”

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# OFFICE OF TRAFFIC SAFETY - 2006 RANKINGS

AGENCY	NCIC	COUNTY	GROUP POPULATION (AVG)	DVMT
AMERICAN CANYON	2805	NAPA COUNTY	E	15,490

TYPE OF COLLISION	VICTIMS KILLED AND INJURED	RANKING BY DAILY VEHICLE MILES TRAVELED	RANKING BY AVERAGE POPULATION
Total Fatal and Injury.....	82	5/105	21/105
Alcohol Involved.....	15	4/105	7/105
HBD Driver <21.....	0	53/105	72/105
HBD Driver 21-34.....	3	11/105	26/105
Pedestrians.....	3	26/105	52/105
Pedestrians <15.....	2	10/105	17/105
Pedestrians 65+.....	0	53/105	76/105
Bicyclists.....	2	36/105	59/105
Bicyclists <15.....	1	25/105	38/105
Composite .....		5/105	13/105
<b>COLLISIONS</b>			
Speed Related.....	24	3/105	11/105
Nighttime.....	6	7/105	25/105
Hit and Run.....	4	13/105	34/105
DUI ARRESTS	130	1.4%	81/98

# OFFICE OF TRAFFIC SAFETY - 2008 RANKINGS

AGENCY	NCIC	COUNTY	GROUP	POPULATION (AVG)	DVMT
American Canyon	2805	NAPA COUNTY	E	16,359	75,418

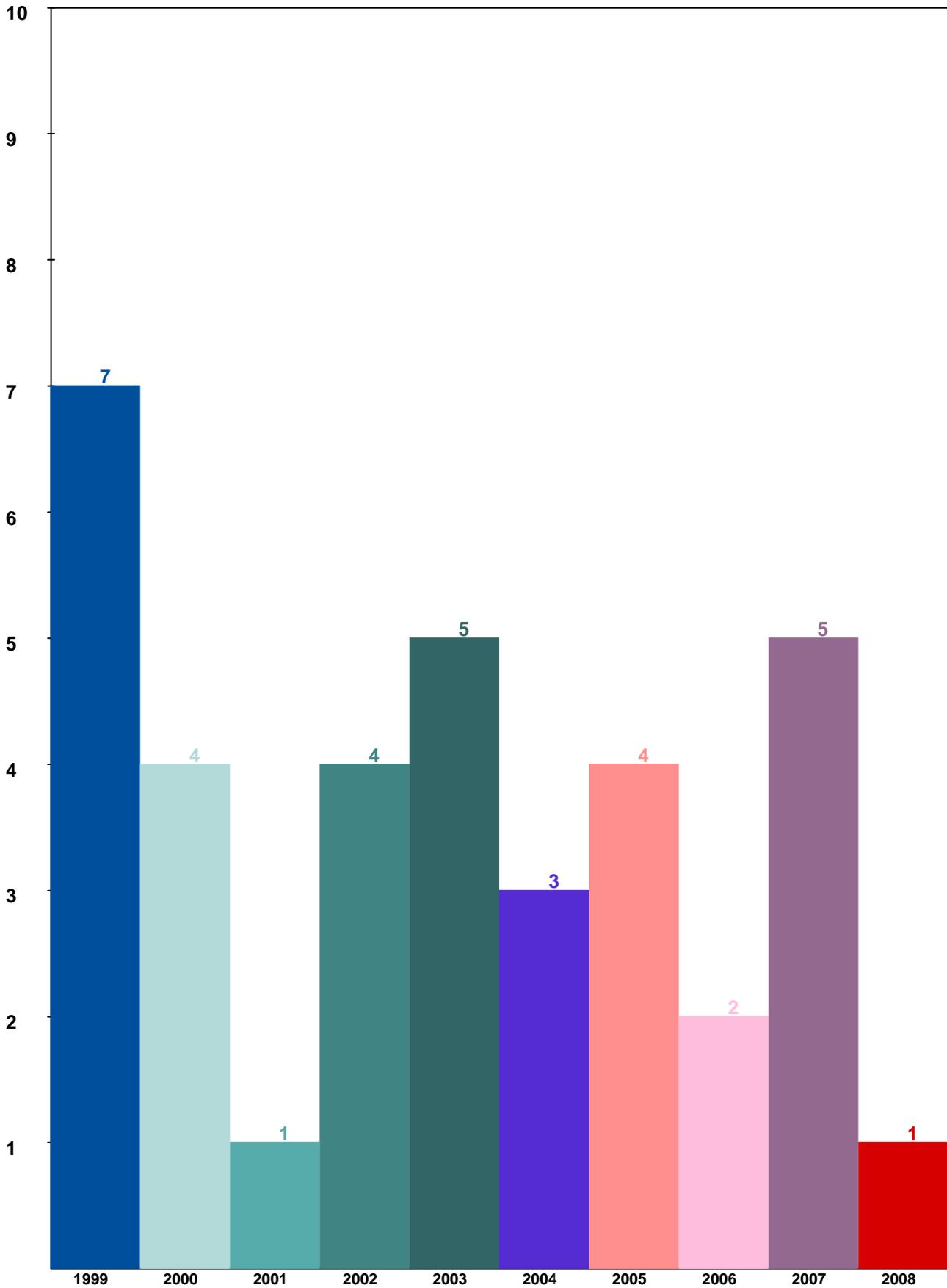
<u>TYPE OF COLLISION</u>	VICTIMS KILLED AND INJURED	RANKING BY DAILY VEHICLE MILES TRAVELED	RANKING BY AVERAGE POPULATION
Total Fatal and Injury.....	62	7/101	30/101
Alcohol Involved.....	2	66/101	81/101
HBD Driver <21.....	0	54/101	73/101
HBD Driver 21-34.....	1	40/101	57/101
Motorcyclists .....	3	16/101	32/101
Pedestrians.....	0	91/101	94/101
Pedestrians <15.....	0	63/101	82/101
Pedestrians 65+.....	0	52/101	76/101
Bicyclists.....	1	80/101	88/101
Bicyclists <15.....	0	69/101	86/101
Composite .....		5/101	20/101
<b>COLLISIONS</b>			
Speed Related.....	31	3/101	4/101
Nighttime.....	4	19/101	40/101
Hit and Run.....	2	33/101	55/101
DUI ARRESTS	128	1.30%	70/96

# OFFICE OF TRAFFIC SAFETY - 2007 RANKINGS

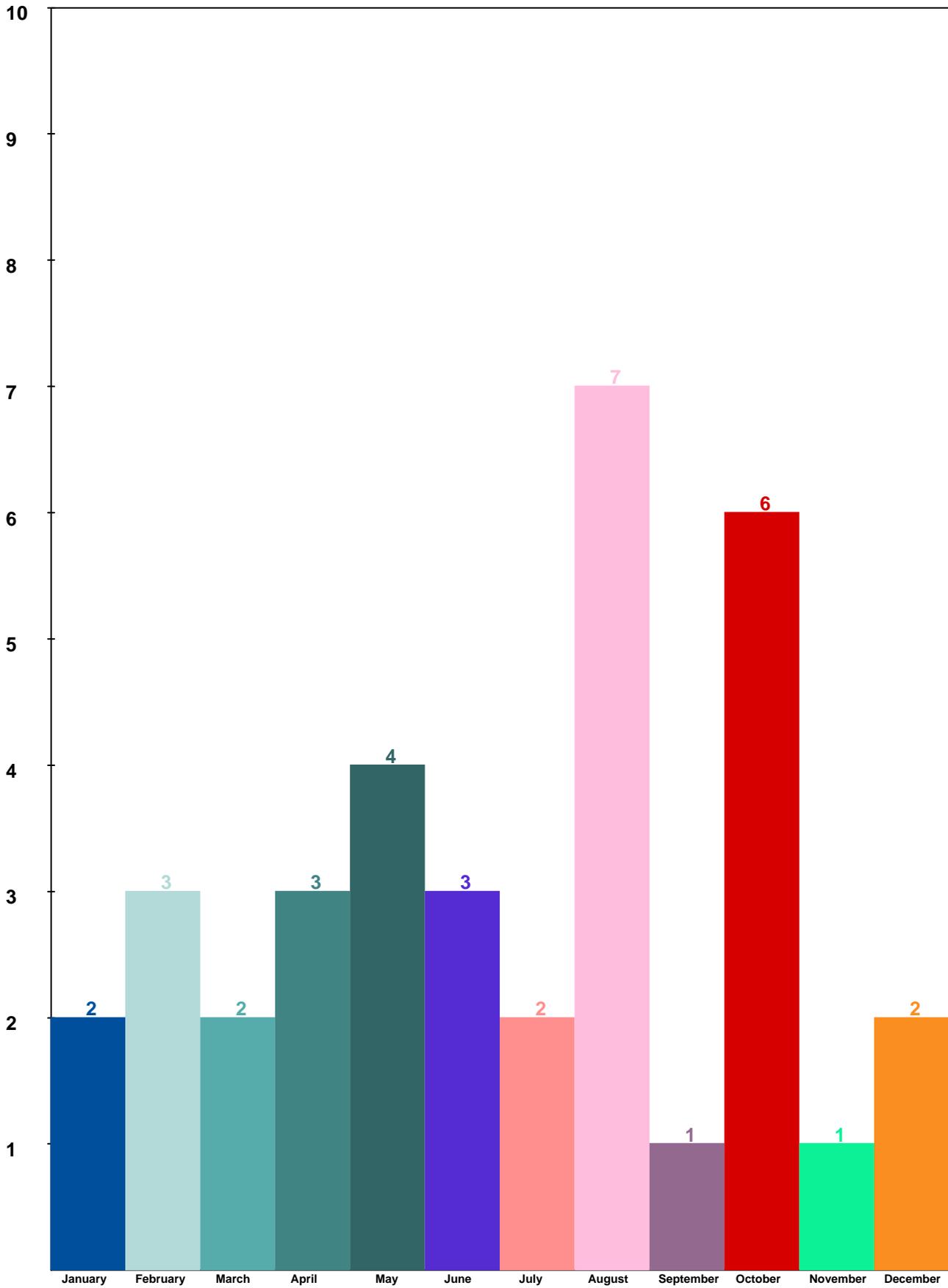
AGENCY	NCIC	COUNTY	GROUP POPULATION (AVG)	DVMT
AMERICAN CANYON	2805	NAPA COUNTY	E	16,109

<u>TYPE OF COLLISION</u>	VICTIMS KILLED AND INJURED	RANKING BY DAILY VEHICLE MILES TRAVELED	RANKING BY AVERAGE POPULATION
Total Fatal and Injury.....	80	6/101	21/101
Alcohol Involved.....	3	53/101	70/101
HBD Driver <21.....	0	61/101	76/101
HBD Driver 21-34.....	2	23/101	35/101
Pedestrians.....	2	52/101	76/101
Pedestrians <15.....	1	27/101	48/101
Pedestrians 65+.....	0	58/101	76/101
Bicyclists.....	3	33/101	53/101
Bicyclists <15.....	0	72/101	85/101
Composite .....		8/101	24/101
<b>COLLISIONS</b>			
Speed Related.....	27	4/101	9/101
Nighttime.....	5	10/101	31/101
Hit and Run.....	2	40/101	60/101
DUI ARRESTS	172	1.78%	82/94

**Napa County Bicycle Study  
American Canyon  
Collisions by Year 1/1/1999 to 12/31/2008 Total Collisions: 36**

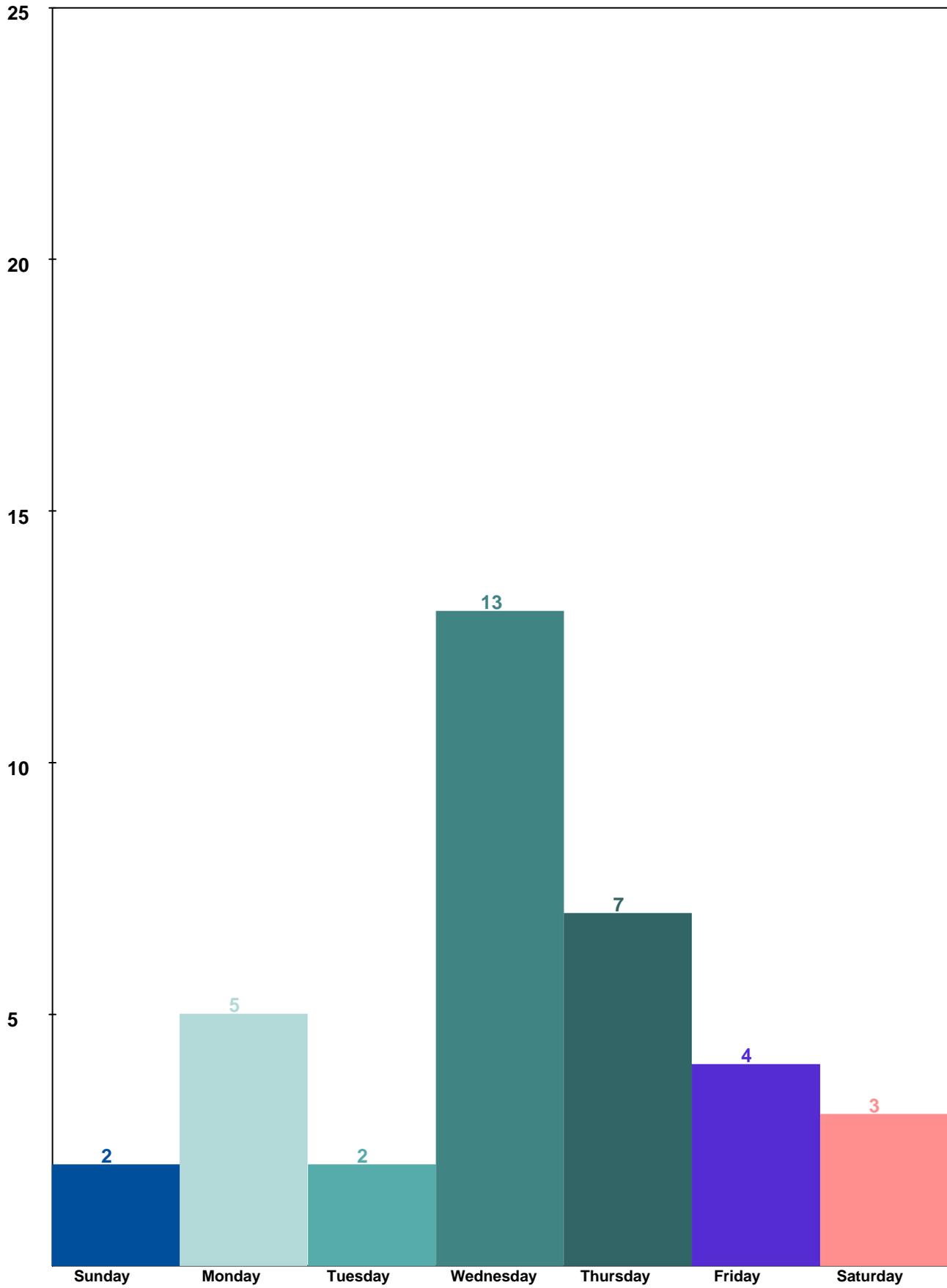


**Napa County Bicycle Study  
American Canyon  
Collisions by Month 1/1/1999 to 12/31/2008 Total Collisions: 36**



**Napa County Bicycle Study  
American Canyon**

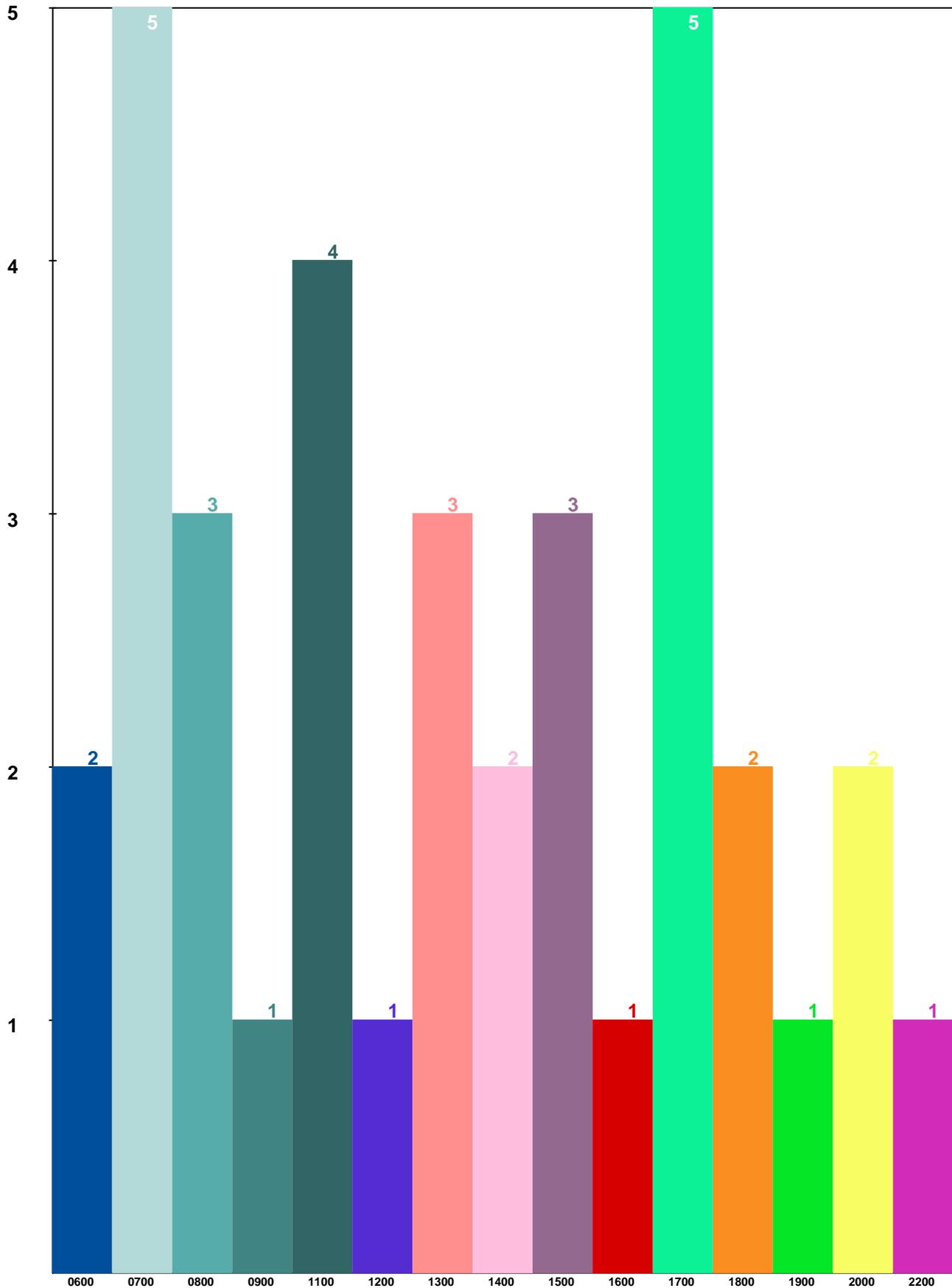
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# NAPA COUNTY BICYCLE STUDY

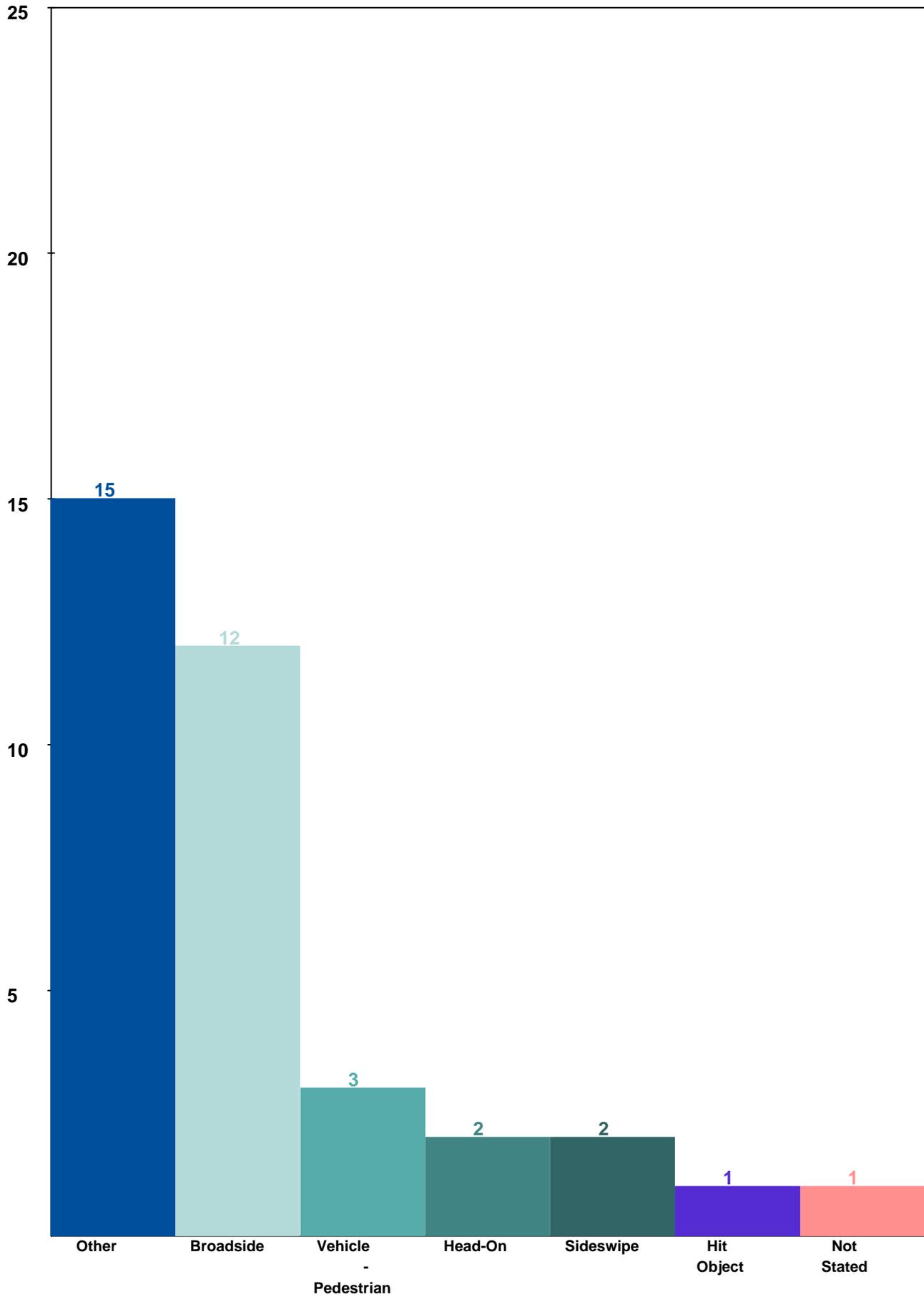
## W-TRANS

Collisions by Hour 1/1/1999 to 12/31/2008 Total Collisions: 36 (Unkown Time: 0)

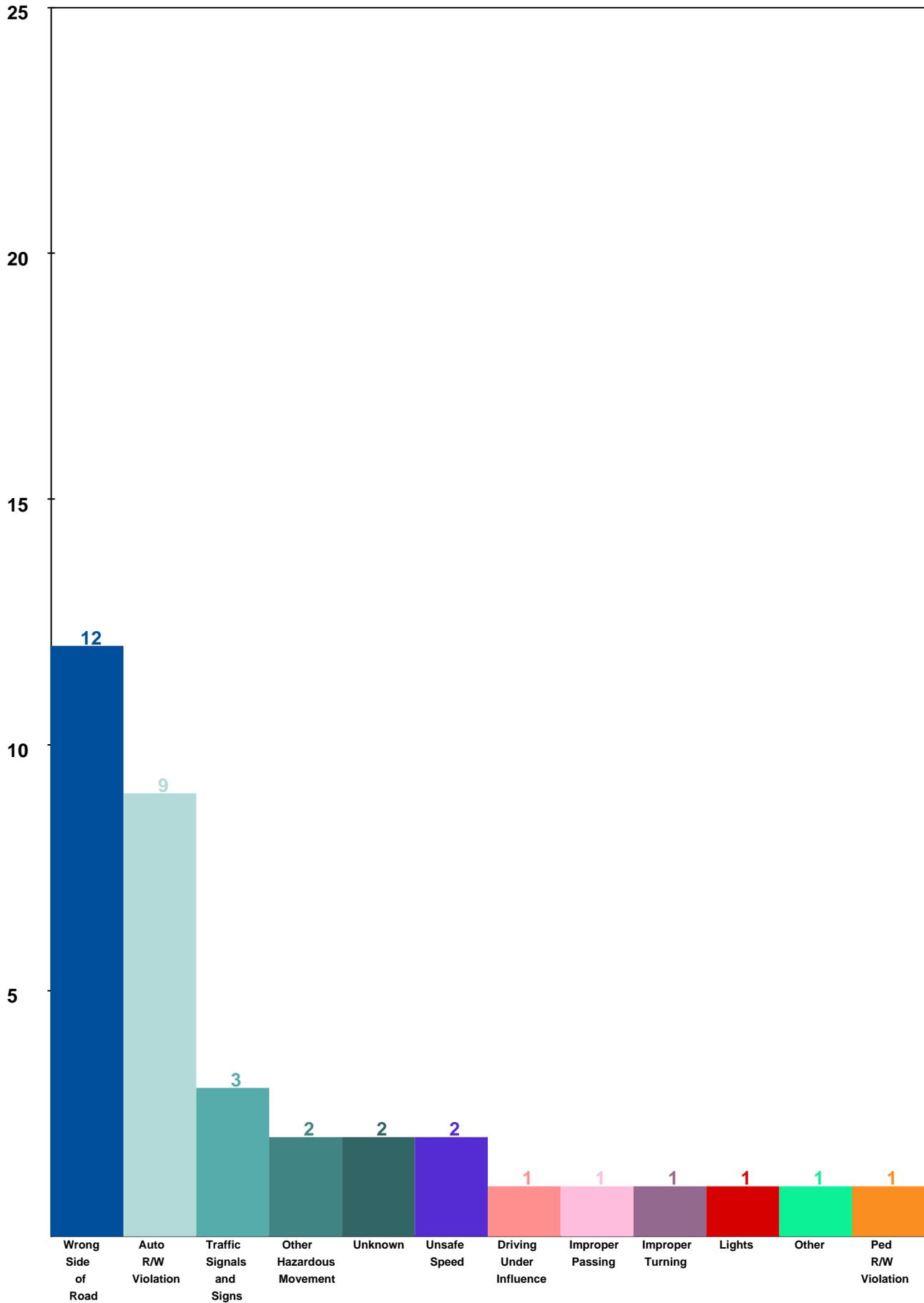


Napa County Bicycle Study  
American Canyon

Collision Type 1/1/1999 to 12/31/2008 Total Collisions: 36



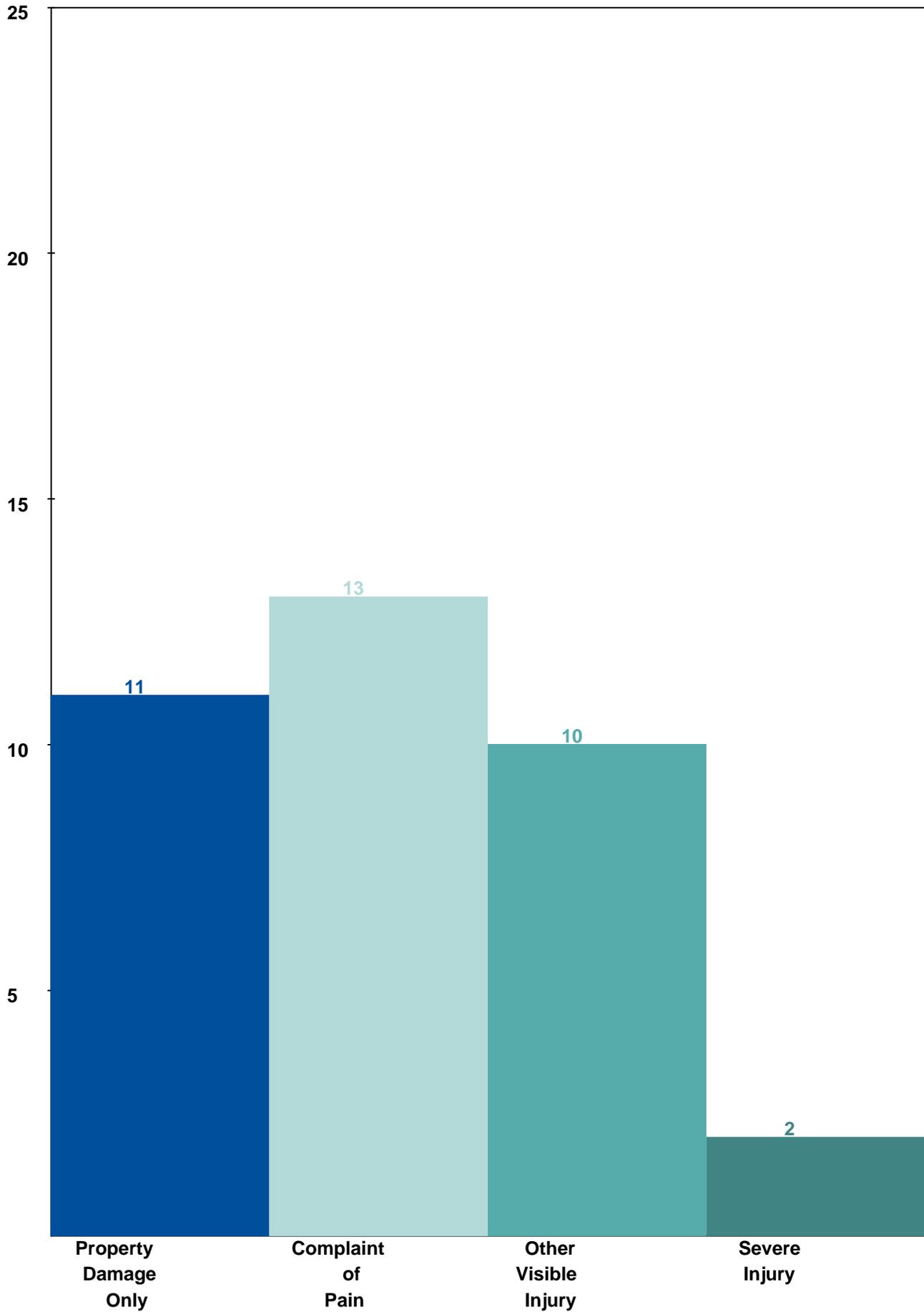
**Napa County Bicycle Study  
American Canyon  
Primary Collision Factors 1/1/1999 to 12/31/2008 Total Collisions: 36**



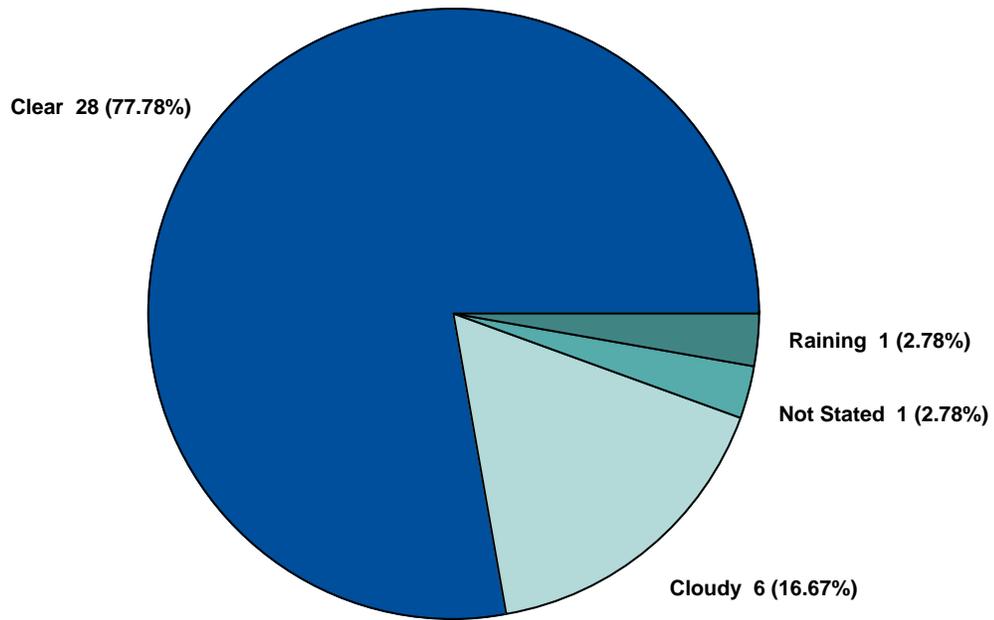
# Napa County Bicycle Study

## American Canyon

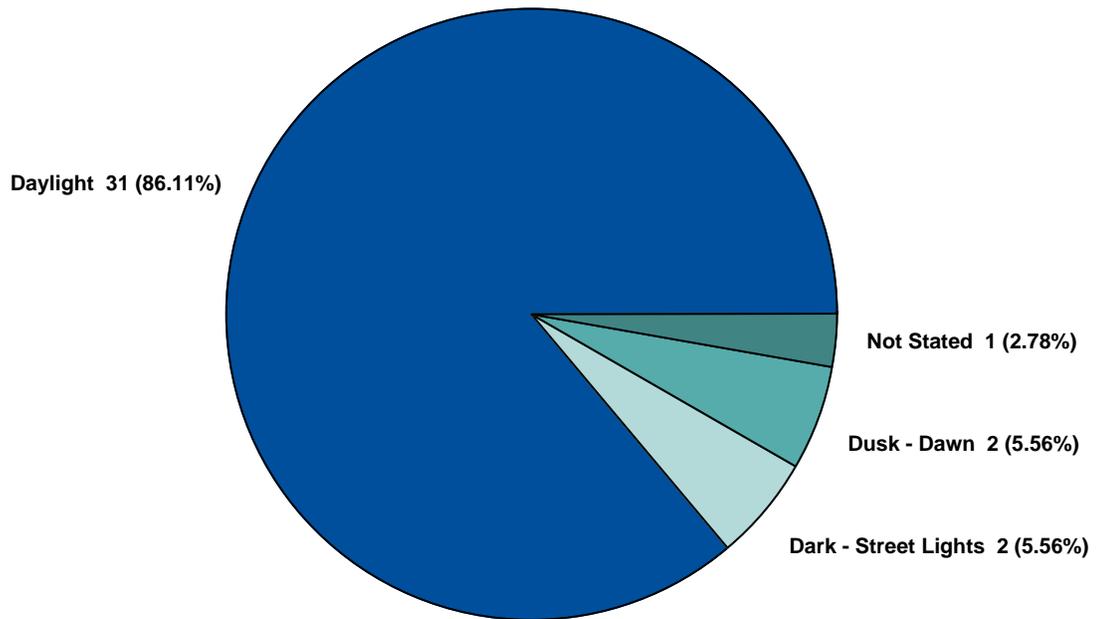
Extent of Injury 1/1/1999 to 12/31/2008 Total Collisions: 36



# Napa County Bicycle Study American Canyon



## Weather



## Lighting Conditions

1/1/1999 to 12/31/2008 Total Collisions: 36

## Appendix D

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MTC and National Bicycle and Pedestrian Documentation Project Information



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## Appendix D – Bicycle Count Guidelines

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### Count Methodologies

#### Metropolitan Transportation Commission

In 2003, the Metropolitan Transportation Commission (MTC) funded the Bicyclist and Pedestrian Data Collection and Analysis Project. The project resulted in the *Handbook for Bicyclists and Pedestrian Counts*, for use by local agencies throughout the Bay Area. The Handbook presents guidelines and standard methodologies for conducting counts of bicyclist and pedestrian activity. MTC's bicycle count methodology was developed to attain a consistent regional bicycle count and analysis procedures so that trends in usage can be documented throughout the Bay Area. The counting strategy outlined in the Handbook provides an easy and inexpensive method of conducting bicycle and pedestrian counts on a regular basis. The level of detail to be extracted during routine counts is kept to a minimum to reduce ambiguity while still providing useful data. The methodology is not unlike a typical traffic count which reveals little more than the time of day, and direction of travel. Collection of data regarding the motorist's age, trip purpose, length of trip, etc. is relatively rare. Using the procedures outlined in MTC's Handbook and any subsequent updates will ensure consistent results among local agencies for the development of a count database, as well as with larger efforts conducted by MTC throughout the region. Count procedures and instructions provided by MTC can be found on MTC's website via the following web link: <http://www.mtc.ca.gov/planning/bicyclespedestrians/counts.htm>

#### National Bicycle and Pedestrian Documentation Project

The National Bicycle and Pedestrian Documentation Project (NBPDP) is an annual bicycle and pedestrian count and survey effort sponsored by the Institute of Transportation Engineers Pedestrian and Bicycle Council. The goals of the NBPDP are to: (1) Establish a consistent national bicycle and pedestrian count and survey methodology; (2) Establish a national database of bicycle and pedestrian count information generated by these consistent methods and practices; and (3) Use the count and survey information to begin analysis on the correlations between local demographic, climate and land-use factors and bicycle and pedestrian activity. More information about the project can be found at: <http://bikepeddocumentation.org/>

### Recommendations

In order to supplement US Census Journey to Work (JTW) data, to attain a better understanding of existing usage and travel patterns, and to be able to project demand, regular bicycle counts (on an annual or bi-annual basis as needed), are recommended as a programmatic improvement. Periodic counts should be coordinated through a central clearing house such as the NCTPA or the Napa County Bicycle Coalition and conducted in each jurisdiction within the plan area. Counts may be conducted by volunteers, interns, and others as appropriate.

#### Recommended Count Locations

Count locations were selected using the following criteria:

1. To ensure a balanced geographical representation of the count locations.
2. To capture inter-jurisdiction activity at community gateways.
3. The intersection of primary bicycle routes.

4. Proximity to major destinations such as downtowns, civic destinations, employment centers, transit facilities, schools, etc.
5. Location on the regional or local bicycle network (existing or proposed)

Recommended count locations are catalogued in a database by jurisdiction in Attachment A, and shown graphically on maps in Attachment B. Count locations generally consist of street intersections and/or pathway/street intersections. Each count location is identified by its primary street and cross street, and includes notations about the existing and/or proposed bikeway facilities at the site. Additional details are provided about the general type of bicycle use or activity expected in the area along with notes specific to the site or future uses in the vicinity of the count location where appropriate. Over time, additional data fields may be built into the database such as Average Daily Traffic Volumes, traffic speeds, street widths, pavement conditions, etc.

### Count Periods

Bicyclist and pedestrian counts can be conducted during each season of the year: fall, spring, summer and winter. However, counts during the winter months are often avoided due to poor weather conditions and extended holiday-related vacations. The second week in September is the official annual National Bicycle and Pedestrian Count and survey week. Counts are also conducted optionally for the National Bicycle and Pedestrian Count program during the second week of January, the second week of May, and the first week of July.

Prior to conducting counts, school districts and/or institutions within each jurisdiction should be contacted to verify when schools will be in session to avoid spring and winter breaks and special school events. Counts at locations that are not near schools can be accurately conducted during the summer months. In Napa, summertime conditions typically represent peak travel volumes. It should be noted that counting periods should be as condensed as much as possible to ensure the most consistent conditions.

Counts should be conducted during non-holiday weeks on Tuesdays, Wednesdays or Thursdays and the Saturdays preceding or following the count week. If counts must be conducted during holiday weeks, the actual holiday day should be avoided, and the Tuesday after Monday holidays and the Thursday before Friday holidays should also be avoided.

Counts should be conducted during standard peak commute hours. Typically, the weekday morning peak occurs between 7:00 and 9:00 AM, the weekday evening peak occurs between 4:00 and 6:00 PM, and the weekend midday peak occurs on Saturdays between 12:00 noon and 2:00 PM. Time periods may be adjusted to account for local considerations, and supplementary counts may be conducted to capture specific activities, such as school commutes.

*Recommendation:* It is recommended that bicycle counts conducted throughout the Plan area be consistent with MTC's guidelines and conducted in accordance with the National Bicycle and Pedestrian Documentation Project so that they may be coordinated with regional and national databases.

### BICYCLE-PEDESTRIAN COUNT INTERSECTION PROFILE

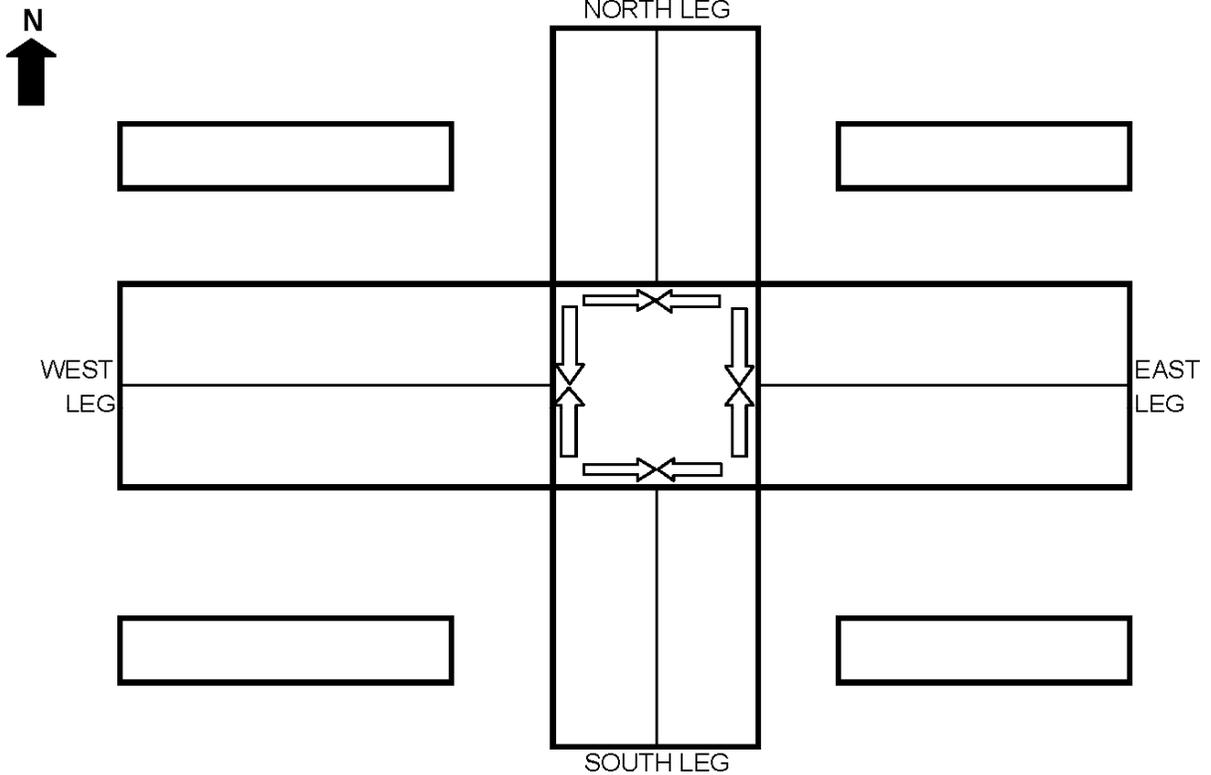
DATE: \_\_\_\_\_ NAME: \_\_\_\_\_

INT #: \_\_\_\_\_

N/S STREET: \_\_\_\_\_

E/W STREET: \_\_\_\_\_

CITY: \_\_\_\_\_ COUNTY: \_\_\_\_\_



NOTE: Include names of residential or commercial buildings or land uses in boxes

MTC Count Forms

**PAGE TWO - INTERSECTION PROFILE**

INT #: \_\_\_\_\_

		NORTH LEG		SOUTH LEG		EAST LEG		WEST LEG	
<b>PHYSICAL FEATURES</b>		YES-#	NO	YES-#	NO	YES #	NO	YES-#	NO
SIDEWALKS									
CROSSWALKS									
BIKE LANES									
RAISED MEDIAN									
RAISED MEDIAN-WHEELCHAIR RAMP									
PAINTED MEDIAN									
CURB CUTS									
<b>INTERSECTION CONTROLS</b>									
		YES-#	NO	YES-#	NO	YES #	NO	YES-#	NO
STOP SIGNS									
SIGNALS									
<b>LANE CONFIGURATION-PHASING</b>									
		YES-#	NO	YES-#	NO	YES #	NO	YES-#	NO
DEDICATED LEFT TURN LANE									
PROTECTED LEFT TURN SIGNAL									
DEDICATED RIGHT TURN LANE									
PROTECTED RIGHT TURN SIGNAL									
SHARED LANES (T-L, T-R OR L-T-R)									
# OF EXCLUSIVE THRU LANES									
TOTAL NUMBER OF LANES									
<b>PEDESTRIAN/BICYCLE SIGNALS</b>									
		YES-#	NO	YES-#	NO	YES #	NO	YES-#	NO
WALK/DON'T WALK									
PEDESTRIAN SYMBOLS									
PEDESTRIAN SCRAMBLE									
PEDESTRIAN COUNTDOWN									
AUDIBLE SIGNAL (NON COUNTDOWN)									
ADA PUSH BUTTON (LARGER)									
NON ADA PUSH BUTTON									
BICYCLE PUSH BUTTON									

**TRAFFIC RESEARCH & ANALYSIS, INC.**  
**BICYCLE-PEDESTRIAN COUNT SUMMARY**

MTC Count Forms

<b>DATE:</b>	<b>NAME:</b>	<b>INT #:</b>	<b>N/S STREET:</b>	<b>WEST LEG</b>
<b>COUNTY:</b>		<b>CITY:</b>	<b>EW STREET:</b>	
	<b>NORTH LEG</b>	<b>SOUTH LEG</b>	<b>EAST LEG</b>	<b>WEST LEG</b>
<b>TIME</b>	PED. BICYCLE	PED. BICYCLE	PED. BICYCLE	PED. BICYCLE
7:00				
7:15				
7:30				
7:45				
8:00				
8:15				
8:30				
8:45				
<b>A/M TOTAL</b>				
4:00				
4:15				
4:30				
4:45				
5:00				
5:15				
5:30				
5:45				
<b>P/M TOTAL</b>				
2:00				
2:15				
2:30				
2:45				
3:00				
3:15				
3:30				
3:45				
<b>MID TOTAL</b>				

## STANDARD SCREENLINE COUNT FORM

Name: \_\_\_\_\_ Location: \_\_\_\_\_

Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Weather: \_\_\_\_\_

Please fill in your name, count location, date, time period, and weather conditions (fair, rainy, very cold). Count all bicyclists and pedestrians crossing your screen line under the appropriate categories.

- Count for two hours in 15 minute increments.
- Count bicyclists who ride on the sidewalk.
- Count the number of people on the bicycle, not the number of bicycles.
- Pedestrians include people in wheelchairs or others using assistive devices, children in strollers, etc.
- People using equipment such as skateboards or rollerblades should be included in the "Other" category.

	Bicycles		Pedestrians		Others
	Female	Male	Female	Male	
<b>00-:15</b>					
<b>15-:30</b>					
<b>30-:45</b>					
<b>45-1:00</b>					
<b>1:00-1:15</b>					
<b>1:15-1:30</b>					
<b>1:30-1:45</b>					
<b>1:45-2:00</b>					
<b>Total</b>					

### STANDARD BICYCLE INTERSECTION COUNT FORM

Name: \_\_\_\_\_ Location: \_\_\_\_\_

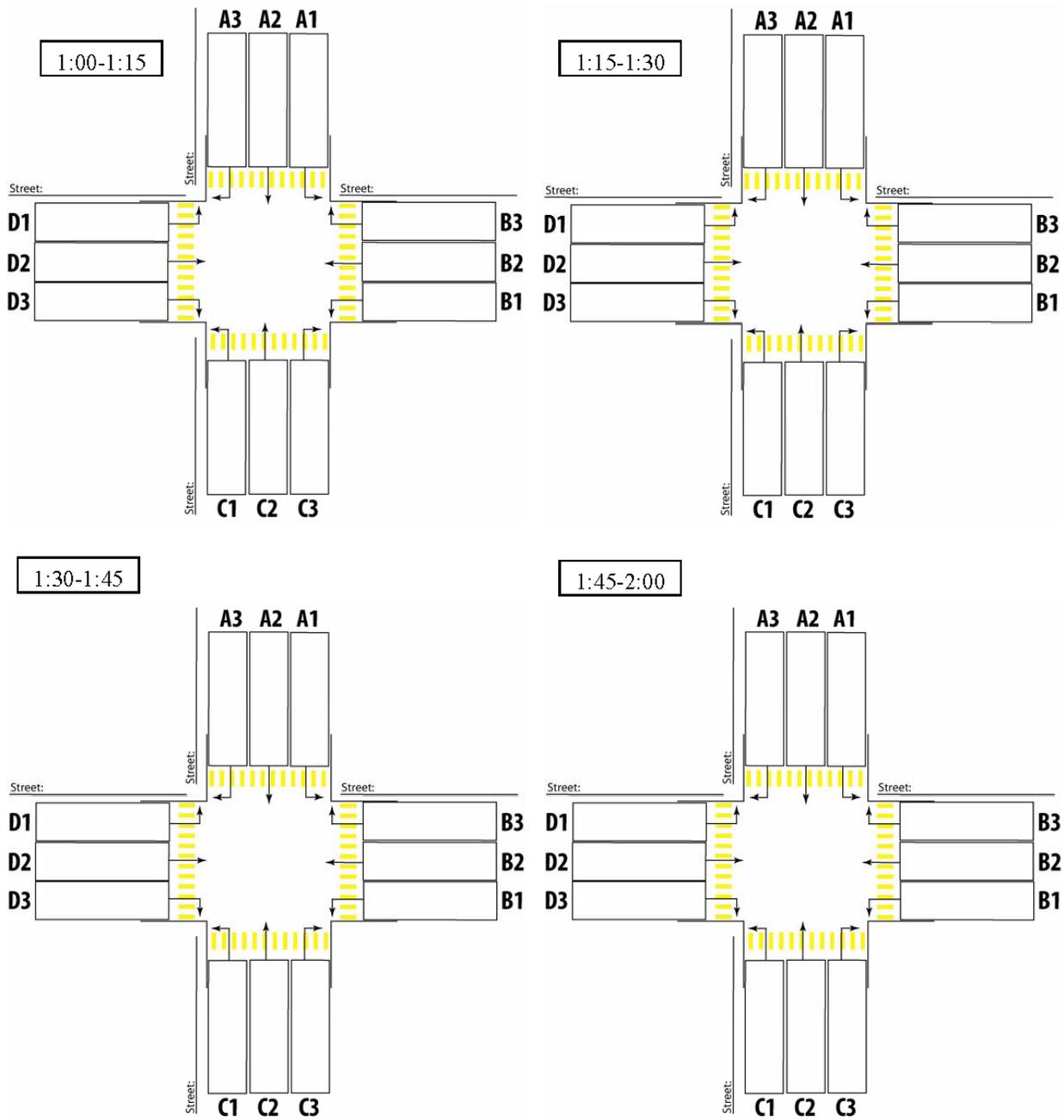
Date: \_\_\_\_\_ Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Weather: \_\_\_\_\_

Please fill in your name, count location, date, time period, and weather conditions (fair, rainy, very cold). Count all bicyclists crossing through the intersection under the appropriate categories.

- Count for two hours in 15-minute increments.
- Count bicyclists who ride on the sidewalk.
- Count the number of people on the bicycle, not the number of bicycles.
- Use one intersection graphic per 15-minute interval.

The form consists of four identical intersection diagrams arranged in a 2x2 grid, each representing a 15-minute interval. The intervals are labeled in boxes: 00-:15 (top-left), 15-:30 (top-right), 30-:45 (bottom-left), and 45-1:00 (bottom-right). A north arrow labeled 'N' is positioned between the top two diagrams. Each diagram shows a four-way intersection with streets labeled A1, A2, A3 (top), B1, B2, B3 (right), C1, C2, C3 (bottom), and D1, D2, D3 (left). Yellow arrows indicate the direction of traffic flow on each street. The diagrams are intended for recording bicycle counts in each direction during the specified time intervals.



Notes:

### STANDARD BICYCLE INTERSECTION COUNT TALLY SHEET

Time Period	Bicycle Counts											
	Leaving Leg A			Leaving Leg B			Leaving Leg C			Leaving Leg D		
	A1	A2	A3	B1	B2	B3	C1	C2	C3	D1	D2	D3
00-:15												
15-:30												
30-:45												
45-1:00												
1:00-1:15												
1:15-1:30												
1:30-1:45												
1:45-2:00												
<b>Total</b>												
<b>Total Leg:</b>												
<b>Street Name A to C:</b>							<b>Location 1 (Total Leg A + Total Leg C) =</b>					
<b>Street Name B to D:</b>							<b>Location 2 (Total Leg B + Total Leg D) =</b>					



**Appendix E**

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Project Ranking Matrix



Route_No	EW NS	Corridor/Street	Beginning Point	Ending Point	Class	Length (Miles)	Local Route	Primary Route	SF Bay Area Route	Recreational/Commute	Cost Estimate	Land Use	Demand	Technical Difficulty	Non-Technical Difficulty	Overcomes Barriers/Connectivity Issues	Public Input	Priority Score	Priority Rank	
6-AC-EIR	EW	Bay Area Ridge Trail - S Napa Junction Rd, Eucalyptus Dr, Bay to Ridge Tr	Theresa Ave	Newell Dr Extension, Vine /Ridge Trail	Class I Multi Use Path	1.08	No	Yes	Yes	C / R	\$595,860	2	2	1	2	3	4	14	Medium	
1-AC-8-AC-CONN	NS	Bay Trail - Connector to Mezzetta Ct	Bay Trail (adjacent to Eucalyptus Dr)	Mezzetta Ct	Class I Multi Use Path	0.60	Yes	No	No	C / R	\$327,322	1	1	2	2	3	3	10	High	
1-AC	NS	Bay Trail - Connector to Mezzetta Ct	Kimberly Dr	Kensington Wy	Class I Multi Use Path	0.32	No	Yes	Yes	R	\$178,518	1	3	2	3	3	4	16	High	
9-AC-11-AC-SPUR	EW	Cartegena-Via Bellagio Connector Path	150' E of Entrada Circle	Flores Rd	Class I Multi Use Path	0.40	Yes	No	No	R	\$221,394	1	1	1	2	1	2	8	Low	
2-AC-11-AC-CONN	NS	Silver Oak Trail	American Canyon Rd	Shenandoah Dr	Class I Multi Use Path	0.50	No	Yes	Yes	R	\$273,978	2	2	2	2	2	4	14	Medium	
5-AC-ALT	NS	SR29 (Pathway from Main Street north to Paoli undercrossing)	Paoli undercrossing	Proposed Class I Trail, Vine Trail, Bay Trail, Near Paoli Loop Rd & RR tracks	Class I Multi Use Path	0.30	Yes	No	No	C	\$166,117	3	2	2	2	3	4	16	High	
7-AC-ALT	NS	UP Railroad Path	City limits near UP Wye	Watson Ln/Vine Trail	Class I Multi Use Path	0.19	No	Yes	Yes	R	\$103,980	1	1	2	2	2	2	10	Low	
5-AC	NS	UP Railroad Path	South city limit at RR tracks	American Canyon Rd	Class I Multi Use Path	0.72	No	Yes	Yes	R	\$393,715	2	2	1	2	2	3	12	Medium	
7-AC-ALT	NS	UP Railroad Path	Lombard Rd (northern terminus)	Green Island Rd	Class I Multi Use Path	0.48	No	Yes	Yes	C / R	\$264,204	1	1	2	2	2	2	2	10	Medium
5-AC-7-AC-CONN	EW	Vine Trail - Silver Oak Trail (Adjacent to American Canyon Rd)	American Canyon Rd	UP Railroad Wye	Class I Multi Use Path	1.55	No	Yes	Yes	C / R	\$854,387	2	2	2	2	2	3	13	Medium	
2-AC-ALT	EW	American Canyon Rd	American Canyon Rd	Lombard Rd (northern terminus)	Class I Multi Use Path	0.34	No	Yes	Yes	R	\$189,183	1	2	2	2	2	3	12	Medium	
8-AC	NS	Vine Trail (Green Island Rd, Paoli Loop)	Class I facility intersecting at Green Island Rd 300' W of RR tracks	Class I facility in Silver Oak Park	Class I Multi Use Path	0.36	No	Yes	Yes	C / R	\$200,382	3	3	2	3	3	5	19	High	
11-AC	NS	Vine Trail (Newell Rd Extension)	Donalson Way (Southern Intersection of proposed Vine and Ridge Trails)	Private Drive-Napa Junction Road Extension (Northern Intersection of Paoli Rd	Class I Multi Use Path	0.62	No	Yes	Yes	C / R	\$339,314	1	2	3	3	2	4	15	Medium	
11-AC	NS	Vine Trail (Newell Rd Extension)	Private Drive-Napa Junction Road Extension (Northern Intersection of Newell Dr	Paoli Rd	Class I Multi Use Path	0.44	No	Yes	Yes	C / R	\$241,142	2	2	2	2	2	5	15	Medium	
2-AC	EW	American Canyon Rd	Newell Dr	1-80	Class II Bike Lane	2.35	No	Yes1	Yes1	C	\$211,945	2	2	2	2	2	4	14	Medium	
2-AC	EW	American Canyon Rd	Silver Oak Trail	Newell Dr	Class II Bike Lane	0.56	No	Yes1	Yes1	C	\$1,410	3	2	2	2	2	4	15	Medium	
2-AC	EW	American Canyon Rd	Danrose Rd	SR 29	Class II Bike Lane	0.16	No	Yes	Yes	C	\$14,003	3	2	2	3	3	4	17	High	
2-AC	EW	American Canyon Rd	Gassaye Dr, Los Altos Rd, Theresa Ave, Lombard Rd	SR 29	Class II Bike Lane	0.14	No	Yes1	Yes1	C	\$12,210	3	2	2	3	3	4	17	High	
5-AC	NS	Commerce Blvd	Merwin Rd	RR tracks at end of Lombard Rd	Class II Bike Lane	0.91	Yes	Yes	No	C	\$82,025	3	2	2	2	2	3	14	Medium	
4-AC	EW	Donalson Wy	Andrew Rd	Green Island Rd	Class II Bike Lane	0.54	No	Yes	Yes	C	\$48,631	1	1	2	2	2	3	11	Medium	
3-AC	NS	Donalson Wy	Elliot Dr/Donalson Wy	Newell Dr	Class II Bike Lane	0.94	Yes	Yes	No	C	\$84,559	2	2	2	3	2	4	15	Medium	
3-AC	NS	Elliot Dr	Kimberly Dr	Eucalyptus Dr	Class II Bike Lane	0.81	Yes	No	No	C	\$72,644	3	2	2	2	2	4	15	Medium	
6-AC	EW	Eucalyptus Dr	Donalson Wy	Theresa Ave	Class II Bike Lane	0.24	Yes	No	No	C	\$21,401	2	2	2	2	3	2	4	15	Medium
6-AC	EW	Eucalyptus Dr	Wellands Edge Rd	Donalson Wy	Class II Bike Lane	0.21	No	Yes	Yes	C	\$19,066	1	2	2	2	2	3	12	Medium	
6-AC-7-AC-CONN	EW	Eucalyptus Dr	Theresa Ave	Rio Del Mar	Class II Bike Lane	0.17	No	Yes	Yes	C	\$18,100	2	2	3	3	2	4	16	High	
3-AC-SPUR	NS	Gisela Dr	Rio Del Mar	Donalson Dr	Class II Bike Lane	0.15	Yes	No	No	C	\$13,759	1	1	2	2	2	3	11	Medium	
8-AC	EW	Green Island Rd	Northern intersection of Green Island Rd and Mezzetta Ct	Vine Trail (Class I facility intersecting at Green Island Rd 300' W of RR tracks)	Class II Bike Lane	0.95	No	Yes	Yes	C	\$60,958	1	2	2	2	2	3	12	Medium	
3-AC-5-AC-SPUR	EW	Hess Rd	Existing western end of Hess Rd	Lombard Rd	Class II Bike Lane	0.35	Yes	No	No	C	\$189,925	2	2	2	2	2	4	14	Medium	
3-AC-5-AC-SPUR	EW	Hess Rd	Existing western end of Hess Rd	Commerce Rd	Class II Bike Lane	0.49	Yes	No	No	C	\$43,786	1	1	2	2	2	3	11	Medium	
0-AC	EW	Kimberly Dr	Elliot Dr	Meadow Bay Dr	Class II Bike Lane	0.24	Yes	No	No	C / R	\$21,905	2	2	3	2	2	4	15	Medium	
1-AC-8-AC-CONN	NS	Mezzetta Ct	Proposed class I facility near south end of Mezzetta Ct	Jim Oswald Way/Green Island Rd	Class II Bike Lane	0.20	Yes	Yes	No	C	\$17,556	1	1	2	2	2	3	11	Medium	
1-AC-3-AC-5-AC-7-AC-CONN	EW	Rio Del Mar	Bay Trail, Near Wellands Edge Rd	SR 29 (Broadway)	Class II Bike Lane	1.00	Yes	No	No	C	\$90,267	2	2	2	2	2	4	14	Medium	
7-AC	NS	SR 29	American Canyon Rd	North city limit at SR 29	Class II Bike Lane	2.70	No	Yes	Yes	C	\$243,306	3	1	3	2	2	4	15	Medium	
5-AC	NS	Danrose Rd, James Rd, Merwin Rd	María Dr	Rio Del Mar	Class III Bike Route	1.65	Yes	No	No	C	\$4,115	3	2	3	3	2	4	17	High	



## Appendix F

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### Funding Program Summaries



## Appendix F – Summary of Funding Programs

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The following section presents a general description of funding programs that can be used to implement the projects contained in this plan.

### Federal Funding Programs

Approximately every six years, the U.S. Congress adopts a surface transportation act — Congress's authorization to spend tax dollars on highways, streets, roads, transit and other transportation related projects. The most recent surface transportation act is titled the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). SAFETEA-LU ended on September 30, 2009. To date the U.S. Congress has yet to enact a new authorization act. Instead it has passed several extensions to SAFETEA which run through September 30, 2011 to continue the flow of funding to transportation programs. It is now anticipated that the passage of the new act will be completed by this date.

Federal funding through SAFETEA-LU and its future successors will provide much of the funding available for transportation projects in this Plan. SAFETEA-LU contains several major programs, which are highlighted below, that may be used to fund transportation and/or recreation improvements in this Plan. SAFETEA-LU funding is administered through the state (Caltrans or Resources Agency) and regional governments such as the Metropolitan Transportation Commission (MTC). Most, but not all, of the funding programs are transportation versus recreation oriented, with an emphasis on (a) reducing auto trips and (b) providing an intermodal connection. Funding criteria often includes project listing in a Regional Transportation Improvement Plan, completion and adoption of a bicycle master plan, quantification of the costs and benefits of the system (such as saved vehicle trips and reduced air pollution), proof of public involvement and support, National Environmental Policy Act (NEPA) compliance, and commitment of some local resources. In most cases, SAFETEA-LU provides matching grants of 80 to 90 percent, but prefers to leverage other moneys at a lower rate.

Web Link: <http://www.fhwa.dot.gov/safetealu/index.htm>

#### Congestion Mitigation and Air Quality Improvement Program / Surface Transportation Program

The majority of federal transportation funds flow to the states in the form of Congestion Mitigation & Air Quality Improvement Program (CMAQ) Funds and Surface Transportation Program (STP) Funds. In California these funds are administered by Caltrans, however, Caltrans assigns a significant portion of two of the programs to MTC and other regional planning agencies to be used at their own discretion subject to federal regulations. Using these sources, MTC develops and administers its own funding programs, including the Transportation for Livable Communities Program and the Regional Bicycle and Pedestrian Program to target Bay Area transportation needs.

Web Link: <http://www.mtc.ca.gov/funding/STPCMAQ/>

#### Highway Safety Improvement Program

Section 1401 of the Safe, Accountable, Flexible Efficient Transportation Equity Act – Legacy for Users (SAFETEA-LU) amended Section 148 of Title 23 to create a new, core Highway Safety Improvement Program. This new Highway Safety Improvement Program (HSIP) replaces the Hazard Elimination Safety Program, (23 U.S.C §152). This new stand-alone program reflects increased importance and emphasis on highway safety initiatives in SAFETEA-LU. It replaces the current statutory requirement that States set aside 10 percent of their Surface Transportation Program (STP) funds for carrying out the rail-highway crossings and hazard elimination programs. Funds can be used for safety improvement projects

on any public road or publicly owned bicycle or pedestrian pathway or trail. A safety improvement project corrects or improves a hazardous roadway condition, or proactively addresses highway safety problems that may include: intersection improvements; installation of rumble strips and other warning devices; elimination of roadside obstacles; railway-highway grade crossing safety; pedestrian or bicycle safety; traffic calming; improving highway signage and pavement marking; installing traffic control devices at high crash locations or priority control systems for emergency vehicles at signalized intersections, safety conscious planning and improving crash data collection and analysis, etc. The States that adopt and implement a strategic highway safety plan are provided additional flexibility to use Highway Safety Improvement Program (HSIP) funds for public awareness, education, and enforcement activities otherwise not eligible if they are consistent with a strategic State highway safety plan and comprehensive safety planning process.

Web Link: <http://www.dot.ca.gov/hq/LocalPrograms/hsip.htm>

### Transportation Enhancements



Transportation Enhancements (TE) are transportation-related activities that strengthen the cultural, aesthetic, and environmental aspects of the Nation's transportation system. Similar to CMAQ and STP funds, MTC develops and administers its own funding programs using TE funds to target Bay Area transportation needs. TE funds help to make up regional funding programs such as the Transportation for Livable Communities Program and the Regional Bicycle and Pedestrian Program.

Web Link: <http://www2.dot.ca.gov/hq/TransEnhAct/TransEnact.htm>

### National Recreational Trails Program

The Recreational Trails Program (RTP) provides funds to states to develop and maintain recreational trails and trail-related facilities for both non-motorized and motorized recreational trail uses. Examples of trail uses include hiking, bicycling, in-line skating, equestrian use, and other non-motorized as well as motorized uses.

Recreational Trails Program funds may be used for:

- Maintenance and restoration of existing trails;
- Development and rehabilitation of trailside and trailhead facilities and trail linkages;
- Purchase and lease of trail construction and maintenance equipment;
- Construction of new trails (with restrictions for new trails on federal lands);
- Acquisition of easements or property for trails;
- State administrative costs related to this program (limited to seven percent of a State's funds); and
- Operation of educational programs to promote safety and environmental protection related to trails (limited to five percent of a State's funds).

Web Links: [http://www.parks.ca.gov/?Page\\_id=24324](http://www.parks.ca.gov/?Page_id=24324)

<http://www.fhwa.dot.gov/environment/rectrails/index.htm>

## State Funding Programs

### State Highway Operations Protection Program

The State Highway Operations Protection Program (SHOPP) is a multi-year program of capital projects whose purpose is to preserve and protect the State Highway System. Funding is comprised of state and federal gas taxes. SHOPP funds capital improvements relative to maintenance, safety, and rehabilitation of state highways and bridges that do not add a new traffic lane to the system. Just over \$1 billion is allocated to SHOPP annually. Funding is based on need, so there are no set distributions by county or Caltrans district. There are no matching requirements for this program. Projects include rehabilitation, landscaping, traffic management systems, rest areas, auxiliary lanes, and safety. Caltrans Projects are “applied” for by each Caltrans District. Each project must have a completed Project Study Report (PSR) to be considered for funding. Projects are developed in fall every odd numbered year.

Web Link: <http://www.dot.ca.gov/hq/transprog/shopp.htm>

### State Transportation Improvement Program



The State Transportation Improvement Program (STIP) is a multi-year capital improvement program of transportation projects on and off the State Highway System. The STIP is funded with revenues from the state Transportation Investment Fund and other federal funding sources. STIP programming generally occurs every two years. The programming cycle begins with the release of a proposed fund estimate in July of odd-numbered years, followed by California Transportation

Commission (CTC) adoption of the fund estimate in August (odd years). The STIP program represents the lion’s share of California’s state and federal transportation dollars. The amount of funds available for the STIP is dependent on the state budget, and therefore, funding levels fluctuate from year to year. The majority of the program’s funds are earmarked for improvements determined by locally adopted priorities contained in Regional Transportation Improvement Programs (RTIP). RTIPS are submitted by regional transportation planning agencies from around the state. STIP funds can be used for a wide variety of projects, including road rehabilitation, road capacity, intersections, bicycle and pedestrian facilities, public transit, passenger rail and other projects that enhance the region’s transportation infrastructure.

Regional Transportation Planning Agencies (RTPAs), such as MTC, are allocated 75 percent of STIP funding for regional transportation projects in their Regional Improvement Program (RIP). Caltrans is allocated 25 percent of STIP funding for interregional transportation projects in the Interregional Improvement Program (IIP).

Web Link: <http://www.mtc.ca.gov/funding/STIP/>

### Bicycle Transportation Account



The state Bicycle Transportation Account (BTA) is an annual statewide discretionary program that is available through the Caltrans Bicycle Facilities Unit for funding bicycle projects. The BTA provides state funds for city and county projects that improve safety and convenience for bicycle commuters including: New bikeways serving major transportation corridors; New bikeways removing travel barriers to potential bicycle commuters; Secure bicycle parking at employment centers, park-and-ride lots, rail and transit terminals, and ferry docks and landings; Bicycle-carrying facilities on public transit vehicles; Installation of traffic control devices to improve the safety and efficiency of bicycle travel; Elimination of

hazardous conditions on existing bikeways; Planning; Improvement and maintenance of bikeways; Project planning; Preliminary engineering; Final design; Right of way acquisition; Construction engineering; and Construction and/or rehabilitation among other items. To be eligible for Bicycle Transportation Account (BTA) funds, a city or county must prepare and adopt a Bicycle Transportation Plan (BTP) that addresses items a – k in *Streets and Highways Code* Section 891.2. BTP adoption establishes eligibility for five consecutive BTA funding cycles. Funding is available on a statewide basis. \$7.2 million was available for FY 2010/11.

Web Link: <http://www.dot.ca.gov/hq/LocalPrograms/bta/btawebPage.htm>

### Safe Routes to School



There are currently two Safe Routes to School funding programs in California. In 1999 the State legislature enacted a State Safe Routes to School (SR2S) program through a set-aside of federal transportation funds. The program has since been re-authorized three times and will run through 2013. In the meantime, the federal government created a Safe Routes to School (SRTS) with the passage of SAFETEA-LU. Both programs are meant to improve school commute routes through construction of bicycle and pedestrian safety and traffic calming projects. The State program provides funding for projects that address school commutes for students in grades K-12, the federal program provides funding for projects that address school commutes for students in grades K-8. Both programs require a local match. While both programs fund construction improvements, the federal program also includes a programmatic element that will fund activities related to education, enforcement, or encouragement.

Web Link: <http://www.dot.ca.gov/hq/LocalPrograms/saferoutes/saferoutes.htm>

### Office of Traffic Safety



The California Office of Traffic Safety (OTS) has the mission to obtain and effectively administer traffic safety grant funds to reduce deaths, injuries and economic losses resulting from traffic related collisions in California. OTS distributes federal funding apportioned to California under the National Highway Safety Act and SAFETEA-LU. Grants are used to mitigate traffic safety program deficiencies, expand ongoing activity, or develop a new program. Grant funding cannot replace existing program expenditures, nor can traffic safety funds be used for program maintenance, research, rehabilitation, or construction.

OTS grants address several traffic safety priority areas including Pedestrian and Bicycle Safety. Eligible activities include programs to increase safety awareness and skills among pedestrians and bicyclists. Concepts may encompass activities such as safety programs, education, enforcement, traffic safety and bicycle rodeos, safety helmet distribution, and court diversion programs for safety helmet violators.

Web Link: <http://www.ots.ca.gov/>

### Environmental Enhancement and Mitigation Program



Environmental Enhancement and Mitigation Program (EEMP) funds are allocated to projects that offset environmental impacts of modified or new public transportation facilities including streets, mass transit guideways, park-n-ride facilities, transit stations, tree planting to equalize the effects of vehicular emissions, and the acquisition or development of roadside recreational facilities, such as trails. State gasoline tax monies

fund the EEMP. The EEMP program represents an opportunity to fund improvements as mitigation to highway work in the SR 12, 29, and 128 corridors, as well as other highway facilities in Napa County.

Web Links: [http://resources.ca.gov/grant\\_programs.html](http://resources.ca.gov/grant_programs.html)

<http://www2.dot.ca.gov/hq/LocalPrograms/EEM/homepage.htm>

### California State Coastal Conservancy



The California State Coastal Conservancy manages several programs that provide grant funds for coastal trails, access, and habitat restoration projects. The funding cycle for these programs is open and on-going throughout the year. Funds are available to local government as well as non-profits. The Conservancy may be a funding source for bicycle facilities that improve access to Napa's rivers and creeks.

Web Link: <http://www.scc.ca.gov/Programs/guide.htm>

### Habitat Conservation Fund



The Habitat Conservation Fund (HCF) provides \$2 million dollars annually in grants for the conservation of habitat including wildlife corridors and urban trails statewide. Eligible activities include property acquisition, design, and construction. The HCF is 50% dollar for dollar matching program. California Environmental Quality Act (CEQA) compliance is required. Urban projects should demonstrate how the project would increase the public's awareness and use of park, recreation, or wildlife areas.

Web Link: [http://www.parks.ca.gov/?page\\_id=21361](http://www.parks.ca.gov/?page_id=21361)

### Land and Water Conservation Fund



Administered by CA State Parks, the Land and Water Conservation Fund is offered annually to cities, counties and districts. Funds can be used to acquire or develop outdoor recreation areas and facilities. Communities can use these funds to build trails, picnic areas, and preserve natural and cultural areas.

Web Link: [http://www.parks.ca.gov/?page\\_id=21360](http://www.parks.ca.gov/?page_id=21360)

### Caltrans Transportation Planning Grants



Caltrans Transportation Planning Grants are intended to promote strong and healthy communities, economic growth, and protection of our environment. These planning grants (Environmental Justice: Context-Sensitive Planning, Community-Based Transportation Planning, Partnership Planning, and Transit Planning) support closer placement of jobs and housing, efficient movement of goods, community involvement in planning, safe and convenient pedestrian and bicycle mobility and access, smart or strategic land use, and commute alternatives.

Web Link: <http://www.dot.ca.gov/hq/tpp/grants.html>

## **Regional Funding Programs**

### Regional Transportation Improvement Program

The Regional Transportation Improvement Program (RTIP) funds are a portion of the State Transportation Improvement Program. The Metropolitan Transportation Commission, acting as the Regional Transportation Planning Agency in the nine-county Bay Area, is responsible for allocating Napa County's share of the funding.

Web Link: <http://www.mtc.ca.gov/funding/STIP/>

### Transportation for Livable Communities

MTC's Transportation for Livable Communities (TLC) Program was created to support community-based transportation projects that revitalize downtown areas, commercial cores, neighborhoods and transit corridors by enhancing their amenities and ambiance and making them places where people want to live, work and visit. The TLC Program supports the region's FOCUS Program by investing in Priority Development Areas, designated areas in which there is local commitment to developing housing, along with amenities and services, to meet the day-to-day needs of residents in a pedestrian-friendly environment served by transit. TLC provides funding for planning and capital improvement projects that provide for a range of transportation choices, support connectivity between transportation investments and land uses, and are developed through an inclusive community planning effort.

Web Link: [http://www.mtc.ca.gov/planning/smart\\_growth/tlc\\_grants.htm](http://www.mtc.ca.gov/planning/smart_growth/tlc_grants.htm)

### Regional Bicycle and Pedestrian Program

The Regional Bicycle and Pedestrian Program (RBPP) was created by the MTC in 2003 through a set-aside of federal funds to fund construction of the Regional Bicycle Network, regionally-significant pedestrian projects, and bicycle and pedestrian projects that serve schools and transit. MTC has committed \$200 million in the Transportation 2030 Plan to support the regional program over a 25-year period (\$8 million each year). The program is administered through County Congestion Management Agencies (CMAs; NCTPA in Napa County).

Web Link: <http://www.mtc.ca.gov/planning/bicyclespedestrians/regional.htm#bikepedprog>

### TDA Article 3

Transportation Development Act (TDA) Article 3 funds are generated from State gasoline sales taxes and are returned to the source counties from which they originate to fund transportation projects. Article 3 funds provide a 2 percent set aside of the County TDA funds for bicycle and pedestrian projects. Eligible projects include right-of-way acquisition; planning, design and engineering; support programs; and construction of bicycle and pedestrian infrastructure, including retrofitting to meet ADA requirements, and related facilities. Each year NCTPA approves a Program of Projects for Napa County, which is submitted to MTC for approval.

Web Link: <http://www.mtc.ca.gov/funding/STA-TDA/>

### Lifeline Transportation Program

The Lifeline Transportation Program (LTP) was established to fund projects that result in improved mobility for low-income residents of the nine San Francisco Bay Area counties. Lifeline funds may be used for either capital or operating purposes. Eligible capital projects include (but are not necessarily

limited to) purchase of vehicles, provision of bus shelters, benches, lighting, sidewalk improvements or other enhancements to improve transportation access for residents of low-income communities. A local match of a minimum of 20% of the total program cost is required.

Web Link: <http://www.mtc.ca.gov/planning/lifeline/>

#### Safe Routes to Transit

Funded through Regional Measure 2, this competitive program is designed to promote bicycling and walking to transit stations by funding projects and plans that make important feeder trips easier, faster, and safer. The program is administered by the Transportation and Land Use Coalition (TALC). TALC is a Bay Area partnership of over 90 groups that develops and forwards a range of projects, programs, and campaigns supporting sustainability and equity in the land use, housing, and transportation arenas.

Web Link: [http://www.transcoalition.org/c/bikeped/bikeped\\_saferoutes.html#application](http://www.transcoalition.org/c/bikeped/bikeped_saferoutes.html#application)

#### Bay Trail

The Association of Bay Area Governments (ABAG) sponsors the San Francisco Bay Trail project. As funds become available, the Bay Trail Project administers grant programs to fund planning and construction of the Bay Trail. Grant monies are available for planning studies, trail design work, feasibility studies, and construction of new Bay Trail segments and associated amenities including bike lane striping, sidewalk construction and improvements to roadway bicycle routes. The deadline for the program is on-going until program funds are programmed. While a local match is not required, it is encouraged. Grant awards generally range from \$150,000-\$500,000.

Web Link: <http://baytrail.abag.ca.gov/grants.html>

#### Transportation Fund for Clean Air



The Transportation Fund for Clean Air (TFCA) is a grant program funded by a \$4 surcharge on motor vehicles registered in the Bay Area. The program generates approximately \$22 million per year in revenue and consists of two parts: Program Manager Funds (60 percent of revenues), which guarantees a calculated percentage to each county, and Regional Funds (40 percent of revenues), which are allocated on the basis of regional competition. The program's goal is to implement cost-effective projects that will decrease motor vehicle emissions. The fund covers a wide range of project types, including purchase or lease of clean fuel buses, purchase of clean air vehicles, ridesharing programs to encourage carpool and transit use, bicycle facility improvements such as bike lanes, bicycle racks, and projects to enhance the availability of transit information. Applications for the Regional Funds are made directly to BAAQMD. The Program Manager Funds are administered by NCTPA.

Web Link: <http://www.baaqmd.gov/Work.aspx>

#### BAAQMD Bicycle Facility Program

The Bay Area Air Quality Management District's (Air District's) Bicycle Facility Program (BFP) provides grant funding to reduce motor vehicle emissions through the implementation of new bikeways and bicycle parking facilities in the Bay Area. The BFP is funded through the Transportation Fund for Clean Air (TFCA) program. Proposed projects must comply with Board-adopted policies and be located within the Air District's boundaries. Eligible project types include: Class I – Bicycle Paths; Class II –

Bicycle Lanes; Class III – Bicycle Routes; Bicycle Lockers and Racks; Secure Bicycle Parking; and Bicycle Racks on Public Transportation Vehicles.

Web Link: <http://www.baaqmd.gov/Divisions/Strategic-Incentives/Bicycle-Facility-Program.aspx>

## **Local Funding Programs**

### Direct Local Jurisdiction Funding

Local jurisdictions can fund bicycle and pedestrian projects using a variety of sources. A city's general funds are often earmarked for non-motorized transportation projects, especially sidewalk and ADA improvements.

Future road widening and construction projects are one means of providing bike lanes and sidewalks. To ensure that roadway construction projects provide these facilities where needed, appropriate, and feasible, it is important that an effective review process is in place so that new roads meet the standards and guidelines presented in this Plan.

### Impact fees

Another potential local source of funding is developer impact fees, typically tied to trip generation rates and traffic impacts produced by a proposed project. A developer may reduce the number of trips (and hence impacts and cost) by paying for on- and off-site pedestrian and bikeway improvements, which will encourage residents to walk and bicycle rather than drive. In-lieu parking fees may be used to help construct new or improved bicycle parking. A clear connection between the impact fee and the mitigation project must be established.

### Special Taxing Districts

Special taxing districts, such as redevelopment districts, can be good instruments to finance new infrastructure – including shared use trails and sidewalks – within specified areas. New facilities are funded by assessments placed on those that are directly benefited by the improvements rather than the general public. In a “tax increment financing (TIF) district, taxes are collected on property value increases above the base year assessed property value. This money can then be utilized for capital improvements within the district. TIFs are especially beneficial in downtown redevelopment districts. These districts are established by a petition from landowners to a local government. The districts can operate independently from the local government and some are established for single purposes, such as roadway construction.

### Other

Local sales taxes, fees, and permits may be implemented, requiring a local election. Parking meter revenues may be used according to local ordinance. Volunteer programs may substantially reduce the cost of implementing some of the proposed pathways. Use of groups such as the California Conservation Corp which offer low-cost assistance will be effective at reducing project costs. Local schools or community groups may use the bikeway or pedestrian project as a project for the year, possibly working with a local designer or engineer. Work parties may be formed to help clear the right of way where needed. A local construction company may donate or discount services. A challenge grant program with local businesses may be a good source of local funding, where corporations “adopt” a bikeway and help construct and maintain the facility.



City of American Canyon  
Parks and Recreation  
Needs Assessment  
December 2015







## AMERICAN CANYON PARKS AND RECREATION DEPARTMENT VISION STATEMENT

***WE INSPIRE FUN! TOGETHER WE CREATE COMMUNITY.***



## AMERICAN CANYON PARKS AND RECREATION DEPARTMENT MISSION STATEMENT

***THE AMERICAN CANYON PARKS AND RECREATION DEPARTMENT IS COMMITTED TO  
CREATING ENJOYABLE EXPERIENCES FOR THE COMMUNITY THROUGH  
OUTSTANDING EVENTS, PROGRAMS, PARKS AND FACILITIES.***

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## CHAPTER ONE - EXECUTIVE SUMMARY

### 1.1 INTRODUCTION

The City of American Canyon was incorporated in 1992. It is located in Northern California and was developed following World War II, with the McKnight Acres subdivision in the 1940s and Rancho Del Mar in the 1950s. The population as of 2010 was approximately 19,500, with a projected population estimated at 25,000 by 2020.

American Canyon is a bedroom community of 5.5 square miles sandwiched between two cities, Napa to the north and Vallejo to the south, with much larger population centers and more extensive parks and recreation services. A permanent green belt that surrounds much of the City, including the Napa River and a 500-acre wetlands preserve to the west, is the crown jewel of the American Canyon Parks and Recreation Department.

In addition to managing and maintaining the green belt, the City of American Canyon's Parks and Recreation Department, plans all City-sponsored recreation classes, programs, and special events, and strives to enhance the quality of life for residents. The department oversees the operation of the Phillip West Aquatics Center and operates the Recreation Center and Senior Multi-Use Center. The Parks Division is responsible for the maintenance of 1100+ acres of park land and the maintenance of City recreation facilities.

### 1.2 PROJECT PURPOSE AND GOAL

An integral part of the city's vision is to be a destination for outdoor recreation and natural beauty. Through a visioning process conducted by the city in 2014, citizens clearly stated an appreciation for outdoor recreation and natural beauty and that they desire more facilities to enjoy these features. The Parks and Recreation Department is in need of a strategic needs assessment plan to determine how best to meet the specific desires of the community. The primary outcomes of the needs assessment are to:

- Based on community feedback and direction, identify vision and overarching direction for the Parks and Recreation Department.
- Determine the level of needs met by the Parks and Recreation Department's current offerings (programming, events and parks/facilities).
- Identify unmet needs, level of desire for new programs, events and parks/facilities.
- Complete initial testing on how to fund (i.e. dedicated tax) desired enhancements or new programs/facilities.
- Identify possible parks/facility components for new/future facilities including Clarke Ranch, Newell Open Space Preserve, Watson Ranch Community Park and Wetlands Edge viewing area and trails.
- Determine level of community support for developing parks/amenities that may serve as a "green" tourism draw to the City (i.e. organized run at Newell or Wetlands, or developing a regional nature center or campground at Clark Ranch).

### 1.3 PROJECT PROCESS

The process of developing the American Canyon Parks and Recreation *Needs Assessment Plan* followed a logical planning path as illustrated below:



The foundation of the *Needs Assessment Plan* was to “mine” local knowledge through the use of a creative and comprehensive public participation process. It was important to engage community members who enjoy the opportunity to participate in planning as well as to encourage thoughts from other stakeholders that typically do not voice their opinions. The public input process incorporated a variety of methods that included interviews, focus group meetings, and public forums. The data generated from these critical community interactions was used to aid the consulting team when accurately articulating the true unmet needs, addressing key operational issues, providing recommendations for business related changes, and strategizing to move the Parks and Recreation Department forward for optimum results.

#### 1.3.1 ELEMENTS OF THE PLAN

The planning process for the *Needs Assessment Plan* was completed with City of American Canyon staff and included:



- The collection and analysis of available relevant information.
- Data analysis to determine inventory and condition of current facilities.
- Determination of supply and demand within the community.
- The recommendations for meeting the needs of the community through an analysis of improved programs and facilities.

The data collected from the staff and onsite facility assessments allowed the consulting team to identify key factors, issues, and concerns regarding the parks and recreation system and how the American Canyon Parks and Recreation Department manages operations.

#### 1.4 AMERICAN CANYON NEEDS ASSESSMENT PLAN ORGANIZATION

This *Needs Assessment Plan* presents the overall analysis, findings, and recommendations of the consulting team related to the areas outlined in the scope of services. This study begins with an Executive Summary that provides an overview, and the following sections respond to the desired categories outlined in the study scope to reveal findings, determine needs and to offer operational and capital improvement recommendations.

#### 1.5 SUMMARY OF KEY FINDINGS AND RECOMMENDATIONS

Following the assessment of the American Canyon Parks and Recreation system, the PROS Consulting Team identified a variety of opportunities to support the implementation of the *Needs Assessment Plan*. These recommendations for the operational, programming, facility, and financial recommendation elements will guide decision-making for the next five to ten years.

##### 1.5.1 MARKET ANALYSIS KEY FINDINGS

- **Demographic Analysis:** The City of American Canyon’s affluent population is projected to grow. This growth aligns with national averages (1% annually) over the next fifteen years. It is anticipated that the unique makeup of the American Canyon’s population (only 4 tapestry segments) will change only in that it is expected to age slightly. The diversity in the community is projected to change as nearly one out of every two residents of American Canyon in the year 2030 will be of Asian descent.
- **Trend Analysis:** After analysis of several forms of survey inquiry, interest in parks and recreation is strong and growing. It is critically important for the American Canyon Parks and Recreation Department to understand the national participation trends in recreation activities. In doing so, the department can gain general insight into the lifecycle stage of recreation programs and activities (emerging, stable and declining) and thereby anticipate potential changes in need and demand for the programs and activities that it provides to the residents of American Canyon. Locally, participation in fitness and exercise programs as well as team sports are strong and indicate an opportunity to grow these services.
- **Comparative Analysis:** The following summary of the American Canyon City Parks and Recreation Department is based on the comparative analysis with similar communities and national benchmarking data obtained from the National Recreation and Park Association.
  - **Governance:** American Canyon is similar to many communities with an advisory board or commission that is appointed by the Municipal Council.

- **Parks and Facilities:** American Canyon is a small municipal-park system with a high percentage of open space park lands within the inventory. Not only is American Canyon higher than the benchmarked communities in terms of total park acreage, it is just below the upper quartile of respondent municipalities on these measures in the national benchmarking data. However, American Canyon falls to just above the lower quartile in terms of total park and facility sites due to its lack of indoor facilities.
- **Budget:** American Canyon differs from similar municipalities in budgeting and staffing characteristics. However, much of this difference is explained by the type of parks and recreation system American Canyon City manages and the culture of the community. While the the City actively maintains its developed parks and facilities, it allocates a minimal amount of funding to the maintenance of the 1168 acres of open space in the system. American Canyon also features numerous programs and events at very low cost to the participants. As a result, budgetary expenditures of the department are in line with similar communities, but earned revenues are lower and recover only 22% of operating costs. The political and social culture of American Canyon seems to favor maintaining certain programs and facilities as accessible to the community at low or no cost, and considers this a quality-of-life attribute of the city.

### 1.5.2 COMMUNITY INPUT KEY FINDINGS

Input from the community revealed that the American Canyon parks and recreation system has a physical and operational presence in the community. Participants also see the system as one that is well maintained with great staff. They also enjoy the numerous programs and amenities offered. Unmet needs exist, however, as the demand for services is currently outweighing the available facilities and/or existing amenities. The following summarizes the themes of community input:

#### QUALITATIVE INPUT SUMMARY

Discussion with staff, community leaders and citizens revealed the following key themes related to parks and recreation in American Canyon.

- The community values parks and recreation, in particular, open space, special events and aquatics.
- There is strong advocacy for the department and the programs and services that it provides.
- The department provides a high level of customer service, however, can be over-accommodating at times. The downfall of being over-accommodating is that in the absence of formal policies and procedures, precedents can be established that change how the department operates.
- The Parks and Recreation Department lacks community parks and quality indoor facilities, which, in turn, limits its ability to meet programmatic needs.

#### STATISTICALLY VALID SURVEY SUMMARY

The following summarizes the key themes derived from the results of the statistically-valid survey.

- Usage of parks and trails is high
- Satisfaction is high with the condition and quality of parks, trails and facilities
- Satisfaction is very high with the quality of programs, services and events

- Survey participants felt that American Canyon’s system has a strong operational presence in the community.
- Satisfied ratings with overall value is high
- Walking and biking trails are highly important to, and highly needed by, American Canyon residents. These results are in-line with national benchmarks.
- Adult fitness and exercise programs are highly important to, and highly needed by American Canyon residents. These results are in-line with national benchmarks and trends.
- American Canyon residents highly value community special events.
- Unmet needs exist, and are considerably higher for facilities than programs as a percentage of need.
- Strong support exists for attracting recreation tourism dollars to American Canyon and constructing facilities that would attract tourism.
- Support for upgrading and renovating the existing system far outweighs support for constructing new parks or facilities that would serve residents.
- There is mild support for increasing taxes on American Canyon residents to support parks and recreation facilities, programs, services and events.

### 1.5.3 PROGRAMS AND EVENTS ASSESSMENT

#### KEY FINDINGS

- **Program Plan:** The department is limited in fully developing a program plan due to the lack of programmable space and facilities within the system.
- **Program Standards:** Formalized recreation program standards that guide consistent service delivery are not in place.
- **Program Evaluation:** Assessment and evaluation tools to measure the success of programs and services are in place, but utilization is inconsistent.
- **Partnerships:** The department has three significant partnerships in place:
  - The partnership with the Napa Valley Unified School District for joint use of the American Canyon Middle School gymnasium provides the city with its only true indoor recreation space for programming.
  - The recently formalized partnership with the Boys and Girls Clubs will allow the Parks and Recreation Department to focus its efforts on other lines of service that meet the demands of residents.
  - The recently formalized partnership with the American Canyon Little League has better defined the roles and responsibilities for the maintenance of the Little League Complex.
- **Program Classification:** Prior to a staff workshop in 2015, functional groupings of programs and services did not exist and were not classified by core, important, and value-added, and do not have specific cost recovery goals.

- **Culture:** A culture of reacting to special interests leads to a desire of staff to meet all recreational needs in the community.
- **Program Participation:** Enrollment in formal registered programs rarely approach capacity. (Further analysis will be provided in the sections that follow.)
- **Market Definition:** The department primarily serves residents as non-residents comprise 25% of all recreation program registrations and only 6% of aquatic program enrollment.
- **Environmental Assets:** Newell Open Space and the Wetlands provide tremendous opportunity for expanded programs.
- **Age Segmentation:** A successful recreation plan requires a balanced delivery of programs and events across the 17 distinct “programming” age segments of a person’s life. Opportunity exists to expand programming for preschoolers, teens and recent retirees.
- **Unmet Needs:** In reviewing the current program offerings against the desired program offerings of the community, there is an opportunity to expand programming. Per the statistically valid survey conducted by ETC, based on the estimated number of households in the City of American Canyon whose needs for Parks and Recreation Programs are only being 50% met or less: 2,088 (or 36.9%) of households have significant unmet needs for adult fitness and wellness programs classes while 1,649 (or 29.1%) have high unmet need for special events.
- **Aquatic Program Participation:** The Aquatic Division offers 995 programs and events to the community annually. In FY 14, the aquatic division enrolled 2,558 participants in its programs, which equates to 50.3% of maximum program capacity being met. Best practice target for overall enrollment is 50%.
- **Recreation Program Participation:** Not including community special events, the Recreation Division annually offers 595 programs to the community. In FY 14, the recreation division enrolled 5,555 participants in its programs, which equates to 31.8% of maximum program capacity being met. Best practice target for overall enrollment is 50%.
- **Staffing:** The Aquatic and Recreation Divisions offers a combined 1,590 programs and events annually to the community with a minimal staff. The divisions combined have only FOUR full-time employees and TWO regular part-time employee to develop, organize, administer, implement and evaluate the programs. Additionally, staff is responsible for the hiring, training, supervising and evaluating a plethora of part-time employees and contracted employees.

**KEY RECOMMENDATIONS**

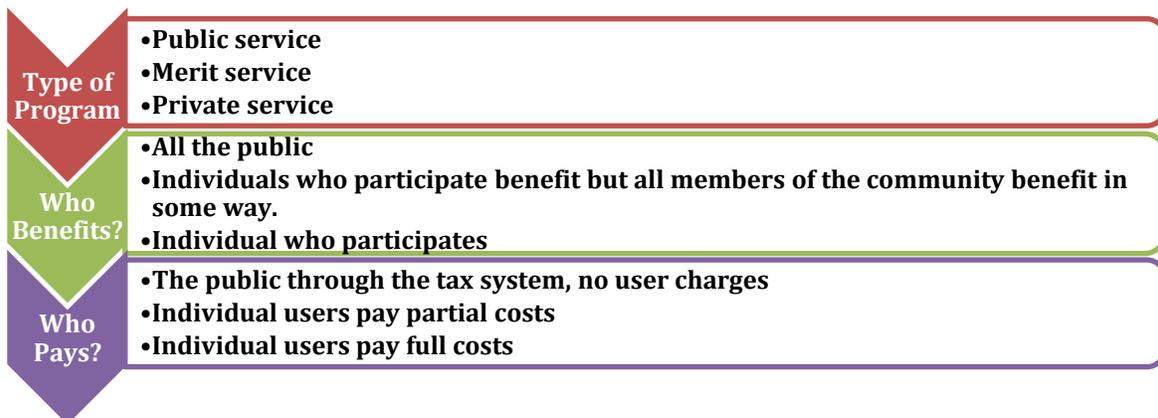
- **Expand programs and services in the areas of greatest demand:** Ongoing analysis of the participation trends of programming and services in American Canyon is significant when delivering high quality programs and services. By doing so, staff will be able to focus their efforts on the programs and services of the greatest need and reduce or eliminate programs and services where interest is waning. Specific efforts should be made to increase programming in the areas of greatest UNMET need as identified in the statistically valid survey.
- **Participation Data Analysis:** Through ongoing participation data analysis, refine program offerings to reduce number of low enrollment and cancelled programs. This, in turn, will allow the divisions to offer best practice programs and create a more efficient utilization of resources, including but not limited to, facility scheduling, instructors, marketing and administrative support.

- **Maximize Pool Utilization to Meet Community Need:** The creation of formal allocation guidelines will encourage the maximum utilization of pools during non-prime time hours. By encouraging formal groups to utilize the pool during non-prime time hours, the Aquatic Division may have the opportunity to better meet the aquatic needs of the community, including the demand for lap swimming and fitness exercise classes. A framework of the key elements for the development of newly designed allocation guidelines can be found in the Appendix of the study.
- **Partnerships:** Create a win-win partnership with Napa Valley Unified School District for utilization of the American Canyon High School at discounted facility use rates in an effort to offer more aquatic, sports and performing arts programs to meet high community need.
- **Evaluation:** Implement the program assessment and evaluation tool as recommended.
- **Adopt Recreation Program Standards:** Recreation program standards are developed to support core programs and services. The standards focus on delivering a consistent high quality experience while achieving operational and cost recovery goals as well as marketing and communication standards that are needed to create awareness and customer loyalty.
- **Program Staffing:** The Consulting Team recommends the following additions to the Recreation and Aquatic Division staffs to increase staffing capacity to better meet existing needs of the community within the limitations of the department’s facilities:

PROGRAM STAFF POSITION	CLASSIFICATION
Senior Center Coordinator	Full-time (upgrade)
Assistant Aquatic Supervisor (Programs)	Full-time
Special Events Coordinator	Full-time

1.5.4 SERVICE CLASSIFICATION KEY FINDING

As noted previously, the *Parks and Recreation Department currently does not classify its programs and services*. Classifying programs and services is an important process for an agency to follow in order to remain aligned with the community’s interests and needs, the mission of the organization, and to sustainably operate within the bounds of the financial resources that support it. The criteria utilized and recommended in program classification stems from the foundation’s concept detailed by Dr. John Crompton and Dr. Charles Lamb. In Marketing Government and Social Services, they purport that programs need to be evaluated on the criteria of type, who benefits, and who bears the cost of the program. This is illustrated below:



**KEY RECOMMENDATIONS**

- **Implement the Classification of Services and Cost Recovery Goals:** In workshops with the American Canyon Parks and Recreation Department in 2015 facilitated by the consulting team, the major functional program areas were assessed and classified based on the criteria established in the previous section of the plan. This process included determining which programs and services fit into each classification criteria. Then cost recovery goals were established based on the guidelines included in this plan. The percentage of cost recovery is based on the classification of services and will *typically* fall within these ranges, *although anomalies will exist*:
  - Core 0-35%
  - Important 35-75%
  - Value Added 75%+
  
- **Implement a New Pricing Policy:** To gain and provide consistency among the American Canyon City Council, user groups, staff, and the community, a revised pricing policy must be adopted in order for the American Canyon Parks and Recreation Department to operate effectively and efficiently to meet the program cost recovery goals identified in the Needs Assessment.
  
- **Develop Pricing Strategies:** As the American Canyon Parks and Recreation Department embarks on the implementation of a new pricing policy, it will be necessary to develop pricing strategies that will not only increase sales but also maximize the utilization of American Canyon’s parks, programs and recreation facilities.
  - Consider a pricing strategy that provides a discount for online registration of programs.
  - Consider a pricing strategy that eliminates the non-resident fee for programs that are not of primary need.

**1.5.5 LEVEL OF SERVICE AND FACILITY ANALYSIS**

**KEY FINDINGS**

- **Current System Inventory and Level of Service:** The American Canyon Parks and Recreation Department currently has a quality staff that operates and manages a limited but unique system of parks, facilities, centers and open spaces that are generally in good condition. The current facility and amenity level of service is illustrated in the chart to the right:

Current Inventory and Service Levels				
PARK TYPE	American Canyon Inventory	Current Service Level based upon population		
Neighborhood Parks	70.07	3.40	acres per	1,000
Community Parks		-	acres per	1,000
Open Space Parks	1,168.00	56.68	acres per	1,000
<b>OUTDOOR AMENITIES:</b>				
Picnic Areas	9.00	1.00	site per	2,290
Diamond, Baseball (Youth)	8.00	1.00	site per	2,576
Diamond, Softball (Adult)	1.00	1.00	field per	20,607
Rectangle Fields (All)	6.00	1.00	field per	3,435
Basketball Multi-Use Courts, Outdoor	6.00	1.00	court per	3,435
Tennis Courts	4.00	1.00	court per	5,152
Playgrounds	15.00	1.00	site per	1,374
Dog Parks/Off leash Areas	1.00	1.00	site per	20,607
Skate Parks	1.00	1.00	site per	20,607
Swimming Pool	1.00	1.00	site per	20,607
Trails (miles)	325.00	0.22	miles per	288

- Unmet Facility Needs:** Per the statistically valid survey conducted by ETC: 0% meeting needs far exceed 100% meeting needs. Based on the estimated number of households in the City of American Canyon whose needs for Parks and Recreation Facilities are only being 50% or less, 2,297 (or 40.6%) of households have significant unmet needs for outdoor exercise/fitness areas while 2,121 (or 37.5%) have high unmet need for covered picnic areas and 2,080 (or 36.8%) of households have great unmet need for an adventure area (ropes courses, zip lines, etc. Other facilities that respondent households have unmet needs for include: Napa River access (1,792), mountain biking trails (1,555), sports complex (1,445), off-leash dog parks (1,425), community gardens (1,379) and community center space (1,375).
- Opportunity Exists:** The opportunity exists not only due to community demand, but also due to low availability of facilities in the Napa Valley as a whole. The following chart illustrates the opportunity that exists.

**FACILITY LEVEL OF SERVICE RECOMMENDATIONS**

- Based on a thorough review of the parks and recreation system and extensive public input, it is recommended that the City aggressively pursue further development of parks and recreation amenities. Recommended changes to the acreage of parks and areas, miles of trails or the quantity of different types of amenities are in some cases significant and are based on increasing the current level of service standard for the projected population in 2030.

<b>American Canyon Park and Facility Level of Service Standards</b>										
<b>Current Inventory and Service Levels</b>					<b>2015 Facility Standards</b>			<b>2030 Facility Standards</b>		
<b>PARK TYPE</b>	American Canyon Inventory	Recommended Service Levels; Revised for Local			Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed		Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Neighborhood Parks	70.07	2.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
Community Parks		3.00	acres per	1,000	Need Exists	62	Acre(s)	Need Exists	77	Acre(s)
Open Space Parks	1,168.00	11.00	acres per	1,000	Meets Standard	-	Acre(s)	Meets Standard	-	Acre(s)
<b>OUTDOOR AMENITIES:</b>										
Picnic Areas	9.00	1.00	site per	5,000	Meets Standard	-	Sites(s)	Meets Standard	-	Sites(s)
Diamond, Baseball (Youth)	8.00	1.00	site per	5,000	Meets Standard	-	Sites(s)	Meets Standard	-	Sites(s)
Diamond, Softball (Adult)	1.00	1.00	field per	5,000	Need Exists	3	Field(s)	Need Exists	4	Field(s)
Rectangle Fields (All)	6.00	1.00	field per	5,000	Meets Standard	-	Field(s)	Meets Standard	-	Field(s)
Basketball Multi-Use Courts, Outdoor	6.00	1.00	court per	3,000	Need Exists	1	Court(s)	Need Exists	3	Court(s)
Tennis Courts	4.00	1.00	court per	8,000	Meets Standard	-	Court(s)	Meets Standard	-	Court(s)
Playgrounds	15.00	1.00	site per	3,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Dog Parks/Off leash Areas	1.00	1.00	site per	7,500	Need Exists	2	Site(s)	Need Exists	2	Site(s)
Skate Parks	1.00	1.00	site per	50,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Swimming Pool	1.00	1.00	site per	50,000	Meets Standard	-	Site(s)	Meets Standard	-	Site(s)
Trails (miles)	325.00	5.00	miles per	1,000	Meets Standard	-	Mile(s)	Meets Standard	-	Mile(s)
<b>INDOOR AMENITIES:</b>										
Recreation Centers (Square Feet)	2,200.00	1.00	SF per	person	Need Exists	18,407	Square Ft	Need Exists	23,305	Square Ft
Senior Centers (Square Feet)	5,000.00	0.35	SF per	person	Need Exists	2,212	Square Ft	Need Exists	3,927	Square Ft

### 1.5.6 PRIORITIZED NEEDS ASSESSMENT

For the City of American Canyon, it is critical to understand the park and recreation needs of the community in order to provide offerings that are focused on a mix of traditional and emerging activities, so as to serve the market while maintaining affordability. Each need that has been identified will support the investment in the parks and recreation system that is required to assist in meeting community expectations. These recommended priorities are a result of both qualitative and quantitative analyses to create and maintain an appropriate balance for planning and operations.

#### PROGRAM NEEDS

PROGRAM	PRIORITIZED NEED
Adult Fitness and Wellness Classes	PRIMARY
Community Special Events	PRIMARY
Aquatic Fitness /Lap Swimming/Open Swim	PRIMARY
Youth Learn to Swim	PRIMARY
Youth Summer and Afterschool Programs	PRIMARY
Youth Sports Programs	PRIMARY
Reservations/Rentals	PRIMARY
Outdoor Environmental Programs	SECONDARY
Adult Sports	SECONDARY
Senior Programs	SECONDARY
Pre-School Programs	SECONDARY
Visual Arts and Crafts – Youth and Adults	SECONDARY
Performing Arts Programs	SECONDARY

#### FACILITY AND AMENITY NEEDS

FACILITY/AMENITIES	PRIORITIZED NEED
Walking and Biking Trails	PRIMARY
Small Neighborhood Parks	PRIMARY
Covered Picnic Areas	PRIMARY
Aquatics (Pools, Splash pads)	PRIMARY
Open Space (Conservation)	PRIMARY
Large Community Parks	PRIMARY
Outdoor Exercise Areas	PRIMARY
Playgrounds	PRIMARY
Community Center Space	SECONDARY
Access to Napa River	SECONDARY
Adventure Area (Ropes Course)	SECONDARY
Sports Complex	SECONDARY
Off-Leash Dog Area	SECONDARY

#### PROGRAM STAFFING NEEDS

PROGRAM STAFF POSITION	CLASSIFICATION
Senior Center Coordinator	Full-time (upgrade)
Assistant Aquatic Supervisor (Programs)	Full-time
Special Events Coordinator	Full-time

### 1.5.7 CAPITAL IMPROVEMENTS

In order to plan and prioritize capital investments, the consulting team recommends that the parks and recreation department applies specific guiding principles that balances the maintenance of current assets over the development of new facilities. The departmental CIP framework is also utilized to determine and plan CIP projects and make budget decisions that are sustainable over time. These criteria (e.g., safety compliance, commitment, efficiency, revenue) and priorities are also focused on maintaining the integrity of the current infrastructure and facilities before expanding and/or enhancing programs and facilities.

The synthesis of data from this planning process indicates strong support for this concept of prioritization. Even with the indications of a modest economic turnaround, funding is not sufficient to take care of all existing assets and build new facilities.

The result is the recommendation to develop a three-tier plan that acknowledges a stark fiscal reality, leading to the continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources.

- The **Fiscally Constrained Alternative** has plans for prioritized spending within existing budget targets. The intention of this alternative is to refocus and make the most of existing resources with the primary goal being for the department to maintain services. The actions associated with the Fiscally Constrained Alternative address deferred maintenance at existing facilities and is funded through existing tax dollars.
- The **Action Alternative** describes the extra services or capital improvement that should be undertaken when additional funding is available. This includes strategically enhancing existing programs, beginning new alternative programs, adding new positions, or making other strategic changes that would require additional operational or capital funding. In coordination with the City Manager's Office and City Council, the Parks and Recreation Department would evaluate and analyze potential sources of additional revenue, including but not limited to capital bond funding, partnerships, program income, grants, and existing or new taxes.
- The **Vision Alternative** represents the complete set of services and facilities desired by the community. It is fiscally unconstrained but can help provide policy guidance by illustrating the ultimate goals of the community, and by providing a long-range look to address future needs and deficiencies. In this Needs Assessment, the Vision Alternative addresses aging facilities to make improvements in operational effectiveness and the overall sustainability of the park and recreation system. Funding for vision projects would be derived from partnerships, private investments and new tax dollars.



**FISCALLY CONSTRAINED RECOMMENDATIONS – MAINTAINING WHAT WE HAVE**

This section outlines the projects and unit costs of each that should be accomplished within existing department funding and focus on the maintenance of existing facilities and amenities.

<b>Fiscally Constrained Projects</b>	
<b>Capital Improvement</b>	<b>Unit Cost</b>
<i>Conduct System Wide Master Plan</i>	<i>\$100,000</i>
<i>Standardize Monument Park Signs</i>	<i>\$25,000 per sign</i>
<i>Internal Park Signage</i>	<i>\$100 per sign</i>
<i>Wayfinding Signage for Wetlands and Newell</i>	<i>\$150 per sign</i>
<i>Replace Tennis Courts in disrepair</i>	<i>\$20,000</i>
<i>Replace Multi-purpose Courts in Disrepair</i>	<i>\$20,000</i>
<i>Repair parking lots in disrepair</i>	<i>\$3500 per parking spot</i>
<i>Improve sports turf</i>	<i>\$4.00 per sq. ft.</i>
<i>Improve bocce courts</i>	<i>\$5,000 per court</i>
<i>Repair Trails at Wetlands</i>	<i>\$3 per linear ft.</i>
<i>Repair failing trail at Community Park 1</i>	<i>\$20 per linear ft.</i>
<i>Transition unusable turf to native, drought tolerant plants</i>	<i>\$3 per sq.ft.</i>
<i>Stabilize the barn at Newell</i>	<i>\$5,000</i>
<i>Resurface pool bottom</i>	<i>\$4 per sq. ft.</i>
<i>Continue to rehab landscape beds</i>	<i>\$3 per sq.ft.</i>

**ACTION RECOMMENDATIONS – IMPROVING WHAT WE HAVE**

Options described in this section provide the extra services or capital improvement that could be undertaken when additional funding is available to meet need(s) with a focus on enhancements to existing facilities. The following provides a summary of the action options recommended by the consulting team.

<b>Action Projects</b>	
<b>Capital Improvement</b>	<b>Unit Cost</b>
<i>Expansion of Aquatic Center</i>	<i>\$3,000,000</i>
<i>Site Specific Master Plans including operations for Community Park 1 and Community Park 2</i>	<i>\$40,000 per master plan</i>
<i>Add a new dog park on westside of town at an existing park</i>	<i>\$250,000</i>
<i>Add basketball courts to Veterans Park</i>	<i>\$40,000 per court</i>
<i>Covered picnic shelters</i>	<i>\$135,000 per shelter</i>
<i>Update Newell Open Space Management Plan and Develop a Master Plan</i>	<i>\$60,000</i>
<i>Construct Trailhead at Newell</i>	<i>\$400,000</i>
<i>Stabilize and refurbish the barn at Newell</i>	<i>\$2,887,500</i>
<i>Improve trail system at Newell</i>	<i>\$3 per linear ft.</i>
<i>Conduct environmental review to determine mitigation projects at Newell</i>	<i>\$5,000-\$10,000</i>
<i>Site Specific Master Plan for Neighborhood Parks as identified in Needs Assessment as well as Watson Ranch</i>	<i>\$15,000 per master plan</i>

**VISION RECOMMENDATIONS – DEVELOPING NEW OPPORTUNITIES**

Recommendations described in this section represents the complete set of services and facilities desired by the community. It is fiscally unconstrained but can help provide policy guidance by illustrating the ultimate goals of the community, and by providing a long-range look to address future needs and deficiencies. The following new development and redevelopment projects have been identified as relevant to the interests and needs of the community and are relevant to the city’s focus because they feature a high probability of success.

<b>Vision Projects</b>	
<b>Capital Improvement</b>	<b>Unit Cost</b>
<i>Clark Ranch Community Park (environmental and outdoor recreation focus)</i>	<i>\$500,000 per acre</i>
<i>Construction of Multi-generational Rec Center</i>	<i>\$300 per sq. ft. (does not include land acquisition)</i>
<i>Relocate Little League Complex</i>	<i>\$5,000,000 (does not include land acquisition)</i>
<i>Construction of community park on east side of Highway 29 (athletic fields, event location, sport courts, etc.)</i>	<i>\$500,000 per acre (does not include land acquisition)</i>
<i>Develop Vine Trail, Bay Trail, River to Ridge Trail</i>	<i>\$37 per linear ft. (does not include land acquisition costs)</i>

**1.6 ACTION PLAN**

An Action Plan in matrix form presenting a summary of all major recommendations, specific actions and priorities is presented as a separate document from this report. This matrix is organized by the following categories:

- Community Value 1: Community Mandates
  - Renovate and upgrade open spaces, parks, trails and recreational facilities to promote community interaction, healthy lifestyles and safety.
- Community Value 2: Standards
  - Continually update and utilize best standards for operations and maintenance of parks, trails, and recreational facilities in alignment with City of American Canyon policy.

- Community Value 3: Programs and Services
  - Provide balance and consistency in the delivery of programs and services that meet the needs of the residents of City of American Canyon.
- Community Value 4: Business Practices
  - Manage parks, trails, and recreational facilities, and programs that support the financial goals and policies of the City of American Canyon.
- Community Value 5: Community Outreach and Partnerships/Sponsorships
  - Maximize resources through mutually acceptable partnerships that leverage parks, trails, and recreational facility development and program and service opportunities.

The Action Matrix can be used to develop and prioritize work plans. It can be used as a road map for continued improvements in the department. The key to success for the department is to continue to build on current success and address the major issues and recommendations in a systematic manner. This requires retaining what the department has achieved while adding programs, services, and facility improvements that will generate revenue, reduce operational expenditures, and enhance the experience for the users. In addition, focus needs to be placed on filling the off-peak times through effective pricing, and programming. The most important consideration is to keep the department fresh through programming and strategic improvements for the users and guests to ensure long-term success.



## CHAPTER TWO – ECONOMIC IMPACT OF PARKS AND RECREATION

The following summarizes the research findings of the Center for Regional Analysis on the economic impact of local and regional public park systems' spending in the United States. This research, commissioned by the National Recreation and Park Association (NRPA), adds to the growing body of evidence that the benefits of parks extend well beyond their role as a public amenity and an enhancement to quality of life in their communities.

The analyses reported here cover three areas: a national-level study, state-level assessments, and economic impacts of selected case study parks. Key characteristics of the research include the following:

- The study is focused exclusively on the direct, indirect (business transactions of park agency vendors) and induced (employees spending their earnings) effects local and regional park agencies' spending have on economic activity. The research does not measure the effects of visitor spending or the benefits local and regional park agencies generate for the environment, health and wellness, and property values.
- Data for this analysis come from the U.S. Census Bureau survey of local government employment and spending data from 1,169 local and regional park agencies accessed from NRPA's PRORAGIS database and/or park system budget data posted online. Data for the case study park analysis were supplied by the relevant park agencies.
- The analyses provide estimates of economic activity (output or the value of transactions), value added (equivalent to gross domestic product), labor income (salaries, wages and benefits) and employment (headcount jobs).



America's local and regional public park agencies generated nearly

**\$140 BILLION IN  
ECONOMIC  
ACTIVITY**

and supported almost

**1 MILLION JOBS**

from their operations and capital spending alone in 2013

## 2.1 KEY FINDINGS FROM THE NATIONAL STUDY

Operations and capital spending by local and regional public park agencies generated nearly \$140 billion in economic activity and supported almost 1 million jobs in 2013.

- Local and regional public park agencies directly provided more than 356,000 jobs in the United States during 2013, equating to nearly \$32.3 billion in operations spending.
- Operations spending by park agencies generated nearly \$80.0 billion in total economic activity, boosted the gross domestic product (GDP) by \$38.8 billion and supported nearly 660,000 jobs that paid in excess of \$24 billion in salaries, wages and benefits.
- Local and regional park systems spent an estimated \$22.4 billion on capital programs, leading to about \$59.7 billion in economic activity, a contribution of \$29.2 billion to the GDP, \$19.6 billion in labor income and more than 340,000 jobs.
- In total, the nation’s local and regional public park agencies spent nearly \$54.7 billion in 2013, leading to \$139.6 billion in economic activity, just under \$68.0 billion in contributions to the GDP, and nearly 1 million jobs that generated labor income of \$43.8 billion in 2013.

### **Economic Impact of Local and Regional Public Parks on the United States Economy 2013**

	Operating Impacts	Capital Spending Impacts	Total Impact of Local and Regional Parks’ Spending
Economic Activity	\$79,972,818,000	\$59,655,408,000	<b>\$139,628,226,000</b>
Value Added (GDP)	\$38,782,352,000	\$29,169,189,000	<b>\$67,951,541,000</b>
Labor Income (salaries, wages, benefits)	\$24,176,431,000	\$19,613,750,000	<b>\$43,790,181,000</b>
Employment (jobs)	658,478 jobs	340,604 jobs	<b>999,082 jobs</b>

## 2.2 SUMMARY

The industry of Parks and Recreation not only contributes to the quality of life of communities, but as shown by the data above, has a profound economic and financial impact as well.

## CHAPTER THREE - MARKET ANALYSIS

The Market Analysis provides greater insight into the community that the parks and recreation department serves. In this chapter, the consulting team provides analytics derived from the database of the Environmental Systems Research Institute. This study assesses the current and future demographics of the City of American Canyon. Park and Recreation needs of the community are identified via the results of recently completed qualitative studies, a statistically valid survey, and a comparative analysis of the parks and recreation services.

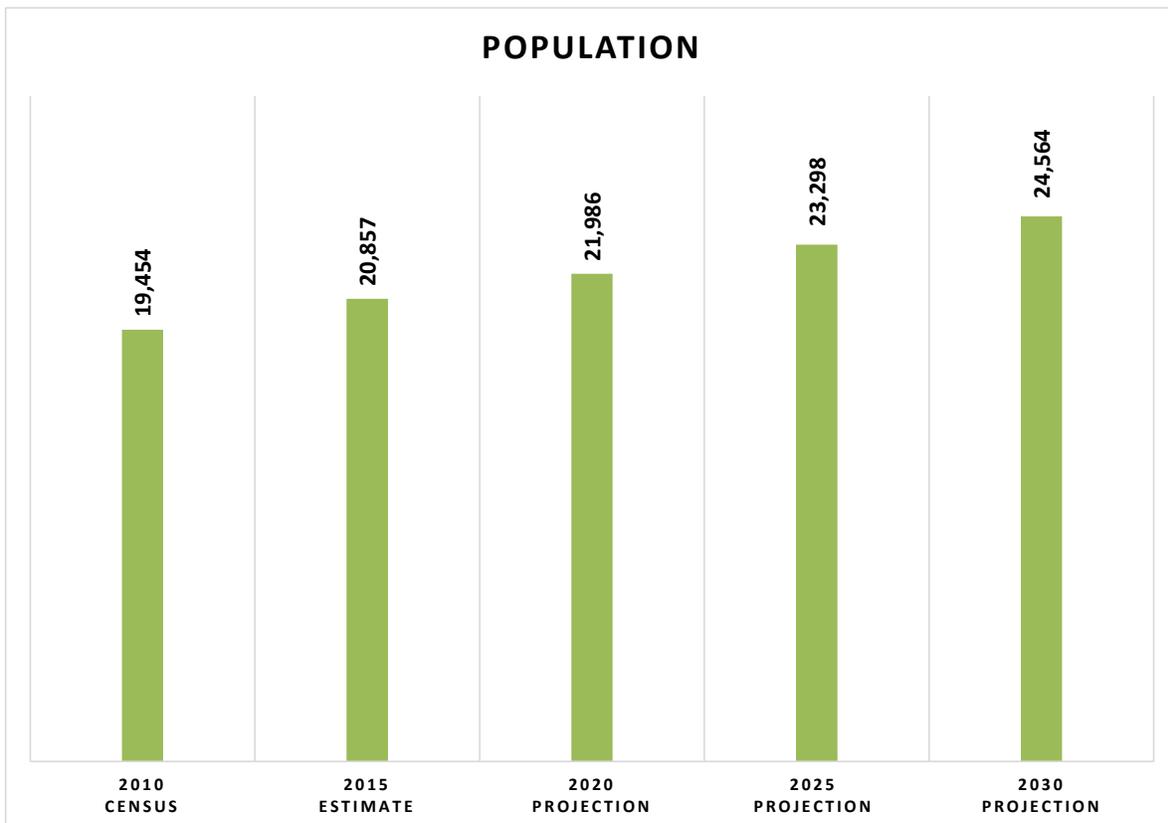
### 3.1 DEMOGRAPHIC ANALYSIS

An analysis of the local demographic makeup is helpful when understanding the population of the City of American Canyon. This analysis is reflective of the total population and its key characteristics such as age segments, income levels, race, and ethnicity.

It is important to note that future projections will be based on historical patterns and the potential for unforeseen circumstances during or after the time of the use and economic projections. The shifts in these issues may have a significant bearing on the validity of the final projections offered in this study.

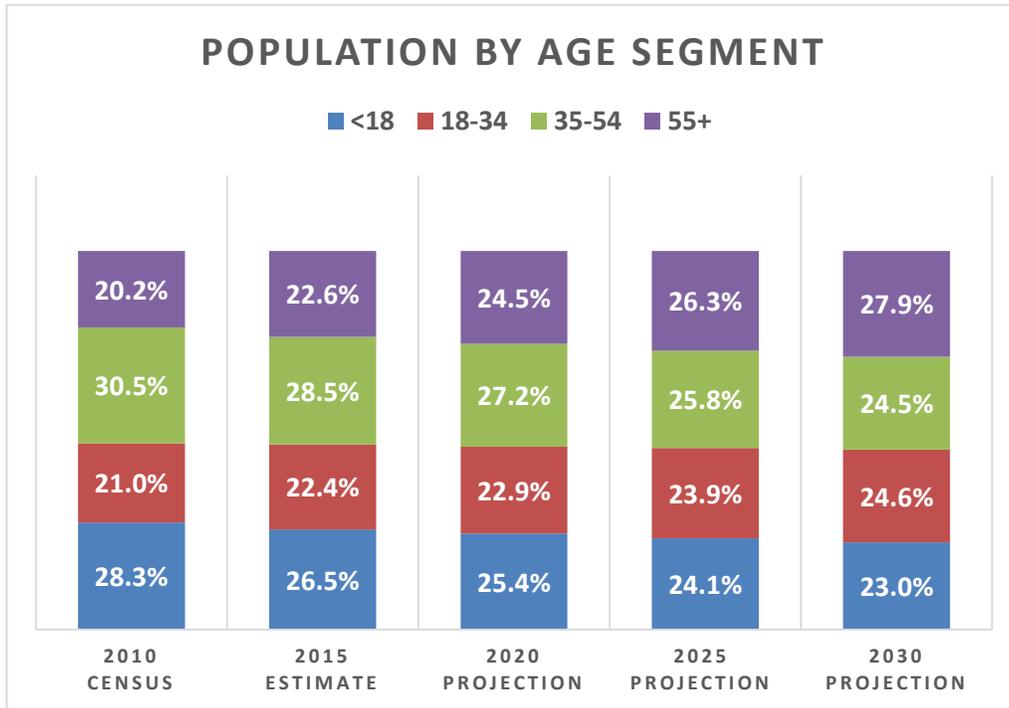
#### 3.1.1 CITY OF AMERICAN CANYON POPULATION

The population of the City of American Canyon has increased slowly since the last official US Census from 19,454 residents in 2010 to 20,857 in 2015. This represents an increase in the City’s total population by an annual rate of 1.45%. This rate is slightly above the national growth averages of 1% annually. Projecting forward, the growth rate is expected to continue to rise at an annual rate of just over 1% for the next 5 years. Based on those assumptions, the City is expected to have approximately 24,564 residents in 2030.



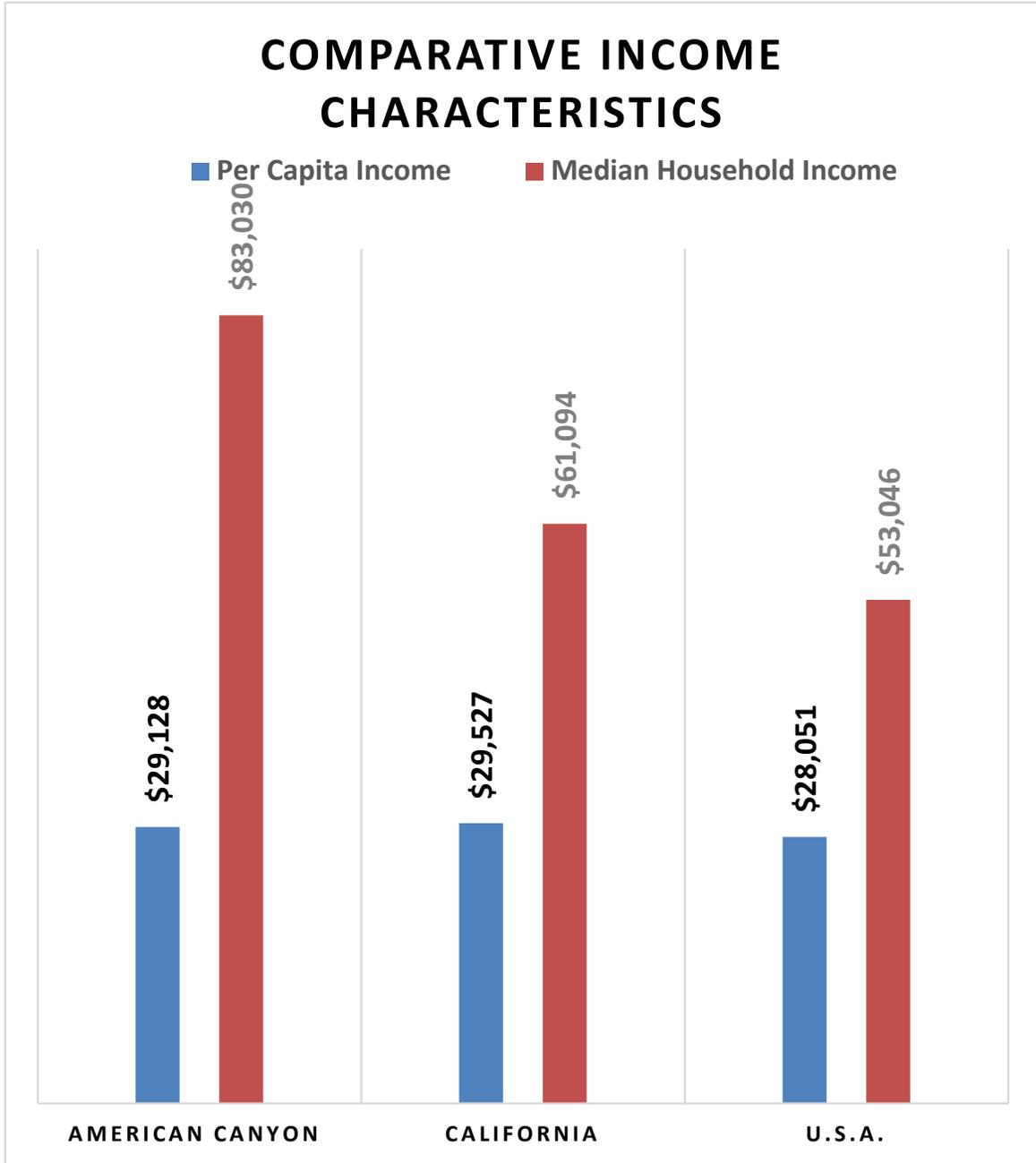
3.1.2 CITY OF AMERICAN CANYON AGE SEGMENTATION

By 2029, it is projected that the active adult population (55+) will become the highest age segment in American Canyon. This group is projected to make up 27.9% of the population. This age group echoes a national trend as a result of increased life expectancies. The movement of the baby boomer generation through the lifespan also contributes to an aging American Canyon population. It can be noted that recreation needs of the 55+ population will continue to diversify into the future.



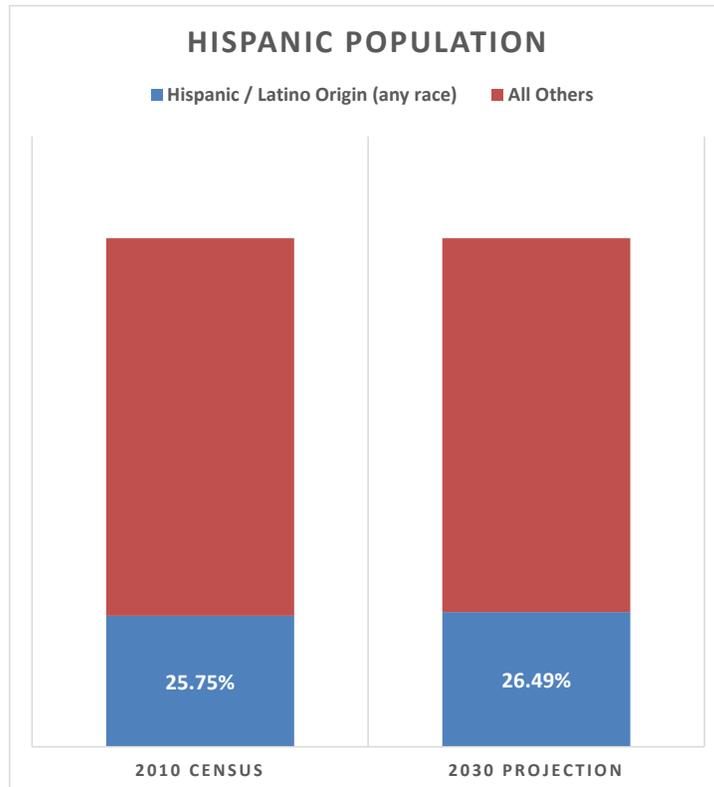
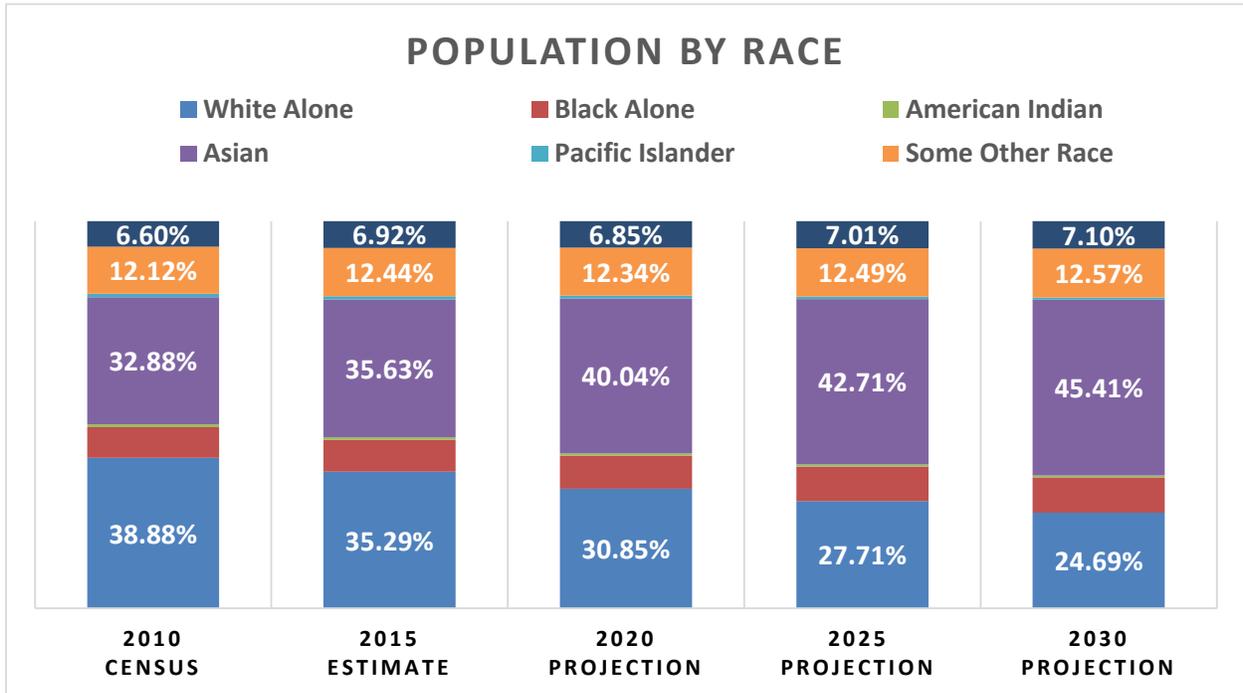
### 3.1.3 CITY OF AMERICAN CANYON INCOME

The City of American Canyon’s per capita income compares favorably with that of state and national averages but its median household income is significantly higher.



3.1.4 RACE

From a race standpoint, the service area has a very diverse landscape. The diversity in the community is projected to change as nearly one out of every two residents in American Canyon in the year 2030 will be of Asian descent.



### 3.1.5 TAPESTRY SEGMENTATION

Tapestry segmentation provides an accurate, detailed description of American Canyon's neighborhoods in which distinctive segments are identified based on their socioeconomic and demographic composition and then further classified into the segments of LifeMode and Urbanization Groups.

Many cities have 10+ tapestry segments that make up its population. American Canyon has FOUR segments that comprise 99.9% of its population. The four tapestry segments identified in the City of American Canyon are illustrated in the chart below as well as how they compare to the United States.

Tapestry Segment	% of American Canyon Households 2015	% of United States Households 2015
Pleasantville	32.8%	2.2%
Urban Villages	27.0%	1.1%
Boomburbs	23.4%	1.5%
Soccer Moms	16.7%	2.8%

Simply, the make-up of the City of American Canyon is very unique. Understanding the tapestry segmentation data is useful information in assisting the department on how to meet the recreational needs of the community.

The following provides a brief description of the four tapestry segments in American Canyon.

#### PLEASANTVILLE

Prosperous domesticity best describes the settled denizens of Pleasantville. Situated principally in older housing in suburban areas, these slightly older couples move less than any other market. Many couples have already transitioned to empty nesters; many are still home to adult children. Families own older, single-family homes and maintain their standard of living with dual incomes. These consumers have higher incomes and home values and much higher net worth. Older homes require upkeep; home improvement and remodeling projects are a priority—preferably done by contractors. Residents spend their spare time participating in a variety of sports or watching movies.

MEDIAN AGE: 42

MEDIAN HOUSEHOLD INCOME: \$85,000

#### MARKET PROFILE:

- Prefer imported SUVs, serviced by a gas station or car dealer.
- Invest in conservative securities and contribute to charities.
- Work on home improvement and remodeling projects, but also hire contractors.
- Have bundled services (TV/Internet/phone).
- Access the Internet via fiber optics or cable modem, on a newer computer, to pay bills, make purchases, and track investments.
- Subscribe to premium channels (HBO, Showtime, or Starz) and use video-on-demand to watch TV shows and movies.
- Enjoy outdoor gardening, going to the beach, visiting theme parks, frequenting museums, and attending rock concerts.

### URBAN VILLAGES

Urban Villages residents are multicultural, multigenerational, and multilingual. Trendy and fashion conscious, they are risk takers. However, these consumers focus on their children and maintain gardens. They are well connected with their smartphones.

MEDIAN AGE: 33

MEDIAN HOUSEHOLD INCOME: \$58,000

#### MARKET PROFILE:

- Fashion matters to Urban Villages residents, who spend liberally on new clothes for the whole family.
- Saving is more limited than spending in this young market.
- They carry credit cards, but banking is basic. They are likely to pay bills in person or online.
- Media preferences vary, but feature culturally specific channels or children's shows.
- Leisure includes family activities like going to water parks, gardening, and clubbing, plus sports like soccer and softball.

### BOOMBURBS

This is a new growth market: young professionals with families that have opted to trade up to the newest housing in the suburbs. This is an affluent market but with a higher proportion of mortgages. Rapid growth still distinguishes the Boomburbs neighborhoods, although the boom is more subdued now than it was 10 years ago. Residents are well-educated professionals with a running start on prosperity.

MEDIAN AGE: 34

MEDIAN HOUSEHOLD INCOME: \$105,000

#### MARKET PROFILE:

- Boomburbs residents prefer late model imports, primarily SUVs, and also luxury cars and minivans.
- This is one of the top markets for the latest in technology, from smartphones to tablets to Internet connectable televisions.
- Style matters in the Boomburbs, from personal appearance to their homes.
- These consumers are still furnishing their new homes and already remodeling.
- They like to garden but more often contract for home services.
- Physical fitness is a priority, including club memberships and home equipment.
- Leisure includes a range of activities from sports (hiking, bicycling, swimming, and golf) to visits to theme parks or water parks.
- Residents are generous supporters of charitable organizations.

### SOCCKER MOMS

Soccer Moms is an affluent, family-oriented market with a country flavor. Residents are partial to new housing away from the bustle of the city but close enough to commute to professional job centers. Life in this suburban wilderness offsets the hectic pace of two working parents with growing children. They favor time-saving devices, like banking online or housekeeping services, and family-oriented pursuits.

MEDIAN AGE: 37

MEDIAN HOUSEHOLD INCOME: \$84,000

MARKET PROFILE:

- Family-oriented purchases and activities dominate (like 4+ televisions), movie purchases or rentals, children’s apparel and toys, and visits to theme parks or zoos.
- Outdoor activities and sports are characteristic of life in the suburban periphery, such as bicycling, jogging, golfing, boating, and target shooting.
- Home maintenance services are frequently contracted, but these families also like their gardens and own the tools for minor upkeep, like riding mowers and tillers.

3.1.6 DEMOGRAPHIC SUMMARY

The City of American Canyon’s affluent population is projected to grow. This growth aligns with national averages (1% annually) over the next fifteen years. It is anticipated that the unique makeup of the American Canyon’s population (only 4 tapestry segments) will change only in that it is expected to age slightly. The diversity in the community is projected to change as nearly one out of every two residents of American Canyon in the year 2030 will be of Asian descent.

3.2 RECREATION TRENDS ANALYSIS

The following tables summarize the findings from the Sports & Fitness Industry Association’s (SFIA) 2014 Sports, Fitness and Leisure Activities Topline Participation Report.

Summary of National Participatory Trends Analysis	
<b>1. Number of “in-actives” decreased slightly, those ‘active to a healthy level’ on the rise</b>	<ul style="list-style-type: none"> <li>a. “In-actives” down 0.4% in 2013, from 80.4 million to 80.2 million</li> <li>b. Approximately one-third of Americans (ages 6+) are active to a healthy level</li> </ul>
<b>2. Most popular sport and recreational activities</b>	<ul style="list-style-type: none"> <li>a. Fitness Walking (117 million)</li> <li>b. Running/Jogging (54 million)</li> <li>c. Treadmill (48 million)</li> </ul>
<b>3. Most participated in team sports</b>	<ul style="list-style-type: none"> <li>a. Basketball (23.7 million)</li> <li>b. Tennis (17.7 million)</li> <li>c. Baseball (13.3 million)</li> </ul>
<b>4. Activities most rapidly growing over last five years</b>	<ul style="list-style-type: none"> <li>a. Adventure Racing - up 159%</li> <li>b. Non-traditional/Off-road Triathlon - up 156%</li> <li>c. Traditional/Road Triathlon - up 140%</li> <li>d. Squash - up 115%</li> <li>e. Rugby - up 81%</li> </ul>
<b>5. Activities most rapidly declining over last five years</b>	<ul style="list-style-type: none"> <li>a. Wrestling - down 45%</li> <li>b. In-line Roller Skating - down 40%</li> <li>c. Touch Football - down 32%</li> <li>d. Horseback Riding - down 29%</li> <li>e. Slow-pitch Softball - down 29%</li> </ul>

Information released by Sports & Fitness Industry Association's (SFIA) 2014 Study of Sports, Fitness, and Leisure Participation reveals that the most popular sport and recreational activities include: fitness walking, treadmill, running/jogging, free weights and bicycling. Most of these activities appeal to both young and old alike, can be done in most environments, are enjoyed regardless of level of skill, and have minimal economic barriers to entry. These popular activities also have appeal because of the social aspect. For example, although fitness activities are mainly self-directed, people enjoy walking and biking with other individuals because it can offer a degree of camaraderie.

Fitness walking has remained the most popular activity of the past decade by a large margin. Walking participation during the latest year data was available (2013), reported over 117 million Americans had walked for fitness at least once.

From a traditional team sport standpoint, basketball ranks highest among all sports, with nearly 24 million people reportedly participating in 2013. Team sports that have experienced significant growth in participation are rugby, lacrosse, field hockey, ice hockey, gymnastics, beach volleyball, and ultimate Frisbee- all of which have experienced double digit growth over the last five years. Most recently, rugby, field hockey, and lacrosse underwent the most rapid growth among team sports from 2012 to 2013.

In the past year, there has been a slight 0.4% decrease of "in-actives" in America, from 80.4 million in 2012 to 80.2 million in 2013. According to the Physical Activity Council, an "inactive" is defined as an individual that doesn't take part in any "active" sport. Even more encouraging is that an estimated 33.9% of Americans above the age of 6 are active to a healthy level, taking part in a high calorie burning activity three or more times per week.

*The Sports & Fitness Industry Association (SFIA) Sports, Fitness & Recreational Activities Topline Participation Report 2014* was utilized to evaluate national sport and fitness participatory trends. SFIA is the number one source for sport and fitness research. The study is based on online interviews carried out in January and February of 2014 from more than 19,000 individuals and households.

NOTE: In 2012, the Sports & Fitness Industry Association (SFIA) came into existence after a two-year strategic review and planning process with a refined mission statement-- "To Promote Sports and Fitness Participation and Industry Vitality". The SFIA was formerly known as the Sporting Goods Manufacturers Association (SGMA).

### 3.2.1 NATIONAL TRENDS IN GENERAL SPORTS

The following table depicts national participatory trends for general sports that could potentially take place in an indoor recreation center. Squash has seen substantial increases in participation in recent years, as the sport has witnessed a 9.6% increase from 2012-2013 and nearly 115% growth over the last five years. In the same five year span, participation figures for ice hockey (increased by 27.9%), gymnastics (increased by 25.1%), and indoor soccer (increased by 7%) have underwent notable growth.

Traditionally popular indoor sports, such as basketball (23.7 million participants) and court volleyball (6.4 million participants), have experienced moderate decreases in recent years, although court volleyball experienced minimal growth in the last year. Overall participation in tennis peaked in 2010, and has been following a declining trend in recent years, but in the last year participation increased, causing the 2013 figures to mirror those of 2008. It should be noted that participation in tennis includes both indoor and outdoor, and there aren't statistics available to differentiate between the two types. Wrestling has seen the most drastic decline in participation from 2008-2013, decreasing by more than

45% during that span, although that rate of decline has slowed considerably in the last year data was available.

National Participatory Trends - General Sports											
Activity	Participation Levels						% Change				
	2008	2009	2010	2011	2012	2013	12-13	11-13	10-13	09-13	08-13
Basketball	26,108	25,131	25,156	24,790	23,708	23,669	-0.2%	-4.5%	-5.9%	-5.8%	-9.3%
Cheerleading	3,192	3,070	3,134	3,049	3,244	3,235	-0.3%	6.1%	3.2%	5.4%	1.3%
Gymnastics	3,975	3,952	4,418	4,824	5,115	4,972	-2.8%	3.1%	12.5%	25.8%	25.1%
Ice Hockey	1,871	2,018	2,140	2,131	2,363	2,393	1.3%	12.3%	11.8%	18.6%	27.9%
Racquetball	4,611	4,784	4,603	4,357	4,070	3,824	-6.0%	-12.2%	-16.9%	-20.1%	-17.1%
Soccer (Indoor)	4,487	4,825	4,920	4,631	4,617	4,803	4.0%	3.7%	-2.4%	-0.5%	7.0%
Squash	659	796	1,031	1,112	1,290	1,414	9.6%	27.2%	37.1%	77.6%	114.6%
Tennis	17,749	18,546	18,719	17,772	17,020	17,678	3.9%	-0.5%	-5.6%	-4.7%	-0.4%
Volleyball (Court)	7,588	7,737	7,315	6,662	6,384	6,433	0.8%	-3.4%	-12.1%	-16.9%	-15.2%
Wrestling	3,335	3,170	2,536	1,971	1,922	1,829	-4.8%	-7.2%	-27.9%	-42.3%	-45.2%

NOTE: Participation figures are in 000's for the US population ages 6 and over

**Legend:** Large Increase (greater than 25%) Moderate Increase (0% to 25%) Moderate Decrease (0% to -25%) Large Decrease (less than -25%)

### 3.2.2 NATIONAL TRENDS IN AQUATICS

Swimming is unquestionably a lifetime sport. Swimming activities have remained very popular among Americans, and both competition and fitness swimming have witnessed an increase in participation recently. Fitness swimming is the absolute leader in multigenerational appeal with over 26 million reported participants in 2013, a 13.5% increase from the previous year. NOTE: In 2011, recreational swimming was broken into competition and fitness categories in order to better identify key trends.

Aquatic Exercise has a strong participation base, but has recently experienced a downward trend. Aquatic exercise has paved the way for a less stressful form of physical activity, allowing similar gains and benefits to land based exercise, including aerobic fitness, resistance training, flexibility, and better balance. Doctors have begun recommending aquatic exercise for injury rehabilitation, mature patients, and patients with bone or joint problems due to the significant reduction of stress placed on weight-bearing joints, bones, muscles, and also the affect that the pressure of the water assists in reducing swelling of injuries.

National Participatory Trends - Aquatics											
Activity	Participation Levels						% Change				
	2008	2009	2010	2011	2012	2013	12-13	11-13	10-13	09-13	08-13
Aquatic Exercise	9,512	8,965	8,947	9,042	9,177	8,483	-7.6%	-6.2%	-5.2%	-5.4%	-10.8%
Swimming (Competition)	N/A	N/A	N/A	2,363	2,502	2,638	5.4%	11.6%	N/A	N/A	N/A
Swimming (Fitness)	N/A	N/A	N/A	21,517	23,216	26,354	13.5%	22.5%	N/A	N/A	N/A

NOTE: Participation figures are in 000's for the US population ages 6 and over

**Legend:** Large Increase (greater than 25%) Moderate Increase (0% to 25%) Moderate Decrease (0% to -25%) Large Decrease (less than -25%)

### 3.2.3 NATIONAL TRENDS IN GENERAL FITNESS

National participatory trends in general fitness have experienced some strong growth in recent years. Many of these activities have become popular due to an increased interest among people to improve their health by engaging in an active lifestyle. These activities also have very few barriers to entry, which provides a variety of activities that are relatively inexpensive to participate in and can be performed by nearly anyone with no time restrictions.

The most popular fitness activity by far is fitness walking, which had over 117 million participants in 2013, which was a 2.9% increase from the previous year. Other leading fitness activities based on number of participants include running/jogging (over 54 million), treadmill (48.1 million), and hand free weights (43.2 million), and weight/resistant machines (36.3 million). Over the last five years, the activities that are growing most rapidly are high impact aerobics (up 47.1%), yoga (up 36.9%), running/jogging (up 31.9%), cardio kickboxing (28.7% increase), and group stationary cycling (up 27.8%). Most recently, from 2012-2013, the largest gains in participation were in boxing for fitness (8.7% increase), Tai Chi (up 8.3%), and high impact aerobics (up 7.1%).

National Participatory Trends - General Fitness											
Activity	Participation Levels						% Change				
	2008	2009	2010	2011	2012	2013	12-13	11-13	10-13	09-13	08-13
Aerobics (High Impact)	11,780	12,771	14,567	15,755	16,178	17,323	7.1%	10.0%	18.9%	35.6%	47.1%
Aerobics (Low Impact)	23,283	24,927	26,431	25,950	25,707	25,033	-2.6%	-3.5%	-5.3%	0.4%	7.5%
Aerobics (Step)	9,423	10,551	11,034	10,273	9,577	8,961	-6.4%	-12.8%	-18.8%	-15.1%	-4.9%
Boxing for Fitness	N/A	N/A	4,788	4,631	4,831	5,251	8.7%	13.4%	9.7%	N/A	N/A
Calisthenics	8,888	9,127	9,097	8,787	9,356	9,356	0.0%	6.5%	2.8%	2.5%	5.3%
Cross-Training	N/A	N/A	N/A	7,706	7,496	6,911	-7.8%	-10.3%	N/A	N/A	N/A
Cardio Kickboxing	4,905	5,500	6,287	6,488	6,725	6,311	-6.2%	-2.7%	0.4%	14.7%	28.7%
Elliptical Motion Trainer	24,435	25,903	27,319	29,734	28,560	27,119	-5.0%	-8.8%	-0.7%	4.7%	11.0%
Fitness Walking	110,204	110,882	112,082	112,715	114,029	117,351	2.9%	4.1%	4.7%	5.8%	6.5%
Free Weights (Barbells)	25,821	26,595	27,194	27,056	26,688	25,641	-3.9%	-5.2%	-5.7%	-3.6%	-0.7%
Free Weights (Dumbbells)	N/A	N/A	N/A	N/A	N/A	32,309	N/A	N/A	N/A	N/A	N/A
Free Weights (Hand Weights)	N/A	N/A	N/A	N/A	N/A	43,164	N/A	N/A	N/A	N/A	N/A
Martial Arts	6,818	6,643	6,002	5,037	5,075	5,314	4.7%	5.5%	-11.5%	-20.0%	-22.1%
Pilates Training	9,039	8,770	8,404	8,507	8,519	8,069	-5.3%	-5.1%	-4.0%	-8.0%	-10.7%
Running/Jogging	41,097	42,511	46,650	50,061	51,450	54,188	5.3%	8.2%	16.2%	27.5%	31.9%
Stair Climbing Machine	13,863	13,653	13,269	13,409	12,979	12,642	-2.6%	-5.7%	-4.7%	-7.4%	-8.8%
Stationary Cycling (Group)	6,504	6,762	7,854	8,738	8,477	8,309	-2.0%	-4.9%	5.8%	22.9%	27.8%
Stationary Cycling (Recumbent)	11,104	11,299	11,459	11,933	11,649	11,159	-4.2%	-6.5%	-2.6%	-1.2%	0.5%
Stationary Cycling (Upright)	24,918	24,916	24,578	24,409	24,338	24,088	-1.0%	-1.3%	-2.0%	-3.3%	-3.3%
Stretching	36,235	36,299	35,720	34,687	35,873	36,202	0.9%	4.4%	1.3%	-0.3%	-0.1%
Tai Chi	3,424	3,315	3,193	2,975	3,203	3,469	8.3%	16.6%	8.6%	4.6%	1.3%
Treadmill	49,722	50,395	52,275	53,260	50,839	48,166	-5.3%	-9.6%	-7.9%	-4.4%	-3.1%
Weight/Resistant Machines	38,844	39,075	39,185	39,548	38,999	36,267	-7.0%	-8.3%	-7.4%	-7.2%	-6.6%
Yoga	17,758	18,934	20,998	22,107	23,253	24,310	4.5%	10.0%	15.8%	28.4%	36.9%

NOTE: Participation figures are in 000's for the US population ages 6 and over

<b>Legend:</b>	Large Increase (greater than 25%)	Moderate Increase (0% to 25%)	Moderate Decrease (0% to -25%)	Large Decrease (less than -25%)
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### 3.2.4 ASPIRATIONAL INTEREST

Though it is important to understand the trends of participants in all activities, it is equally if not more important to understand the interest of nonparticipants. Sports & Fitness Industry Association's (SFIA) 2014 Study of Sports, Fitness, and Leisure Participation reveals swimming for fitness continues to be the most popular "aspirational" sport amongst most age groups.

Aspirational Trends Analysis			
Ages 6-12	Ages 13-17	Ages 18-24	Ages 25-34
Swimming for Fitness	Swimming for Fitness	Swimming for Fitness	Swimming for Fitness
Bicycling	Camping	Bicycling	Bicycling
Camping	Bicycling	Hiking	Camping
Hiking	Working Out with Weights	Trail Running	Hiking
Running/Jogging	Working Out using Machines	Running/Jogging	Working Out with Weights
Ages 35-44	Ages 45-54	Ages 55-64	Ages 65+
Hiking	Swimming for Fitness	Swimming for Fitness	Swimming for Fitness
Working Out with Weights	Working Out Using Machines	Bicycling	Working Out using Machines
Swimming for Fitness	Bicycling	Working Out with Weights	Hiking
Camping	Hiking	Hiking	Fitness Classes
Bicycling	Camping	Working Out using Machines	Working Out with Weights

### 3.2.5 LOCAL TRENDS - MARKET POTENTIAL

A Market Potential Data (MPI) measures the probable demand for a product or service in the target area. The MPI communicates the likelihood that a resident of the service area will exhibit certain consumer behavior when compared to the US National average. The National average is 100, therefore above 100 would represent a higher than average participation rate. The following chart illustrates the index of the greatest sport and leisure market potential in American Canyon and the correlating programmatic and facility needs.

Product/Consumer Behavior	Market Potential Index	Program Need	Facility Need
Participated in soccer in last 12 months	145	Youth and Adult Sports	Multi-purpose fields
Participated in jogging/running in last 12 months	134	Fitness and Exercise	Trails and Pathways
Participated in yoga in last 12 months	123	Fitness and Exercise	Indoor Group Exercise Space
Participated in weight lifting in last 12 months	118	Fitness and Exercise	Fitness Center
Participated in aerobics in last 12 months	117	Fitness and Exercise	Indoor Group Exercise Space
Participated in bicycling (mountain) in last 12 months	117	Fitness and Exercise	Trails and Pathways
Participated in volleyball in last 12 months	114	Youth and Adult Sports	Indoor Gymnasium
Participated in hiking in last 12 months	113	Fitness and Exercise	Trails and Pathways
Participated in basketball in last 12 months	112	Youth and Adult Sports	Indoor Gymnasium and Outdoor Basketball Courts
Participated in bicycling (road) in last 12 months	111	Fitness and Exercise	Pathways and On-Street Bike Lanes
Participated in Pilates in last 12 months	110	Fitness and Exercise	Indoor Group Exercise Space
Participated in tennis in last 12 months	110	Fitness and Exercise	Tennis Courts
Participated in walking for exercise in last 12 months	110	Fitness and Exercise	Trails and Pathways
Participated in swimming in last 12 months	109	Aquatics	Aquatic Center
Participated in football in last 12 months	107	Youth and Adult Sports	Multi-purpose fields
Participated in fishing (salt water) in last 12 months	105	Outdoor Recreation	Access to Lakes, Rivers, Ponds, Streams
Participated in baseball in last 12 months	104	Youth and Adult Sports	Diamond Fields
Participated in softball in last 12 months	101	Youth and Adult Sports	Diamond Fields

### 3.2.6 RECREATION TRENDS SUMMARY

It is critically important for the American Canyon Parks and Recreation Department to understand the national participation trends in recreation activities. In doing so, the department can gain general insight into the lifecycle stage of recreation programs and activities (emerging, stable and declining) and thereby anticipate potential changes in need and demand for the programs and activities that it provides to the residents of American Canyon.

Locally, participation in fitness and exercise programs as well as team sports are strong and indicate an opportunity to grow these services.

### 3.3 COMPARATIVE ANALYSIS

American Canyon is a unique community in many ways, but it is useful to compare the city with other municipalities for the purpose of defining best practices and community standards that are well-suited for American Canyon. The following data were collected and organized by the Consultant Team to support the community-benchmarking analysis of this master plan. Sources are cited where applicable.

#### 3.3.1 BENCHMARKING WITH SIMILAR COMMUNITIES

The needs assessment process included the evaluation and comparison of American Canyon relative to a limited set of similar communities in Northern California. Based on a review of community characteristics, the American Canyon staff approved the selection of the following communities:

##### BENICIA, CALIFORNIA

Benicia is a waterside city in Solano County, California, United States that boasts a plethora of special event activities for residents and visitors. Benicia residents enjoy access to 211 developed park and landscaped acres, plus one 577-acre regional park, 1 aquatic facility, and 1 community center.

2015 Population = 27,618

Benicia was utilized as a benchmark target for the following reasons:

- Waterside community
- Northern California city
- Population size is similar to American Canyon
- Community focuses on providing special events

##### HERCULES, CALIFORNIA

Hercules is a city in western Contra Costa County, California. Situated along the coast of San Pablo Bay, it is located in the eastern region of the San Francisco Bay Area, about 10 miles north of Berkeley. The city provides a diverse park and recreation program in its 11 parks and 1 community and swim center

2015 Population = 24,848

Hercules was utilized for the following reasons:

- Northern California city
- Population size is similar to American Canyon
- Parks and Recreation Department operates an indoor community and swim facility
- Community focuses on providing special events

### NAPA, CALIFORNIA

The neighboring city to the north, the City of Napa is the county seat of Napa County, California. It is the principal city of the Napa County Metropolitan Statistical Area, which encompasses Napa County and is the primary business and economic center for the Napa Valley. Its residents enjoy diverse recreation program offerings throughout 48 parks that cover 800 acres of park land. The City's park system consists of a variety of recreation attractions, such as parks, open space, playgrounds, sport fields, a golf course, the Napa River and miles of natural and paved trails for walking, biking and hiking.

2015 Population = 79,068

Napa was utilized as a benchmark target for the following reasons:

- Northern California city
- The city is a regional peer to American Canyon
- Similar geography and topography to American Canyon
- The City Parks and Recreation Services Department is strong in programming and partnerships

### PLEASANT HILL, CALIFORNIA

Pleasant Hill is a city in Contra Costa County, California, United States, in the East Bay of the San Francisco Bay Area. Pleasant Hill Recreation & Park District was established in 1951 by citizens who desired recreational opportunities and park facilities in their community. The District is governed by the Public Resources Code of the State of California and operates as a Special District, an independent governmental agency separate from the City of Pleasant Hill. The Board of Directors establishes policy for the District. The District serves over 40,000 people within the community, an area about 15% larger than of the City of Pleasant Hill and offers over 2,300 classes, programs and activities annually. The District manages 269 acres of parkland

2015 City Population = 34,497

2015 District Population = 40,000

Pleasant Hill was utilized as a benchmark target for the following reasons:

- Northern California city
- Similar population and district service area to American Canyon
- Parks and Recreation services are by a special district, not the City of Pleasant Hill.

### SUISUN CITY, CALIFORNIA

Suisun City is a city in Solano County, California, United States. The Recreation and Community Services Department provides recreational programs, events and services to the entire Suisun City community. It manages one community center, one senior center, nine parks, a marina and a regional sports complex.

2015 Population = 28,819

Suisun City was utilized as a benchmark target for the following reasons:

- Northern California city
- Similar population to American Canyon
- The Recreation and Community Services Department operates four significant facilities

### VALLEJO, CALIFORNIA

Vallejo is the largest city in Solano County, California, United States and the neighboring city to the south of American Canyon. The Greater Vallejo Recreation District (GVRD), established in 1944 is an Independent Special Service District, and is funded primarily by property taxes paid by residents of the

district to provide recreational activities and services to the citizens of Vallejo. The District is managed by a General Manager with oversight by a Five Member Board of Directors. GVRD is independent and separate from the City of Vallejo. GVRD currently operates: 20 Neighborhood Parks, four Community Parks, and four Special Purpose Parks, an Olympic-size swimming pool, four Community Centers, and manages over 1000 acres of public land. GVRD manages most City owned recreational properties and provides Parks & Recreational services for the residents of the City.

2015 Population = 120,228

Vallejo was utilized as a benchmark target for the following reasons:

- Northern California city
- The city is a regional peer to American Canyon
- Similar geography and topography to American Canyon
- Parks and Recreation services are by a special district, not the City of Vallejo.

### 3.3.2 COMMUNITY PROFILE COMPARISON

To contextualize the value of benchmarking, it is necessary to compare the profile of each community against which American Canyon is benchmarked. The table below details the following data points for each community: date of incorporation, population, size of community (square miles), population density, and tapestry segmentation.

System	Date of Incorporation City/District	2015 Population	Square Miles	Population Density per Square Mile	Number of Tapestry Segments	Top Four Tapestry Segments	Percentage of Population Among Top Four Tapestry Segments
American Canyon	1992	20,208	5.5	3674.2	4	Pleasantville Urban Villages Boomburbs Soccer Moms	100%
Benicia	1850	27,618	15.72	1756.9	10	In Style Savvy Suburbanites City Lights Professional Pride	62%
Hercules	1900	24,848	18.18	1366.8	7	Pacific Lights City Lights Enterprising Professionals <b>Boomburbs</b>	93%
Napa	1872	79,068	18.15	4356.4	20	International Marketplace Exurbanites <b>Urban Villages</b> Golden Years	52%
Pleasant Hill	1961/1951	34,497	7.07	4879.3	14	Exurbanites <b>Pleasantville</b> Trendsetter City Lights	65%
Suisun City	1868	28,819	4.16	6927.6	8	Home Improvement <b>Soccer Moms</b> American Dreamers Front Porchers	77%
Vallejo	1868/1944	118,837	49.54	2398.8	20	Front Porchers Parks and Rec American Dreamers <b>Urban Villages</b>	39%

The following findings summarize American Canyon’s relative standing in the comparative set of communities:

- American Canyon is, by far, the “youngest community” of all the benchmark communities having been incorporated 23 years ago.
- American Canyon is the smallest community in terms of population and second smallest in when comparing land mass.
- American Canyon ranks in the “middle of the pack” in population density.
- American Canyon has the least number of tapestry segments that comprise 100% of its population. By comparison, Napa and Vallejo, American Canyon’s neighboring cities to the north and south, are each comprised of 20 tapestry segments.
- Of the top four tapestry segments that make up each benchmark community, five of the six benchmark communities have limited commonality with American Canyon.

### 3.3.3 GENERAL COMPARISONS

The table below details total park acreage (developed and undeveloped) within each benchmark community, and includes an analysis of the park-land inventory per 1,000 residents as well:

System	2017 Population	Total Number of Parks/Facilities	Total Acres	Developed Acres	Open Space Acres	% of Open Space Acres of Total	Total Park Acres Per 1,000
American Canyon	20,208	26	1238	70	1168	94.3 %	61.3
Benicia	28,000	28	3074	277	2220	72.2 %	11.0
Hercules	24,060	14	1048	98	950	91 %	44.0
Napa	80,000	57	882	492	390	44 %	11.0
Pleasant Hill	40,003	21	269	162	62	23 %	67.0
Suisun City	28,067	16	101	51.4	49	48.5 %	3.4
Vallejo	115,942	41	839	304	535	63.7 %	7.4

Revised 2017

The following findings summarize American Canyon’s relative standing in the comparative set of communities:

- American Canyon features the highest total of park acreage of all the benchmark communities.
- American Canyon has the lowest number of developed park acres of all the benchmark communities.
- Although American Canyon features more total park acreage, this is largely due to significant amounts of undeveloped open space in the City’s inventory. Benicia has the largest acreage of developed park lands.
- American Canyon ranks first among the benchmark communities for total park acres per 1000 population: 61.3.
- American Canyon features nearly two times the amount of total park land compared to its regional peer of Napa and nearly four times that of Vallejo.
- American Canyon ranks in the “middle of the pack” among the benchmark communities for total number of parks and facilities.

### 3.3.4 FUNDING AND BUDGETING

The tables below depicts the result of the benchmark analysis involving funding for parks and recreation

System	Population Served	Total "Non-Tax" Revenues	Operating Budget (Expenses)	Total Budget per Capita	Total Cost Recovery
<b>American Canyon</b>	20,208	\$ 443,782	\$ 2,031,463	\$ 100.53	22%
Benicia	27,618	\$ 1,742,477	\$ 6,103,155	\$ 220.98	29%
Hercules	24,848	\$ 1,670,500	\$ 1,801,823	\$ 72.51	93%
Napa	79,068	\$ 842,293	\$ 7,796,092	\$ 98.60	11%
Pleasant Hill	34,127	\$ 2,784,525	\$ 6,593,928	\$ 193.22	42%
Suisun Ctiy	28,819	\$ 981,570	\$ 1,770,545	\$ 61.44	55%
Vallejo	118,837	\$ 1,311,415	\$ 6,962,938	\$ 58.59	19%

in each community. Operating expenses and revenues have been rounded to the nearest hundred thousand.

The following findings summarize American Canyon’s relative standing:

- American Canyon’s total budget ranks fifth relative to total operating budget (\$2.03M).
- American Canyon’s 22% operational cost-recovery of expenses relative to earned revenues ranks fifth.
- American Canyon’s annual cost for the City’s park-and-recreation services per resident (\$100.53) is third highest total.

### 3.3.5 NATIONAL BENCHMARKING

These data came from the National Recreation and Park Association (NRPA) Operating Ratio Study - Agency Performance Report and the Parks and Recreation National Database Report. Not all data from these reports are detailed below. Instead, it is a selected sample of the data most relevant to the American Canyon Parks and Recreation Needs Assessment project. Additionally, data are reported for respondent agencies with jurisdiction populations of 2,500 or more residents per square mile. Based on 2015 census results, American Canyon has a population density of 3,674.2 people per square mile. American Canyon is one of the most densely populated suburbs of its size in the Northern California.

#### GOVERNANCE

Does your agency have a board/commission?

- Yes = 89.2%
- No = 10.8%
- AMERICAN CANYON = YES

If your agency has a board, is it a governing board or advisory board?

- Governing = 49.3%
- Advisory = 50.7%
- AMERICAN CANYON = ADVISORY

## LAND INFORMATION

How many acres of land does your agency own?

- Lower Quartile = 218
- Median = 550
- Upper Quartile = 1,618
- AMERICAN CANYON = 1,238 acres

How many acres of land does your agency maintain and/or have management responsibility over?

- Lower Quartile = 218
- Median = 557
- Upper Quartile = 1,877
- AMERICAN CANYON = 1,238 acres

What percentage of your acreage is undeveloped?

- Lower Quartile = 3.0%
- Average = 23.8%
- Median = 16.0%
- Upper Quartile = 37.3%
- AMERICAN CANYON = 94.3%

How many individual parks or sites does your agency maintain and/or have management responsibility over?

- Lower Quartile = 15
- Median = 35
- Upper Quartile = 71
- AMERICAN CANYON = 26

## BUDGET AND STAFFING

Agency Operation Expenditures

- Lower Quartile = \$1,854,444
- Median = \$5,125,010
- Upper Quartile = \$17,114,754
- AMERICAN CANYON = \$2,031,463

Agency Revenues

- Lower Quartile = \$1,371,389
- Median = \$4,545,000
- Upper Quartile = \$12,472,091
- AMERICAN CANYON = \$443,782

Agency Revenues as a Percentage of Operation Expenditures

- Lower Quartile = 23.3%
- Median = 43.8%
- Upper Quartile = 101.3%
- AMERICAN CANYON = 22%

## SUMMARY OF BENCHMARKING COMPARATIVE ANALYSIS

The following summary of the American Canyon City Parks and Recreation Department is based on the comparative analysis with similar communities and national benchmarking data obtained from the National Recreation and Park Association.

- **Governance:** American Canyon is similar to many communities with an advisory board or commission that is appointed by the Municipal Council.
- **Parks and Facilities:** American Canyon is a small municipal-park system with a high percentage of open space park lands within the inventory. Not only is American Canyon significantly higher than the benchmarked communities in terms of total park acreage, it is just below the upper quartile of respondent municipalities on these measures in the national benchmarking data. However, American Canyon falls to just above the lower quartile in terms of total park and facility sites due to its lack of indoor facilities.
- **Budget:** American Canyon differs from similar municipalities in budgeting and staffing characteristics. However, much of this difference is explained by the type of parks and recreation system American Canyon City manages and the culture of the community. While the the City actively maintains its developed parks and facilities, it allocates a minimal amount of funding to the maintenance of the 1168 acres of open space in the system. American Canyon also features numerous programs and events at very low cost to the participants. As a result, budgetary expenditures of the department are in line with similar communities, but earned revenues are lower and recover only 22% of operating costs. The political and social culture of American Canyon seems to favor maintaining certain programs and facilities as accessible to the community at low or no cost, and considers this a quality-of-life attribute of the city.



#### CHAPTER FOUR - COMMUNITY INPUT

When conducting a study that is more reflective of community value than the research described in the previous chapter it is necessary to understand if the needs or desires of the residents in American Canyon resemble the wishes of the responses that were generated in the broader context of recent studies.

Thus, a key consideration to creating a vision for parks and recreation in American Canyon is to understand current community values, needs, and desires. The assessment of these values is accomplished by triangulating information generated from stakeholder interviews, a series of focus groups, and reinforced thru a statistically valid survey. The survey is written so it reflects issues and wishes that emerged from the qualitative data gathering. Triangulation occurs when findings of the qualitative work is supported by the quantitative work. The following paragraphs discuss this process and resulting findings.

#### 4.1 QUALITATIVE METHODOLOGY

The qualitative data collected included several leadership workshops, focus groups, open houses, and community meetings. A summary of the public input opportunities is provided below.

- Five (5) leadership interviews and twelve (12) stakeholder focus groups were conducted to be representative, but not exhaustive of interests affecting aquatics in the City of American Canyon. These sessions included:
  - Needs Assessment Steering Committee
  - City administration, Mayor and City Council, department leadership
  - Users groups of the system
  - Partners and competitors
- Two (2) community open houses were conducted in order to capture representative interests, needs, and priorities of residents through an open forum. The meetings were organized and conducted by PROS Consulting.
- The Needs Assessment Steering Committee, the Parks and Community Services Commission and Open Space Advisory Committee have provided input throughout the project.

#### 4.2 QUALITATIVE INPUT

The following summarizes the key discussion points gleaned from the focus group meetings and stakeholder interviews that were conducted.

##### 4.2.1 WHAT ARE THE KEY OUTCOMES TO BE ACHIEVED FOR THIS STUDY?

- Maintain existing systems
- Build additional facilities
- Create consistent, balanced service delivery across the city
- Determine what is needed to keep American Canyon residents from going to other cities for programs and services.
- Define what American Canyon's programming niche is.
- Develop a pricing policy
- Better management of volunteers
- Determine if the potential exists to develop facilities that encourage tourism in area that can in turn help generate revenue
- Determine the importance of Special Events in the community.

#### 4.2.2 FROM YOUR VANTAGE POINT, WHAT ARE THE STRENGTHS OF CITY OF AMERICAN CANYON'S PARKS AND RECREATION PROGRAM (FACILITIES, AMENITIES, AND PROGRAMS) THAT WE NEED TO BUILD ON?

- Recent communication improvements with user groups have been well received.
- Staff is very accommodating.
- Parks and Recreation Department serves the community “phenomenally.”
- Strong support for Parks and Recreation in the community
- Abundant open space acreage
- Aquatics program is the crown jewel of the system
- Quality of programming is strong in particular for elementary and middle school aged children
- Special events are of high quality
- Facilities, programs, and services are affordable.

#### 4.2.3 FROM YOUR VANTAGE POINT, WHAT ARE THE LIMITATIONS OF CITY OF AMERICAN CANYON'S PARKS AND RECREATION PROGRAM (FACILITIES, AMENITIES, AND PROGRAMS) THAT WE NEED TO BUILD ON?

- Lack of community parks
- Lack of indoor spaces
- The pool is limited in its ability to offer more than one program at one time
- Breadth of programming offered is limited in particular for preschoolers, teens, adults and active older adults
- Skate park location is problematic and park itself is beyond its useful life.
- Formal policies and procedures that guide the operations of the department are obsolete, limited or non-existent

#### 4.2.4 QUALITATIVE INPUT SUMMARY

Discussion with staff, community leaders and citizens revealed the following key themes related to parks and recreation in American Canyon.

- The community values parks and recreation, in particular, open space, special events and aquatics.
- There is strong advocacy for the department and the programs and services that it provides.
- The department provides a high level of customer service, however, can be over-accommodating at times. The downfall of being over-accommodating is that in the absence of formal policies and procedures, precedents can be established that change how the department operates.
- The Parks and Recreation Department lacks community parks and indoor facilities, which, in turn, limits its ability to meet programmatic needs.

### 4.3 QUANTITATIVE METHODOLOGY

ETC Institute conducted a Community Interest and Opinion Survey for the City of American Canyon Parks and Recreation Department during the spring of 2015 to help determine parks, recreation priorities for the community. The survey was mailed to a random sample of approximately 3,000 households in the City of American Canyon. An option to complete the survey in Spanish or online was also available to residents who had that preference.

Once the surveys were mailed, resident households who received the survey were contacted by phone alerting them that they would be receiving a survey in the mail and encouraging them to provide feedback by completing the survey. A total of 404 households completed the survey. The results for the sample of 404 households have a 95% level of confidence with a precision rate of at least +/- 4.9%. The following summarizes the major findings of the report and how the results compare to national benchmarks (where data exists). The complete survey and results can be found in the Appendix of the report.

#### 4.3.1 VISITATION OF PARKS AND TRAILS

- **Park and trail usage:**
    - Fifty-one percent (51%) of residents indicated that they *have used both parks and trails* over the past 12 months
    - Other levels of usage include:
      - Have used parks (22%)
      - Have not used parks or trails (16%)
      - Have used trails (11%)
  - **Condition of parks:**
    - Based on the percentage of respondents who indicated they have used parks over the past 12 months:
      - 54% rated the overall condition of the parks they have used as *good*.
      - Other ratings include:
        - Excellent (33%)
        - Fair (12%)
        - Poor (1%)
  - **Condition of trails:**
    - Based on the percentage of respondents who visited trails over the past 12 months:
      - 62% rated the overall condition of trails they have used as *good*.
      - Other ratings include:
        - Excellent (27%)
        - Fair (9%)
        - Poor (2%)
- National benchmarking average for excellent rating of park and trail condition is 34%.***
- **Reasons preventing the use of parks and/or trails:**
    - Thirty-two percent (32%) of residents indicated that they are prevented from using parks or trails because they *are not aware of parks or trails locations*.

- Other reasons preventing the use of parks and/or trails include:
  - Do not feel safe using parks/trails (13%)
  - Use parks/trails in other cities (6%)
  - Lack of features we want to use (5%)
  - Lack of parking (5%).

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#### 4.3.2 PROGRAM PARTICIPATION

- **Program participation and ratings:**
  - Thirty-seven percent (37%) of residents indicated they *have participated* in programs over the past 12 months.
 

***National benchmarking average for participation in programs is 33%***
  - Of residents who have participated in programs:
    - 56% indicated the overall quality of the programs they have participated in as *good*.
    - Other program ratings include:
      - Excellent (32%)
      - Fair (11%)
      - Poor (1%)

***National benchmarking average for excellent is 35%***
- **Reasons preventing program usage:**
  - Forty-nine percent (49%) of residents indicated that they were prevented from using the City of American Canyon programs during the past 12 months because they are either *too busy/or not interested in program offerings*.
  - Other ratings include:
    - I do not know what is being offered (30%)
    - Program times are not convenient (20%)

***“I do not know what is being offered” is higher than national benchmark of 22%***

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#### 4.3.3 SPECIAL EVENTS

- **Special event participation:**
  - Fifty-six percent (56%) of residents indicated that they participate in the *Fourth of July Celebration*.
  - Other special events residents participate in include:
    - Holiday Tree Lighting (17%)
    - Movies in the Park (16%)
    - Spring Egg Hunt (15%)

- **Rating of special events:**
  - Based on the percentage of residents who indicated they have participated in special events over the past 12 months,
    - 63% indicated that the overall quality of special events they have participated in was *good*.
    - Other ratings include:
      - Excellent (26%)
      - Fair (10%)
      - Poor (1%)
- **Special events of most interest:**
  - Seventy-nine percent (79%) of residents indicated that they were the most interested in food events such as *Farmer's Market, tasting, beer/wine etc.*
  - Other events that residents are the most interested in include:
    - Entertainment (48%)
    - Cultural Celebration (32%)
    - Health and Wellness (30%) events

#### 4.3.4 PROVIDERS USED FOR INDOOR/OUTDOOR RECREATION/SPORTS ACITIVITIES

- Thirty-two percent (32%) of residents indicated that they use school programs and facilities for their indoor and outdoor recreation and sports activities.
- Other providers used include:
  - Private clubs (18%)
  - Neighboring cities (15%)
  - Private youth sports leagues (14%)
  - Boys and Girls Club (12%)

#### 4.3.5 WAYS RESIDENTS LEARN ABOUT RECREATION PROGRAMS/ACTIVITIES

- Seventy-two percent (72%) of residents indicated they learn about programs and activities through the Activity Guide.
- Other ways include:
  - Temporary signs at parks or around the City (43%)
  - City website (39%)
  - From friends and neighbors (37%)
  - E-mails (34%)
  - Flyers/newsletter (33%)

**National benchmark for parks and recreation brochure is 63%**

**National benchmark for web-site is 20%**

- **Preference for receiving information:**
  - Based on the percentage of residents top three preferences
    - 56% indicated they most prefer to learn about City of American Canyon programs and activities through the *Activity Guide*.
    - Other preferences include:
      - E-mails (42%)
      - City website (29%)
      - Flyers/newsletter (26%)
      - Temporary signs at parks or around the City (25%)

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#### 4.3.6 FACILITY NEEDS AND IMPORTANCE

- **Facilities residents have a need for:**
  - Eighty-five percent (85%) or 4,803 households indicated a need for *walking and biking trails*.
  - Other facility needs include:
    - Small neighborhood parks (73% or 4,147 households)
    - Covered picnic areas (67% or 3,807 households)
    - Swimming pools/water parks/splash pads (64% or 3,626 households)
    - Open space/conservation areas and trails (63% or 3,558 households)
    - Large community parks (61% or 3,428 households)
    - Playgrounds (60% or 3,400 households)
- **Importance of facilities:**
  - Based on the percentage of residents top three choices,
    - 50% indicated that *walking and biking trails* was the most important facility to their households.
    - Other most important facilities include:
      - Small neighborhood parks (27%)
      - Swimming pools/water parks/splash pads (21%)
      - Covered picnic areas (19%)
      - Playgrounds (17%)
      - Off-leash dog parks (15%)
      - Open space conservation areas and trails (14%)
      - Outdoor fitness/exercise area (13%)

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#### 4.3.7 PROGRAM NEEDS, IMPORTANCE AND USAGE

- **Programs residents have a need for:**
  - Fifty-two percent (52%) of residents or 2,942 households indicated a need for adult fitness and wellness programs.

- Other most needed programs include:
  - Community special events (52% or 2,925 households)
  - Water fitness programs/lap swimming (43% or 2,449 households)
  - Youth learn to swim programs (41% and 2,308 households)
- **Importance of programs:**
  - Based on the percentage of residents top three choices, 23% indicated that adult fitness and wellness programs were the most important to their household.
  - Other most important programs include:
    - Community special events (21%)
    - After school programs (16%)
    - Youth learn to swim programs (14%)
    - Preschool/early childhood programs (13%)
    - Senior programs (13%)
    - Youth summer programs (13%)
- **Program used the most often:**
  - Based on the percentage residents who indicated their top three most used programs, 20% indicated that they use *community special events* the most often.
  - Other most used programs include:
    - Youth learn to swim programs (14%)
    - Youth sports programs (13%)
    - Adult fitness and wellness programs (10%)
    - After school programs (9%)
    - Youth summer programs (9%)

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#### 4.3.8 SUPPORT TO IMPROVE THE PARKS, TRAILS, AND RECREATION SYSTEM

- **Support for improving the system:**
  - Based on the percentage of residents who were either “very supportive” or “somewhat supportive,”
    - 77% support the *repair of aging neighborhood parks*.
    - Other similar levels of support include:
      - Improve the existing trail system (77%)
      - Improve existing picnic facilities (75%)
      - Improve existing playgrounds (74%)
      - Improve existing athletic fields (70%)
- **Actions residents are the most willing to fund:**
  - Based on the percentage of residents’ top three choices
    - 18% of residents are the most willing to fund the *development of new walking and biking trails*.

- Other actions include:
  - Develop a new aquatics center (17%)
  - Improve the existing trails system (14%)
  - Repair aging neighborhood parks (14%)
  - Develop an access to the Napa River for kayak or boat access (14%)

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#### 4.3.9 SUPPORT FOR FUNDING RECREATION AMENITIES

- **Support for funding new amenities:**
  - Based on the percentage of residents who indicated they were “very supportive” or “somewhat supportive,”
    - (68%) indicated they would most support *the City to host local fundraising efforts.*
    - Other similar levels of support include:
      - Vote for an increase to the transient occupancy tax (hotel tax) (64%),
      - Vote for an additional sales tax for parks and recreation (46%)
      - Vote for a county-wide parks and recreation tax (41%)
- **Support for the operation and improvement of amenities:**
  - Based on the percentage of residents who indicated they were “very supportive” or “somewhat supportive,”
    - 67% indicated that they would most support the *development of facilities and events that will significantly increase local tourism.*
    - Other actions include:
      - Significantly increase program and rental fees to pay their full costs (37%)
      - Vote for an additional sales tax for parks and recreation (44%)
      - Vote for a county-wide parks and recreation tax (43%)

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#### 4.3.10 AGREEMENT WITH TOURISM RELATED REVENUE

- Based on the percentage of residents who either “strongly agree” or “agree,”
  - 73% agree that we need to develop new attractions that would generate visitors to stop and stay in American Canyon.
  - Other similar levels of agreement include:
    - We need to get the visitors on their way to Napa to stop, stay, and play in American Canyon (72%)
    - We need to advertise our parks and trails system to encourage visitors to stop in American Canyon (68%)

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#### 4.3.11 AGREEMENT WITH BENEFITS PROVIDED BY THE PARKS/RECREATION SYSTEM

- Based on the percentage of residents who either “strongly agree” or “agree,”
  - 88% agree with the benefit that the parks and recreation system makes American Canyon *a more desirable place to live*.
  - Other similar levels of agreement include:
    - Provides clean/aesthetically pleasing landscaping along public streets (83%), preserves open space and protects the environment (83%)
    - Helps to reduce crime (77%)
    - Improves physical health and fitness (77%)
    - Improves mental health and reduces stress (72%)

#### 4.3.12 SATISFACTION WITH VALUE RECEIVED FROM THE P&R DEPARTMENT

- Twenty-five percent (25%) of residents indicated they were “very satisfied” with the overall value their households receives from the American Canyon Parks and Recreation Department.
- Other levels of satisfaction include:
  - Somewhat satisfied (49%)
  - Neutral (22%)
  - Somewhat dissatisfied (5%)
  - Very dissatisfied (2%)

***National benchmark for very satisfied is 27%.***

#### 4.4 SUMMARY

The following summarizes the key themes derived from the results of the statistically-valid survey.

- Usage of parks and trails is high
- Satisfaction is high with the condition and quality of parks, trails and facilities
- Satisfaction is very high with the quality of programs, services and events
- Survey participants felt that American Canyon’s system has a strong operational presence in the community.
- Satisfied ratings with overall value is high
- Walking and biking trails are highly important to, and highly needed by, American Canyon residents. These results are in-line with national benchmarks.
- Adult fitness and exercise programs are highly important to, and highly needed by American Canyon residents. These results are in-line with national benchmarks and trends.
- American Canyon residents highly value community special events.
- Unmet needs exist, and are considerably higher for facilities than programs as a percentage of need.

- Strong support exists for attracting recreation tourism dollars to American Canyon and constructing facilities that would attract tourism.
- Support for upgrading and renovating the existing system far outweighs support for constructing new parks or facilities that would serve residents.
- Mild support exists for increasing taxes on American Canyon residents to support parks and recreation facilities, programs, services and events



The American Canyon Parks and Recreation Department has a professional staff that annually delivers over 1600 aquatic, recreation and special event programs. Key findings regarding the direct delivery and/or facilitation of programs and services are as follows.

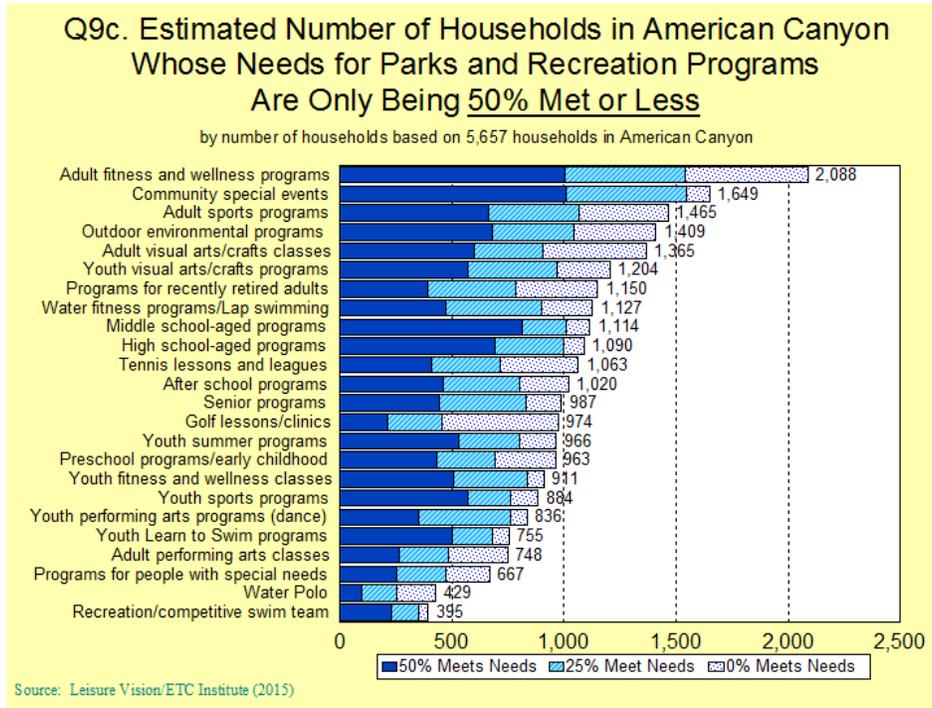
## 5.1 OVERALL KEY FINDINGS

- **Program Plan:** The department is limited in fully developing a program plan due to the lack of programmable space and facilities within the system.
- **Program Standards:** Formalized recreation program standards that guide consistent service delivery are not in place.
- **Program Evaluation:** Assessment and evaluation tools to measure the success of programs and services are in place, but utilization is inconsistent.
- **Partnerships:** The department has three significant partnerships in place:
  - The partnership with the Napa Valley Unified School District for joint use of the American Canyon Middle School gymnasium provides the city with its only true indoor recreation space for programming.
  - The recently formalized partnership with the Boys and Girls Clubs will allow the Parks and Recreation Department to focus its efforts on other lines of service that meet the demands of residents.
  - The recently formalized partnership with the American Canyon Little League has better defined the roles and responsibilities for the maintenance of the Little League Complex.
- **Program Classification:** Prior to a staff workshop in 2015, functional groupings of programs and services did not exist and were not classified by core, important, and value-added, and do not have specific cost recovery goals.
- **Culture:** A culture of reacting to special interests leads to a desire of staff to meet all recreational needs in the community.
- **Program Participation:** Enrollment in formal registered programs rarely approach capacity. (Further analysis will be provided in the sections that follow.)
- **Market Definition:** The market that the department services is primarily American Canyon residents as non-residents comprise 25% of all recreation program registrations and only 6% of aquatic program enrollment.
- **Environmental Assets:** Newell Open Space and the Wetlands provide tremendous opportunity for expanded programs.
- **Marketing:** The department lacks a marketing plan beyond the guidelines established for the development of the activity guide. As mentioned previously, this is directly tied to the lack of staffing capacity necessary to develop and implement a marketing plan. Guidelines for the development of a marketing plan can be found in the Appendix of the plan.

- Age Segmentation:** A successful recreation plan requires a balanced delivery of programs and events across the 17 distinct “programming” age segments of a person’s life. The following chart illustrates the department’s distribution of programs and events across the 17 age segments. Opportunity exists to expand programming for preschoolers, teens and recent retirees.

PROGRAMS AND EVENTS											
AGE SEGMENT APPEAL		CURRENT PROGRAM LINE OF SERVICE									
Age Segments	Adult Fitness	Community Special Events	Aquatic Fitness	Aquatic Learn to Swim	Aquatic Lap and Open Swimming	Youth Sports	Adult Sports	Youth Out of School	Outdoor Environmental	Traditional Senior	Youth Enrichment
1-5 years		*		*	*						*
6-8 years		*		*	*	*		*	*		*
9-10 years		*		*	*	*		*	*		*
11-12 years		*		*	*	*		*	*		*
13-15 years		*		*	*	*		*	*		*
16-18 years	*	*	*	*	*			*	*		
19-23 years	*	*	*	*	*		*		*		
24-30 years	*	*	*	*	*		*		*		
21-40 years	*	*	*	*	*		*		*		
41-50 years	*	*	*	*	*		*		*		
51-60 years	*	*	*	*	*				*	*	
61-70 years	*	*	*	*	*				*	*	
71-75 years		*			*				*	*	
76-80 years		*			*				*	*	
81-85 years		*			*				*	*	
86-90 years		*			*				*	*	
91+ years		*			*				*	*	

- Unmet Needs:** In reviewing the current program offerings against the desired program offerings of the community, there is an opportunity to expand programming. Per the statistically valid survey conducted by ETC: Based on the estimated number of households in the City of American Canyon whose needs for Parks and Recreation Programs are only being 50% met or less: 2,088 (or 36.9%) of households have significant unmet needs for adult fitness and wellness programs classes while 1,649 (or 29.1%) have high unmet need for special events.



## 5.2 AQUATIC PROGRAMS

The American Canyon Aquatic Division is currently comprised of one full-time employee and a bevy of part-time employees that serve as head lifeguards, lifeguards, water safety instructors and customer service support. The aquatic program offers 995 formal programs annually to the community and is the crown jewel of the American Canyon Parks and Recreation system.

### 5.2.1 KEY FINDINGS

- **Formal Programming Lines of Service:** The Aquatic Division offers a diverse line of formal programming to the community. The division’s programming lines of service performed are as follows:
  - **Drop-in Lap Swimming and Fitness Exercise Classes:** Examples of these programs include lap swimming and water exercise programs. The availability of lap swimming and water exercise classes is limited, however, the results of the statistically valid survey indicate that 43% of households in American Canyon have a need for this line of service and 20% of households have high unmet need. As noted in Chapter 2, national trends also indicate that the swimming for fitness is increasing in demand for swimmers and those that aspire to swim.
  - **Group Learn to Swim Lessons:** Examples of these programs include: “Sea Horses”, “Turtles” and “Sting Rays”. The program is focused on teaching youth and adults the life skill of swimming. The delivery of this high quality program centers on the strong instruction provided by part-time water safety instructors. The most significant drawback of the program is that the length of group lessons being 27 minutes as opposed to best practice standard of 30 minutes. The length of group lessons being less than best practice is primarily caused by the limitations of having a 25 yard, 6 lane pool with lack of true shallow water depth and the increase demand for pool time for other programs such as the AHI Swim Team.
  - **Private Swim Lessons:** Examples of these programs include a one-to-one or two-to-one ratio of participant to instructor swim lesson instruction. Private or semi-private lessons allow the participant to work at a personalized level to achieve swim goals and are a good way to help swimmers focus on a particular skill, or to help overcome a fear of the water. These lessons are arranged by appointment only and taught by the best of the best water safety instructors.
  - **Specialty Classes:** Examples of these programs include: lifeguard training and water safety instructor training. The aquatic division takes advantage of having one of the most respected and knowledgeable aquatic professionals in Northern California as its Aquatic Supervisor by offering classes designed to teach the skills needed to successfully teach swimming lessons and provide lifeguard services.
- **Program Participation:** As noted above, the Aquatic Division offers 995 programs and events to the community. In FY 14, the aquatic division enrolled 2,558 participants in its programs, which equates to 50.3% of maximum program capacity being met. Best practice target for overall enrollment is 50%. The chart on the following page provides a summary of the total program participation for the American Canyon Aquatic Division for FY 14.

American Canyon Aquatic Division Program Participation			
Number of Programs Offered	Maximum Program Capacity	Program Enrollment	% of Maximum Capacity Enrolled
995	5089	2558	50.3%

- Program Participation Rates:** Though overall program participation for the Aquatic Division is strong (50.3% of capacity), a closer look of programs offered in FY 14 indicate that this strong enrollment is due to the fact that 381 programs (or 38%) achieved enrollment at 80+% of capacity. On the other end of the spectrum, 288 programs or (29%) were cancelled due to no enrollment. for overall enrollment is 50%. This indicates that the opportunity exists to increase the percentage of overall maximum enrollment capacity achieved by offering aquatic programming that most meets the community. By doing so, this can lead to a decrease in the total number of programs offered and, in turn, an increase in the availability of pool time offered to the community for other aquatic needs such as open swim, lap swim and the AHI Swim team. The following chart provides a summary of the participation rates for the American Canyon Aquatic Division programs offered in FY 14.

American Canyon Aquatic Division Program Participation		
% of Maximum Enrollment Capacity Achieved	Number of Programs	% of Programs Offered
0%	288	29%
1-19%	29	3%
20-39%	149	15%
40-59%	43	4%
60-79%	105	11%
80+%	381	38%

- AHI Swim Team:** A strong working relationship with the AHI swim team. Demand for pool time has increased significantly over the last five years due to an increase in program participation by residents.
- Facility Utilization:** Aquatic programs and services are in high demand in American Canyon. Unfortunately, the traditional configuration of the pool (6 lane, 25 yards, lack of true shallow water depths) inhibit the ability to offer multiple programs simultaneously that require similar water depths.
- Staffing:** The Aquatic Division operates 12 months a year and is managed and supervised by only ONE full-time employee and 50+ part-time senior lifeguards, lifeguards and instructors.

### 5.2.2 AQUATIC PROGRAM KEY RECOMMENDATIONS

- Participation Data Analysis:** Through ongoing participation data analysis, refine aquatic program offerings to reduce number of cancelled programs due to no enrollment. This, in turn, will allow the division to offer best practice learn to swim lessons and create a more efficient utilization of resources, including but not limited to, pool scheduling, water safety instructors, marketing and administrative support.

- **Maximize Pool Utilization to Meet Community Need:** The creation of formal allocation guidelines will encourage the maximum utilization of pools during non-prime time hours. By encouraging formal groups to utilize the pool during non-prime time hours, the Aquatic Division may have the opportunity to better meet the aquatic needs of the community, including the demand for lap swimming and fitness exercise classes.
- **Partnerships:** Create a win-win partnership with Napa Valley Unified School District for utilization of the American Canyon High School pool in an effort to offer more aquatic programs to meet high community need.
- **Evaluation:** Implement the program assessment and evaluation tool as recommended. Assessment and evaluation tool is provided as an Excel spreadsheet as a stand-alone separate document.
- **Staffing:** It is recommended that the department hire an Assistant Aquatic Supervisor whose focus will be on refining and improving the aquatic programs. Staffing levels are inadequate to support the level of programming desired by the community.

### 5.3 RECREATION PROGRAMS AND EVENTS

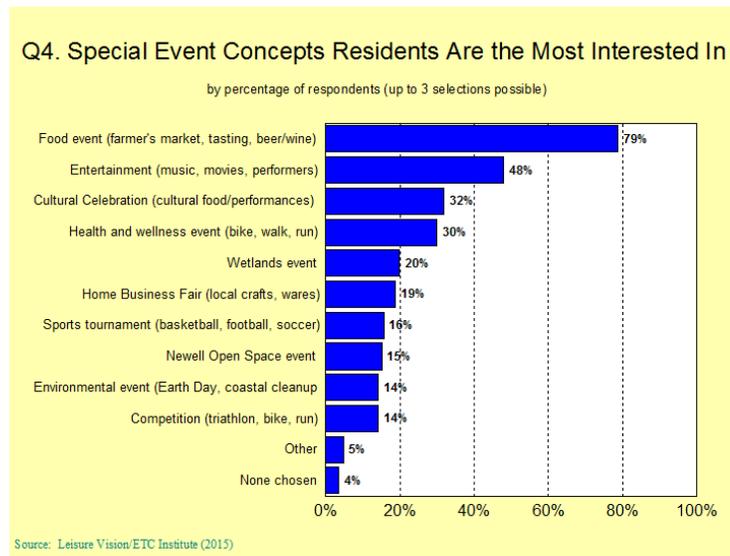
The American Canyon Parks and Recreation Department currently has two full-time staff and two regular part-time employees that administers and/or facilitates the delivery of over 600 different activities, leagues, special events, program and services to American Canyon residents and visitors annually.

#### 5.3.1 KEY FINDINGS

- **Lines of Service:** After a workshop with staff in the summer of 2015, the 600+ programs were grouped into distinct lines of service which are as follows:
  - **Adult Fitness and Wellness:** Examples of adult fitness and wellness programs include: yoga, Pilates, and Tai Chi as well as weight-lifting, riding exercise bikes. The department has recently begun to offer adult fitness and wellness classes. However, the lack of true, quality self-directed fitness and group exercise spaces limit the department's ability to appeal to a greater audience that has a demand for these services as shown not only in national trends but in the statistically valid survey results.
  - **Active Senior (recent retirees):** Examples of active senior programming include: pickleball and tennis leagues, walking clubs, and fitness and exercise classes for 55+. The department currently offers minimal programming in this line of service. An outcome of the staff workshop was to identify this as a line of service in response to the demographics of American Canyon, the results of the statistically valid survey and national trends indicating a need to provide programming that targets the retiring baby boomer population. The lack of a true community center that provides intergenerational recreation opportunities to the citizens of American Canyon inhibits the ability of the department to develop this line of service.
  - **Adult Enrichment:** Examples of adult enrichment programs include: book clubs, painting classes, quilting workshops, performing arts and dances. Currently most of these programs are offered through the Multi-Use Senior Center with the target market being seniors that are in need of passive recreation activities that focus primarily on socialization. Participation in these programs is strong but the ability to expand or offer

multiple programs at once is limited staffing capacity and the size of the Senior and Recreation Centers.

- **Adult Sports:** Examples of adult sports programs include: basketball, softball, indoor volleyball, sand volleyball, tennis, baseball and Master’s Swimming. This line of service is once again limited by the lack of facilities. Adult Softball and Open Basketball and Volleyball are the only programs offered in this line of service. The completion of the Kimberly Park renovation project will give the department the opportunity to potentially expand outdoor team sports for adults including, but not limited to, flag or touch football and soccer.
- **Community Special Events:** Examples of community special events include: Flyway Festival, Spring Egg Hunt, 4<sup>th</sup> of July Celebration and Holiday Tree Lighting. The City of American Canyon is a special event community. The close knit community highly values the 12+ community special events offered by the department and would like more. The recent reorganization of the department has created a void in direct supervision and oversight of one of the most coveted lines of service in the department. This will inhibit the department’s ability to maintain the quality of existing events and expand its special event offerings in the areas desired by the community as detailed in the following chart:



Another variable that impacts the ability for the department to grow existing and add new special events, is the lack of facilities and parks that are suitable for encouraging mass public participation. Facilities and parks that have adequate parking, restrooms, lighting, infrastructure (water and electric supply), and open spaces are needed to host larger community special events.

- **Environmental Education:** Newell Open Space and the Wetlands provide the City with two tremendous assets and in turn opportunities to develop and implement a full line of Environment Education programming. With the recent hire of a regular part-time coordinator to oversee the development of programs for this line of service, the department has taken steps to add programming that not only carries a high level of importance but also has significant unmet need.

- **External and Community Group Reservations:** With a lack of public indoor athletic, meeting and party space in the city and the high need for outdoor covered picnic areas, the department is constantly fielding and fulfilling requests for the use of the limited space by community groups and the general public. The department provides high quality customer service and has a solid reservation policy in place, however is often viewed “as the bad guy” as they are consistently turning requests for space away. Currently, reservations of space account for approximately 20% (\$92,000) of the annual user fee revenue that the department generates.
- **Outdoor Recreation:** Examples of outdoor recreation programs include: hiking and mountain biking clubs, trail walks, kayaking, canoeing, and camping. The department currently offers minimal programming in this line of service. An outcome of the staff workshop was to identify this as a line of service in response to the demographics of American Canyon, the results of the statistically valid survey and national trends indicating a need to provide programming that targets the outdoor enthusiast. The lack of staff capacity to expand the department’s offering into this area of programming is the primary obstacle as American Canyon and the County of Napa have the parks and open space where programming can be offered.
- **Traditional Senior:** Examples of traditional senior programs include: card clubs, Meals on Wheels, chair exercise classes, movies, holiday theme parties, and day trips. Having a dedicated facility, the department offers a robust menu of traditional senior programs. Participation in the programs and services hosted at the Senior Multi-Use Center is strong and need continues to grow. The size of the facility and lack of parking limit the expansion of programs and services for traditional seniors. Additionally its location (tucked in a neighborhood on the west side of Highway 29) make it less accessible to seniors living on the east side of Highway 29. The biggest drawbacks to expanding programs and services are the lack of staffing and operational funding that is dedicated to the department’s only true multi-purpose facility. With one regular part-time employee limited to 1000 hours annually and an operating budget of approximately \$44,000, the ability to expand beyond its current program offerings and outreach to the east side of the community is limited.
- **Youth Afterschool and Camps:** Examples of youth afterschool and camp programs include: summer and school-break day camps and field trips. Having recently added a full-time Recreation Coordinator, the staffing capacity to offer youth afterschool and camp programs has increased significantly. With a renewed focus on improving the quality of programs to youth and teens and to better meet the needs revealed in the statistically valid survey, the department is better prepared to take the next step forward in building on a strong foundation of programming that currently exists. The lack of a true community center with multiple classrooms and activity areas will limit the ability for the department to expand afterschool and summer camp programs. It is likely that the future Boys and Girls Club facility, to be located at Community Park 1, will help fill the “facility void” that exists to expand youth afterschool and camp programming.
- **Youth Enrichment:** Examples of youth enrichment programs include: math and science clubs, Bridging the Gap, Community Service Project Team, Youth in Action, dance,

performing arts and music. Having recently added a full-time Recreation Coordinator, the staffing capacity to offer youth enrichment programs has increased significantly. With a renewed focus on improving the quality of programs to youth and teens and to better meet the needs revealed in the statistically valid survey, the department is better prepared to take the next step forward in building on a strong foundation of programming that currently exists. The lack of a true community center with multiple classrooms and activity areas will limit the ability for the department to expand afterschool and summer camp programs. It is likely that the future Boys and Girls Club facility to be located at Community Park 1 will help fill the “facility void” that exists to expand youth enrichment programming.

- **Youth Sports:** Examples of youth sports programming include: Jr. Warrior basketball league, Little League baseball, flag and tackle football, soccer, lacrosse, girls fast pitch softball and tennis. In American Canyon, as with most communities across the United States, the ability to meet the youth sports needs of the community is accomplished by multiple entities. The efforts of department and non-profit organizations such as AHL Swim Team, Little League Baseball, American Canyon Youth Soccer, American Canyon Elite Softball and American Canyon Youth Football have created a strong foundation on which to improve the quality of youth sports in the city. Though the Kimberly Park renovation project will assist with the growing of multipurpose field sports such as soccer and lacrosse, the lack of gymnasiums and diamond athletic fields will limit the ability to grow basketball, volleyball, baseball and girls fast pitch softball.
- **Program Participation:** Not including community special events, the Recreation Division annually offers 595 programs to the community. In FY 14, the recreation division enrolled 5,555 participants in its programs, which equates to 31.8% of maximum program capacity being met. Best practice target for overall enrollment is 50%. The following chart provides a summary of the participation rates for the American Canyon Aquatic Division.

American Canyon Recreation Division Program Participation			
Number of Programs Offered	Maximum Program Capacity	Program Enrollment	% of Maximum Capacity Enrolled
595	17,443	5555	31.8%

- **Program Participation Rates:** Overall program participation for the Recreation Division is below best practice (31.8% of capacity) and a closer look of programs offered in FY 14 indicate that this is due to the fact that 382 programs (or 64%) achieved enrollment at less than 40% of capacity. On the other end of the spectrum, only 63 programs or (11%) achieved enrollment at 80+% of capacity. This indicates that the opportunity exists to develop and better align the recreation program plan with the needs of the community as defined by the statistically valid survey. This will include adding new programming, reducing the number of programs offered by type (i.e. reduce the number of hip hop dance classes offered) and eliminating programs altogether. As discussed previously, the lack of facilities will inhibit the ability of the Recreation Division to expand programs such as fitness and exercise and youth sports. The chart on the following page provides a summary of the participation rates for the American Canyon Recreation Division programs offered in FY 14.

American Canyon Recreation Division Program Participation		
% of Maximum Enrollment Capacity Achieved	Number of Programs	% of Programs Offered
0%	146	25%
1-19%	121	20%
20-39%	115	19%
40-59%	88	15%
60-79%	62	10%
80+%	63	11%

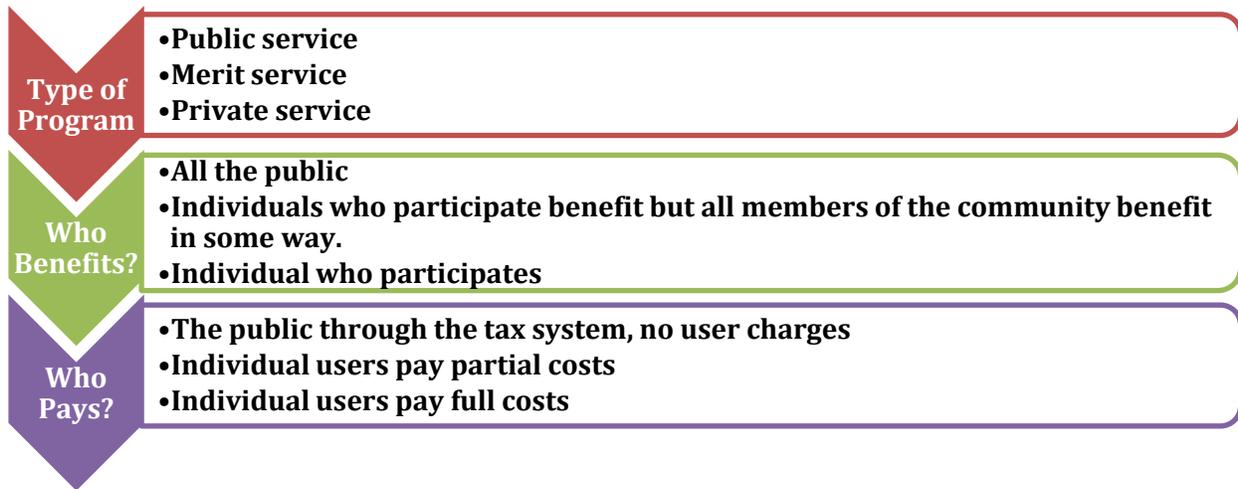
- **Staffing:** The Recreation Division is managed and supervised by only TWO full-time employees, TWO regular part-time employees (Senior Multi-Use Center and Outdoor/Environmental programs), and 50+ part-time recreation leaders, facility monitors, instructors and contracted employees. Staffing levels are inadequate to support the level of programming desired by the community.

### 5.3.2 RECREATION PROGRAM KEY RECOMMENDATIONS

- **Participation Data Analysis:** Through ongoing participation data analysis, refine recreation program offerings to reduce number of low enrollment or cancelled programs due to no enrollment.
- **Expand programs and services in the areas of greatest demand:** Ongoing analysis of the participation trends of programming and services in American Canyon is significant when delivering high quality programs and services. By doing so, staff will be able to focus their efforts on the programs and services of the greatest need and reduce or eliminate programs and services where interest is waning. Specific efforts should be made to increase programming in the areas of greatest UNMET need as identified in the statistically valid survey.
- **Partnerships:** Create a win-win partnership with Napa Valley Unified School District for utilization of the American Canyon High School gymnasium and theater in an effort to offer more sports, enrichment and performing arts programs to meet high community need.
- **Evaluation:** Implement the program assessment and evaluation tool as recommended. Assessment and evaluation tool is provided as an Excel spreadsheet as a stand-alone separate document.
- **Adopt Recreation Program Standards:** Recreation program standards are developed to support core programs and services. The standards focus on delivering a consistent high quality experience while achieving operational and cost recovery goals as well as marketing and communication standards that are needed to create awareness and customer loyalty.
- **Staffing:** The Consulting Team recommends the part-time Senior Center Coordinator position be upgraded to full-time and a full-time Special Event Coordinator be hired.

## 5.4 PROGRAM AND SERVICE CLASSIFICATION

As noted previously, the Parks and Recreation Department currently does not classify its programs and services. Classifying programs and services is an important process for an agency to follow in order to remain aligned with the community’s interests and needs, the mission of the organization, and to sustainably operate within the bounds of the financial resources that support it. The criteria utilized and recommended in program classification stems from the foundation’s concept detailed by Dr. John Crompton and Dr. Charles Lamb. In Marketing Government and Social Services, they purport that programs need to be evaluated on the criteria of type, who benefits, and who bears the cost of the program. This is illustrated below:



The approach taken in this analysis expands classifying services in the following ways:

- For whom the program is targeted
- For what purpose
- For what benefits
- For what cost
- For what outcome

### 5.4.1 PARAMETERS FOR CLASSIFYING PROGRAM TYPES

The first milestone is to develop a classification system for the services and functions of the City of American Canyon Parks and Recreation Department. These systems need to reflect the statutory obligations of the agency, the support functions performed, and the value-added programs that enrich both the customer’s experience and generate earned revenues in mission-aligned ways to help support operating costs. In order to identify how the costs of services are supported and by what funding source, the programs are to be classified by their intended purpose and what benefits they provide. Then funding source expectations can then be assigned and this data used in future cost analysis. The results of this process is a summary of classification definitions and criteria, classification of programs within the City of American Canyon’s Parks and Recreation Department and recommended cost recovery targets for each service based on these assumptions.

Program classification is important as financial performance (cost recovery) goals are established for each category of services. This is then linked to the recommendations and strategies for each program

or future site business plan. These classifications need to be organized to correspond with cost recovery expectations defined for each category. In this section of the needs assessment, each program area will be assigned specific cost recovery targets that align with these expectations.

#### 5.4.2 SERVICE CLASSIFICATION PROCESS

The service classification process consists of the following steps:

1. Develop a definition for each program classification that fits the legislative intent and expectations of the division; the ability of the division to meet public needs within the appropriate areas of service; and the mission and core values of City of American Canyon's Parks and Recreation Department.
2. Develop criteria that can be used to evaluate each program and function within the division, and determine the classification that best fits.



**5.4.3 PROGRAM CLASSIFICATION DESCRIPTIONS**

The program classification matrix was developed as a guide for the division staff to follow when classifying programs, and how that program needs to be managed with regard to cost recovery. By establishing clarification of what constitutes a “Core Public Service”, “ Important Public Service”, and “Value Added Service” will provide the division and its stakeholders a better understanding of why and how to manage each program area as it applies to public value and private value.

Additionally, the effectiveness of the criteria linked to performance management expectations relies on the true cost of programs (direct and indirect cost) being identified. Where a program falls within this matrix can help to determine the most appropriate cost recovery rate that should be pursued and measured. This includes being able to determine what level of public benefit and private benefit exists as they apply to each program area. Public benefit is described as, “everyone receives the same level of benefit with equal access”. Private benefit is described as “the user receives exclusive benefit above what a general taxpayer receives for their personal benefit”.

CRITERIA TO CONSIDER	CORE PUBLIC SERVICES	IMPORTANT PUBLIC SERVICES	VALUE ADDED SERVICES
Public interest or developmental importance as well as mandated by law and is mission aligned	High Public Expectation	High Public Expectation	High Individual and Interest Group Expectation
Financial sustainability	Free, Nominal or Fee Tailored to Public Needs — Requires Public Funding	Fees Cover Some Direct Costs — Requires a Balance of Public Funding and a Cost Recovery Target	Fees Cover Most Direct and Indirect Costs — Some Public Funding as Appropriate
Benefits - i.e. health, safety, and protection of a valuable asset.	Substantial Public Benefit (negative consequence if not provided)	Public and Individual Benefit	Primarily Individual Benefit
Competition in the market	Limited or No Alternative Providers	Alternative Providers Unable to Meet Demand or Need	Alternative Providers Readily Available
Access	Open Access by All	Open Access / Limited Access to Specific Users	Limited Access to Specific Users

5.4.4 CLASSIFICATION OF SERVICES-KEY RECOMMENDATIONS

In order to improve the fiscal performance and delivery of programs and services, the consulting team makes the following recommendations.

- **Implement the Classification of Services and Cost Recovery Goals:** In workshops with the American Canyon Parks and Recreation Department in 2015 facilitated by the consulting team, the major functional program areas were assessed and classified based on the criteria established in the previous section of the plan. This process included determining which programs and services fit into each classification criteria. Then cost recovery goals were established based on the guidelines included in this plan. The percentage of cost recovery is based on the classification of services and will typically fall within these ranges, *although anomalies will exist*:
  - Core 0-35%
  - Important 35-75%
  - Value Added 75%+

The below table represents a summary of programs and services, the classification of those programs, as well as recommended cost recovery goals.

Programming Lines of Service	Classification	Benefit Level	Pricing Strategy	Recommended Total Cost Recovery
Adult Fitness and Wellness	Value Added	Individual	User Fees	100%
Active Senior (recent Retirees)	Important	Merit	User Fees	50%
Adult Enrichment	Value Added	Individual	User Fees	100%
Adult Sports	Value Added	Individual	User Fees	100%
Aquatic Drop-In Lap and Fitness	Value Added	Individual	User Fees	100%
Aquatic Learn to Swim	Important	Merit	User Fees	75%
Aquatic Open Swim (group outings)	Important	Merit	User Fees	50%
Aquatic Private Swim Lessons	Value Added	Individual	User Fees	100+%
Aquatic Specialty Classes	Value Added	Individual	User Fees	100%
Community Group Reservations	Important	Merit	User Fees	50%
Community Special Events	Core	Community	Donations/Sponsorships	25%
Environmental	Core	Community	Donations/Sponsorships	25%
External Reservations	Value Added	Individual	User Fees	100%
Outdoor Recreation	Value Added	Individual	User Fees	100%
Traditional Senior	Core	Community	Donations/Sponsorships	25%
Youth Afterschool and Camps	Important	Merit	User Fees	50%
Youth Enrichment (2-17)	Important	Merit	User Fees	75%
Youth Sports	Important	Merit	User Fees	75%

Currently, the American Canyon Parks and Recreation Department does not track revenue, expenditures and cost recovery goals as lines of service. As previously mentioned, the department organizes its expenditure budget into five primary categories, of which four capture revenue: Administration, Aquatics, Recreation Programs and Senior Center. The consulting team performed a cost of service analysis utilizing the FY 15 line item budget provided by staff to determine current cost recovery levels as well as additional revenue that can be realized if the recommended cost recovery goals are achieved. The following chart illustrates the results of this analysis:

CORE BUDGET AREA	CURRENT EXPENDITURES	CURRENT REVENUE	CURRENT DIRECT COST RECOVERY	RECOMMENDED DIRECT COST RECOVERY	REVENUE IF ACHIEVE COST RECOVERY
PARKS AND REC ADMINISTRATION	\$469,765	\$92,757	20%	50%	\$234,883
RECREATION PROGRAMS	\$441,190	\$204,140	46%	50%	\$220,595
AQUATIC PROGRAMS	\$384,895	\$132,677	34%	50%	\$192,448
SENIOR PROGRAMS	\$41,387	\$14,208	34%	35%	\$14,485
<b>TOTAL</b>	<b>\$1,337,237</b>	<b>\$443,782</b>	<b>33%</b>	<b>50%</b>	<b>\$662,410</b>

If cost recovery levels are achieved, the department will generate an additional \$218,628 in revenue annually.

- Develop New Pricing Policy Based on Classification of Programs and Services:** Given the shift in philosophical approach as noted previously, it is important to refocus the division on cost recovery goals by functional program area or line of service. Pricing based on established operating budget recovery goals will provide flexibility to maximize all pricing strategies to the fullest. Allowing the staff to work within a pricing range tied to cost recovery goals will permit them to set prices based on market factors and differential pricing (prime-time/non-primetime, season/off-season rates) to maximize user participation and also encourage additional group rate pricing where applicable.

To gain and provide consistency among the American Canyon City Council, user groups, staff, and the community, a revised pricing policy must be adopted in order for the American Canyon Parks and Recreation Department to operate effectively and efficiently to meet the program cost recovery goals identified above. In short, it is important that the American Canyon Parks and Recreation Department state its policy in all publications, on its website, and in its reservation processes to describe how they establish a price for a service or use of a facility. Example:

*“The American Canyon Parks and Recreation Department’s funding that is derived from taxpayers is focused on mission-based facilities and services. The programs and facilities that are furthest from our mission, that provide an individual benefit, or that provide exclusive use will require higher fees from users or other sources to help offset operating costs.”*

It is recommended that the American Canyon City Council adopt the recommended cost recovery goals for the Parks and Recreation Department as presented in this Needs Assessment Plan. In order to achieve the cost recovery goal, it is expected that the American Canyon Parks and Recreation Department will strive to meet the cost recovery goals established for each program area as recommended. In order to meet these goals, efforts must be made to:

- Consistently deliver high quality programs and services
- Strategically price programs and services
- Solicit sponsorships and donations to develop a sustainable earned income stream
- Increase the utilization of volunteers to offset operational expenditures
- Expand marketing to increase the volume of participation in programs and services

The cost recovery goals are expected to be achieved over a 5 year period and there should be no expectation that they be realized immediately. It is expected that an iterative implementation process of introducing the classification methodology and a new pricing policy along with the refinement of department’s cost of service analysis will occur over the next 5 years. This process will have an impact of cost recovery as it will result in the refinement of foundational business elements including but not limited to service levels, service delivery, pricing and the guidelines developed to secure external operational funding sources such as grants, donations and partnerships. Additionally, external factors such as economic conditions and changes to the City’s financial policies will have a bearing on achieving the 50% cost recovery goal.

- **Develop Pricing Strategies:** As the American Canyon Parks and Recreation Department embarks on the implementation of a new pricing policy, it will be necessary to develop pricing strategies that will not only increase sales but also maximize the utilization of American Canyon’s parks, programs and recreation facilities. By creating pricing options, customers are given the opportunity to choose which option best fits their schedule and price point. The consulting team recommends that the American Canyon Parks and Recreation Department continue to explore pricing strategies that create options for the customer.

The following table offers examples of pricing options.

• Primetime	• Incentive Pricing
• Non-primetime	• Length of Stay Pricing
• Season and Off-season Rates	• Cost Recovery Goal Pricing
• Multi-tiered Program Pricing	• Level of Exclusivity Pricing
• Group Discounting and Packaging	• Age Segment Pricing
• Volume Pricing	• Level of Private Gain Pricing

The most appropriate strategies for American Canyon to consider are as follows:

- Primetime and Non-primetime pricing strategy - The price is set based on the time of the day. Primetime is considered to be the time of day in which the demand for the service is highest. Fees for the rental of the facility during this time would be set at rate that would recover 125-150% of costs incurred. To lessen the demand for “primetime”, the department can lower prices for rentals of the pool during times in which demand is lower. This will assist in maximizing the utilization of its facilities.
- Premium pricing - The price set is high to reflect the exclusiveness of the product. An example of this would be a user group paying higher rental fees for the exclusive use of a facility that prohibits the general public or other groups from participating.
- Consider a pricing strategy that provides a discount for online registration of programs.

- Consider a pricing strategy that eliminates the non-resident fee for programs that are not of primary need.

**5.4.5 OTHER RECOMMENDATIONS**

- Refine revenue and expenditure allocations across the newly formed lines of service.
- Utilize financial analysis to support pricing strategies, marketing, customer service, and technology solution strategies.

**5.5 SUMMARY**

The City of American Canyon Parks and Recreation Department is delivering quality programs, services and events to the community, *but is significantly constrained to expand program given the limited staffing capacity and limited facilities.* The chart on below page provides a summary of the variables that have undue influence on the department as they develop a program plan to meet the needs of American Canyon residents and increase enrollment in the programs, services and events offered.

PROGRAM	COMMUNITY DEMAND FOR PROGRAM	STAFF CAPACITY TO MANAGE PROGRAM	BEST PRACTICE FACILITY/ LOCATION TO HOST PROGRAM	MARKET ASSESSMENT (COMPETITION IN NAPA VALLEY)
Adult Fitness and Wellness Classes	PRIMARY	LOW	NONE	MINIMAL
Community Special Events	PRIMARY	MODERATE	MODERATE	MINIMAL
Aquatic Fitness /Lap Swimming/Open Swim	PRIMARY	HIGH	MODERATE	MINIMAL
Youth Learn to Swim	PRIMARY	HIGH	MODERATE	MINIMAL
Youth Summer and Afterschool Programs	PRIMARY	HIGH	HIGH	MINIMAL
Youth Sports Programs	PRIMARY	HIGH	MODERATE	MODERATE
Reservations/Rentals	PRIMARY	MODERATE	MODERATE	MODERATE
Outdoor Environmental Programs	SECONDARY	MODERATE	HIGH	MINIMAL
Adult Sports	SECONDARY	LOW	MINIMAL	MODERATE
Senior Programs	SECONDARY	LOW	MODERATE	MODERATE
Pre-School Programs	SECONDARY	LOW	MINIMAL	MODERATE
Visual Arts and Crafts – Youth and Adults	SECONDARY	LOW	MINIMAL	MODERATE
Performing Arts Programs	SECONDARY	LOW	MODERATE	MINIMAL

With an expansive and growing menu of aquatic and recreation programs and special events offered to American Canyon residents, the need to continually effectively, efficiently and creatively manage them is lacking. The consulting team recommends the following additions to the Aquatic and Recreation Divisions to increase staff capacity that is dedicated to the organization, implementation and evaluation of programs and events in American Canyon:

- Addition of Full-time Assistant Aquatic Supervisor with focus on programs
- Addition of Full-time Special Events Coordinator
- Upgrade of Part-time Senior Center Coordinator to Full-time

## 6.1 PARK CLASSIFICATION AND LEVELS OF SERVICE KEY FINDINGS

There is a limited but unique diversity of amenities and site types within the American Canyon Parks and Recreation system that serves the recreational interests of residents and visitors. These range from traditional amenities (playgrounds, shelters, sport courts, ball fields, pool, etc.) to unique features such as open space and wetlands.

There are multiple methods for determining the community need for park-and-recreation facilities and programs. The most common and universally-accepted approach to a level-of-service analysis originated with the National Recreation and Park Association (NRPA) in the 1980's when the organization began establishing norms for the amount of park lands or park amenities a community should strive for, based on its population. The latest NRPA standards compare the supply of facilities against demand, as measured by the total population of a community. These guidelines are typically reflected as the total number of facilities or total park acreage per a measureable segment of the population, for example, a minimum of 10 acres of total park land for every 1,000 residents.

This needs assessment utilizes a level-of-service analysis to establish reasonable and prudent standards for parklands, facilities and amenities over the next 15 years (i.e., until approximately 2030).

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### 6.1.1 PARK AND FACILITY CLASSIFICATIONS

A park-and-facility classification system ideally should utilize key characteristics of each site. These include:

- The intent and/or mission of the site
- The predominant types of site usage
- Appropriate performance measures for each park classification

Proper integration of the system can guide the City in the years to come. The following factors are utilized to distinguish between City parks and recreation sites:

- Park size: Defines the relative size of the park in acres, including the ratio of land to per-capita population
- Service area: Details the service area of the park as defined by its size and amenities
- Maintenance standards: Details the expected standard of maintenance at the park depending on usage levels and the extent of facility development
- Amenities: Describes the present level of facility and/or amenity development
- Performance: Establishes performance expectations of parks as reflected in annual operational-cost recovery (revenue generation) and the annual use of major facilities within the park

There are 6 types of parks and facilities that serve the varied and diverse needs of a community. Using the criteria listed above, this Needs Assessment plan provides a classification system based on differences in environment, public use, distinctive maintenance, and habitat management. The classifications are:

- Neighborhood/School Parks
- Community Parks
- Regional/Specialty Parks
- Conservation Parks
- Recreation and Special-Use Facilities
- Pathways/Trails

### NEIGHBORHOOD/SCHOOL PARKS

Neighborhood/school parks are intended to be easily accessible by adjacent neighborhoods and should focus on meeting neighborhood recreational needs as well as preserving small, open spaces in residential or commercial areas. Neighborhood parks are smaller than community or regional parks and are designed typically for residents who live within a one-mile radius. Neighborhood parks that provide recreational opportunities for the entire family typically involve a mix of passive and active recreation activities.

- **Acres:** 0.5 to 10 acres.
- **Typical length of stay:** 30 minutes to one hour
- **Amenities:** Basic amenities for picnicking and for play. Restrooms are common in larger more active sites, as well as occasional pavilions/shelters, small turfed areas, playgrounds, picnic tables, benches, landscaped areas, and limited sports fields.
- **Revenue-producing facilities:** Shelters, sports fields
- **Programming:** 75% passive, 25% active
- **Signage:** Limited signage throughout the park
- **Landscaping:** Landscaping throughout the park
- **Parking:** Limited parking that is appropriate for neighborhood use
- **Other goals:** Strong appeal to the surrounding neighborhood, integrated design scheme throughout the park, loop-trail connectivity, safety design meets established standards

### COMMUNITY PARKS

Community parks are intended to be accessible to multiple neighborhoods and beyond, and to meet a broader base of community recreational needs, as well as preserving unique landscapes and open spaces. Community parks are generally larger in scale than neighborhood parks but smaller than regional parks and are designed typically for residents who live within a three-to-five-mile radius (due to American Canyon’s population density, three miles is more reasonable). Where possible, the park may be developed adjacent to a school. Community parks often contain facilities for specific recreational purposes: athletic fields, tennis courts, picnic areas, reservable picnic shelters, sports courts, permanent restrooms, large turfed and landscaped areas, and playgrounds. A mixture of passive and active outdoor-recreation activities often take place at community parks.

- **Size:** 10 to 75 acres
- **Typical length of stay:** Two to three hours
- **Amenities:** A well-designed facility includes: trails, sports fields, large shelters/pavilions, playgrounds, sports courts, water features, public restrooms, parking lots, security lighting, and ball field lighting
- **Revenue-producing facilities:** Limited
- **Programming:** 65% percent active, 35% passive
- **Signage:** Limited signage throughout the park
- **Landscaping:** Landscaping throughout the park
- **Parking:** Sufficient to support optimal usage
- **Other goals:** Community parks can include unique amenities or facilities that may draw users from a larger service area.

### REGIONAL/SPECIALTY PARKS

A regional/specialty park typically serves multiple communities, even across multiple counties. Depending on the available activities and amenities, users may travel as many as 45-60 miles for a visit. Regional/specialty parks usually include the basic elements of a neighborhood park, combined with amenities similar to those of a community park. In addition, regional parks can feature specialized facilities including, but not limited to, athletic facilities, sports complexes, and special-event venues. Regional/specialty parks range in size from 15 to 150 acres. They should promote tourism and economic development by enhancing the vitality and identity of the region.

- **Size:** 15 to 150 acres
- **Typical length of stay:** Two hours to all day
- **Amenities:** Multiple signature facilities, including athletic fields, outdoor recreation/extreme sports amenities, sports complexes, playgrounds, reservable picnic shelters, recreation center, pool, gardens, trails, specialty facilities, public restrooms, concessions, ample parking, and special-event sites
- **Revenue-producing facilities:** Designed to produce revenue to offset operational costs
- **Programming:** 50% active, 50% passive
- **Signage:** Signage throughout the park, including entrance, wayfinding, and interpretive
- **Landscaping:** Focal entrances and landscaping throughout the park. Plants native to the site should be considered
- **Parking:** Sufficient for all amenities; can support a special event with a regional draw
- **Other goals:** Regional parks are the epicenter of many recreation programs and community events, and they frequently draw visitors/users from a regional service area. These facilities are usually considered major economic and social assets in a community.

## CONSERVATION PARKS

Conservation parks are sites that preserve natural and/or cultural resources, including hillsides, wooded areas containing native trees, areas containing native plants, grasslands, riparian areas, historic sites, and more. Typically, conservation parks are a minimum of five acres in size in order to provide a habitat area of sufficient size to reasonably support native wildlife. Some conservation parks may be smaller and still retain this designation because of the unique natural or cultural resources located there. Conservation parks feature limited or no development and should provide a tranquil setting for experiences in the outdoors.

- **Acres:** Unlimited
- **Typical length of stay:** Two hours to all day
- **Amenities:** Limited or none, usually only trails
- **Revenue-producing facilities:** Limited
- **Programming:** 50% active, 50% passive
- **Signage:** Signage throughout, including entrance, regulatory, and wayfinding/directional awkward spacing here
- **Landscaping:** Limited or no landscaping at entrances, and only flora native to the site should be considered.
- **Parking:** Capable of supporting safe and ecologically responsible use of the site

## RECREATION AND SPECIAL-USE FACILITIES

Recreation and special-use facilities are typically local amenities that have a regional appeal by nature of the activities available. These can be a combination of indoor or outdoor facilities that serve active-recreation needs, general community needs, or arts and cultural needs. These sites can include diverse operational components that are managed by department staff or concessionaires/contract operators.

- **Square feet:** 25,000-200,000
- **Typical length of stay:** Two to four hours
- **Amenities:** Specific to the purpose of each facility
- **Revenue-producing facilities:** Typically designed to produce revenue to offset operational costs
- **Programming:** up to 50% active
- **Signage:** Signage throughout the park, including entrance, wayfinding, and interpretive
- **Landscaping:** Focal entrances and landscaping throughout the site; only flora native to the site should be considered;
- **Parking:** Sufficient for all amenities; can support a special event with a regional draw
- **Other goals:** Recreation and special-use facilities are similar to regional parks as they also can serve as the epicenter of many recreation programs and community events, and they frequently draw visitors/users from a regional service area. These facilities are often considered major economic and social assets in a community.

## TRAILS

Trails serve diverse recreational and transportation needs, and are managed as multi-use facilities accommodating pedestrian, bicycling, mountain biking, equestrian, and at times, motorized uses. The current pathways within City parks are primarily designed and utilized for walking, running, or jogging. Trails have been expanded to improve connectivity within the community. Typically, trails can be either unpaved, natural-surface trails, or paved trails that are aligned with public roadways for the purpose of recreational use and for non-motorized commuting.

- **Typical length of stay:** One to four hours
- **Amenities:** Restrooms, drinking fountains, benches, dog-waste receptacles, and lighting
- **Revenue-producing facilities:** Walks, runs, and other fitness events that are fundraisers
- **Programming:** Mostly passive with occasionally-scheduled trail events
- **Signage:** Signage along the trail, including entrance, wayfinding, and interpretive
- **Landscaping:** Vegetation control to enhance safety and visibility
- **Parking:** Provided at trailhead facilities
- **User capacity:** Must balance large-event requests to allow reasonable public access without causing dangerous/crowded conditions
- **Other Goals:** Collaborate with Law Enforcement officials to ensure that all trails are designed and maintained in compliance with Crime Prevention Through Environmental Design standards.

6.1.2 LEVEL-OF-SERVICE STANDARDS

CITY OF AMERICAN CANYON LEVEL-OF-SERVICE STANDARDS

The level-of-service standards analysis is a review of the inventory of parks and major park assets in relation to the total population of the study area. Ultimately, these standards should be used to provide data for the leadership of the City to use in making decisions about facility and asset priorities. The standards **should not** be the sole determinant of how the City will invest in its parks, recreation facilities, and trails system over the next 5-10 years.

An inventory and level-of-service standards analysis of City of American Canyon parks and facilities was performed. The current standards are shown as either current acres per 1,000 residents or current amenities per 10,000 residents and were based on the estimated resident population of 2015.

CURRENT LEVEL-OF-SERVICE STANDARDS

The current level-of-service standards are displayed below. Some amenities were not included in this analysis because they are based on the number and distribution of parks and not on the community’s resident population.

Amenities included in a population-based level-of-service analysis are:

- Neighborhood Parks
- Community Parks
- Open Space Parks
- Picnic Areas
- Diamond, Baseball (Youth)
- Diamond, Softball (Adult)
- Rectangle Fields (All)
- Outdoor Basketball Multi-Use Courts
- Tennis Courts
- Playgrounds
- Dog Parks/Off leash Areas
- Skate Parks
- Swimming Pool
- Trails (miles)

Current Inventory and Service Levels				
PARK TYPE	American Canyon Inventory	Current Service Level based upon population		
Neighborhood Parks	70.07	3.40	acres per	1,000
Community Parks		-	acres per	1,000
Open Space Parks	1,168.00	56.68	acres per	1,000
<b>OUTDOOR AMENITIES:</b>				
Picnic Areas	9.00	1.00	site per	2,290
Diamond, Baseball (Youth)	8.00	1.00	site per	2,576
Diamond, Softball (Adult)	1.00	1.00	field per	20,607
Rectangle Fields (All)	6.00	1.00	field per	3,435
Basketball Multi-Use Courts, Outdoor	6.00	1.00	court per	3,435
Tennis Courts	4.00	1.00	court per	5,152
Playgrounds	15.00	1.00	site per	1,374
Dog Parks/Off leash Areas	1.00	1.00	site per	20,607
Skate Parks	1.00	1.00	site per	20,607
Swimming Pool	1.00	1.00	site per	20,607
Trails (miles)	325.00	0.22	miles per	288

## 6.2 TECHNICAL NEEDS ANALYSIS KEY FINDINGS

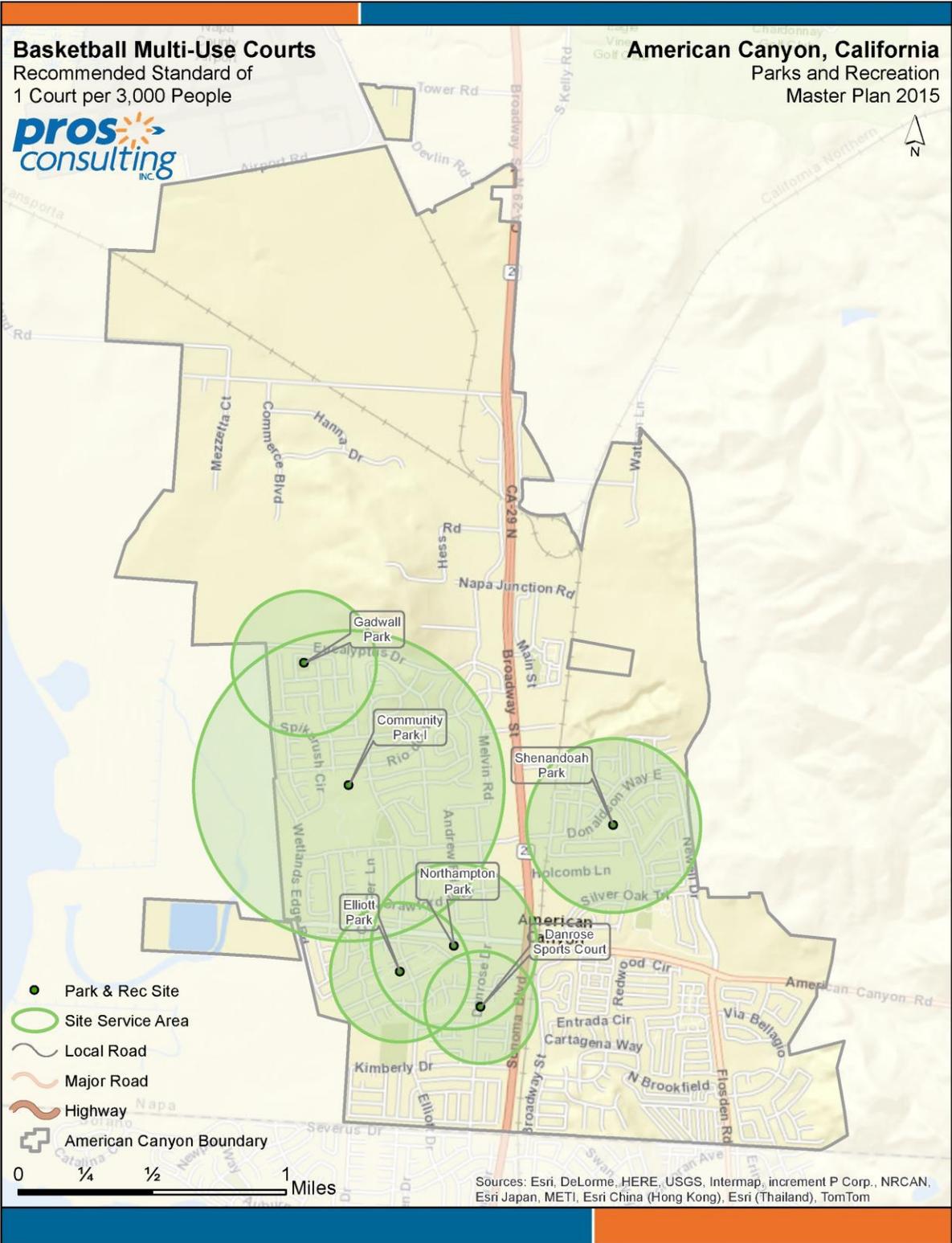
### 6.2.1 EQUITY MAPPING

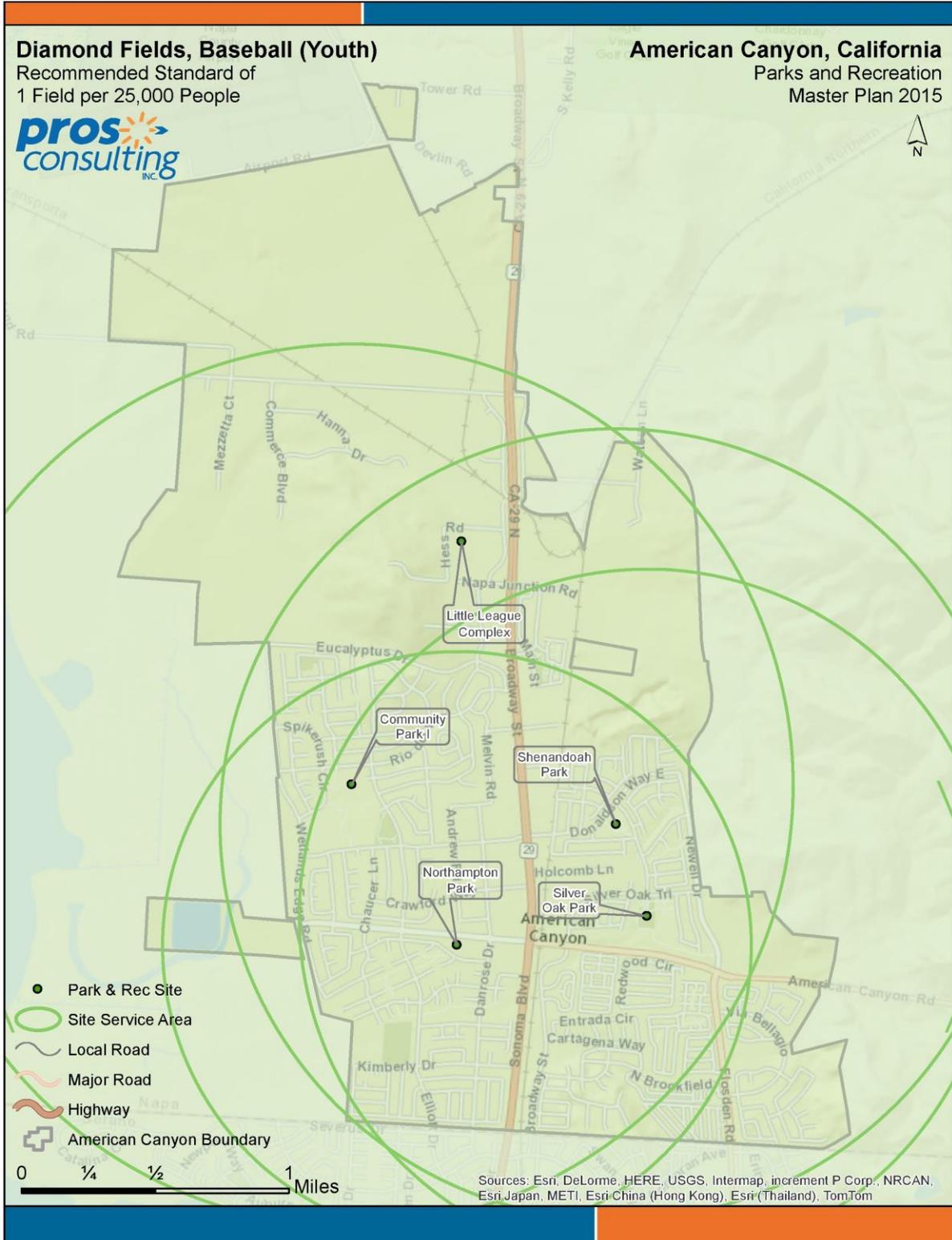
The City of American Canyon Parks and Recreation has “just evolved over time” and distribution of sites and facilities throughout the community as reflected in the current site locations.

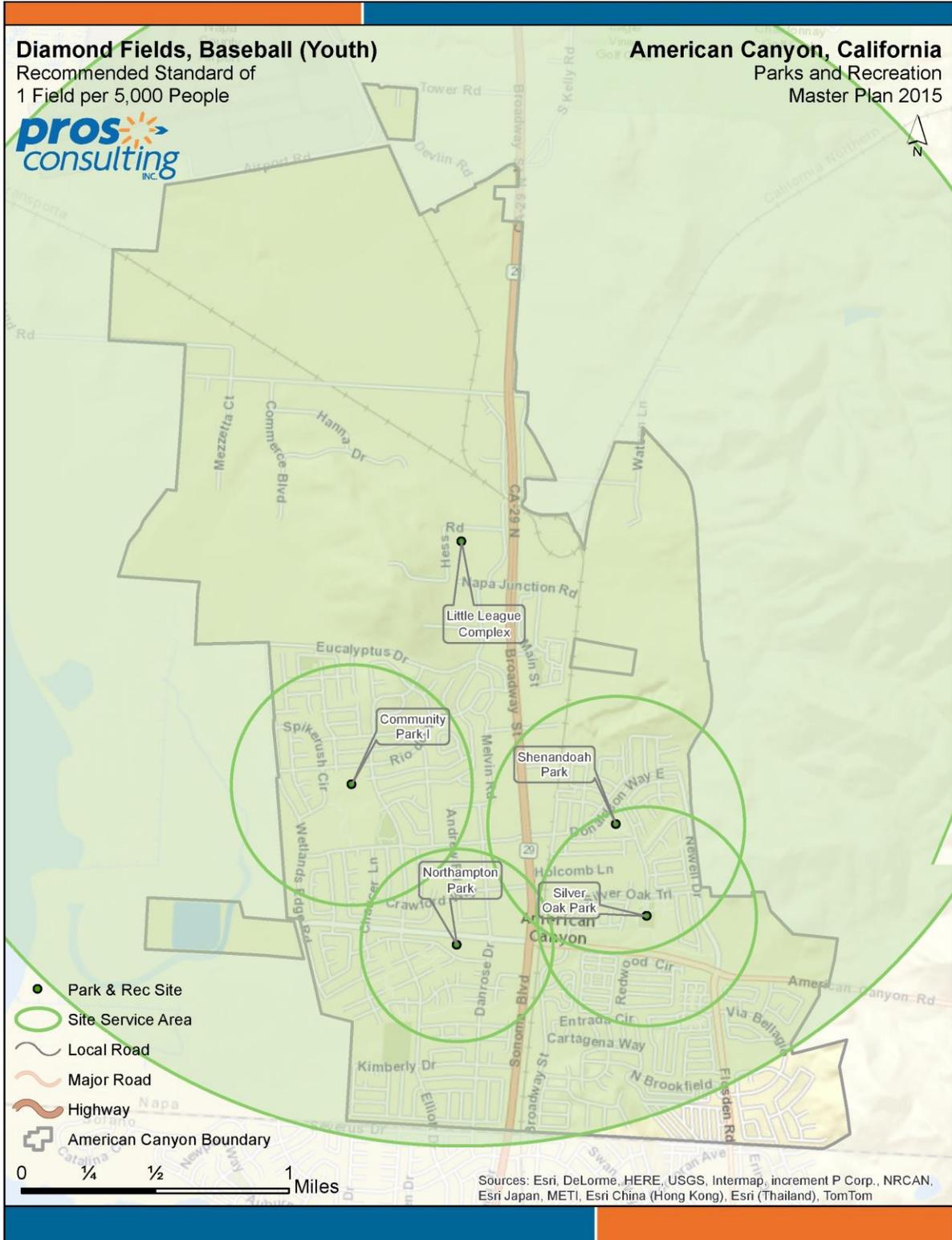
To further illustrate the distribution of current park types and park assets of the parks and recreation system across the entire community, an equity-mapping analysis was conducted. The maps included show the service areas of the *current* inventory of park types and park assets based on the *current* level-of-service standard. The current standard established per 1,000 residents per acre of park type or 10,000 residents per type of park asset are also indicated in the map title. The service area is calculated by the quantity of inventory of each site extended in a uniform radius until the population served by the recommended standard is reached. Shaded areas indicate the extent of the service area based on recommended inventories; unshaded areas indicate locations that would remain outside of the standard service area for each park type or park asset. Unshaded areas are not always the most appropriate location for future parks or park assets. They only represent areas that might be more thoroughly reviewed for potential additional facilities. Although there are occasions when the service area may extend beyond the border of American Canyon, only American Canyon’s resident populations were utilized for calculating service-area standards in this analysis.

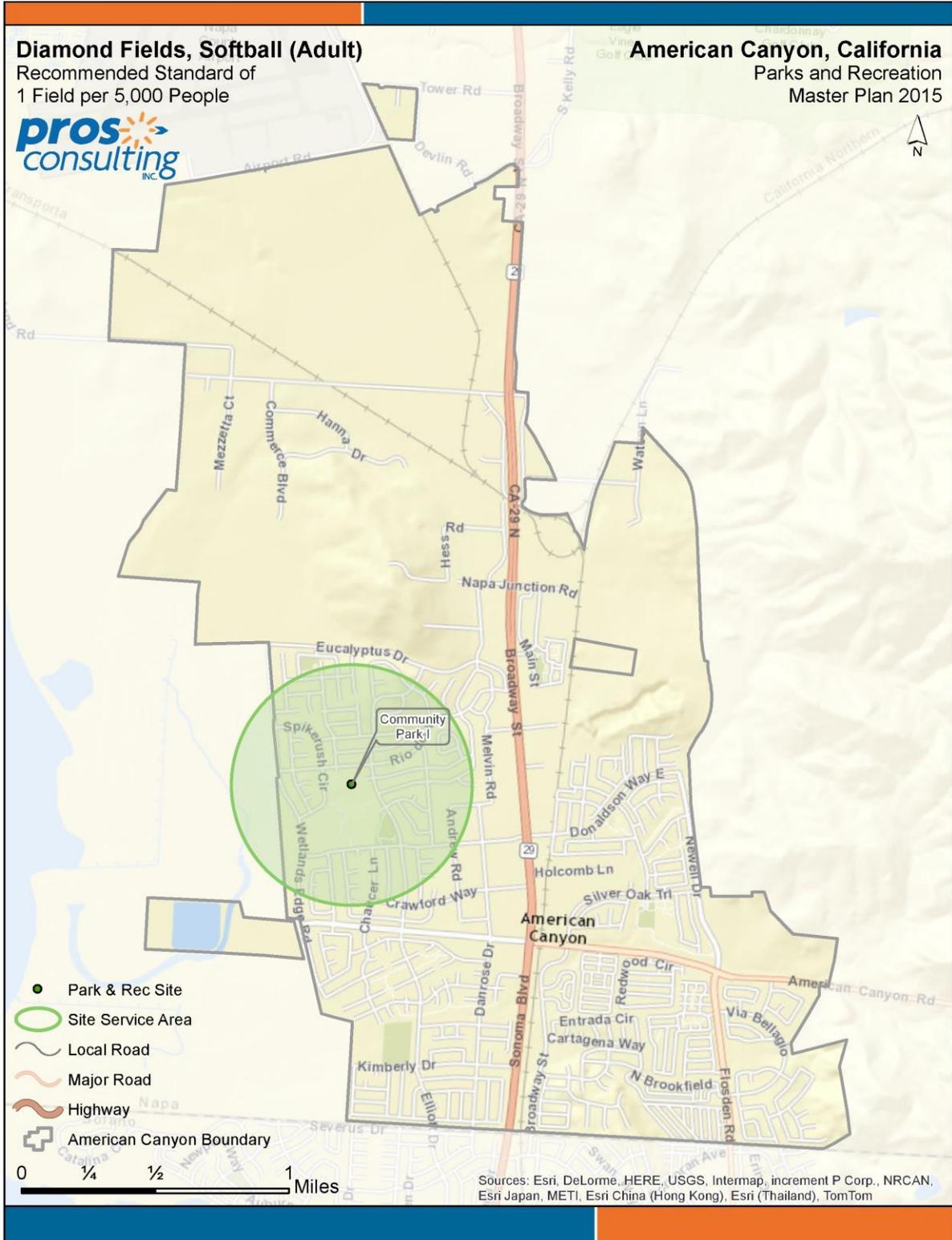
Community-wide maps of park types, or classifications, identified in this master plan, as well as the major park assets, are provided in the pages that follow. The maps on the following pages identify:

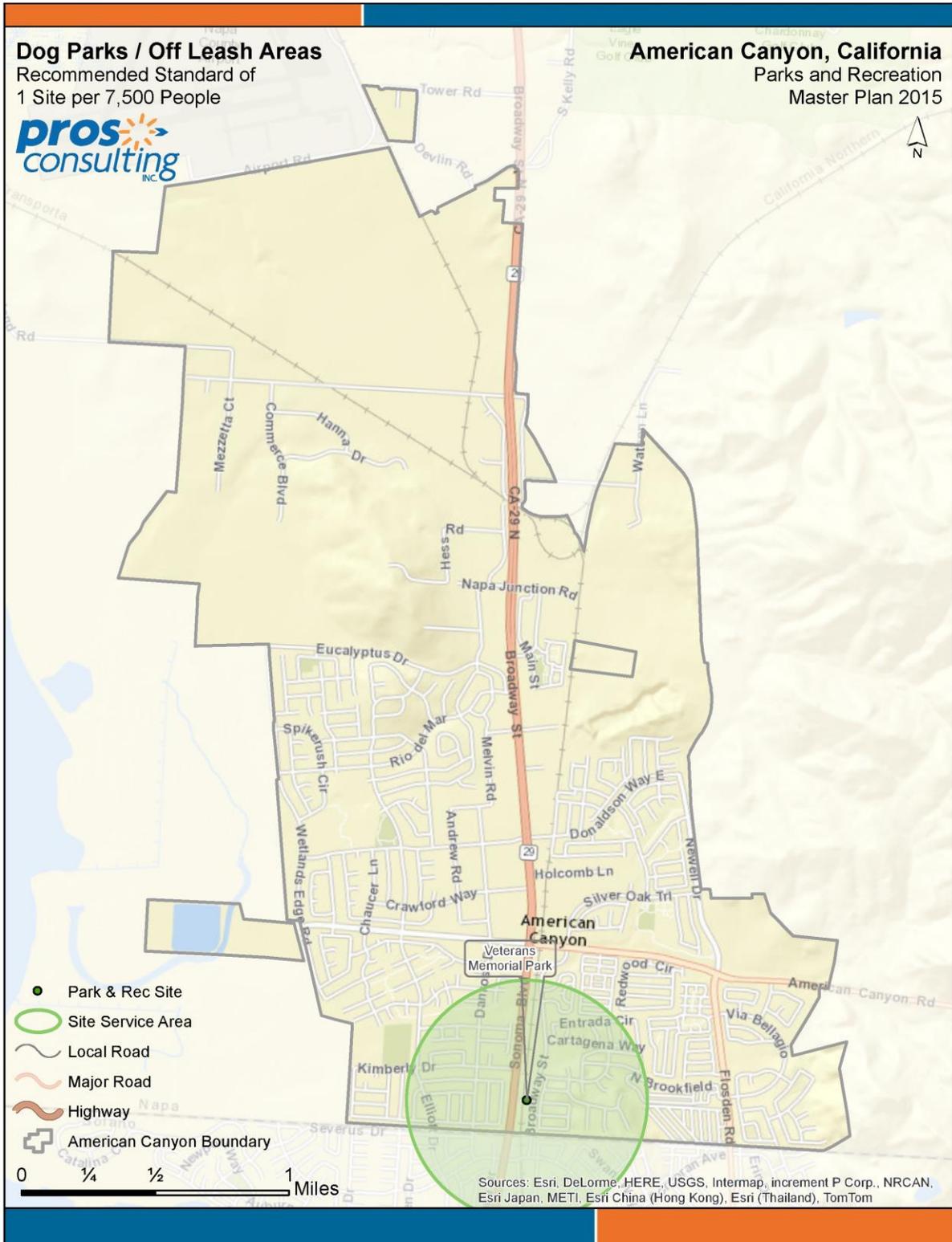
1. Neighborhood Parks
2. Community Parks
3. Open Space Parks
4. Aquatic Centers
5. Picnic Areas
6. Diamond, Baseball (Youth)
7. Diamond, Softball (Adult)
8. Rectangle Fields (All)
9. Basketball Multi-Use Courts, Outdoor
10. Tennis Courts
11. Playgrounds
12. Dog Parks/Off leash Areas
13. Senior Center

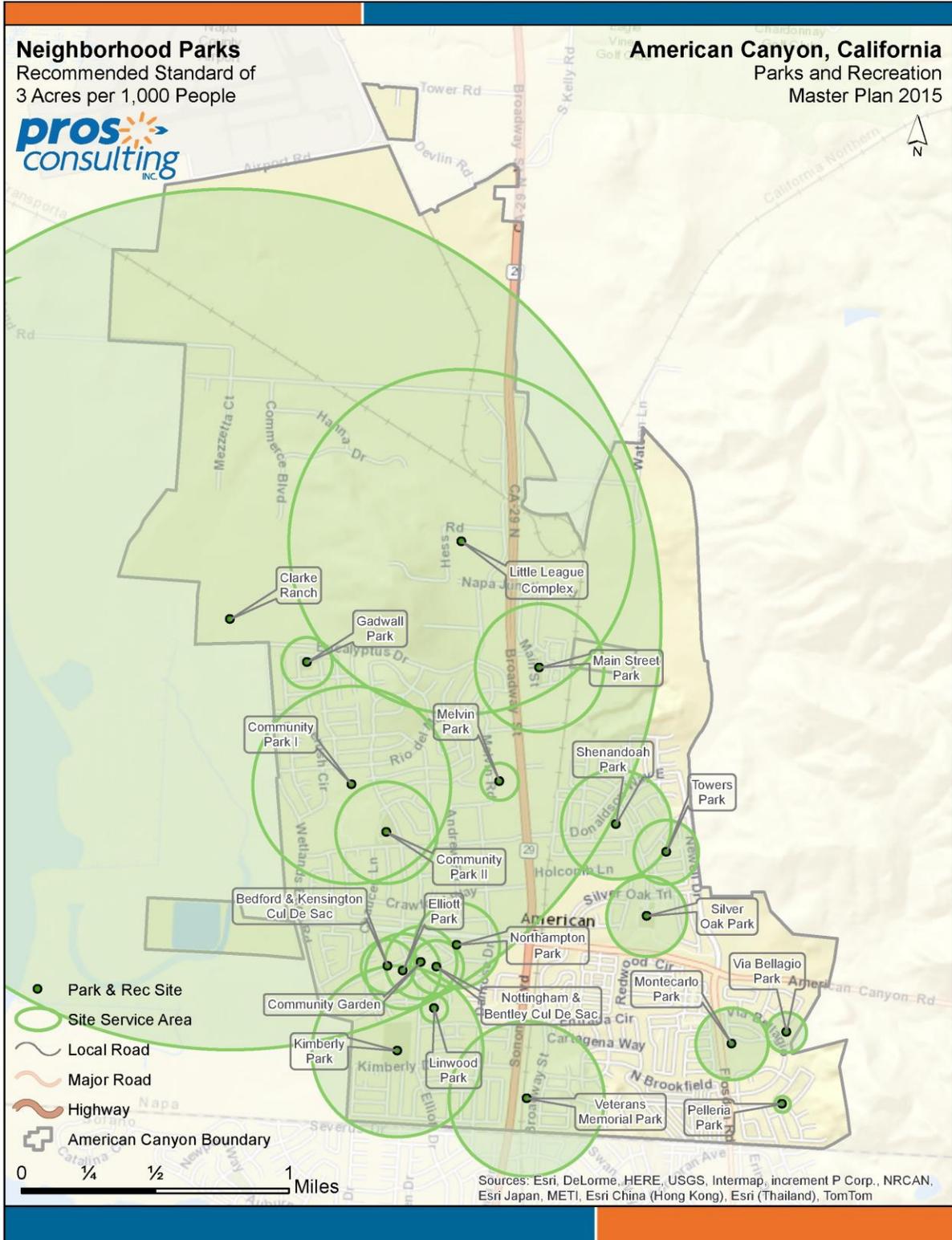


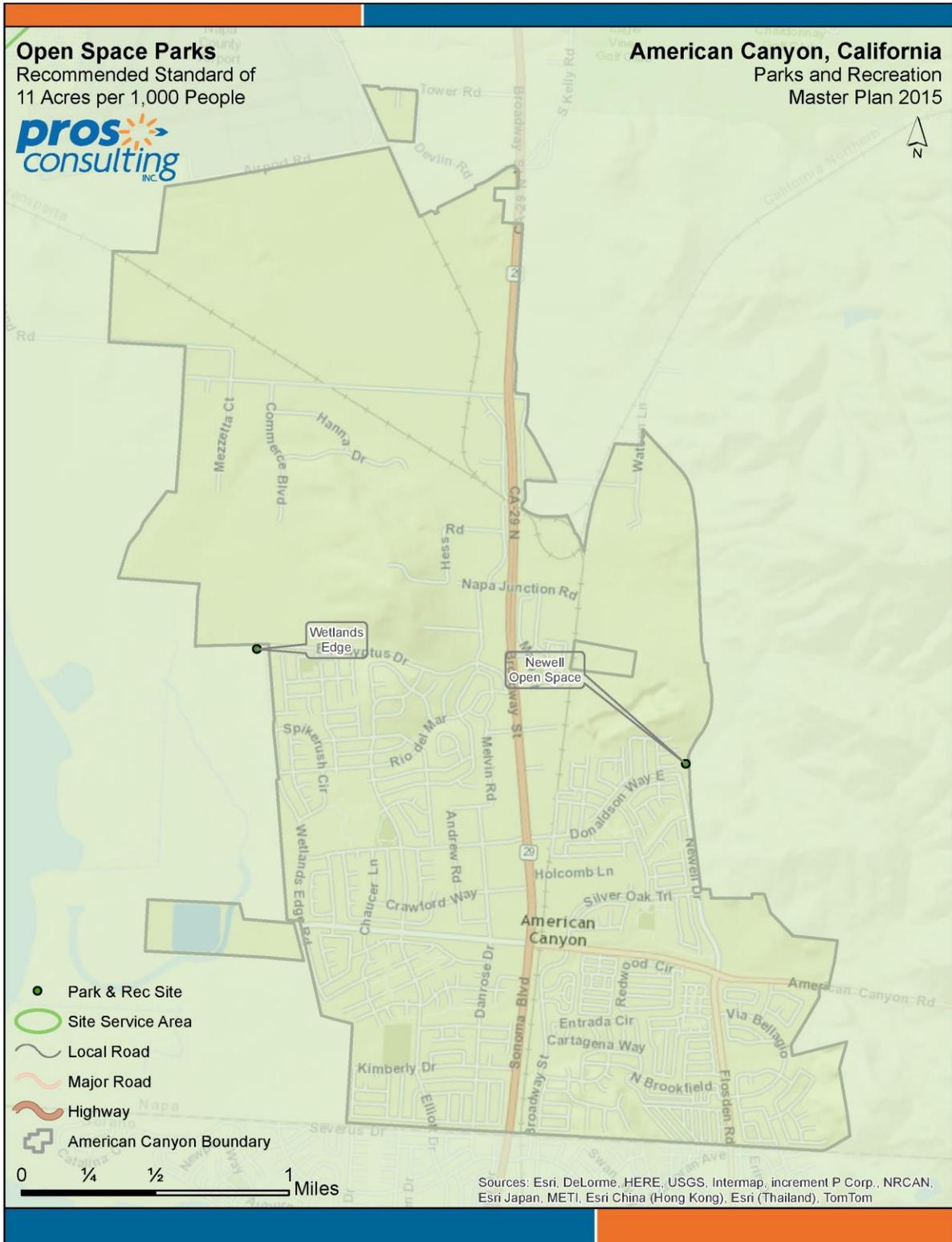


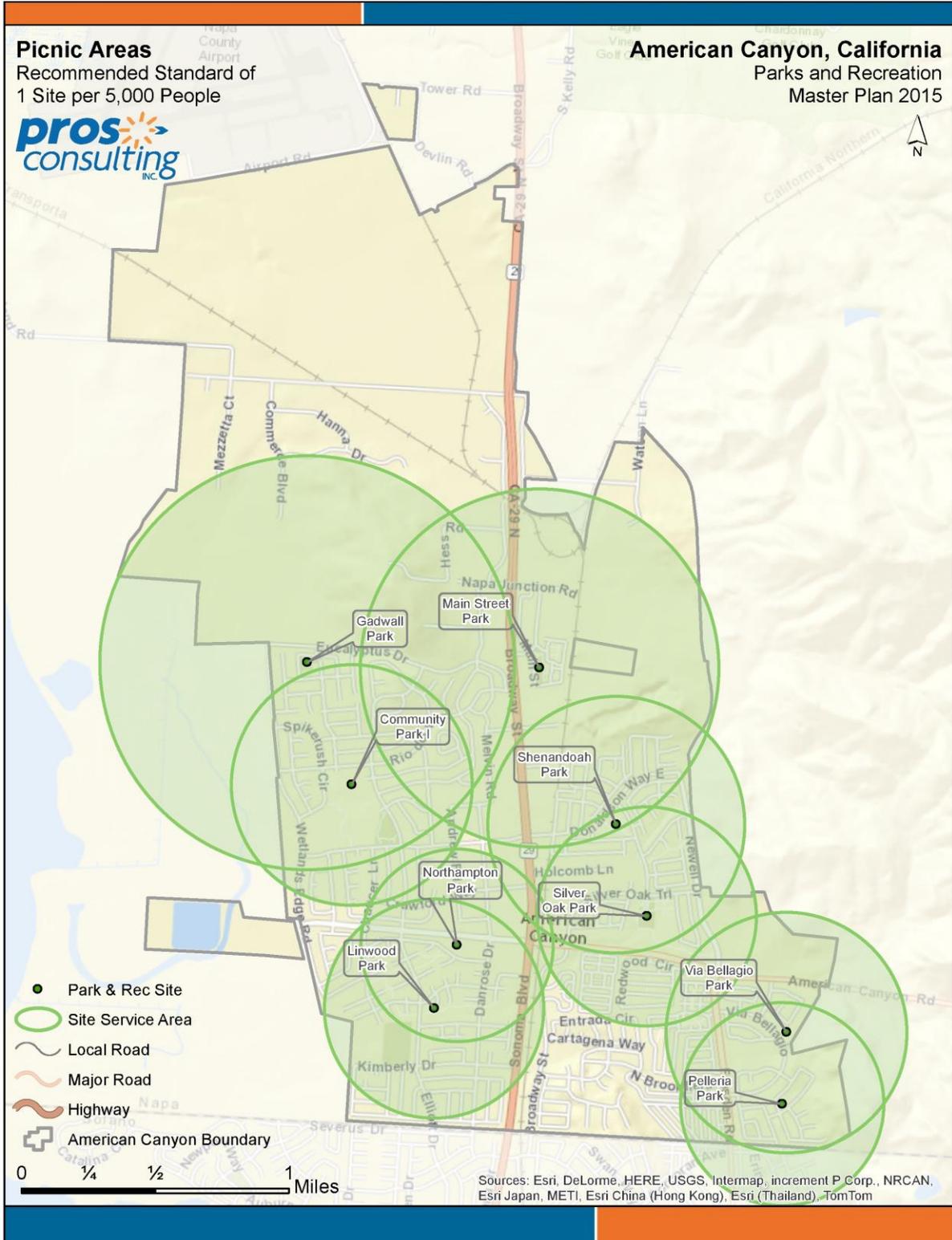


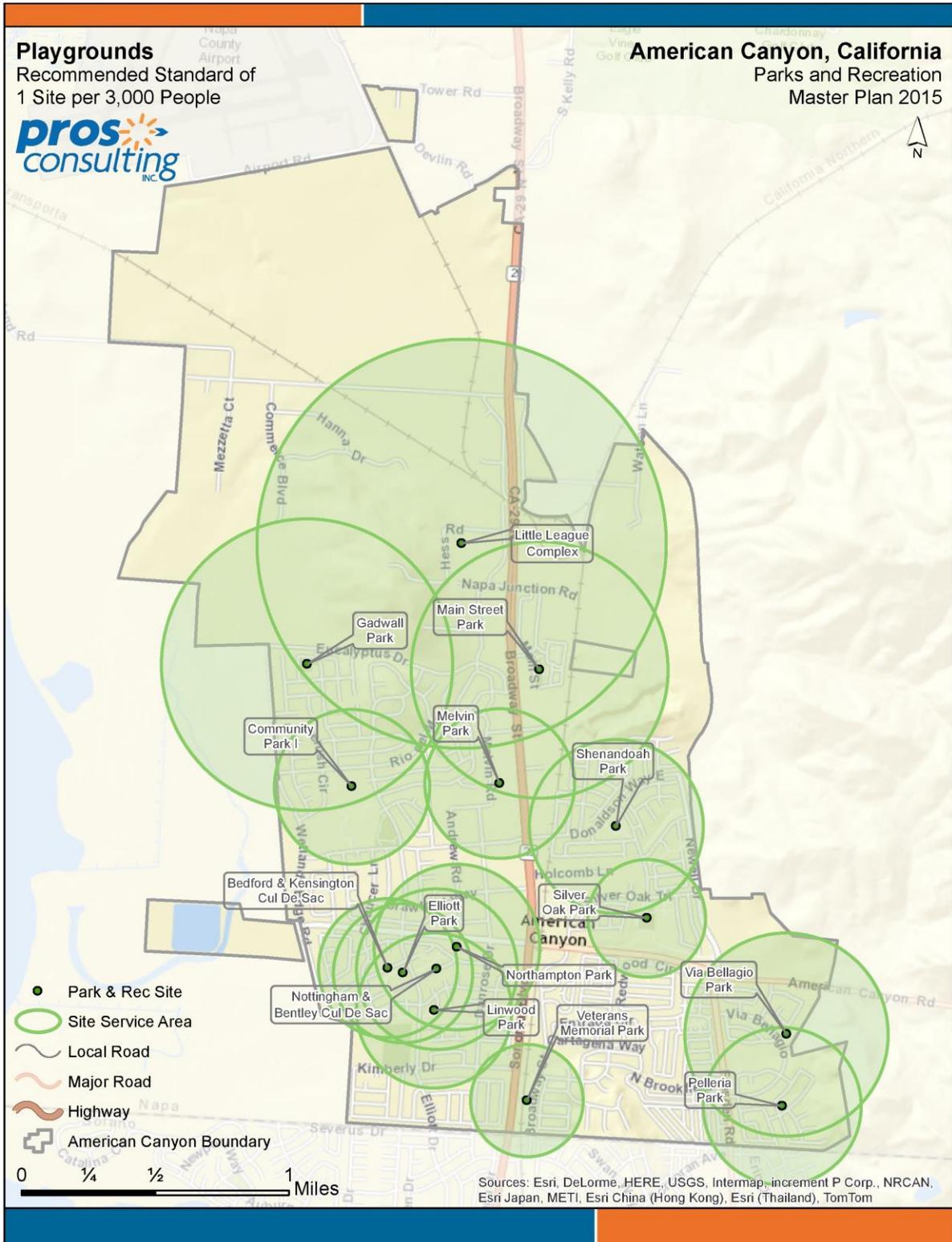


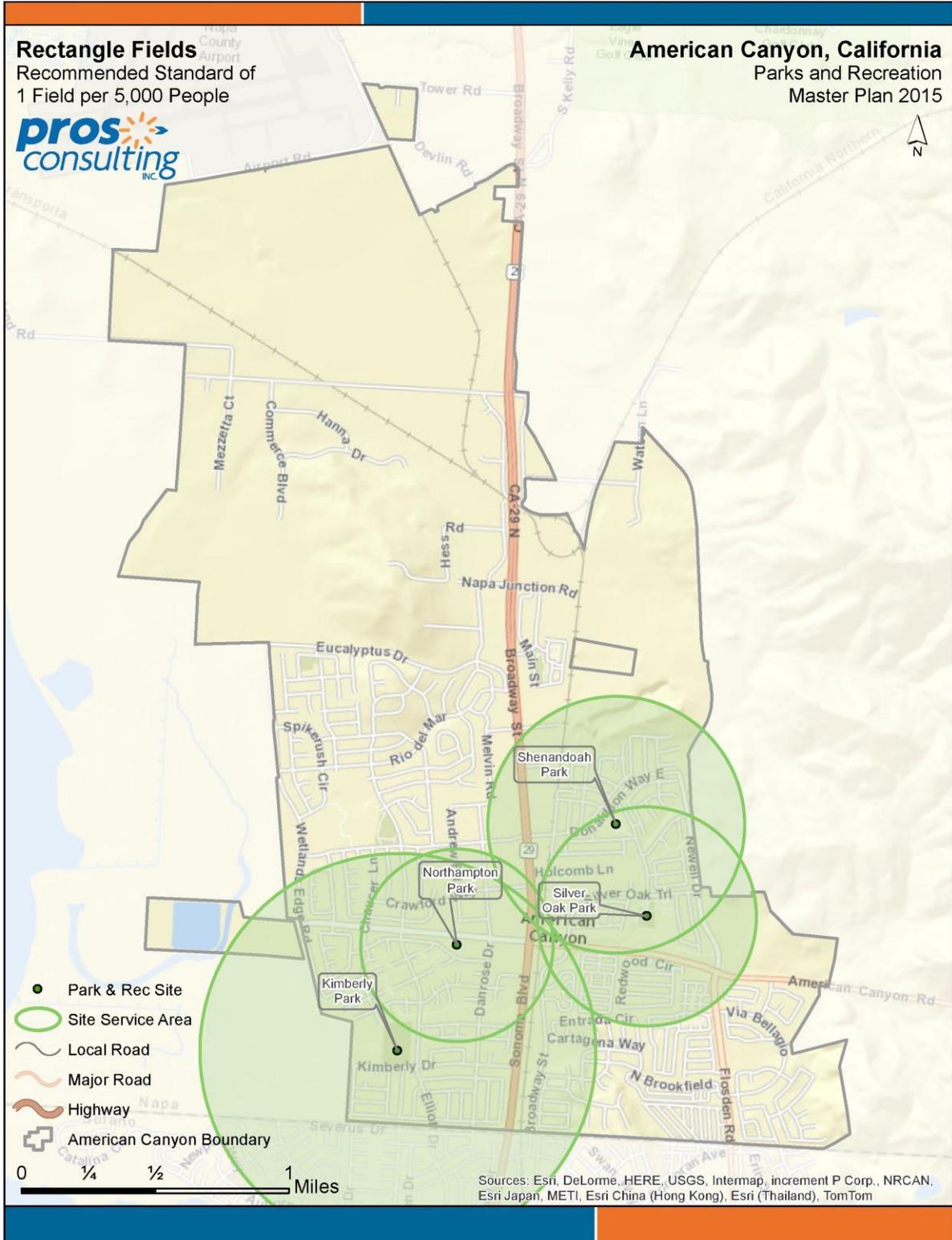


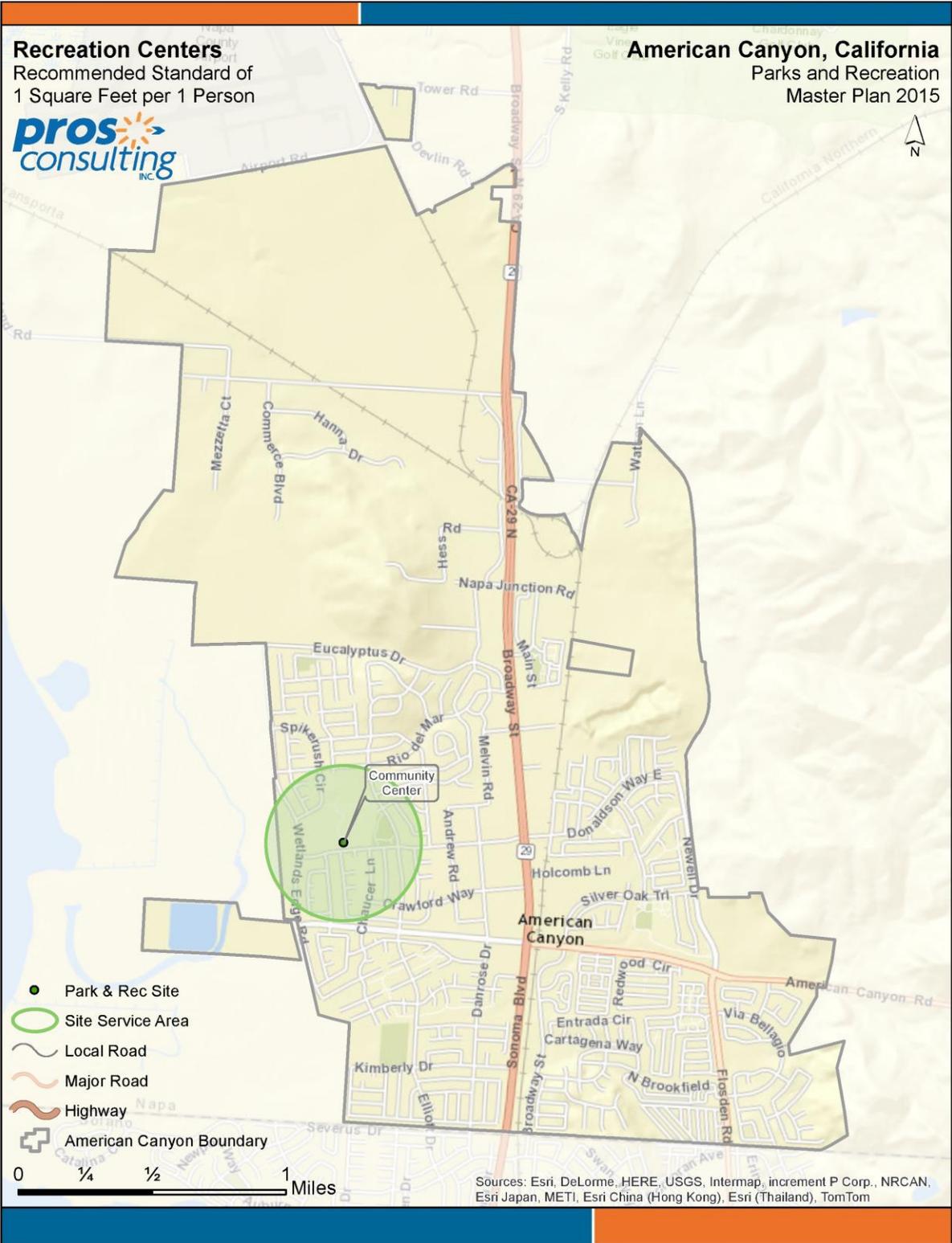


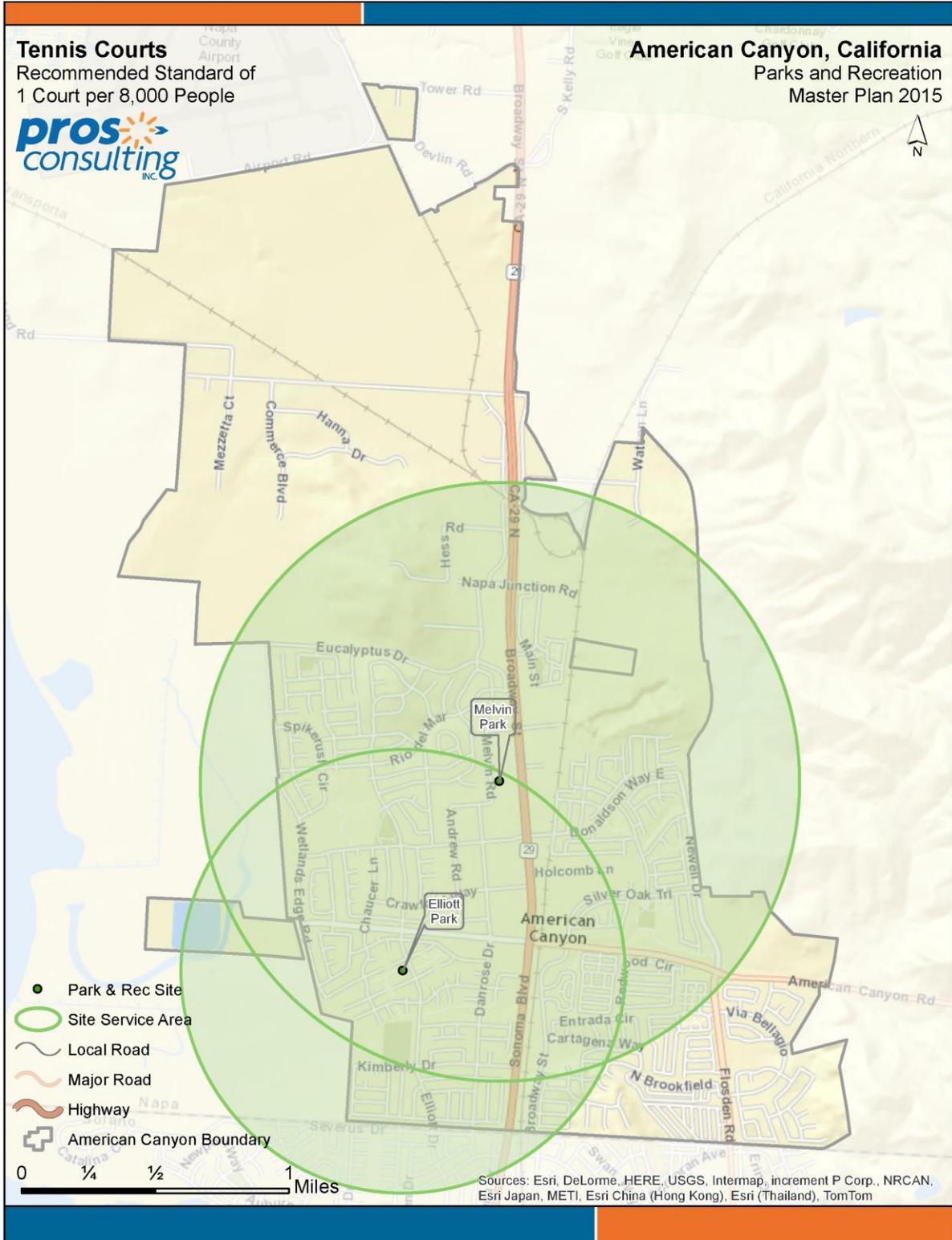












6.2.2 AMERICAN CANYON PARK/FACILITY INVENTORY AND ASSESSMENT KEY FINDINGS

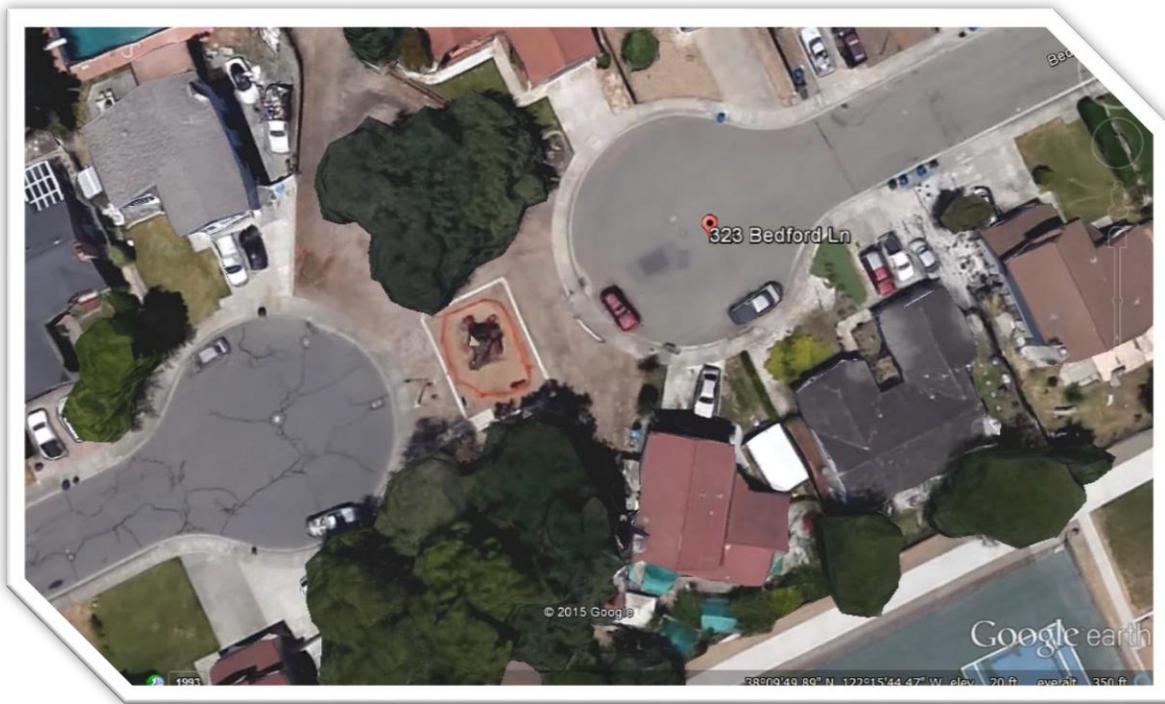
Utilizing the aforementioned criteria, the consulting team prepared an assessment and completed a general onsite inspection of each park and facility managed by the City. The following table summarizes the City’s parks and recreation system as identified by the consulting team:

Park and Facility Inventory and Assessment Summary					
Site	General Condition	Classification	Usage Level	Site Amenities (Quantity)	Picnic Shelter
Bedford & Kensington Cul De Sac	Good	Neighborhood Park	Light	Playground, Table, Trashcan, Grill	No
Community Center (middle school gymnasium)	Good	Recreation Facility	Heavy	Full Basketball Court, Restrooms, Bleachers, Stage	NA
Community Garden	Good	Special Use Facility	Heavy	Community Garden, parking lot	No
Community Park I	Good	Neighborhood Park	Moderate/Seasonal	Baseball field, softball field, large turf area, asphalt trail, several picnic tables, playground, restroom (opened by reservation only), sand volley ball court, horse shoe pits	No
Community Park II	Good	Neighborhood Park	Moderate	Paths, Open Turf Area, Memorial Grove, Boys & Girls Club	No
Danrose Sports Complex	Good	Neighborhood Park	Light	1/2 Basketball Court	No
Elliott Park	Fair	Neighborhood Park	Light	Playground Equipment, Basketball court, Tennis Courts, Adjacent Bike/Pedestrian Path, Benches, Bleachers	No
Gadwall Park	Excellent	Neighborhood Park	Moderate	Playground Equipment, Basketball (1/2 Court), Group Picnic Area, Benches, Walking Path	Yes
Kimberly Park	Good	Neighborhood Park	Heavy	Soccer Field, Backstop, Open Turf Area, walking Tr	No
Linwood Park	Fair	Neighborhood Park	Light	Playground, Tables, Pathway	No
Little League Complex	Fair	Recreation Facility	Heavy (Seasonal)	Baseball Fields (4), Snack Bar, Playground Equipment	No
Main Street Park	Excellent	Neighborhood Park	Light	Playground Equipment, Group Picnic Area, Grills (2), Plaza Area, Walking Path, Open Turf Area, Benches (8)	No
Melvin Park	Excellent	Neighborhood Park	Light	Playground, Tennis Courts (2), Picnic Area	No
Montecarlo Park	Excellent	Neighborhood Park	Light	Path, Benches (6), Open Turf Area, Water Fountain	No
Newell Open Space	Good	Conservation Park	Light	Barn, Trails and Open Space	No
Northampton Park	Fair	Neighborhood Park	Moderate	Playground, Basketball court, Youth Softball Field, Open Turf Area, Drinking Fountain, Benches, Picnic Table	No
Nottingham & Bentley Cul De Sac	Fair	Neighborhood Park	Moderate	Playground, Table, Trashcan, Grill	No
Pelleria Park	Excellent	Neighborhood Park	Light	Playground, 1/2 Basketball Court, Picnic Tables (2), Benches, Walking Path, Water Fountains	No
Phillip West Aquatic Center	Good	Community Pool	Heavy (Seasonal)	6 lane 25 yd Swimming Pool and Wading Pool, Office, Snack Bar, Concessions, Dome Over Pool for Fall/Winter/Spring Use, Locker Rooms	NA
Recreation Center	Good	Recreation Center	Moderate	Assembly Room, Small Kitchen, Restrooms	NA
Senior Multi Use Center	Good	Neighborhood Park	Heavy	Assembly Room, Full Commercial Kitchen, Restrooms, Multi Use Room, Foyer	NA
Shenandoah Park	Excellent	Neighborhood Park	Heavy	Soccer/Baseball field, Playground Equipment, Small and Large Covered Picnic Area - Tables (8), Grills (2), Restrooms, Water Fountains	Yes
Silver Oak Park	Good	Neighborhood Park	Moderate	Soccer/Baseball field, Playground Equipment, Small and Large Picnic area - Tables (6), Grills(3), Restrooms, Water Fountains (2), Benches	Yes
Skatepark	Poor	Skatepark	Heavy	Skatepark	No
Veterans Memorial Park	Good	Neighborhood Park	Light	Memorial Plaza with Flag Pole, Playground Equip - Bocce, Benches, Porta John	No
Via Bellagio Park	Excellent	Neighborhood Park	Light	Playground Equipment, Benches (4), Picnic Tables (3), Open Turf Area, Path, Water Fountain	No
Wetlands	Good	Conservation Park	Heavy	Trails, Wetlands, Port-a-john and Open Space	No

The following pages provide a snapshot summary of each park and facility in the system.

BEDFORD & KENSINGTON CUL DE SAC PARK

Bedford & Kensington Cul De Sac Park	
Park Type	Neighborhood
Location	West Side of Highway 29
Acres	0.5
Condition	Good
Parking	No
Revenue-producing facilities	None
Major Amenities	Playground, Table, Trashcan, Grill



- **Opportunities for Improvement:**
  - **Short-term:**
    - This unique park sandwiched between the ends of two cul-de-sac streets would benefit from traffic control features that would prevent vehicles from entering the park.
    - Improve landscaping around the site.
  - **Long term:** None

COMMUNITY PARK 1

Community Park 1	
Park Type	Neighborhood
Location	West Side of Highway 29
Acres	4.83
Condition	Good
Parking	Yes
Revenue-producing facilities	Athletic Fields; picnic area
Major Amenities	Baseball field, softball field, large turf area, asphalt trail, several picnic tables, playground, restroom (opened by reservation only), sand volley ball court, horse shoe pits



- **Opportunities for Improvement:**
  - **Short term:** Improved turf maintenance and repair walking path and parking lot potholes
  - **Long term:** Site specific master plan for the park that should consider the addition of a covered picnic shelter and improved configuration of athletic fields

COMMUNITY PARK 2

Community Park 2	
Park Type	Neighborhood
Location	West Side of Highway 29
Acres	8.55
Condition	Good
Parking	Yes
Revenue-producing facilities	Boys & Girls Club
Major Amenities	Paths, Open Turf Area, Memorial Grove, Skatepark, Boys & Girls Club



- **Opportunities for improvement:**
  - **Short term:** Improved turf maintenance
  - **Long term:** Site specific master plan should consider addition of covered picnic shelter(s).

DANROSE SPORTS COMPLEX

Danrose Sports Complex	
Park Type	Neighborhood
Location	West Side of Highway 29
Acres	0.1
Condition	Good
Parking	Yes
Revenue-producing facilities	None
Major Amenities	1/2 Basketball Court, bench



- **Opportunities for improvement:**
  - **Short term:** Sport court surface improvements and signage
  - **Long term:** Potential renovation as a minor trailhead

ELLIOTT PARK

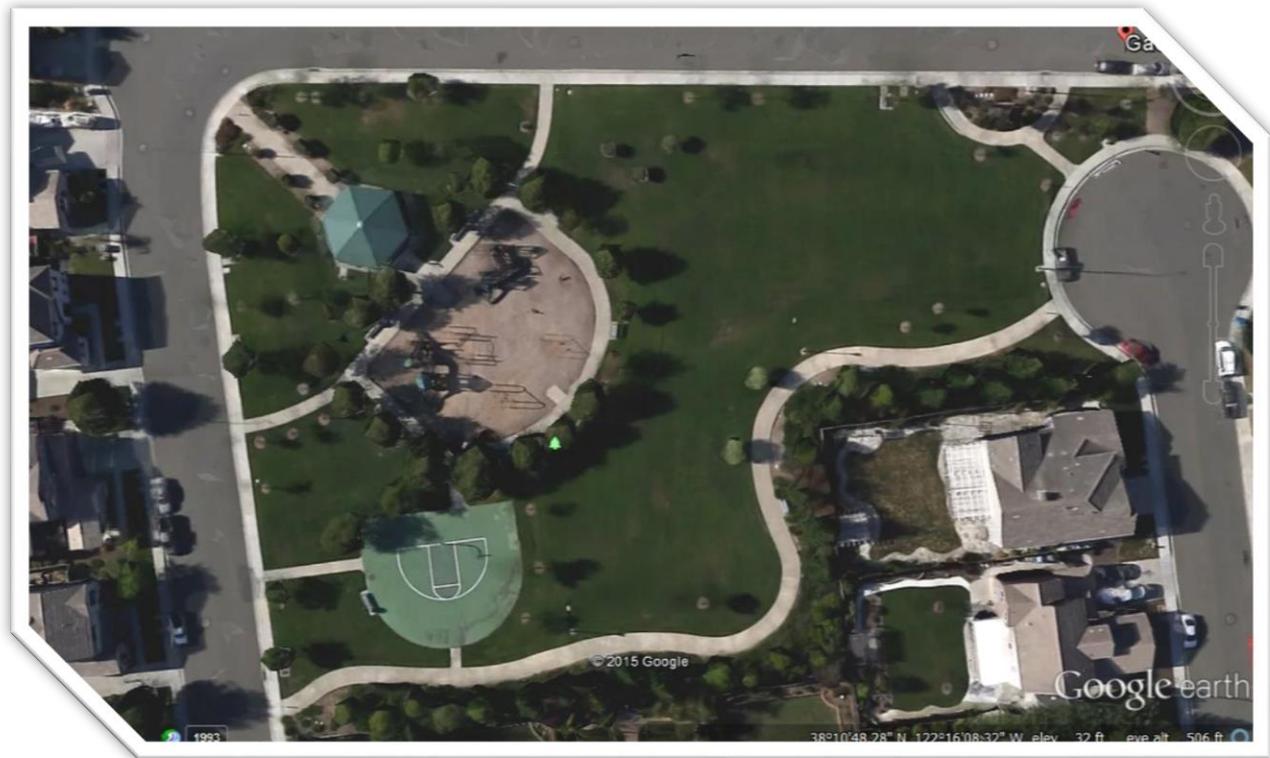
Elliott Park	
Park Type	Neighborhood
Location	West Side of Highway 29
Acres	3.79
Condition	Fair
Parking	Yes (adjacent to Community Garden)
Revenue-producing facilities	Community Garden
Major Amenities	Playground Equipment, Basketball court, Tennis Courts, Community Garden, Adjacent Bike/Pedestrian Path, Benches, Bleachers



- **Opportunities for Improvement:**
  - **Short term:** Improve sport court surfacing; pave parking lot adjacent to community garden; park signage
  - **Long term:** Site specific master plan that could include removal of tennis courts, addition of covered picnic shelter and restrooms adjacent to community garden.

GADWALL PARK

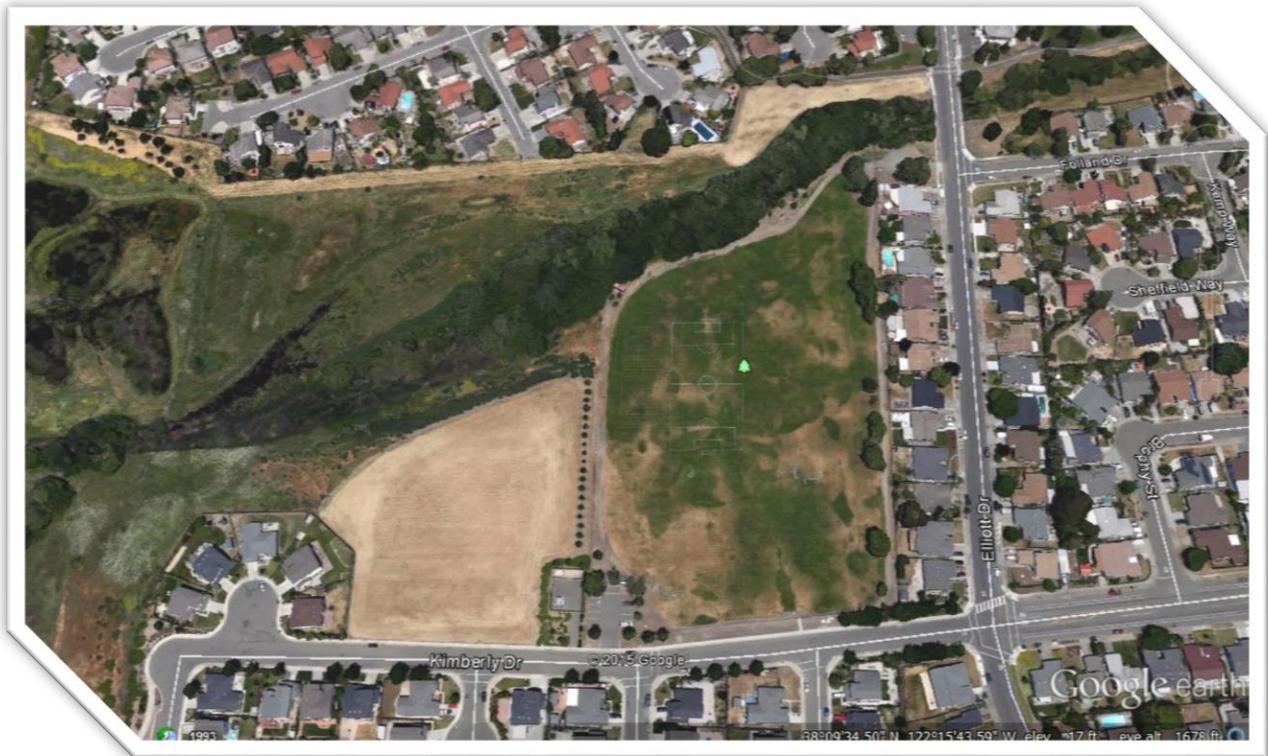
Gadwall Park	
Park Type	Neighborhood
Location	West Side of Highway 29
Acres	2.08
Condition	Excellent
Parking	None
Revenue-producing	Shelter
Major Amenities	Playground Equipment, Basketball (1/2 Court), Group Picnic Shelter, Benches, Walking Path



- Opportunities for Improvement: None

KIMBERLY PARK

Linwood Park	
Park Type	Neighborhood
Location	West Side of Highway 29
Acres	1.33
CONDITION	Fair
Parking	Good Prior to Construction
REVENUE-PRODUCING facilities	None
Major Amenities	Athletic Fields Playground, Tables, Pathway



- **Opportunities for Improvement:**
  - Short term: None as the park is currently under Phase 1 construction following the development of a site specific master plan to expand the park.
  - Long term: Construct Phase 2 including connection to Bay Trail.

LINWOOD PARK

Little League Complex	
Park Type	Recreation Facility
Location	West Side of Highway 29
Acres	6.45
Condition	Fair
Parking	Yes
Revenue-producing facilities	Little League Baseball Fields
Major Amenities	Baseball Fields (4), Snack Bar, Playground Equipment



- **Opportunities for Improvement:**
  - **Short term:** Renovate failing brick retaining wall/sand area and replace playground
  - **Long term:** Site specific master plan that should include the above improvements and add a covered picnic shelter.

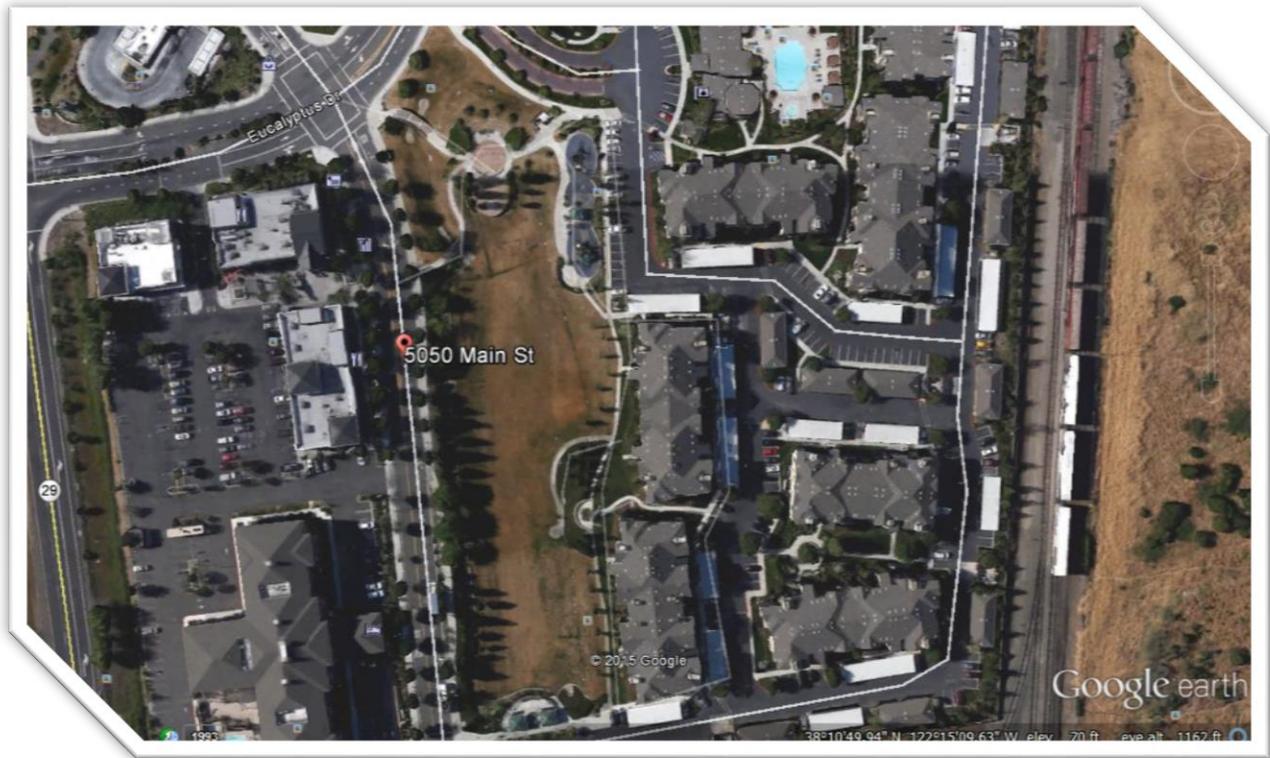
LITTLE LEAGUE COMPLEX

- **Opportunities for Improvement:**
  - **Short term:** Continue to cooperatively maintain the complex in accordance with the Memorandum of Understanding that was developed in 2014.
  - **Long term:**
    - Option #1: Relocate facility in conjunction with new elementary school provided joint use parking agreement is established.
    - Option #2: The complex could continue as a stand-alone facility or be incorporated into a community park.



MAIN STREET PARK

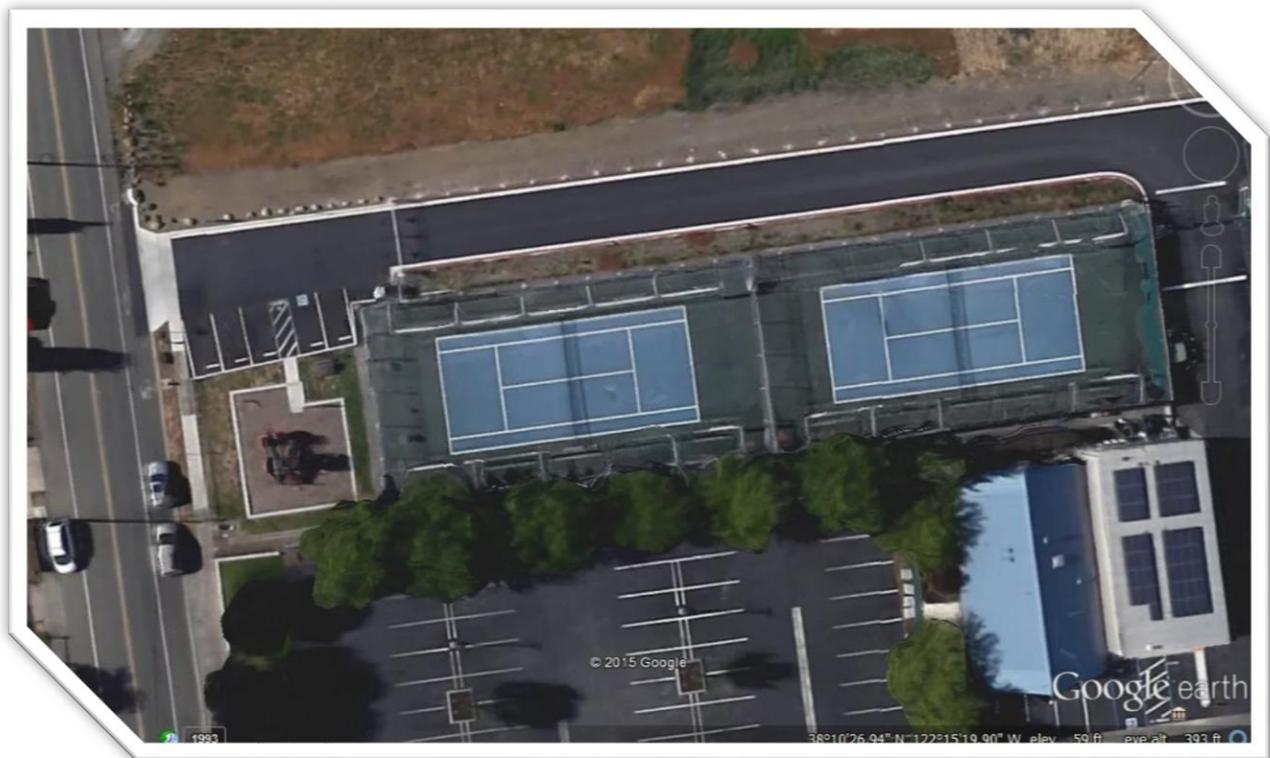
Main Street Park	
Park Type	Neighborhood Park
Location	East Side of Highway 29
Acres	6.45
Condition	Excellent
Parking	No
Revenue-producing facilities	Shelter and Open Turf Area for Special Events
Major Amenities	Playground Equipment, Group Picnic Area, Grills (2), Plaza Area, Walking Path, Open Turf Area, Benches (8)



- **Opportunities for Improvement:**
  - Short term: Repair poured in place playground surfacing
  - Long term: None

MELVIN PARK

Melvin Park	
Park Type	Neighborhood Park
Location	West Side of Highway 29
Acres	1
Condition	Excellent
Parking	Yes
Revenue-producing facilities	Tennis Courts
Major Amenities	Playground, Tennis Courts (2), Picnic Area



- **Opportunities for Improvement:**
  - **Short term:** Continue to perform sport court maintenance in accordance with standards to extend the life of the tennis court surfacing.
  - **Long term:** Add sport court lighting.

MONTECARLO PARK

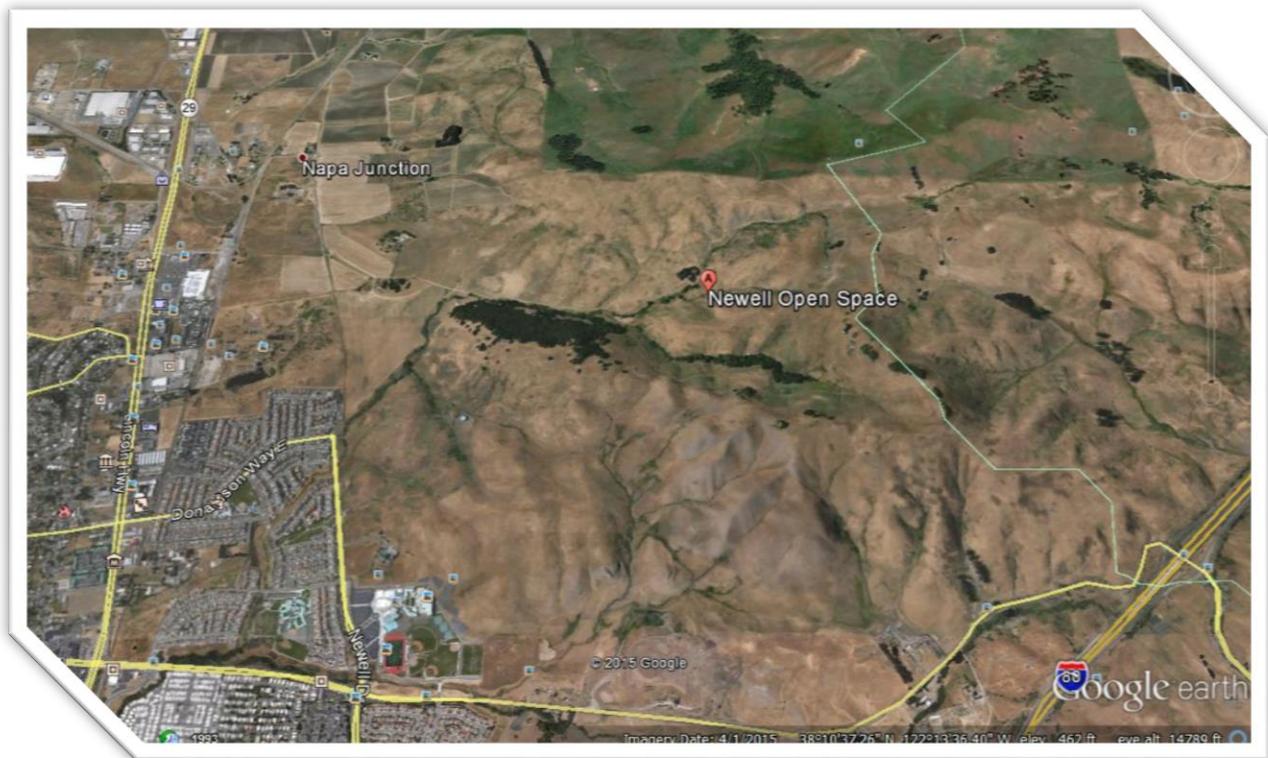
Montecarlo Park	
Park Type	Neighborhood Park
Location	East Side of Highway 29
Acres	3.36
Condition	Excellent
Parking	Yes
Revenue-producing facilities	None
Major Amenities	Path, Benches (6), Open Turf Area, Water Fountain



- Opportunities for Improvement: None

NEWELL OPEN SPACE

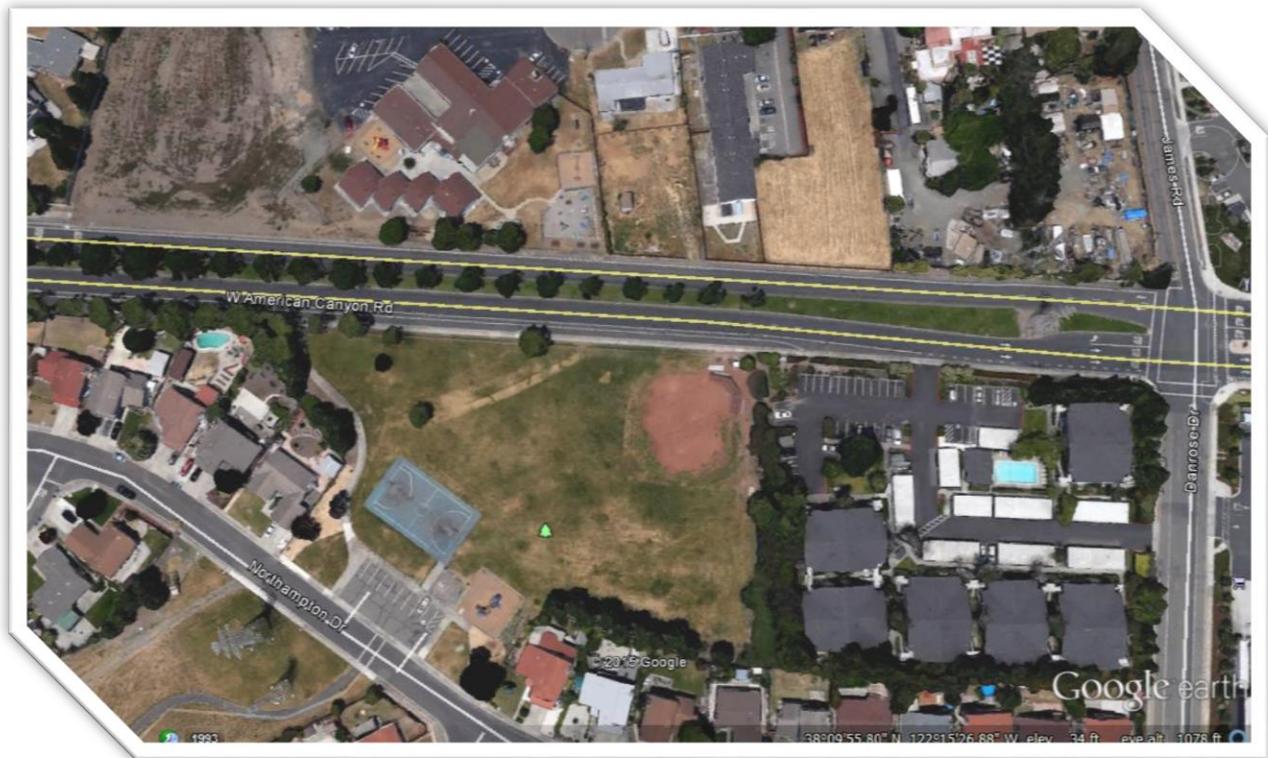
Newell Open Space	
Park Type	Open Space
Location	East Side of Highway 29
Acres	642
Condition	Good
Parking	Yes
Revenue-producing facilities	None
Major Amenities	Barn, Trails and Open Space



- **Opportunities for Improvement:**
  - **Short term:** Stabilize the barn, improve trail system. Install wayfinding.
  - **Long term:** Update Newell Open Space Management Plan and create site specific master plan.

NORTHAMPTON PARK

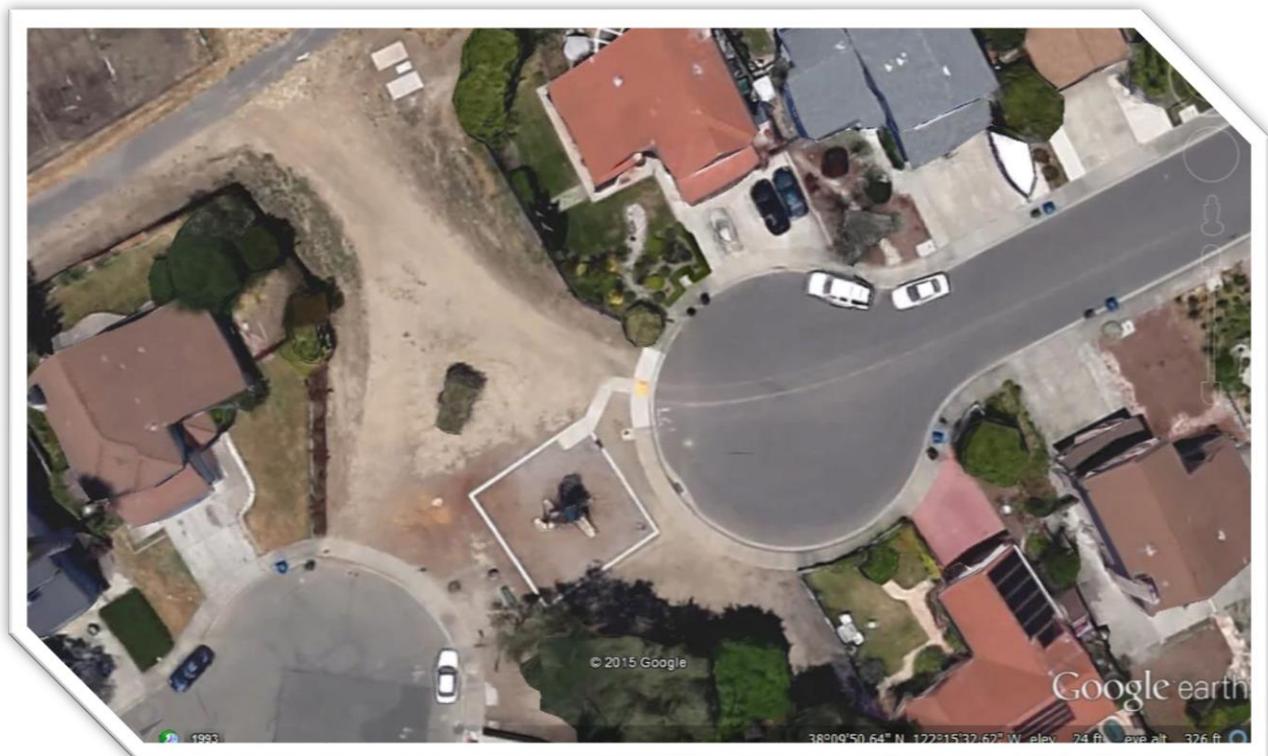
Northampton Park	
Park Type	Neighborhood Park
Location	West Side of Highway 29
Acres	2.84
Condition	Fair
Parking	Yes
Revenue-producing facilities	Athletic Fields
Major Amenities	Playground, Basketball Court, Youth Softball Field, Open Turf Area, Drinking Fountain, Benches, Picnic Table



- **Opportunities for Improvement:**
  - **Short term:** Improve softball field and athletic field turf.
  - **Long term:** Add a group picnic shelter

NOTTINGHAM & BENTLEY CUL DE SAC PARK

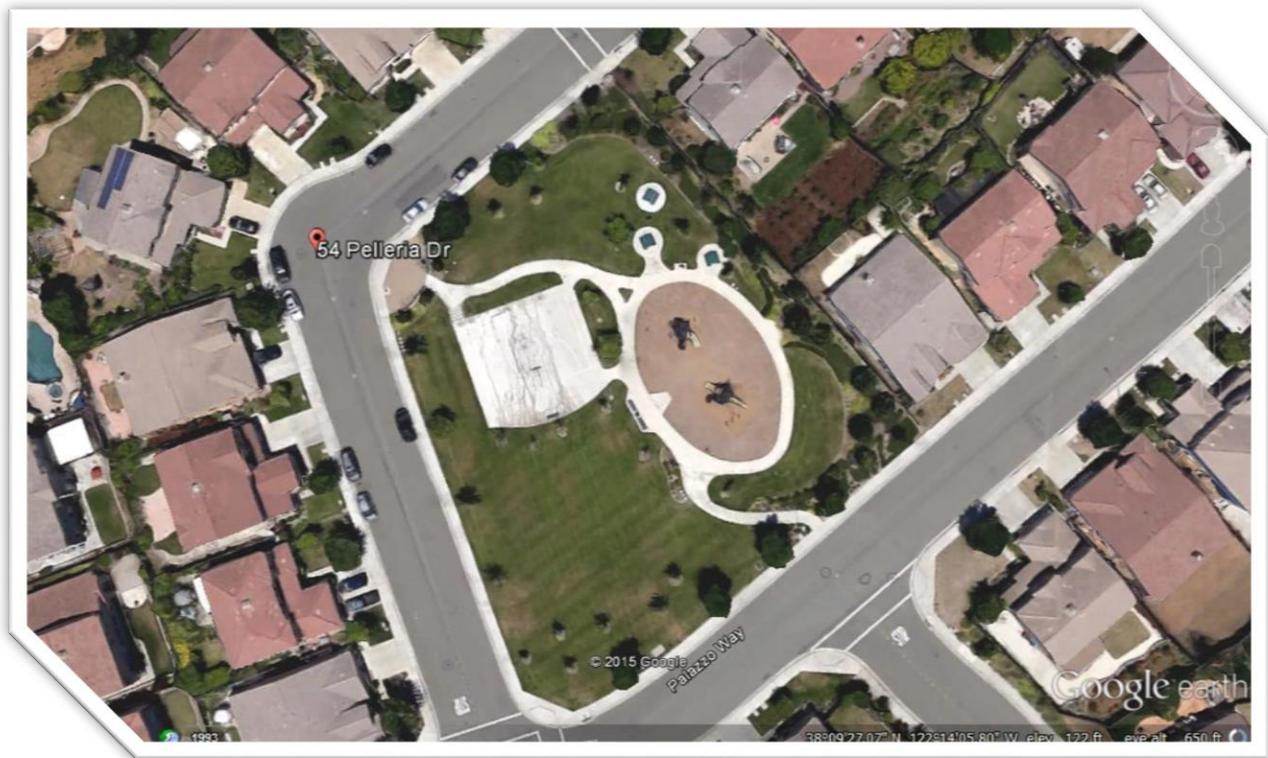
Nottingham & Bentley Cul De Sac Park	
Park Type	Neighborhood
Location	West Side of Highway 29
Acres	0.5
Condition	Good
Parking	No
Revenue-producing facilities	None
Major Amenities	Playground, Table, Trashcan, Grill



- **Opportunities for Improvement:**
  - **Short-term:**
    - This unique park sandwiched between the ends of two cul-de-sac streets would benefit from traffic control features that would prevent vehicles from entering the park and improve landscaping
    - Provide accessible path to community garden
  - **Long term:** None

PELLERIA PARK

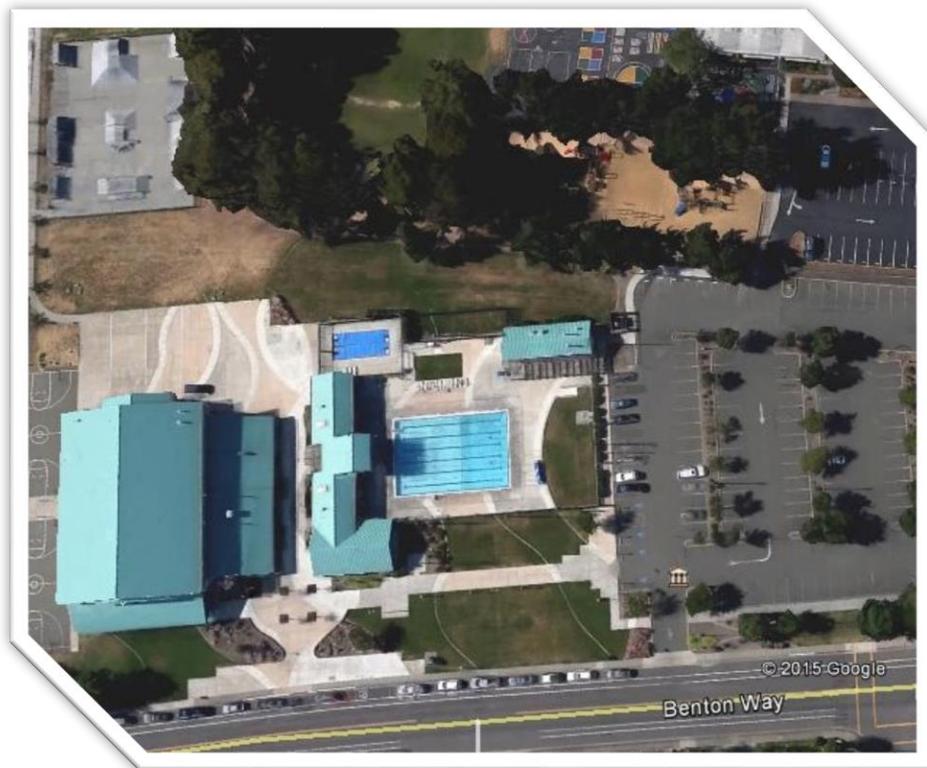
Pelleria Park	
Park Type	Neighborhood
Location	East Side of Highway 29
Acres	1.06
Condition	Excellent
Parking	No
Revenue-producing facilities	None
Major Amenities	Playground, 1/2 Basketball Court, Picnic Tables (2), Benches, Walking Path, Water Fountains



- Opportunities for Improvement: None

PHILLIP WEST AQUATIC CENTER, COMMUNITY CENTER GYMNASIUM AND SKATE PARK

Phillip West Aquatic Center, Community Center Gym and Skate Park	
Park Type	Recreation Facilities
Location	West Side of Highway 29
Acres	4.41
Condition	Aquatic Center = Excellent; Gymnasium = Good; Skate Park = Poor
Parking	Yes
Revenue-producing facilities	Aquatic Center; Gymnasium
Major Amenities	<p><b>Aquatic Center:</b> 6 lane 25 yd Swimming Pool and Wading Pool, Office, Snack Bar, Concessions, Dome Over Pool for Fall/Winter/Spring Use, Locker Rooms</p> <p><b>Gymnasium:</b> Junior High School Basketball Court, Stage</p> <p><b>Skate Park</b></p>



- Opportunities for Improvement:
  - Short term:
    - Aquatic Center: green screening to reduce wind impacts on experience and improved lighting inside of dome structure
    - Gymnasium: Improve cleaning and maintenance
    - Skate park: Continue repair and maintenance on obsolete amenities
  - Long term
    - Aquatic Center: Expansion of facility to include recreation pool
    - Gymnasium: None
    - Skate park: Relocate and replace modular facility with concrete structure

RECREATION CENTER

Recreation Center	
Park Type	Recreation Facility
Location	West Side of Highway 29
Acres	1
Condition	Good
Parking	Yes (limited)
Revenue-producing facilities	Community Room
Major Amenities	Assembly Room (occupancy = 67), Small Kitchen, Restrooms



- **Opportunities for Improvement:**
  - **Short term:** Refresh interior design with improved lighting and wall treatments
  - **Long term:**
    - **Option 1:** Consider ADA accessible enclosed walkway that connects to the Senior Multi-Use Center
    - **Option 2:** Site specific master plan that should consider the removal of this facility to accommodate expansion of the Senior Multi Use Center

SENIOR MULTI-USE CENTER

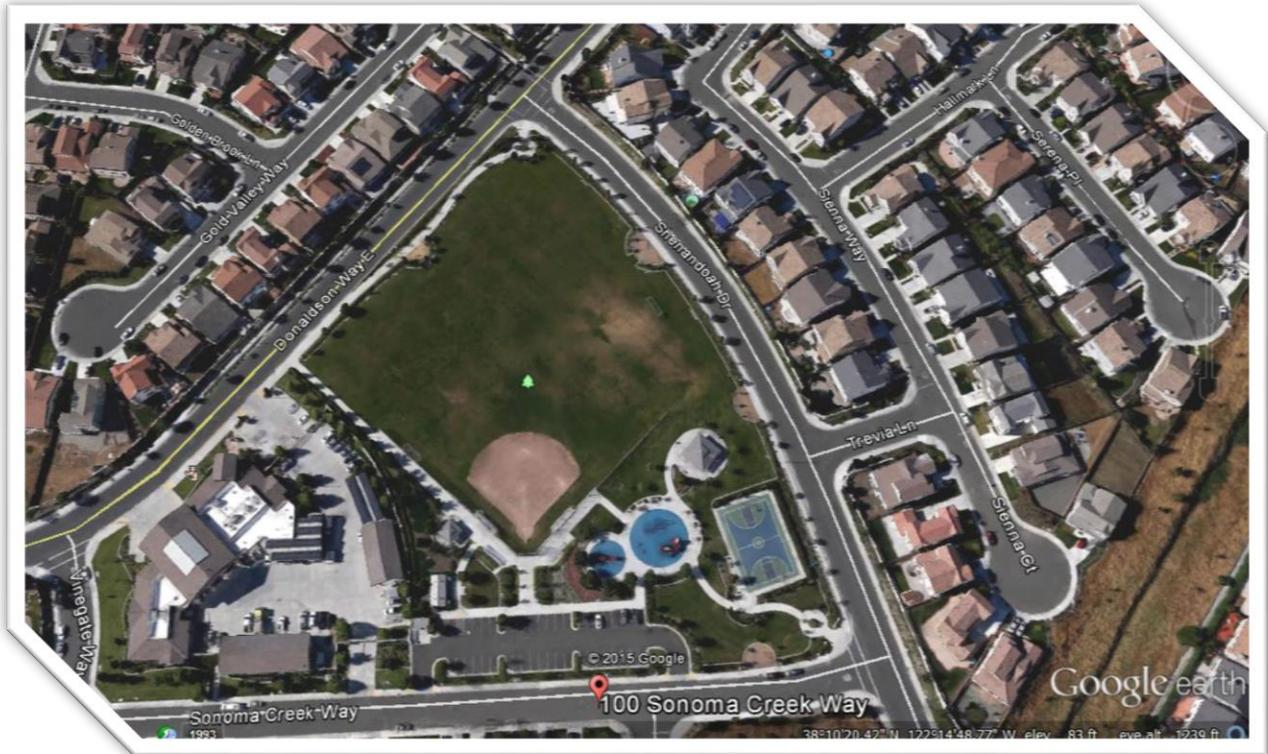
Senior Multi-Use Center	
Park Type	Recreation Facility
Location	West Side of Highway 29
Acres	1
Condition	Good
Parking	Yes (limited)
Revenue-producing facilities	Assembly Room, Full Commercial Kitchen, Multi Use Room
Major Amenities	Assembly Room, Full Commercial Kitchen, Restrooms, Multi Use Room, Foyer



- **Opportunities for Improvement:**
  - **Short term:** Refresh interior design with improved lighting and wall treatments
  - **Long term:**
    - **Option 1:** Consider ADA accessible enclosed walkway that connects to the Recreation Center
    - **Option 2:** Site specific master plan that should consider the removal of the Recreation Center to accommodate expansion of the Senior Multi Use Center.

SHENANDOAH PARK

Shenandoah Park	
Park Type	Neighborhood Park
Location	East Side of Highway 29
Acres	5.73
Condition	Excellent
Parking	Yes
Revenue-producing facilities	Athletic Fields, Picnic Shelters
Major Amenities	Soccer/Baseball field, Playground Equipment, Small and Large Covered Picnic Area - Tables (8), Grills (2), Restrooms, Water Fountains



- Opportunities for improvement: None

SILVER OAK PARK

Veteran's Memorial Park	
Park Type	Neighborhood Park
Location	East Side of Highway 29
Acres	14.23
Condition	Good
Parking	Yes
Revenue-producing facilities	Athletic Fields, Picnic Area None
Major Amenities	Memorial Plaza with Flag Pole, Playground Equip - Bocce, Benches, Porta John (2), Benches



- Opportunities for Improvement:
  - Short term: Replacement playground equipment
  - Long term: Consider addition of covered picnic shelter

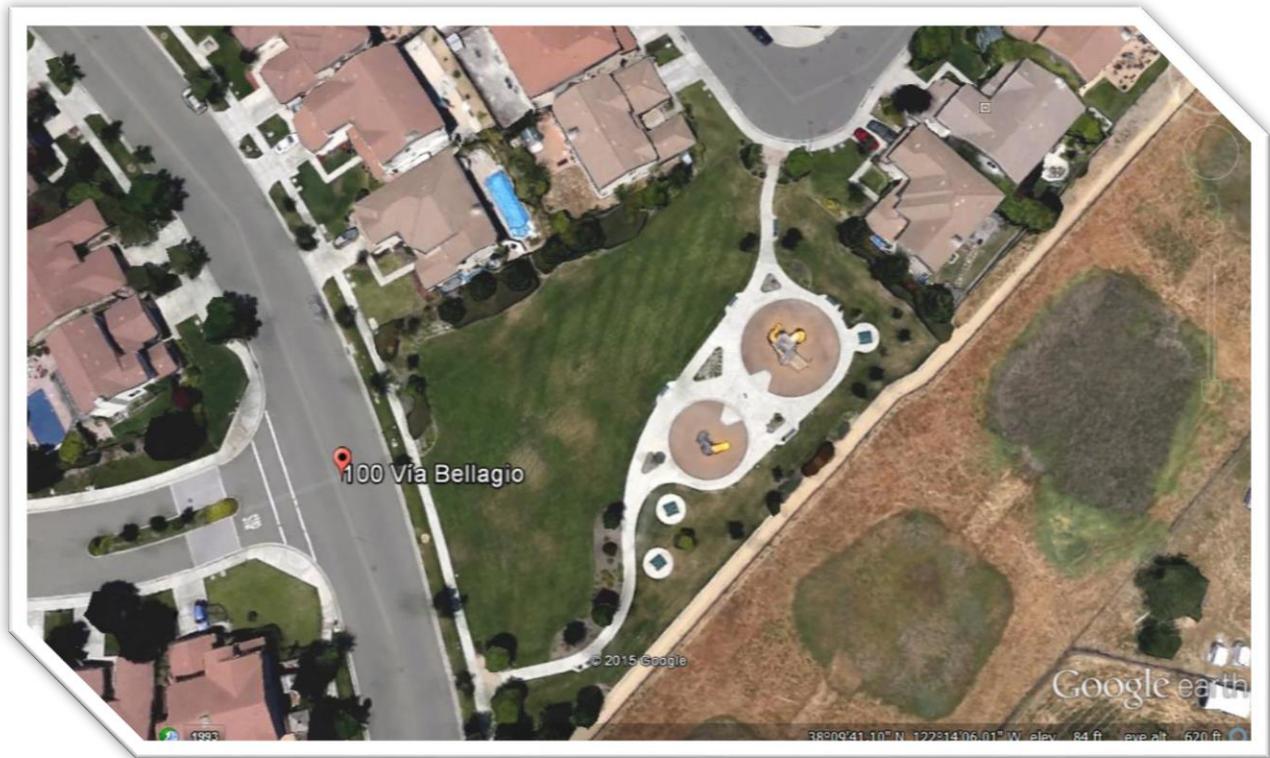
VETERANS MEMORIAL PARK

Via Bellagio Park	
Park Type	Neighborhood Park
Location	East Side of Highway 29
Acres	1.21
Condition	Excellent
Parking	No
Revenue-producing facilities	None
Major Amenities	Playground Equipment, Benches (4), Picnic Tables (3), Open Turf Area, Path, Water Fountain



- Opportunities for improvement:
  - Short term: Improve bocce ball courts
  - Long term: Add restroom and basketball courts

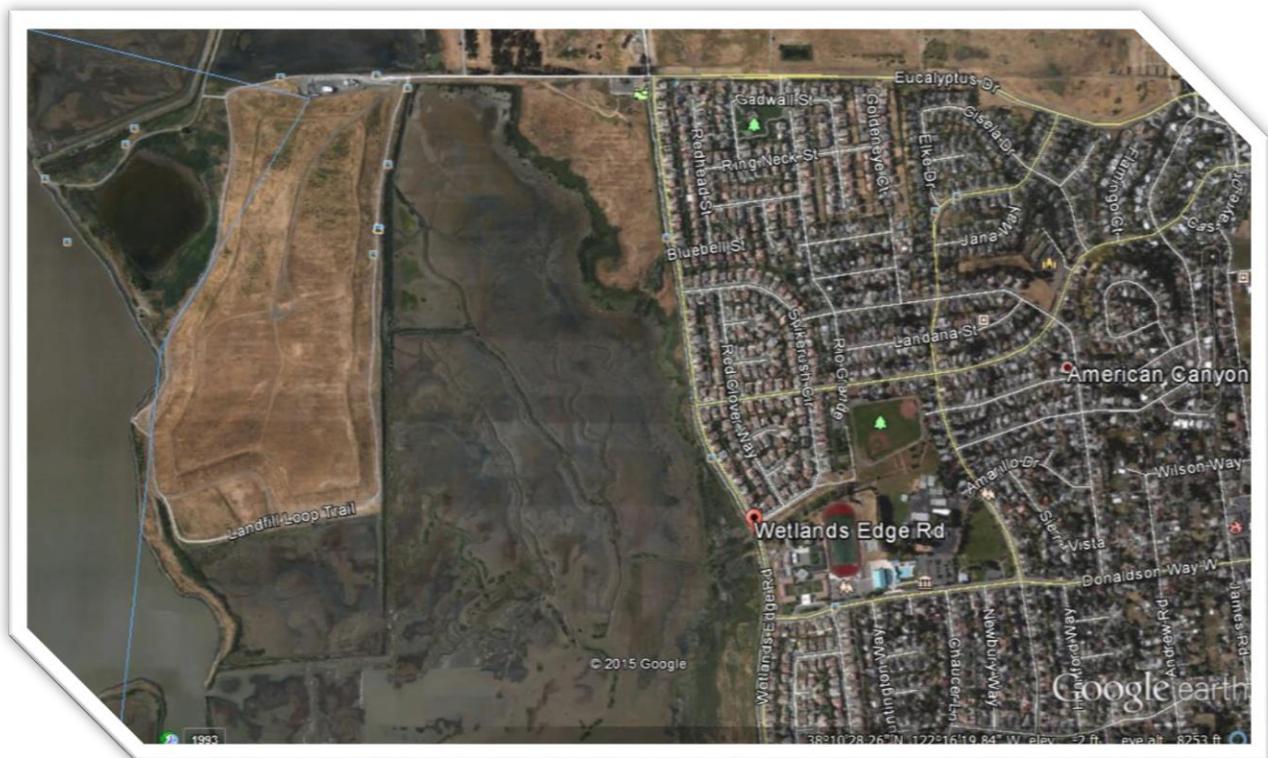
Wetlands	
Park Type	Conservation Park
Location	West Side of Highway 29
Acres	526
Condition	Good
Parking	Yes
Revenue-producing facilities	None
Major Amenities	Trails, Wetlands, Port-a-john and Open Space



- Opportunities for improvement:
  - Short term:
    - Replace landscaping
    - Cover picnic area
  - Long term: None

WETLANDS

- **Opportunities for Improvement:**
  - **Short term:**
    - Install wayfinding and internal interpretive signage
    - **Repair trail system**
  - **Long term:** Install restroom, connect Wetlands to regional trail systems north and south



### 6.3 FACILITIES NEEDS ANALYSIS

The American Canyon Parks and Recreation Department currently has a quality staff that operates and manages a limited but unique system of parks, facilities, centers and open spaces.

#### 6.3.1 MEETING FACILITY NEEDS

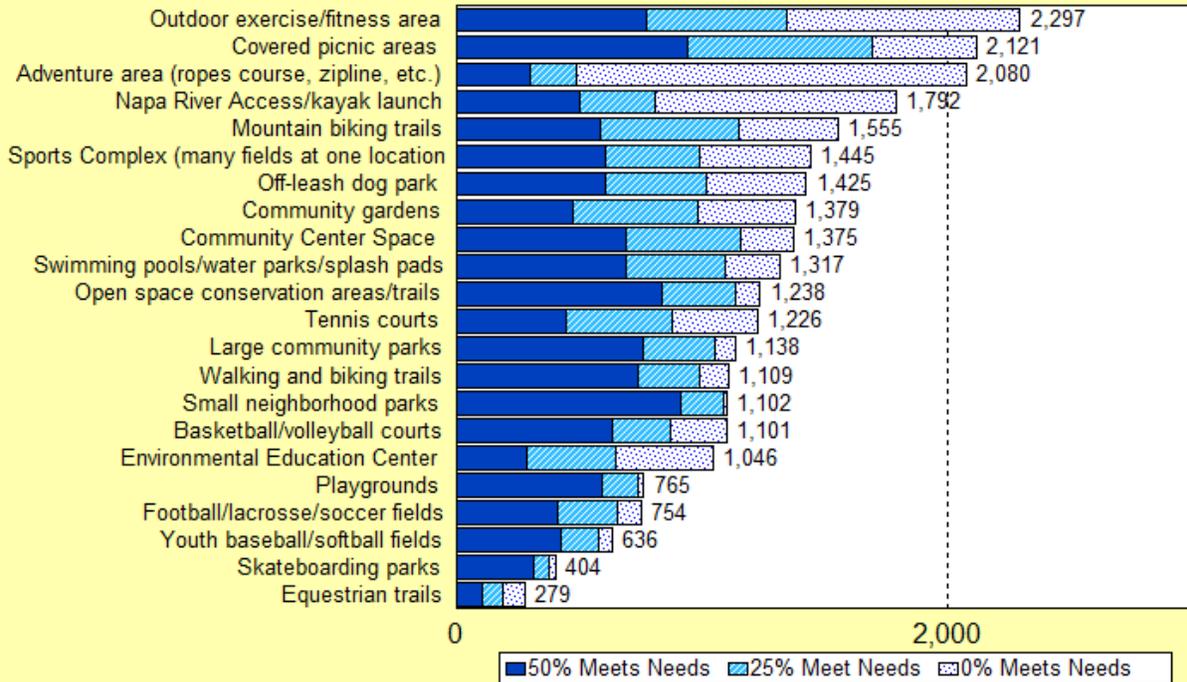
In reviewing the current facility offerings against the desired facility offerings of the community, there is great need to expand or add facilities.

- Per the statistically valid survey conducted by ETC: 0% meeting needs far exceed 100% meeting needs. Based on the estimated number of households in the City of American Canyon whose needs for Parks and Recreation Facilities are only being 50% or less, 2,297 (or 40.6%) of households have significant unmet needs for outdoor exercise/fitness areas while 2,121 (or

37.5%) have high unmet need for covered picnic areas and 2,080 (or 36.8%) of households have great unmet need for an adventure area (ropes courses, zip lines, etc.). Other facilities that respondent households have unmet needs for include: Napa River access (1,792), mountain biking trails (1,555), sports complex (1,445), off-leash dog parks (1,425), community gardens (1,379) and community center space (1,375).

### Q7c. Estimated Number of Households in American Canyon Whose Needs for Parks and Recreation Facilities Are Only Being 50% Met or Less

by number of households based on 5,657 households in American Canyon



Source: Leisure Vision/ETC Institute (2015)

*Unmet needs are considerably higher for facilities than programs as a percentage of needs.*

Further facility analysis reveals that with the exception of staffing capacity to manage and maintain an expanded parks and recreation system, the opportunity exists not only due to community demand, but also due to low availability of facilities in the Napa Valley as a whole. The following chart illustrates the opportunity that exists.

FACILITY	COMMUNITY DEMAND FOR FACILITY	STAFF CAPACITY TO MANAGE FACILITY	MARKET ASSESSMENT (COMPETITION IN NAPA VALLEY)
Walking and Biking Trails	PRIMARY	MODERATE	MODERATE
Small Neighborhood Parks	PRIMARY	HIGH	HIGH
Covered Picnic Areas	PRIMARY	MODERATE	MODERATE
Aquatics (Pools, Splash pads)	PRIMARY	HIGH	MINIMAL
Open Space (Conservation)	PRIMARY	LOW	HIGH
Large Community Parks	PRIMARY	LOW	MINIMAL
Outdoor Exercise Areas	PRIMARY	MODERATE	MINIMAL
Playgrounds	PRIMARY	MODERATE	HIGH
Community Center Space	SECONDARY	LOW	MINIMAL
Access to Napa River	SECONDARY	LOW	MODERATE
Adventure Area (Ropes Course)	SECONDARY	LOW	MINIMAL
Sports Complex	SECONDARY	LOW	MINIMAL
Off-Leash Dog Area	SECONDARY	LOW	MINIMAL

### 6.4 LEVEL OF SERVICE RECOMMENDATIONS

Based on a thorough review of the parks and recreation system and extensive public input, it is recommended that the City aggressively pursue further development of parks and recreation amenities. Recommended changes to the acreage of parks and areas, miles of trails or the quantity of different types of amenities are in some cases significant and are based on increasing the current level of service standard for the projected population in 2030.

Current Inventory and Service Levels				2015 Facility Standards		2030 Facility Standards	
PARK TYPE	American Canyon Inventory	Recommended Service Levels; Revised for Local	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	Meet Standard/ Need Exists	Additional Facilities/ Amenities Needed	
Neighborhood Parks	70.07	2.00 acres per 1,000	Meets Standard	- Acre(s)	Meets Standard	- Acre(s)	
Community Parks		3.00 acres per 1,000	Need Exists	62 Acre(s)	Need Exists	77 Acre(s)	
Open Space Parks	1,168.00	11.00 acres per 1,000	Meets Standard	- Acre(s)	Meets Standard	- Acre(s)	
<b>OUTDOOR AMENITIES:</b>							
Picnic Areas	9.00	1.00 site per 5,000	Meets Standard	- Site(s)	Meets Standard	- Site(s)	
Diamond, Baseball (Youth)	8.00	1.00 site per 5,000	Meets Standard	- Site(s)	Meets Standard	- Site(s)	
Diamond, Softball (Adult)	1.00	1.00 field per 5,000	Need Exists	3 Field(s)	Need Exists	4 Field(s)	
Rectangle Fields (All)	6.00	1.00 field per 5,000	Meets Standard	- Field(s)	Meets Standard	- Field(s)	
Basketball Multi-Use Courts, Outdoor	6.00	1.00 court per 3,000	Need Exists	1 Court(s)	Need Exists	3 Court(s)	
Tennis Courts	4.00	1.00 court per 8,000	Meets Standard	- Court(s)	Meets Standard	- Court(s)	
Playgrounds	15.00	1.00 site per 3,000	Meets Standard	- Site(s)	Meets Standard	- Site(s)	
Dog Parks/Off leash Areas	1.00	1.00 site per 7,500	Need Exists	2 Site(s)	Need Exists	2 Site(s)	
Skate Parks	1.00	1.00 site per 50,000	Meets Standard	- Site(s)	Meets Standard	- Site(s)	
Swimming Pool	1.00	1.00 site per 50,000	Meets Standard	- Site(s)	Meets Standard	- Site(s)	
Trails (miles)	325.00	5.00 miles per 1,000	Meets Standard	- Mile(s)	Meets Standard	- Mile(s)	
<b>INDOOR AMENITIES:</b>							
Recreation Centers (Square Feet)	2,200.00	1.00 SF per person	Need Exists	18,407 Square Ft	Need Exists	23,305 Square Ft	
Senior Centers (Square Feet)	5,000.00	0.35 SF per person	Need Exists	2,212 Square Ft	Need Exists	3,927 Square Ft	

Specific recommendations on how to fulfill the park and recreation facility needs can be found in the Chapter 8 - Capital Improvements.

## CHAPTER SEVEN - NEEDS ASSESSMENT

For the City of American Canyon, it is critical to understand the needs of the community in order to provide offerings that are focused on a mix of traditional and emerging activities, so as to serve the market while maintaining affordability. This section of the report summarizes the priorities for the City of American Canyon's Parks and Recreation Department from which specific recommendations and strategies will be developed. Needs are identified by the consulting team based on industry best practices and previous analyses:

- Facility, program and operational assessments
- Extensive public input
- Focus groups with staff, key stakeholders, and community leadership
- Market analysis

### 7.1 OVERALL OBSERVATIONS

In synthesizing the outcomes of the community input with the market analysis and program and facility assessments, the consulting team has identified the following strengths and weaknesses of the division as well as opportunities and threats.

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#### 7.1.1 STRENGTHS

- Open Space:
  - The green belt is a destination location for outdoor enthusiasts.
- Organizational Functionality:
  - Staff is knowledgeable, experienced and eager to learn
  - Staff is customer focused.
  - Staff is provided the autonomy to make decisions and “get the job done”.
  - Strong working relationships exist with other city departments.
  - Leadership within the department is visionary.
- Programming:
  - The Aquatic program is the “recreation” pride of the department.
  - Special events conducted by the department are highly valued by the community and meet the expectations of the community.
  - Recreation programs are diverse and, for the most part, have strong age segmentation appeal.
- Partnerships:
  - Strong partnerships exist with the Napa Valley Unified School District, the American Canyon Little League and the Boys and Girls Club.
- Advocacy:
  - The community is generally supportive of the department.

### 7.1.2 WEAKNESSES

- Financial:
  - The city offers below market compensation to employees, thereby making recruitment of the “best of the best” difficult, which, in turn, compromises the quality of service delivery.
  - The department always meets its revenue and expenditure targets at a macro level, however, it does not know its cost of service at a micro level.
- Programming:
  - The department lacks programming for ages 2-5 and 13-18.
- Organizational Functionality:
  - The department is over-accommodating to special interest groups.
  - The department lacks full-time staff and the reliance on part-time employees to perform management duties creates a high turnover rate, which, in turn, compromises the consistency of service delivery.
  - The department lacks many formal standard operating procedures to guide work.
  - The lack of a strong maintenance management plan for parks and facilities creates a backlog of deferred maintenance, which, in turn, impacts the customer’s experience.
  - The department lacks true performance metrics on which to measure its success.
  - The department lacks a pricing policy.
  - The department lacks a partnership policy.
- Facilities:
  - The department is “facility poor” as existing facilities are limited in design and location.
  - The department needs to update its master plan to help guide its future park and facility development.
  - Facilities are not equitably distributed throughout the community.

### 7.1.3 OPPORTUNITIES:

- Land Availability:
  - The city has opportunities to expand the parks system, including, but not limited to, the development of:
    - Multi-generational recreation and senior center
    - Community Park on the east side of town that includes diamond fields
    - Clark Ranch as an environmental/outdoor recreation community park
    - Additional trails and pathways to connect the city east to west and north to south.
- Partnerships:
  - The city can create a stronger working relationship with the school district so as to gain access to school facilities and thereby expand programming.

- The local Boys and Girls Club is building a new facility, which provides American Canyon with additional partnership opportunities.
- Location:
  - The city is situated along a major thoroughfare, thereby creating opportunity to become a destination location for tourists, in particular for trails, environmental education and open space.
- Transportation:
  - The city is developing its own local public transportation system, thereby creating better access for residents to city parks, facilities and programs
- Economic:
  - Expected population growth within the next five years will add to the city’s tax base.
  - Cost of services in American Canyon are the lowest in the region, thereby making it more attractive to “budget-conscious” tourists.
- Demographics:
  - As new residents move to American Canyon from other cities that have strong and established parks and recreation systems, demand for these services will continue to increase.

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#### 7.1.4 THREATS

- Economic
  - The city currently lacks a diverse tax base.
  - The city has minimal land zoned for business and/or industrial uses and will rely on resident taxpayer dollars to fund services.
- Demographics:
  - Maximum population in American Canyon is expected to be 28,000, thereby limiting future expansion of services due to small tax base.
- Infrastructure (Roads):
  - Current traffic congestion in the city is high during most times of the day, thereby discouraging residents to travel to facilities and parks.

#### 7.2 VISIONING WORKSHOP

Upon completion of the SWOT analysis, PROS Consulting facilitated two visioning workshops with the Needs Assessment Steering Committee. The culmination of the visioning workshops resulted in updated Vision and Mission Statements for the Parks and Recreation Department which are as follows:

**VISION STATEMENT:** *WE INSPIRE FUN! TOGETHER WE CREATE COMMUNITY.*

**MISSION STATEMENT:** *THE AMERICAN CANYON PARKS AND RECREATION DEPARTMENT IS COMMITTED TO CREATING ENJOYABLE EXPERIENCES FOR THE COMMUNITY THROUGH OUTSTANDING EVENTS, PROGRAMS, PARKS AND FACILITIES.*

### 7.3 PRIORITIZED NEEDS

Each need identified supports the investment that is required to meet community expectations. The priority assignment for each need is not a measure of importance. Rather, these recommended priorities are a result of both qualitative and quantitative analyses to create and maintain an appropriate balance for planning and operations.

#### 7.3.1 PROGRAM NEEDS

PROGRAM	PRIORITIZED NEED
Adult Fitness and Wellness Classes	PRIMARY
Community Special Events	PRIMARY
Aquatic Fitness /Lap Swimming/Open Swim	PRIMARY
Youth Learn to Swim	PRIMARY
Youth Summer and Afterschool Programs	PRIMARY
Youth Sports Programs	PRIMARY
Reservations/Rentals	PRIMARY
Outdoor Environmental Programs	SECONDARY
Adult Sports	SECONDARY
Senior Programs	SECONDARY
Pre-School Programs	SECONDARY
Visual Arts and Crafts – Youth and Adults	SECONDARY
Performing Arts Programs	SECONDARY

#### 7.3.2 FACILITY AND AMENITY NEEDS

FACILITY/AMENITIES	PRIORITIZED NEED
Walking and Biking Trails	PRIMARY
Small Neighborhood Parks	PRIMARY
Covered Picnic Areas	PRIMARY
Aquatics (Pools, Splash pads)	PRIMARY
Open Space (Conservation)	PRIMARY
Large Community Parks	PRIMARY
Outdoor Exercise Areas	PRIMARY
Playgrounds	PRIMARY
Community Center Space	SECONDARY
Access to Napa River	SECONDARY
Adventure Area (Ropes Course)	SECONDARY
Sports Complex	SECONDARY
Off-Leash Dog Area	SECONDARY

#### 7.3.3 PROGRAM STAFFING NEEDS

PROGRAM STAFF POSITION	CLASSIFICATION
Senior Center Coordinator	Full-time (upgrade)
Assistant Aquatic Supervisor (Programs)	Full-time
Special Events Coordinator	Full-time

## 7.4 SUMMARY

As a whole, the parks and recreation department has performed effectively within the constraints of the existing facilities in meeting the needs of the community and developing a culture of continuous improvement. As has been the case with most agencies, the Great Recession inhibited the department's ability to keep up with population growth, but it is strategically positioned to successfully manage itself forward within the "parks and recreation" niche that it can fill in the Napa Valley. With its balanced and diverse demographics, the niche that it can carve out is being a leader in the provision of open space as well as traditional recreation facilities and programs.



## Fall/Winter Activities Guide

Registration Opens Wednesday August 12, 2015



## CHAPTER EIGHT - CAPITAL IMPROVEMENTS

This section of the plan reflects the capital improvement recommendations that are necessary to fulfill the facility needs of the community. In order to plan and prioritize capital investments, the consulting team recommends that the parks and recreation department applies specific guiding principles that balances the maintenance of current assets over the development of new facilities. The departmental CIP framework is also utilized to determine and plan CIP projects and make budget decisions that are sustainable over time. These criteria (e.g., safety compliance, commitment, efficiency, revenue) and priorities are also focused on maintaining the integrity of the current infrastructure and facilities before expanding and/or enhancing programs and facilities.

The community, through this planning process, has indicated strong support for this concept of prioritization. Even with the indications of a modest economic turnaround, funding is not sufficient to take care of all existing assets and build new facilities.

The result is the recommendation to develop a three-tier plan that acknowledges a stark fiscal reality, leading to the continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources.

- The **Fiscally Constrained Alternative** has plans for prioritized spending within existing budget targets. The intention of this alternative is to refocus and make the most of existing resources with the primary goal being for the department to maintain services. The actions associated with the Fiscally Constrained Alternative address deferred maintenance at existing facilities and is funded through existing tax dollars.
- The **Action Alternative** describes the extra services or capital improvement that should be undertaken when additional funding is available. This includes strategically enhancing existing programs, beginning new alternative programs, adding new positions, or making other strategic changes that would require additional operational or capital funding. In coordination with the City Manager's Office and City Council, the Parks and Recreation Department would evaluate and analyze potential sources of additional revenue, including but not limited to capital bond funding, partnerships, program income, grants, and existing or new taxes.
- The **Vision Alternative** represents the complete set of services and facilities desired by the community. It is fiscally unconstrained but can help provide policy guidance by illustrating the ultimate goals of the community, and by providing a long-range look to address future needs and deficiencies. In this Needs Assessment, the Vision Alternative addresses aging facilities to make improvements in operational effectiveness and the overall sustainability of the park and recreation system. Funding for vision projects would be derived from partnerships, private investments and new tax dollars.

The following pages detail the recommended capital improvement projects - developed in conjunction with staff - for the three-tier spending plan.

### 8.1 FISCALLY CONSTRAINED RECOMMENDATIONS – MAINTAINING WHAT WE HAVE

This section outlines the projects and unit costs of each that should be accomplished within existing department funding and focus on the maintenance of existing facilities and amenities.

<b>Fiscally Constrained Projects</b>	
<b>Capital Improvement</b>	<b>Unit Cost</b>
<i>Conduct System Wide Master Plan</i>	<i>\$100,000</i>
<i>Standardize Monument Park Signs</i>	<i>\$25,000 per sign</i>
<i>Internal Park Signage</i>	<i>\$100 per sign</i>
<i>Wayfinding Signage for Wetlands and Newell</i>	<i>\$150 per sign</i>
<i>Replace Tennis Courts in disrepair</i>	<i>\$20,000</i>
<i>Replace Multi-purpose Courts in Disrepair</i>	<i>\$20,000</i>
<i>Repair parking lots in disrepair</i>	<i>\$3500 per parking spot</i>
<i>Improve sports turf</i>	<i>\$4.00 per sq. ft.</i>
<i>Improve bocce courts</i>	<i>\$5,000 per court</i>
<i>Repair Trails at Wetlands</i>	<i>\$3 per linear ft.</i>
<i>Repair failing trail at Community Park 1</i>	<i>\$20 per linear ft.</i>
<i>Transition unusable turf to native, drought tolerant plants</i>	<i>\$3 per sq.ft.</i>
<i>Stabilize the barn at Newell</i>	<i>\$5,000</i>
<i>Resurface pool bottom</i>	<i>\$4 per sq. ft.</i>
<i>Continue to rehab landscape beds</i>	<i>\$3 per sq.ft.</i>

## 8.2 ACTION RECOMMENDATIONS – IMPROVING WHAT WE HAVE

Options described in this section provide the extra services or capital improvement that could be undertaken when additional funding is available to meet need(s) with a focus on enhancements to existing facilities. The following provides a summary of the action options recommended by the consulting team.

Action Projects	
Capital Improvement	Unit Cost
<i>Expansion of Aquatic Center</i>	\$3,000,000
<i>Site Specific Master Plans including operations for Community Park 1 and Community Park 2</i>	\$40,000 per master plan
<i>Add a new dog park on westside of town at an existing park</i>	\$250,000
<i>Add basketball courts to Veterans Park</i>	\$40,000 per court
<i>Covered picnic shelters</i>	\$135,000 per shelter
<i>Update Newell Open Space Management Plan and Develop a Master Plan</i>	\$60,000
<i>Construct Trailhead at Newell</i>	\$400,000
<i>Stabilize and refurbish the barn at Newell</i>	\$2,887,500
<i>Improve trail system at Newell</i>	\$3 per linear ft.
<i>Conduct environmental review to determine mitigation projects at Newell</i>	\$5,000-\$10,000
<i>Site Specific Master Plan for Neighborhood Parks as identified in Needs Assessment as well as Watson Ranch</i>	\$15,000 per master plan

### 8.3 VISION RECOMMENDATIONS – DEVELOPING NEW OPPORTUNITIES

Recommendations described in this section represents the complete set of services and facilities desired by the community. It is fiscally unconstrained but can help provide policy guidance by illustrating the ultimate goals of the community, and by providing a long-range look to address future needs and deficiencies. The following new development and redevelopment projects have been identified as relevant to the interests and needs of the community and are relevant to the city’s focus because they feature a high probability of success.

<b>Vision Projects</b>	
<b>Capital Improvement</b>	<b>Unit Cost</b>
<i>Clark Ranch Community Park (environmental and outdoor recreation focus)</i>	<i>\$500,000 per acre</i>
<i>Construction of Multi-generational Rec Center</i>	<i>\$300 per sq. ft. (does not include land acquisition)</i>
<i>Relocate Little League Complex</i>	<i>\$5,000,000 (does not include land acquisition)</i>
<i>Construction of community park on east side of Highway 29 (athletic fields, event location, sport courts, etc.)</i>	<i>\$500,000 per acre (does not include land acquisition)</i>
<i>Develop Vine Trail, Bay Trail, River to Ridge Trail</i>	<i>\$37 per linear ft. (does not include land acquisition costs)</i>

## CHAPTER NINE - FUNDING OPTIONS

In order to continue to build and maintain the parks and recreation system, funding should be pursued for operations and capital improvement projects, such as those presented in this section.

New, sustainable funding sources are essential to implementing a capital improvement plan. There is substantial potential for increasing revenues for the parks and recreation system while still providing affordable recreation opportunities. The following are high level funding options that should be vetted as the department updates its Master Plan and develops a five to ten year capital improvement program in 2016:

### 9.1 PRIORITY FUNDING SOURCES FOR FISCALLY CONSTRAINED PROJECTS

#### 9.1.1 COMMUNITY AND PARKS FOUNDATION

The recently formed American Canyon Community and Parks foundation is a joint-development funding source or operational funding source between a foundation and a government agency. The foundation operates as a non-profit organization, working on behalf of the public agency to raise needed dollars to support its vision and operational needs.

The dollars raised by the foundation are tax-exempt. Foundations promote specific causes, activities, or issues that a park-and-recreation system needs to address. They offer a variety of means to fund capital projects, including capital campaigns, gifts catalogs, fundraisers, endowments, sales of park-related memorabilia, etc.

Private donations may be received in the form of cash, securities, land, facilities, recreation equipment, art, or in-kind services. Donations from local and regional businesses as sponsors of events or facilities should be pursued.

#### 9.1.2 GREENWAY FOUNDATIONS

Many agencies have turned to greenway foundations to help develop and maintain trails and green corridors. The City of Indianapolis Greenway Foundation, for example, develops and maintains the greenways throughout the city and seeks land leases along the trails as a funding source, as well as “selling” miles of trails to community corporations and non-profits. In addition, cities sell the development rights along the trails to local utilities for water, sewer, fiber optics, and cable lines on a mile-by-mile basis, which further helps to develop and manage these corridors.

#### 9.1.3 FRIENDS ASSOCIATION

Friends associations are a foundation that typically are formed to raise money for a single purpose, such as a park facility or program that will better the community as a whole and, at the same time, meet special interests.

#### 9.1.4 CORPORATE AND PERSONAL LEAD GIVING

Corporate and personal giving involves the department seeking corporate lead funds or personal lead gifts via a foundation partner or through personal contacts that are used to catalyze wider giving in support of a specific project or operation. The lead donations set the precedent for additional giving over a period of one year up to five years. Often those who have given or pledged contributions are invited to a recognition event, which may include additional opportunities for contribution through auctions, for example.

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### 9.1.5 DONATIONS

Private donations are a popular form of fundraising by public agencies, particularly for facilities and services that are highly visible and valued by the public. Donations can be channeled through a foundation or conservancy aligned with the parks and recreation system’s priorities. Donations can be made through one or more of the following methods:

- Donations of cash to a specific park or trail segment by community members and businesses
- Donations of services by large corporations to reduce the cost of park or trail implementation, including equipment and labor to construct and install elements of a specific park or trail
- Reductions in the cost of materials purchased from local businesses that support parks and trails implementation, and can supply essential products for facilities

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### 9.1.6 ADOPT-A-TRAIL PROGRAMS

These are typically small-grant programs that fund new construction, repair or renovation, maps, trail brochures, and facilities (bike racks, picnic areas, birding equipment, etc.), as well as providing maintenance support. These programs are similar to the popular “adopt-a-mile” highway programs most states utilize. Adopt-a-trail programs can also take the form of cash contributions in the range of \$12,000 to \$16,000 per mile to cover operational costs.

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### 9.1.7 ADOPT-A-PARK PROGRAMS

These are small-grant programs that fund new construction and provide maintenance support. Adopt-A-Park programs can also take the form of cash contributions in the range of \$1,000 to \$5,000 per acre to cover operational costs.

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### 9.1.8 PARTNERSHIPS – DEVELOPMENT AND/OR OPERATION

Partnerships are joint-development funding sources or operational funding sources formed from two separate agencies, such as two government entities, a non-profit and a public agency, or a private business and a public agency. Two partners jointly develop revenue-producing park and recreation facilities and share risk, operational costs, responsibilities, and asset management based on the strengths of each partner.

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### 9.1.9 USER FEES

User fees are fees paid by a user of recreational facilities or programs to offset the costs of services in operating a park or a recreation facility, or in delivering programs. In American Canyon, facility usage is greatly underpriced. A perception of “value” needs to be instilled in the community for the benefits the agency is providing to the user for exclusive use. Future fees could be charged by the agency based on cost-recovery goals for the parks and core recreation services, based on the level of exclusivity the user receives compared to the general taxpayer. The consultant highly recommends that user fees for programs and facilities continue to be charged in order to create value and provide operational revenues.

If the agency feels that it cannot increase user fees, then it might consider contracting with a non-profit entity to manage its recreation facilities and programs. The agency then could take the dollars it has invested in staff members and in subsidized recreation facilities, and use those dollars to support an improvement bond for existing parks and to build new parks and recreation facilities. This would change the role of the agency to that of a facility provider only versus a facility provider and program operator. The cost savings could be substantial.

#### 9.1.10 RECREATION SERVICE FEES

This is a dedicated user fee, which can be established by local ordinance for the purpose of constructing and maintaining recreation facilities. The fee can apply to all activities that require a reservation. Examples of such activities include adult basketball, volleyball, tennis, and softball leagues, youth baseball, soccer, football and softball leagues, and special-interest classes. The fee allows participants an opportunity to contribute toward the upkeep of the facilities being used.

#### 9.1.11 PARK REVOLVING FUND

This is a dedicated fund replenished on an ongoing basis from various funding sources such as grants, sponsorships, advertising, program-user fees, and rental fees within one or more parks. The agency could establish a revolving fund to supported maintenance at multiple parks.

#### 9.1.12 ADVERTISING SALES

Advertising can occur with trash cans, playgrounds, dog parks, trails, flower pots, and as part of special events to pay for operational costs.

#### 9.1.13 MAINTENANCE ENDOWMENT FUND

This is a fund dedicated exclusively for a park's maintenance and is funded by a percentage of user fees from programs, events, and rentals. The fee is paid by users and is added to a dedicated fund for facility and equipment replacement, such as fitness equipment, water slides, lights, artificial turf, and park-maintenance equipment.

#### 9.1.14 REGIONAL "CANNED" EVENTS

Many agencies have contracted for special events that produce large revenues. The agency can support the event with volunteers, and the event is managed by the private, franchised agency for a set access fee that is paid by either the agency or its partners, who then receive a percentage of gross revenues from the event. Events like these have reliably produced similar-sized communities with \$300,000 a year in net revenue.

### 9.2 PRIORITY FUNDING SOURCES FOR ACTION PROJECTS

Each of these sources can be evaluated in more detail to determine the level of funding they would yield if pursued aggressively.

#### 9.2.1 CAPITAL IMPROVEMENT FEES

Many park-and-recreation systems add a capital-improvement fee onto an existing user fee when they develop or enhance major recreation facilities. This is usually applied to golf courses, aquatic facilities, recreation centers, ice rinks, amphitheaters, and special-use facilities like sports complexes. The dollars gained either offset the cost of the capital improvement or the revenue bond that was used to develop or enhance the special-use facility. Once the capital improvement is paid off, the fee typically expires and is discontinued.

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### 9.2.2 GRANTS

The grant market continues to grow annually. Grant writers and researchers are essential if the Department is to pursue grants. Matching dollars are required for most federal grants and many state grants. The types of grants available to the Department include:

- Safe Routes to Schools
- Federal Transportation Enhancement Grants (FHWA)
- Land and Water Conservation Fund (LWCF) Grants
- Community Development Block Grants (CDBG)
- HUD Block Grants for Environmental Review (HUD)
- Economic Development Administration (EDA) Grants
- Storm-water grants that limit the storm-water runoff in and through parks
- Trail Enhancement Grants for regional trails systems
- Development grants from community foundations to support specific park projects
- Redevelopment grants to support parks and facilities that will increase revenue from the enhanced value of property or from activities that create sales and tourism taxes

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### 9.2.3 DEVELOPER CONTRIBUTIONS TO PARKS AND TRAILS

Many municipalities seek developer contributions for parklands and also for the development of trails that run through the property being developed. The developer perceives the enhanced value such improvements mean for her or his development. Park or trail dedication as a requirement of subdivision development is a reliable means for maintaining equity of access to parks and trails.

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### 9.2.4 IRREVOCABLE REMAINDER TRUSTS

These trusts are established for individuals who typically have more than \$1 million in wealth. They agree to leave a portion of their wealth to a park-and-recreation system in a trust fund that grows over time. The system is able to use a portion of the interest to support specific facilities or programs that are designated by the trustee.

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### 9.2.5 PARK, OPEN SPACE, AND TRAIL BOND ISSUES

Agencies typically seek park bonds to meet park-related needs. The key is to use debt financing through bonds to address needs that are both unmet and clearly a community priority. It is best to propose a capital-bond project that serves a variety of users and needs. Even in the worst economic downturn, bond issues have been passing because communities are the direct recipient of the money, and it benefits families on a personal basis.

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## 9.3 PRIORITY FUNDING SOURCES FOR VISION PROJECTS

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### 9.3.1 FACILITY AUTHORITIES

Facility authorities are used by park-and-recreation systems to improve a specific park or develop a specific improvement, such as a stadium, large recreation center, large aquatic center, or sports venues for competitive events through bonding. The revenues that repay the bonds usually come from sales and/or property taxes. The City of Indianapolis has created several community venues for recreation purposes and for national-competition events that promote the local economy. The facility authority is responsible for managing the sites and operating them in a self-supporting manner.

### 9.3.2 CAPITAL IMPROVEMENT FEES

Many park-and-recreation systems add a capital-improvement fee onto an existing user fee when they develop or enhance major recreation facilities. This is usually applied to golf courses, aquatic facilities, recreation centers, ice rinks, amphitheaters, and special-use facilities like sports complexes. The dollars gained either offset the cost of the capital improvement or the revenue bond that was used to develop or enhance the special-use facility. Once the capital improvement is paid off, the fee typically expires and is discontinued.

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Agencies typically seek park bonds to meet park-related needs. The key is to use debt financing through bonds to address needs that are both unmet and clearly a community priority. It is best to propose a capital-bond project that serves a variety of users and needs. Even in the worst economic downturn, bond issues have been passing because communities are the direct recipient of the money, and it benefits families on a personal basis.

### 9.3.4 FACILITIES, IMPROVEMENT, OR BENEFIT DISTRICTS

Many agencies are also a part of regional trails systems that have developed a trails district to meet costs and manage requirements for development and maintenance. Sometimes this includes multiple counties, and usually is funded through a bond issue or various tax initiatives. A facilities or trails district can also provide major impetus for raising external financial support from foundations, individuals, corporate sponsors, and grants, among other sources.

A benefit district is similar to an improvement district and identifies the benefits derived from an improvement. A sales or property tax is then established to support the capital cost associated with the acquisition and development of the property. This approach is usually applied to community parks, regional parks, downtown districts, event plazas, signature parks, and special attractions. The benefit districts are usually in downtown areas or in regions slated for redevelopment.

### 9.3.5 GRANTS

The grant market continues to grow annually. Grant writers and researchers are essential if the Department is to pursue grants. Matching dollars are required for most federal grants and many state grants. The types of grants available to the Department include:

- Safe Routes to Schools
- Federal Transportation Enhancement Grants (FHWA)
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- Community Development Block Grants (CDBG)
- HUD Block Grants for Environmental Review (HUD)
- Economic Development Administration (EDA) Grants
- Storm-water grants that limit the storm-water runoff in and through parks
- Trail Enhancement Grants for regional trails systems
- Development grants from community foundations to support specific park projects
- Redevelopment grants to support parks and facilities that will increase revenue from the enhanced value of property or from activities that create sales and tourism taxes

### 9.3.6 SALES TAX

One potential funding source for the parks and recreation system is an additional percentage sales tax that is committed to maintaining park sites, infrastructure, recreational fields, and trails. The advantage of a sales tax is that it collects revenues from both residents and non-residents who do business in American Canyon.

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#### 9.3.7 FOOD AND BEVERAGE TAX

Agencies utilize a 1/4-or 1/8-cent sales tax on retail food and beverages to support park and recreation systems, especially through improvement bonds for park-and-recreation improvements. These dollars come from the local community as well as visitors to the area.

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#### 9.3.8 DEDICATED MILLAGE

This source provides the opportunity for the park-and-recreation system to demonstrate how well it is meeting the community's needs through a voter-approved millage. In the last five years in the United States, 93% of all park-related bond and millage issues have passed. Communities demonstrate the value of parks when given the opportunity to vote on an increase.

### 9.4 OTHER FUNDING SOURCES

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#### 9.4.1 LEASE BACKS

This is another source of capital funding wherein banks or private placement-fund companies develop a park or recreation attraction, complex by buying the land, developing a recreational attraction, and then leasing it back to the agency to pay off the land or capital costs over a 30- to 40-year period. Agencies may find this source attractive because typically they can increase operational budgets more easily than finding capital dollars to pay off the lease over a set period of time.

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#### 9.4.2 REAL-ESTATE TRANSFER FEES

This is among the newest forms of funding. Many agencies and states have used these fees to acquire parklands and develop them. The money comes from the transfer of real estate from one owner to another owner, and the agency retains ½ percent (0.5%) of the value of the property at the time of sale. It is paid by the buyer, not the seller. It is possible to consider this fee to raise monies that are reserved for the development of the parks and recreation system.

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#### 9.4.3 FRANCHISE FEE FOR UTILITY RIGHT-OF-WAYS

Many agencies have sold the development rights below the ground to utility companies for fiber optic lines, water, sewer, electricity lines, and cable conduits on a linear-foot basis. King County in Washington (Seattle) sold the development rights below its greenway network and generates \$300,000 a year from the utilities involved.

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#### 9.4.4 STORM-WATER UTILITY FEES

This funding source is used in many municipalities as a way to develop greenways and trail corridors from the storm-water tax on utilities that residents pay as part of their utility bills. Improvements can include trails, drainage areas, retention ponds used for recreation purposes and natural protection of waterways.

An example is available in the City of Houston. It uses this source to develop and maintain the bayous in the city and to improve access to and use of bayous for flood control and recreation.

#### 9.4.5 HOMEOWNER ASSOCIATION FEES

This funding source is used widely across the United States for developing and maintaining parks. Association members tax themselves with a fee for landscaping of roadways, boulevards, and neighborhood parks and for ongoing park maintenance. These improvements can raise the value of homes and the quality of the neighborhood.

#### 9.4.6 CATERING PERMITS AND SERVICES

This allows caterers to work in the park-and-recreation system on a permit basis with a set fee or a percentage of food sales returning to the department. Many departments have their own catering-service contracts and receive a percentage (10-15%) from the sale of food and drinks. This may be most suitable for large or special events occurring on publicly-owned properties. Another form of fee income is the temporary business license.

#### 9.4.7 SOLID WASTE FEES

Many agencies charge a tipping fee at landfills to support parks and recreation facilities, including acquiring and developing parklands. Tipping fees add \$5 dollars per tipping from the user and is collected from more than just city residents.

#### 9.4.8 PRIVATE CONCESSIONAIRES OPERATING WITHIN A LAND LEASE

Contracts with private businesses to provide and operate desirable recreational activities provide compensation to the agency through a land lease. Contractors may include coffee shops, grill and food concessions, small restaurants, ice cream shops, bicycle shops, farmers markets, and small l businesses. Land leases are usually based on 15% of the value of the land plus a percentage of gross revenues from the contractor on an annual basis.

#### 9.4.9 TAX-ALLOCATION OR TAX-INCREMENT FINANCING DISTRICT

Commonly used for financing redevelopment projects, a Tax Allocation District (TAD) or a Tax Increment Financing (TIF) District involves the issuance of tax-exempt bonds to pay front-end infrastructure and eligible development costs in partnership with private developers and local businesses that benefit from the improvement. As development occurs in American Canyon, the tax increment” resulting from redevelopment projects is used to retire the debt that was issued to fund the eligible redevelopment costs. The public portion of the redevelopment project funds itself using the additional taxes generated by the project. TADs or TIFs can be used to fund park improvements and development as an essential infrastructure cost. This approach works well in downtown redevelopment, regional park improvements, and in trail development. The City of Valparaiso, Indiana, has used this funding source extensively for redevelopment of its downtown area and pathways system.

## CHAPTER TEN - STRATEGY MATRIX

The consultant synthesized its findings to develop a framework of strategies and recommendations for the City of American Canyon’s Parks and Recreation Department. The Community Values Model features

recommended strategies that align with five major categories of best practices: Community Mandates, Standards, Program/Services, Business Practices, and Community Outreach and Partnerships/Sponsorships.

The Community Values Model should be evaluated and refined as political and economic circumstances shift and be used to validate the vision and mission of the American Canyon.

<b>Community Value 1: Community Mandates</b>	
<b>Renovate and upgrade open spaces, parks, trails and recreational facilities to promote community interaction, healthy lifestyles and safety.</b>	
<b>Strategy</b>	Maintain and enhance the quality of current park sites, facilities, and amenities of the American Canyon Parks and Recreation system
<b>Strategy</b>	Redevelop facilities with equitable access by residents throughout the city and that reflect the ability to serve a diverse public, as well as meeting all ADA-compliance requirements and other special needs.
<b>Strategy</b>	Establish a lifecycle maintenance-improvement plan for parks, recreation, and aquatic facilities as part of the 2016 Master Plan Update.
<b>Strategy</b>	Pursue renovations and new improvements for parks, trails, and recreational facilities in areas of greatest growth and unmet needs as part of the 2016 Master Plan Update
<b>Strategy</b>	Maintain the importance and value of parks and recreation as a City-provided service by organizing events, festivals, and programs that build the community.

<b>Community Value 2: Standards</b>	
<b>Continually update and utilize best standards for operations and maintenance of parks, trails, and recreational facilities in alignment with City of American Canyon policy.</b>	
<b>Strategy</b>	Utilize consistent design standards in the development of park and recreational-facility landscaping, amenities, signage, and infrastructure.
<b>Strategy</b>	Develop, implement and utilize best practice maintenance standards.
<b>Strategy</b>	Enhance communications in marketing and promoting City parks, trails, human services and recreational facilities in order to improve community awareness of programs, services, and facilities, as well as to diversify the use of amenities and expand public-feedback opportunities.
<b>Strategy</b>	Maintain updated standards for asset- and amenity-management in order to maximize and expand their useful lifespan.

**Community Value 3: Programs and Services**

**Provide balance and consistency in the delivery of programs and services that meet the needs of the residents of City of American Canyon.**

<b>Strategy</b>	Increase full-time employee program staffing levels to enhance the delivery of programs of greatest need including Assistant Aquatic Supervisor, Special Events Coordinator and upgrade of part-time Senior Center Coordinator to full-time.
<b>Strategy</b>	Develop and maintain high-quality programs that promote health and wellness, family participation, athletic skills and abilities, life skills, socialization, personal safety, and new experiences based on the recommended standards.
<b>Strategy</b>	Engage residents in programs that build community and reflect its values, especially in connection with special events.
<b>Strategy</b>	Continue to monitor and evaluate services, events, and programs that may be provided to the public and that are either complementary to or competitive with the programs and services of the City of American Canyon.
<b>Strategy</b>	Provide access to high-quality programs, services, and partnerships/sponsorships that meet the specialized needs of the community’s residents.

**Community Value 4: Business Practices**

**Manage parks, trails, and recreational facilities, and programs that support the financial goals and policies of the City of American Canyon.**

<b>Strategy</b>	Update the Department’s pricing policy and pricing plan to reflect classification of services, total costs of service, levels of service, cost-recovery goals, characteristics of the users, and a sustainable approach to managing programs and facilities.
<b>Strategy</b>	Maintain an appropriate balance of affordability and entrepreneurship in the programs and services of the Department.
<b>Strategy</b>	Maximize the capability of new and existing technology to enhance business effectiveness within the Division.
<b>Strategy</b>	Develop and/or update policies and procedures as recommended in the Needs Assessment Plan.

**Community Value 5: Community Outreach and Partnerships/Sponsorships**

**Maximize resources through mutually acceptable partnerships that leverage parks, trails, and recreational facility development and program and service opportunities.**

<b>Strategy</b>	Develop partnership/sponsorship policies with public, non-profit, and for profit entities. Include strategies for engaging neighborhoods and community organizations in helping to maintain park, trails, and recreation facilities, programs, and services.
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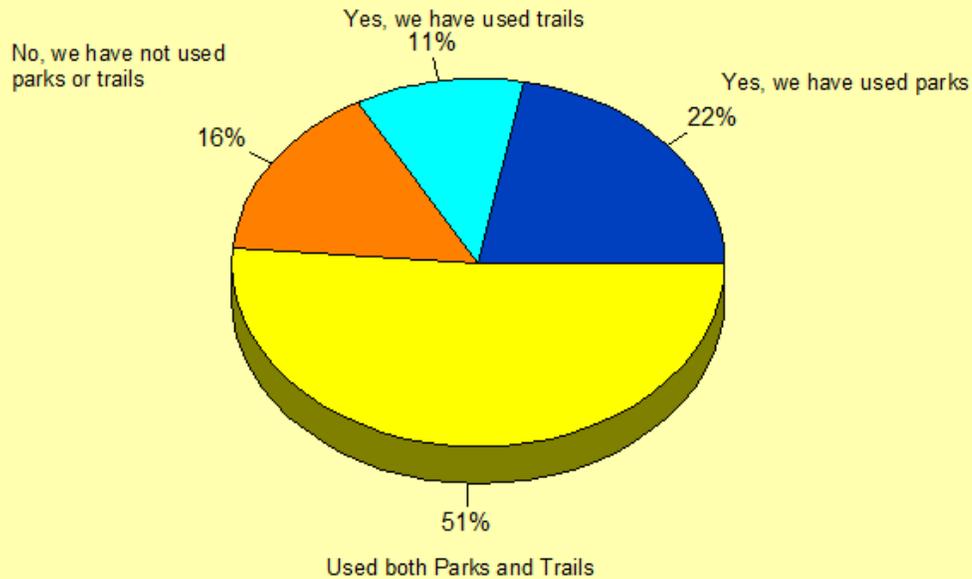
<b>Strategy</b>	Review and update terms of agreements with existing partners/sponsors who utilize City of American Canyon parks and facilities for public or private events.
<b>Strategy</b>	Maintain and monitor services provided by the Department to the community to assure the Department’s local active role in the network of services and opportunities available to residents, organizations, and businesses.
<b>Strategy</b>	Pursue and develop a formal youth-services partnership/sponsorship plan with other service providers such as Boys and Girls Club.
<b>Strategy</b>	Enhance the level of partnership/sponsorship with schools in the interest of improved equity and to increase access to recreation.



APPENDIX – COMMUNITY SURVEY

### Q1. Household Usage of City of American Canyon Parks and Trails During the Past 12 Months

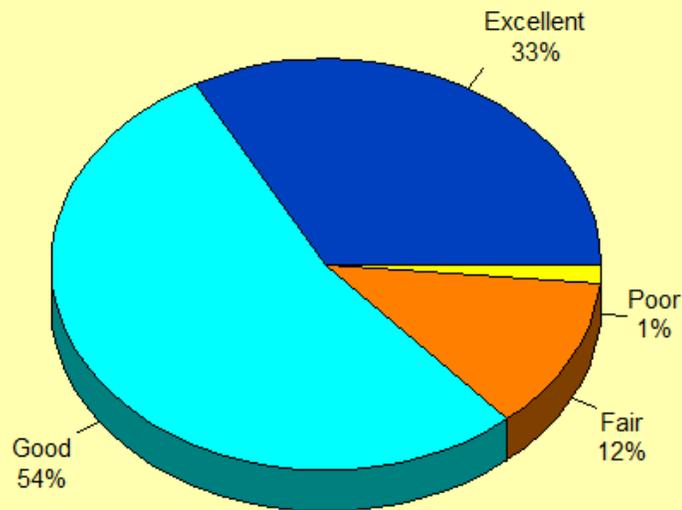
by percentage of respondents who have used the facilities in the past 12 months



Source: Leisure Vision/ETC Institute (2015)

### Q1a. How Residents Rate the Overall Condition of American Canyon PARKS they Have Used During the Past 12 Months

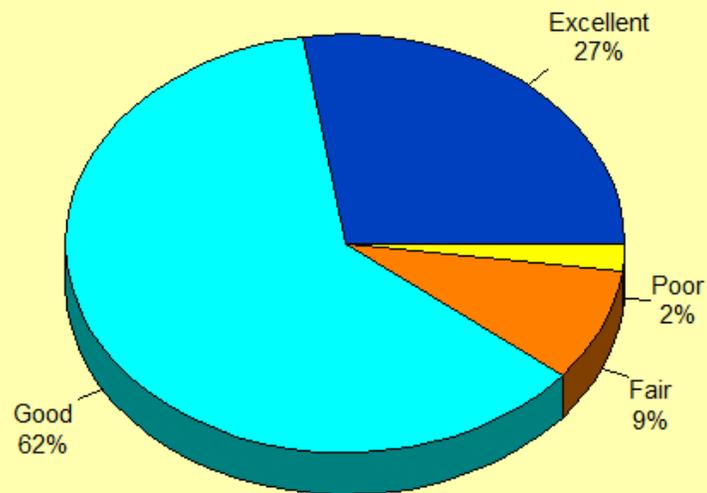
by percentage of respondents who have used the facilities in the past 12 months



Source: Leisure Vision/ETC Institute (2015)

### Q1b. How Residents Rate the Overall Condition of American Canyon TRAILS they Have Used During the Past 12 Months

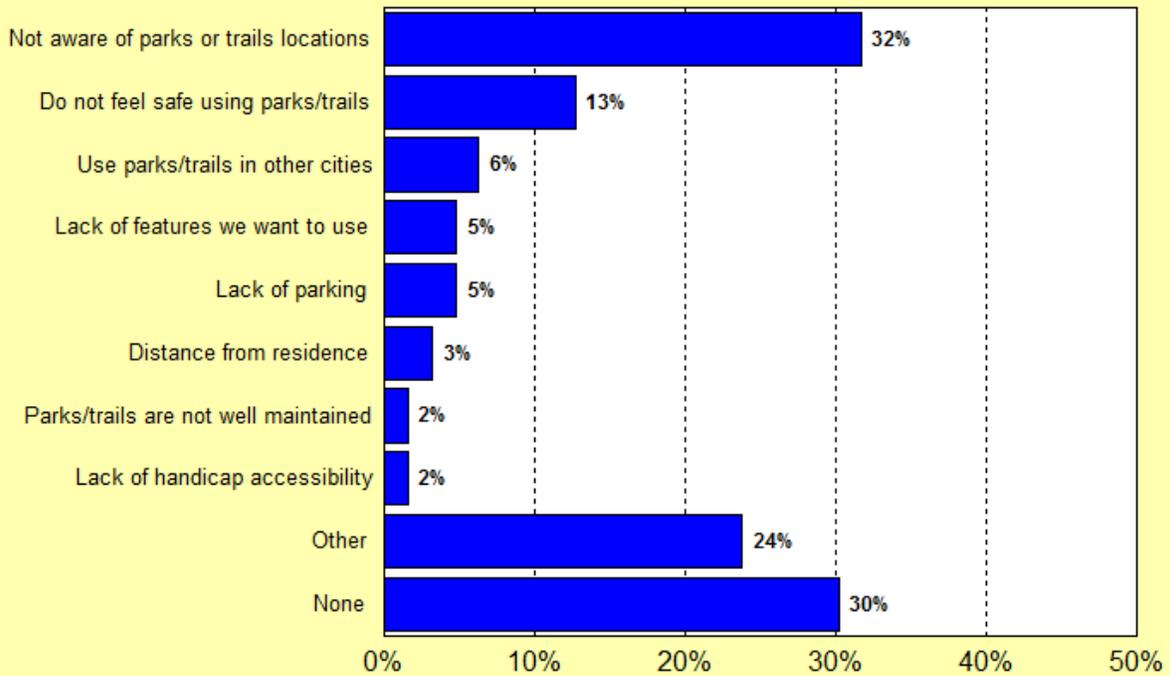
by percentage of respondents who have used the facilities in the past 12 months



Source: Leisure Vision/ETC Institute (2015)

### Q1c. Reasons Residents Have Not Visited American Canyon Parks and/or Trails During the Past 12 Months

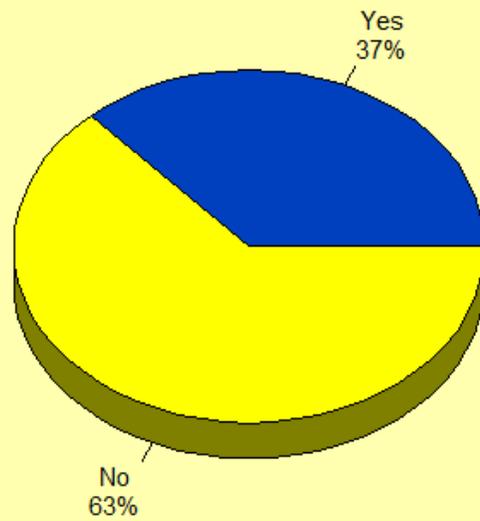
by percentage of respondents (multiple selections possible)



Source: Leisure Vision/ETC Institute (2015)

## Q2. Household Participation in City of American Canyon Programs During the Past 12 Months

by percentage of respondents (excluding "not provided")



Source: Leisure Vision/ETC Institute (2015)

### Q2a. How Residents Rate the Overall Quality of Recreation Programs they Have Participated in During the Past 12 Months

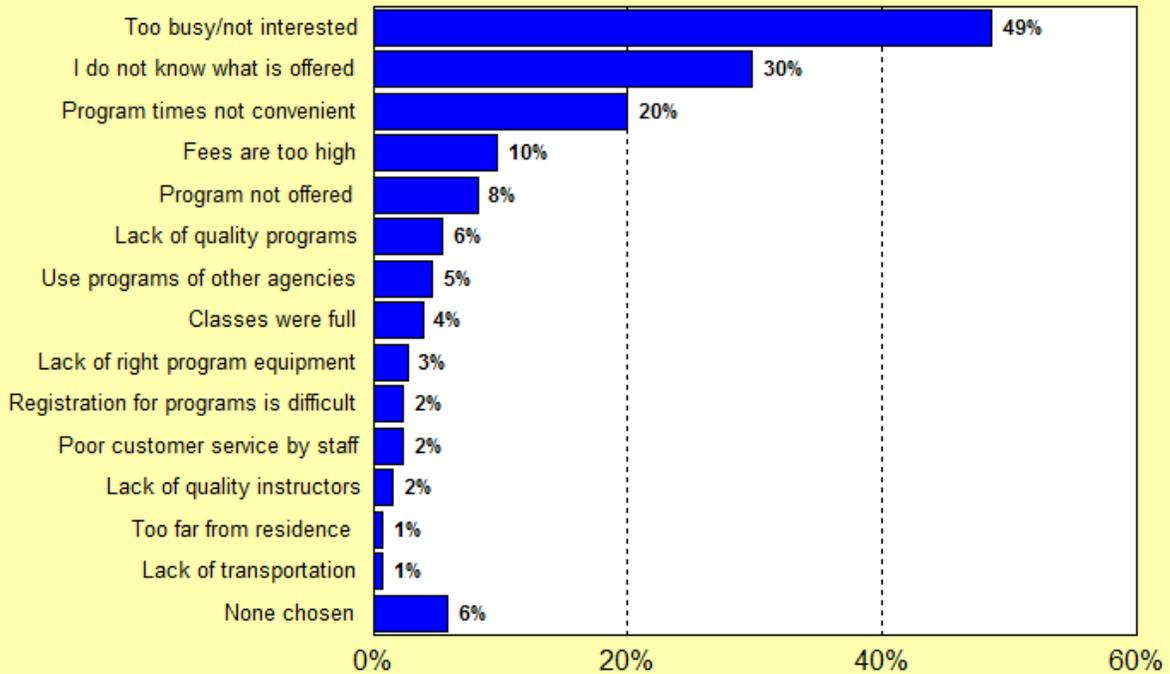
by percentage of respondents who have participated in programs during the past 12 months



Source: Leisure Vision/ETC Institute (2015)

### Q2b. Reasons Residents Have Not Participated in American Canyon Programs During the Past 12 Months

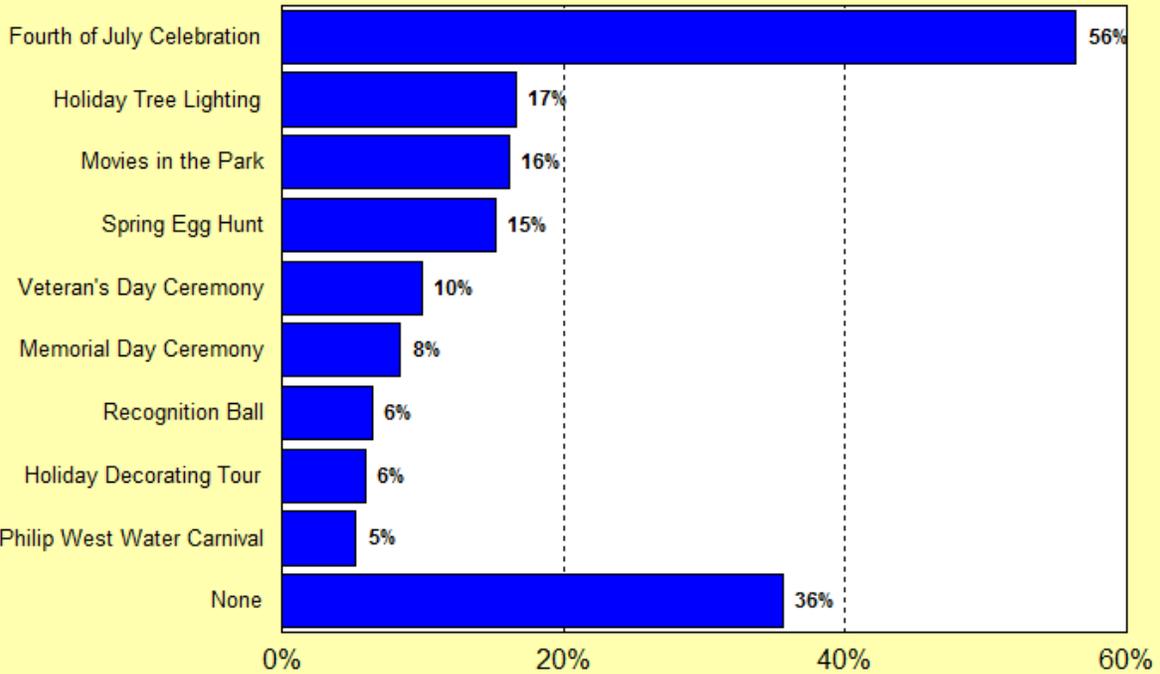
by percentage of respondents (multiple selections possible)



Source: Leisure Vision/ETC Institute (2015)

### Q3. Resident Participation in Special Events Offered By the American Canyon During the Past 12 Months

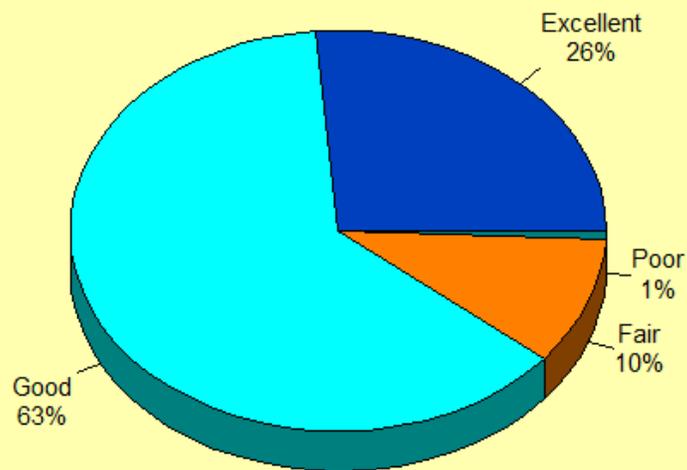
by percentage of respondents (multiple selections possible)



Source: Leisure Vision/ETC Institute (2015)

### Q3a. How Residents Rate the Overall Quality of Special Events they Have Participated in During the Past 12 Months

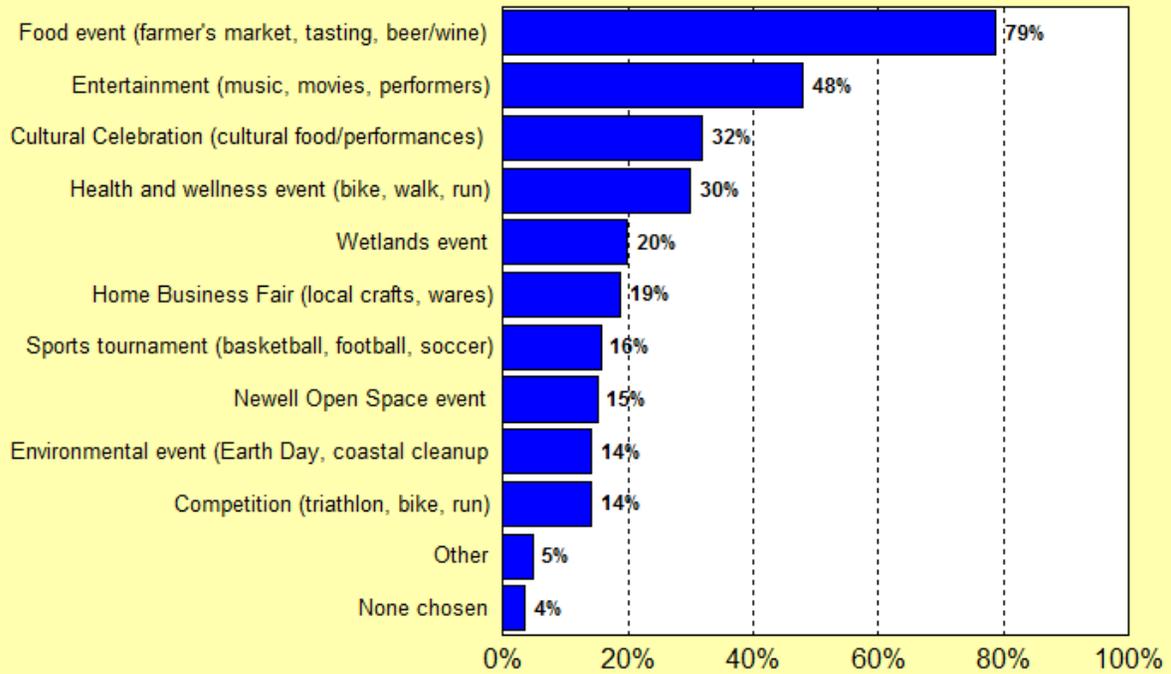
by percentage of respondents who have participated in special events during the past 12 months



Source: Leisure Vision/ETC Institute (2015)

### Q4. Special Event Concepts Residents Are the Most Interested In

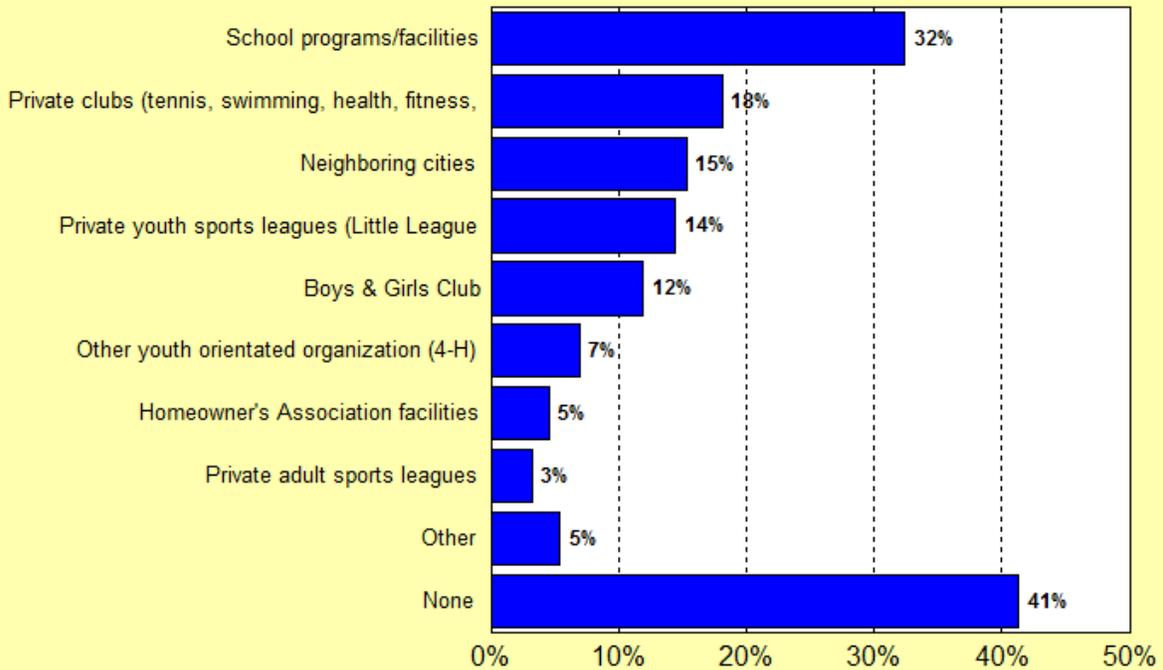
by percentage of respondents (up to 3 selections possible)



Source: Leisure Vision/ETC Institute (2015)

### Q5. Providers Residents Have Used for Indoor/Outdoor Recreation and Sports Activities Over the Past 12 Months

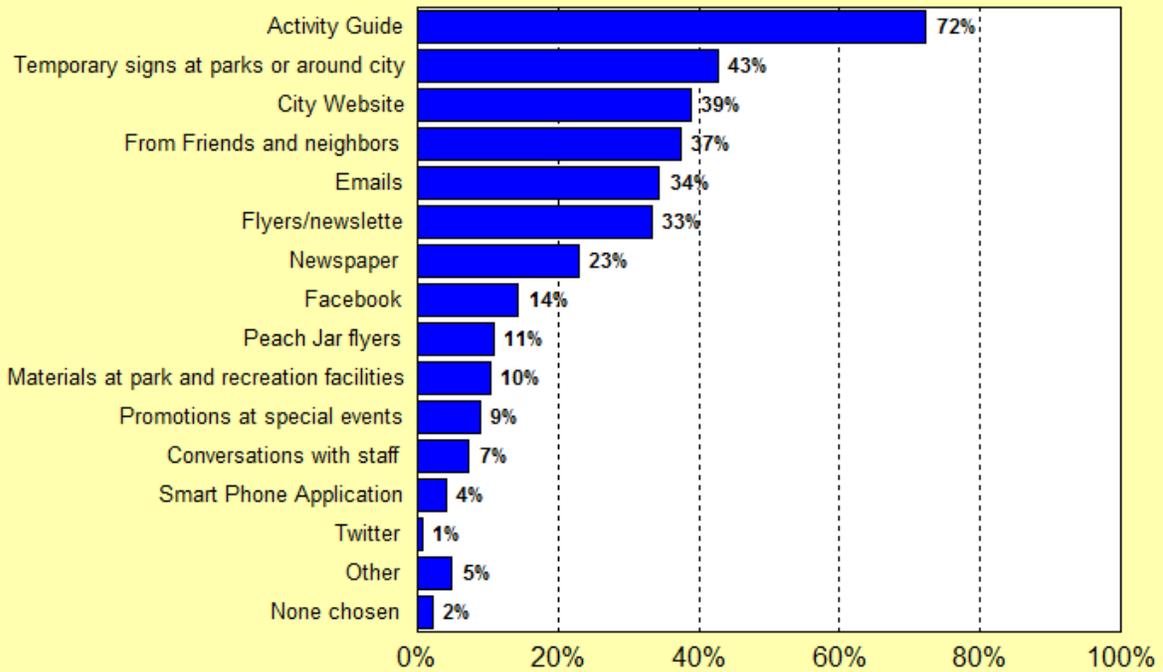
by percentage of respondents (Multiple selections possible)



Source: Leisure Vision/ETC Institute (2015)

### Q6. Ways Residents Learn About Recreation Programs and Activities

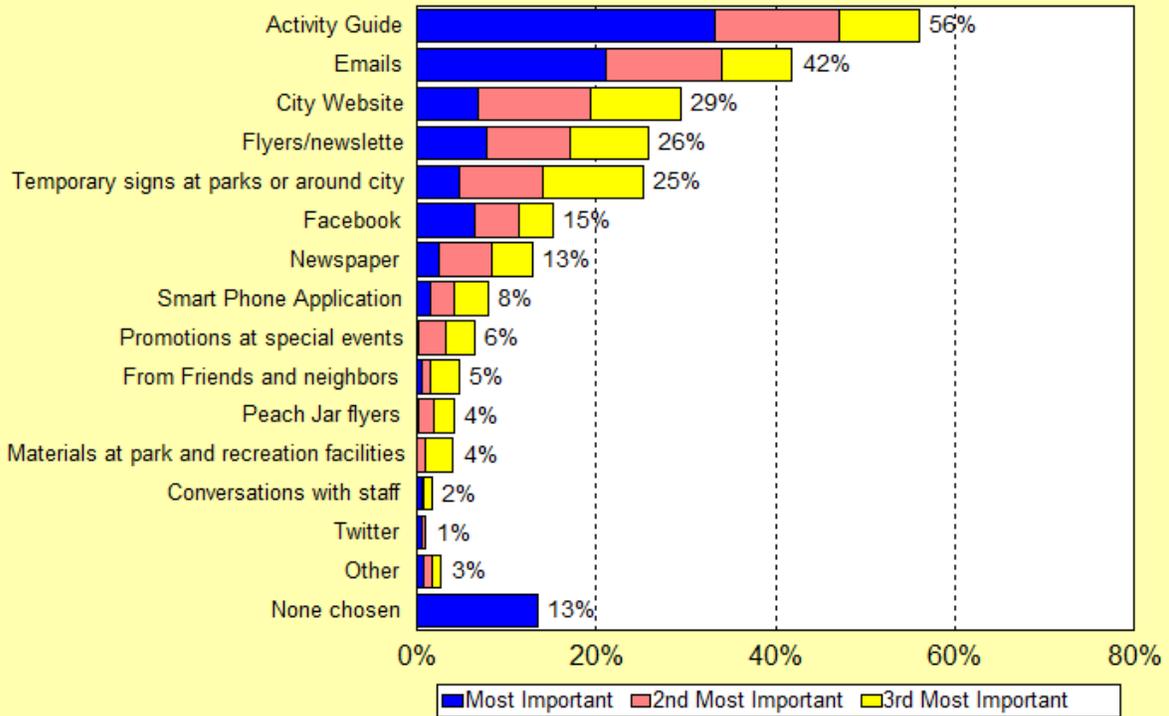
by percentage of respondents (Multiple selections possible)



Source: Leisure Vision/ETC Institute (2015)

### Q6a. Ways Residents Would Prefer to Be Communicated with About Recreation Programs and Activities

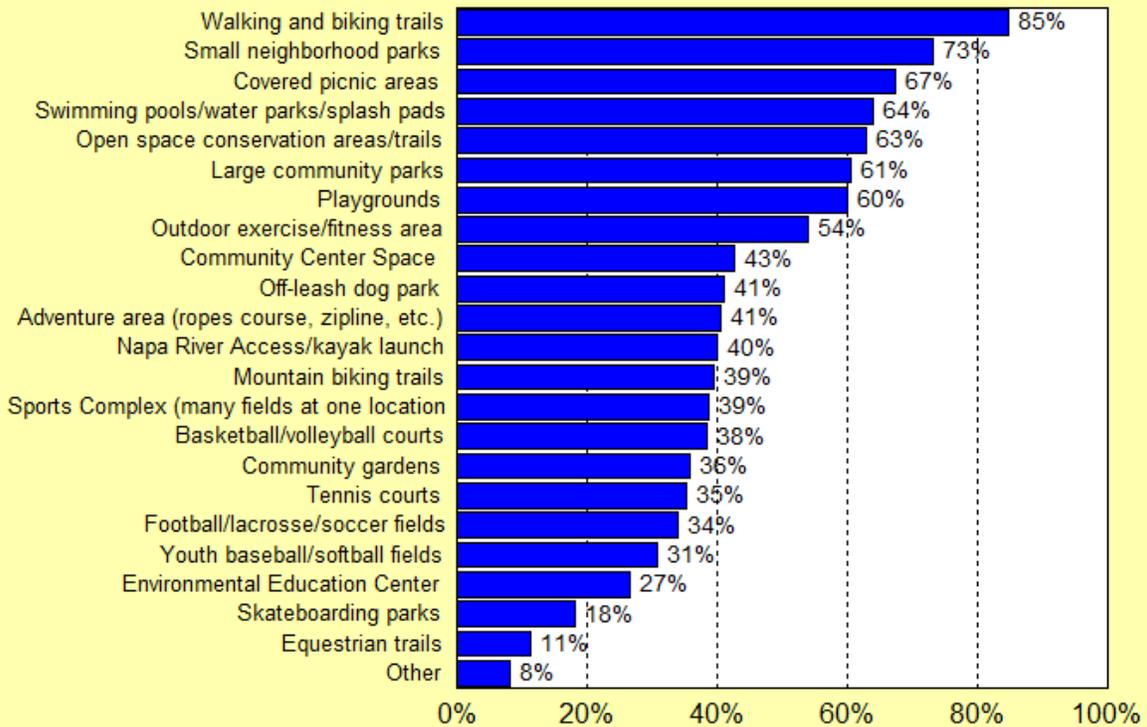
by percentage of respondents who selected the item as one of their top three choices



Source: Leisure Vision/ETC Institute (2015)

## Q7. Households that Have a Need for Parks and Recreation Facilities

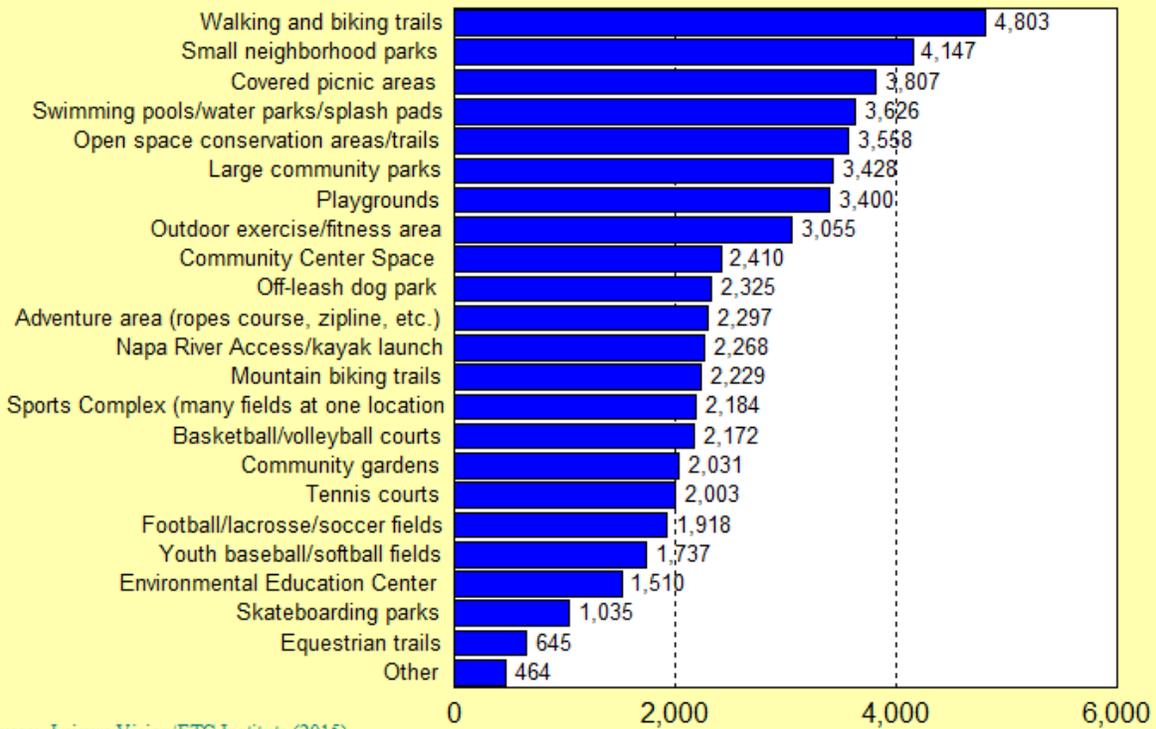
by percentage of respondents (multiple choices could be made)



Source: Leisure Vision/ETC Institute (2015)

### Q7a. Estimated Number of Households in American Canyon that Have a Need for Parks and Recreation Facilities

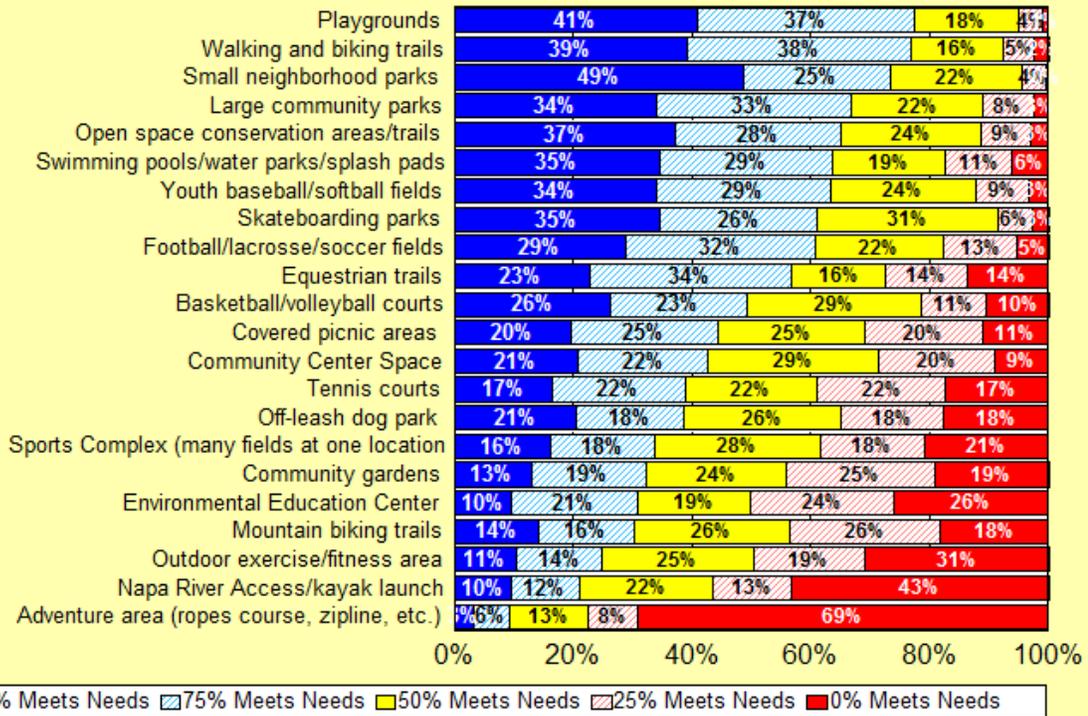
by number of households based on 5,657 households in American Canyon



Source: Leisure Vision/ETC Institute (2015)

### Q7b. How Well Parks and Recreation Facilities in American Canyon Meet the Needs of Households

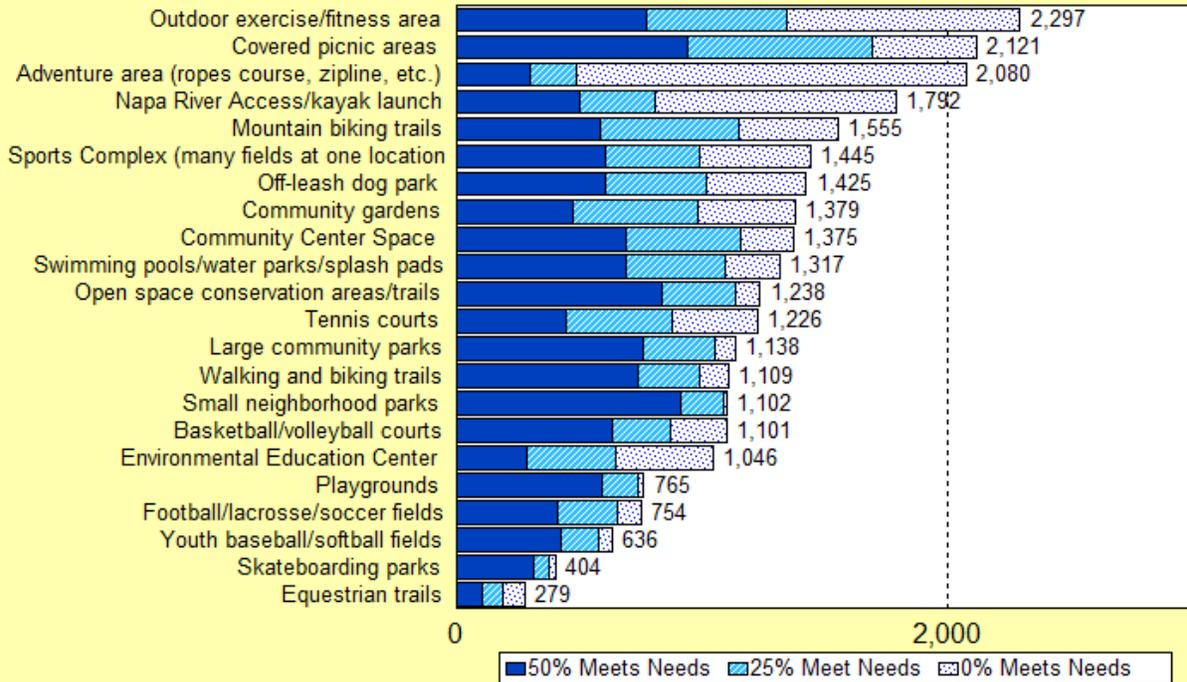
by percentage of households that have a need for programs



Source: Leisure Vision/ETC Institute (2015)

### Q7c. Estimated Number of Households in American Canyon Whose Needs for Parks and Recreation Facilities Are Only Being 50% Met or Less

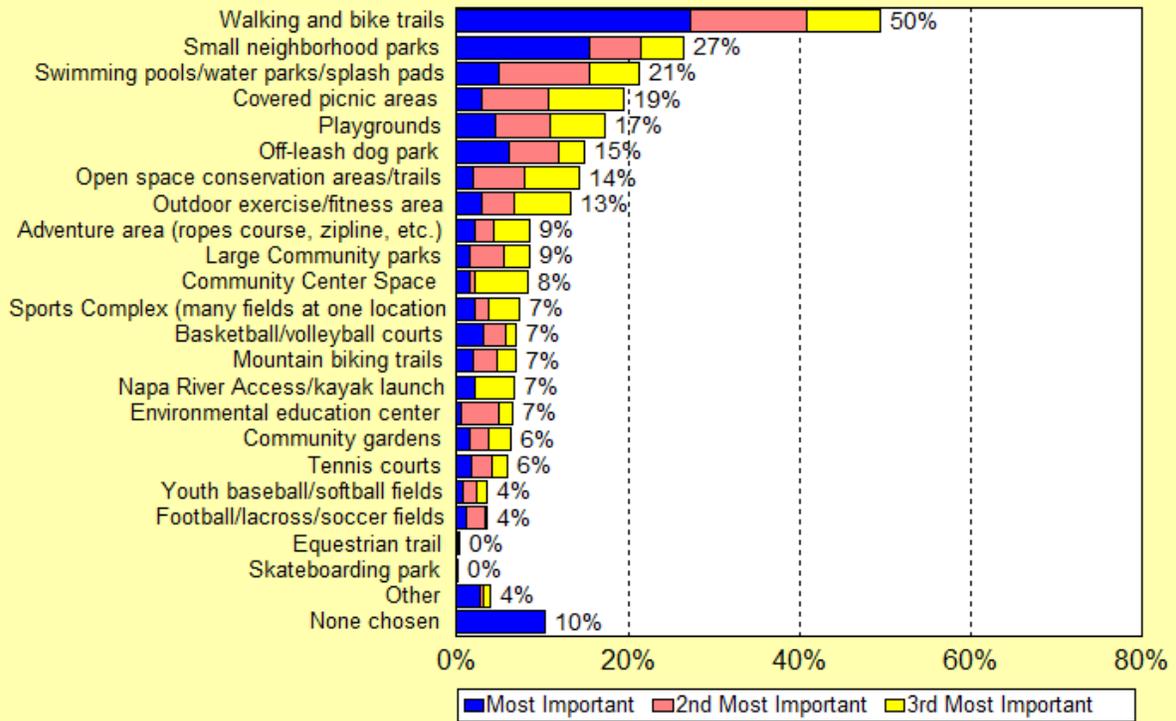
by number of households based on 5,657 households in American Canyon



Source: Leisure Vision/ETC Institute (2015)

### Q8. Parks and Recreation Facilities that Are Most Important to Households

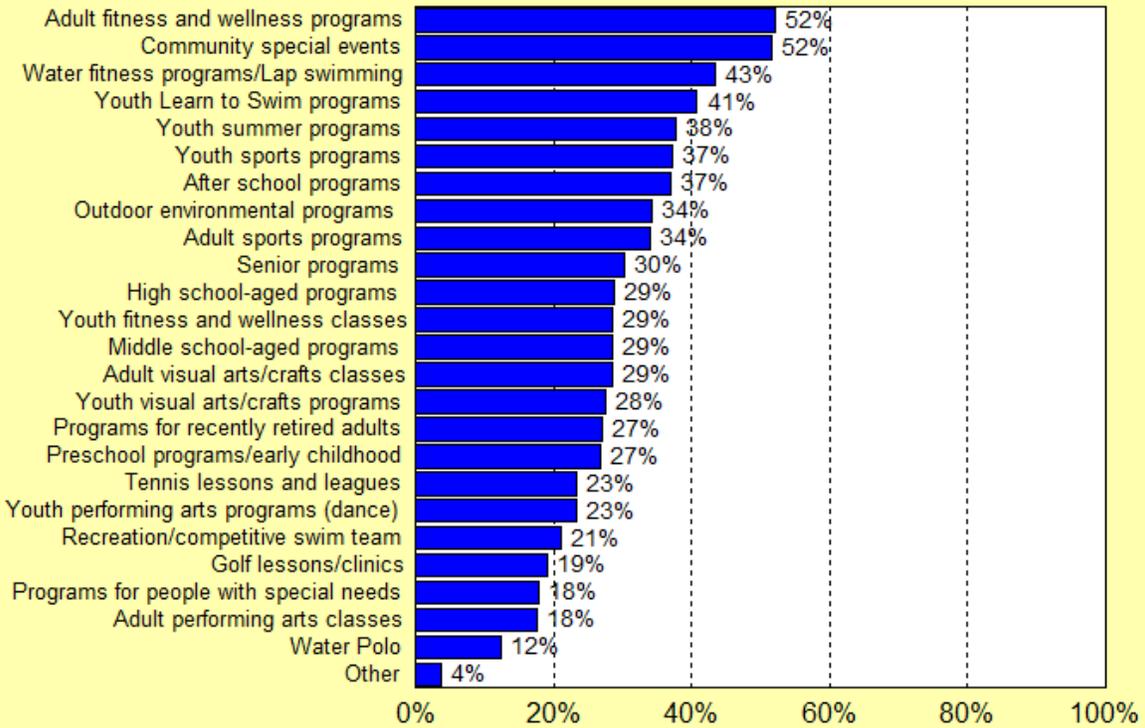
by percentage of respondents who selected the item as one of their top three choices



Source: Leisure Vision/ETC Institute (2015)

### Q9. Households that Have a Need for Parks and Recreation Programs

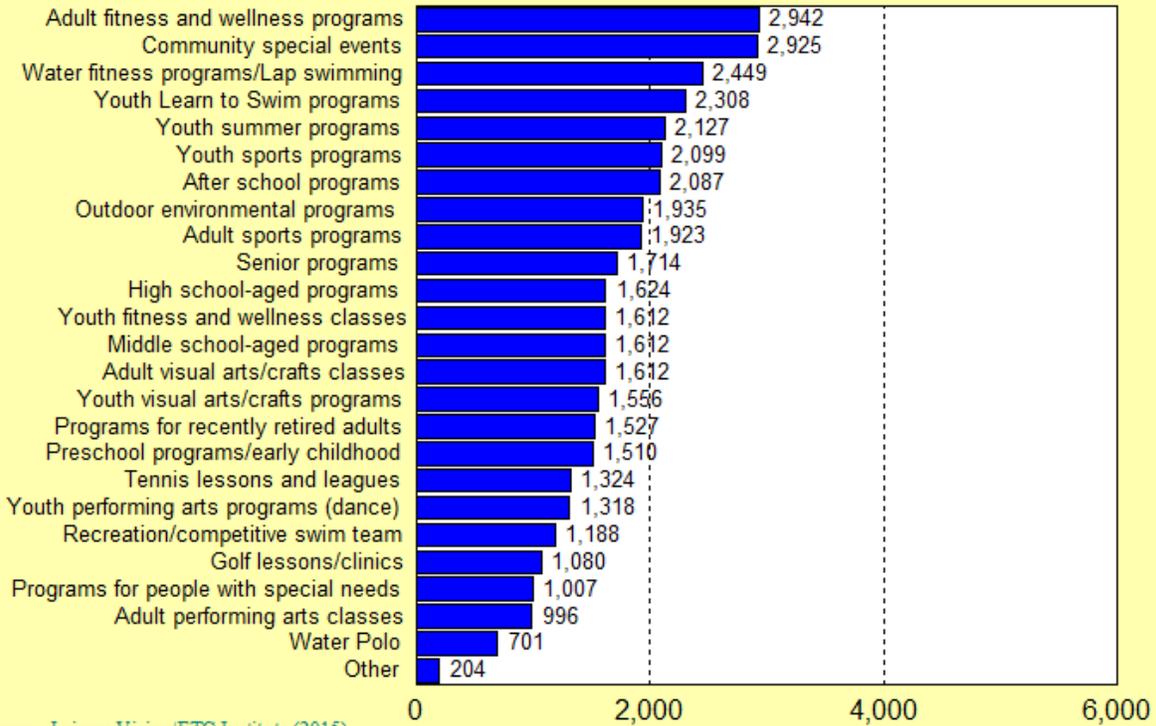
by percentage of respondents (multiple choices could be made)



Source: Leisure Vision/ETC Institute (2015)

### Q9a. Estimated Number of Households in American Canyon that Have a Need for Parks and Recreation Programs

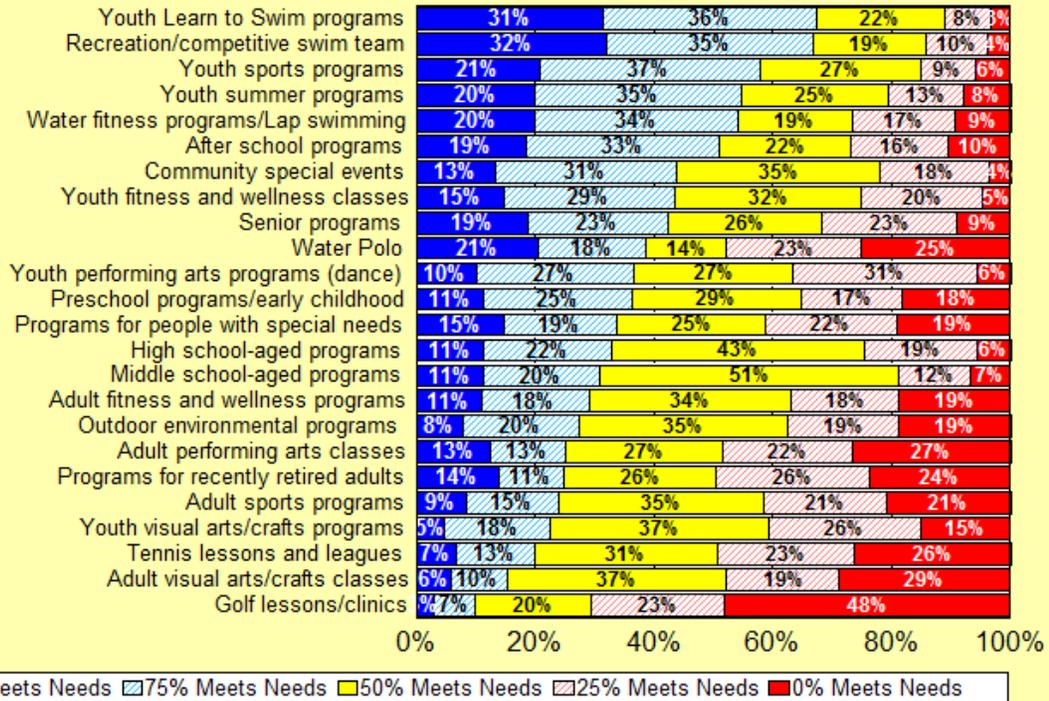
by number of households based on 5,657 households in American Canyon



Source: Leisure Vision/ETC Institute (2015)

### Q9b. How Well Parks and Recreation Facilities in American Canyon Meet the Needs of Households

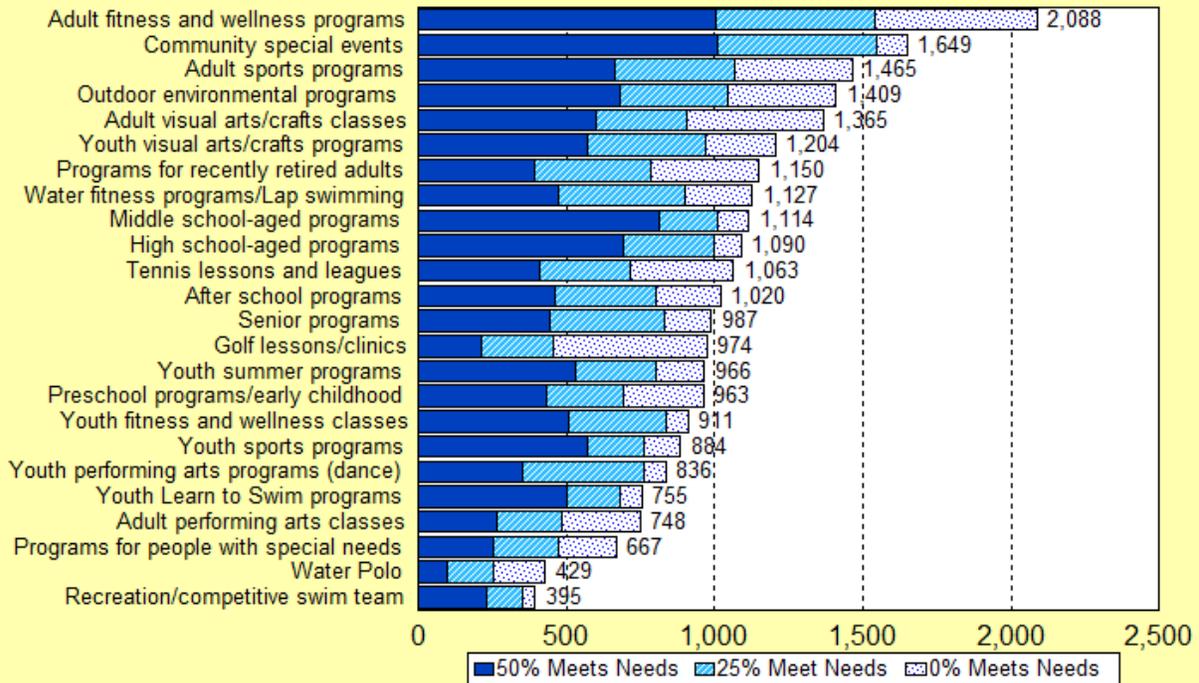
by percentage of households that have a need for programs



Source: Leisure Vision/ETC Institute (2015)

### Q9c. Estimated Number of Households in American Canyon Whose Needs for Parks and Recreation Programs Are Only Being 50% Met or Less

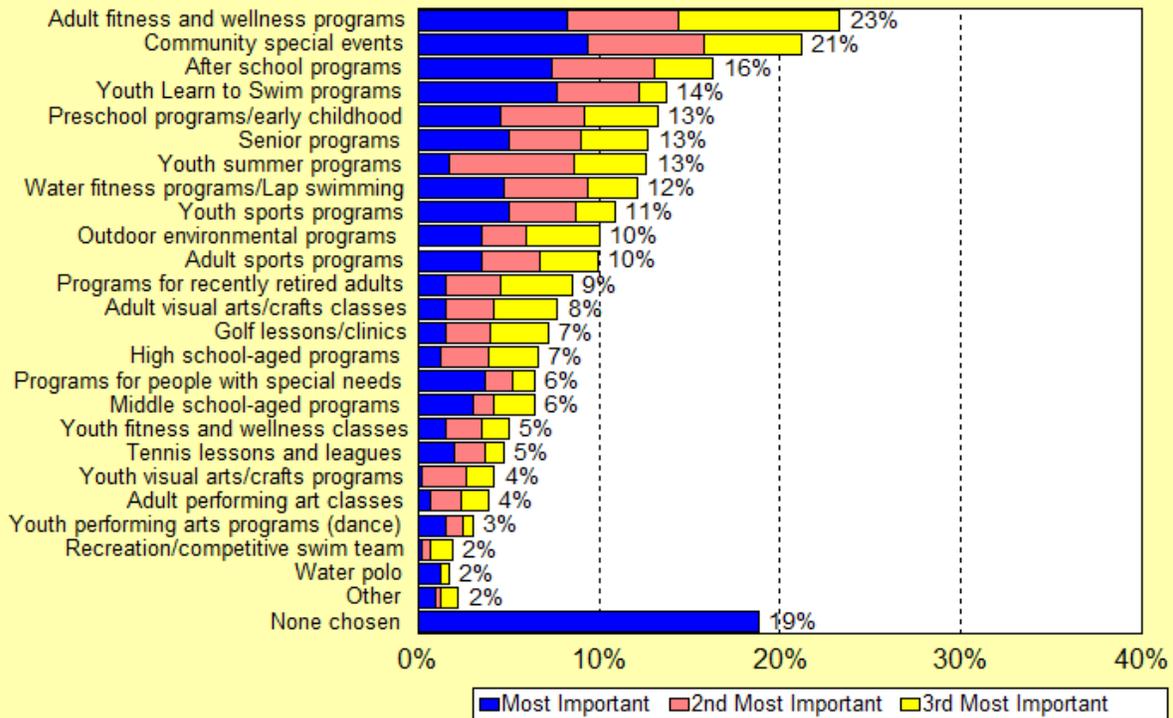
by number of households based on 5,657 households in American Canyon



Source: Leisure Vision/ETC Institute (2015)

### Q10. Parks and Recreation Programs that Are Most Important to Households

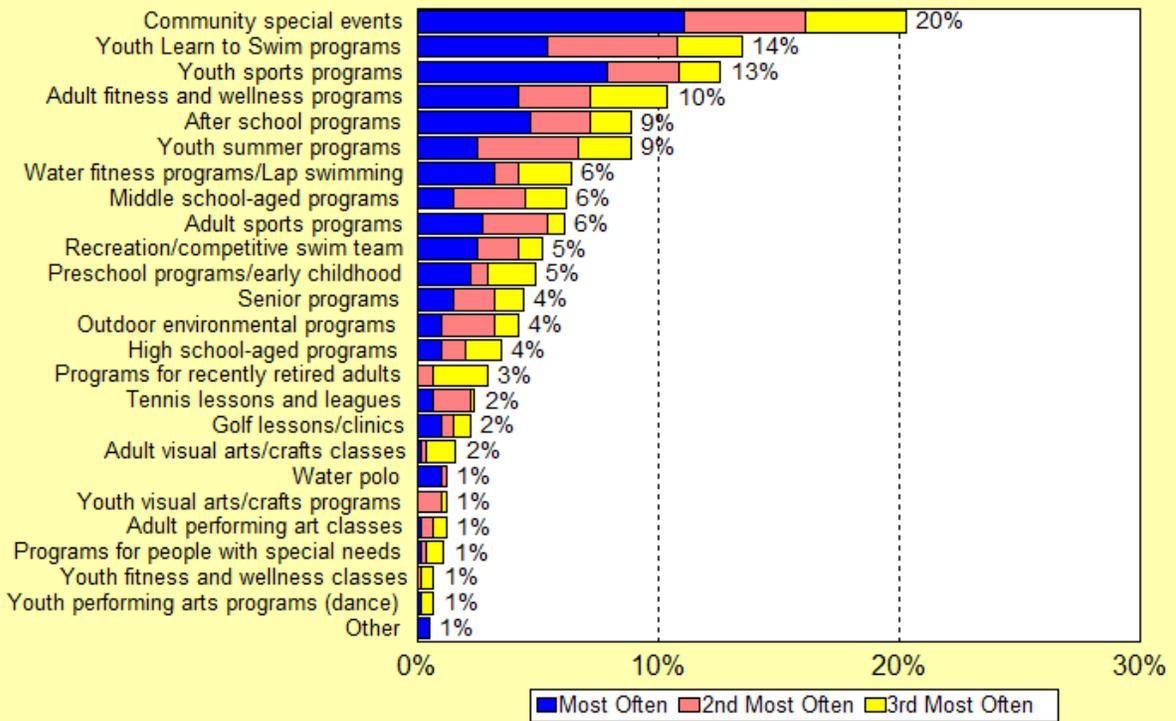
by percentage of respondents who selected the item as one of their top three choices



Source: Leisure Vision/ETC Institute (2015)

### Q11. Parks and Recreation Programs that Residents Currently Participate in the Most Often

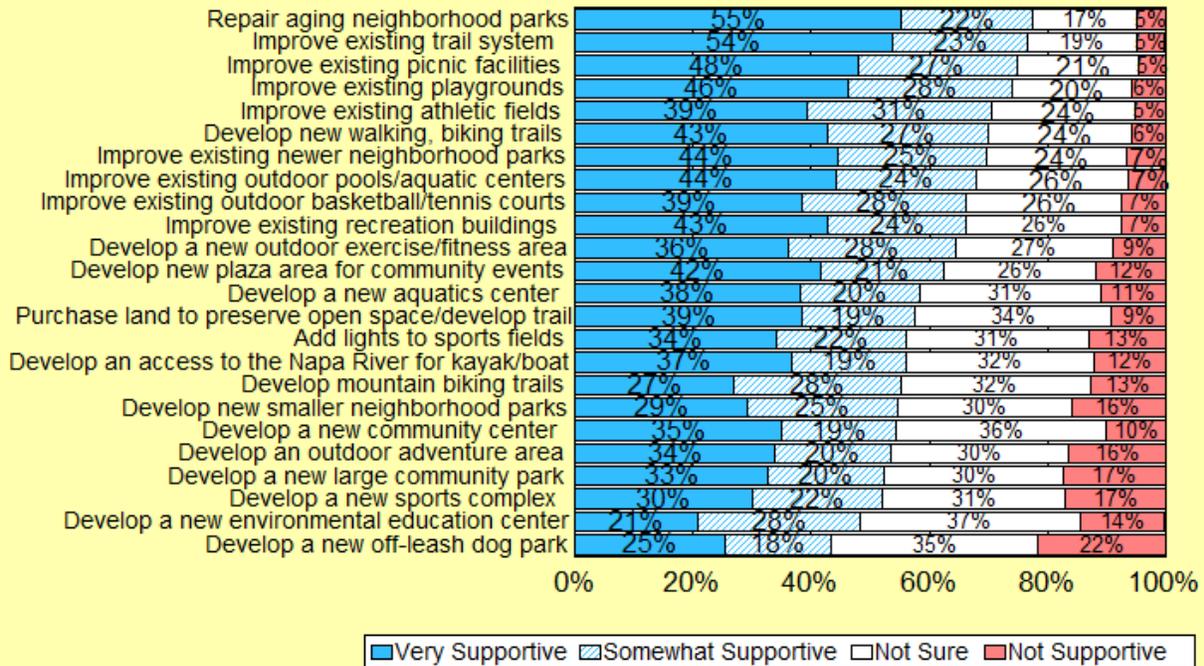
by percentage of respondents who selected the item as one of their top three choices



Source: Leisure Vision/ETC Institute (2015)

## Q12. Support for American Canyon to Improve the Parks, Trails, and Recreation System

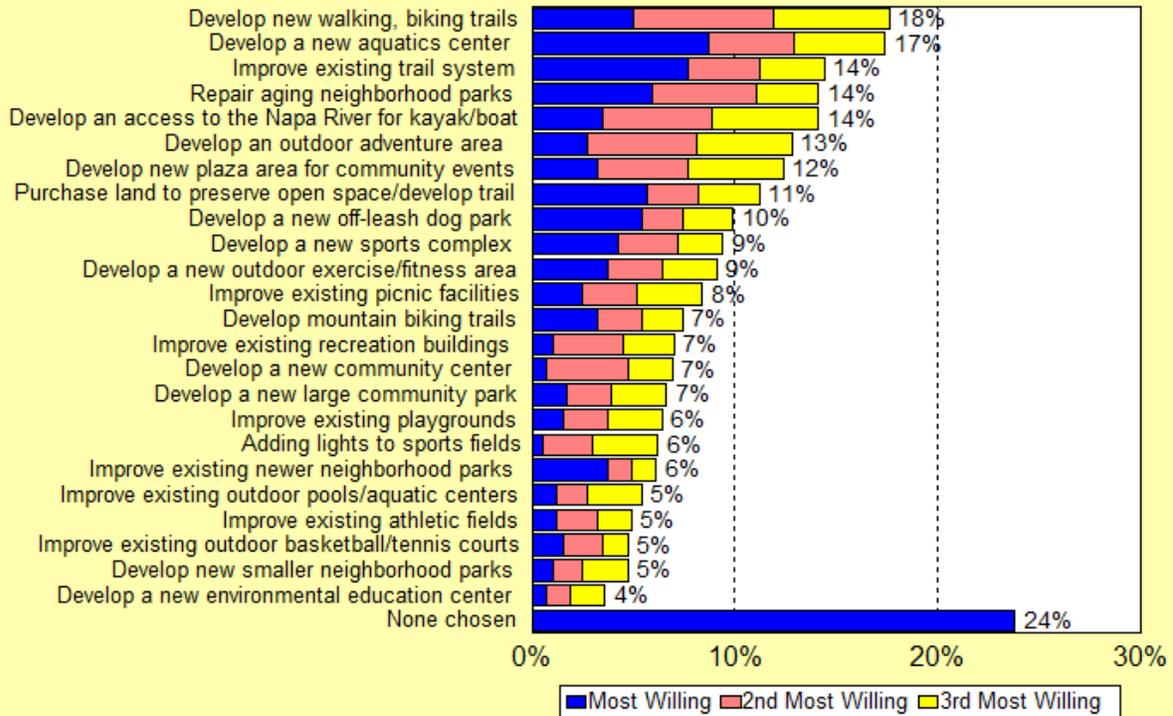
by percentage of respondents who rated the item as a 1 to 4 on a 4-point scale (excluding don't knows)



Source: Leisure Vision/ETC Institute (2015)

### Q13. Actions to Improve Parks, Trails, and the Recreation System Residents Are the Most Willing to Fund

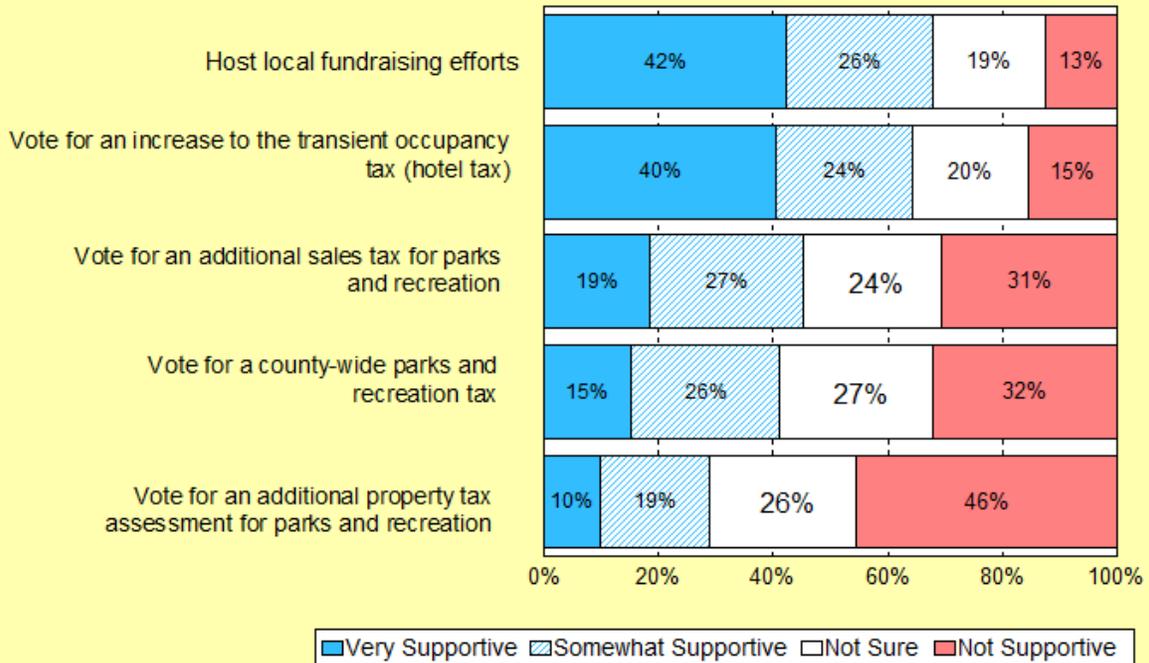
by percentage of respondents who selected the item as one of their top three choices



Source: Leisure Vision/ETC Institute (2015)

### Q14. Support for Funding the Construction of New and Improved Recreation Amenities

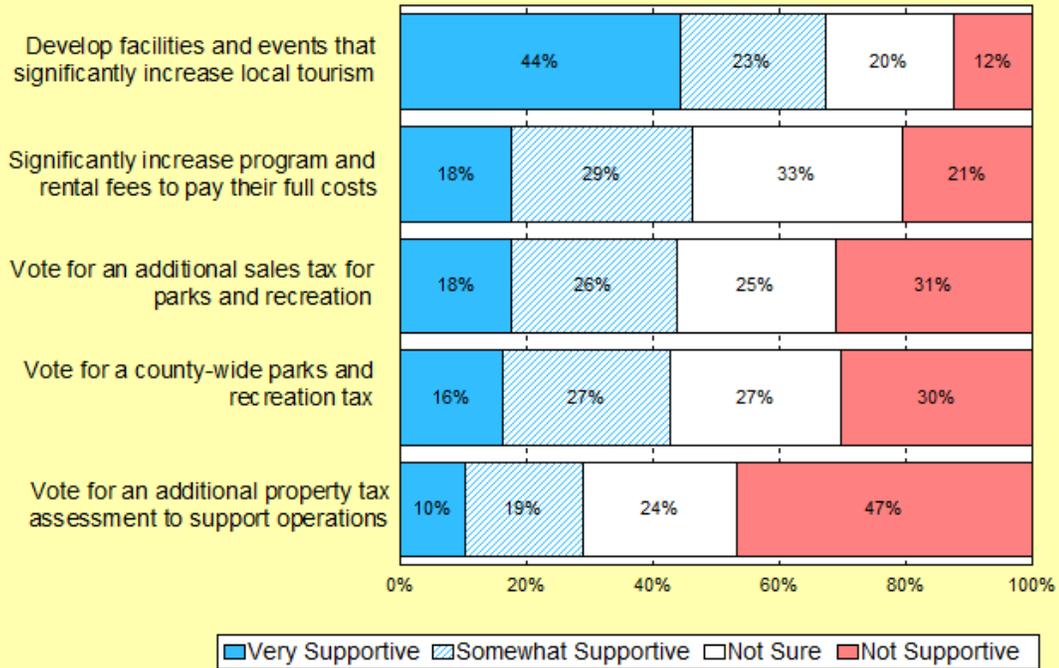
by percentage of respondents who rated the item as a 1 to 4 on a 4-point scale (excluding don't knows)



Source: Leisure Vision/ETC Institute (2015)

### Q15. Support for Funding the Operation and Improvement of Recreation Amenities

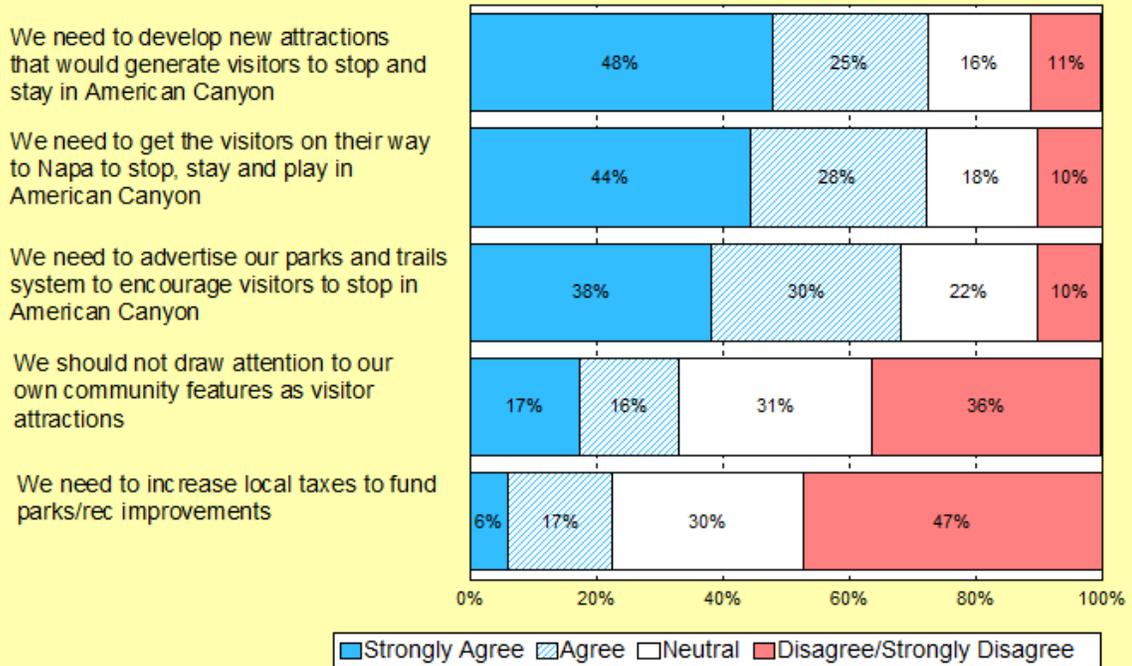
by percentage of respondents who rated the item as a 1 to 4 on a 4-point scale (excluding don't knows)



Source: Leisure Vision/ETC Institute (2015)

## Q16. Agreement with Tourism Related Revenue

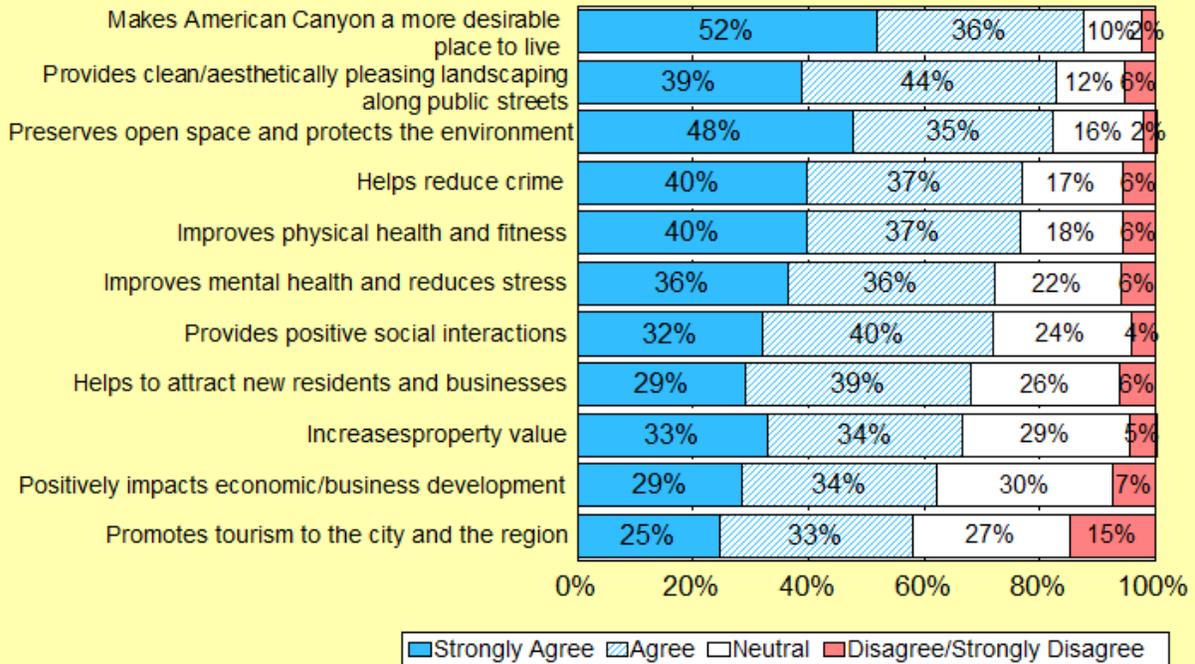
by percentage of respondents (excluding don't knows)



Source: Leisure Vision/ETC Institute (2015)

### Q17. Agreement with Benefits Provided by the Parks and Recreation System

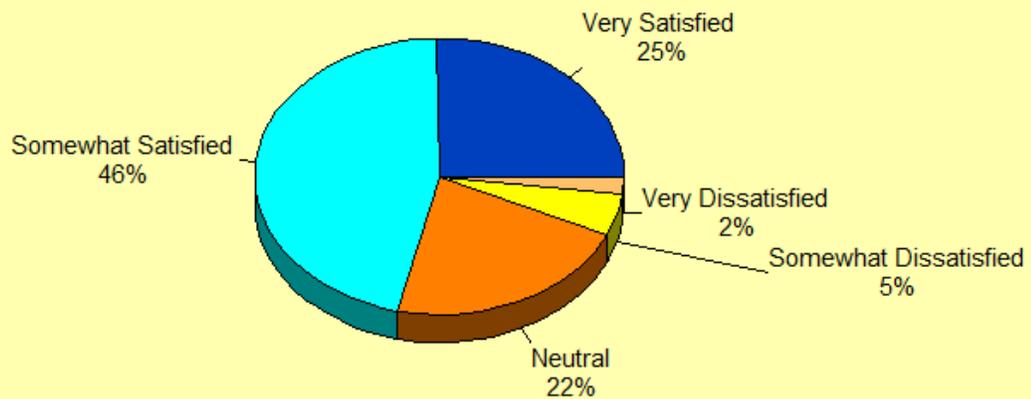
by percentage of respondents (excluding don't knows)



Source: Leisure Vision/ETC Institute (2015)

### Q18. Satisfaction with the Overall Value Received from the City of American Canyon Parks and Recreation Department

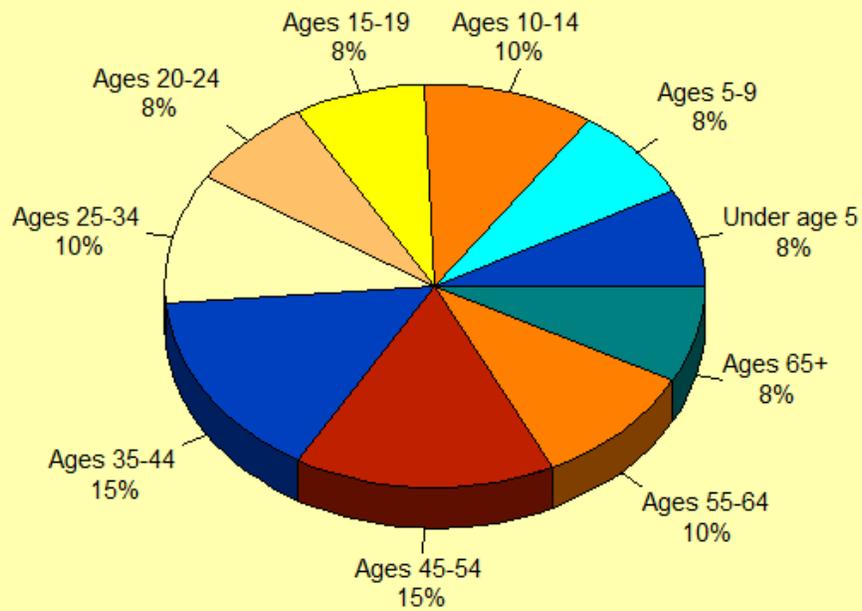
by percentage of respondents



Source: Leisure Vision/ETC Institute (2015)

### Q19. Demographics: Ages of Persons Residing in Household

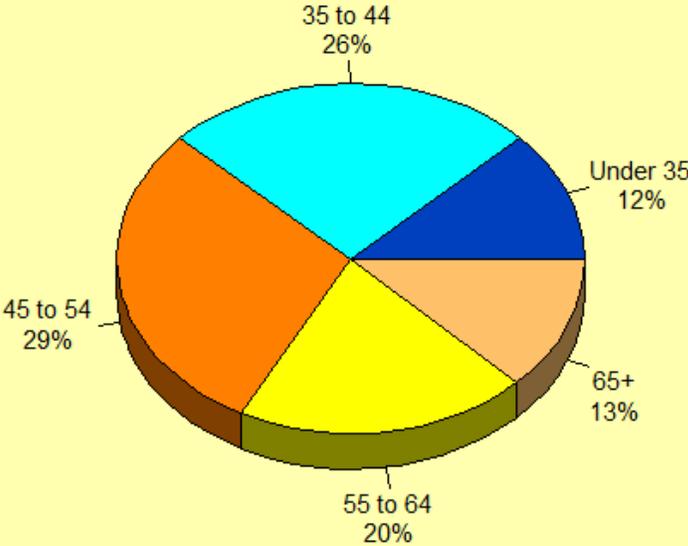
by percentage of respondents



Source: Leisure Vision/ETC Institute (2015)

### Q20. Demographics: Age of Respondent

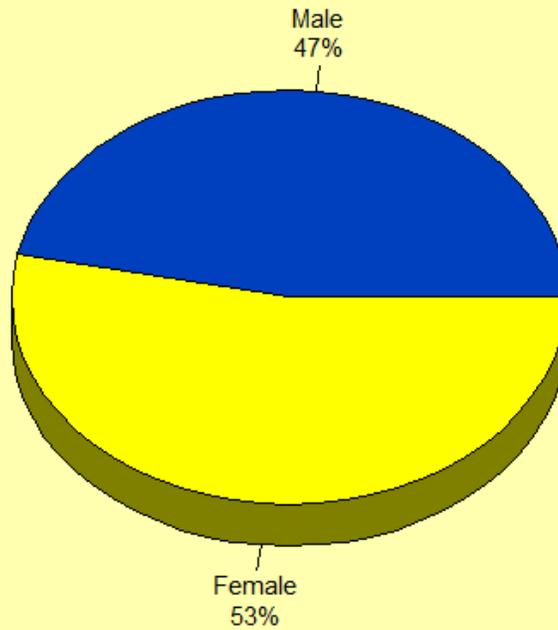
by percentage of respondents



Source: Leisure Vision/ETC Institute (2015)

### Q21. Demographics: Gender

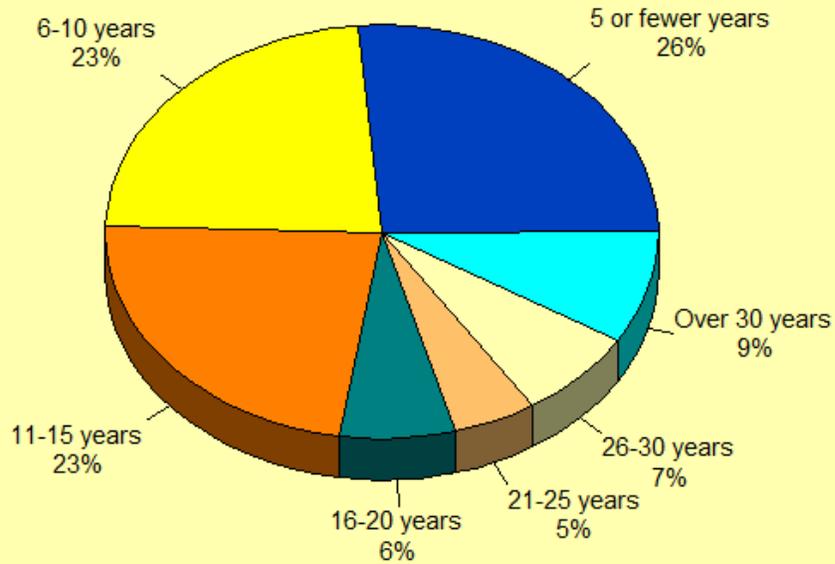
by percentage of respondents



Source: Leisure Vision/ETC Institute (2015)

### Q22. Demographics: Length of Residence

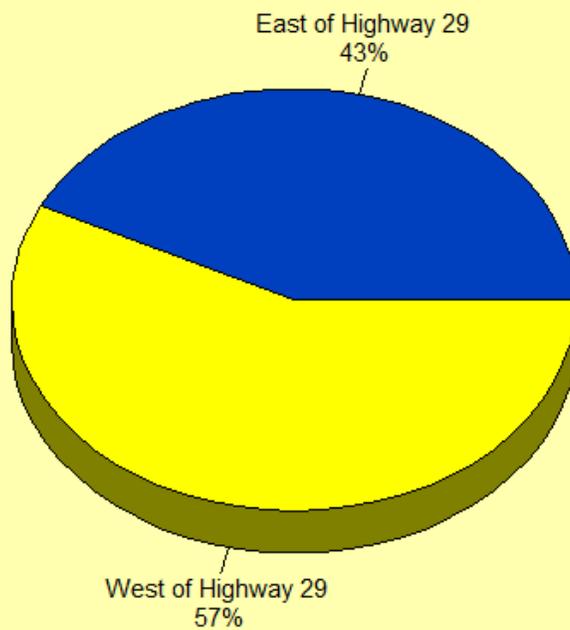
by percentage of respondents



Source: Leisure Vision/ETC Institute (2015)

### Q23. Demographics: Location of Residence

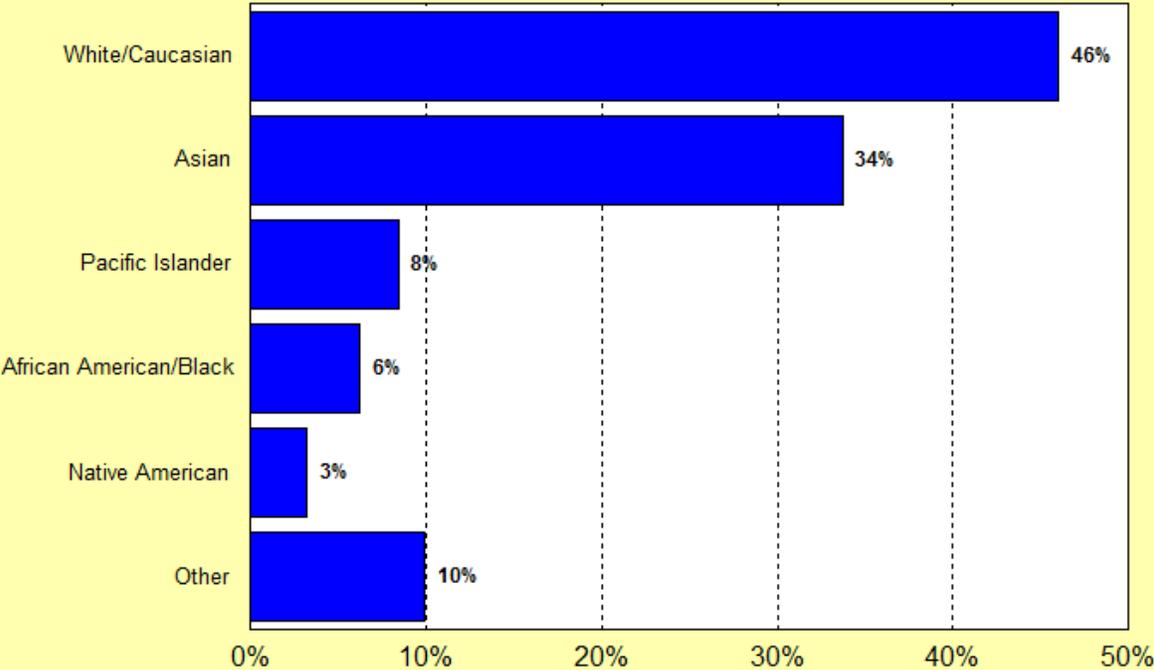
by percentage of respondents



Source: Leisure Vision/ETC Institute (2015)

### Q25. Demographics: Race and Ethnicity

by percentage of respondents (multiple selections possible)



Source: Leisure Vision/ETC Institute (2015)

## APPENDIX 2 - MARKETING PLAN GUIDELINES

It is important for American Canyon Parks and Recreation Department to develop a working marketing plan for staff to follow that allows the Public Relations/Marketing staff to work to enhance revenue operations, increase visitation, as well as improve the awareness, value and image of the department to the community.

### 10.1.1 DEVELOP AN EFFECTIVE DATA COLLECTION SYSTEM OF USERS AND PROFILE INFORMATION FOR AMERICAN CANYON PARKS AND RECREATION DEPARTMENT:

Staff will collect point-of-sale data on users of the services when people use American Canyon Parks and Recreation Department.

- Youth Sports Programs
- Adult Sports Programs
- Enrichment Programs
- Senior Citizen Programs
- Outdoor Recreation/Environmental Education Programs
- Facility Rentals
- Special Events
- Health Fitness and Wellness
- Aquatics

### 10.1.2 ADVANCE THE USE OF TECHNOLOGY ON MARKETING AND PROMOTIONS OF KEY PROGRAMS AND AMERICAN CANYON RECREATION AS AN ATTRACTION:

Technology Information to be created from the use of various sources to include the following:

- Point-of-sale information from entrance fees and program fees
- Centralized Reservation System for programs, events and amenities
- Intercept Survey Management of users and non-users

### 10.1.3 EXPAND CUSTOMER TRAINING AND FOCUS OF STAFF AND VOLUNTEERS ON SELLING THE VALUE OF AMERICAN CANYON PARKS AND RECREATION DEPARTMENT TO CITIZENS AND USERS

**Customer Service Training and Philosophy** will focus on the basics of customer service for staff, part-time staff and volunteers. Additional training will be developed based on direct business planning unit requests to the Revenue Development staff within the department. Customer satisfaction levels will be tracked in all divisions, reported to the Revenue Development Staff for assessment and training will be determined based on the results. All part-time and seasonal staff will view a customer training video as part of their training and put into practice at their respective program sites. Customer services standards will be developed for all recreation attractions in the system and for core program areas and evaluation forms will evaluate how well those standards were met.

The goal will be to obtain 90% or greater in customer satisfaction levels at all attractions and in all programs through effective implementation and training of customer service standards. The Marketing and Communication Staff will track and manage the customer satisfaction levels and report out by attraction and core program area how well the department is performing against those standards. Staff will use user post evaluations, focus groups, trailer calls, on-site surveys and mystery shoppers to determine the customer service levels and standards met that are in place and what level of training is needed for improvement. Customer service training will be done prior to each program season for all full-time staff, part-time staff and volunteers working with users and visitors.

- Survey Monkey for gaining access from users based on their experience
- Social Media transformation
- American Canyon Parks and Recreation Department purchased online advertising
- Fishing for Feedback

#### 10.1.4 SUPPORT AND PROMOTE PROGRAMS THAT GENERATE INTEREST IN AMERICAN CANYON RECREATION

Strategies and program themes for each program area will come from the program staff and the Marketing/Communications staff working together. It is important to establish a core set of events that can be promoted across the system.

These program and or special events will be developed a year in advance to build a strong strategy for encouraging the media to participate in the event and gaining sponsors for the event to help support the operational costs. The goal is to get people and youth to visit facilities and to build awareness of the recreation opportunities available to them in programs and facilities.

#### 10.1.5 INCREASE VISITATION TO AMERICAN CANYON PARKS AND RECREATION DEPARTMENT

To increase visitation to all American Canyon Parks and Recreation Department programs and attractions the Marketing/Public Relations Staff with the Program staff will develop a yearly marketing and program plan for the department and the key attractions that is targeted to all age segments. The visitation goal is to increase participation by 15% by 2018. The goal is to energize the community to appreciate and value what American Canyon Recreation provides to them in a quality facilities, key attractions, programs and services and how that translates into support for gaining more private investment in the system.

#### 10.1.6 IMPLEMENT AN EFFECTIVE COMMUNICATIONS PLAN

The Marketing staff will work with the staff to develop an annual Communication Plan that seeks to strengthen American Canyon Parks and Recreation Departments Brand in the community, increase participation in programs, services and attractions, optimize revenue opportunities, and make a positive impact on the community. The challenge is producing a consistent brand message at each customer touch point using one brand and one voice, to communicate multiple messages. The solution is a strategic process known as integrated marketing communications.

The integrated marketing communications plan serves as a comprehensive source of information regarding best ways to reach targeted audiences utilizing available resources. It establishes parameters, guidelines, and polices for promotional decision making. It is designed to build efficiencies within the American Canyon Parks and Recreation Department.

Given the variety of communication vehicles available, a combination of tools have been chosen based on their costs-effective ability to achieve the Marketing Plan objectives. Staff will use the Communication Plan as a guide to develop an understanding of each of the tools, which to use, and the process for successful utilization. This effectively enables everyone in the organization to become a marketer for American Canyon Parks and Recreation Department.

Information for the Communication Plan should be collected and updated regularly. This should include the following:

- Capture, Analyze and Report - Use information from the Business Plan to evaluate performance of marketing activities and calculate return on investment of time and money.
- Refine revenue and participation data. Were the objectives and outcomes achieved? Discuss what worked and what didn't relative to program, price, place, and promotions?
- Define marketing objectives based on cost recovery goals.
- Use Media Plan to refine or define resource and budget allocation.
- Submit marketing recommendations for future planning and tie to the recommendations in the Business Plan.
- Use the Communications Plan as guide for reaching target audiences utilizing available resources.
- Submit Marketing Requests by specific date for review and approval of the Executive Director.
- Use the core service model from the recommended pricing policy in the Business Plan to cross-reference activity reports.
- Update Promotions Plan with marketing requests information.
- Submit Promotions Plan to the Director or his designee for quantity, cost, and scheduling information.
- Cross promote with other web-sites in the area to include the hotels, ski companies, restaurants, Historic Sites, Chamber of Commerce, Visitors Bureau, State Parks and the City Park's System by developing linkages to their sites and their sites linking to American Canyon Recreation's website.

**10.1.7 PRESENT PROMOTIONS PLAN TO STAFF AND AMERICAN CANYON CITY COUNCIL FOR FINALIZATION MISSION FOR HOW TO GET THERE**

The Mission of the Marketing/Public Relations Division within American Canyon Parks and Recreation Department is "To create strong awareness for the value of American Canyon Parks and Recreation to people of all ages in the region and to encourage citizens of American Canyon to experience their American Canyon Parks and Recreation through effective communication, market research, effective programs and attractions that create memorable experiences".

**10.1.8 MARKETING GOALS FOR EACH CORE BUSINESS OF THE AMERICAN CANYON RECREATION**

- Strengthen American Canyon Parks and Recreation Department's Brand and awareness
- Develop and execute collaborative countywide marketing programs
- Educate the American Canyon City Council and staff on the value of marketing and the return on investment from the facilities and programs provided to residents

- Advance the use of technology on marketing products and services for staff to make better decisions
- Expand customer service training to enhance users coming back to American Canyon Recreation more often
- Promote future meeting and hospitality spaces in the system
- Market American Canyon Parks and Recreation Department attractions as destination facilities for the whole family to increase capacity and use that translates into more operational revenue
- Develop Mini-marketing and business plans for each attraction in the system
- Track effective data on customers who use the system and how to communicate and retain them as users and customers
- Create wider-age segment appeal of users for the recreation amenities and programs

#### 10.1.9 BRAND MESSAGE TO BUILD THE MARKETING PLAN

Example: “Expect the Unexpected in your American Canyon Parks and Recreation Department.” Use the Brand Message the Staff establishes and includes the follow elements where possible:

- Pictures of the key elements in the system
- Facility Attractions within the system
- Cost friendly benefits spelled out
- Programs that spell out the benefits users will receive for enrolling in the programs
- Staff and Volunteers skills and experience
- Special Events that create interest
- Music and entertainment
- Enhanced maintenance and safety of the recreation attractions in the system
- Trails that include hard surface, soft surface, mountain bike and equestrian trails
- View sheds for taking pictures of family and friends
- Amenities that demonstrate the system is serving all age segment of users and ethnic groups
- Sporting events that are held in the system
- Family Gathering Places

#### 10.1.10 CUSTOMER SERVICE AND SURVEY MANAGEMENT

The Marketing staff will develop a consistent survey instrument for each of the major attractions in the system that focuses on the following:

- Who the users are (age segments served)?
- Why do they use American Canyon Recreation for their recreation experience?
- How long do they stay?
- How much do they spend?

- What do they value most about the program, attraction and the experience?
- What would make them stay longer?
- What experiences are they looking for that are not available that would encourage them to use the system or attraction more often?
- How they would rate the customer service?
- How they would rate the safety and cleanliness of the system?
- How would they rate their experience (recreation facilities, programs, services, staffing, safety, etc.)?
- How would they rate the value they paid and the experience they received?
- Would they tell their friends to visit the facilities?
- What could the staff do to make their experience more enjoyable?
- What are the available hours from staff or volunteers to do this work, outcomes desired and dollars available to implement and evaluate these surveys?
- Who will be assigned to do the work?

---

#### 10.1.11 OPERATIONAL BUDGET FOR THE MARKETING DEPARTMENT

American Canyon Recreation’s Marketing Budget will be at least 3-6% of the total budget for the department. The following information is a sample of how marketing dollars can be allocated.

The breakout of the Marketing Budget into hours available should be broken down in the following manner:

- Staffing Hours available, Full-time, Part-time, Seasonal, Volunteer - Budget: \$\_\_\_\_\_
- Web-site Management and Analysis - Budget: \$\_\_\_\_\_
- Publications - Budget:\$\_\_\_\_\_
- Advertising - Budget: \$\_\_\_\_\_
- Research and data collection - Budget: \$\_\_\_\_\_
- Survey Development - Budget: \$\_\_\_\_\_
- Mailing Costs - Budget:\$\_\_\_\_\_
- Art Services - Budget: \$\_\_\_\_\_
- Signage - Budget: \$\_\_\_\_\_
- Contract services-media buyer, research, photographer, promotional items - Budget: \$\_\_\_\_\_
- Geo-coding needs to be tied out to Marketing-primary and secondary function on visitation, how far they drive- Establish staff or volunteers dedicated to do this task - Budget: \$\_\_\_\_\_
- Social Media Management - Budget: \$\_\_\_\_\_

The department will seek intern support to help them in their marketing efforts. They will work with the local media outlets to provide information to them on a timely basis. This would include newspapers, department program guide, school districts, etc.

### 10.1.12 SOCIAL MEDIA

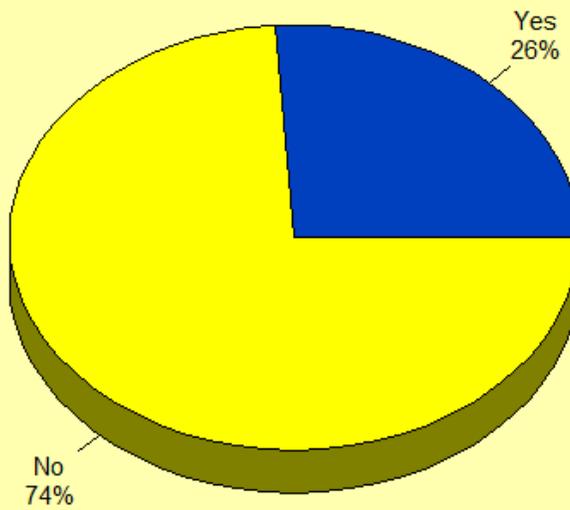
- **Facebook**
  - American Canyon should focus on on-going engagement
    - Continue with themed promotional initiatives. Provide correct responses to questionnaires posed to the audience.
    - Create Facebook contests and promotions
  - Assure current content on every section of the page
    - Update the events listing and provide links to view or sign-up for events
  - Highlight staff members and volunteers as a way of enhancing familiarity and ensuring reward and recognition
  
- **Twitter**
  - This is the next-most-effective social network to add to the marketing mix
  - The key to success on Twitter is to build a personalized relationship with the target audience and create active participation
  - Share tweets and other information frequently
  - Utilize the Department’s Social Media and Crowdsourcing intern to actively listen to the users and respond to tweets from the target audience on a regular and timely basis
  - Cross-promote other initiatives, including website, other social networks, and offline initiatives
  - Keep tweets short - add hash tags and, most importantly, amplify the message by asking followers to Retweet

Three other social networks that are burgeoning in popularity and thus impacting social behavior and user engagement are **Google +**, **Pinterest**, and **Instagram**.

- **Google+** is the closest competitor to Facebook in terms of overall user adoption, brand awareness, and scale of complementary services available to make it a viable social network.
- **Pinterest**, where users “pin” images of designs, ideas, and even recipes onto a board that is viewed by their **friends/followers**, witnessed over 1000% year-over-year growth
- **Instagram** is a photo-sharing website that is becoming increasingly popular, especially with the younger audience. Its recent acquisition by Facebook ensures effective integration with the larger social network.

### Q24. Demographics: Hispanic, Latino, or Spanish Ancestry

by percentage of respondents



Source: Leisure Vision/ETC Institute (2015)



## **TITLE**

Parks and Facility Renaming Policy

## **RECOMMENDATION**

Review and discuss the City of American Canyon's Parks and Facility Naming Policy pertaining to the "former" Napa Junction Elementary School, Community Park I, and Community Park II.

## **CONTACT**

Alexandra Ikeda, Parks and Recreation Director

## **BACKGROUND & ANALYSIS**

The City of American Canyon City Council adopted Resolution 2007-168 (Attachment 1) on November 6, 2007, approving the Park and Facility Naming Policy. This policy outlines the procedures for naming a City park or facility - including forming a Technical Advisory Committee (TAC) when more than one park or facility is to be named. The TAC would include one Council Member, one Parks and Community Services Commissioner, one resident at large, and one resident youth. The TAC would conduct several community engagements and public meetings, soliciting feedback from the community, and formally bring a recommendation back to the Parks and Community Services Commission (PCS) for discussion, with a final recommendation from PCS to City Council.

At the Joint Special City Council meeting with the PCS on June 20, 2023, the Council expressed an interest to rename the "former" Napa Junction Elementary School, which was acquired by the City in September 2022, as well as Community Park I and Community Park II. This was made official through the approval of PCS' Work Plan for FY2023/24.

To date, the Parks and Facility Naming Policy has not been used. In 2022, the Adult Activity Center went through the renaming process, however, this process did not align with the current renaming policy. The TAC included 2 members of PCS, and seven other members with various backgrounds connected to adult aging and support. The TAC did not include a Council Member or a youth member.

Renaming a park or facility is a significant decision that can have social, historical, and cultural

implications. Most recently, the Council has expressed a desire to document the history of American Canyon. This indicates their intention to create a record or archive that captures our community's significant events, milestones, identify past community members who have helped shape American Canyon, and the cultural aspects of the community. This form of documentation will consist of City staff hiring a videographer consultant to obtain an oral history which will be transcribed into a document for City use.

Waiting for the oral history to be completed is a prudent approach for the City. By doing this, we can receive valuable insight into our community's perspective, memories, and connections to location, which needs to be taken into consideration before making any changes. By waiting until the oral history is completed and involving the community, we are ensuring that that our decisions are well informed and respectful to our parks or facilities cultural heritage.

In the meantime, PCS is encouraged to review the City's renaming policy to see if it is relevant, effective, and useful in addressing the intended outcome.

### **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Community and Sense of Place: "Build on the strength of our local community to develop a clear 'sense of place' and establish our unique identity."

### **FISCAL IMPACT**

None

### **ENVIRONMENTAL REVIEW**

None

### **ATTACHMENTS:**

[Resolution 2007-168: Park and Facility Naming Policy](#)



## **PARKS AND FACILITY NAMING OPPORTUNITY POLICY**

### **PROCEDURES:**

The Parks and Community Services Commission shall review and make recommendations on the naming of a City park or facility. These recommendations, after public outreach and the utilization of a Technical Advisory Committee including one council member, one Parks Commissioner, at minimum one resident at-large and at minimum one youth, shall be submitted to the City Council for their review and approval. The Parks and Community Services Commission shall use this policy and criteria in recommending a name for the site or facility.

Recommendations for a name must be submitted in writing by community groups, individuals and staff using the Park and Facility Naming Opportunity Request Form. All naming requests will be given the same consideration without regard to the nomination source.

Procedure for submitting the Park and Facility Naming Opportunity Request Form:

1. The Park and Facility Naming Opportunity Request Form must be completed and submitted to the Parks and Recreation Director.
2. If more than one park or facility is to be named, a Naming Advisory Committee must be formed to review the request and will submit their recommendations to the Parks and Community Services Commission.
3. The request will then be calendared and submitted to the Parks and Community Services Commission for their regular monthly meeting.
4. The Parks and Community Services Commission shall make a recommendation to the City Council by submitting a staff report and resolution for approval at council's regular meeting. Again, the Mayor and City Council shall exercise final authority in naming all public parks and facilities within its jurisdiction.
  - a. Park naming: In a determination of new park names, the official naming process should begin as early in the development or acquisition as possible. Publicity, brochures, development plans, etc. should all use the park name.
  - b. Facility Naming: Names should be appropriate to the facility by reflecting the expression of the place (its topography, geology, etc.), history, flora and fauna, and use of an area.
  - c. Naming Definitions and Criteria (previously outlined) must be considered in reviewing requests.

❖ **Definitions:**

Former Named Buildings – The City may purchase privately owned property within the City’s boundaries. As is the case with the recently purchased property at 4381 Broadway, to be used as new City offices, a name may already be attached to the property (in this case it’s Cabernet Village). The City, upon approval by the Mayor and City Council, reserve the right to change the names of such privately named buildings (any City owned buildings in American Canyon are subject to this Parks and Facility Naming Policy).

Un-named City Buildings and Centers – Exhibit “B” details the current City Buildings/Centers that are currently un-named. These facilities are subject to this Parks and Facility Naming Policy.

Public Parks – Exhibit “C” lists the parks within the City of American Canyon. All parks within City boundaries are subject to this Parks and Facility Naming Policy.

Open Space – All land owned by the City of American Canyon, as public custodians, within its’ boundaries, is subject to this Parks and Facility Naming Policy.

Other Real Property – Any real property owned by the City of American Canyon, with the exception of property that the City holds title to, is subject to the Parks and Facility Naming Policy.

❖ **Naming Criteria**

Naming’s in any circumstances must be congruent with the overall strategic mission, vision and values of the City of American Canyon.

- A. Functional – The City will normally adopt a name for each building, center, park, parkway, open space and all other City owned property based on geographical, natural or historic criteria identified within American Canyon. (e.g. – street name or function).
- B. Honorarium or Memorium – When appropriate, City buildings, centers, parks, parkways, open space and all other real property can be named in honor of a person, posthumously, when such a person had made major contributions to the community, county, state or country. The full name of the honoree shall be used.
- C. Sponsorship or Donation – The City of American Canyon may name City buildings, centers, parks, parkways, open space, creeks, waterways and all other real property to recognize philanthropic support to the City of American Canyon. Donor/Sponsor logos may be displayed or affixed at any of these spaces. The full name of the donor or sponsor shall be used.



**PARK AND FACILITY NAMING OPPORTUNITY REQUEST FORM**

**Date:** \_\_\_\_\_

\_\_\_\_\_ **Park**                      **Location:** \_\_\_\_\_

\_\_\_\_\_ **Facility Location:** \_\_\_\_\_

**Type of Naming:**

\_\_\_\_\_ **Functional** (geographical, natural or historic)

\_\_\_\_\_ **Honorarium/Memorial** (significant personal contributions to the American Canyon community, county, state or country)

\_\_\_\_\_ **Sponsorship/Donor** (to recognize philanthropic or other financial contributions)

**Proposed Name:** \_\_\_\_\_

**Submitting Party:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_                      **Email:** \_\_\_\_\_

**Address**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Family Contact Information:**

**Name:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_                      **Email:** \_\_\_\_\_

**Address**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Attach sheet with the following information**

**Proposal:**

- *Provide a paragraph describing the naming opportunity*

**Background/Rationale:**

- *Provide background on the naming opportunity including proposed name of the park or facility; background on the naming subject; background on gift where applicable; naming at other institutions where applicable, and other pertinent information.*
- *Where appropriate, provide biographical information about the honoree/donor, including details of his or her education and service to the community.*
- *Identify appropriately extensive background and rationale regarding potential issues in terms of corporate or personal history, previous naming, extent of naming, etc. and provide options to resolve issues.*
- *Identify possible positive and negative impacts to the City of American Canyon including capital expenditures, reputational impacts, etc.*
- *Identification desired plaque, statue, etc. and estimated and location for same.*

**Support:**

- *Outline how support has been confirmed (approval) with the donor or honoree/honoree's family (where appropriate), as well as with the City of American Canyon; attach any relevant documentation.*

**Due Diligence Checklist:**

- Functional
- Honorarium/Memorial
- Sponsor/Donor

RESOLUTION NO. 2007-168

RESOLUTION OF THE CITY COUNCIL  
OF THE CITY OF AMERICAN CANYON, STATE OF CALIFORNIA,  
APPROVING A PARK AND FACILITY NAMING POLICY

WHEREAS, the City of American Canyon wishes to establish a uniform policy regarding the naming of existing and future parks and City owned facilities and;

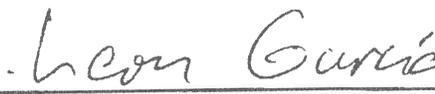
WHEREAS, the City wishes to ensure that naming public parks and City facilities will enhance the values and heritage of the City of American Canyon and will be compatible with community interest; and

WHEREAS, the Parks and Community Services Commission shall review and make recommendations on the naming of City parks and facilities within its jurisdiction after aggressive public outreach and the utilization of a Technical Advisory Committee including one council member, one Parks Commissioner, one resident at-large and one youth; and

NOW, THEREFORE, BE IT RESOLVED that the City of American Canyon approves the Park and Facility Naming Policy, Exhibit A.

PASSED, APPROVED AND ADOPTED at a regular meeting of the City Council on the 6 day of November, 2007, by the following vote:

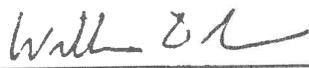
AYES:	Garcia, Bennett, Callison, Coffey, West
NOES:	None
ABSTAIN:	None
ABSENT:	None

  
\_\_\_\_\_  
Leon Garcia, Mayor

ATTEST:

  
\_\_\_\_\_  
Dorothy Roadman, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
William D. Ross, City Attorney

## Exhibit A

### PROCEDURES:

The Parks and Recreation Commission shall review and make recommendations on the naming of a City park or facility. These recommendations, after aggressive public outreach and the utilization of a Technical Advisory Committee including one council member, one Parks Commissioner, one resident at-large and one youth, shall be submitted to the City Council for their review and approval. The Parks and Community Services Commission shall use this policy and criteria in recommending a name for the site or facility.

Recommendations for a name may be submitted in writing by community groups, individuals and staff using the Park and Facility Naming Opportunity Request Form. All naming requests will be given the same consideration without regard to the nomination source.

#### Procedure for Submitting the Park and Facility Naming Opportunity Request Form:

1. The Park and Facility Naming Opportunity Request Form must be completed and submitted to the Community Services Director.
2. If more than one park or facility is to be named, a staff (TAC) Naming Advisory Committee must be formed to review the request and will submit their recommendations to the Parks and Community Services Commission.
3. The request will then be calendared and submitted to the Parks and Community Services Commission for their regular monthly meeting.
4. The Parks and Community Services Commission shall make a recommendation to the City Council by submitting a staff report and Resolution for approval at council's regular meeting. Again, the Mayor and City Council shall exercise final authority in naming all public parks and facilities within its jurisdiction.
  - a. Park Naming: In a determination of new park names, the official naming process should begin as early in the development or acquisition as possible. Publicity, brochures, development plans, etc. should all use the park name.
  - b. Facility Naming: Names should be appropriate to the facility by reflecting the expression of the place (its topography, geology, etc.), history, flora and fauna, and use of an area.
  - c. Naming Definitions and Criteria (previously outlined) must be considered in reviewing requests.

Exhibit A

**PROCEDURES:**

The Parks and Recreation Commission shall review and make recommendations on the naming of a City park or facility. These recommendations shall be submitted to the City Council for their review and approval. The Parks and Community Services Commission shall use this policy and criteria in recommending a name for the site or facility.

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  - c. Naming Definitions and Criteria (previously outlined) must be considered in reviewing requests.

## Exhibit A

### ❖ Definitions:

Former Named Buildings – The City may purchase privately owned property within the City's boundaries. As is the case with the recently purchased property at 4381 Broadway, to be used as new City offices, a name may already be attached to the property (in this case it's Cabernet Village). The City, upon approval by the Mayor and City Council, reserve the right to change the names of such privately named buildings (any City owned buildings in American Canyon are subject to this Parks and Facility Naming Policy).

Un-named City Buildings and Centers – Exhibit "B" details the Current City Buildings/Centers that are currently un-named. These facilities are subject to this Parks and Facility Naming Policy.

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Open Space – All land owned by the City of American Canyon, as public custodians, within its' boundaries, is subject to this Parks and Facility Naming Policy.

Other Real Property – Any real property owned by the City of American, with the exception of property that the City holds title to, is subject to the Parks and Facility Naming Policy.

### ❖ Naming Criteria:

- A. Functional - The City will normally adopt a name for each building, center, park, parkway, open space and all other City owned property based on geographical, natural or historic criteria identified within American Canyon. (e.g. – street name or function).
- B. Honorarium or Memorium – When appropriate, City buildings, centers, parks, parkways, open space, and all other real property can be named in honor of a person, posthumously, when such a person has made major contributions to the community, County, State or country. The full name of the honoree shall be used.
- C. Sponsorship or Donation – The City of American Canyon may name City buildings, centers, parks, parkways, open space, creeks, waterways and all other real property to recognize philanthropic support or to honor eminent persons or personal contributions to the City of American Canyon. Namings must be congruent with the overall strategic, mission, vision and values of the City of American Canyon. Donor/Sponsor logos may be displayed or affixed at any of these spaces. The full name of the donor or sponsor shall be used.

Exhibit B

**Support:**

- Outline how support has been confirmed (approval) with the donor or honoree/honoree's family (where appropriate), as well as with the City of American Canyon; attach any relevant documentation.

**Due Diligence Checklist:**

- Honorific
- Memorial
- Sponsor or Donor

Exhibit B



City of American Canyon  
300 Crawford Way  
American Canyon, CA 94503

**PARK AND FACILITY NAMING OPPORTUNITY REQUEST FORM**

Date: \_\_\_\_\_

\_\_\_\_\_ Park Location: \_\_\_\_\_

\_\_\_\_\_ Facility Location: \_\_\_\_\_

Type of Naming: \_\_\_\_\_ Memorial \_\_\_\_\_ Honorific \_\_\_\_\_ Functional  
\_\_\_\_\_ Sponsorship/Donor

***Attach Sheet with the following information***

**Proposal:**

- *Provide a paragraph describing the naming opportunity*

**Background/Rationale:**

- *Provide background on the naming opportunity including proposed name of the park or facility; background on the naming subject; background on gift where applicable; naming at other institutions where applicable, and other pertinent information.*
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- *Identify appropriately extensive background and rationale regarding potential issues in terms of corporate or personal history, previous namings, extent of naming, etc. and provide options to resolve issues.*
- *Identify possible positive and negative impacts to the City of American Canyon including capital expenditures, reputational impacts, etc.*
- *Identification desired plaque, statue, etc. and estimated and location for same.*

EXHIBIT C

**CITY OF AMERICAN CANYON FACILITIES LIST**

300 CRAWFORD	CURRENT CITY HALL
4381 BROADWAY	FUTURE CITY HALL
3423 BROADWAY - SUITE D-2	PLANNING, BUILDING, & ENGINEERING
2185 ELLIOTT	FUTURE SENIOR CENTER
911 DONALDSON WAY EAST	PUBLIC SAFETY BUILDING
2185 ELLIOTT	RECREATION CENTER
205 WETLANDS EDGE RD.	CORPORATION YARD
151 MEZZETTA CT.	WASTE WATER TREATMENT FACILITY
250 KIRKLAND RANCH RD.	WATER TREATMENT PLANT

Exhibit D

Danrose Sports Court (.5 acres)

Half basketball court

Nottingham & Bentley Cul De Sac (.25 acres)

Playground equipment

Bedford & Kensington Cul De Sac (.25 acres)

Playground equipment

Little League Complex (est. 5 acres)

Little League fields (4), snack bar, playground equipment

Via Bellagio Park – Via Bellagio (La Vigne Development) – (1 acre)

Playground equipment, picnic tables (3), benches (4), open turf area, path

Montecarlo Park – Montecarlo Way (La Vigne Development) – (2.75 acres)

Path, benches (6), open turf area

Pelleria Park – Pelleria Drive and Via Marciana (1 acre)

Playground equipment, basketball half court, picnic tables, benches, path

Gadwall Park – Gadwall St. at Greenwing St. (2 acres)

Playground equipment, basketball half court, group picnic area, benches, path

Silver Oak Park – Silver Oak Drive Next To Canyon Oaks School (5 acres)

Playground equipment, Little League size baseball field, soccer field, group picnic area, benches, path

Main Street Park – Main Street and Eucalyptus Drive (3 acres)

Playground equipment, group picnic area, barbeques (2), plaza area, open turf area, benches (8), path

Shenandoah Park – Shenandoah and Donaldson Way East (6 acres)

*Under Construction*

Veterans Memorial Park – Broadway (14 acres including central section that will not be developed) – Construction Likely To Begin October 2007

**Open Space -**

Newell Open Space Preserve – 640 acres

Wetlands & Property Purchased with CalFed Grant – 460 acres (primarily tidal marsh)

As required by the CalFed grant, 70% of the property will be transferred to the California Department of Fish and Game.

Clarke Ranch – 25 acres (To be retained by the City, but part of CalFed Property Purchase)



## Parks & Community Services Commission Report

**Submitted by:** \* Cathy Margolati

**PCS Meeting Date:** 08/10/2023

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**Event Date:** 2023-08-12

**Event Type:** Community Event

**Event Title:** \* Wetlands Coffee Morning

**Event Report:** Join us for a free cup of Starbucks Coffee at the Wetlands Edge on Saturday August 12th 9:30-11 am.

**File/Photo Upload:** Coffee Morning\_2023-3.png

2.13MB

Maximum File Size 10 MB

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# Wetlands Coffee Morning

## *Coffee, Community & the Wetlands*

Join us for a free cup of delicious Starbucks Coffee at Wetlands Edge! Bring your ACCPF coffee mug or other refillable travel mug & meet us on the trail!



**Saturday, August 12, 2023**  
**9:30 - 11:00 am**  
**Wetlands Edge Trail Head**



LOCATION: Meet at the Wetlands Edge Parking Lot on the corner of Wetlands Edge and Eucalyptus Dr. in American Canyon. Kid and pet friendly.

**BECOME AN ACCPF MEMBER TODAY!**

Visit us at [www.acparks.org/membership](http://www.acparks.org/membership) for more information or to become a member today!

*\*Disposable coffee mugs will also be available.*

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