



## REGULAR OPEN SPACE, ACTIVE TRANSPORTATION, AND SUSTAINABILITY COMMISSION MEETING AGENDA

City Hall - Council Chambers  
4381 Broadway, Ste. 201, American Canyon

**February 7, 2024**

**6:30 PM**

**Chair:** Tara McClinton-Horner

**Vice Chair:** Scott Artis

**Commissioners:** Barry Christian, Sean Hughes, Nance Matson

**Youth Commissioner:** Allison Bencsik

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Tonight's meeting is a limited public forum. American Canyon promotes respectful and responsible behavior among its meeting participants, whether they are present in person or remotely. Using offensive language or remarks that promote, foster, or perpetuate discrimination based on race, creed, color, age, religion, gender marital status, status regarding public assistance, national origin, physical or mental disability or sexual orientation/gender identification, as well as any other category protected by federal, state or local laws will not be tolerated. In the case of an occurrence, the speaker will be immediately disconnected from the microphone.

*Open Space, Active Transportation, and Sustainability Commission 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:** A Zoom Webinar has been established for public comments made via zoom. To give your public comment via zoom, connect via the below 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 OSATS Commissioners 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:** 821 0409 5350 **Passcode:** 170229

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:** Open Space, Active Transportation, and Sustainability 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 Open Space, Active Transportation, and Sustainability 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

## PRESENTATIONS

### PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

*This time is reserved for members of the public to address the Open Space, Active Transportation, and Sustainability Commission on items of interest that are not on the Agenda and are within the subject matter jurisdiction of the Open Space, Active Transportation, and Sustainability Commission. It is recommended that speakers limit their comments to 3 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Open Space, Active Transportation, and Sustainability Commission on items on the Agenda should comment via email prior to the start of the meeting, or to verbally comment on the item 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. The Open Space, Active Transportation, and Sustainability 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 Open Space, Active Transportation, and Sustainability Commission does not respond to public comment at this time. Speakers are asked to please speak clearly, and provide their name. Any handouts for distribution to the Open Space, Active Transportation, and Sustainability Commission must be emailed by 3:00 p.m. on meeting day.*

## AGENDA CHANGES

## CONSENT CALENDAR

1. **Minutes of November 1, 2023**

**Recommendation:** Approve the minutes of the Open Space, Active Transportation and Sustainability Commission meeting of November 1, 2023.

## BUSINESS

2. **Selection of Chair and Vice Chair**

**Recommendation:** Nominate and select a Chair and Vice Chair to the Open Space, Active Transportation, and Sustainability Commission for a term of March 1, 2024, to December

31, 2024.

**3. FY2024/25 Capital Improvement Program Projects**

**Recommendation:** Review Proposed FY2024/25 Capital Improvement Program Projects pertaining to the Parks and Recreation Department.

**4. Newell Open Space Preserve Standard Operating and Maintenance Procedures**

**Recommendation:** Review and comment on the draft Newell Open Space Preserve Standard Operating and Maintenance Procedures.

## **MANAGEMENT AND STAFF ORAL REPORTS**

**5. Newell Open Space Preserve Spring Maintenance Project**

**Recommendation:** Receive an oral update regarding a maintenance project slated for Spring 2024.

## **ADJOURNMENT**

## **CERTIFICATION**

I, Cherri Walton, Deputy City Clerk for the City of American Canyon, do hereby declare that the foregoing agenda of the Open Space, Active Transportation, and Sustainability Commission was posted in compliance with the Brown Act prior to the meeting date.

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Cherri Walton CMC, Deputy City Clerk

**CITY OF AMERICAN CANYON  
REGULAR OPEN SPACE, ACTIVE TRANSPORTATION,  
AND SUSTAINABILITY COMMISSION MEETING**

**ACTION MINUTES**

*November 1, 2023*

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**6:30 P.M. REGULAR MEETING**

**CALL TO ORDER**

The Open Space, Active Transportation, and Sustainability Commission meeting was called to order at 6:31 p.m.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

**Present:** Youth Commissioner Allison Bencsik, Commissioner Barry Christian, Commissioner Sean Hughes, Commissioner Nance Matson, Vice Chair Scott Artis, Chair Tara McClinton-Horner

**Absent:** None

**Excused:** None

**PRESENTATIONS**

There were no presentations.

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

Chair McClinton-Horner called for public comments. Written comments: none. Oral comments: none. The public comment period was closed.

**AGENDA CHANGES**

There were no changes to the agenda.

**CONSENT CALENDAR**

**1. Minutes of the Open Space, Active Transportation, and Sustainability Commission Meeting of October 4, 2023.**

**Action:** Motion to approve the minutes of the Open Space, Active Transportation, and Sustainability Commission Meeting of October 4, 2023, as amended for administrative error, made by Commissioner Barry Christian, seconded by Commissioner Nance Matson, and CARRIED by roll call vote.

**Ayes:** Commissioner Barry Christian, Commissioner Sean Hughes, Commissioner Nance Matson, Vice Chair Scott Artis, Chair Tara McClinton-Horner

**Nays:** None

**Abstain:** None

**Absent:** None

**Excused:** None

## **BUSINESS**

### **2. American Canyon Wetlands Restoration Plan**

Commissioners received a staff report from Public Works Director Erica Ahman Smithies and a presentation from ESA consultants Engineer Michelle Orr, Coasts and Estuaries; and Principal Ecologist Katherine Dudney, Biological Resources and Land Management. Chair McClinton-Horner called for public comments. Written comments: none. Oral comments: Mark Joseph was called to speak. The public comment period was closed.

### **3. Napa River Ecology Center at American Canyon Wetlands**

Commissioners received a staff report from Community Development Director Brent Cooper and a presentation from Executive Director Janelle Sellick, American Canyon Community & Park Foundation, with other members of her team. Chair McClinton-Horner called for public comments. Written comments: none. Oral comments: none. The public comment period was closed.

## **MANAGEMENT AND STAFF UPDATES**

There were no updates.

## **ADJOURNMENT**

The meeting was adjourned at 8:31 p.m.

## **CERTIFICATION**

Respectfully Submitted,

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Taresa Geilfuss, CMC, City Clerk



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## TITLE

Selection of Chair and Vice Chair

## RECOMMENDATION

Nominate and select a Chair and Vice Chair to the Open Space, Active Transportation, and Sustainability Commission for a term of March 1, 2024, to December 31, 2024.

## CONTACT

Alexandra Ikeda, Parks and Recreation Director

## BACKGROUND & ANALYSIS

The current term of the Chair and Vice Chair for the Open Space, Active Transportation, and Sustainability Commission expired at the end of 2023. As per established procedure, it is now time for the Commission to select leadership for the upcoming year.

### Primary responsibilities of the Commission Chair:

- 1. Leadership:** Provide strong and effective leadership to the Commission, guiding its overall direction and ensuring that its direction aligns with the Council's established goals.
- 2. Meeting Facilitation:** Preside over commission meetings, ensuring that discussions are productive, relevant, and in accordance with the agenda. The Chair is responsible for maintaining order and ensuring a respectful atmosphere.
- 3. Represent the Commission:** Act as the primary representative of the Commission in interactions with external stakeholders, the public, and other organizations. This may include attending events or collaborating with other Commissioners.
- 4. Decision-Making:** Facilitate decision-making processes within the Commission, often by guiding discussions, seeking consensus, or overseeing votes on important matters.
- 5. Communication:** Keep Commission members informed about relevant developments, decisions, and activities. Communicate effectively with members, staff, and external stakeholders.
- 6. Collaboration with Staff:** Work closely with Commission staff to ensure the smooth operation of the Commission and efficient meeting process.

### Primary responsibilities of the Commission Vice Chair:

- 1. Support the Chair:** Assist the Chair in their duties and step in when the Chair is unavailable or

temporarily unable to fulfill their responsibilities.

**2. Preparation for Chair Role:** The Vice Chair often serves as a preparation for the Chair role in the future, gaining experience and understanding the responsibilities of the position.

**3. Collaboration:** Working closely with the Chair, Commission members, and staff to foster a collaborative and productive environment.

**4. Decision-Making:** Contribute to the decision-making processes of the Commission, providing input and support to ensure an efficient meeting process.

## **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Not applicable.

## **FISCAL IMPACT**

None.

## **ENVIRONMENTAL REVIEW**

None.

## **ATTACHMENTS:**

None



## TITLE

FY2024/25 Capital Improvement Program Projects

## RECOMMENDATION

Review Proposed FY2024/25 Capital Improvement Program Projects pertaining to the Parks and Recreation Department.

## CONTACT

Alexandra Ikeda, Parks and Recreation Director

## BACKGROUND & ANALYSIS

The Parks and Recreation Department, along with the Public Works Department has outlined the following proposed FY2024/25 Capital Improvement Program Projects.

- **PR13-0200 Newell Open Space Improvements:** Improved access to the preserve and trailhead.
- **PR19-0100 Wetlands Edge Enhancement Project:** Environmental Educational Facilities Grant Fund to implement an outdoor educational area (open air seating area), interpretive native garden with signage, and restroom.
- **PR20-0300 Wetlands Restoration Plan:** North Slough Restoration, Reclamation and Recreation Access Project. Composed of three feasibility studies to be completed by mid-2024. Funded by Measure AA.
- **PR23-0100 Melvin Park Improvements:** Improve the park along Melvin Road in conjunction with private development. Includes relocating the playground area to the empty lot on the other side of the road, with a reservable picnic area, and synthetic turf for play.
- **PR23-0200 Melvin Tennis Court Improvements:** Resurface Melvin Tennis Courte and restripe for a multi-use facility to accommodate both tennis and pickleball.
- **PR23-0300 Aquatics Facility Improvements:** Replaster the main pool, new pool deck, and expand play pool, add a water and slide.
- **PR23-0600 Community Park I Improvements:** Turf field improvements.
- **PR24-0100 Linwood Park Improvements:** Enhancements that include a reservable picnic shelter, path from the Adult Activity Center to the park and other park features.
- **PR24-0200 Recreation Center Upgrades:** Expand the Recreation Center to accommodate

programs and rentals; bring the restrooms into the building, and push the front of the building out for a larger space.

- **\*\* Add Veterans Park - Playground and Surface Replacement:** Replace playground structure and update play surface.
- **\*\* Add Community Park I - Playground and Surface Replacement:** Replace playground structure and update play surface.

## **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Organizational Effectiveness: "Deliver exemplary government services."

## **FISCAL IMPACT**

Not Applicable

## **ENVIRONMENTAL REVIEW**

None

## **ATTACHMENTS:**

None



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## **TITLE**

Newell Open Space Preserve Standard Operating and Maintenance Procedures

## **RECOMMENDATION**

Review and comment on the draft Newell Open Space Preserve Standard Operating and Maintenance Procedures.

## **CONTACT**

Alexandra Ikeda, Parks and Recreation Director

## **BACKGROUND & ANALYSIS**

The Newell Open Space Preserve Management Plan (Management Plan) was created and adopted by the City of American Canyon in November 2001. In 2015 - the City of American Canyon, with the help of many community members obtained public access to Newell Open Space Preserve. Since then, the Management Plan has not been updated. On June 20, 2023, the City Council approved the OSATS FY2023/24 Work Plan which includes Updating the Management Plan. At the September 6, 2023, Open Space, Active Transportation, and Sustainability (OSATS) Commission meeting - the Commission agreed that the Management Plan is a valuable and useful document in its current state, however, the plan is missing a section on how to operate and maintain an agricultural open space property with active and year-round cattle grazing and has public access for passive recreational use. This is an area that City staff, the Napa County Land Trust, and the Commission agree that needs to be developed and incorporated into the Plan.

At the October 4, 2023, OSATS Commission meeting, the Commission memorialized the public access efforts that were achieved in 2015 to the present day. This "baseline" document outlines the City's and the Land Trust's efforts in solidifying public access over the years within the Newell Open Space Preserve and is consistent with the Napa County Land Trust Newell Conservation Easement.

The Newell Open Space Standard Operating and Maintenance Procedures (Attachment 1) will serve as the City's day-to-day operations and maintenance plan for the property. Once created it will be added to the Management Plan as a separate section. In addition, the Management Plan is currently being updated by the Commission and City staff to ensure that the Plan is relevant to managing and operating an agricultural open space preserve with active year-round cattle grazing and has public

access for passive recreational use; follows industry standards and best practices; and is consistent with the Conservation Easement, Grazing License, and the City's goals and objectives for preserving and protecting an open space property.

### **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Outdoors and Recreation: "Expand opportunities for use of outdoor recreation and an active and healthy lifestyle."

### **ENVIRONMENTAL REVIEW**

Not Applicable

### **ATTACHMENTS:**

1. [DRAFT: Newell Open Space Standard Operating and Maintenance Procedures](#)

# CITY OF AMERICAN CANYON

## NEWELL OPEN SPACE PRESERVE STANDARD OPERATING AND MAINTENANCE PROCEDURES

The Newell Open Space Preserve is an agricultural open space property where open and active year-round cattle grazing occurs under a license shared with the adjacent Azevedo and Lynch Canyon properties and is open to the public for passive recreational use. The Preserve will remain in its natural condition to ensure the protection of the habitats, wildlife, ecosystems, and biodiversity of the property, and reduce the environmental impacts of trails on sensitive resources, habitats, riparian areas, native and special-status plant, and animal species. This special and unique property provides an opportunity for our community to connect with nature and enjoy the beauty of an untouched landscape.

### **OPERATIONAL HOURS**

Newell is open year-round from Sunday through Saturday from sunrise to sunset of each day. Newell may be closed periodically due to maintenance, inclement weather, poor trail conditions, excessive heat, and Red Flag Warnings. In the case the park is closed for any reason, City staff will make every effort to communicate the closure to the community as soon as possible. In addition, City staff will lock and close gates, as well as post a sign at the trailhead and main gate. The Preserve will reopen once it is deemed to do so by City staff.

### **WEATHER-RELATED CLOSURES**

Extreme weather activity can create resource damage such as trail washout, oversaturation, flooding, and instances of hill slides. This presents a level of risk to park visitors and a potential need for Emergency Medical Service professionals that can be best mitigated by closing the Preserve until conditions are safe to enter and use. The conditions of the Preserve are monitored by City staff; City staff will be responsible for the opening and closing of the Preserve and may be at the direction of outside agencies like the American Canyon Fire Protection District, Napa County, etc.

**Wet Weather Closure:** The Preserve may close at any time due to inclement weather.

Throughout the year, City staff will utilize the National Weather Services website for predictions and assistance. In cases where the City of American Canyon experiences  $\frac{1}{2}$ " or more of rainfall within 12 hours – the Preserve will be closed. For every  $\frac{1}{2}$ " of rainfall equals one (1) day of closure or unless otherwise noted by City staff. Closure may exceed this formula due to trail conditions.

**Red Flag Warnings:** The Preserve may close at any time due to a Red Flag Warning. Red Flag Warnings may be issued by the American Canyon Fire Protection District, Napa County, Cal Fire, and the National Weather Services. Preserve will be closed for the full duration of the warning, and will reopen once the warning is lifted. The minimum standard observed is 80/20/20 (+80 degrees / +20 mph winds / -20% humidity).

**Air Quality:** Air pollution can cause serious health issues and local air quality can affect our daily lives. Like the weather, air quality can change from day to day and/or be impacted by air pollution, wildfires, and other emergencies. The Preserve may close at any time for an Air

Quality Index (AQI) of 101 to 200; the Preserve will remain closed until the air quality improves. The City of American Canyon measures AQI through Air Now.

### **GENERAL PARK RULES**

To ensure the health, safety, and enjoyment of our community, and to ensure the protection and preservation of our natural habitats and protected species, the City of American Canyon, along with the Land Trust of Napa County have established General Park Rules as outlined below.

1. Close all pedestrian and cattle gates.
2. All persons and their pets shall remain on mapped and designed trail areas. Off-trail bicycle riding is prohibited (Municipal Code 12.04.220).
3. Bicyclists are required to wear a helmet (California Vehicle Code Section 21200 et seq).
4. Stay out of the creek beds and waterways.
5. Pack in, pack out – including trash and dog feces.
6. No camping for overnight stays (Municipal Code 12.06.010).
7. Dogs are required to be always leashed with a maximum of a 6-foot leash (Municipal Code 12.04070) and are not permitted in the upper Cattle Pasture area.
8. Pedestrians with dogs are required to pick up after their pets.
9. Smoking, fires, or fireworks are prohibited.
10. Do not disturb or remove plants, shrubs, or trees.
11. Do not disturb, startle, feed, or approach any wildlife or animals. Maintain a safe distance from any cattle or wildlife.
12. No person shall release any domesticated or wild animal, plant, flower, tree, seed, or other vegetation on trails.
13. No hunting, fishing, wading, or swimming.
14. Firearms and dangerous weapons are not permitted.
15. No motorized vehicles or recreational equipment (other than City vehicles and equipment), including E-Bikes (Municipal Code 12.04.110).
16. Bicyclists shall yield to pedestrians and horses, and pedestrians and bicyclists shall yield to horses (Municipal Code 12.04.220).

Visitors are expected to adhere to all posted rules, regulations, and warnings while visiting the Preserve. City staff reserves the right to issue warnings, fines, or even restrict access to certain areas. Failure to comply with the City of American Canyon's General Park Rules, regulations, and City Ordinances shall be asked to leave the Preserve and/or may be issued a citation by the City of American Canyon's Police Department Pursuant to American Canyon Municipal Code Section 1.24.010.

### **TYPE OF TRAIL SYSTEM**

The Preserve's trail system is classified as Class 2, Multi-Use for cyclists, equestrians, and pedestrians. With its moderate terrain, the trail invites individuals of varying skill levels to explore and enjoy the natural surroundings, fostering a shared space for outdoor enthusiasts.

### **TRAIL STANDARDS**

Managing and operating a Multi-Use trail system can be difficult as each activity has its own needs and expectations. Multi-Use trails represent a compromise between the different groups; this compromise can often result in less user satisfaction. The City of American Canyon will make every effort to provide a safe, usable, enjoyable, and sustainable trail system. However, trail conditions can vary depending on the

time of year, the impact of rain and storms, nature, maintenance, and other occurrences. The trail system throughout the Preserve will remain in its natural condition and in some cases, maintenance may be provided by the City of American Canyon to improve the visitor experience and safety. These improvements will not be at the cost of impacting the Preserve's natural environment, protected habitats, and species. Per the Newell Open Space Conservation Easement, any work to the property, including the trail system, will be required to be preapproved by the Land Trust of Napa County before starting the work.

## **EVALUATION**

City staff will evaluate the condition of the Preserve's trail system throughout the year, and in some cases more frequently than normal due to the weather. If at any time, a trail or a portion of a trail is deemed unsafe or unusable, the City will close all or some portions of the trail system. Depending on the nature of the damage, City staff will go through the proper process and channels to address and mitigate the damage. However, the City's goal is to conduct routine maintenance throughout the year to help minimize resource impacts.

**Trail Inventory:** To help manage the maintenance needs for the Preserve, City staff will create an inventory of the physical assets of the trail, including features along the trail like signage, seating, and special trail features. This inventory will be kept up to date on an annual basis.

**Seasonal Inspections:** City staff will inspect the Preserve's trail system and cross-check the inventory list on a seasonal basis: Summer, Fall, Winter, and Spring - with a minimum of four times a year. Additional checks may be conducted as needed. Work Orders will be a result of any issues, defects, or needs observed during the inspections.

**Prioritize Maintenance:** Routine maintenance will be scheduled on a seasonal or annual basis depending on the scope of the work. Outside of the City's normal protocol, work will be prioritized from Low Priority, Medium Priority, High Priority, and Emergency.

- **Low Priority:** Tasks and work that need to be done but are not vital to the day-to-day operations. These tasks and work might include non-critical repairs.
- **Medium Priority:** Routine or preventive maintenance schedules. These tasks or work will affect operations eventually and need to be performed to maintain optimum production.
- **High Priority:** Will directly affect operations now or in the future.
- **Emergency:** Take priority over all other work and require immediate danger of life, health, safety, security, or operational damage to the Preserve.

## **ROUTINE MAINTENANCE**

**Trail Maintenance Window:** Maintenance to the Preserve will occur from March to November of each year – dependent on weather, and state and local regulations.

**Grading and Maintenance Windows:** Grading will only occur during the dry months (generally May 15 through October 15), when associated erosion will be reduced to the maximum extent possible. Grading to the trail system will only occur on an as-needed basis.

**Invasive Species:** Invasive species can be relentless. They can lead to the extinction of native plants and animals, destroy biodiversity, and reduce and alter wildlife habitats. The spread of invasive species negatively affects the environment, economic, and human and animal health and safety. The Preserve has several invasive species we try and address throughout the year, however, our most common problem for visitors is the various thistles that can be found. These pesky plants pop up from November into August. To mitigate this issue, City staff will address the thistle along and in the middle of the trail on a seasonal or bi-annual basis. Tactics may include blading or dragging of the trail, and/or utilizing a herbicide spray that is safe for wildlife and cattle.

**Wildfire Prevention:** Vegetation provides erosion control, stormwater detention, biofiltration, and aesthetic values to the Preserve's natural environment. It is important to project desirable trees, brushes, and grasses as they produce oxygen, help cycle energy and nutrients throughout the ecosystem and improves water quality. The State of California has seen more frequent and more intense wildfires in recent years. This is due to a combination of factors including drought, human activity in areas that border wildlands, longer summers, a history of natural fire suppression, a shortage of water resources, and rising temperatures due to climate change. Vegetation management is the practice of removing or modifying live and dead vegetation to reduce the potential spread of wildland fire ignitions, overall rate of wildland fire spread, remove invasive species, and remove overly dense vegetation to improve ecological health and reduce competition with native plants that suppressed healthy plant growth.

The City of American Canyon is taking preventative steps to reduce the risk of wildfires and invasive species within the preserve by incorporating our resource management goals to enhance our native plant diversity and natural environment. Some of our strategies include:

- **Conservation Grazing:** Livestock grazing is a science-based management tool used to maintain grassland habitats, promote the growth of native plants, and reduce wildfire risk. The City of American Canyon has a Grazing License with the Azevedo Family for the upper portions of the Preserve known as the Grazing Pasture. This grazing method is year-round or continuous with little to no restrictions and occurs simultaneously on the adjacent Azevedo Property and Lynch Canyon Open Space. Additional grazing methods may be used on the lower portions of the property, outside of the Grazing Pasture throughout the year. This type of grazing may occur along the Preserve's trail system, and picnic and barn areas.
- **Mowing:** The California Department of Fish and Wildlife biologist define "bird nesting" season from February 1<sup>st</sup> through August 15<sup>th</sup>. Mowing will typically occur during the Trail Maintenance Window from March through November. The purpose of mowing is to thin and manage vegetation along and on the trails. Prior to mowing, City staff are required to coordinate a Biological Survey with a third-party company.
  - **Negative Survey:** If the City obtains a Negative Survey, City staff have two weeks to mow the surveyed area. Once mowing starts, the project must continue until it is completed; work cannot start and stop – work must be continuous. If at any time, City staff stop the project and need to return – a new Biological Survey must be completed, and all work must stop until the new survey is found to be negative.

- **Positive Survey:** If the City obtains a Positive Survey, the City is not permitted to mow and must wait the required time prior to refileing a new Biological Survey.
- **Partnerships:** Working together with the American Canyon Fire Protection District and CalFire to protect our open space and reduce wildfire risk.

**Brushing:** When brush grows or is forced in the trail corridor, trail damage often occurs when trail users are forced off the established trail tread and onto the berm. The removal of all living or dead vegetation from the trailway will occur on an as-needed basis for resource protection, safe trail access, and the protection of the trail.

**Trail Layout and Tread:** The placement of gravel as a surfacing material on and in the trail tread produces, long-lasting trail tread surface. To ensure the sustainability of the multi-use trail, the City may add crushed rock aggregate to strengthen the trail tread with a minimum of a 3-inches layer of gravel and will be full width of the trail.

**Rolling Dips Inspections:** The City of American Canyon partnered with Napa County Resource Conservation District (NCRCD) to install rolling dips in 2019 throughout the Preserve's trail system to reduce road-related sediment delivery via landsmart on the ground to improve water quality, habitat, and riparian improvements by reducing erosion from roads. The City has agreed to maintain this project for 10 years by taking the following actions:

- Allow site inspection by NCRCD at the end of each rainy season and measure the project through water quality monitoring and photo documentation.
- "Road Surfaces", i.e. trails will be checked annually before the rainy season (October 15<sup>th</sup> of each year), and after major storms for major alterations due to erosion or settling. Check to ensure that rolling dips are functioning to disperse runoff from the road surface and not causing erosion at their outlet.
- The City shall not remove or grade out any of the rolling dips through the monitoring term.
- Notify the NCRCD within 7 days if conditions develop that may require significant repairs.



**TITLE**

Newell Open Space Preserve Spring Maintenance Project

**RECOMMENDATION**

Receive an oral update regarding a maintenance project slated for Spring 2024.

**CONTACT**

Alexandra Ikeda, Parks and Recreation Director

**ATTACHMENTS:**

None