



REGULAR PARKS & COMMUNITY SERVICES COMMISSION MEETING AGENDA

City Hall - Council Chambers
4381 Broadway, Ste. 201, American Canyon
November 9, 2023
6:30 PM

Chair: Gina Griggs
Vice Chair: Cathy Margolati
Commissioners: Clarence Mamaril, David Garcia-Arreola, Charles Plummer
Youth Commissioner: Alaina Rei Guido

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.

Parks and Community Services 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, 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 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: 850 7676 0997 Passcode: 12345

AGENDA MATERIALS: 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. 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.

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

6:30 P.M. REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

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 October 12, 2023.](#)
Recommendation: Approve the Minutes of the Parks and Community Services Commission Meeting of October 12, 2023.

BUSINESS

2. [Parks and Facility Naming Policy](#)
Recommendation: Review and finalize the *draft* City Facility Naming Policy.
3. [Repair and Replacement Fund Project Planning for FY2024/25](#)
Recommendation: Review the prioritization list for potential repair and replacement park and facility projects for FY2024/25.

MANAGEMENT AND STAFF UPDATES

ADJOURNMENT

CERTIFICATION

I, Taresa Geilfuss, City Clerk 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.

Taresa Geilfuss, CMC, City Clerk

**City of American Canyon
Parks & Community Service Commission Meeting
4381 Broadway, Suite 201
October 12, 2023**

ACTION MINUTES

CALL TO ORDER

Meeting was called to order at 6:30pm.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present:

Chair Gina Griggs

Vice Chair Cathy Margolati

Commissioner David Garcia-Arreola

Commissioner Clarence Mamaril

Commissioner Charles Plummer

Excused:

Honorary Youth Commissioner Alaina Rei Guido.

PUBLIC COMMENT

Chair Griggs opened Public Comment.

Oral Comments: There were no oral Public Comment received.

Written Comments: There were no written Public Comment received.

Chair Griggs closed Public Comment.

AGENDA CHANGES

There were no agenda changes.

CONSENT CALENDAR

1. Minutes of the Parks and Community Services Commission Meeting of August 10, 2023

ACTION: A motion to approve the Meeting Minutes from the September 14, 2023, Parks and Community Services Commission Meeting was made by Commissioner Mamaril, seconded by Commissioner Garcia-Arreola, and CARRIED by a roll call vote.

Ayes: Commissioner Plummer, Commissioner Garcia-Arreola, Commissioner Mamaril, Vice Chair Margolati, Chair Griggs.

Nays:

Abstain:

Absent:

Excused: Honorary Youth Commissioner Rei Guido.

BUSINESS

2. Welcome Honorary Youth Commissioner Alaina Rei Guido

Director Ikeda announced the appointment of Honorary Youth Commissioner Alaina Rei Guido.

3. Parks and Facility Naming Policy

Director Ikeda presented a draft of the Parks and Facility Naming Policy. The PCS Commissioners reviewed the draft policy and provided feedback and edits to Director Ikeda.

PUBLIC COMMENT:

Chair Griggs opened Public Comment.

There were no Public Comment.

Chair Griggs closed Public Comment.

MANAGEMENT AND STAFF REPORTS

3. Parks and Recreation Department Update

Director Ikeda presented a presentation on the Parks and Recreation Department update from January 2023- September 2023.

ADJOURNMENT

Meeting adjourned at 7:41pm.

CERTIFICATION

Liz Lozano
Administrative Technician



TITLE

Parks and Facility Naming Policy

RECOMMENDATION

Review and finalize the *draft* City Facility Naming Policy.

CONTACT

Alexandra Ikeda, Parks and Recreation Director

BACKGROUND & ANALYSIS

The Parks and Community Services Commission met on October 3, 2023, to discuss and review the suggested changes to the City's Parks and Facility Naming Policy. Attachment 1 - is the original policy; Attachment 2 - is the track changes to the policy; and Attachment 3 - is the clean version of the draft updated policy.

The *draft* City Facility Naming Policy will be taken to Council on December 19, 2023.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Not Applicable

ENVIRONMENTAL REVIEW

Not Applicable

ATTACHMENTS:

1. [2007 Facility Naming Opportunity Policy](#)
2. [Draft City Facility Naming Policy - Track Changes](#)
3. [Draft City Facility Naming Policy - Clean Version](#)



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

7. A commonly recognized historical event, group, organization, or individual (living or deceased).

8. Any individual who provided outstanding accomplishments for the good of the community. Quality of the contribution, length of service, and other factors should be considered.

9. Any individual who provided an exceptional service in the interest of the park system as a whole. When naming a City Facility after a person or group, an in-depth description of the contributions to the City must be provided.

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10. A City Facility may be named after an individual (living or deceased) or organization that contributed significantly through sponsorship, donation, services, or monetary contribution; or through a lasting significance to the acquisition of the piece of land, planning, development, construction, or renovation of that particular facility. This shall not constitute an obligation by the City to name the City Facility after the individual or organization.

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~~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.~~

4. PROCEDURES

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The City of American Canyon's Parks and Recreation Department will conduct multiple public engagement and outreach opportunities, including soliciting input from American Canyon residents, and holding public meetings with the Parks and Community Services Commission and City Council. The timeframe for naming a City Facility is estimated to take approximately 4-6 months.

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1. Any American Canyon residents, business owners, or organizations may submit a request

to name or rename a City Facility to the City Manager by completing the City Facility Naming Application. In addition, the City Council may direct City staff to initiate the naming process. Such requests will be required to follow this policy.

2. The City may purchase privately owned property within the City's boundaries. In this case, the City may choose to rename the facility to better fit the use and purpose of that facility. In the event that this occurs, the renaming of this facility is subject to this policy.
3. The Parks and Community Services Commission will serve as the Technical Advisory Committee (TAC).
4. The City of American Canyon's Parks and Recreation Department will conduct a public notification process soliciting community input through the City Facility Application – Applications will be accepted for 30-days. Once the 30 days have concluded, the Parks and Recreation Department will review all submitted applicants; qualified applications will be given to the TAC.
5. City staff will prepare a staff report for the TAC that should include the following:
 - a. Number of qualified Applications with suggestions.
 - b. Background, history, geographical, and/or identifying features of the City Facility.
 - c. Document public outreach efforts and community engagement opportunities.
 - d. Overview of submissions, including fiscal impact of naming.
6. The TAC will review and discuss the qualified applications at a regularly scheduled Parks and Community Services (PCS) Commission meeting – this will be an agenized item and will be subjected to Public Comment. The TAC is encouraged to engage with the community and listen to their feedback during the PCS meeting and make a final recommendation to City Council.
7. The City Council will consider a recommendation from the Parks and Community Services Commission and make a final decision to name the City Facility.

1. 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.
2. 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.
3. Naming Definitions and Criteria (previously outlined) must be considered in reviewing requests.

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Definitions: 5. DEFINITIONS

- **City Facility:** Broadly defined to include parks, parklands, trails, open spaces, facilities, monuments or landmarks, and parking lots.
- **Parks:** Open space owned and managed by the City of American Canyon for recreational and/or natural resource values. This includes all traditionally designed parks, gardens, and specialized parks under the stewardship of the City.
- **Trails:** Any Class 1, trail or path that is located on property owned and managed by the City.
- **Open Space:** All natural, preserved, and agricultural land that is owned and operated by the City.
- **Facilities:** Any building or structure that is located on property owned or managed by the City.
- **Diversity and Inclusion:** American Canyon is home to a diverse and multicultural community, and efforts to promote diversity and inclusion are crucial for building a welcoming and equitable community. These are aspects that our City is proud of and are essential in creating a thriving and harmonious society.
- **Functional:** Geographical, location, event, natural, historic, and cultural significance.
- **Honorarium/Memorial:** Honors a person (living or deceased) or organization who has made significant and/or major contributions to the American Canyon community, Napa County, or State of California.
- **Regional:** A Napa County or State of California lens that is applicable to American Canyon directly or broad association.
- **Donation:** A donation of property, goods, or cash generally with no expectations of return. If this gift is contingent upon a special request, it is made subject to a "condition".
- **Sponsorships:** Financial or in-kind support from an individual or corporation for a specific service, program, facility, park, or event in return for certain benefits.

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Facilities/Buildings – Any building or structure that is located on property owned and managed by the City of American Canyon is subject to this policy.

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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. A 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 use~~

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CITY FACILITY NAMING POLICY

1. INTRODUCTION

It is the City of American Canyon's goal to establish a uniform policy to name and rename City Facilities, which is broadly defined to include parks, parklands, trails, open spaces, facilities, monuments or landmarks, and parking lots. The naming of a City Facility is a significant decision that can have social, historical, and cultural implications. The City of American Canyon strives to identify names for City facilities that best reflect the significance of a feature and the community it serves, while also ensuring a worthy and enduring legacy for the City's parks and recreation system. This policy does not cover the naming of new streets that are being considered within the development of a new subdivision, this occurs through the City's planning process and ensures that engineering and public safety criteria are met.

2. PURPOSE

The purpose of this policy is to establish a criteria and process to guide the naming of City Facilities and ensure that names honor places, history, persons, organizations, events, and natural environments that focus on local American Canyon significance and may also reflect California or natural names when appropriate. It is the policy of the City to reflect the principles of diversity, equity, and inclusion in the naming process. Facility names should reflect everyone in the American Canyon community and intentionally broaden representation.

3. NAMING CRITERIA

In selecting the name for a City Facility, the following criteria shall be used. Please note the criteria are not listed in a particular order, and a name is not required to meet all the criteria listed below.

- a. Names should reflect diversity, equity, and inclusion and represent everyone in the American Canyon community. Names should intentionally broaden the representation of people in our community.
- b. Names should prioritize local American Canyon significance, however, names that reflect California or a national lens may be considered.
- c. 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.
- d. Geographic location.
- e. Park features: natural or constructed (wildlife, lakes, memorials, etc.).
- f. An adjoining subdivision, street, school, or natural feature. No City Facility shall be given the same name as an existing school site or public facility, except where the site abuts one another.
- g. A commonly recognized historical event, group, organization, or individual (living or deceased).
- h. Any individual who provided outstanding accomplishments for the good of the community. Quality of the contribution, length of service, and other factors should be considered.

- i. Any individual who provided an exceptional service in the interest of the park system. When naming a City Facility after a person or group, an in-depth description of the contributions to the City must be provided.
- j. A City Facility may be named after an individual (living or deceased) or organization that contributed significantly through sponsorship, donation, services, or monetary contribution, or through a lasting significance to the acquisition of the piece of land, planning, development, construction, or renovation of that facility. This shall not constitute an obligation by the City to name the City Facility after the individual or organization.

4. PROCEDURES

The City of American Canyon's Parks and Recreation Department will conduct multiple public engagement and outreach opportunities, including soliciting input from American Canyon residents, and holding public meetings with the Parks and Community Services Commission and City Council. The timeframe for naming a City Facility is estimated to take approximately 4-6 months.

- a. Any American Canyon residents, business owners, or organizations may submit a request to name or rename a City Facility to the City Manager by completing the City Facility Naming Application. In addition, the City Council may direct City staff to initiate the naming process. Such requests will be required to follow this policy.
- b. The City may purchase privately owned property within the City's boundaries. In this case, the City may choose to rename the facility to better fit the use and purpose of that facility. If this occurs, the renaming of this facility is subject to this policy.
- c. The Parks and Community Services Commission will serve as the Technical Advisory Committee (TAC).
- d. The City of American Canyon's Parks and Recreation Department will conduct a public notification process soliciting community input through the City Facility Application – Applications will be accepted for 30 days. Once the 30 days have concluded, the Parks and Recreation Department will review all submitted applicants; qualified applications will be given to the TAC.
- e. City staff will prepare a staff report for the TAC that should include the following:
 - a. Number of qualified Applications with suggestions.
 - b. Background, history, geographical, and/or identifying features of the City Facility.
 - c. Document public outreach efforts and community engagement opportunities.
 - d. Overview of submissions, including fiscal impact of naming.
- f. The TAC will review and discuss the qualified applications at a regularly scheduled Parks and Community Services (PCS) Commission meeting – this will be an agenda item and will be subjected to Public Comment. The TAC is encouraged to engage with the community and listen to their feedback during the PCS meeting and make a final recommendation to City Council.
- g. The City Council will consider a recommendation from the Parks and Community Services Commission and make a final decision to name the City Facility.

5. DEFINITIONS

- City Facility: Broadly defined to include parks, parklands, trails, open spaces, facilities, monuments or landmarks, and parking lots.
- Parks: Open space owned and managed by the City of American Canyon for recreational and/or natural resource values. This includes all traditionally designed parks, gardens, and specialized parks under the stewardship of the City.
- Trails: Any Class 1 trail or path that is located on property owned and managed by the City.
- Open Space: All natural, preserved, and agricultural land that is owned and operated by the City.
- Facilities: Any building or structure that is located on property owned or managed by the City.
- Diversity and Inclusion: American Canyon is home to a diverse and multicultural community, and efforts to promote diversity and inclusion are crucial for building a welcoming and equitable community. These are aspects that our City is proud of and are essential in creating a thriving and harmonious society.
- Functional: Geographical, location, event, natural, historic, and cultural significance.
- Honorarium/Memorial: Honors a person (living or deceased) or organization who has made significant and/or major contributions to the American Canyon community, Napa County, or State of California.
- Regional: A Napa County or State of California lens that is applicable to American Canyon directly or broad association.
- Donation: A donation of property, goods, or cash generally with no expectations of return. If this gift is contingent upon a special request, it is made subject to a “condition”.
- Sponsorships: Financial or in-kind support from an individual or corporation for a specific service, program, facility, park, or event in return for certain benefits.



TITLE

Repair and Replacement Fund Project Planning for FY2024/25

RECOMMENDATION

Review the prioritization list for potential repair and replacement park and facility projects for FY2024/25.

CONTACT

Alexandra Ikeda, Parks and Recreation Director

BACKGROUND & ANALYSIS

The City Council created the Parks and Recreation Repair and Replacement Fund to repair and replace park and facility amenities and address deferred maintenance. The Fund has roughly \$2.7M, whereas \$737,000.00 has been allocated to FY2023/24 projects which include: 1) A shade canopy at Northampton Park for \$120,000; 2) A restroom at Northampton Park for \$165,000; 3) Community Park I turf improvements for \$300,000; and 4) Irrigation controller system upgrades for \$152,000. Attachment 1 are planned Parks and Recreation Capital Improvement Program projects for FY2023/24, FY2024/25, and FY2025/26.

On September 14, 2023, the Parks and Community Services Commission met to discuss potential repair and replacement projects for FY2024/25. Below is the prioritization list that was identified during the meeting:

- 1) *Community Park I*: playground replacement and surface update. This playground was installed in 2002, and minor updates were made in 2006.
- 2) *Water Fountains*: update and install drinking fountains that include dog drinking fountain bowls. The Maintenance and Utilities Department (MUD) has secured a grant in the amount of \$275K to install bottle refill stations at our drinking fountains. The MUD team will look into drinking fountains that include water refill stations and dog drinking fountain bowls.
- 3) *Veterans Park*: playground replacement and surface update. This playground was installed in 2007, to date it is difficult to replace broken or damaged play equipment due to the manufacturer being overseas.
- 4) *Bedford & Kensington Cu De Sac Park*: playground replacement and surface update. This

playground was installed in 2007.

5) *Elliott Park*: playground replacement and surface update. This playground was installed in 2007.

6) *Nottingham & Bentley Cul De Sac Park*: playground replacement and surface update. This playground was installed in 2007.

In addition, we identified a few high-priority projects to consider but these will need to be planned and discussed with the designated Lighting and Landscape Assessment Districts (LLAD) Zones prior to adding them to the City's CIP project list.

1) *Main Street Park (Zone 3)*: create an accessible access down into the grass area. The City Council has requested City staff to look into this as a future project to support the Annual Juneteenth Celebration.

2) *Pelleria Park (Zone 1)*: playground replacement and surface update. This playground was installed in 2005.

3) *Silver Oak Park (Zone 2)*: surface update. Currently, the playground has engineered wood fiber as the play surface. During inclement weather, there is minor puddling and flooding in the play area.

And lastly, City staff will look into the request to add ground lighting along high-use trails throughout the City.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Infrastructure: "Develop and maintain infrastructure resources to support sustainable growth."

ENVIRONMENTAL REVIEW

Not Applicable

ATTACHMENTS:

[1. Planned Parks and Recreation CIP Projects](#)



PLANNED PARKS & RECREATION CIP PROJECTS

FY2023/24

PR12-0200	Newell Open Space Improvements	ADA + Access Improvements to the parking lot and trail up to the first fence.	\$380,510
PR19-0100	Wetlands Edge Enhancement	Outdoor Education at Wetlands	\$246,859
PR20-0300	Wetlands Restoration Plan	North Slough restoration, reclamation, and recreation access.	\$450,00
PR21-0100	Playground Replacement	Linwood Park, Via Bellagio Park, and Northampton Park.	\$679,892
PR22-0100	Skate Park Relocation	Move Skate Park to Veterans Park.	\$708,000
PR23-0100	Melvin Park Improvements	Improve Park along Melvin Road in conjunction with private development.	\$270,000
*PR23-0150	Irrigation Controller Upgrade	Replace existing irrigation controllers systemwide with weather sensors & remote monitoring.	\$424,424
PR23-0200	Melvin Tennis Court Improvements	Resurface two outdoor tennis courts.	\$130,000
PR23-0300	Aquatics Facility Improvements	Replaster the main pool, deck resurface, and expand the play pool experience.	\$720,000
*PR23-0400	Northampton Shade Canopy	Install shade canopy at Northampton Park.	\$120,000
*PR23-0500	Northampton Park Restroom	Add a park restroom to Northampton Park.	\$165,000
*PR23-0600	Community Park I Improvements	Fix turf at Community Park I	\$300,000
PR23-0700	Silver Oak Restroom	Add a park restroom to Silver Oak Park.	\$165,000
PR23-0800	Via Bellagio Playground Surface	Upgrade playground surface	\$150,000
PR23-0900	Adult Activity Center Floor Replacement	Replace floors at the Adult Activity Center.	\$ 50,000

FY2024/25

PR24-0100	Linwood Park Improvements	Picnic shelter, and improve accessibility into the park from the Adult Activity Center.	\$350,000
PR24-0200	Recreation Center Upgrades	Expand the Recreation Center – bring the restroom indoors, and expand the footprint of the main facility.	\$350,000

FY2025/26

PR25-0100	Newell Open Space Bathroom	Add an onsite restroom to Newell Open Space Trail.	\$255,000
PR25-0200	Newell Open Space Barn	Stabilize and refurbish the Newell Barn - identified in the Newell Management Plan.	\$3,560,000
PR25-0300	Community Park I Trail Improvements	Resurface walking path/trail around the field – accessibility.	\$145,000