



REGULAR PARKS & COMMUNITY SERVICES COMMISSION MEETING AGENDA

City Hall - Council Chambers
4381 Broadway, Ste. 201, American Canyon
June 9, 2022
6:30 PM

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

Consistent with Government Code Section 54953 and the American Canyon City Council Resolution Declaring the Existence of a Local Emergency due to the COVID-19 Pandemic, City Council and other public meetings will be conducted both in person at City Hall, 4381 Broadway, Suite 201, and also via Zoom Teleconferencing to promote local, state, and federal guidelines and social distancing recommendations for the containment of the coronavirus. City officials and members of the public are invited to attend the meeting either in person or via teleconference. This meeting will be broadcast live to residents on Napa Valley TV, on our website [here](#) and on YouTube [here](#).

PUBLIC PARTICIPATION

Oral comments, during the meeting: Oral comments can be made in person during the meeting. A Zoom Webinar has been established for public comments made via zoom. To give your public comment via zoom, use the Register to Speak feature of eComments, 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. eComments will remain open throughout the meeting. All comments received will be posted online and become part of the meeting record.

Zoom Meeting Link: [Click here](#)

Webinar ID: 815 6084 5195 **Passcode:** 405957

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

AGENDA MATERIALS: 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.

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. 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 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 Parks and Community Services Commission 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. Approve Meeting [Minutes](#) from the May 12, 2022 Special Joint OSAC and PCS meeting.

BUSINESS

2. Review [Draft](#) Fiscal Year 22/23 Work Plan for the Parks and Community Services Commission.

MANAGEMENT AND STAFF REPORTS

COMMISSIONER COMMENTS AND FUTURE ITEMS FOR CONSIDERATION

ADJOURNMENT

CERTIFICATION

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

date.

Liz Lozano, Administrative Technician

**City of American Canyon
Parks & Community Service Commission Meeting
4381 Broadway, Suite 201
May 12, 2022**

ACTION MINUTES

CALL TO ORDER

Meeting was called to order at 6:32pm.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present:

PCS Commission: Chair Einberger, Vice Chair Servente, Commissioner Mamaril, Commissioner Margolati, Commissioner Griggs.

Absent: PCS Honorary Commissioner Hmun was excused from the meeting.

PUBLIC COMMENT

Chair Einberger opened Public Comments.

Oral Comments: Sophie Borgeaud made a Public Comment.

Written Comments: There were no written Public Comment.

Chair Einberger closed Public Comments.

AGENDA CHANGES

Vice Chair Servente motioned to add commissioner comments and future items of consideration to the end of the agenda, Commissioner Mamaril seconded, roll call was taken. Motion passed unanimously.

CONSENT CALENDAR

ACTION: A motion to approve the Meeting Minutes from the April 6, 2022 Special Joint Parks & Community Services Commission and Open Space Advisory Meeting Minutes was made by Vice Chair Servente, seconded by Commissioner Griggs.

A roll call was taken and the motion was approved unanimously.

BUSINESS

1. **Roles and Responsibilities**

Director Ikeda led a discussion with the Parks and Community Services Commission to develop a draft workplan for fiscal year 22/23.

ACTION: No Action

MANAGEMENT AND STAFF REPORTS

There were no management or staff reports presented.

COMMISSIONER COMMENTS AND FUTURE ITEMS FOR CONSIDERATION

The Commissioners spoke of items of interest. Commissioner Mamaril requested as a future item of consideration; Vice Chair Servente and Commissioner Mamaril give a report on the CPRS 2022 Conference at a later meeting date.

ADJOURNMENT

The meeting was adjourned at 8:13p.m.

CERTIFICATION

Liz Lozano
Administrative Technician



DATE: June 9, 2022

RE: Draft FY "22/23 Work Plan" for the Parks and Community Services Commission

On May 12, 2022, the Parks and Community Services Commission (PCS) met to develop a *draft* Work Plan for FY 22/23. Below is the list of topics PCS has identified:

1. Update the Parks and Community Services Master Plan
 - a. Focus on access and inclusion for parks, playgrounds, programs, and events
2. Fee Philosophy
3. Clark Ranch Master Plan
4. Partnership and Development with Local Nonprofits and NVUSD Plan

The draft Work Plan will be the subject of a Special Council/PCS meeting sometime in August 2022.