



REGULAR PARKS & COMMUNITY SERVICES COMMISSION MEETING AGENDA

City Hall - Council Chambers
4381 Broadway, Ste. 201, American Canyon
September 12, 2024
6:30 PM

Chair: Cathy Margolati
Vice Chair: Charles Plummer
Commissioners: Clarence Mamaril, Gina Griggs
Youth Commissioner: Vacant

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.

PUBLIC PARTICIPATION

Parks and Community Services Commission and other public meetings will be conducted in person. This meeting is also available via Zoom, is broadcast live to residents on Napa Valley TV, on our [website](#) and on [YouTube](#).

Zoom Link: [Click here](#). **Webinar ID:** 850 8030 3116; **Passcode:** 943566. **Phone in to Zoom:** 408-638-0968

Oral comments, during the meeting: Oral comments can be made in person during Open and Closed Session or through Zoom in Open Session only. On Zoom use the "raise your hand" tool during any public comment period. To avoid confusion, hands raised outside of Public Comment periods will be lowered.

Written comments: Submit written comments by the [eComments link](#), located on the Meetings & Agendas page of our website. eComments are available to council members in real time. To allow for Council review of comments, eComments will close at 3:00 pm on the day of the meeting.

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: Agenda materials are published 72 hours prior to the meeting and are available to the public via the City's website at www.americancanyon.gov.

AMERICANS WITH DISABILITIES ACT: Agenda 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 comment on items that are not on the agenda and are within the subject matter jurisdiction of the Commission. Comments are limited to 3 minutes. Comments for items on the agenda will be taken when the item is called. The 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 Commission does not respond to public comment at this time.

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 May 9, 2024**

Recommendation: Approve the minutes of the Regular Parks & Community Services Commission meeting held on May 9, 2024.

BUSINESS

2. **Facility Naming for the "former" Napa Junction Elementary School, Community Park I, and Community Park II**

Recommendation: Review qualified applications for name suggestions to rename the "former" Napa Junction Elementary School, Community Park I, and Community Park II, and provide a recommendation to the City Council.

3. **Utilization of City Parks and Facilities**

Recommendation: Review and discuss the utilization of City parks and facilities for community groups and events.

MANAGEMENT AND STAFF ORAL REPORTS

4. **Parks and Community Services Master Plan**

Recommendation: Receive an oral update from the Parks and Recreation Director about the Parks and Community Services Master Plan update.

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 AND COMMUNITY SERVICES COMMISSION MEETING**

ACTION MINUTES

May 9, 2024

6:30 P.M. REGULAR MEETING

CALL TO ORDER

The meeting was called to order at 6:32 p.m.

PLEDGE OF ALLEGIANCE

The pledge of allegiance was recited.

ROLL CALL

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

Absent: None

Excused: None

PUBLIC COMMENTS - ITEMS NOT ON THE AGENDA

Chair Cathy Margolati opened public comment. Written Comment: None. Oral Comment: Aaron American Canyon Cub Scott. Chair Margolati closed public comment.

AGENDA CHANGES

There were no agenda changes.

CONSENT CALENDAR

1. PCS Minutes of March April 11, 2024

Action: Motion to approve the Minutes of the Regular Parks and Community Services Commission meeting of April 11, 2024, made by Vice Chair Charles Plummer, seconded by Commissioner Clarence Mamaril, and CARRIED by roll call vote.

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

Absent: None

Excused: None

BUSINESS

2. Draft Fiscal Year 2024/25 Annual Work Plan

Commissioners received a staff report and presentation from Parks and Recreation Director Alexandra Ikeda on the 2024/25 Annual Work Plan. Chair Cathy Margolati opened public comment. Written Comment: None. Oral Comment: None. Chair Margolati closed public comment.

3. FY2024/25 Capital Improvement Program Projects

Commissioners received a staff report and presentation from Parks and Recreation Director Alexandra Ikeda on the Capital Improvement Program Projects. Chair Cathy Margolati opened public comment. Written Comment: None. Oral Comment: None. Chair Margolati closed public comment.

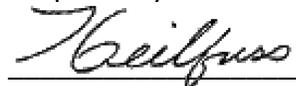
MANAGEMENT AND STAFF ORAL REPORTS

Parks and Recreation Director Ikeda shared a management update.

ADJOURNMENT

The meeting adjourned at 7:13 p.m.

Respectfully Submitted,

 for Cherri Walton

Cherri Walton, CMC, Deputy City Clerk



TITLE

Facility Naming for the "former" Napa Junction Elementary School, Community Park I, and Community Park II

RECOMMENDATION

Review qualified applications for name suggestions to rename the "former" Napa Junction Elementary School, Community Park I, and Community Park II, and provide a recommendation to the City Council.

CONTACT

Alexandra Ikeda, Parks and Recreation Director

BACKGROUND & ANALYSIS

As part of the Parks and Community Services Commission's Work Plan for FY2024/25, the Commission was tasked with renaming the "former" Napa Junction Elementary School, Community Park I, and Community Park II. The Commission solicited name recommendations through the City Facility Naming Policy (Attachment 1) which opened on July 18th and closed on August 30, 2024.

The Parks and Recreation Department received 62 applications, 61 of which met the naming criteria. The Commission will review 24 applications for Community Park I (Attachment 2), 24 applications for Community Park II (Attachment 3), and 13 applications for the former "Napa Junction Elementary School" (Attachment 4). Recommended name selections will be presented to the City Council at a scheduled meeting for the final renaming of the City's two parks and one facility.

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

Not Applicable

ENVIRONMENTAL REVIEW

15378(b) - The action is not a "Project" subject to the California Environmental Quality Act ("CEQA") because it does not qualify as a "Project" under Public Resources Code Sections 21065 and 21080 and in Section 15378(b) of Title 14 of the California Code of Regulations.

ATTACHMENTS:

1. [Resolution 2023-89 City Facility Naming Policy](#)
2. [Community Park I](#)
3. [Community Park II](#)
4. [Former Napa Junction Elementary School](#)

RESOLUTION NO. 2023-89

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON TO REPEAL AND REPLACE RESOLUTION 2007-168 WITH THE UPDATED CITY FACILITY NAMING POLICY.

WHEREAS, the City of American Canyon wishes to adopt a written policy for naming City Facilities, which is broadly defined to include parks, parklands, trails, open spaces, facilities, monuments or landmarks, and parking lots; and

WHEREAS, naming a City Facility is a significant decision that can have social, historical, and cultural implications; and

WHEREAS, the City Facility Naming Policy will provide an opportunity to receive valuable insight into our community's perspectives, memories, and connections to location, which needs to be taken into consideration before making any changes; and

WHEREAS, 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 ensuring legacy for the City's parks and recreation system; and

WHEREAS, 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; and

WHEREAS, the City wishes to ensure that this policy reflects principles of diversity, equity, and inclusion in the naming process – reflecting everyone in the American Canyon community and intentionally broadening representation; and

WHEREAS, the Parks and Community Services Commission shall serve as the Technical Advisory Committee (TAC). The TAC will review and discuss the qualified applications at a regularly scheduled Parks and Community Services Commission meeting – this will be an agenda item and will be subject 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 the City Council.

NOW, THEREFORE, BE IT RESOLVED that the City of American Canyon approved the City Facility Naming Policy as outlined in Exhibit A.

PASSED, APPROVED, and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 5th day of December 2023, by the following vote:

AYES: Aboudamous, Joseph, Oro, Washington, Garcia
NOES: None
ABSTAIN: None
ABSENT: None

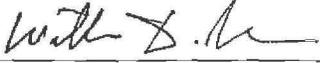


Leon Garcia, Mayor

ATTEST:



Taresa Geilfuss, City Clerk



William D. Ross, City Attorney

EXHIBIT A
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 a 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 be representative of 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 public engagement and outreach opportunities, including soliciting input from American Canyon residents, and holding public meetings with the Parks and Community Commission and City Council. The timeframe for naming a City Facility is estimated to take approximately 4 to 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 applications; qualified applications will be given to the TAC.
- e. City staff will prepare a staff report for the TAC that should include the following:
 - i. Number of qualified Applications with suggestions.
 - ii. Background, history, geographical, and/or identifying features of the City Facility.
 - iii. Document public outreach efforts and community engagement opportunities.
 - iv. Overview of submissions, including the fiscal impact of naming.
- f. The TAC will review and discuss the qualified application at the 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 the 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 buildings or structure that is located on property owned and 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 the 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 in return. If this gift is contingent upon a special request, it is made subject to a "condition".
- Sponsorship: 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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- 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.

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- Donation: A donation of property, goods, or cash generally with no expectations in return. If this gift is contingent upon a special request, it is made subject to a "condition".
- Sponsorship: Financial or in-kind support from an individual or corporation for a specific service, program, facility, park, or event in return for certain benefits.



DATE: September 12, 2024

TO: City of American Canyon Parks and Community Services Commission
 Technical Advisory Committee for the Facility Naming Policy

FROM: Alexandra Ikeda, Parks and Recreation Director

RE: City of American Canyon – Facility Naming Application
 Community Park I

The City of American Canyon opened the Facility Naming Application on July 18, 2024, and closed it on August 30, 2024. We received 25 applications, 24 of which met the naming criteria. Below is a brief overview of the submissions recommended for consideration; for more details, please review the attached packet. Recommendations are not listed in any particular order.

1.	John Mickey Park
2.	John “Mickey” Mikolajcik Park
3.	Mikolajcik Park
4.	John and Wilma Mikolajcik
5.	Leon Garcia Community Park
6.	Garcia Park
7.	Rio Del Mar Park
8.	Rio Del Mar Park
9.	Rio Grande Park
10.	Ben Anderson
11.	Biden Hall
12.	Central Park
13.	Patriot Park
14.	Patriot Field
15.	Dinosaur Park
16.	Canyonlands Recreational Park
17.	Enchanted Oaks
18.	Donaldson Park
19.	George Washington Park
20.	Home Run Park
21.	Diamond View Park
22.	American Canyon Community Legacy Park
23.	Detective Marylou Hernandez Armer
24.	Heavenly Corner Park

1



Facility Naming Application

This Application is tied to the City of American Canyon Facility Naming Policy, Resolution 2023-168. 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.

Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/20/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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

Proposed Name *

John Mickey Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

In honor of John Mickey, we chose to name the park after him because he was committed to helping turn American Canyon into a city, which is also one of the reasons why he was nicknamed the "Father of American Canyon."

Please provide any additional information that may be relevant.

Tamanveer Dhillon, Beatriz Foronda, and Adela Gonzalez created this name for the park.

How we created this park by doing research on American Canyon and learning about John Mickey. we believed that in his honor to contribute to American canyon, we should name the park after him.

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

08/20/2024



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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

Amer Cyn

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

John "Mickey" Mikolajcik Parkland

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

John "Mickey" Mikolajcik is the Father of American Canyon.

Please provide any additional information that may be relevant.

"He put American Canyon on the map. I don't think anybody else could have done it," said Moskowitz, who credited Mikolajcik's intelligence and foresight for his success.

Printed Applicant name*

[REDACTED]

Signature

[REDACTED]

Date*

07/19/2024



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Applicant's Residential Status:*

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date*

07/19/2024

Applicant name*

[Redacted]

Address*

[Redacted]

City*

American Canyon

Zip:*

94503

Phone*

[Redacted]

Email*

[Redacted]

City Facility for Naming Consideration:*

Community Park I

Naming Criteria*

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- Geographic location.
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- An adjoining subdivision, street, school, or natural feature.
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- Any individual who provided outstanding accomplishments for the good of the community. Quantity of the contribution, length of services, and other factors should be considered.
- Any individual who provided an exceptional service in the interest of the park system. When naming a facility after a person or group, an in-depth description to the contributions to the city must be provided.
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Proposed Name*

Mikolajcik Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

I am recommending this name to reflect the 70 years of support for all things American Canyon by the Mikolajcik family. The family meets five of the criteria listed above in naming a park after the family.

Please provide any additional information that may be relevant.

I would like to recommend that in renaming Community Park I or II, the Commission consider the name "Mikolajcik Park" in honor of the Mikolajcik family who have served American Canyon continuously for 70 years and continue to support our community.

John Mikolajcik, better known as "Mickey" and his wife Wilma "Dollie" Mikolajcik, founded Mid-City Nursery in 1954. Mickey was known as the "Father of American Canyon" because of his tireless service and commitment in helping make American Canyon into a city. Before he passed in 2008, John served on the Napa County Board of Supervisors for eight years and on the board of the Napa Unified School District for another 14 years.

Their son, John, continues their legacy of dedication and support of all things American Canyon with donations to groups and schools within American Canyon whenever asked, including all three elementary schools--Napa Junction, Canyon Oaks and Donaldson Way. John has also supported the American Canyon Community & Parks Foundation since its inception, providing materials free whenever asked for its annual "Evening at the Ruins," fundraiser. He has also contributed free vegetable plants and fruit trees to help establish what is now the Donaldson Way School Garden--a prototype for the Napa Unified School District to emulate in its efforts to establish similar gardens in schools throughout the district. Under John Sr., Dottie, John Jr. and his son, Jake, the family has hosted countless students on environmental education field trips to learn about the importance of our environment in American Canyon.

Over the past 70 years, the Mikolajcik family has donated thousands of dollars of trees, plants and other materials to various organizations and causes in American Canyon and has also donated thousands of hours of time consulting and advising American Canyon residents regarding plant and tree-related questions.

Printed Applicant name *

[REDACTED]

Signature

[REDACTED]

Date *

07/19/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/18/2024

Applicant name *

[REDACTED]

Address *

[REDACTED]

City *

American Canyon

Zip: *

94503

Phone *

[REDACTED]

Email *

[REDACTED]

City Facility for Naming Consideration: *

city park 1

Naming Criteria

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Proposed Name *

John and Wilma Mikolajcik

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

I moved to American Canyon in 1967 at the tender age of 5, and even back then the Mikolajcik family was trying to make American Canyon a City. I always heard that's why they call it Mid City Nursery. When I got older I hated having to explain why I had a Vallejo address when I lived in Napa/American Canyon. I'm proud to point out to people the products that say made in American Canyon, I thank Micky and Dolly for the great city we have.

Please provide any additional information that may be relevant.*

The Mikolajcik Family is still operating their Nursery out of American Canyon.

Printed Applicant name*

██████████

Signature

Date*

07/18/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/16/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Leon Garcia Community Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

Leon Garcia was the first mayor of the City and thus should have a representation of his hard work and dedication to the city. Leon was all about giving back to the community and should represent a place of joy to the community.

Please provide any additional information that may be relevant.

Printed Applicant name*

[REDACTED]

Signature

[REDACTED]

Date*

08/16/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/14/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

CA 94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Garcia Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



AC's first Mayor Leon Garcia

Please provide any additional information that may be relevant.

Printed Applicant name *

[Redacted]

Signature

[Redacted Signature]

Date *

08/14/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/23/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Rio Del Mar Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

Name it for the streets nearby to avoid confusion with community park 2.

Please provide any additional information that may be relevant.

Printed Applicant name*

██████

Signature

Date*

07/23/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/07/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Rio Del Mar Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

Rio Del Mar an early development in town, a street intersecting Hwy 29, facilitating giving directions to folks. It ties the park to the part of town it is in.

Please provide any additional information that may be relevant.

Printed Applicant name*

[REDACTED]

Signature

[REDACTED]

Date*

08/07/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/02/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

AMERICAN CYN

Zip: *

94503-4244

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Rio Grande Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



This name is simple, clear, familiar, and pinpoints the parks geographic location.

Please provide any additional information that may be relevant.

Printed Applicant name*

[REDACTED]

Signature

Date*

08/02/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/26/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Ben Anderson

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Ben Anderson was the first mayor of American Canyon and was involved in many community organizations.

Please provide any additional information that may be relevant.

I think it would be great to recognize a worthy individual while they are still living!

Printed Applicant name*

[Redacted]

Signature

Date*

07/26/2024



Facility Naming Application

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Applicant's Residential Status:*

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date*

07/22/2024

Applicant name*

[Redacted]

Address*

[Redacted]

City*

american canyon

Zip:*

9453

Phone*

[Redacted]

Email*

[Redacted]

City Facility for Naming Consideration:*

Community Park I

Naming Criteria*

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Proposed Name*

Biden Hall

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Name is reflective of the President of the United States. For all cultures

Please provide any additional information that may be relevant.

Printed Applicant name *

[REDACTED]

Signature

Date *

07/22/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/21/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Central Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



the park has been for years, and continues to be, the center of & for our community events and celebrations. As much as there is a center to our community, CP1 is it. Central Park - as a name - conveys meaning, geography, and importance to our AC community.

Please provide any additional information that may be relevant.

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/21/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/20/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Patriot Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Patriots were colonists in the Thirteen Colonies who opposed the Kingdom of Great Britain's control and governance during the colonial era, and supported and helped launch the American Revolution that ultimately established American independence. Independence Day, also known as 4th of July, is celebrated at this park annually in American Canyon.

Please provide any additional information that may be relevant.

This name also ties into the local military history of near-by Mare Island and Travis AFB. Additionally, the proposed name for Community Park I (Patriot Park) and Community Park II (Independence Park), complement each other.

Printed Applicant name*

[REDACTED]

Signature

Date*

07/20/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/18/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park 1

Naming Criteria

In selecting the name for a City Facility, the following criteria shall be used. Please choose all that apply. Note that the criteria are not listed in any order. Names outside of these criteria will not be considered, and no City Facility shall be given the same name as an existing school site or public facility unless they abut each another.

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- Any individual who provided an exceptional service in the interest of the park system. When naming a facility after a person or group, an in-depth description to the contributions to the city must be provided.
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Proposed Name *

Patriot Field

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Former home of the American Canyon Patriots youth football team.

Please provide any additional information that may be relevant.*

Name also pays homage to our veterans and reminiscent of when 4th of July was celebrated on this field.

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/18/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon CA

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Dinosaur Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



everybody calls it that anyways because of the dinosaurs that are in the play ground

Please provide any additional information that may be relevant.

would be nice to expand on the dinosaurs. the kids love it

Printed Applicant name *

██████████

Signature

Date *

07/19/2024

16



Facility Naming Application

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- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[REDACTED]

Address *

[REDACTED]

City *

VALLEJO

Zip: *

94590

Phone *

[REDACTED]

Email *

[REDACTED]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Canyonlands Recreational Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

It is a park for all. There is a playground for young children. fields for ball games i.e. baseball, soccer etc. for all ages, family and community picnic area. It is a full use community family fun spot. And, It is located in American Canyon.

Please provide any additional information that may be relevant.

Printed Applicant name *

[REDACTED]

Signature

[REDACTED]

Date *

07/19/2024



Facility Naming Application

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- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

Enchanted Oaks

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



American Canyon
I see lots of Oak trees around AC

Please provide any additional information that may be relevant.

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/19/2024

18



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/25/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

[Redacted]

Naming Criteria *

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Proposed Name *

Donaldson Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Keeping consistency with other American Canyon Parks, parks are named in reference to streets they are located. Elliot, Northampton, Shenandoah park just to name a few.

Please provide any additional information that may be relevant.

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

08/25/2024

19



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Park 1

Naming Criteria

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Proposed Name *

George Washington Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

I think the name of our first president goes very well with our city name and it honors him as well. I think it'll give us Am Cam residents a sense of pride and honor.

Please provide any additional information that may be relevant.*

Thanks for letting me be part of this.

Printed Applicant name ■ ■

Jose Luis Ramirez

Signature

A rectangular area containing two thick black horizontal bars that completely obscure the signature underneath.

Date*

07/19/2024



Parks and Recreation
4381 Broadway Street, Suite 105
American Canyon, CA 94503
P: (707)648-7275
E: parksinfo@cityofamericancanyon.org

FACILITY NAMING APPLICATION

This Application is tied to the City of American Canyon Facility Naming Policy, Resolution 2023-168.

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Applicant's Residential Status: American Canyon Resident American Canyon Business Owner
 Non-Resident

Applicant's Name: [Redacted] Date: 8/21/24
Address: [Redacted] City: [Redacted] Zip: [Redacted]
Phone: [Redacted]

City Facility for Naming Consideration: Community park 1

NAMING CRITERIA

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Proposed Name: HOME RUN PARK

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility.

Home Run Park perfectly captures the vibrant, energetic spirit of the community while paying homage to the baseball field that lies at its heart. The name instantly evokes images of teamwork, perseverance, and celebration - values that resonate with the families and young athletes who will frequent the park.

Please provide any additional information that may be relevant.

n/a

[Redacted Name]

Printed Applicant Name

[Redacted Signature]

Signature of Applicant

8/21/29

Date

OFFICE USE ONLY

Date Received: _____ Approved Denied (Please note below why it is denied)

Notes Here



Parks and Recreation
4381 Broadway Street, Suite 105
American Canyon, CA 94503
P: (707)648-7275
E: parksinfo@cityofamericancanyon.org

FACILITY NAMING APPLICATION

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Applicant's Residential Status: American Canyon Resident American Canyon Business Owner
 Non-Resident

Applicant's Name: [Redacted] Date: 8/21/24
Address: [Redacted] City: [Redacted] Zip: [Redacted]
Phone: [Redacted] Email: [Redacted]
City Facility for Naming Consideration: Community park 2

NAMING CRITERIA

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Proposed Name: Diamond view park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility.

Diamond view park combines the beauty of the natural landscape with the energy of the baseball diamond, creating an inviting space for both sports enthusiasts and those seeking a peaceful retreat. The name appeals to a wide audience, offering scenic views and athletic excellence, making it a versatile and memorable cornerstone of community life.

Please provide any additional information that may be relevant.

n/a

[Redacted] Printed Applicant Name

[Redacted Signature] Signature of Applicant

8/21/24 Date

OFFICE USE ONLY

Date Received: _____ Approved Denied (Please note below why it is denied)

Notes Here



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/22/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

HAYWARD

Zip: *

94544

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park I

Naming Criteria *

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Proposed Name *

AMERICAN CANYON COOMMUNITY LEGACY PARK

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



BECAUSE IT IS THE LEGACY OF THE COMMUNITY OF THE REPRESENTATIVES WHO LISTEN TO OUR COMMUNITY AND INCLUDES AND WELCOMES OUR DIVERSITY AND THE REPRESENTATIVES OF DISTRICT 2 WHO HAVE WORKED HARD FOR THIS TO BE CARRIED OUT, IT WOULD ALSO BE GOOD TO PUT THEIR NAME AFTER HE REPRESENTS DISTRI 2 IN HONOR OF HIS SERVICE THAT WOULD BE ANOTHER OPTION IF IT COULD

Please provide any additional information that may be relevant.

INCLUSON AND WORK EN TEAM AND ES IMPORTANT LEGACY

Printed Applicant name*

[REDACTED]

Signature

[REDACTED]

Date*

07/22/2024



Facility Naming Application

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- American Canyon Resident
- American Canyon Business Owner
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Date *

07/18/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

City Parks Community Park 1 or Main St Park

Naming Criteria

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Proposed Name *

Detective Marylou Hernandez Armer

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

Officer Marylou Armer as far as I know was the 1st American Canyon Resident and the 1st Officer in CA to die of COVID 19 3/30/2020 . This was long before mask mandates, when Nurses,Dr's, all First Responders were giving their lives to help citizens fight this Pandemic. This is part of our history and we MUST commemorate the millions of lives lost to COVID! We should think about the neighbors and friends we lost in the last 4 years and dedicate parks or a commemorative garden for family and friends to come and reflect.

Please provide any additional information that may be relevant.*

Please think about our town's history. I'm sure there are Am Can citizens who nightly look at an empty chair or cry for families. Why can't we honor and NEVER FORGET ALL WE HAVE LOST!

Printed Applicant name*

[REDACTED]

Signature

[REDACTED]

Date*

07/18/2024



Facility Naming Application

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- American Canyon Business Owner
- Non-Resident

Date *

07/18/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Park

Naming Criteria

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- Geographic location.
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- Any individual who provided outstanding accomplishments for the good of the community. Quantity of the contribution, length of services, and other factors should be considered.
- Any individual who provided an exceptional service in the interest of the park system. When naming a facility after a person or group, an in-depth description to the contributions to the city must be provided.
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Proposed Name *

Heavenly Corner Park!

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



A park we're everybody will feel safe anytime of the year !
Family oriented theme park!

Please provide any additional information that may be relevant.*

Hopefully the ame will prevail

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/18/2024



DATE: September 12, 2024

TO: City of American Canyon Parks and Community Services Commission
 Technical Advisory Committee for the Facility Naming Policy

FROM: Alexandra Ikeda, Parks and Recreation Director

RE: City of American Canyon – Facility Naming Application
 Community Park II

The City of American Canyon opened the Facility Naming Application on July 18, 2024, and closed it on August 30, 2024. We received 24 applications that met the naming criteria. Below is a brief overview of the submissions recommended for consideration; for more details, please review the attached packet. Recommendations are not listed in any particular order.

1.	Donaldson Park
2.	Donaldson Park
3.	Donaldson Way Park
4.	Community Spirit Park
5.	Scholars Grove
6.	Friendship Circle Park
7.	Leon Garcia Community Park
8.	Leon & Eva Garcia Community Park
9.	Leon Garcia Park
10.	Leon Park
11.	Independence Park
12.	Independence Park
13.	Patriot Park
14.	Mikolajcik Park
15.	Peace Park
16.	Stacey Johnson Park
17.	Fran Lemos Park
18.	Lemos Community Park
19.	Rio Del Mar Park
20.	Liberty Park, Independence Park, Freedom Park
21.	Heartland Community Park
22.	Salt Pond Park
23.	The Dino Park
24.	Victoria Faire Community Park



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/25/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Donaldson Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

Keeping consistency with other American Canyon Parks, parks are named in reference to streets they are located. Elliot, Northampton, Shenandoah park just to name a few.

Please provide any additional information that may be relevant.

Printed Applicant name*

[REDACTED]

Signature

[REDACTED SIGNATURE]

Date*

08/25/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/02/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

AMERICAN CYN

Zip: *

94503-4244

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Donaldson Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



The name is clear, simple, familiar, and pinpoints the geographic location of the park.

Please provide any additional information that may be relevant.

Printed Applicant name *

[REDACTED]

Signature

Date *

08/02/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/23/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Donaldson Way Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Name it for the nearby street to avoid confusion with Community Park 1.

Please provide any additional information that may be relevant.

Printed Applicant name*

██████████

Signature

Date*

07/23/2024



Parks and Recreation
4381 Broadway Street, Suite 105
American Canyon, CA 94503
P: (707)648-7275
E: parksinfo@cityofamericancanyon.org

FACILITY NAMING APPLICATION

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Applicant's Residential Status: American Canyon Resident American Canyon Business Owner
 Non-Resident

Applicant's Name: [REDACTED] Date: 7/19/24
Address: [REDACTED] City: American Canyon Zip: 94503
Phone: [REDACTED] Email: [REDACTED]
City Facility for Naming Consideration: Community Park 2

NAMING CRITERIA

In selecting the name for a City Facility, the following criteria shall be used. Please choose all that apply.

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Proposed Name: Community ~~SP~~ SPIRIT PARK

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility.

Community Spirit Park captures togetherness and community pride, emphasizing unity and shared values. It's a vibrant space for festivals, events, and daily recreation, fostering connections and embodying the park's role in uniting residents.

Please provide any additional information that may be relevant.

n/a

[Redacted Name] [Redacted Signature] 7/19/24
Printed Applicant Name Signature of Applicant Date

OFFICE USE ONLY

Date Received: _____ Approved Denied (Please note below why it is denied)

Notes Here



Parks and Recreation
4381 Broadway Street, Suite 105
American Canyon, CA 94503
P: (707)648-7275
E: parksinfo@cityofamicancanyon.org

FACILITY NAMING APPLICATION

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Applicant's Residential Status: American Canyon Resident American Canyon Business Owner
 Non-Resident

Applicant's Name: [Redacted] Date: 8/19/24
Address: [Redacted] City: American Canyon Zip: 94503
Phone: [Redacted] Email: [Redacted]
City Facility for Naming Consideration: Community park 2

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Proposed Name: Scholar's GROVE

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility.

Scholars Grove pays tribute to the academic focus of the surrounding schools, while also invoking a sense of tranquility and natural beauty. The name creates a serene environment that inspires learning, reflection, and growth, making it an ideal space for both students and the community to gather, enjoy, and connect with nature. By blending education with the calming presence of greenery, Scholars Grove becomes a sanctuary where knowledge and nature harmoniously coexist, fostering both intellectual and personal development.

Please provide any additional information that may be relevant.

n/a

Printed Applicant Name

Signature of Applicant

Date

OFFICE USE ONLY

Date Received: _____ Approved Denied (Please note below why it is denied)

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Applicant's Residential Status: American Canyon Resident American Canyon Business Owner
 Non-Resident

Applicant's Name: _____ Date: 7/19/23
 Address: _____ City: American Canyon Zip: 94503
 Phone: _____
 City Facility for Naming Consideration: Community park 2.

NAMING CRITERIA

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Proposed Name: Friendship Circle Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility.

I PROPOSE "FRIENDSHIP CIRCLE PARK" TO REFLECT ITS ROLE AS A CENTRAL, INCLUSIVE GATHERING SPACE FOSTERING COMMUNITY BONDS. IT IS NEAR 2 KEY SCHOOLS AND OUR CITY'S BOYS + GIRLS CLUB, AND USED FOR KEY EVENTS LIKE OUR 4TH OF JULY FESTIVAL, THIS NAME UNDERSCORES UNITY ~~AND~~ AND CELEBRATES COMMUNITY CONNECTIONS.

Please provide any additional information that may be relevant.

n/a

[Redacted Name] Printed Applicant Name [Redacted Signature] Signature of Applicant 7/19/24 Date

OFFICE USE ONLY

Date Received: _____ Approved Denied (Please note below why it is denied)

Notes Here



Facility Naming Application

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Applicant's Residential Status:*

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date*

07/19/2024

Applicant name*

[Redacted]

Address*

[Redacted]

City*

Vallejo

Zip:*

94589

Phone*

[Redacted]

Email*

[Redacted]

City Facility for Naming Consideration:*

Community Park 1 or 2

Naming Criteria

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Proposed Name*

Leon Garcia Community Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Decades of leadership in the community.

Please provide any additional information that may be relevant.*

N/a

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/19/2024

8



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/18/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park 2

Naming Criteria

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Proposed Name *

Leon & Eva Garcia Community Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Leon Garcia has served our city faithfully for 18+ years. As his final term ends, it seems fitting to memorialize his efforts of creating American Canyon's sense of community at Community Park II. I am thankful that for the majority of my life I have felt his presence and positive impact in our community, it would be nice to remember him every time I pass by.

Please provide any additional information that may be relevant. *

Eva Garcia has served as a faithful first lady and it was hard to ever find them apart at community events!

Printed Applicant name *

[Redacted]

Signature

[Redacted Signature]

Date *

07/18/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/20/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Leon Garcia Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



In honor of the current mayor's retirement, we propose that the park be named this. Mayor Garcia was an influential figure to this town, and his legacy can be honored by naming the park after him.

Please provide any additional information that may be relevant.

Printed Applicant name *

[Redacted]

Signature

[Redacted Signature]

Date *

08/20/2024



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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

12/15/2009

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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- Any individual who provided an exceptional service in the interest of the park system. When naming a facility after a person or group, an in-depth description to the contributions to the city must be provided.
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Proposed Name *

Leon park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



I selected Leon Park because our mayor, Leon Garcia is a well respected and loving person who always looks out for our community His good deeds should be known as a name of a park.

Please provide any additional information that may be relevant.

nah

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

08/21/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/22/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

In selecting the name for a City Facility, the following criteria shall be used. Please choose all that apply. Note that the criteria are not listed in any order. Names outside of these criteria will not be considered, and no City Facility shall be given the same name as an existing school site or public facility unless they abut each another.

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- Any 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.

Proposed Name *

Independence Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



This park is where our community has come together for years to celebrate our country's independence on every July 4th holiday. The park name would align with our city name which celebrates ALL of us as Americans.

Please provide any additional information that may be relevant.

The park name, Independence Park, would be nice to see in print when various groups and organizations are marketing their function or activities to the public.

Printed Applicant name*

██████████

Signature

Date*

07/22/2024



Facility Naming Application

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Applicant's Residential Status:*

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date*

07/20/2024

Applicant name*

[Redacted]

Address*

[Redacted]

City*

American Canyon

Zip:*

94503

Phone*

[Redacted]

Email*

[Redacted]

City Facility for Naming Consideration:*

Community Park II

Naming Criteria*

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Proposed Name*

Independence Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Historically, this park is where fireworks have been launched on July 4th, also known as Independence Day. This event has been a long-time pillar of our community and one of the most attended events.

Please provide any additional information that may be relevant.

This ties into the local military history of near-by Mare Island and Travis AFB. Additionally, the proposed name for Community Park I (Patriot Park) and Community Park II (Independence Park), complement each other.

Printed Applicant name*

[Redacted]

Signature

Date*

07/20/2024

13



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/18/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park 2

Naming Criteria

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Proposed Name *

Patriot Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



We are American Canyon and we celebrate the founding of our great nation at this park. We come together with different cultures and ethnicities and are united as American Patriots!

Please provide any additional information that may be relevant.*

Thank you for doing this!!
It's long overdue.

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/18/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/14/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Michelogic park

→ mikolajcik park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



He spearheaded American Canyon to become a city. Amazing man needs to be reflected in our city. A shame he hadn't yet.

Please provide any additional information that may be relevant.

Anyone from past would concur his tenacious approach to getting napa and residents to fight for a right to be a city was on his back. And look where we are now as he fought napa so hard to become now the 2nd largest city in Napa County.

Printed Applicant name *

[Redacted]

Signature

[Redacted Signature]

Date *

08/14/2024

15



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/20/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503-4229

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Peace Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Peace is an idea that transcends all boundaries including spiritual beliefs. Peace is a simple idea that children can appreciate. The theme of peace could be used to inform future developments at the park. For example, landscaping could include a labyrinth (symbol of inner peace), olive trees (symbol of peace), or a statue symbolizing peace.

Please provide any additional information that may be relevant.

Printed Applicant name *

[Redacted]

Signature

Date *

07/20/2024

14



Facility Naming Application

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Applicant's Residential Status:*

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date*

07/22/2024

Applicant name*

[REDACTED]

Address*

[REDACTED]

City*

AMERICAN CANYON

Zip:*

94503

Phone*

[REDACTED]

Email*

[REDACTED]

City Facility for Naming Consideration:*

Community Park II

Naming Criteria*

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Proposed Name*

Stacey Johnson Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Stacey had an amazing impact on our community. She tirelessly worked to organize community events that helped make American Canyon such an amazing place to live. This includes the annual 4th of July parade and community events associated with that parade.

Please provide any additional information that may be relevant.

Printed Applicant name*

[REDACTED]

Signature

Date*

07/22/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/14/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

CA 94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Fran Lemos Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Eldest resident and living community activist to this date

Please provide any additional information that may be relevant.

Printed Applicant name *

[REDACTED]

Signature

[REDACTED SIGNATURE]

Date *

08/14/2024



Facility Naming Application

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- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

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Proposed Name *

Lemos Community Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Fran Lemos is the heart of our community and enjoys gathering with friends in the outdoors. She should be honored for all that she has done for American Canyon.

Please provide any additional information that may be relevant.

Printed Applicant name *

██████████

Signature

Date *

07/19/2024



Facility Naming Application

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- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Rio Del Mar Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



This park is right next to Rio Del Mar Drive I think it will be good to name it base on its location.

Please provide any additional information that may be relevant.

Printed Applicant name*

[Redacted]

Signature

Date*

07/19/2024



Facility Naming Application

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- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon CA

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Liberty Park, Independence park, Freedom Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

the 4th of july celebration is always there

Please provide any additional information that may be relevant.

Printed Applicant name*

[REDACTED]

Signature

[REDACTED]

Date*

07/19/2024

21



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

VALLEJO

Zip: *

94590

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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- Any individual who provided an exceptional service in the interest of the park system. When naming a facility after a person or group, an in-depth description to the contributions to the city must be provided.
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Proposed Name *

Heartland Community Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



This park reflects the heart of all American Canyon residents. Community events take place here, there is a new Boys & Girls center, plus a community swimming pool for all ages to enjoy. It is also a center for the education of our children, from preschool to junior high.

Please provide any additional information that may be relevant.

Printed Applicant name *

██████████

Signature

Date *

07/19/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

AMERICAN CANYON

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

In selecting the name for a City Facility, the following criteria shall be used. Please choose all that apply. Note that the criteria are not listed in any order. Names outside of these criteria will not be considered, and no City Facility shall be given the same name as an existing school site or public facility unless they abut each another.

- Names should reflect diversity, equity, and inclusion and be representative of the American Canyon Community. Names should intentionally broaden the representation of people in our community.
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- Geographic location.
- Parks features: natural or constructed (wildlife, lakes, memorials, etc.).
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 - Any individual who provided an exceptional service in the interest of the park system. When naming a facility after a person or group, an in-depth description to the contributions to the city must be provided.
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Proposed Name *

Salt Pond Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Salt Ponds were a local industry that operated for decades along the Napa River up to San Pablo Bay. The ending of these Salt ponds lead to the restoration of the wetlands to which we enjoy today.

Please provide any additional information that may be relevant.

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/19/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

The Dino Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



It's what the kids call it already.

Please provide any additional information that may be relevant.

Printed Applicant name*

██████████

Signature

Date*

07/19/2024

24



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[REDACTED]

Address *

[REDACTED]

City *

AC

Zip: *

94503

Phone *

[REDACTED]

Email *

[REDACTED]

City Facility for Naming Consideration: *

Community Park II

Naming Criteria *

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Proposed Name *

Victoria Faire Community Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



the park is in the Victoria Faire neighborhood so why not have the park named for the housing development it's in.

Please provide any additional information that may be relevant.

Printed Applicant name*

[REDACTED]

Signature

Date*

07/19/2024



DATE: September 12, 2024

TO: City of American Canyon Parks and Community Services Commission
Technical Advisory Committee for the Facility Naming Policy

FROM: Alexandra Ikeda, Parks and Recreation Director

RE: City of American Canyon – Facility Naming Application
The former “Napa Junction Elementary School”

The City of American Canyon opened the Facility Naming Application on July 18, 2024, and closed it on August 30, 2024. We received 13 applications that met the naming criteria. Below is a brief overview of the submissions recommended for consideration; for more details, please review the attached packet. Recommendations are not listed in any particular order.

1.	Nikola Tesla Community Center
2.	Oathill Community Center
3.	Oat Hill Community Center
4.	United Nations Park
5.	Junction Point Center
6.	Heritage Hall
7.	Mickey and Dolly’s Activity Center
8.	Eagle Center
9.	Leon Garcia Center
10.	Leon Garcia
11.	Leon Garcia Recreation Complex
12.	Rancho Del Mar
13.	Bob Gish Mamorial Park



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/18/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Napa Junction Community Center

Naming Criteria

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Proposed Name *

Nikola Tesla Community Center

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



I'm making this suggestion to commemorate one of the if not the greatest American inventors of the 20th century. He is credited with inventing alternating current electricity supply which is widely adopted today. He was also a philanthropist and advocated for free energy for everyone.

Please provide any additional information that may be relevant.*

N/A

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/18/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

Vallejo

Zip: *

94589

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Elementary School

Naming Criteria

In selecting the name for a City Facility, the following criteria shall be used. Please choose all that apply. Note that the criteria are not listed in any order. Names outside of these criteria will not be considered, and no City Facility shall be given the same name as an existing school site or public facility unless they abut each another.

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Proposed Name *

Oathill Community Center

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



It's at the base of Oathill.

Please provide any additional information that may be relevant.*

N/A

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/19/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

08/07/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Napa Junction

Naming Criteria *

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Proposed Name *

Oat Hill Community Center

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Oat Hill can be seen from practically anywhere in American Canyon making it relatively easy to direct people to the community center.

Please provide any additional information that may be relevant.

Printed Applicant name*

[REDACTED]

Signature

[REDACTED]

Date*

08/07/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/30/2024

Applicant name *

[REDACTED]

Address *

[REDACTED]

City *

American Canyon

Zip: *

94503

Phone *

[REDACTED]

Email *

[REDACTED]

City Facility for Naming Consideration: *

Napa Junction

Naming Criteria *

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Proposed Name *

United Nations Park

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



American Canyon has a population that reflects the entire planet. We stand united for all people.

Please provide any additional information that may be relevant.

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/30/2024



Parks and Recreation
4381 Broadway Street, Suite 105
American Canyon, CA 94503
P: (707)648-7275
E: parksinfo@cityofamericancanyon.org

FACILITY NAMING APPLICATION

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Applicant's Residential Status: American Canyon Resident American Canyon Business Owner
 Non-Resident

Applicant's Name: [REDACTED] Date: 8/20/24
Address: [REDACTED] City: american Canyon Zip: 94503
Phone: [REDACTED] Email: [REDACTED]
City Facility for Naming Consideration: napa junction community center

NAMING CRITERIA

In selecting the name for a City Facility, the following criteria shall be used. Please choose all that apply.

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Proposed Name: Junction Point center

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility.

Junction Point center emphasizes the central role it plays in bringing the community together, reflecting the idea of connection and convergence. The name not only aligns with its location on NAPA Junction Road but also symbolizes a gathering place where paths and people meet, making it an ideal hub for various community events and activities.

Please provide any additional information that may be relevant.

n/a

[Redacted Name] Printed Applicant Name [Redacted Signature] Signature of Applicant 8/20/24 Date

OFFICE USE ONLY

Date Received: _____ Approved Denied (Please note below why it is denied)

Notes Here



Parks and Recreation
 4381 Broadway Street, Suite 105
 American Canyon, CA 94503
 P: (707)648-7275
 E: parksinfo@cityofamericancanyon.org

FACILITY NAMING APPLICATION

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Applicant's Residential Status: American Canyon Resident American Canyon Business Owner
 Non-Resident

Applicant's Name: [REDACTED] Date: 8/20/24
 Address: [REDACTED] City: American Zip: 94503
 Phone: [REDACTED] Email: [REDACTED]
 City Facility for Naming Consideration: NAPA Junction Community Center

NAMING CRITERIA

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Proposed Name: Heritage Hall

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility.

Heritage Hall honors the rich history of the city and its ongoing commitment to community growth. The name exudes a ~~sense~~ sense of dignity and warmth, making it a welcoming space that reflects the values and traditions that have shaped the community. Its a fitting tribute to the past, while serving as a vibrant center for future generations.

Please provide any additional information that may be relevant.

N/A

[Redacted]

Printed Applicant Name

[Redacted Signature]

Signature of Applicant

8/20/24

Date

OFFICE USE ONLY

Date Received: _____ Approved Denied (Please note below why it is denied)

Notes Here



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[REDACTED]

Address *

[REDACTED]

City *

American Canyon

Zip: *

94503

Phone *

[REDACTED]

Email *

[REDACTED]

City Facility for Naming Consideration: *

Former Napa Junction

Naming Criteria *

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Proposed Name *

Mickey and Dolly's Activity Center

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



The Mickolgics (spelling?) helped create our city. Their names sound like the fun of an activity center.

Please provide any additional information that may be relevant.*

Let's dance at Mickey and Dolly's

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/19/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/20/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Napa Junction

Naming Criteria *

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- Names should reflect diversity, equity, and inclusion and be representative of the American Canyon Community. Names should intentionally broaden the representation of people in our community.
- Names should prioritize local American significance, however, names that reflect California or national lens may be considered.
- Names should be appropriate to the facility by reflecting the expression of the place (its topography, geology, etc.), history, flora an fauna, an use of an area.
- Geographic location.
- Parks features: natural or constructed (wildlife, lakes, memorials, etc.).
- An adjoining subdivision, street, school, or natural feature.
- A commonly recognized historical event, group, organization, or individual (living or deceased).
 - Any individual who provided outstanding accomplishments for the good of the community. Quantity of the contribution, length of services, and other factors should be considered.
 - Any individual who provided an exceptional service in the interest of the park system. When naming a facility after a person or group, an in-depth description to the contributions to the city must be provided.
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Proposed Name *

Eagle Center

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



The Eagle is significant to this area for two reasons. First, the eagle is the mascot of the school that once stood at this site. Second, both Golden Eagles and Bald Eagles have been spotted close by.

Please provide any additional information that may be relevant.

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/20/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/22/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

AMERICAN CANYON

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Napa Junction

Naming Criteria *

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Proposed Name *

Leon Garcia Center

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



In honor of his 18 years as mayor and total of 22 years as an elected official in American Canyon I feel Napa Junction (or one of the two community parks) should be named after our long time mayor.

Please provide any additional information that may be relevant.

It would be nice to Honor Mayor Garcia, while he is still a live and to show him the city's appreciation of him for being a great Ambassador for our city for all the years of his service to our community.

Printed Applicant name *

[Redacted]

Signature

[Redacted Signature]

Date *

07/22/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/25/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

American Canyon

Zip: *

94503

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Napa Junction

Naming Criteria *

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Proposed Name *

Leon Garcia

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *

I recommend naming Napa Junction after Leon Garcia to honor his 18 years of dedicated service to our community. As a model of servant leadership with a caring heart, his contributions have significantly shaped American Canyon into the thriving city it is today.

Please provide any additional information that may be relevant.

Leon Garcia is a remarkable man whose contributions to the community and the City of American Canyon are numerous and impactful. For 18 years, he has exemplified servant leadership, always with a big heart and a smile on his face. His efforts have played a crucial role in shaping the city's development, fostering a sense of community, and improving the lives of its residents. His dedication and positive spirit make him a deserving namesake for Napa Junction.

Printed Applicant name *

[REDACTED]

Signature

[REDACTED]

Date *

07/25/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/29/2024

Applicant name*

[REDACTED]

Address*

[REDACTED]

City *

American Canyon

Zip: *

94503

Phone*

[REDACTED]

Email*

[REDACTED]

City Facility for Naming Consideration: *

Napa Junction

Naming Criteria *

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Proposed Name *

Leon Garcia Recreation Complex

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Leon Garcia is the City's longest-serving mayor, not to mention the first elected mayor in City history. His contributions to local government have allowed the City to move into the 21st century while also ensuring that the City is a great and happy place to live.

Please provide any additional information that may be relevant.

Printed Applicant name *

██████████

Signature

Date *

07/29/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/18/2024

Applicant name *

[Redacted]

Address *

[Redacted]

City *

Napa

Zip: *

94558

Phone *

[Redacted]

Email *

[Redacted]

City Facility for Naming Consideration: *

Napa

Naming Criteria

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Proposed Name *

Rancho Del Mar

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



I grew up in American Canyon and prior to it being a City, it was referred to as Rancho, Rio Del Mar was the first main road. Rancho Del Mar would be a great fit for community park 1- the first park in AC

Please provide any additional information that may be relevant.*

My grandparents were long term residents and I live there over 20 years, even though I don't currently live there I consider it my home so please don't disregard my suggestion because I don't currently live there. Thank you

Printed Applicant name*

[Redacted]

Signature

[Redacted Signature]

Date*

07/18/2024



Facility Naming Application

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Applicant's Residential Status: *

- American Canyon Resident
- American Canyon Business Owner
- Non-Resident

Date *

07/19/2024

Applicant name *

[REDACTED]

Address *

[REDACTED]

City *

VALLEJO

Zip: *

94589

Phone *

[REDACTED]

Email *

[REDACTED]

City Facility for Naming Consideration: *

Napa park

Naming Criteria *

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Proposed Name *

BOB GISH MAMORIAL PARK.

In 45 words or less, please provide a brief description explaining why you are making this name recommendation. Include relevant details such as name significance, its connection to the community, and how it meets the established criteria for naming a City Facility. *



Bob gish ,was a great man , did a lot for AMERICAN CANYON.

Please provide any additional information that may be relevant.*

Did a lot for A.C

Printed Applicant name*

[REDACTED]

Signature

[REDACTED]

Date*

07/19/2024



TITLE

Utilization of City Parks and Facilities

RECOMMENDATION

Review and discuss the utilization of City parks and facilities for community groups and events.

CONTACT

Alexandra Ikeda, Parks and Recreation Director

BACKGROUND & ANALYSIS

As our community continues to grow, the demand for accessible, well-maintained public spaces has increased, requiring a thoughtful approach to managing these resources to ensure fair and equitable utilization by community groups, nonprofit organizations, and residents. This report will outline our rental processes for private individual and organizational use, assess current usage strategies, propose strategies to optimize the availability of our parks and facilities, and identify potential areas for improvement. The goal is to meet the evolving needs and expectations of our community. For this report, City parks and facilities will be broadly defined as a city facility.

The City manages and operates many public facilities including the former Napa Junction Elementary School, Adult Activity Center, Recreation Building, 18 public parks, 12 reservable group picnic areas, 4 Baseball/Softball Fields, 8 grass fields, 2 open spaces, 6 outdoor basketball courts, 4 bocce ball courts, 1 Little League Complex, 3 tennis courts, 2 pickleball courts, 1 aquatics center, 1 dog park, and 1 skatepark.

Outdoor parks and amenities are available to the general public on a first-come, first-serve basis. Private individual use of a park or park amenity, as well as the use of any facility buildings, requires a City-issued permit. Reservations for group picnic areas and athletic field use are not permitted from November through February due to inclement weather and field maintenance. Each City facility has a specified maximum guest capacity, and according to the City's Municipal Code, groups of 60 or more people or those serving alcoholic beverages must obtain a permit through our formal reservation process.

FACILITY RENTAL FEES

The Facility Rental Fees, outlined in Attachment 1, were adopted by the City Council on March 19, 2024, through Resolution 2024-24. These fees are designed to fairly distribute the costs of maintaining, operating, and coordinating City programs, services, and facility rentals. The fee structure considers the type of event, duration of use, and the applicant's residency status.

INSURANCE

General Liability Insurance is required for all private and public facility rentals within a City facility. Applicants will be required to purchase insurance through the City's third-party provider as part of the facility rental process. Instead of purchasing insurance, nonprofit organizations may provide their Commercial General Liability insurance 30 days before the reservation date listing the City of American Canyon as additionally insured. The coverage must be in the amount of one million (\$1,000,000) for each occurrence, and two million (\$2,000,000) general aggregate for bodily injury, personal injury, and property damage. Depending on the nature of the event, additional insurance coverage and limits may apply.

CITY PROGRAMMING

The City's programs, classes, events, and services take priority when it comes to facility space allocation. To ensure adequate facility space, the City plans and schedules these activities up to 18 months in advance. Specific holidays and closures are blocked out to ensure that City facilities are not used while the Parks and Recreation Office is closed. While we strive to accommodate all reservation requests, availability is determined after these priority uses have been scheduled.

It is important to note that for City indoor sports programs, we rent the Middle School Gymnasium through the Napa Valley Unified School District booking out six months in advance. For program rentals that occur Monday through Friday, we pay \$33.89 per hour, and for Saturday/Sunday rentals we pay \$101.09 per hour. The School District space allocations take priority, and in many cases, the school has unexpectedly canceled our rental even with a confirmed booking. Our annual gymnasium costs are roughly \$30,000.

GENERAL FACILITY RENTAL PROCESS

For private individual or organization use of a City facility, applicants must be 18 years or older to reserve a City Facility. Reservations can be made up to one year in advance for American Canyon residents and 6 months in advance for non-residents, with group picnic areas exclusively available to residents and American Canyon nonprofits. Applications are accepted on a first-come, first-serve basis, and City staff will not hold any City facility without a completed Facility Rental Application (Attachment 2) and paid deposit. All other rental fees and requirements are due 30 days before reservation. Reservations made 30 days or less are required to submit a completed Facility Rental Application, pay the refundable deposit and all rental fees, and submit any additional requirements at the time of reservation.

Our current process for managing General Facility Rentals has proven to be effective and efficient. As a result, City staff are not recommending any changes or adjustments at this time. We will

continue to monitor and support this process to ensure it continues to meet the needs of both the City and our customers.

PARTNERED COMMUNITY EVENTS

For public reservations benefiting the entire community, nonprofit organizations, and community partners must be well-established within the American Canyon community and meet the requirements outlined in Section 1 of the City of American Canyon's Parks and Recreation Department User Fee Schedule to qualify. The reservation process is similar to the General Facility Rental Process as outlined above; however, applications are due a minimum of six months before the community event date.

Community groups will work with City staff to plan large-scale events, managing all aspects including coordination, expenses, and additional requirements (see Attachment 3). Organizations must submit all required documents by the established deadlines to secure their event. The City will not hold or block off any dates; failure to meet the deadline may result in the event not proceeding as planned. City staff makes every effort to support and collaborate with our partners, including proactively reaching out to those with established events to initiate the planning process.

This process is continuously evolving, and we are actively working with each group to meet the new expectations and deadlines for hosting public community events on City property. City staff are not recommending any changes to our processes as they align with best practices and City requirements. We will continue to monitor this process to ensure we effectively support our partners.

ATHLETIC FIELDS

The City works with three youth sports organizations: the American Canyon Little League (ACLL), the American Canyon Youth Football and Cheer (AC Football), and American Canyon Atlético (AC Atlético). Youth sports within our community have evolved from being seasonal activities to year-round, a trend not unique to American Canyon. Although the City is committed to supporting these organizations, the year-round demand, growing participation, and the need to maintain the longevity and health of our grass fields have made fair and equitable field allocations increasingly challenging.

The City's 8 grass fields - Northampton Park, Silver Oak Park, Monte Carlo Park, Main Street Park, Community Park I, Community Park II, Kimberly Park, and Shenandoah Park are used by these youth sports organizations. However, it's important to note that while these fields are used for athletic activities, they are not athletic fields. For instance, both Kimberly Park and Main Street Park are retention basins with grass on top. From November to roughly the end of March, these facilities fulfill their primary function and are unavailable for any public or private recreational use.

Additionally, the City owns the Little League Complex which is home to ACLL. This complex includes 4 dedicated softball/baseball fields, exclusively used by the Little League organization through a

long-term lease agreement. ACLL is responsible for the year-round upkeep and maintenance of this facility to support its program. From March through May of each year, ACLL also uses Community Park I for their 50/70 teams. For baseball/softball fields outside of the Little League Complex, including Community Park I, the Little League organization is held to the same standards as other youth sports organizations regarding field allocation and reservation processes.

Scheduling and Prioritization

The reservation process is similar to the General Facility Rental Process as outlined above; however, sports user groups will be required to submit a Sports Facility Rental Application (Attachment 4). Applications are accepted up to six months before and no less than two months before the start of a sports season. City staff works closely with each organization to understand their program needs, scheduling meetings at least two months before the start of each season. For year-round program, separate meetings are held for each season. Field allocations are first prioritized according to the California Interscholastic Federation (CIF) of play, i.e. spring is baseball, and fall is soccer and football. For organizations with programs outside their prioritized month, their request will be considered secondary, once the main sports program needs have been met.

Applications must include the desired location, dates, time, and estimated attendance, including spectators, for the use of each City facility. For large grass areas that can accommodate multiple fields, the organization will be charged based on the total number of fields reserved. For instance, if Kimberly Park is used as three soccer fields, the organization will be required to reserve and pay for all three fields. City staff will review the application and, once approved, the reservation will be inputted into the City's program registration software and a City permit will be issued.

Reservation Fees

Traditionally, AC Little League, AC Football and Cheer, and AC Atlético have not been charged for the use of a community park which includes Kimberly Park, Northampton Park, Community Park I, and Community Park II. However, starting this year, these youth sports organizations began paying for their field reservations at LLAD (Landscape and Lighting Assessment District) parks, such as Silver Oak Park, Main Street Park, Monte Carlo Park, and Shenandoah Park. The hourly rental fees for these parks are shared between the City and the LLAD.

Refundable Deposit

Each group is required to submit a \$2500 refundable deposit for each season; for year-round groups, this deposit can be rolled over to the next season. This deposit is used to cover any damage to the City facility or will be deducted for each incident in which the group fails to adhere to the facility's rules and regulations. For example, if a soccer goal is left out and City staff must return it to the storage location, the deposit will be reduced for this incident. If at any time throughout the season, the organization's refundable deposit falls to \$500, the organization must replenish it to the full \$2500 to conclude their season.

Athletic Field Maintenance

Based on the valuable feedback from our youth sports organizations, we've implemented new athletic field maintenance practices for the 2024 season. These practices are designed to address key concerns, enhance the quality and usability of our facilities, and better meet the athletic needs of our groups. Our goal is to significantly improve the sports experience for all participants, ensuring safe, well-maintained facilities for optimal performance. These newly implemented maintenance practices are above the day-to-day operations of maintaining a public park for passive recreational use.

- *Seasonality and Rotation of fields:* Athletic fields are ranked among the most challenging turf areas to maintain due to the relentless wear and tear from season-long activity under all weather conditions. This constant use, combined with impacted play schedules, can reduce the ability for comprehensive turf management practices.

Introducing seasonality and rotation can preserve the integrity and quality of our grass fields. To ensure our field remains in optimal condition, year-round athletic use will be strategically rotated among multiple fields. This rotation will be based on season, type of play, duration of play, and specific maintenance requirements. In addition, field closures may occur throughout the year due to inclement weather conditions to provide necessary resting periods.

- *Hours of Play:* To maintain the quality and longevity of our grass fields, we will limit the usage of each “athletic” field to a maximum of 700 hours of play annually. Usage beyond this threshold can lead to a decline in field conditions by creating significant turf loss, damage to the field surface, and a heightened risk of injury to athletes.
- *Athletic Field Maintenance:* Incorporating athletic field maintenance throughout the year is crucial for preserving field quality and safety. Maintenance will be scheduled at a minimum of three times a year - November/December, March and June; this schedule may vary depending on the type of field, and inclement weather conditions. Fields will be closed during this maintenance which will include aerification, spreading blended seed, top dress with compost, spread season fertilizer, and spraying broadleaf pesticides. To provide the necessary upkeep for our athletic fields, the City has annually committed 495 City staff hours, 9,000 lbs. of blended seed, 1500 cubic yards of compost, 22,500 lbs. of fertilizer, and spraying broadleaf pesticides. Some parks, such as Kimberly Park and Community Park I, may require additional resources each year due to the high utilization of these facilities to support these programs.
- *Annual Resting Periods:* From November 1st through the end of February, all fields will be closed for private and public use to allow the grass to rest and recover. This practice will help prevent further damage from sports field usage combined with inclement weather conditions.

Annual Group usage hours

Traditionally, these youth sports organizations were designed for American Canyon residents.

However, we currently do not track the total number of participants or their residency status, so we are unsure about the current population of residents and non-residents within these programs. In 2023, the City allocated over 1,945 athletic field hours to these groups at no charge. below is an individual breakdown of each group.

- AC Little League has 643 athletic hours for this program with 300 kids registered.
- Youth Football had 403 athletic hours for this program with 160 kids registered.
- Youth Soccer had 899 athletic hours for their program with 1000 kids registered.

Seasonal Field Plan

The schedule below reflects this year's sports season at City facilities - based on the size of their program, as well as trying to incorporate seasonality, athletic field maintenance, and rest periods.

<u>LOCATION</u>	<u>NOV - FEB</u>	<u>MARCH - MID JUNE</u>	<u>LATE JUNE - JULY</u>	<u>AUG - NOV</u>
Community Park I	CLOSED - WEATHER RELATED Athletic Field Maintenance & Resting	Athletic Field Maintenance ACLL - Baseball Field	Athletic Field Maintenance	AC Football & Cheer
Community Park II	CLOSED - WEATHER RELATED Athletic Field Maintenance & Resting	AC Atletico - Spring Season	Athletic Field Maintenance	AC Atlético - Fall season
Kimberly Park	CLOSED - WEATHER RELATED Retention Basin	CLOSED - WEATHER RELATED Athletic Field Maintenance	Athletic Field Maintenance	AC Atlético - Fall season
Monte Carlo Park	CLOSED - WEATHER RELATED Athletic Field Maintenance & Resting	AC Atlético - Spring Season	Athletic Field Maintenance	AC Atlético - Fall season

Main Street Park	CLOSED - WEATHER RELATED Retention Basin	CLOSED - WEATHER RELATED Athletic Field Maintenance	Athletic Field Maintenance	AC Atlético - Fall season
Northampton Park	CLOSED - WEATHER RELATED Athletic Field Maintenance & Resting	AC Atlético - Spring Season ACLL - Baseball Field	Athletic Field Maintenance	AC Atlético - Fall season
Silver Oak Park	CLOSED - WEATHER RELATED Athletic Field Maintenance & Resting	AC Atlético - Spring Season ACLL - Baseball Field	Athletic Field Maintenance	AC Atlético - Fall season
Shenandoah Park	CLOSED - WEATHER RELATED Athletic Field Maintenance & Resting	ACLL - Baseball Field	AC Football & Cheer - Summer Camps	Athletic Field Maintenance

Areas of opportunities

City staff have identified opportunities to deepen our understanding of these groups, continue to meet our community's needs, and fulfill maintenance requirements for our athletic programs. However, the opportunities outlined below remain unresolved and present challenging situations for staff to navigate fairly and equitably with our customers and partners.

- Track participation numbers and residency details from each youth sports organization to get a better understanding of the true residency representation.
- Implement facility rental fees for all athletic field use at City facilities, not just LLAD parks, to help cover the additional cost of athletic field maintenance.
- Apply fees appropriately to all user groups where fees are charged to their participants, per the City of American Canyon's Parks and Recreation Department User Fee policy.
- Acknowledge that as our youth sports organizations continue to grow, participation numbers may exceed our capacity to provide adequate field allocations to meet their program needs.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

Organizational Effectiveness: "Deliver exemplary government services."

FISCAL IMPACT

Not Applicable

ENVIRONMENTAL REVIEW

Not Applicable

ATTACHMENTS:

1. Parks and Recreation Department User Fee Schedule
2. Facility Rental Rules and Regulations
3. Partnered Community Events Additional Requirements
4. Sports Facility Rental Application

RESOLUTION NO. 2024-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON TO REPEAL AND REPLACE RESOLUTION 2023-30 WITH THE UPDATED PARKS AND RECREATION DEPARTMENT USER FEE SCHEDULE.

WHEREAS, the Parks and Recreation Department offers a wide variety of programs, services, and rentals to the residents of American Canyon and customers in neighboring cities; and

WHEREAS, the City Council approved and adopted Resolution 2023-30 on April 18, 2023, amending and updating the Parks and Recreation Department User Fee Schedule from 2004, and established the department's 16 Service Categories and Cost Recovery Pyramid Model; and

WHEREAS, recovery of the costs of providing governmental services to the fullest extent possible is of vital concern to the economic health of the City budget, and hereby the health, safety and welfare of the residents of the City of American Canyon; and

WHEREAS, the City's fiscal policy requires that the City match fees and charges with the costs of providing services, except in cases where the social benefit impact outweighs the objective of full cost recovery; and

NOW, THEREFORE, BE IT RESOLVED the City of American Canyon as follows:

SECTION 1: GENERAL INFORMATION AND SPECIAL CONDITIONS

1. All fees will be rounded to the nearest dollar.
2. The Resident Rate will only apply to American Canyon residents residing within the American Canyon city limits. Individuals claiming residency will be required to provide valid identification at the time of registration. Residency may be claimed by the following: 1) A California Driver's License with an American Canyon residential address; or 2) A photo identification card with the individual's first and last name, and a utility bill or lease agreement matching the individual's identification and American Canyon residential address.
3. The Nonresident Rates will apply to anyone residing outside the American Canyon city limits. Programs, classes, services, camps, and rentals will be 15% more than the Resident Rate and Drop-In programs will be one dollar (\$1.00) more than the Resident Rate.
4. The American Canyon Nonprofit Rates will only apply to American Canyon nonprofit organizations that have a valid State of California 501(c)(3) certificate. This benefit will only apply to facility rental fees as indicated on the Parks and Recreation Department User Fee Schedule and set at 25% less than the Resident Rate. All other facility rental rules and regulations, and requirements will apply – including insurance and refundable deposits.
5. The Nonresident Nonprofit Rates will apply to nonresident nonprofit organizations that have a valid State of California 501(c)(3) Certificate. This benefit will only apply to facility rental fees as

indicated on the Parks and Recreation Department User Fee Schedule and set at the Resident Rate. All other facility rental rules and regulations, and requirements will apply – including insurance and refundable deposits.

6. Nonprofit and Community Partner Community Events – American Canyon nonprofit organizations and community partners are encouraged to host, coordinate, and manage community-based events for American Canyon residents at City parks and facilities. These community events provide great community benefit (Tier 1 – within the Cost Recovery Pyramid Model) by enhancing our resident’s quality of life, providing unique experiences that celebrate our community’s cultural diversity, and showcasing our community’s inclusivity. The City values these relationships and partnerships – in exchange, the City will provide a City park or facility at no charge to the nonprofit organization or community partner. All other community event rules and regulations, and requirements apply.

SECTION 2. USER FEE SCHEDULE

1. The Parks and Recreation Department User Fee Schedule is outlined within Exhibit A.
2. By January 31, 2025, and thereafter, the City shall increase the service fees in the Parks and Recreation Department User Fee Schedule to automatically adjust to the annual percentage change of the Consumer Price Index (CPI) for all Urban Consumers for the San Francisco, Oakland and San Jose metropolitan area as published by the Bureau of Labor Statistics for the 12-month period ending nearest, but at least sixty (60) days prior to, the Adjustment Date.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of American Canyon adopt the Parks and Recreation Department User Fee Schedule effective upon the date of adoption of this Resolution.

PASSED, APPROVED, and ADOPTED at a regularly scheduled meeting of the City Council of the City of American Canyon held on the 19th day of March, 2024, by the following vote:

AYES: Council Members Joeph, Washington, and Mayor Garcia
NOES: None
ABSTAIN: None
ABSENT: Council Member Aboudamous and Vice Mayor Oro



Leon Garcia, Mayor

ATTEST:



Taresa Geilfuss, City Clerk



William D. Ross, City Attorney

EXHIBIT A

CITY OF AMERICAN CANYON PARKS AND RECREATION DEPARTMENT USER FEE SCHEDULE

AQUATICS FEES					
	Details	Resident	Nonresident	Nonprofit	NR Nonprofit
Group Swim Lessons	Per Participant	\$76.00	\$88.00		
Semi-Private Swim Lesson	Per Participant	\$112.00	\$129.00		
Private Swim Lesson	Per Participant	\$160.00	\$184.00		
Lifeguard Training	Per Participant	\$250.00	\$288.00		
Jr. Lifeguard Program	Per Participant	\$325.00	\$374.00		
Lifeguard Recertification Class	Per Participant	\$130.00	\$150.00		
Lap Swim: Drop-In	Daily Drop-In	\$6.00	\$7.00		
Lap Swim: Monthly Light	8-Visits/Monthly	\$44.00	\$51.00		
Lap Swim: Monthly Unlimited	12-Visits/Monthly	\$63.00	\$73.00		
Water Exercise: Drop-In	Daily Drop-In	\$6.00	\$7.00		
Water Exercise: Monthly Class	Per Participant	\$66.00	\$76.00		
Recreation Swim: 2 yrs. & Under	Daily Drop-In	FREE	FREE		
Recreation Swim (M-F): Youth 3-12 yrs.	Daily Drop-In	\$4.00	\$5.00		
Recreation Swim (M-F): Adult	Daily Drop-In	\$5.00	\$6.00		
Recreation Swim (Sat): Youth 3-12 yrs.	Daily Drop-In	\$5.00	\$6.00		
Recreation Swim (Sat) Adult	Daily Drop-In	\$6.00	\$7.00		
Recreation Swim Pool Party	Flat Rate/Rec Swim	\$80.00	\$92.00		
Recreation Swim Pool Party – Extra Guests	Per Participant/Max 30	\$4.00	\$5.00		
Recreation Swim Pool Party: Refundable Deposit	Flat Rate/Refundable	\$100.00	\$100.00		
Private Pool Party Rental (1-50 People)	Hrly Rate/3 HR. Min.	\$102.00	\$118.00	\$77.00	\$102.00
Private Pool Party Rental (51-100 People)	Hrly Rate/3 HR. Min.	\$125.00	\$144.00	\$94.00	\$125.00
Private Pool Party Rental (101-150 People)	Hrly Rate/3 HR. Min.	\$148.00	\$171.00	\$111.00	\$148.00
Aquatics Pool Rental – Lane Rental for Programming	Hrly. Rate/3 Hrs + 3 Lanes	\$12.00	\$14.00	\$9.00	\$12.00
Private Pool Rental – Refundable Deposit	Flat Rate/Refundable	\$300.00	\$300.00	\$300.00	\$300.00
RECREATION/SPORTS/FITNESS CLASS					
Canyon Kids Summer Camp	Per Participant/Per Wk.	\$160.00	\$184.00		
Camp Connection	Per Participant/Per Wk.	\$70.00	\$81.00		
Outdoor Camp – 5 days	Per Participant/Per Wk.	\$120.00	\$138.00		
Outdoor Camp – 2 days	Per Participants/Per Wk.	\$65.00	\$75.00		
Seasonal Camp – days	Per Participant/Per Wk.	\$160.00	\$184.00		
Seasonal Camp – 4 days	Per Participant/Per Wk.	\$128.00	\$148.00		
Community Garden	Annual Fee	\$56.00	\$65.00		
Adult Softball League	Per Participant	\$50.00	\$58.00		
Adult Basketball/Volleyball League	Per Participant	\$50.00	\$58.00		

Adult Soccer/Flag Football League	Per Participant	\$50.00	\$58.00		
In-House Youth League(8 classes)	Per Participant	\$140.00	\$151.00		
In-House Youth League(4 classes)	Per Participant	\$80.00	\$92.00		
Recreation Classes – Staff Lead (8 classes)	Per Participant	\$64.00- \$127.00	\$74.00- \$147.00		
Independent Contracted Instructor Class	Per Participant	\$50.00- \$350.00	\$58.00- \$403.00		
Open Gym Drop-In	Daily Drop-In Per Visit	\$8.00	\$9.00		
SENIOR SERVICES (50+ YRS)					
Senior Day Trips	Per Participant	\$49.00	\$57.00		
Senior Programs: Drop-In	Daily Visit Per Program	\$1.00	\$2.00		
Senior Programs: Monthly Light Pass	8 Visits/Monthly	\$8.00	\$10.00		
Senior Programs: Monthly Unlimited Pass	15 Visits/Monthly	\$15.00	\$18.00		
FACILITY RENTALS					
Runs & Races	Per Participant	\$3.00	\$4.00	\$1.00	\$3.00
Parking Lot Rental	Hrly. Rate/2 HR. Min.	\$34.00	\$40.00	\$26.00	\$34.00
Baseball/Softball Field Rental	Hrly. Rate/2 HR. Min.	\$15.00	\$18.00	\$12.00	\$15.00
Baseball/Softball Field Prep	Daily Flat Rate	\$39.00	\$45.00		
Turf Field Rental: Youth Programs	Hrly. Rate/2 HR. Min.	\$16.00	\$19.00	\$12.00	\$16.00
Turf Field Rental: Tournaments/Adult Programs	Hrly. Rate/2 HR. Min.	\$23.00	\$27.00	\$18.00	\$23.00
Park Rental: For Profit/Festival/Event	Hrly. Rate/2 HR. Min.	\$75.00	\$87.00		
Court Rental: Tennis/Pickleball/Basketball/Bocce	Hrly. Rate/2 HR. Min.	\$12.00	\$14.00	\$9.00	\$12.00
Group Picnic Rental	Daily Flat Rate	\$150.00	\$173.00	\$113.00	\$150.00
Recreation Building Rental	Hrly. Rate/3 HR. Min.	\$50.00	\$58.00	\$38.00	\$50.00
Adult Activity Center Rental: Assembly Room	Hrly. Rate/3 HR. Min.	\$69.00	\$80.00	\$52.00	\$69.00
Adult Activity Center Rental: Meeting Room	Hrly. Rate/2 HR. Min.	\$35.00	\$41.00	\$27.00	\$35.00
Adult Activity Center Rental: Commercial Kitchen	Hrly. Rate/2 HR. Min.	\$79.00	\$91.00	\$60.00	\$79.00
Napa Junction Community Center: Assembly Room	Hrly. Rate/3 HR. Min.	\$90.00	\$104.00	\$68.00	\$90.00
Napa Junction Community Center: Classroom	Hrly. Rate/2 HR. Min.	\$40.00	\$46.00	\$30.00	\$40.00
Projector Rental	Daily Flat Rat	\$50.00	\$58.00		
Audio Rental	Daily Flat Rat	\$50.00	\$58.00		
Park Bounce House Permit – Authorized Vendor	Daily Flat Rat	\$50.00	\$58.00		
*Portable Restroom Rental – Single Stall Restroom	Flat Rate	\$197.00	\$227.00		
*Portable Restroom Rental – Single Stall + Handwashing Station	Flat Rate	\$279.00	\$321.00		
*Portable Restroom Rental – ADA Restroom	Flat Rate	\$265.00	\$305.00		
*General Liability Insurance: Rentals	Flat Rate	\$118.00	\$136.00		
*General Liability + Liquor Liability Insurance: Rental	Flat Rate	\$184.00	\$212.00		
*Sports Event Insurance (1-100 people)	Flat Rate	\$229.00	\$264.00		
Facility Rental Cleaning Fee (35 people or less)	Flat Rate	\$150.00	\$173.00		
Facility Rental Cleaning Fee (36+ people)	Flat Rate	\$200.00	\$230.00		
*Fees are set at Market Rate and are subject to change.					



4381 Broadway Street, American Canyon CA 94503
(707)648-7275 / cityofamericancanyon.org

FACILITY RENTAL APPLICATION

(APPLICANT MUST BE 18+ YEARS. Please complete the application in its entirety or the permit process may be delayed)

Facility Location / Room: _____

Rental Date(s): _____ Day(s) of the Week: _____

Rental Time: _____ am/pm to _____ am/pm Event Time: _____ am/pm to _____ am/pm Total Hours: _____

*Rental hours must include all-time needed for decorating, setup, event time, and cleanup.

Type of Event: _____

Total Expected Attendance: _____ Nonprofit Tax ID: _____

Applicant Name: (main contact for rental): _____

Name of Organization: _____

Address: _____

City/State: _____ Zip: _____ Phone Number: _____

Email: _____

- | | | | |
|------------------------------------|----------------|--|----------------|
| 1. Will alcohol be served? | Yes ___ No ___ | 7. Will music be played? | Yes ___ No ___ |
| 2. Will alcohol be sold? | Yes ___ No ___ | 8. If you answered yes to #7, what kind of music will | |
| 3. Will there be an admission fee? | Yes ___ No ___ | Played (circle all that apply): DJ / Band / Acoustic / Phone | |
| 4. Will food be sold? | Yes ___ No ___ | 9. Will you have a bounce house or jumper? | Yes ___ No ___ |
| 5. Will food be served? | Yes ___ No ___ | | |

Type of Cooking Method: _____

AGREEMENT AND RELEASE OF LIABILITY

I certify that I, the Applicant reserving with the City of American Canyon (City), am at least 18 years of age. The undersigned or, if signing for an organization, that organization, certifies that the above information is accurate and correct and that the undersigned has read and understood the Facility Rental Rules and Regulations as set forth by the City pertaining to the use of City facilities. I understand that I or an appointed representative must be present at the beginning of the rental time and must be present at the end of the rental time for inspection. I agree to do a full facility evaluation walk-through with City staff of all areas listed on the evaluation form prior to

and after the event to review any current or new damages to the facility which may have occurred during my rental. I understand that failure to comply with the Facility Rental Rules and Regulations may lead to losing portions and/or all of my rental deposit and fees, which in some cases may exceed the rental deposit amount. I further understand that if I delegate my applicant responsibilities to other members or service agencies for which I have contracted, I still have the ultimate responsibility of the facility during my rental.

It is further agreed that the Applicant shall indemnify, defend, and hold harmless the City its officers, employees, and agents from any and all losses, costs, expenses, claims, litigation, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the Applicant's use or occupancy of a facility or property controlled by the City, unless solely caused by the gross negligence or willful misconduct of the City, its officers, employees, or agents.

Force Majeure: Notwithstanding anything to the contrary contained in this agreement, the City shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemics, epidemic, civil disturbance, acts of terrorism, regulation of public authority, inclement weather, the loss or unavailability of electrical power such as in a Public Safety Power Shutoff event, and other causes beyond their control. The undersigned waives any right of recovery against the City, including waiver of incidental and/or consequential damages, and the undersigned shall not charge or seek recovery for damages resulting from "acts of God" or Force Majeure Events from or against the City, its officers, employees, or agents.

Applicant Name: _____ Signature: _____ Date: _____

FACILITY RENTAL RULES AND REGULATIONS

By signing the Facility Rental Application, you are signing that you have read and understand all information contained herein, which constitutes a contract between you and the City of American Canyon (City). The following rental policies outline the conditions for use of the City facilities. All City facilities are governed by these general rules, in addition to specific conditions for each facility.

1. **Rental Application and Requirements** – Facility rentals are accepted on a first-come, first-serve basis and will only be accepted with a completed Rental Application and refundable deposit fee. American Canyon residents may reserve facilities up to one (1) year in advance of their rental date; nonresidents may reserve up to six (6) months in advance of their rental date. Applicants must be at least 18 years of age. American Canyon residents must provide valid proof of residency (i.e., California I.D. or utility bill in Applicant's name) to qualify for the resident rate. All other facility rental forms (including insurance and ABC license), and fees are due and to be paid in full thirty (30) days prior to the facility rental date. Applicants who fail to meet these requirements may result in their facility rental being canceled and a refund may not be issued, including withholding the refundable deposit. Facility rentals are not permitted to go beyond 10:00 p.m. daily; Applicants are required to clean up and vacate the facility by 10:00 p.m.
2. **Rental Contact Requirements** - All contact regarding the rental fees, insurance, and on-site coordination will only be arranged with the original Applicant. If the original Applicant is unavailable for the facility rental coordination on the day of the facility rental, the Applicant must designate an alternate person to assume this responsibility in advance of the facility rental and inform the City in writing. Applicants will be required to meet with City staff thirty (30) days prior to the facility rental date to review the facility layout, review rules and regulations, and submit required signed documents.
3. **Nonprofit Groups** – Nonprofit organizations are required to provide evidence of their approved State of California nonprofit 501(c)(3) status to qualify for the nonprofit facility rental rate.
4. **Refundable Deposit** – The Refundable Deposit is due at the time of submitting the Facility Rental Application to secure a facility rental with the City of American Canyon. The Refundable Deposit is intended to be refunded back to the Applicant two (2) weeks after the facility rental has concluded. The City may withhold all or portions of the Refundable Deposit if the Applicant fails to abide by the Facility Rental Rules and Regulations pertaining to the facility rental, including but not limited to facility and equipment damage, failure to meet the cleaning requirements, and/or cancel the facility rental prior to the rental date.
5. **Facility Rental Fees** – Facility rental fees are fixed hourly rental fees that are set by the City of American Canyon. Facility rentals are booked in full-hour increments and must include setup, event time, and cleanup; there is a 3-hour minimum on all facility rentals with the City. Facility rental fees will be required to be paid in full thirty (30) days prior to the rental date; failure to pay the facility rental fees as outlined within these rules and regulations may result in the facility rental being canceled, and the refundable deposit, including any fees paid, may be forfeited by the Applicant and retained by the City.
6. **Facility Rental Cancellations** - If the original Applicant cancels a rental seven (7) business days after booking and securing the rental date, the entire deposit will be forfeited. The following schedule will be used to determine the City cancellation process for facility rental refunds:
 - **7 Business Days After Securing the Facility Rental:** The refundable deposit will be forfeited and retained by the City.
 - **From Date of Booking to Thirty-One (31) Days Prior to the Rental Date:** The refundable deposit will be forfeited, and 50% of any rental fees paid to the City will be withheld from the refund.

- **Thirty (30) Days or Less Prior to the Rental Date:** All paid rental fees to the City, including the refundable deposit will be withheld.

City facilities may be closed at any time, with or without notice, this includes closures due to inclement weather. City staff will make every effort to contact the Applicant ahead of time of any facility closures that may affect the rental date. If a closure occurs and a facility rental is canceled on behalf of the City, a refund credit will be applied to the Applicant's household. This credit may be used for any Parks and Recreation program, service, or rental in the future.

- 7. Permit Changes** – All facility rental changes must be made in writing to City staff. Changes made less than thirty (30) days prior to the rental date and result in additional fees will be required to be paid in full by the Applicant at the time of making the change. If the Applicant fails to make this payment, the changes will not be granted, and the rental will not be altered. All facility rental fees are due and are to be paid in full thirty (30) days prior to the facility rental date. Failure to pay the rental balance in full thirty (30) days prior to the rental date may result in the facility rental being canceled, and a refund may not be issued, including withholding the refundable deposit. It is the Applicant's responsibility to check and verify their facility rental permit to ensure that all facility rental details are accurate and correct. Corrections must be addressed with City staff in writing prior to the rental date to ensure the permit reflects the facility rental. Changes made on the day of the rental will need to be addressed with City staff on duty and will be documented on a facility rental sheet; the Applicant will be required to sign off on these additional changes. These changes will be reviewed by City staff on the following Monday, and the Applicant will be assessed the appropriate rental fees to reflect the changes to the facility rental. These fees may be deducted from the refundable deposit, and/or the Applicant may be billed separately if the deposit is not sufficient to cover the balance.
- 8. Facility Rental Onsite Appointments** – Facility Rentals receive one (1) thirty (30) minute onsite appointment walkthrough at the rented facility location. Applicants are required to schedule their one (1) time courtesy appointment with City staff; appointments are scheduled on a first-come, first-serve basis. City staff will open the facility at the specified time per the agreed-upon scheduled appointment. Appointments start at the designated scheduled start time and will end at the designated end time; appointments will not be rescheduled on the day of the appointment due to late arrivals by the Applicant, vendor, and/or family. Applicants are responsible for rescheduling and/or canceling their own appointments by contacting City staff 48 hours prior to their scheduled appointment. Appointments that exceed thirty (30) minutes will be subjected to an additional appointment charge of \$50 for every thirty (30) minutes; a minimum of thirty (30) minutes will be charged. Applicants are encouraged to ensure that vendors and/or family members attend this scheduled appointment. Applicants will be charged \$50 for any additional thirty (30) minute appointments after the first courteously rental appointment.
- 9. City staff on duty during rental-** City staff will be on duty during all approved use of City facilities. City staff is not available for loading/unloading supplies, waiting tables, serving, moving rented furniture or equipment, and/or assisting with the Applicant's portion of the cleanup.
- 10. Adhering to the time schedule on the application** - The time stated on the application form for the rental will be strictly enforced. If the applicant does not use full time as stated on their application, there will be no refunds given or funds transferred. The rental period must include all-time necessary for setup and cleanup for the rental, and time must be consecutive. All facility usage is based upon space availability and is limited to specific rental periods. City staff will set up tables and chairs unless other arrangements have been approved by the City. The City must receive a written floor plan a minimum of thirty (30) days prior to the rental date. Otherwise, a standard room setup will be provided. The facility will not be open prior to the stated rental time for any renter, caterers, bands, decorators, etc. participating in a rental activity, nor can items be stored overnight in a City facility prior to or after any rental activity.

- 11. Cleaning requirements** – City staff are responsible for the setup and takedown of City tables, chairs, and equipment. Applicants will be responsible for the removal and/or disposal of food, beverages, paper goods, decorations, signage, equipment, furniture, and personal items once the rental has concluded. The City will not authorize the overnight storage of any personal items or equipment or be responsible for any items left behind. All rental trash is to be properly bagged and placed in the designated trash receptacles. Applicants will be required to notify City staff immediately of any large spills within the facility(ies) that are rented per this agreement. Applicants are responsible for ensuring that DJs, caterers, decorators, etc. adhere to the City's cleaning requirements and exit the facility by the rental end time. Failure to adhere to the City cleaning requirements could result in the forfeit of the entire facility rental deposit, and /or the Applicant may be billed separately if the deposit is not sufficient to cover the additional balance.
- 12. Condition of the facility** – The Applicant acknowledges that the facility will be made available in an as-is condition and the City undertakes no obligation to make improvements or changes to their existing conditions. City staff will check the condition of the facility with the Applicant before the start of the rental and prior to their departure to determine if additional damage, cleaning, or overtime use has occurred. City staff will document any issues during the total length of the rental including but not limited to setup, event time, and cleanup. This on-site evaluation is only one means of evaluating the return of the rental deposit; however, additional charges may be imposed for damages or cleanup not identified on the evaluation form if additional items are identified after the Applicant has left the facility. It is the responsibility of City staff to enforce facility use regulations and prevent abuse of any facility or facility use privileges, including but not limited to, requesting police department assistance to stop the service of alcoholic beverages, remove disruptive individuals, and/or to clear the facility and cancel the rental. In the case of such cancellation of a facility rental, no rental fees will be refunded or transferred. City staff will process the deposit refund request upon review of evaluations the week following the rental. Refundable deposits are refunded back to the Applicant forty-eight business hours after the conclusion of the facility rental; the deposit will be returned to the Applicant in the same form as the original payment unless approved by City staff.
- 13. Liability** - The Applicant is solely responsible and accountable financially for any and all accidents or injuries to persons or property resulting from your use of City facilities. The Applicant is responsible for knowing and understanding all rules and regulations governing City facilities. The Applicant shall also be responsible for the control and supervision of all people in attendance during the usage of the facility and shall take care to see that no damage is done to the facility and that everyone conducts himself or herself in an orderly manner. Minors must be supervised at all times during the facility rental, this includes setup and cleanup. The City will not be held responsible for unsupervised minors. If facility damage, inappropriate behavior of a rental group, or exceeding capacity levels occurs at any rental activity, the rental may be shut down, a refund may not be issued including withholding the refundable deposit, and further use of City facilities by the Applicant or group may be denied.
- 14. Compliance with all applicable law, rules, and regulations** – The Applicant shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings. The Applicant agrees to abide by all applicable local, federal, and state accessibility standards and regulations. The Applicant further agrees that it is solely responsible for reviewing and ensuring compliance with all Applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc. The City reserves the right to immediately revoke an applicant's right to use the facility under this agreement should the Applicant fail to comply with any provisions of this section.
- 15. Group Picnic Rental and Photography Permits:** *(Only applicable to these types of rentals)*

 - a. **Inclement Weather:** The Applicant will be required to contact the Parks and Recreation Department to cancel and reschedule their rental. Applicants may receive a refund or a credit on their household if a rental is canceled due to inclement weather.

- b. **Jumpers and Bounce Houses:** Applicants are required to go through the City's preferred vendor list for jumpers and bounce houses. The City approved bounce house or jumper vendors have been vetted by City staff and meet the City insurance requirements. Separate rental fees may apply to the vendor at the time of making the rental.

16. For Pool Rentals: *(Only applicable to these types of rentals)*

- a. The Applicant and their guests are required to always wear proper swimming attire while swimming in a City aquatic facility.
- b. Swimming will not be permitted unless there is a designated City Lifeguard on duty. The Applicant and their guests will not be permitted into the facility prior to the start time stated on the facility rental permit and will be required to exit the facility per the end time stated on the permit. Additional facility rental use outside the permitted time will be billed to the Applicant and rounded up to the nearest hour.
- c. Applicants and their guests who are experiencing a contagious or communicable disease shall not be permitted to utilize any City facility including, but not limited to entering the aquatics facility or water.

17. Facility Restrooms & Keys – Depending on the nature of the rental, Applicants may be required to have a portable restroom(s) for the day; the total number of required portable restrooms is determined by City staff and is based on the following criteria: type of rental, total rental hours, and total rental attendance. The City of American Canyon works directly with a varied vendor for this service – the City will secure the portable restrooms for the rental, and the Applicant will be charged for these services; the charges are at a direct cost to the Applicant. The portable restroom will be delivered prior to the facility rental date and City staff will lock and secure the portable restroom with a City portable restroom lock. The Applicant will be given the code to access the portable restroom for their rental. Once the rental has concluded, the Applicant will be required to return the lock to the City of American Canyon Parks and Recreation Department at City Hall the following business day.

For facility rentals that include a facility key – Applicants will be required to pick up the City key the Friday prior to the facility rental date during business hours at the City of American Canyon's Parks and Recreation Department at City Hall. During the rental, the Applicant will be given access to the rental facility with the key; once the rental concludes – the Applicant will be required to lock and secure the facility. The Applicant will be required to return the key to the same location as pick up the following business day.

For rentals that include a portable restroom or facility key, the Applicant will be charged an additional \$50.00 Refundable Deposit – this deposit is refundable if the Applicant returns the portable restroom lock/facility key the following City of American Canyon business Day (Monday-Friday) during office hours. Failure to return the City's portable restroom lock and/or facility key will result in the refundable deposit being forfeited by the Applicant.

18. Insurance Requirements – Depending on the nature of the event, and for rentals with forty (40) or more guests, or serving alcoholic beverages, Applicants may be required to purchase facility rental insurance through the City's carrier. City insurance premium rates are based on market-rate; these rates may fluctuate due to the type of rental, type of activity, total number of guests, and total number of days.

The Applicant shall procure and maintain, for the duration of the use period contemplated herein, commercial general liability insurance with coverage at least as broad as Insurance Services Office Form CG 00 01, in an amount not less than \$1,000,000 per occurrence, \$2,000,000 general aggregate, for bodily injury, personal injury, and property damage. The policy must include

contractual liability that has not been amended. Any endorsement restricting standard ISO "insured contract" language will not be accepted. If alcohol is sold during the permitted activity, coverage must include full liquor liability.

- a. Such insurance shall name the City, its officers, employees, agents, and volunteers as additional insureds prior to the use of the facility. The Applicant shall file certificates of such insurance with the City, which shall be endorsed to provide thirty (30) days' notices to the City of cancellation or any change of coverage limits. If a copy of the insurance certificate is not on file prior to the event, the City may deny access to the facility, the facility rental may be canceled, and a refund may not be issued.
- b. All insurance policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact business of insurance or is on the List of Approved Surplus Line Insurers in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City.
- c. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits, or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all-inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Applicant maintains higher limits than the mins shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Applicant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

Applicants reserving dates for the next calendar year may be subjected to increased insurance premiums if premiums are raised through our carrier. Applicants are responsible for any additional fee increases.

- 19. Indemnification** – Applicant assumes complete financial responsibility for the event and any damages to persons or property arising out of or in connection with the event. Applicants shall indemnify, defend, and hold harmless the City of American Canyon, its officers, employees, and agents from any and all losses, costs, expenses, claims, litigation, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the Applicant's use or occupancy of a facility or property controlled by the City of American Canyon unless solely caused by the gross negligence or willful misconduct of City of American Canyon, its officers, employees, or agents.
- 20. Alcohol** - Alcoholic beverages may be consumed within a City facility with an approved Certificate of Insurance and Scheduled Endorsement including Liquor Liability. Alcoholic beverages may not be sold or consumed at any officially designated youth facility rental. The serving or selling of alcoholic beverages remains at the discretion of the City. In rentals where alcohol will be sold or consumed, the City requires the Applicant to purchase an additional permit from the Department of Alcoholic Beverage Control (ABC). A copy of the ABC-issued permit must be turned into the City thirty (30) days prior to the facility rental date and posted near the bar in a visible location during the entire facility rental. In addition, the City is not responsible for any such violations by the lessee of the ABC permit or the law with respect to alcohol. The lessee shall name the City as additionally insured under the lessee's Comprehensive General Liability insurance policy and Scheduled Endorsement. The City may limit the number of hours that alcoholic beverages can be served during the facility rental. The serving and selling of alcoholic beverages must end at least 30 minutes prior to the end of the event time. At any time during your facility rental, City staff has the authority to discontinue the consumption, sale, or serving of alcoholic beverages.

Alcohol consumption by a minor will not be tolerated. The Applicant understands that if alcohol is served to minors, City staff may cancel the facility rental and/or request assistance from the American Canyon Police Department. In such an event, the Applicant may be held responsible for the illegal distribution of alcohol, a refund may not be issued, including the forfeit of the refundable deposit.

- 21. Selling of food and beverages** – For facility rentals where food and beverages will be sold, the City may require the Applicant to purchase an additional temporary food permit from the Napa County Public Health Department. A copy of the issued temporary food permit must be submitted to the City thirty (30) days prior to the rental date.

- 22. Security Requirements** – The City reserves the right to require security for specific facility rentals. The security staff will take direction from City staff. Security officers are responsible for the safety and security of the facility, City staff, and facility rental participants. The following are basic guidelines for assigning security officers at facility rentals and are set at the discretion of City staff:
 - 0-100 in attendance Up to two (2) officers
 - 101-200 in attendance Two (2) officers
 - 201-300 in attendance Three (3) officers
 - 301-400 in attendance Four (4) officers
 - 401-500 in attendance Five (5) officers

- 23. General Safety Guidelines** – The Applicant is responsible for the conduct of their guest and the overall oversight of the facility rental. Facility rental guests are not permitted to be left unattended; minors 12 years and under, are required to be supervised by an adult chaperon throughout the duration of the facility rental. Children may not be left unsupervised at any time while utilizing a City facility. The Applicant and their guests will be required to follow reasonable verbal directions from City staff and posted facility rules and regulations. Failure to comply may result in the facility rental being canceled, a refund may not be issued, including the forfeit of the refundable deposit.

- 24. Smoking** - It shall be unlawful to smoke or in any other way engage in the use of tobacco or tobacco-like products of any kind or description and in any form, on any property owned and/or operated by the City, including any buildings, historic sites or structures, restrooms, grandstands, stadiums, bleachers, amphitheaters, covered arenas, picnic sites, other similar places or assembly, also in any City parklands, open spaces, sports fields, swimming pools, snack bars, parking lots, sidewalks, or trails, unless in a place designated and posted or temporarily permitted for such use. Smoke, mist or fog machines, haze, or vapor type devices are prohibited in all City facilities.

- 25. Decorations and Setup** - Adhesives, nails, screws, pins, or staples on facility walls are prohibited. Taping of City facility chairs and/or tables is prohibited. City tables must be covered prior to rental usage. Decorative materials may not be attached to light fixtures and must be completely removed from the facility at the conclusion of the activity. Confetti, glitter, sequins, rice, birdseed, straight pins on carpet, and/or sparklers are prohibited in any City facility. Birthday candles, ceremonial flames and/or ceremony candles need prior approval from City staff. If balloons are utilized for decorations, they must be weighted down and not be released intentionally to float to the ceiling areas and/or released outside City facilities. All decorative materials must be fireproof and/or flame retardant. At no time shall exits or facility signage be obstructed by decorations or rental equipment.

- 26. Music/Audio** – Facility rentals will be required to restrict music and noise levels to not exceed 60 decibels. Amplified music will be restricted to the interior of the facility with noise exposure outside not to exceed 60 decibels at the facility boundary. At the discretion of City staff, outdoor music may be amplified.

- 27. Lighting** - Strobe, rotating, flashing, and/or up lights are permitted in City facilities. Smoke, mist or fog machines, haze, or vapor type devices are prohibited in all City facilities. The rental facilities have

automatic smoke detectors, which are monitored by the American Canyon Fire District. Applicants in violation of this regulation will be financially responsible for all charges levied by the Fire District for a response call. Mist machines are prohibited due to their potential for damaging floor surfaces and creating a safety hazard for guests.

- 28. Drone Videography and Photography** – In order to protect the health and safety of our program participants, recreational drones, model airplanes, and any other unmanned aerial vehicles or systems are not permitted on any property owned and/or operated by the City, including any buildings, historical sites or structures, restrooms, grandstands, stadiums, bleachers, amphitheaters, covered arenas, picnic sites, other similar places or assembly, also in any City parklands, open spaces, sports fields, swimming pools, parking lots, sidewalks, or trails.
- 29. Holidays** – City facilities are closed on specific City holidays and will not be available for rent.
- 30. Additional Incident Fee** - Excessive cleaning performed by any City beyond the normal facility rental cleaning requirements or minor facility repairs following a rental activity will result in a minimum cleaning fee of \$100 per incident. Any amount for these services shall be deducted from the rental deposit, or in the event of an insufficient deposit balance, shall be a separate obligation of the Applicant.
- 31. Additional Staff Charges** –Applicants and vendors will be given 15 minutes after the specified end time listed on the permit to exit the facility. In the event the rental exceeds the permitted rental time, the applicant will be charged up to \$50 per additional hour; a minimum of one (1) hour will be charged. Any amount for these services shall be deducted from the rental deposit, or in the event of an insufficient deposit balance, shall be a separate obligation of the Applicant.
- 32. Violation of these policies** - A fee for liquidated damages of two times the amount of deposit, will be imposed for violation of any facility rental regulation or misrepresentation of material information in the rental application, including but not limited to, misrepresenting the type of activity or sponsoring organization, misrepresenting residency of the Applicant, exceeding the capacity of the facility, misrepresenting if alcohol will be served or sold, or misrepresenting the number or age group of participants/guests. This fee will be imposed regardless of actual damage to the facility or increased cost incurred by the City in supervising the activity and is in addition to any such costs, which will be withheld from the deposit amount.
- 33. Denial of Rental Application** – At any time, the City may deny the use or the rental of a City facility for any reason, including but not limited to rentals by individuals or organizations that have used City facilities in the past where problems have occurred, where facility rental application information was misrepresented or inaccurate, such use would jeopardize the health and safety of our City staff and/or guest and community members, etc.

Applicant Name: _____ **Signature:** _____ **Date:** _____



PARTNERED COMMUNITY EVENT CHECKLIST

Application is due six months prior to the date; all other forms and requirements due 30 days prior to the event date.

Organization's Name: _____ **Nonprofit ID:** _____

Community Event Name: _____

Description of event: _____

Location: _____ **Date:** _____ **Time:** _____

- Community Event meets the diverse needs of our community – benefits the entire community.
- Facility Rental Application – must include the date, time, location, and total attendance.
 - Book the event into CivicRec to reserve the facility location.
- Paid Refundable Deposit of \$500
- Total Amount of Hourly Facility Rental Fees Waived: _____.
- State of California Nonprofit Status Form – to claim nonprofit status.
- American Canyon Business License and NO: _____
- Site Plan – detailed event map.
- Waste Management Plan.
- Parking Plan.
- First Aid Plan
- Setup and Cleanup Logistical Plan.
- Portable Restrooms: (1) Restroom & Handwashing Station for every 60 people. Total Attendance: _____ / (60) people = _____ portable restrooms (round up).
- Napa County Health Permit – if selling food and/or beverages.
- Alcoholic Beverage Control: One-Day License (selling alcoholic beverages).
 - Copy of ABC Certified Course: Responsible Beverage Services Certification and Name: _____
- Certificate of Commercial General Liability Insurance: one million (\$1,000,000) per occurrence and two million general aggregate for bodily injury, personal injury, and property damage listing the City of American Canyon, its employees, officials, volunteers, and representatives as additionally insured.
 - Dates of Policy: _____.
- Workers Compensation – only if the organization has employees.
- Commercial Auto Insurance – if using a vehicle.
- Additional Vendors: ___ Yes / ___ No
 - Full list of additional vendors
 - Insurance from each vendor – meeting the City's insurance requirements; **or**
 - Provide Event Insurance covering the additional vendors and activities.

Staff Name: _____ **Staff Signature:** : _____ **Date:** _____



4381 Broadway Street, American Canyon CA94503
(707)648-7275 / cityofamericancanyon.org

SPORTS FACILITY RENTAL APPLICATION

(APPLICANT MUST BE 18+ YEARS. Please complete the application in its entirety or the permit process may be delayed)

Applicant Name (Rental Point of Contact): _____

Organization Name: _____

Address: _____

City: _____ Zip: _____ Website: _____

Email: _____

Applicant Phone Number: _____ Organization's Phone Number: _____

Sports Activity: _____ Participant Ages: _____ Total No. of Participants: _____

Type of Play: () Practice () Games () Tournament () Camp / Clinic

Total No. of Teams: _____ Total Expected Attendance Including Spectators (daily): _____

FACILITIES

- Community Park I
() Baseball () Grass Field
- Community Park II – Grass Field
- Elliott Park
() Basketball () Tennis () Pickleball
- Gadwall Park – Basketball Court
- Kimberly Park – Grass Field
() Field #1 () Field #2 () ALL
- Melvin Tennis - Courts
() Court #1 () Court #2
- Northampton Park
() Baseball Field () Basketball Court
- Pelleria Park – Basketball Court
- Shenandoah Park - Fields
() Baseball () Grass () Basketball
- Silver Oak Park – Fields
() Baseball () Grass
- Veterans Park – Bocce Ball Courts
() Court #1 () Court #2

OTHER Facility Name: _____ Number Courts or Fields: _____

RENTAL DATE AND TIME INFORMATION

Rental Year: _____ Rental Season: _____ Total Rental Hours: _____

Rental Date(s): _____

*Rental hours include setup, program time, and cleanup time. Applicants will be responsible to ensure the program starts and ends as stated within this application, this includes allowing enough time for cleanup.

<input type="checkbox"/> MON	Access Start	_____	AM/PM	Program Time	_____	AM/PM	Access End	_____	AM/PM
<input type="checkbox"/> TUES	Access Start	_____	AM/PM	Program Time	_____	AM/PM	Access End	_____	AM/PM
<input type="checkbox"/> WED	Access Start	_____	AM/PM	Program Time	_____	AM/PM	Access End	_____	AM/PM
<input type="checkbox"/> THU	Access Start	_____	AM/PM	Program Time	_____	AM/PM	Access End	_____	AM/PM
<input type="checkbox"/> FRI	Access Start	_____	AM/PM	Program Time	_____	AM/PM	Access End	_____	AM/PM
<input type="checkbox"/> SAT	Access Start	_____	AM/PM	Program Time	_____	AM/PM	Access End	_____	AM/PM
<input type="checkbox"/> SUN	Access Start	_____	AM/PM	Program Time	_____	AM/PM	Access End	_____	AM/PM

AGREEMENT AND RELEASE OF LIABILITY

I certify that I, the Applicant reserving with the City of American Canyon (City), am at least 18 years of age. The undersigned or, if signing for an organization, that organization, certifies that the above information is accurate and correct, and that the undersigned has read and understood the Sports Facility Rental Rules and Regulations as set forth by the City of American Canyon pertaining to the use of City facilities. I understand that I or an appointed representative must be present at the beginning of the rental time and must be present at the end of the rental time for inspection. I agree to do a full facility evaluation walk-through with City staff of all areas listed on the evaluation form prior to and after the event to review any current or new damages to the facility which may have occurred during my rental. I understand that failure to comply with the Sports Facility Rental Rules and Regulations may lead to losing portions and/or all of my rental deposit and fees, which in some cases may exceed the rental deposit amount. I further understand that if I delegate my Applicant responsibilities to other members or service agencies for which I have contracted, I still have the ultimate responsibility of the facility during my rental.

It is further agreed that the applicant shall indemnify, defend, and hold harmless the City of American Canyon, its officers, employees, volunteers, and agents from any and all losses, costs, expenses, claims, litigation, liabilities, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the Applicant's use or occupancy of a facility or property controlled by the City of American Canyon, unless solely caused by the gross negligence or willful misconduct of the City of American Canyon, its officers, employees, volunteers, or agents.

Force Majeure: Notwithstanding anything to the contrary contained in this agreement, the City shall be excused from its obligations under this agreement to the extent and whenever it shall be prevented from the performance of such obligations by any Force Majeure Event. For purposes of this agreement, a "Force Majeure Event" includes but is not limited to fires, floods, earthquakes, pandemic, epidemic, civil disturbances, acts of terrorism, regulation of public authority, inclement weather, the loss or unavailability of electrical power such as in a Public Safety Power Shutoff event, and other causes beyond their control. The undersigned waives any right of recovery against the City including waiver of incidental and/or consequential damages, and the undersigned shall not charge or seek recovery for damages resulting from "acts of God" or Force Majeure Events from or against the City, its officers, employees, volunteers, or agents.

Applicant Name: _____ **Signature:** _____ **Date:** _____



4381 Broadway Street, American Canyon CA94503
(707)648-7275 / cityofamericancanyon.org

SPORTS FACILITY RENTAL RULES AND REGULATIONS

By signing the Sports Facility Rental Application, you are signing that you have read and understand all information contained herein, which constitutes a contract between you and the City of American Canyon (City). The following rental rules and regulations outline the conditions for use of the City facilities. All City facilities are governed by these general rules, in addition to specific conditions for each facility.

- 1. Application Requirements:** Facility rentals are accepted on a first-come, first-serve basis and will only be accepted with a completed Rental Application and refundable deposit fee. American Canyon residents may reserve facilities up to one (1) year in advance of their rental date; nonresidents may reserve up to six (6) months in advance of their rental date. Applicants must be at least 18 years of age. American Canyon residents must provide valid proof of residency (i.e., California I.D. or utility bill in Applicant's name) to qualify for the resident rate. The City has established a priority use list in which allows City staff to schedule facility space upon availability and priority; the City's priority use list is determined and implemented at the discretion of City staff. All other facility rental forms (including insurance), and fees are due and to be paid in full thirty (30) days prior to the facility rental date. Applicants who fail to meet these requirements may result in their facility rental being canceled and a refund may not be issued, including withholding the refundable deposit. Facility rentals are not permitted to go beyond sunset unless otherwise permitted by the City.
- 2. Nonprofit Organizations:** Applicants representing a nonprofit organization may qualify for the nonprofit facility rental by providing their approved State of California nonprofit 501(c)(3) status to City staff for review and approval.
- 3. Community Sponsored Organizations:** American Canyon Youth Sports Organizations will be required to pay a \$2500.00 Refundable Deposit per season. Any incidents that occur, including but limited to improper storage of equipment, damage to City property, etc. will be deducted from the organization's Refundable Deposit. If the Refundable Deposit funds become insufficient within the season, the Organization will be required to replenish the Refundable Deposit fund to season.

Organizations will be billed at \$25 per incident for equipment left out and not stored property in its required location. Organizations will be billed \$50 per incident where City staff is required to move or put back equipment in its required storage location. Equipment includes, but is not limited to: soccer goals, Storage containers, sleds, tires, light towers, etc. Damage to City property will be billed at the full cost of repair or replacement to the Organization. Organizations will be required to pay any outstanding invoices within 24 hours of receipt, and will be automatically deducted from the Refundable Deposit.
- 4. Permit:** The Applicant will receive a permit from the City at the time of securing the rental; the permit will be the Applicant's proof of the facility rental. If another group is in your area, show your permit and inform them of your rental. If they refuse to move, call City staff at (707)648-7275 for assistance in resolving the issue. The specific reservation site is the only section of the facility shall be governed by the reservation policy.
- 5. Rental Contact Requirements:** All contact regarding the rental fees, insurance, and onsite coordination will only be arranged with the Applicant. If the Applicant is representing an organization, the Applicant may designate an additional individual within the organization. This individual must sign the Sports Facility Rental Application agreeing to the City's Sports Facility Rental Rules and Regulations. All changes to the facility rental must be made in writing and submitted to the city no less than 48 business hours in

advance; some changes may require a new Facility Rental Application. Facility rental changes initiated by the Applicant may be subjected to a \$25 change/transfer fee for each change.

- 6. Refundable Deposit:** The Refundable Deposit is due at the time of submitting the Sports Facility Rental Application to secure a facility rental with the City of American Canyon. The Refundable Deposit is intended to be refunded back to the Applicant two (2) weeks after the facility rental has concluded. The City may withhold all or portions of the Refundable Deposit if the Applicant fails to abide by the Sports Facility Rental Rules and Regulations pertaining to the facility rental, including but not limited to facility and equipment damage, failure to meet the cleaning requirements, and/or cancel the facility rental prior to the rental date.
- 7. Facility Rental Fees:** The facility rental fees are fixed hourly rental fees that are set by the City of American Canyon. Facility rentals are booked in full-hour increments and must include setup, event time, and cleanup; there is a 3-hour minimum on all facility rentals with the City. Facility rental fees will be required to be paid in full thirty (30) days prior to the rental date; failure to pay the facility rental fees as outlined within these rules and regulations may result in the facility rental being canceled, and the refundable deposit, including any fees paid, may be forfeited by the Applicant and retained by the City.
- 8. Cancellations:** If the original Applicant cancels a rental seven (7) business days after booking and securing the rental date, the entire deposit will be forfeited. The following schedule will be used to determine the City cancellation process for facility rental refunds:
 - **7 Business Days After Securing the Facility Rental:** The refundable deposit will be forfeited and retained by the City.
 - **From Date of Booking to Thirty-One (31) Days Prior to the Rental Date:** The refundable deposit will be forfeited, and 50% of any rental fees paid to the City will be withheld from the refund.
 - **Thirty (30) Days or Less Prior to the Rental Date:** All paid rental fees to the City, including the refundable deposit will be withheld.

City facilities may be closed at any time, with or without notice, this includes closures due to inclement weather. City staff will make every effort to contact the Applicant ahead of time of any facility closures that may affect the rental date. If a closure occurs and a facility rental is canceled on behalf of the City, a refund credit will be applied to the Applicant's household. This credit may be used for any Parks and Recreation program, service, or rental in the future.

- 9. Field Usage:** Athletic field maintenance will occur on a quarterly basis. In addition, Community Park I, Community Park II, and Kimberly Park will be closed twice a year for turf maintenance and resting. This will take place from November 1st – February 28th, and June 1st – Mid August. Sports field rentals will not be permitted during this time.
- 10. Equipment Storage and Cleaning Requirements:** City staff may be on duty during the scheduled use of city facilities. City staff are not responsible for the setup and cleanup of the Applicant's rental and are not available for loading/unloading supplies or equipment. Applicants will be responsible for the removal and/or disposal of food, beverages, paper goods, garbage, signage, decorations, equipment, etc. once the rental has concluded. All rental trash is to be properly bagged and placed in designated trash receptacles. The Applicant will be required to notify City staff immediately of any facility damage. Applicants may submit a request to City staff to store personal equipment and property within a city facility throughout the duration of their rental, this includes field lights, soccer nets, storage sheds, etc. These requests will be approved on a case-by-case basis. For approved overnight storage, the Applicant will be required to set up and take down their own equipment each day of their rental, ensuring the personal property and equipment are stored in its designated area. Failure to properly store the personal property or equipment may result in an Additional Staff Charge (as outlined in No. 24). The City is not

responsible for any lost, stolen, or damaged personal property or equipment.

- 11. Adhering to Time Scheduled on Application:** The time stated on the rental application will be strictly enforced. A refund or transfer will not be permitted for unused time. The Applicant will be required to pay for all facility rental time, including the setup and cleanup of the rental, and the rental time must be consecutive. The Applicant will not be permitted to enter the facility early and will not be permitted to stay past their end time; all additional time will be billed directly to the Applicant at full hour increments.
- 12. Rental Eligibility:** The City's sports facilities are utilized year-round and may close periodically due to facility maintenance. Applicants and their participants are required to follow the City's Sports Facility Rental Rules and Regulations throughout the duration of the rental, as well as engage respectfully and appropriately with City staff and other user groups; failure to do so may result in the rental being canceled, and a refund may not be issued, including the refundable deposit. The city has adopted the California Interscholastic Federation (CIF) which designates specific seasons for facility usage and play. These seasons are outlined as the following: Spring – baseball, softball, and lacrosse; Fall – soccer and football; Winter – rugby. City staff reserves the right to allow season overlap and/or may make changes to facility use priority.
- 13. Condition of Facility:** The Applicant acknowledges that the facility will be made available in an as-is condition and the City undertakes no obligation to make improvements or changes to their existing conditions. The Applicant is solely responsible and accountable financially for any and all accidents or injuries to persons or property resulting from the use of a city facility. The Applicant is responsible for knowing and understanding all rules and regulations governing City facilities and is responsible for ensuring proper use by coaches, volunteers, officials, participants, and spectators. The Applicant shall take care to see that no damage is done to the facility and that everyone conducts themselves in an orderly manner, this includes but is not limited to ensuring individuals are not entering landscaped planter areas, damaging sprinkler systems, trespassing onto private property, etc. Minors must be supervised always during the facility rental; this includes setup and cleanup.

It is the responsibility of City staff to enforce facility use regulations and to prevent abuse of the facility or facility use privileges. City staff may conduct an onsite evaluation before, during and after a rental and document if there is any facility damage, inappropriate behavior of the rental group, exceeding capacity levels, additional cleaning they may be needed, or if overtime use has occurred. For extreme and excessive abuse or behavior, City staff may request assistance from the American Canyon Police Department, and/or cancel and end the rental; in these cases, the Applicant may not receive a refund, including the forfeit of the refundable deposit.

- 14. Compliance With All Applicable Laws, Rules, and Regulations:** The applicant shall comply with all local, state, and federal laws and regulations related to the use of the facility and public gatherings. The Applicant agrees to abide by all applicable local, federal, and state accessibility standards and regulations. The Applicant further agrees that it is solely responsible for reviewing and ensuring compliance with all applicable public health rules, regulations, orders, and/or guidance in effect at the time of the use of the facility including, but not limited to, physical distancing, limits on the size of gatherings, use of appropriate sanitation practices, etc. The City reserves the right to immediately revoke an Applicant's right to use the facility under this agreement should the Applicant fail to comply with any provisions of this section.
- 15. Inclement Weather:** City facilities may be closed at any time with or without notice due to inclement weather. City staff will make every effort to contact the Applicant if a city facility is closed and a rental is canceled. In a case where a rental is canceled due to inclement weather, a refund will not be issued. The Applicant will have the option to move their rental date up to six months after the original date. Failure to rebook the rental date within the six months may result in the cancellation of the rental and a refund may not be issued including the forfeit of the refundable deposit.

16. Facility Restrooms & Keys – Depending on the nature of the rental, Applicants may be required to have a portable restroom(s) for the day; the total number of required portable restrooms is determined by City staff and is based on the following criteria: type of rental, total rental hours, and total rental attendance. The City of American Canyon works directly with a varied vendor for this service – the City will secure the portable restrooms for the rental, and the Applicant will be charged for these services; the charges are at a direct cost to the Applicant. The portable restroom will be delivered prior to the facility rental date and City staff will lock and secure the portable restroom with a City portable restroom lock. The Applicant will be given the code to access the portable restroom for their rental. Once the rental has concluded, the Applicant will be required to return the lock to the City of American Canyon Parks and Recreation Department at City Hall the following business day.

For facility rentals that include a facility key – Applicants will be required to pick up the City key the Friday prior to the facility rental date during business hours at the City of American Canyon's Parks and Recreation Department at City Hall. During the rental, the Applicant will be given access to the rental facility with the key; once the rental concludes – the Applicant will be required to lock and secure the facility. The Applicant will be required to return the key to the same location as pick up the following business day.

For rentals that include a portable restroom or facility key, the Applicant will be charged an additional \$50.00 Refundable Deposit – this deposit is refundable if the Applicant returns the portable restroom lock/facility key the following City of American Canyon business Day (Monday-Friday) during office hours. Failure to return the City's portable restroom lock and/or facility key will result in the refundable deposit being forfeited by the Applicant.

17. Insurance Requirements: Applicants are required to provide and keep in force a Certificate of Comprehensive General Liability Insurance with the following limits unless otherwise required by the City of American Canyon to have insurance higher limits based on the type of activity, the total number of people, etc. (this will be determined and set by the City of American Canyon):

- \$1,000,000 Each Occurrence
- \$1,000,000 Damaged to Rented Premises
- \$5,000 Medical Expenses
- \$1,000,000 Personal and Advanced Injury
- \$2,000,000 General Aggregate

All such Liability Insurance shall name the City of American Canyon, inclusive of its employees, volunteers, Council Members, representatives, and agents as Additional Insured by separate Scheduled Endorsement.

Applicants will have the ability to purchase insurance through a vendor with the City. The vendor's insurance premium rates are based on market-rate; these rates may fluctuate due to the type of rental, type of activity, total number of guests, and total number of days. Applicants reserving dates for the next calendar year may be subjected to increased insurance premiums if premiums are raised through the City's vendor. Applicants are responsible for any additional fee increases.

For applicants providing their own insurance, policies shall be issued by an insurance company currently authorized by the Insurance Commissioner to transact the business of insurance or is on the List of Approved Surplus Line Insurance in the State of California, with an assigned policyholders' Rating of A- (or higher) and Financial Size Category Class VII (or larger) in accordance with the latest edition of Best's Key Rating Guide, unless otherwise approved by the City. The insurance policy, including the Scheduled Endorsement, is due thirty (30) days prior to the rental date to avoid being charged and required to purchase an insurance policy through the City's vendor. Once the approved insurance policy and Scheduled Endorsement are received, the City's insurance fee will be removed from the facility rental permit. Failure to provide your insurance policy and Scheduled Endorsement, meeting the City's insurance requirements thirty (30) days prior to your rental date will result in the rental being

canceled and a refund will not be issued, including withholding the refundable deposit. Requirements of specific coverage features or limits contained in this Section are not intended as a limitation on coverage, limits, or other requirements, or a waiver of any coverage normally provided by any insurance. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue and is not intended by any party or insured to be all-inclusive, or to the exclusion of other coverage, or a waiver of any type. If the Applicant maintains higher limits than the minimums shown above, the City requires and shall be entitled to coverage for the higher limits maintained by the Applicant. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the City.

18. Indemnification: Applicant assumes complete financial responsibility for the event and any damages to persons or property arising out of or in connection with the event. Applicants shall indemnify, defend, and hold harmless the City of American Canyon, its officers, employees, and agents from any and all losses, costs, expenses, claims, liabilities, litigation, actions, or damages, including liability for injuries to any person or persons or damage to property arising at any time out of or in any way related to the applicant's use or occupancy of a facility or property controlled by the City of American Canyon unless solely caused by the gross negligence or willful misconduct of the City of American Canyon, its officers, employees, or agents.

19. Alcohol: Alcoholic beverages may be consumed in some city facilities with an authorized alcohol permit issued by the city prior to the rental date. Alcoholic beverages may not be sold or consumed at any officially designated youth event; consumption of alcohol by minors will not be tolerated. For illegal distribution of alcoholic beverages, the rental will be required to close alcoholic services, the rental will be canceled, and the Applicant will not receive a refund, including the forfeit of the refundable deposit.

The serving or selling of alcoholic beverages remains at the discretion of the city. In rentals where alcohol will be sold, the city requires the Applicant to purchase an additional permit from the Department of Alcoholic Beverage Control (ABC). A copy of the ABC-issued permit must be turned into the city five (5) days prior to the scheduled rental and posted during the rental. In addition, the city is not responsible for any such violations by the lessee of the ABC permit or the law with respect to alcohol. The Lessee shall name the city as an insured under the lessee's liability policy. The city has the ability to limit the number of hours that alcoholic beverages can be served during the event. The serving and selling of alcoholic beverages must end at least 30 minutes prior to the end of the rental.

20. Commercial Sales and Vendors: Applicants who will be selling merchandise of any kind, and/or food and beverages will be required to submit a request to City staff for review and approval. Commercial and Food Vendors will be required to purchase a city business license and may be subjected to additional fees. Food and beverage vendors will be required to purchase a temporary food permit through Napa County Health Department. Permits and licenses are required to be submitted to City staff five days prior to the rental date.

21. Admission: Applicants are required to notify and receive permission from City staff prior to the use of any rental that is intending on charging admission to enter a city facility. Applicants who fail to communicate and/or receive permission from City staff to charge an admission fee will result in the cancellation of the rental and will forfeit all rental fees, including the refundable deposit.

22. Security Requirements: Applications are reviewed by City staff, depending on the rental and activity, the Applicant may be required to have security officers during the rental; rentals with alcohol will be required to have security officers. Security Officers will be booked and secured by City staff, and the Applicant will be charged a security officer facility rental fee to cover the cost of the security officers during the rental; this additional fee will be due when all other facility rental fees are due. Security officers take direction for City staff and will be responsible for monitoring the rental activity within the facility, participant activity, and parking lot areas. The Applicant is responsible for checking in with City staff and the security officers at the start of the event and throughout the event as needed. The

following are basic guidelines for assigning security officers at facility rentals and are set at the discretion of City staff:

- 0-100 in attendance up to 2 officers
- 101-200 in attendance 2 officers
- 201-300 in attendance 3 officers
- 301-400 in attendance 4 officers

23. Smoking and Music: The use of tobacco or tobacco-like products of any kind or description and in any form, is not permitted in any city facility including parks, open spaces, trails, picnic areas, buildings, sports fields, and swimming facilities, and parking lots. Applicants are required to be mindful of music played and noise levels; inappropriate, offensive, egregious, and threatening music is prohibited while renting a city facility.

24. Decorations: Decorative materials may not be attached to light fixtures and must be completely removed from the facility once the rental has concluded. Non-biodegradable confetti and glitter, sparklers, and smoke/mist/fog machines are not permitted within a city facility. Balloons must be weighted down and not released intentionally outside; decorative materials must be fireproof and flame retardant. The use of fences, bleachers, targets and/or any other stake-like objects are not permitted. Additional lighting must be reviewed and approved by City staff prior to the rental. Emergency exits and signs shall not be obstructed or blocked by equipment or decorations.

25. Drone Videography and Photography: To protect the health and safety of staff and rental participants, recreational drones, model airplanes, and any other unmanned aerial vehicles or systems are to be submitted to City staff five days prior to the facility rental for review and approval.

26. Holidays – City facilities are closed on specific City holidays and will not be available for rent.

27. Additional Incident Fee: Excessive cleaning performed by any City staff beyond the normal facility rental cleaning requirements or minor facility repairs following a rental activity may result in an additional cleaning fee of \$75 per incident. Any amount for these services shall be deducted from the refundable rental deposit, or in the event of an insufficient deposit balance, shall be a separate obligation of the Applicant.

28. Additional Staff Charges: Applicants will be given 15 minutes after the rental end time to exit the facility. In the event that the rental exceeds the permitted rented time, the Applicant will be charged up to \$50 per additional hour; a minimum of one hour will be charged. Any amount of these services shall be deducted from the rental deposit, or in the event of an insufficient deposit balance, the Applicant will be billed for this additional fee.

29. Violation of These Policies: A fee for liquidated damages of two times the deposit may be imposed for violation of any facility rental regulation or misrepresentation of material information in the rental application, including but not limited to, misrepresenting the type of activity or sponsoring organization, misrepresenting residency of the Applicant, exceeding the capacity of the facility, misrepresenting if alcoholic beverages are served or sold, or misrepresenting the number or age group of rental participants. This fee will be imposed regardless of actual damage to the facility or increased costs incurred by the city in supervising the activity and is in addition to any such costs, which will be withheld from the deposit amount.

30. Denial of Rental Application: At any time, the City of American Canyon may deny the use or the rental of a City facility for any reason, including but not limited to rentals by individuals or organizations that have used City facilities in the past where problems have occurred, where facility rental application information was misrepresented or inaccurate, such use would jeopardize the health and safety of our City staff and/or guest and community members, etc.

Applicant Name: _____ **Signature:** _____ **Date:** _____



PARKS & COMMUNITY SERVICES COMMISSION

AGENDA

SEPTEMBER 12, 2024

STAFF REPORT

MANAGEMENT AND STAFF ORAL REPORTS

ITEM NUMBER: 4.

TITLE

Parks and Community Services Master Plan

RECOMMENDATION

Receive an oral update from the Parks and Recreation Director about the Parks and Community Services Master Plan update.

CONTACT

Alexandra Ikeda, Parks and Recreation Director

ATTACHMENTS:

None