



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

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

August 6, 2025

6:30 PM

Chair: Nance Matson

Vice Chair: Tara McClinton Horner

Commissioners: Debbie Chavarria, Barry Christian, Sean Hughes

6:30 P.M. REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATIONS

1. [Bicycle Friendly Community Designation](#)

Recommendation: Receive an update from the Napa County Bicycle Coalition on the Bicycle Friendly Designation Application.

PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

This time is reserved for members of the public to address the Open Space, Active Transportation and Sustainability Commission on items within their subject matter jurisdiction. Comments are limited to 3 minutes. Comments for items on the agenda will be taken when the item is called in open session. 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 Commissioners do not respond to public comment at this time.

AGENDA CHANGES

CONSENT CALENDAR

2. [Minutes of May 7, 2025.](#)

Recommendation: Approve the minutes of the Regulator Open Space, Active Transportation, and Sustainability Committee meeting held on May 7, 2025.

BUSINESS

3. [Courtesy Trail Signage](#)

Recommendation: Review and discuss trail rules and signage, and explore bicycle speed limit practices for City and regional trails in American Canyon.

4. [Fiscal Year Work Plan 2025/26](#)

Recommendation: Review the adopted Fiscal Year 2025/26 Work Plan for the Open Space, Active Transportation, and Sustainability Commission.

MANAGEMENT AND STAFF ORAL REPORTS

ADJOURNMENT

CERTIFICATION

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

Nicolle Hall, Deputy City Clerk

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

Open Space, Active Transportation and Sustainability 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:** 847 1689 8709; **Passcode:** 12345. **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@americancanyon.gov.

AGENDA MATERIALS: Agenda materials are published 72 hours prior to the meeting and are available to the public via the City's website at www.cityofamericancanyon.org.

AMERICANS WITH DISABILITIES ACT: Materials will be provided in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to City Clerk at 4381 Broadway, Suite 201, American Canyon, CA 94503 or by email to cityclerk@americancanyon.gov. 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.



TITLE

Bicycle Friendly Community Designation

RECOMMENDATION

Receive an update from the Napa County Bicycle Coalition on the Bicycle Friendly Designation Application.

CONTACT

Alexandra Ikeda, Parks and Recreation Director

ATTACHMENTS:

None

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

ACTION MINUTES

May 7, 2025

6:30 P.M. REGULAR MEETING

CALL TO ORDER

The meeting was called to order at 6:35 p.m.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Present: Youth Commissioner Calix Joel Delos Santos Mintalar, Commissioner Debbie Chavarria, Commissioner Barry Christian, Commissioner Sean Hughes, Chair Nance Matson

Absent: None

Excused: Vice Chair Tara McClinton-Horner

PRESENTATIONS

1. Parks and Community Services Master Plan

The Commission received a Parks and Community Services Master Plan presentation from Katja Dillman, Manager of Planning and Urban Design at RRM Design Group. Commissioners discussed the item. Chair Matson opened public comments. Written comments: none. Oral comments: None.

PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

Chair Nance Matson opened public comments. Written comments: none. Oral comments: None

AGENDA CHANGES

There were no agenda changes.

CONSENT CALENDAR

Action: Motion to approve the minutes of the Regular Open Space, Active Transportation, and Sustainability Committee meeting held on April 2, 2025, made by

Commissioner Barry Christian, seconded by Commissioner Sean Hughes, and CARRIED by a roll call vote.

Ayes: Commissioner Debbie Chavarria, Commissioner Barry Christian, Commissioner Sean Hughes, Chair Nance Matson

Absent: None

Excused: Vice Chair Tara McClinton-Horner

2. Minutes of April 2, 2025.

BUSINESS

3. Newell Open Space Management Plan

The commission received a staff report on the third draft of the Newell Open Space Management Plan staff report from Parks & Recreation Director Alexandra Ikeda. Commissioners discussed the item. Chair Nance Matson opened public comments. Written comments: none. Oral comments: none.

4. Draft Fiscal Year 2025/26 Annual Work

The Commission received a Fiscal Year 2025/26 Work Plan staff report from Parks and Recreation Director Alexandra Ikeda. Commissioners discussed the item. Chair Nance Matson opened public comments. Written comments: none. Oral comments: none. The public comment period was closed.

MANAGEMENT AND STAFF ORAL REPORTS

There were no oral reports from management or staff.

ADJOURNMENT

The meeting adjourned at 8:20 p.m.

CERTIFICATION

Respectfully Submitted,



Nicolle Hall, Deputy City Clerk



TITLE

Courtesy Trail Signage

RECOMMENDATION

Review and discuss trail rules and signage, and explore bicycle speed limit practices for City and regional trails in American Canyon.

CONTACT

Alexandra Ikeda, Deputy City Manager

BACKGROUND & ANALYSIS

As part of the Fiscal Year 2025/26 Work Plan, the Commission expressed interest in reviewing courtesy trail rules and signage for City trails, and explore options related to bicycle speed limits.

City staff conducted a review throughout American Canyon. This included trails managed and maintained by the City, as well as regional trails such as Lynch Canyon Open Space, the Ridge Trail, the Vine Trail, and Bay Trail. The City's trail network currently includes approximately 22.7 miles of trails within American Canyon (Attachment 1).

City of American Canyon

The City of American Canyon maintains a network of public trails including Wetlands Edge Park, Newell Open Space Preserve, and several trail segments located within residential neighborhoods and parks. Some of our trails connect to larger regional system like Lynch Canyon Open Space, the Ridge Trail, the Vine Trail and the Bay Trail.

Municipal Code Section 12.04.220 - Trail Use Regulations outlines prohibited activities and general guideline for public access (Attachment 2). However, City trails currently lack consistent or visible signage, which limits public awareness of these regulations. In addition, there are no posted bicycle speed limits, which may create challenges on shared-use trails where pedestrians, equestrians, and cyclists must safely coexist.

The Newell Open Space Preserve will have its own signage and trail standards once the Newell Open Space Management Plan is adopted by City Council. The plan outlines recommended trail use rules

intended to promote courtesy and safety among users (Attachment 3). While enforcement will be limited, the plan does establish a maximum bicycle speed limit of 15 miles per hour (mph) and allows for the use of Class 1 electric bicycles on designated trails.

Vine Trail

The Vine Trail is managed and operated by the Napa Valley Vine Trail Coalition and is envisioned as a 47-mile Class 1 paved trail stretching from Calistoga to the Vallejo Ferry Terminal. The completed segment between Vallejo and American Canyon is approximately 7.5 miles, with a total of 2.5 miles within American Canyon. The Vine Trail enters city limits from Vallejo on Broadway Street near Mini Drive and ends on Newell Drive near Newell Open Space Preserve. There is another completed section at the intersection of Green Island and Devlin Road, continuing north on Devlin Road.

The trail mentions a 15mph speed limit for bicyclist in its safety guidance, but this is shared as a general courtesy recommendation and is not officially posted or enforced. While identifying markers and mileposts are located throughout the trail, there is currently no formal wayfinding or trail etiquette signage in place.

The Bay Trail

The Bay Trail segment in American Canyon is partially located within Wetland Edge Park and extends both north and south from the park. The section of the Bay Trail extending north towards Green Island is managed and operated by the Napa County Regional Park and Open Space District. The Bay Trail is part of the larger San Francisco Bay Trail, a regional trail system that will eventually span over 500 miles around the entire Bay shoreline.

A 15mph speed limit for bicyclist is referenced in some Bay Trail guidance materials as a suggested standard; however there is no posted signage within the Wetlands Edge segment, and speed limits are not actively enforced by the District. While users may encounter identifying markers and occasional mileposts, formal trail rules or guidelines are not posted. Additionally, trail rules were not outlined on the Bay Trail website or in the Bay Trail Guidelines and Toolkit, which focuses primarily on design and planning standards rather than user behavior or enforcement.

Some areas on the Bay Trail, like the Bay Bridge and Golden Gate Bridge crossings, have bicycle patrols and active speed enforcement due to higher traffic volumes and narrower trail widths. This highlights how enforcement and signage can vary depending on location and usage levels.

Lynch Canyon

Lynch Canyon Open Space is owned and managed by Solano County and shares an open boarder with Newell Open Space. Aside from signage that indicates when you have crossed into either property, there is no physical separation between the two.

Lynch Canyon does not have posted bicycle speed limits. However, only Class 1 electric bicycles are permitted, which have a maximum speed limit of 20 mph. While this rule is noted at the trailhead,

there is no formal signage within the trail system related to speed, courtesy, or user conduct, and no active enforcement is in place.

Solano County does maintain a set of Parks Rules and Regulations, which apply to Lynch Canyon and other County parklands (Attachment 4). These rules cover general park use, including trail access, pets, and permitted activities - which are not visibly posted within the park.

Bay Area Ridge Trail

The Bay Area Ridge Trail, managed and operated by the Bay Area Ridge Trail Council, is a part of a regional trail system that spans more than 400 miles along the ridgelines surrounding the Bay Area. In American Canyon, the trail runs through Newell Open Space, beginning in Solano County at Lynch Canyon. While the trail is marked with indicators, there are no posted trail rules, speed limits, or user guidelines along this segment. The Bay Area Ridge Trail Council defers the creation and enforcement of trail rules to the agency or organization responsible for managing the parkland in which their trail is a part of.

Additional Regional Trail Research

As part of this review, staff also looked at other regional trail systems including the East Bay Regional Park District, Alston Park, and Skyline Park. Alston and Skyline Parks do not have posted bicycle speed limits but both allow Class 1 electric bicycles on their trail systems. The East Bay Regional Park District provides general trail use rules and guidelines across its system, but individual parks have more specific regulations tailored to their unique amenities, user needs, and natural features.

Summary

This review highlights a wide range of signage practices, trail rules, and speed limit policies across local and regional trail systems. While some trails reference courtesy guidelines and speed recommendations, most lack posted rules or consistent enforcement. As the City continues to enhance its trail network, there is an opportunity to improve our user experience and safety through clear, visible signage and educational messaging.

COUNCIL PRIORITY PROGRAMS AND PROJECTS

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

FISCAL IMPACT

Not Applicable

ENVIRONMENTAL REVIEW

None

ATTACHMENTS:

1. American Canyon Trails and Miles
2. Municipal Code 12.04.220
3. Newell Open Space Management Plan - Trail Rules
4. Lynch Canyon Park Rules



TO: OSATS Commission
FROM: Alexandra Ikeda, Deputy City Manager
DATE: August 6, 2025
RE: American Canyon Trails and Mileage

Please note that the trail mileage figures provided below are approximate and intended for general reference in understanding geographic distribution and access.

American Canyon Trails

- Newell Open Space Trails 6 miles
- Wetlands Edge Park Trails 3.5 miles
- Par Course Trail 1 mile
- Silver oak/ Shenandoah Park trails 2 miles
- Via Bellagio/La Vigne trails 2 miles

Total Miles: 14.5

Regional Trails in American Canyon

- Bay Trail (outside Wetland Edge Park) 3 miles
- Bay Trail (Wetlands Edge Park) 1.5
- Vine Trail 2.5 miles
- Ridge Trail (Newell Open Space) 1.2 miles

Total Miles: 8.20

Total Miles of Trail in American Canyon: 22.7

City of American Canyon Law Library / City of American Canyon Municipal Code / Title 12 STREETS, SIDEWALKS AND PUBLIC PLACES / Chapter 12.04 PARK AND RECREATION AREA USE / 12.04.220 Trail use—Regulations.

12.04.220 Trail use—Regulations.

(A) All persons and their pets shall remain on mapped and designated trails or areas.

(B) Smoking is prohibited except at designated areas.

(C) No person shall bring into, carry, or use in any way on the trails any firearm, air gun, pellet gun, or other weapon of any kind, or any instrument or device designed for or capable of hurling projectiles or missiles, or any fireworks or explosives of any kind except as otherwise permitted by state and federal law and persons with a valid permit to carry a weapon.

(D) Hunting and access to hunting is prohibited.

(E) All wildlife, plants, and natural objects shall be left undisturbed.

(1) No person shall move, remove, damage, deface or in any way molest or construct or alter any wildlife including trees, plants, shrubs, rock, soil, turf, wildflowers or wildlife, alive or dead, unless approved by the parks and recreation director.

(2) No person shall release any domesticated or wild animal, plant, flower, tree, seed, or other vegetation on trails.

(3) No person shall move, remove, damage, deface or in any way molest or construct or alter any geologic, archaeological, or historic object.

(4) No person shall disturb livestock or grazing animals.

(F) Fishing is permitted in the Napa River, but is not allowed in any pond or lake.

(G) Equestrian Use.

(1) Pedestrians and bicyclists shall yield to horses. Equestrians shall use caution when approaching or overtaking another person and shall make their presence known well in advance to the person.

(2) Equestrian use is permitted on trails or trail areas specifically designated for that use.

(3) Equestrians shall maintain control and speed of their animal at all times.

(4) Equestrians are encouraged to wear a helmet while riding.

(H) All or portions of the trails may be closed at any time due to maintenance and/or emergency needs. No person shall use, remain in, or enter a trail when it is posted as closed.

(I) Hand launch boats (canoes, kayaks, rafts, paddle boards, etc.) are permitted in the Napa River. Hand launch boats are not allowed in any pond or lake, unless associated with a designated launch site.

(J) Bicycle Use.

(1) Bicyclists shall yield to pedestrians and horses. Bicyclists shall use caution when approaching or overtaking another person and shall make their presence known well in advance to the person.

(2) Bicycle use is limited to designated trails. Off-trail riding is prohibited.

(3) Bicycles must obey posted speed limits.

(4) Bicyclists shall maintain control and speed of the bicycles at all times.

(5) Bicyclists shall wear a helmet in accordance with [California Vehicle Code Section 21200](#) et seq.

(Ord. 2013-08 § 1, 2013.)

12.04.221 Trail use—Enforcement.

Pursuant to American Canyon Municipal Code [Section 1.24.010](#) violation of any trail use regulation shall constitute an infraction unless such violation is specifically designated.

(Ord. 2013-08 § 2, 2013.)

From: [Jeffrey Freed](#)
To: [Alexandra Ikeda](#)
Subject: Updated Newell Open Space Rules
Date: Wednesday, July 16, 2025 3:53:59 PM

Hi Allie,

Below are the new rules for Newell Open Space:

1. Close all pedestrian and cattle gates.
2. All persons and their pets, including equestrians, and bicyclists shall remain on mapped and designed trail areas. Off-trail use is prohibited (Municipal Code 12.04.220).
3. Bicyclists under the age of 18 are required to wear a helmet (California Vehicle Code Section 21200 et seq).
4. Class 1 electric bicycles are permitted and must be clearly labeled with the manufacturer's label indicating the type of electric bicycle and wattage.
5. Class 1 electric bicyclists are required to follow all the same posted rules and regulations as a bicyclist.
6. Bicyclists may ride a max speed of 15 mph and must use caution and reduce to a safe speed when passing or on blind turns, and when approaching people, wildlife and cattle.
7. Bicyclists must obey speed limits and maintain control and speed of the bicycle at all times (Municipal Code 12.04.220).
8. Bicyclists shall yield to pedestrians and horses, and pedestrians and bicyclists shall yield to horses (Municipal Code 12.04.220).
9. Stay out of the creek beds, wetlands, riparian areas, and waterways.
10. Pack in, pack out – including trash and dog feces.
11. No camping for overnight stays (Municipal Code 12.06.010).
12. Dogs are required to be always leashed with a maximum of a 6-foot leash (Municipal Code 12.04070) and are not permitted in the upper Cattle Pasture area.
13. Pedestrians with dogs are required to pick up after their pets.
14. Smoking, fires, or fireworks are prohibited.
15. Do not disturb or remove plants, shrubs, or trees.
16. Do not disturb, startle, feed, or approach any wildlife or animals. Maintain a safe distance from any cattle or wildlife.
17. No person shall disturb livestock or grazing animals (Municipal Code 12.04.220).
18. No person shall release any domesticated or wild animal, plant, flower, tree, seed, or other vegetation on trails.
19. Equestrians shall maintain control and speed of their animal at all times and are encouraged to wear a helmet while riding (Municipal Code 12.04.220).
20. No hunting, fishing, wading, or swimming.
21. Firearms and dangerous weapons are not permitted.
22. It is unlawful for any person to ride or drive any vehicle within any city park or open space without permission of the City Manager or designee (Municipal Code 12.04.110).



SOLANO COUNTY

SHARE:
Solano County Parks

Rules & Regulations

Belden's Landing
Water Access
Facility

Fish & Wildlife
Propagation Fund
Grants

Lake Solano
County Park and
Campground

Lynch Canyon

General Rules

1. A limit of 14 days with a mandatory 30-day out period enforced. No resident camping.
2. No more than two vehicles per campsite. Each vehicle will be charged the posted fees.
3. No person under the age of 18 shall camp within a County Park unless accompanied by a parent or legal guardian.
4. Quiet hours observed from 10 pm to 7 am. No radios or excessive noise permitted.
5. All vehicles must be parked on asphalt.

Park & Recreation
Commission

Park Fees

Park Hours

Parks Status
Updates

Patwino Worrta
Kodoi Dihi Open
Space Park

**Rules &
Regulations**

Sandy Beach Park

Solano Parks
Volunteers

Tide Charts and
Fishing Report

6. Dogs in campgrounds must be kept on a leash no longer than 7 feet in length. No pets are allowed in the Day Use areas (including beach and picnic areas).
7. Coast Guard approved life preservers are required for all persons using boats or rafts on Lake Solano.
8. Minors in possession of alcohol or any illegal substance will be cited. Violation of park laws and ordinances may result in citation and eviction from the park grounds.
9. Fires are to be maintained in fire pits and put out when unattended.
10. Speed limit in park is 7 MPH and vehicles are to remain on pavement. No off-road vehicles permitted.
11. No camp arrivals are permitted after 9 pm at Lake Solano campground. No exceptions.
12. Gates to Lake Solano campground close daily at posted time and reopen at 8 am each day.
13. Campers are required to place a recreational vehicle, tent, or trailer at the non-reserved site to prove occupancy.
14. No electric or motorboats are permitted on Lake Solano.
15. Glass bottles and containers are prohibited in parks, except in designated camping areas.
16. Balloons of any type are prohibited in parks.
17. Operate any sound amplifying equipment, musical instrument, generator, or other device or machine causing excessive noise, except in accordance

with the terms and conditions of a written permit issued by the parks division. For purposes of this subdivision, excessive noise shall mean any noise that a park ranger finds, in his or her sole discretion, has disturbed, may disturb, or will disturb members of the public or wildlife. Sec.19-160(j)

[Full list of ordinances](#) 

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TITLE

Fiscal Year Work Plan 2025/26

RECOMMENDATION

Review the adopted Fiscal Year 2025/26 Work Plan for the Open Space, Active Transportation, and Sustainability Commission.

CONTACT

Alexandra Ikeda, Parks and Recreation Director

BACKGROUND & ANALYSIS

On June 17, 2025, the Open Space, Active Transportation, and Sustainability (OSATS) Commission met with the City Council in a Special Joint Meeting. During the meeting, the Council adopted, through a Minute Order, the OSATS Fiscal Year 2025/26 Work Plan.

The Work Plan outlines key priorities, initiatives, and focus areas for the Commission over the next fiscal year (July 1 - June 30). It was developed collaboratively by staff and the Commission based on current Council priorities, ongoing departmental work efforts, and input received during previous Commission meetings.

This agenda item provides an opportunity for the Commission to revisit and reaffirm its understanding of the adopted Work Plan, ask clarifying questions, and begin discussing potential timelines, staff support, and partner engagement. The review will also help guide future agenda planning to ensure steady progress throughout the year.

ATTACHMENTS:

None