



## REGULAR OPEN SPACE ADVISORY COMMITTEE MEETING AGENDA

City Hall - Oat Hill Conference Room  
4381 Broadway, Ste. 201, American Canyon  
**September 1, 2021**  
**6:30 PM**

**Chair:** Nance Matson

**Vice Chair:** Tara McClinton-Horner

**Committee Members:** Barry Christian, Kim Hester-Williams, Scott Artis

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In response to Governor's Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic adopted by the City of American Canyon City Council, City Council and other public meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of the coronavirus.

You may submit public comments for any Agenda Item, Non-Agenda Item or make general public comments by one of the following methods:

**Verbal via Webinar:** A Zoom Webinar has been established for public participation during the meeting related to a specific agenda item, or matters not on the agenda. To give your public comment directly to the legislative body during the meeting, connect via Zoom and follow the instructions or by calling 408-638-0968. Please mute all audio devices and do not use the speakerphone to prevent echoing.

**Zoom Meeting Link:** [Click Here](#)

**Webinar ID:** 895 3414 2807

**Via email:** As part of our Virtual City Hall, we have established a central link for the Public Comments of all meetings. Please use the following link to submit your comment so it can be routed to the appropriate governing body and properly recorded into the meeting record. [Submit your public comment here](#). EMAILS WILL NOT BE READ ALOUD. Emails received will be posted online after the meeting. All comments become part of the permanent record.

The above-identified measures exceed all legal requirements for participation in public comment, including those imposed by the Ralph M. Brown Act and Executive Order N-29-20 and N-33-20. For more information, please call the City Clerk at (707) 647-5337 or email [cityclerk@cityofamericancanyon.org](mailto: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.cityofamericancanyon.org](http://www.cityofamericancanyon.org).

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

## 6:30 P.M. REGULAR MEETING

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

## PRESENTATIONS

### PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

*This time is reserved for members of the public to address the Open Space Advisory Committee (OSAC) on items of interest that are not on the Agenda and are within the subject matter jurisdiction of OSAC. Comments are limited to 3 minutes each. Members of the public wishing to address OSAC on items on the Agenda, should comment via email prior to the start of the meeting, or to verbally comment on the item during the meeting, click the "raise your hand" button if joining by computer, or press \*9 if joining by phone, when the item is called. OSAC 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 OSAC does not respond to public comment at this time. Any handouts for distribution to OSAC must be emailed to the [clerk of the meeting](#) by 3:00 p.m. on meeting day.*

## AGENDA CHANGES

## BUSINESS

1. **Wetlands Linear Path Trail Etiquette Enhancements**  
**Recommendation:** Receive and file a report on Wetlands Linear Path Trail Etiquette Enhancements.
2. **Newell Open Space Preserve - Trail Design**  
**Recommendation:** Receive an update on the Newell Open Space Preserve Trail Design.

## MANAGEMENT AND STAFF REPORTS

3. **Parks Projects and Partners**  
**Recommendation:** Receive and file a report on parks/open space-related and partnership projects.
4. **Director's Report**  
**Recommendation:** Receive and file the Director's Report.

## COMMISSIONER COMMENTS AND FUTURE ITEMS FOR CONSIDERATION

## ADJOURNMENT

## **CERTIFICATION**

I, Liz Lozano, Administrative Technician for the City of American Canyon, do hereby declare that the foregoing Agenda of the Open Space Advisory Committee was posted in compliance with the Brown Act prior to the meeting date.

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Liz Lozano, Administrative Technician



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## TITLE

Wetlands Linear Path Trail Etiquette Enhancements

## RECOMMENDATION

Receive and file a report on Wetlands Linear Path Trail Etiquette Enhancements.

## CONTACT

Creighton Wright, Parks and Recreation Director

## BACKGROUND & ANALYSIS

With the completion and opening of the new Napa Junction Elementary School, the Class 1 Path along the frontage was marked and striped as a separated bike path with paint (somewhat like a Class 4). The path markings distinguish it as a bike path and not clearly as a shared-use path. The American Canyon Bicycle Master Plan calls for it to be a Class 1 – Shared Use.

A local resident realized this enhancement and asked about trail etiquette enhancements along the Wetlands Linear Path. Based on their experiences on the Wetlands Linear Path (bike/pedestrian/passing conflicts), they requested that shared use enhancement be applied to the Wetlands Linear Path. The path markings at the new Napa Junction need review and study to ensure the markings are correct for a shared-use path. Staff is studying this now.

## ISSUES:

- Identify shared-use trail etiquette for Wetlands Edge Linear Path and Napa Junction Elementary School shared-use path.

## TASKS:

- Add trail etiquette signage along Wetlands Linear Path and Napa Junction Elementary School shared-use path. Use Wetlands template. See [Attachment 1](#) – Vine Trail Sample Trail Courtesy Sign and [Attachment 2](#) – Wetlands Sign Template.
- Study bike path stenciling for appropriateness along Napa Junction Elementary School shared-use path. If inappropriate, remove the existing bike path stenciling and replace it with shared-use stenciling along the new Napa Junction Elementary School.
- Apply shared-use stenciling along the Wetlands Linear Path and Napa Junction Elementary School shared-use path. [Attachment 3](#) includes an image depicting shared-use stenciling.

There may be other options to increase trail etiquette and trail user experience. City staff will study and implement as the budget allows.

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

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

### **FISCAL IMPACT**

Unknown at this time. Adjustments can likely be included as operational funding.

### **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:**

[Attachment 1 - Vine Trail Courtesy Sign Sample](#)

[Attachment 2 - Wetlands Sign Concept](#)

[Attachment 3 - Share the Path Stenciling](#)

VINE TRAIL COURTESY SIGN

DRAFT June 27, 2018

City of American Canyon Logo

Vine Trail Logo

**VINE TRAIL  
TRAIL COURTESY**

- Trail is open Sunrise to Sunset
- Always walk or ride to the **RIGHT** of the Trail
- Cyclists: When passing from behind call out or ring your bell
- Respect private property and stay on the trail.
- Obey traffic laws especially at intersections
- When riding a bike, wear a helmet
- Pet leashes must not cross over the trail
- Electric assist bikes must comply with California State Law.
- Pick up after yourselves and your pets
- Stay alert, reduce headphone volume
- Share and Enjoy the Vine Trail!

No Smoking   No Motor vehicles   No Pets   No Camping or Fires   No Alcoholic Beverages

CVC 1202,

18"   24"

International symbols

State, Municipal or County Codes

CITY OF  
AMERICAN  
CANYON



*Wetlands Open  
Space Preserve*

- ▲ Picnic Area
- ▲ Restroom
- ▲ Loop Trail North
- ▲ Loop Trail South



## **Newell Open Space Preserve Trail Design Update**

The Newell Open Space Trail Design has just restarted. City staff asked the design consultant to study and propose some options for consideration. Staff requested study on the following items:

1. Study and propose options to make the trail resilient to be used by a Type 3 Fire Engine (wildland).
2. Study utilizing the Donaldson Way/Newell Drive intersection easterly leg as a possible access into the parking lot.
3. Study capacity of culverts for Valley Trail. Study converting culverts into flow-over wet crossings.
4. Confirm survey and exhibit direction - gain necessary land for ADA accessibility, and align property line to provide the best trail user experience.
5. Confirm the Trail Standard - width/depth, and surfacing material. TBD.
6. Confirm parking lot design - one equestrian pull-through, surrounding landscaping designed but planned for installation by volunteers, and simplify entrance kiosk.
7. Confirm Schedule and submittal expectations.
8. Confirm permitting needs.

While it's important to provide good access for public safety (Fire), it causes challenges for other aspects of the trail like making it wider, firmer and more stable, and less meandering.

Staff is considering other options for fire access. After design is more complete, we will provide fire design review. Providing good access is necessary given the likelihood of future fires in the region.

## Parks Projects and Partners Report

### **VOLUNTEER AND CONSERVATION PROGRAMS**

#### **PROJECT: American Canyon Conservation Program**

LOCATION: Throughout City

PROJECT SCOPE: Coastal Clean-up – Parks and waterways clean-up projects.

DATE/TIME: Coastal Clean-up – September 18, 8-12-noon.

RECENT ACTIVITY:

- The annual planning meeting occurred.
- Planning for Coastal Clean-up is ongoing.

NEXT STEPS:

- Finalize Coastal Clean-up planning.
- Complete prep for Coastal Clean-up volunteer event.
- Recruit volunteers.

#### **PROJECT: American Canyon Trails Crew**

LOCATION: Newell Open Space

PROJECT SCOPE: Ridge Trail Day - Tree Planting, brushing around existing planting, wildflower seeding.

DATE/TIME: November 6, 2021, 10-12, noon.

RECENT ACTIVITY:

- The annual planning meeting occurred.
- Planning for Ridge Trail Day is ongoing.

NEXT STEPS:

- Finalize Coastal Clean-up planning.
- Complete prep for Coastal Clean-up volunteer event.
- Recruit volunteers.

**NEXT PROJECT: Spring development?**

### **OTHER**

#### **PROJECT: Eagle Scout Project – Zachary Bernard**

LOCATION: Wetlands Edge Bay Trail

PROJECT SCOPE: Wetlands Edge DG Trail Repairs and Crown Shaping

DATE/TIME: TBD

RECENT ACTIVITY:

- City staff met with Mr. Bernard to confirm the project plan.

NEXT STEPS:

- Finalize project date.
- Gather/acquire materials and supplies preparation.
- Schedule final planning meeting.

**PROJECT: Eagle Scout Project – Reid Lee**

LOCATION: TBD

PROJECT SCOPE: Tentative – Build and install 3-4 Little Free Libraries in Parks.

DATE/TIME: Fall/Winter

RECENT ACTIVITY:

- Lee provided a project plan for review.

NEXT STEPS:

- City staff needs to connect Mr. Lee with Rainbow Action Network, which will manage the libraries.
- Develop a formal project plan, timeline, and budget.
- Fundraise for supplies.

**PROJECT: Eagle Scout Project – Carissa Lee**

LOCATION: Wetlands

PROJECT SCOPE:

Build a retaining wall at the southeast corner of the Wetlands Fitness Station.

DATE/TIME: Fall/Winter

RECENT ACTIVITY:

- Completed initial project scope discussion and site walk.

NEXT STEPS:

- City staff needs to schedule a meeting with Ms. Lee to discuss project options/ideas.

**PROJECT: Scouts Watering of Newell Plantings**

LOCATION: Newell Open Space

PROJECT SCOPE: Scouts planted and water several plantings at the Newell Open Space after the fire.

DATE: Watering occurs every two weeks during the summer.

**PROJECT: Grazing Management Plan**

LOCATION: Newell Open Space

PROJECT SCOPE: Improve grazing operations. Create a joint grazing license with Solano Land Trust for Newell Open Space and Lynch Canyon.

RECENT ACTIVITY:

- We have regular communications with Solano Land Trust to develop a joint grazing management plan for Lynch Canyon and the Newell Open Space Preserve.
- We have been in frequent contact with the Azevedos to discuss their grazing operations.
- Three new pedestrian gates were installed at the Newell Open Space to improve pedestrian access and decrease the chances that a cow will get out.

NEXT STEPS:

- Finalize grazing lease.
- Have grazer sign.

**PROJECT: Carbon Farming Plan for Newell Open Space**

LOCATION: Newell Open Space

PROJECT SCOPE: Create a carbon grazing plan for the Newell Open Space, increasing sustainability and carbon capture in the soil.

RECENT ACTIVITY:

- RCD provided an update to the project. After reviewing the site and hopeful carbon sequestration goals, the consulted has recommended improving the cattle watering (natural springs).
- RCD staff recommended reaching out to NRCS to develop a plan for improving the spring.

NEXT STEPS:

- Develop a volunteer project plan.
- Host volunteer project.

**PROJECT: Felidae Conservation Funds – Wildlife Camera Monitoring**

LOCATION: Newell Open Space

PROJECT SCOPE: Review and report capture wildlife camera data monthly. Share data with the sponsor – Felidae Conservation Fund.

RECENT ACTIVITY:

- No recent activity.

NEXT STEPS:

- We need to gather video cards and upload them to the Felidae Conservation Fund.
- We need a volunteer to create a report for citizen committees.

**PROJECT: Barn Owl Boxes at Wetlands**

LOCATION: Wetlands

PROJECT SCOPE: Partner with Napa Wildlife Rescue to maintain and monitor the use of the boxes.

RECENT ACTIVITY:

- No recent activity.

NEXT STEPS:

- After the mating season, Napa Wildlife Rescue cleans out the boxes.

**GRANTS**

**GRANT: Habitat Conservation Fund Grant**

CITY ALLOCATION: \$86,753 (50/50 match)

LOCATION: Newell Open Space

GRANT PLAN: ADA parking lot and trail improvements for first .5 miles of Newell Open Space.

RECENT ACTIVITY:

- Two-year extension granted by State Parks.

NEXT STEPS:

- Begin project, make a quarterly report to State Parks.

**GRANT: Prop 68 Per Capita Funding**

CITY ALLOCATION: \$177,952.

LOCATION: Northampton Park, Com1, and Little League.

GRANT PLAN: Replace three playgrounds in the City at Northampton, Com 1, and Little League.

RECENT ACTIVITY:

- City Council approved a resolution on January 19, 2021.

NEXT STEPS:

- The application package deadline to receive allocation is December 2021.

**GRANT: Measure AA**

GRANT AWARD: \$450,000

LOCATION: Wetlands

GRANT PLAN: Wetlands Restoration, Reclamation, and Recreation Project. Complete three feasibility studies to restore, reclaim and provide recreation access to Wetlands.

RECENT ACTIVITY:

- Completed and received approval for the grant work plan. Slid start of the project until later in the year (planned for May-June start).

NEXT STEPS:

- Create a Request for Proposal (RFP) for a consultant to propose on the project. Hold a Technical Advisory Committee Meeting to orient the group to the project and review and comment on the RFP.

**GRANT: Environmental Education Facilities Grant**

CITY AWARD: \$250,000

LOCATION: Wetlands

GRANT PLAN: Formalize dirt trail, create an outdoor classroom, create fun, interpretative elements, signage, and design demonstration gardens.

RECENT ACTIVITY:

- City Council approved a resolution on January 19, 2021.

NEXT STEPS:

- Create Design RFP

**GRANT: Possible Future Grant – CalFire Urban Forestry Grant**

CITY AWARD: TBD

LOCATION: Citywide

GRANT PLAN: Partner with RCD and Napa to create an urban forest master plan, including inventory, assessment, management, and preservation plans.

RECENT ACTIVITY:

- Met with project partners on grant concept.

NEXT STEPS:

- Missed the grant deadline. Let the grant opportunity go.

## **DESIGN AND CONSTRUCTION PROJECTS**

### **PROJECT: 2021 Newell Open Space Trail**

LOCATION: Newell Open Space

PROJECT SCOPE: ADA parking lot and trail improvements for first .5 miles of Newell Open Space.

RECENT ACTIVITY:

- The consultant team completed the survey and is developing exhibits for property acquisition.
- We held a kick-off meeting with the project team and design consultant.
- Reconfirming project design assumptions. Studying access from Newell Drive, fire apparatus access, and trail design standard.

NEXT STEPS:

- Confirm assumptions and continue design effort.
- Provide comments on 40% design plans.

### **PROJECT: 2021 Wetlands Restoration, Reclamation and Recreation Feasibility Projects**

LOCATION: Wetlands

PROJECT SCOPE: Complete 3 feasibility studies to restore, reclaim, and provide recreation access to Wetlands.

RECENT ACTIVITY:

- The city received the official notice to proceed with the project received from Coastal Conservancy.

NEXT STEPS:

- Create a Request for Proposal (RFP) for a consultant to propose on the project.
- Hold a Technical Advisory Committee Meeting to orient the group to the project and review and comment on the RFP.

### **PROJECT: 2022 Playground Replacement Project**

LOCATION: Northampton Park, Com1, and Little League.

PROJECT SCOPE: Replace three playgrounds in the City at Northampton, Com 1, and Little League. Make one fully inclusive playground, likely Community Park 1.

RECENT ACTIVITY:

- No recent activity.

NEXT STEPS:

- Select Playground Manufacturer
- Finalize Playground Replacement Plan

**PROJECT: 2022 Wetlands Edge Environmental Education Facilities Project**

LOCATION: Wetlands

PROJECT SCOPE: Formalize dirt trail, create an outdoor classroom, create fun, interpretative elements, and signage, design for demonstration gardens.

RECENT ACTIVITY:

- No recent activity.

NEXT STEPS:

- Create Design RFP.

**CAMPGROUND (Items on hold):**

COMPLETE A SURVEY OF THE LANDFILL AREA TO DETERMINE WHO OWNS THE CULVERT – CA Fish and Wildlife recently sent property ownership maps to clarify ownership.

- ONBIKE TOUR – November 2019
- DEVELOP VOLUNTEER STEWARDSHIP PROGRAM – In progress.
- CATTLE GRAZING AT NEWELL – In progress.
- COMMITTEE COORDINATION/COMMUNICATION AND TERMS – No progress.
- REVIEW TRAIL USE REGULATIONS – No progress.
- SAFETY/SECURITY AT NEWELL OPEN SPACE AND WETLANDS
- BEST PRACTICES ON NEWELL CREEK
- DOG ISSUES/ACCESS AT NEWELL – No progress.
- REVIEW AND APPLY FOR BIKE FRIENDLY COMMUNITY STATUS – No progress.
- MARKETING PLAN FOR OS/T – No progress.
- BIRDING BROCHURE FOR WETLANDS – COMPLETE.
- FLORA/FAUNA BROCHURE FOR NEWELL – No progress.
- MILE MARKER STANDARD AND PLAN – No progress.
- RIVER TO RIDGE TRAIL – Final alignment is proposed in Broadway District Specific Plan.
- SF BAY WATER TRAIL – No progress.

## Director's Report

- A. Budget Update
- B. Upcoming Council Items of relevance
  - 1. 9/7 - Corps Yard, ACCPF Exclusive Negotiating Agreement
  - 2. 9/14 – Cost Recovery Presentation and Investment in Community Services
  - 3. 10/5 - General Plan Update - ELL, PRE
  - 4. 10/12 - Clarke Ranch Evaluation and Eco-Center Concept
- C. Next Meeting Tentative Agenda Topics (October)
  - 1. Newell Open Space Trail Project Review of Key Assumptions - Update
  - 2. Ridge Trail Day Plan
  - 3. Updates
    - a. Partner and Projects
      - i. Wetlands Trail Enhancements Status
    - b. Director Updates