



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

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

**May 3, 2023  
6:30 PM**

**Chair:** Tara McClinton-Horner

**Vice Chair:** Scott Artis

**Commissioners:** Barry Christian, Sean Hughes, Nance Matson

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

**PUBLIC PARTICIPATION**

**Oral comments, during the meeting:** A Zoom Webinar has been established for public comments made via zoom, during Open Session only. To give your public comment via zoom, connect via the below Zoom link and use the “raise your hand” tool, or call into the zoom meeting at 408-638-0968 and press \*9 to “raise your hand” when the item is called. To avoid confusion, all hands raised outside of Public Comment periods will be lowered.

**Written comments, via eComments:** Please submit written comments through the eComments link, located on the Meetings & Agendas page of our website [here](#). Comments will be available to commissioners in real time. To allow for review of comments, eComments will close at 3:00 pm on the day of the meeting. All comments received will be posted online and become part of the meeting record.

**Zoom Meeting Link:** [Click here.](#)

**Webinar ID:** 897 7645 0568 **Passcode:** 310553

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](mailto:cityclerk@cityofamericancanyon.org).

**AGENDA MATERIALS:** Open Space, Active Transportation, and Sustainability Commission agenda materials are published 72 hours prior to the meeting and are available to the public via the City’s website at [www.cityofamericancanyon.org](http://www.cityofamericancanyon.org).

**AMERICANS WITH DISABILITIES ACT:** The Open Space, Active Transportation, and Sustainability Commission will provide materials in appropriate alternative formats to comply with the Americans with Disabilities Act. Please send a written request to City Clerk at 4381 Broadway, Suite 201,

American Canyon, CA 94503 or by email to [cityclerk@cityofamericancanyon.org](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

## 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 of interest that are not on the Agenda and are within the subject matter jurisdiction of the Open Space, Active Transportation, and Sustainability Commission. It is recommended that speakers limit their comments to 3 minutes each and it is requested that no comments be made during this period on items on the Agenda. Members of the public wishing to address the Open Space, Active Transportation, and Sustainability Commission 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. The Open Space, Active Transportation, and Sustainability 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 Open Space, Active Transportation, and Sustainability Commission does not respond to public comment at this time. Speakers are asked to please speak clearly, and provide their name. Any handouts for distribution to the Open Space, Active Transportation, and Sustainability Commission must be emailed by 3:00 p.m. on meeting day.*

## AGENDA CHANGES

## CONSENT CALENDAR

1. **Meeting Minutes of April 5, 2023.**  
**Recommendation:** Approve the April 5, 2023 OSATS Meeting Minutes.

## BUSINESS

2. **Fiscal Year 2023/24 Capital Improvement Program**  
**Recommendation:** Review and comment on the open space, active transportation and sustainability projects in the draft Fiscal Year 2023/24 Capital Improvement Program.
3. **Draft Fiscal Year 2023/2024 Annual Work Plan for the Open Space, Active Transportation, and Sustainability Commission.**  
**Recommendation:** Draft Fiscal Year 2023/2024 Work Plan for the Open Space, Active Transportation, and Sustainability Commission for consideration by the City Council at the June 20, 2023 Council Meeting.

## MANAGEMENT AND STAFF REPORTS

- 1) Eco-Center Community meeting (May 30)

2) Rotary Club of Napa & Napa County Office of Education Fundraiser for [Spirit Horse Ranch](#) (June 17).

## **COMMISSIONER COMMENTS**

## **ADJOURNMENT**

## **CERTIFICATION**

I, Liz Lozano, Administrative Technician 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.

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Liz Lozano, Administrative Technician

**City of American Canyon  
Open Space, Active Transportation, and Sustainability Commission  
4381 Broadway, Suite 201**

**April 5, 2023**

**ACTION MINUTES**

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**CALL TO ORDER**

The meeting was called to order at 6:33p.m.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**ROLL CALL**

Roll Call was taken.

**ATTENDANCE**

OSATS Commissioners Present:

Chair Tara McClinton-Horner  
Vice Chair Scott Artis  
Commissioner Barry Christian  
Commissioner Sean Hughes  
Commissioner Nance Matson

OSATS Commissioners Absent:

None

**PUBLIC COMMENT**

Chair McClinton-Horner opened Public Comment.

**Written Public Comment Received:**

Yvonne Baginski submitted a written Public Comment. (see attached).

**Oral Public Comment Received:**

Kim Hester-Williams made a Public Comment.

Chair McClinton-Horner closed Public Comment.

## **AGENDA CHANGES**

None

## **CONSENT CALENDAR**

Motion by Commissioner Christian to approve the Meeting Minutes for the March 1, 2023 OSATS Meeting; seconded by Commissioner Hughes. Roll Call was taken; motion passed unanimously.

## **BUSINESS**

### **1. American Canyon 2022 Climate Action Plan – Interim Report**

Director Ikeda introduced Vice Mayor Washington and Council Member Joseph and gave a brief explanation on the background of the Ad-hoc Climate Action Committee. Council Member Joseph and Vice Mayor Washington presented a presentation on the history and the work the Ad-Hoc Climate Action Committee has completed to date. Council Member Joseph and Vice Mayor Washington, along with fellow Ad-Hoc Climate Action Committee members: Chris Benz, Gopal Shanher, Linda Brown, and Kara Vernor answered questions and received comments provided by the OSATS Commissioners. The OSATS Commissioners agreed to work on identifying 2-3 items the Ad-Hoc Climate Action Committee identified as items to focus on and plan discuss those items at a future meeting.

### **Public Comment:**

Chair McClinton-Horner opened Public Comment.

### **Written Public Comment Received: (see attached)**

- Chris Benz
- Yvonne Baginski
- Tammy Wong
- Jeanette Goyetche

### **Oral Public Comment Received:**

- Kara Vernor
- Jim Wilson
- Linda Brown
- Liliana Karesh
- Janelle Sellick

Chair McClinton-Horner closed Public Comment.

**MANAGEMENT AND STAFF REPORTS**

Director Ikeda provided an update on future OSATS meeting agenda items and an update on Parks and Recreation Department occurrences.

**COMMISSIONER COMMENTS**

The commissioners commented on items of interest.

**ADJOURNMENT**

The meeting was adjourned at 9:03p.m.

**CERTIFICATION**

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Liz Lozano  
Administrative Technician

# Open Space, Active Transportation, and Sustainability Commission

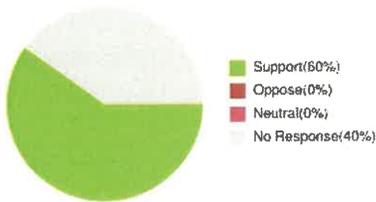
04-05-23 18:30

Agenda Name	Comments	Support	Oppose	Neutral
PUBLIC COMMENT - ITEMS NOT ON THE AGENDA	1	0	0	0
BUSINESS	1	1	0	0
2.) American Canyon 2022 Climate Action Plan - Interim Report	3	2	0	0

## Sentiments for All Agenda Items

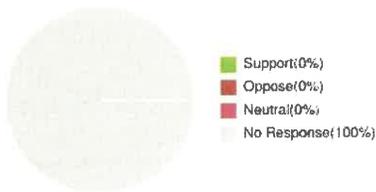
The following graphs display sentiments for comments that have location data. Only locations of users who have commented will be shown.

### Overall Sentiment



### Agenda Item: eComments for PUBLIC COMMENT - ITEMS NOT ON THE AGENDA

### Overall Sentiment



### Yvonne Baginski

Location:

Submitted At: 9:55am 04-05-23

I am so glad to see leaders in American Canyon coming together in a commission to work remediating the destruction we are doing to our environment. The recent United Nations report, prepared by scientists representing 200 countries, paints a catastrophic future.

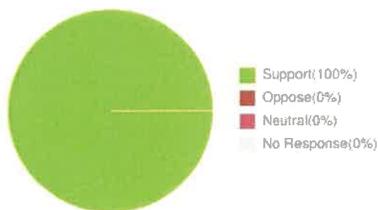
I struggle with what I, as one person, can actually do. I bet some of you do, as well. Recycling and walking more seem like minuscule solutions. For one, yes....but for millions, maybe no. It's the cumulative effect that will make the difference. That's the only way we can do this.

When I worked to defeat Measure J this past November, all I could do was focus on what I could do, not on the immensity of what seemed impossible. Actions speak louder than words, and it's in the doing that the difference will be made. I am writing today about an issue that will not come before this commission, but one that I believe is very necessary for each of you to know about. The planning commission is currently considering approving

another drive thru, in A.C. Chicken Guys, according to their air quality report, is expecting at least 988 cars daily through the drive-thru window. That's almost 30,000 cars a month. The air quality report submitted by Chicken Guys claims that these numbers are "insignificant." in contributing to carbon emissions and air pollution. I did the numbers: If each car idles 10 minutes, in one month we'll see 29,490 idling cars, or 5,000 hours of idling. Each hour of idling uses up 1/2 gallon of fuel. Those 5,000 hours of idling will waste 2,500 gallons of fuel. Every gallon of gas burned creates 19.2 lbs of carbon dioxide (according to the EPA). This means that in one month, 48,750 lbs of carbon are emitted into the air in the Chicken Guys drive-thru alone. There are currently six other drive thrus in American Canyon, not to mention Vallejo and the 15 in Napa. See how it adds up? It's the cumulative effect we need to be paying attention to...just like we do on what individuals could accomplish, vs. what we can all do together. Data is easily manipulated. When I heard the comments on the Chicken Guys idling, I also thought "what's the big deal?" about idling. I researched and interpreted the data in another way. I understand better why so many cities are banning idling altogether. I hope you will work in banning idling entirely so that Chicken Guys won't feel singled out as an example but, instead, is recognized as the first step in a new direction.

**Agenda Item: eComments for BUSINESS**

Overall Sentiment



**Chris Benz**

Location:

Submitted At: 11:10am 04-02-23

OSATS Commissioners,

I am a Steering Committee member of Napa Climate NOW! (NCN!), the local 350 Bay Area group advocating for smart climate solutions based on the latest climate science. We are very glad that your commission has been tasked with focusing on climate and sustainability actions for your community.

Napa Climate NOW! prepared a list of nine 2023 climate action priorities for the Napa City Council with the goals of moving toward net zero climate pollutants by 2030 and doing no further harm. These were broken into Immediate Opportunities (easy to do, low-cost), Actions with Impactful GHG Reductions, and Actions for Net-Zero by 2030. Our list included resources including ordinances adopted by other communities as well as background information.

These priorities will be sent to you in a separate email as the e-comment format doesn't allow attachments. You will note that American Canyon has already enacted two of the NCN! "Immediate Opportunities": banning future fossil fuel gas stations and partnering with Schools for Climate Action and local schools to use the Napa County Climate Challenge platform for climate action outreach.

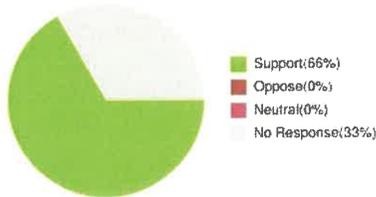
Members of Napa Climate NOW!, the Napa County League of Women Voters Climate Action Committee, and Schools for Climate Action will be presenting a program called "Taking Action on Local Climate Priorities" on Wednesday, April 19, at the Napa Library starting at 5:30 pm. You would be very welcome to attend.

The other jurisdiction in Napa County that has an official climate action advisory body is Calistoga with its Green Committee. The Green Committee, chaired by Antoinette Mailliard, has been able to achieve the following by focusing on just a few actions at a time and assigning specific committee members to work on researching an action with the help of interested members of the public. Their work has guided the City in accomplishing the following: a ban on additional fossil fuel gas stations, a ban on gasoline powered leaf blowers (with a rebate program), and the adoption of a reusable foodware and waste reduction ordinance (the first in Napa County). We hope that you too will be successful in guiding your city to adopt meaningful climate actions. We stand by to help in any way needed.

Thank you,  
Chris Benz  
Napa Climate NOW!  
707-492-0089  
christinabbenz@gmail.com

Agenda Item: eComments for 2.) American Canyon 2022 Climate Action Plan - Interim Report

Overall Sentiment



**Jeannette Goyetche**

Location:  
Submitted At: 2:59pm 04-05-23

Dear Commissioners,

My name is Jeannette Goyetche. I am a long time resident of American Canyon and have watched it grow from a country town to what is fast becoming a growing metropolis. My concerns are similar to many residents ie Increased traffic and congestion, deteriorating roads and pollution, and loss of some of the most precious wildlife areas in Napa County. My request of this commission, is to request input into every Planning Commission decision on development in American Canyon that will have an effect on the environment, be it traffic, emissions from idling vehicles from multiple drive thru restaurants and effects on the precious wildlife particular to American Canyon.

Thank you for considering my request.

**T L Wong**

Location:  
Submitted At: 12:44pm 04-05-23

Good evening Commissioners

My name is Tammy Wong and as you may know, I am a resident of American Canyon.

I hope to see the "Active Transportation" and "Sustainability" aspects of this Commission have a meaningful and tangible impact throughout our city for increased bicycling, walking, and environmental stewardship. I am proud that we are the second city within the entire state of CA to modify our zoning to ban new fossil fuel stations.

Have you noticed the very wet days we have had recently? Their unrivaled intensity reminds me how our everyday decisions contribute to the climate crisis we currently face. From extreme drought to atmospheric rivers, from wildfires and choking air pollution, that is the future we have created with our dependency on fossil fuels, and our consumer choices.

The climate crisis is headline news every day, so I just find it crazy that a developer wants to build CHICKEN GUY's first drive-thru restaurant in our town.

We seem to have a disconnect currently between the Commissioners on OSATS and Planning. One is charged with sustainability while the other makes the decisions about projects like the Chicken Guy drive-thru restaurant which is planned to generate 1,317 new car trips daily, of which 70% (988) will be idling and polluting

in the drive thru.

I am very concerned how adding a drive-thru in that area will impact safety for pedestrians and bicyclists, as adding 1,317 new car trips to an already busy intersection will create more congestion, and lead to more idling on nearby streets.

Yet how will the Commission charged with Active Transportation have input into this project? I encourage you to take the opportunity to attend the Planning Commission's April meeting and give your input on the Active Transportation and Sustainability impacts that this restaurant drive thru project will have on our community in the long-term. I would also like to understand, long-term, how the two commissions will operate together to provide robust oversight given different mandates.

Thank you

**Yvonne Baginski**

Location:

Submitted At: 11:00am 04-05-23

I am imploring this commission to request advisory input into every planning commission decision on development in American Canyon that will affect carbon emission, land destruction, water usage, wildlife habitation or have other environmental impact. All of these advisements would be monitored through the lens of the Climate Action Plan. Without authority or advisement capacity within the system of American Canyon development, the commission is significantly less effective in bringing about the changes requested in this plan. What is missing in this plan, and I'm sure it is an oversight, is the banning of idling engines. This would be easily rectified with an amendment. This commission must step up to the challenges ahead, and advocate not only for the biological health of the community, but also the reality that each of us does have an impact on what looms ahead when there are focused goals with public commitment to change. I believe that this commission is the most relevant in meeting the challenges of climate catastrophe. Please fight for life by establishing yourselves as an integral resource as the environmental for all planning and development in American Canyon.



## **TITLE**

Fiscal Year 2023/24 Capital Improvement Program

## **RECOMMENDATION**

Review and comment on the open space, active transportation and sustainability projects in the draft Fiscal Year 2023/24 Capital Improvement Program.

## **CONTACT**

Erica Ahmann Smithies, P.E., Public Works Director

## **BACKGROUND & ANALYSIS**

The 2023/2024 Capital Improvement Program (CIP) contains the following nine (9) projects with open space, active transportation and sustainability components.

1. Newell Open Space Parking Lot and Trail Improvements (PR13-00200)
2. Wetlands Edge Environmental Education Enhancement Project (PR19-0100)
3. North Slough Restoration, Reclamation & Recreation Access (PR20-0300)
4. Green Island Road Reconstruction/Widening (TR16-0700)
5. Annual Pavement Project (TR22-0300)
6. Benton Way Rehabilitation (TR22-0400)
7. Melvin Sidewalk and Storm Drainage Improvements (TR24-0200)
8. Rancho Del Mar Paving and Utility Improvements (TR24-0300)
9. Recycled Water Expansion (RW17-0100)

Although the purpose of tonight's presentation is to discuss the above projects, for simplicity, the entire capital improvement program for FY2022/2023 is attached.

All these exciting projects will improve the quality of life for American Canyon residents, business community, and visitors.

## **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Organizational Effectiveness: "Deliver exemplary government services."

**FISCAL IMPACT**

Not applicable

**ENVIRONMENTAL REVIEW**

None

**ATTACHMENTS:**

1. [CIP Program Fiscal Year 2023/2024](#)

**City of American Canyon  
FY 2023-24 CAPITAL IMPROVEMENT PROGRAM**

Project Number		Project Title	General Plan Policy
1	CD19-0100	General Plan Update Project	1.0 Land Use Element: Ensure the General Plan is updated and maintained Goal 1S:
2	CF23-0100	City Hall Re-roof	1.0 Land Use Element: Accommodate public and institutional uses that serve the needs of the residents of American Canyon Goal 1J:
3	CF23-0300	Corp Yard Relocation and Facility Upgrade	1.0 Land Use Element: Accommodate public and institutional uses that serve the needs of the residents of American Canyon Goal 1J:
4	PR13-0200	Newell Open Space (Parking Lot/Trail Construction)	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.15-7.16
5	PR19-0100	Wetlands Edge Environmental Educational Enhancement Project	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.4.12, 7.8.8, 17.10.4, 17.30, 17.43
6	PR20-0300	North Slough Restoration, Reclamation & Recreation Access Project	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.4.12, 7.8.8, 17.10.4, 17.30, 17.43
7	PR21-0100	Playground Replacement Project	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20, 17.27
8	PR22-0100	Skatepark Relocation	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20, 17.27
9	PR23-0100	Melvin Road Park Improvements	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.7.4, 7.8.8, 17.20, 17.27
10	PR23-0200	Melvin Tennis Court Improvements	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20
11	PR23-0400	Northampton Shade Canopy	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20, 17.27
12	PR23-0500	Northampton Park Restroom	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20
13	PR23-0600	Comm Park I Improvements	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20
14	PR23-0700	Silver Oak Restroom	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20
15	PR23-0800	Via Bellagio Playground Surface	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20, 17.27
16	PR23-0900	Adult Activity Center Flooring Replacement	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20
17	PR24-0100	Linwood Park Improvements	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20, 17.27
18	PR24-XXXX	Irrigation Controller Upgrade	7.0 Parks and Recreation Element: Parks and Trail Standards 7.3.1, 7.8.8, 17.20
19	PW22-0100	Stormwater Master Plan	5.0 Utilities Element Policies, Implementation I 5.24 and 5.26

**City of American Canyon  
FY 2023-24 CAPITAL IMPROVEMENT PROGRAM**

Project Number		Project Description	General Plan Policy
20	TR16-0700	Green Island Rd Reconstruction/Widening	1.0 Land Use Element: 1.3.1 and 4.0 Circulation Element Policies, Street Network 1.1-1.4, 1.6-1.12, & 1.20
21	TR16-0703	Green Island Rd Rule 20A/B Utility Undergrounding	1.0 Land Use Element: 1.3.1 and 4.0 Circulation Element Policies, Street Network 1.1-1.4, 1.6-1.12, & 1.20
22	TR22-0200	Wetlands Edge Court Extension	4.0 Circulation Element Policies, Street Network 1.5, 1.7-1.12, & 1.20
23	TR22-0300	2022 Annual Pavement Project	4.0 Circulation Element Policies, Street Network 1.5, 1.7-1.12, & 1.20
24	TR22-0400	Benton Way Rehabilitation	4.0 Circulation Element Policies, Street Network 1.1, 1.5, 1.7-1.12, & 1.20
25	TR23-0100	ARPA5 Knightsbridge Reconstruction & Water Main Improvements	4.0 Circulation Element Policies: Street Network 1.5, 1.7-1.12, & 1.20 and 5.0 Utilities Element Policies: Water Resources Implementation I 5.4
26	TR23-0200	South Kelly Road - Highway 29 Intersection	4.0 Circulation Element Policies: Street Network 1.5, 1.7-1.12, & 1.20
27	TR23-0300	American Canyon Road Guardrail Project	4.0 Circulation Element Policies: Street Network 1.5, 1.7-1.12, & 1.20
28	TR24-0200	ARPA4 Melvin Sidewalk and Storm Drainage Improvements	4.0 Circulation Element Policies: Street Network 1.5, 1.7-1.12, & 1.20 and 5.0 Utilities Element Policies: Storm Water Implementation I 5.24 and 5.26
29	TR24-0300	ARPA6 Rancho Del Mar Paving and Utility Improvements	4.0 Circulation Element Policies: Street Network 1.5, 1.7-1.12, & 1.20, and 5.0 Utilities Element Policies: Implementation I 5.4 and 5.47 (water and wastewater)
30	WA23-0100	Water Treatment Plan Shop	5.0 Utilities Element Policies, Implementation I 5.4
31	WA23-0200	Water Treatment Plant Filter Media Repl & Underdrain Repair	5.0 Utilities Element Policies, Implementation I 5.7.2
32	WW16-0300	SCADA	5.0 Utilities Element Policies, Implementation I 5.4 and 5.47 (water and wastewater)
33	WW20-0100	SS4 Broadway Sewer Rehab, Crawford to Donaldson	5.0 Utilities Element Policies, Maintenance 5.15.4 and Implementation I 5.47 (wastewater)
34	WW21-XXXX	UV Disinfection	5.0 Utilities Element Policies, Maintenance 5.15.4 and Implementation I 5.47 (wastewater)
35	WW21-XXXX	Blower Replacement	5.0 Utilities Element Policies, Maintenance 5.15.4 and Implementation I 5.47 (wastewater)
36	RW17-0100	Recycled Water Expansion	1.0 Land Use Element: 1.3.1 and 5.0 Utilities Element Policies, Implementation I 5.23
37	RW23-0100	Recycled Water Fill Stations	1.0 Land Use Element: 1.3.1 and 5.0 Utilities Element Policies, Implementation I 5.23



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## **TITLE**

Draft Fiscal Year 2023/2024 Annual Work Plan for the Open Space, Active Transportation, and Sustainability Commission.

## **RECOMMENDATION**

Draft Fiscal Year 2023/2024 Work Plan for the Open Space, Active Transportation, and Sustainability Commission for consideration by the City Council at the June 20, 2023 Council Meeting.

## **CONTACT**

Alexandra Ikeda, Parks and Recreation Director

## **BACKGROUND & ANALYSIS**

The City Council formed the Open Space, Active Transportation, and Sustainability Commission in 2022 (Attachments 1 & 2). The Commission's Fiscal Year 2022/2023 Work Plan is shown in Attachment 3.

The American Canyon Municipal Code Chapter 2.30 - defines the Commission's purview and clarified its role and function as follows: *"The function, powers, and duties of the Open Space, Active Transportation, and Sustainability Commission shall include the review of issues referred to the Commission by the City Council, the City Manager, and City staff, residents, or organizations of the City; to provide advice, comment and make recommendations regarding such issues as requested; to organize or facilitate community benefit activities or functions; and other duties as assigned by the City Council."*

Per these guidelines, the Commission serves in an advisory capacity to the Council and staff. Each fiscal year, the Commission develops a Work Plan for the upcoming fiscal year. The Work Plan will list issues and projects to be addressed by the Commission and should be consistent with the Council's adopted goals and priorities pertaining to open space, active transportation, and sustainability.

For issues and projects that come up during the year that are out of the realm of the approved Work Plan and would require significant staff time or City funds, the Commission should determine if it is feasible to wait until the next year to address the issue or project. If the Commission determines

that the issue or project should be addressed in the current year, a recommendation for modification of the Work Plan will need to be submitted to Council for consideration. This recommendation for modification of the Work Plan will need to indicate which issues or projects will be postponed or eliminated to accommodate and add the new issue or project to the Work Plan.

Staff recommends the Commission review the current Work Plan and develop a draft Work Plan for next fiscal year. The plan for next year will be proposed to Council during a joint Special meeting with Council on June 20, 2023.

## **COUNCIL PRIORITY PROGRAMS AND PROJECTS**

Organizational Effectiveness: "Deliver exemplary government services."

## **FISCAL IMPACT**

Not Applicable.

## **ENVIRONMENTAL REVIEW**

Not Applicable.

## **ATTACHMENTS:**

- [1. Ordinance No. 2023-01: Chapter 2.30 to Municipal Code](#)
- [2. OSATS Resolution 2022-R112](#)
- [3. OSATS FY2022/23 Approved Work Plan](#)

**ORDINANCE NO. 2023-01**

**AN ORDINANCE OF THE CITY OF AMERICAN CANYON ADOPT TO AN ORDINANCE REGARDING THE ADDITION OF CHAPTER 2.30 TO THE AMERICAN CANYON MUNICIPAL CODE CREATING THE OPEN SPACE, ACTIVE TRANSPORTATION, AND SUSTAINABILITY COMMISSION**

The Council of the City of American Canyon does hereby ordain as follows:

**SECTION 1.** A new Chapter is hereby added to the American Canyon Municipal Code regarding the creation of an Open Space, Active Transportation, and Sustainability Commission, to read as follows:

**CHAPTER 2.30 OPEN SPACE, ACTIVE TRANSPORTATION, AND SUSTAINABILITY COMMISSION**

- Section 2.30.010      Creation of the Open Space, Active Transportation, and Sustainability Commission/Terms of Commissioners
- Section 2.30.020      Jurisdiction and Functions of Commission
- Section 2.30.030      Compensation of Commissioners
- Section 2.30.040      Designation of Chairperson and Vice Chairperson, Committees and Staff
- Section 2.30.050      Time and Place of Meetings, Definition of Commission Quorum
- Section 2.30.060      Commission Rules and Records

**Section 2.30.010 Creation of the Open Space, Active Transportation, and Sustainability Commission/Terms of Commissioners.**

There is created an Open Space, Active Transportation, and Sustainability Commission for the City of American Canyon. It shall consist of five (5) members, appointed in the manner and for the terms prescribed in Sections 2.04.070 and 2.28.010, respectively, of this Code.

**Section 2.30.020 Jurisdiction and Functions of Commission.**

- A. The Open Space, Active Transportation, and Sustainability Commission for the City of American Canyon shall perform all functions as described below and shall serve in an advisory capacity to City staff and the City Council.
- B. The functions, powers, and duties of the Open Space, Active Transportation, and Sustainability Commission shall include the review of issues referred to the Commission by the City Council, the City Manager, and City staff, residents, or organizations of the City; to provide advice, comment and make recommendations regarding such issues as requested; to organize or facilitate community benefit activities or functions; and other duties as assigned by the City Council.
- C. Areas of purview of the Commission shall include, but not be limited to, review and provide input on plans and policy documents supporting Open Space, Active

Transportation, and Sustainability efforts, and recognize further Open Space, Active Transportation, and Sustainability efforts needed.

- D. The City Council may from time to time refer a matter to the Commission for review, comment, recommendation, and action. All actions of the Open Space, Active Transportation, and Sustainability Commission are subject to appeal to the City Council by any person or organization affected by such action through the procedures set forth in Chapter 2.04 of this Code.
- E. All actions taken by the Commission shall be reported by City Staff to the City Clerk and shall be placed on the next regular agenda of the City Council after receipt of the report by the City Clerk. Actions taken by the Commission shall not be considered final until the City Council has heard and further considered the matter or has determined that further consideration of the matter is not required. When placed on the agenda of the City Council, the City Council may elect to consider the matter and may schedule the matter for a hearing of public hearing before the City Council. The City Council shall consider any appeal of an action taken by the Open Space, Active Transportation, and Sustainability Commission by an interested person or organization through the procedures set forth in Chapter 2.04 of this Code. The decision of the City Council, after considering or hearing the matter shall be final.

#### **Section 2.30.030 Compensation of Commissioners.**

The members of the Open Space, Active Transportation, and Sustainability Commission shall each receive compensation payable out of the general fund of the City, provided adequate funds have been budgeted, therefore, in the amount of one hundred and five dollars (\$105.00) per meeting. Standing or temporary committee or subcommittee members shall not be compensated. The compensation for Commissioners prescribed herein shall be exclusive of any amount payable as reimbursement for actual or necessary expenses authorized by the City Council and incurred in the performance of official duties for the City.

#### **Section 2.30.040 Designation of Chairperson and Vice Chairperson, Committees, and Staff.**

- A. Designation of the Chairperson and Vice Chairperson for the Commission shall be governed by section 2.28.20 of this Code.
- B. The Commission may, from time to time, create committees or subcommittees to study issues, to perform work on behalf of the Commission, to provide a service to the residents, or a segment of the residents, of the City, or to improve the quality of the environment of the City and living conditions of the residents of the City.
- C. Standing or temporary committee or subcommittee shall have at least one Commissioner assigned to the committees. The Commission shall make appointments of

committee and subcommittee members with the approval of the City Manager or designee.

- D. The City Manager may appoint a department head, or other staff, and provide compensation for their services as may be authorized by the City Council and by an annual City Budget.

**Section 2.30.050 Time and Place of Meetings, Definition of Commission Quorum.**

- A. The Commission shall hold at least one regular meeting each month at such time, date, and place designated by the Commission. The Chairperson or a majority of the Commission, after giving notice to the Commissioners, and to any media and members of the public who have previously requested such notices in writing, so that the notice is received at least twenty-four (24) hours before the meeting, may hold a special meeting.
- B. A majority of the Commissioners shall constitute a quorum.

**Section 2.30.060 Commission Rules and Records.**

The Open Space, Active Transportation, and Sustainability Commission shall adopt rules for the transaction of its business and shall keep a public record of its resolutions, transactions, findings, recommendations, and actions. Minutes of the Open Space, Active Transportation, and Sustainability Commission meetings shall be filed with the City Clerk.

**SECTION 2. EFFECTIVE DATE.** This ordinance shall take effect thirty (30) days after its adoption.

**SECTION 3. SEVERABILITY.** The ordinance shall be liberally constructed to achieve its purpose and preserve its validity. If any provision or clause of this ordinance or application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of this ordinance which can be given effect without the invalid provision or application. To this end, the provisions of this ordinance are declared to be servable and are intended to have independent validity.

The foregoing ordinance was introduced and read at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 17th day of January, 2023, by the following vote:

- AYES: Councilmembers Aboudamous, Joseph, Oro, Vice Mayor Washington, and Mayor Garcia
- NOES: None
- ABSTAIN: None
- ABSENT: None

The foregoing ordinance was adopted at a regular meeting of the City Council of the City of American Canyon, State of California, held on the 7<sup>th</sup> day of February, 2023, by the following vote:

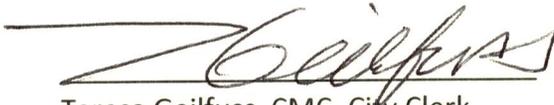
AYES: Councilmembers Aboudamous, Joseph, Oro, Vice Mayor Washington, and Mayor Garcia  
NOES: None  
ABSTAIN: None  
ABSENT: None



\_\_\_\_\_  
Leon Garcia, Mayor

ATTEST:

APPROVED AS TO FORM:



\_\_\_\_\_  
Taresa Geilfuss, CMC, City Clerk



\_\_\_\_\_  
William D. Ross, City Attorney

## RESOLUTION NO 2022-R112

### **A RESOLUTION FO THE CITY COUNCIL OF THE CITY OF AMERICAN CANYON RECONSTITUTING THE OPEN SPACE ADVISORY COMMITTEE AS THE OPEN SPACE, ACTIVE TRANSPORTATION, AND SUSTAINABILITY COMMISSION, AND APPROVING THE COMMISSION'S FISCAL YEAR 2022/2023 WORK PLAN**

**WHEREAS**, the City of American Canyon has always been supportive of open space preservation and enhancement and such support has been integrated into the City's General Plan (for example, the Vision Statement notes we should "capitalize on the unique environmental setting of the foothills river valleys and agriculture") and

**WHEREAS**, the General Plan ' Parks and Recreation Element ' advocates for trail systems that connect the river areas with residential neighborhoods and open space areas in the foothills, and

**WHEREAS**, in 1999, the City was fortunate to receive 640 acres of foothill open space as a result of a generous donation from Jack and Bernice Newell and

**WHEREAS**, at approximately the same time, the City received a \$3 million CalFed Grant to acquire and restore 460 acres of wetlands on our western border and

**WHEREAS**, connecting the wetlands and Newell Open Space through a network of trails and bike paths is important to enhance public access and enjoyment and

**WHEREAS**, the City Council formally recognized the efforts to establish preserve and enhance open space in and around American Canyon through the establishment of the Open Space Advisory Committee (OSAC) as a standing "citizen s advisory committee (Resolution 2005-83) and

**WHEREAS**, the City Council formally designated the OSAC as the City s Bicycle Advisory Committee in November 2010 (Resolution 2010 115) and

**WHEREAS**, the City Council desires to reconstitute the OSAC as a new commission having purview over issues of ' open space active transportation ' and sustainability and

**WHEREAS**, the role of the new Open Space Active Transportation and Sustainability Commission (OSATS Commission) is to review and provide input on various plans and policy documents prepared by staff (and consultants) before they are eventually considered by the Council

**NOW, THEREFORE, BE IT RESOLVED** the City Council hereby rescinds Resolution 2005-83 and Resolution 2010 115 in order to reconstitute the former Open Space Advisory Committee as the new Open Space, Active Transportation, and Sustainability Commission and

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City Council establishes a five member Open Space Active Transportation and Sustainability Commission (OSATS Commission) pursuant

to American Canyon Municipal Code Chapter 2 28 (Boards and Commissions Generally) for the purpose of supporting open space active transportation and sustainability efforts in and around American Canyon, and

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City Council endorses the OSATS Commission's review and input on plans and policy documents supporting the following 'Open Space' efforts and recognizes there may be future efforts needed, subject to Council review and confirmation

- Restoration of the wetlands on the City's western border to improve the eco system in the Bay Area and provide public water access, and
- Updates to the General Plan, Parks and Open Space Master Plan, Newell Management Plan, Newell Grazing Plan, and other plans, and
- Open space, trails, and public access development, such as Clarke Ranch, re use of the Corporation Yard Jaegar Open Space, and other open space areas, and
- Trail use rules and regulations and trail maintenance and repair standards, and
- Volunteer conservation programs and projects, wildlife monitoring, and improvements or alterations to City owned open space property, and

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City Council endorses the OSATS Commission's review and input on plans and policy documents supporting the following 'Active Transportation' efforts and recognizes there may be future efforts needed, subject to Council review and confirmation

- Updates to the Citywide Bike Plan
- Updates to the Citywide Pedestrian Plan
- Updates Active Transportation Development Standards
- Awards and recognitions such as the Bicycle Friendly Community designation

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City Council endorses the OSATS Commission's review and input on plans and policy documents supporting the following Sustainability efforts and recognizes there may be future efforts needed subject to Council review and confirmation

- Countywide Greenhouse Gas Emissions Inventory
- Regional Climate Action Plan
- Climate Action Interim Plan for City of American Canyon

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the OSATS Commission shall support staff's open space active transportation and sustainability efforts by reviewing and providing comment on plans and policy documents funding programs the annual Capital Improvement Program (CIP) CIP Project design documents and/or serving on technical advisory committees

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the OSATS Commission shall draw upon the expertise of its members and other sources to provide advice to the City Council regarding open space active transportation and sustainability efforts

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that Commissioners serve as liaisons with the community regarding open space, active transportation, and sustainability efforts, keeping staff and the Council informed of issues and concerns

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that this Resolution does not constitute authority for Commissioners or the OSATS Commission to perform operational or management functions or to make decisions on behalf of the City

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that OSATS Commission shall develop an annual work plan regarding open space, active transportation and sustainability efforts for approval by the City Council

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that City Council hereby approved the OSATS Commission’s FY 2022/23 Annual Work Plan attached hereto as Exhibit “A” and incorporated by reference

**NOW, THEREFORE, BE IT FURTHER RESOLVED** the City Council formally designates the Open Space, Active Transportation, and Sustainability Commission as the City’s Bicycle Advisory Committee, and

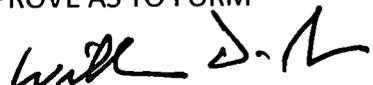
**NOW, THEREFORE, BE IT FURTHER RESOLVED** that this Resolution shall take effect immediately upon adoption

**PASSES, APPROVED and ADOPTED** at a regular meeting of the City Council of the City of American Canyon on the 20<sup>th</sup> of December 2022 by the following vote

AYES	Councilmembers Joseph, Oro, Washington Vice Mayor Aboudamous and Mayor Garcia
NOES	None
ABSTAIN	None
ABSENT	None

  
 Leon Garcia Mayor

ATTEST  
  
 Taresa Geilfuss, CMC, City Clerk

APPROVE AS TO FORM  
  
 William D Ross City Attorney



DATE: December 20, 2022  
TO: Mayor and City Council  
C/C: Parks and Recreation Director Ikeda  
RE: **Draft "FY 22/23 Work Plan" for the Open Space, Active Transportation, and Sustainability Commission**

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On December 7, 2022, the Open Space, Active Transportation, and Sustainability Commission (OSATS) met to develop a *draft* Work Plan for FY 22/23. Below is the list of topics OSATS has identified:

1. Update the Newell Management Plan.
2. Update the Parks and Community Services Master Plan.
3. Fiscal Year 2023/2024 Capital Improvement Program (pertaining to Open Space, and Active Transportation projects).
4. Trail Accessibility and Maintenance Standards.
5. Presentation on Napa County Regional Green House Gas Inventory.
6. Review of Eco Center Use Permit.
7. Review of design documents for the Newell Open Space Trail Project.
8. Presentation on Napa County Drought Contingency Plan.