



MINUTES OF THE OPEN SPACE ADVISORY COMMITTEE MEETING

The Open Space Advisory Committee of American Canyon met in regular session on **Wednesday, January 6, 2010** at City Hall, 4381 Broadway Street, American Canyon, California. The Agenda for this meeting was posted at the City Hall Office and the Parks and Recreation/Aquatic Center Office on Thursday, December 31, 2009. Vice Chair Stanfield called the meeting to order at 6:33 p.m.

Call To Order

1. Pledge of Allegiance –The Pledge of Allegiance was recited.
2. Roll Call – Vice Chair Stanfield, Committee Members Novak, Myers, and Christian were present. Chair Matson was absent.
3. Approval of the Special Joint Meeting Minutes of December 10, 2009 - The special meeting minutes of December 10, 2009, were approved on a 3-0 vote (Novak/Myers), 1-abstain (Stanfield).
4. Confirmation of Agenda – Business Item #7 was removed from the agenda until the next meeting. On a motion made by Committee Member Novak and seconded by Committee Member Christian, the agenda was approved as amended on a 4-0 vote. (Novak/Christian).

Public Comment

Myrna Abramowicz, Napa County Regional Park & Open Space District Board Member, introduced herself and expressed interest in a number of the items that were on the agenda.

John Speck, former resident, mentioned his interest in trails and open space.

General Announcements

The General Announcements were read.

Committee Business

1. Committee determination to excuse or not excuse absences from the Open Space Advisory Committee meetings.

Director Davis informed the Committee that at the special meeting on December 10, 2009, Vice Chair Stanfield had been ill and Committee Member Christian had a conflicting Bay Ridge Trail meeting and were absent. Chair Matson emailed staff that she would not be at tonight's meeting due to an illness.

On a motion made by Committee Member Novak, seconded by Committee Member Myers, the absences of Vice Chair Stanfield and Committee Member Christian on December 10, 2009 were excused and the absence of Chair Matson on January 6, 2010 was excused by a unanimous voice-vote (4-0).

2. Report from representative of the Friends of American Canyon Open Space.

There was nothing to report.

3. Presentation by Fire Chief Glen Weeks regarding the effort to identify potential sites for a future west side Fire District substation.

Chief Weeks discussed the need for a Fire District station on the west side of American Canyon and explained that studies will be done regarding coverage and response times. He asked for the Committee's input regarding the idea to consider Clarke Ranch property as a potential location for the west side station.

Chief Weeks noted that the station would likely have a meeting room that could be accessed by the public. Meetings and workshops pertaining to the wetlands and trails could be held at the station.

Committee Member Christian asked what the plans were for the old fire station. Chief Weeks noted Napa Valley EMS is using the facility for training and classes, and that the City's fleet maintenance and building maintenance operations are also at that site.

Committee Member Myers asked other than proximity to the new Public Safety building if there was any other reason not to use the old fire station facility. Chief Weeks noted that it is an older building, and the cost to renovate it could be more costly than building a new facility.

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The idea of trail and open space information being available for the public at the station was discussed. There was also an idea to give the station a ranger station look. Committee Member Novak noted the possibility of the facility being used to assist in the trail management and a place where volunteers could meet.

The Committee further discussed the zoning of the area. Director Davis reported that the use of the land for a fire station would require a conditional use permit.

The consensus of the Committee was that the station at Clarke Ranch could enhance trail use, provide a meeting location, and also be a place where information about trails and open space could be obtained.

4. Adoption of recommended Trail Management Plan and trail use regulations.

Director Davis presented the report regarding Trail Management Plan and trail use regulations to the Committee.

The Committee discussed the proposed Plan as well as the rules and regulations.

Committee Member Christian suggested a phone number where people could report violations and place a notice in the kiosk for volunteer trail rangers.

The following changes were made to trail regulations:

1. Trails and trailhead parking lots open from Dawn to Dusk. (changed from sunrise to sunset.
2. Stay on designated trails. (Moved to #2 spot)
3. Pets on leash at all times to protect wetlands wildlife.
7. Glass containers not permitted. (removed "on trail")
9. No fires. (removed "open")
11. Leave wildflowers, plants, trees, and wildlife undisturbed. (changed wording)
12. Dispose of litter properly. (changed wording)
14. For your health and safety, no fishing, boating or swimming in ponds. (Combined 14-16)

The following was removed: Observe and follow all trail signs.

The term recreationist was replaced with trail user under equestrian/mountain bike use regulations.

The following was changed under Volunteer Patrol Responsibilities:

4. Inspect fencing for safety. (removed Eucalyptus Road)

On a motion made by Committee Member Myers, the Committee recommended to adopt the Trail Management and Use Regulations as amended, seconded by Committee Member Christian (4-0).

5. Update regarding active capital projects, grant activities, and future open space and trail projects.

Cynthia Ripley gave an update to the Committee about the TDA grant for \$190,000 going to the City Council on January 19, 2010 for the bike/pedestrian bridges on Broadway.

She mentioned the Kimberly-Kensington Bay Trail feasibility study. She also stated that a porta-potty enclosure will be built at the wetlands view area and a bench and kiosk will be installed near the trail entrance.

6. Discussion and possible action regarding Scout Conservation Day.

Committee Member Novak passed out a report regarding potential work projects at Newell Open Space for Scout Conservation Day. He stated that he and Committee Member Christian took a hike at Newell Open Space and found several projects for the Scouts from parking area to the campground area.

The projects included trail maintenance, removal of invasive species from the parking area to campground, campground enhancements, and maintenance.

They further suggested the possibility of partnering with Public Works on Scout Conservation Day to do some trail grading and educate the scouts on it.

Director Davis suggested seeing if Keith Caldwell was available to assist with the grading. Committee Member Christian noted they were looking at scheduling the day in May.

7. Discussion regarding Newell Open Space.

This Item was moved to future Open Space Advisory Committee meeting.

8. Receive update and provide input regarding the two interpretive panels that will be installed at the Wetlands View Area.

Cynthia Ripley presented two interpretive panels that are in draft form that will be installed at the Wetlands View Area.

Committee Member Myers suggested less writing, noting that there is too much information.

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Committee Member Novak mentioned that his wife is studying the microbes in the water in the Wetlands and that a copy of that information could be provided for a future interpretive sign with pictures.

Public Comment

None.

Parks and Recreation Director Comments

Director Davis mentioned the Eagle Scout Project in which Zachary Schunk built a fence around the barn at Newell Open Space. He thanked Keith Caldwell for his help and noted that Zachary Schunk would be recognized at a future City Council meeting.

Possible Comments From Public Works Department Representative

None.

Committee Member Comments

Committee Member Christian noted the Flyway Festival is February 5-7, 2010 on Mare Island, building 505. There will be a variety of activities including art exhibits and birding and boating trips.

Items for Future Consideration

- Creating a culture for trail use, outreach and publicity.
- Discuss of the trail grand opening.
- Discussion regarding Newell Open Space.

Adjournment

On a motion made by Committee Member Novak, seconded by Committee Member Myers, the meeting was adjourned at 8:57 p.m. to the regular meeting on February 3, 2010 by a unanimous voice-vote (4-0).

Minutes Prepared By:

Minutes Approved By:

**Sherri Burgess
Administrative Assistant**

**Michael Stanfield
Vice Chair, Open Space Advisory Committee**