



**Napa County Regional Park
and Open Space District**

Karen Turjanis
Director, Ward One

Tony Norris
Director, Ward Two

Michael Haley
Director, Ward Three

Dave Finigan
Director, Ward Four

Barry Christian
Director, Ward Five

AGENDA

PARK AND OPEN SPACE DISTRICT ADVISORY COMMITTEE REGULAR MEETING

Thursday, December 4, 2014 at 2:00 P.M.

City Hall, 955 School Street, Napa, CA 94559

General Information

Agenda items will generally be considered in the order indicated below, except for Set Matters, which will be considered at the time indicated. Agenda items may from time to time be taken out of order at the discretion of the President.

The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the District Secretary. Requests for disability related modifications or accommodations, aids, or services may be made to the Secretary's office no less than 48 hours prior to the meeting date by contacting 707.259.8603.

Any member of the audience desiring to address the District on a matter on the Agenda, please proceed to the rostrum and, after receiving recognition from the President, give your name, address, and your comments or questions. In order that all interested parties have an opportunity to speak, please be brief and limit your comments to the specific subject under discussion. Time limitations shall be at the discretion of the President.

State law requires agency officers (Directors and Officers) to disclose, and then be disqualified from participation in, any proceeding involving a license, permit, or other entitlement for use, if the officer has received from any participant in the proceeding an amount exceeding \$250 within the prior 12 month period. State law also requires any participant in a proceeding to disclose on the record any such contributions to an agency officer.

All materials relating to an agenda item for an open session of a regular meeting of the Board of Directors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the NCRPOSD Office at 1195 Third Street, Suite 210, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 4:30 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code §§6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

1. Call to Order and Roll Call

2. Public Comment

In this time period, anyone may address the Board of Directors regarding any subject over which the Board has jurisdiction but which is not on today's posted agenda. In order to provide all interested parties an opportunity to speak, time limitations shall be at the discretion of the President. As required by Government Code, no action or discussion will be undertaken on any item raised during this Public Comment period.

3. Administrative Items

- a. Consideration and potential approval of minutes of September 25, 2014 and November 6, 2014. (neither of the field trips on October 31, 2014 and November 5, 2014 had a quorum, so the record of the field trips is included for your information, but no action approving the minutes is necessary)
- b. Presentations on park, recreation and land conservation efforts by the following:
 - i. John Coates, Director of Parks and Recreation, City of Napa
 - ii. Samantha Holland, Parks and Recreation Director, Town of Yountville
 - iii. Doug Parker, Executive Director, Land Trust of Napa County
- c. Consideration of and potential formal adoption of meeting calendar.

4. Announcements by Board and Staff

In this time period, members of the Advisory Committee, District staff and District Directors may announce meetings, events, and other matters of interest. No action will be taken by the Committee on any announcements.

5. Adjournment



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MINUTES

PARK AND OPEN SPACE DISTRICT ADVISORY COMMITTEE SPECIAL MEETING

Thursday, September 25, 2014 at 2:00 P.M.

City Hall, 955 School Street, Napa, CA 94559

1. Call to Order and Roll Call

Advisory Committee members present: Phil Blake, Karen Chang, Jeff Dodd, Dandy Fagan, John Glaser, Samantha Holland, Richard Niemann, Roberta Oswald, Bob Russell, Howard Siegel, Brad Simpkins, Denice Britton Smith, Stu Williams.

Richard Sieferheld was excused.

Directors present: Karen Bower-Turjanis, Tony Norris and Dave Finigan.

Staff present: John Woodbury, Chris Cahill, Chino Yip and Melissa Frost.

2. Public Comment

None.

3. Administrative Items

- a. Introductions of Advisory Committee Members and District Board of Directors
- b. Presentation by General Manager and discussion regarding the purpose of Advisory Committee (see attached Resolution forming the Advisory Committee and By-Laws governing the functions of the Advisory Committee)
- c. Presentation by General Manager and discussion regarding the history of the District
- d. Presentation by General Manager and discussion of the District Master Plan and Master Plan 2012 Update (both documents posted at www.NapaOutdoors.org)
- e. Consideration of and potential election of Advisory Committee Chair and Vice Chair
Committee members voted to elect Samantha Holland as Chair and Howard Siegel as Vice Chair.
- f. Consideration of and potential adoption of meeting calendar for the Advisory Committee (PLEASE BRING YOUR CALENDARS)
Committee members voted to adopt the Advisory Committee Meeting Calendar.

4. Announcements by Board and Staff

- John Woodbury announced that Moore Creek Park Lake Hennessey Unit Ribbon Cutting will be October 18, 2014
- Samantha Holland announced that the 3rd Annual Yountville Days will be the weekend of October 3, 2014

5. Adjournment

Meeting was adjourned to the Advisory Committee meeting of November 6, 2014.

SAMANTHA HOLLAND, Board President

ATTEST:

MELISSA FROST, District Secretary



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MINUTES

PARK AND OPEN SPACE DISTRICT ADVISORY COMMITTEE SPECIAL MEETING

Friday, October 31, 2014 at 11:00 A.M.

Meet in parking lot immediately south of County Administration Building at 1195 Third Street

1. Call to Order and Roll Call

Committee members in attendance: Rich Seiferheld, Denice Britton, Sandy Fagan, Karen Chang, Stu Williams, Michael Stanfield. NO QUORUM

Staff members: John Woodbury

2. Public Comment

None

3. Administrative Items

Field Trip to Inspect Park and Open Space District Projects. No Actions Will Be Taken

Sites Visited:

Napa River Ecological Reserve; Moore Creek Park Lake Hennessey Unit, Camp Berryessa, Cedar Roughs Smittle Creek Access, Berryessa Vista Wilderness Park, Kirkland Ranch

5. Adjournment (at approximately 4 pm)

Adjourned to the Special Advisory Committee Meeting of November 5, 2014.

SAMANTHA HOLLAND, Chair

ATTEST:

MELISSA FROST, District Secretary



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MINUTES

PARK AND OPEN SPACE DISTRICT ADVISORY COMMITTEE SPECIAL MEETING

Wednesday, November 5, 2014 at 11:00 A.M.

Meet in parking lot immediately south of County Administration Building at 1195 Third Street

1. Call to Order and Roll Call

Committee members in attendance: Brad Simpkins, Roberta Oswald, Phill Blake, Jeff Dodd, Bob Russell, Samantha Holland. NO QUORUM

Staff members: John Woodbury

Board members present: Karen Bower Turjanis

2. Public Comment

None

3. Administrative Items

Field Trip to Inspect Park and Open Space District Projects. No Actions Will Be Taken

Sites Visited:

Napa River Ecological Reserve; Moore Creek Park Lake Hennessey Unit, Camp Berryessa, Cedar Roughs Smittle Creek Access, Berryessa Vista Wilderness Park, Kirkland Ranch

5. Adjournment (at approximately 4 pm)

Adjourned to the Regular Advisory Committee Meeting of November 6, 2014.

SAMANTHA HOLLAND, Chair

ATTEST:

MELISSA FROST, District Secretary



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MINUTES

PARK AND OPEN SPACE DISTRICT ADVISORY COMMITTEE REGULAR MEETING

Thursday, November 6, 2014 at 2:00 P.M.

City Hall, 955 School Street, Napa, CA 94559

1. Call to Order and Roll Call

Committee members in attendance: Samantha Holland, Denice Britton Smith, Bob Russell, Richard Nieman, Stu Williams, Sandy Fagan, Roberta Oswald, Richard Seiferheld, Jeff Dodd, Karen Chang, John Glaser, Howard Siegel, Mike Stanfield, Brad Simpkins

Committee members absent: Phill Blake

Staff present: John Woodbury

Board members present: Karen Bower Turjanis

2. Public Comment

None

3. Administrative Items

- a. Discussion by committee members of the field trips held on October 31 and November 5, 2014, including follow-up questions and observations

Committee members gave their observations of the field trip. The general consensus was that the District had made considerable progress, and members were impressed by what had been accomplished, including through partnerships with other agencies.

- b. Presentation by the General Manager and discussion by the committee of the District Master Plan and Master Plan 2012 Update (continued from September 25, 2014 meeting)

In addition to general discussion and observations, several topics were raised for future consideration: (a) how does the District prioritize projects including land acquisitions? (b) what data is there about what Napa residents and visitors want? (c) what can the District do to better tell its story to the broader community? (d) how can the District assure that public land resources are properly protected and stewarded?

- c. Review of upcoming meeting agenda topics

Staff distributed the proposed schedule of topics for the next three meetings.

4. Announcements by Board and Staff

In this time period, members of the Advisory Committee, District staff and District Directors may announce meetings, events, and other matters of interest. No action will be taken by the Committee on any announcements.

5. Adjournment

Chairperson Holland adjourned the meeting at 4:00 to the Advisory Board Meeting of December 4, 2014.

SAMANTHA HOLLAND, Board President

ATTEST:

MELISSA FROST, District Secretary

Key

The maker of the motion and second are reflected respectively in the order of the recorded vote.

Notations under vote: N = No; A = Abstain; X = Excused

Vote: Phill Blake (PB) Karen Chang (KC) Jeff Dodd (JD) Sandy Fagan (SF) John Glaser (JG) Samantha Holland (SH)
 Richard Niemann (RN) Roberta Oswald (RO) Bob Russell (BR) Richard Seiferheld (RS) Howard Siegel (HS)
 Brad Simpkins (BS) Denice Britton Smith (DBS) Stu Williams (SW) Michael Stanfield (MS)

Napa County Regional Park and Open Space District

Advisory Committee Schedule of Meetings

Draft Nov 6, 2014

- Sept 25, 2014 Introductions
 Election of Chair and Vice-Chair
 Purpose of Committee and By-laws
 History of District
 District Master Plan and 2012 Update
 Determine schedule for future committee meetings
- Oct 31 & Nov 5 Field Trip (Napa River Ecological Reserve, Moore Creek, Camp Berryessa, Smittle
 Creek/Cedar Roughs, Berryessa Vista, Kirkland Ranch)
- Nov 6, 2014 Continued review of District Master Plan projects
- Dec 4, 2014 Presentations of other park, recreation and open space plans
 John Coates, City of Napa
 Samantha Holland, Town of Yountville
 Doug Parker, Land Trust of Napa County
 Others TBD
- Jan 8, 2015 Review of District Finances (past and present sources and uses of funds)

 Presentations by other regional park districts on their funding strategies/experiences
 Bob Doyle—GM of East Bay Regional Park District
 Linda Dahl—GM of Marin County Open Space District
 Steve Abbors—GM of Midpeninsula Regional Open Space District
- Feb 5, 2015 Continued presentations of other park, recreation and open space plans
 Creighton Wright, City of American Canyon
 Richard Spitler, City of Calistoga
 Jim Haller and/or Steven Palmer, City of St Helena

 Continued presentations by other regional park districts on their funding
 strategies/experiences
 Andrea McKenzie—GM of Santa Clara County Open Space Authority, and former
 GM of Sonoma County Agricultural Preservation and Open Space District

 What the public wants—review of polling data and experiences from around the region
- March 5, 2014 Develop Recommendations for Future of District
- April 2, 2014 Continuation of March discussion if needed
- May 7, 2014 Continuation of April discussion if needed