



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

Harold Kelly—Vice President  
*Director Ward One*

Tony Norris  
*Director Ward Two*

Guy Kay  
*Director Ward Three*

Dave Finigan—President  
*Director Ward Four*

Myrna Abramowicz  
*Director Ward Five*

# AGENDA

## BOARD OF DIRECTORS REGULAR MEETING

**Monday April 14, 2008 2:00 P.M.**  
1195 Third Street, Third Floor, Napa, CA

### 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 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 you 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 Supervisors 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 Conservation, Development and Planning Department Office at 1195 Third Street, Suite 210, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 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 sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

1. Call to Order

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. Set Matters

None

### 4. Administrative Items

- A. Consideration of and potential approval of Minutes of Board of Directors meeting of March 10, 2008.
- B. Receipt of report on expenditures and encumbrances approved by the General Manager.
- C. Consideration of request from the Bay Area Ridge Trail Council to provide financial assistance to assist with the repair of the Tuteur Ridge Trail.
- D. Review of Projects Status Report.

### 5. Announcements by Board and Staff

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

### 6. Agenda Planning

In this time period, members of the Board of Directors and staff will discuss matters for possible consideration at future meetings. No action will be taken by the Board other than whether and when to agendize such matters, unless specifically noted otherwise.

- A. Approve changing the date of the May Board meeting to Thursday, May 8, 2008.

### 7. Adjournment



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## MINUTES

### BOARD OF DIRECTORS REGULAR MEETING

Monday March 10, 2008 2:00 P.M.  
1195 Third Street, Third Floor, Napa, CA

1. Call to Order

Meeting called to order at 2:02 p.m.

2. Public Comment

None

3. Set Matters

None

4. Administrative Items

- A. Consideration of and potential approval of Minutes of Board of Directors meeting of February 11, 2008.  
Board approved Minutes  
GK-MA-HK-TN-DF
- B. Consideration of progress report from and possible direction to the Master Plan Ad Hoc Committee of the Board of Directors on the plan's development and completion schedule.  
Board committee members Dave Finigan and Tony Norris reported on their progress in developing the Master Plan. The Board acknowledged the great work involved in preparing this draft Master Plan, made several suggestions, and believes at completion the public will be able to take this Master Plan book and understand all the policies that govern this area.
- C. Authorize entering into an agreement with the State Department of Fish and Game to take over Napa County's role at the Napa River Ecological Reserve and authorize acceptance and implementation of a restoration grant from the State Coastal Conservancy.  
Board authorized sending a request to the Napa County Board of Supervisors that the County assign the County's role at the Reserve to the District, subject to approval of the transfer by the State Department of Fish and Game.  
TN-HK-DF-MA-GK

Board adopted a Resolution approving receipt of an \$100,000 grant of funds from the State Coastal Conservancy for habitat restoration and other improvements at the Napa River Ecological Reserve.  
TN-HK-DF-MA-GK

Board authorized the General Manager or his designee to sign all agreements, documents, and contracts necessary for the District to assume the County's rights and responsibilities pursuant to the above referenced agreement and to implement the actions included in the above-referenced grant, to enter into and implement a contract with the State Coastal Conservancy for the above referenced grant, and to enter into contracts with the Napa County Resource Conservation District, Acorn Soupe, and/or other contractors as needed to implement the projects included with this grant.  
TN-HK-DF-MA-GK

- D. Authorization for General Manager to sign agreements associated with the volunteer trail restoration and improvement project scheduled for May 16, 17 and 18, 2008.  
Motion to authorize General Manger to sign agreements associated with the Oat Hill Mine Trail volunteer project scheduled for May 16-18<sup>th</sup>.  
DF-GK-MA-TN-HK
- E. Receipt of report on expenditures and encumbrances approved by the General Manager.  
John Woodbury gave the report.
- F. Review of Projects Status Report.
  - \* Closed escrow on Berryessa Estates
  - \* Oat Hill Mine Trail restoration planning is proceeding
  - \* River to Ridge Trail- Lot line adjustment to resolve encroachment issues has hit a snag with the State Department of General Services
  - \* Vallejo Lakes – City of Vallejo is moving, slowing, to sell off surplus property at Vallejo Lakes.
  - \* Skyline Park – The Planning Commission and Board of Supervisors have expressed support for pursuant zoning changes to help protect the park.
  - \* Miliken Ridge Trail—The Feasibility Study recommendations are under review by the City of Napa Water Division staff.
  - \* Rector Ridge—The District is waiting on the Veterans Home to issue a report on the types of outdoor recreational improvements that would benefit the Pathway Home project, as a precursor to the District submitting a proposal for a trail up Rector Ridge.

5. Announcements by Board and Staff

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

- \* Bay Trail – American Canyon with our support, received a planning grant to do a feasibility study for continuing the Bay Trail from Wetlands Edge Drive south to the County line, which will close a critical gap between American canyon and Vallejo.
- \* Litigation – The Supreme Court did accept review of the litigation regarding the sale of surplus property by the Riverside park and open space district.. The District will consider filing a friend off the court brief supporting Riverside's position.
- \* Possible rescheduling of the May 10, 2008 Meeting.
- \*Board members Myrna Abramowicz and Tony Norris will do a presentation of the Park and Open Space

Districts One Year Report to the Resource Conservation District Board.

6. Agenda Planning

In this time period, members of the Board of Directors and staff will discuss matters for possible consideration at future meetings. No action will be taken by the Board other than whether and when to agendaize such matters.

\* District Foundation – Still in review by the Board ad hoc committee.

\* Weed Management Membership—Still in review by staff.

7. Adjournment

Meeting adjourned at 3:19 p.m.



Napa County Regional Park  
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**STAFF REPORT**

Date: March 10, 2008  
Agenda Item: 4.B  
Subject: Report on expenditures and encumbrances approved by the General Manager

Recommendation

Receive this report on expenditures and encumbrances approved by the General Manager

Background

Section III.A (7) authorizes the General Manager to bind the district for supplies, materials, labor and other valuable consideration, in accordance with board policy and the adopted District budget, up to \$10,000 for non-construction purposes and up to \$25,000 for construction purposes, provided that all such expenditures are subsequently reported to the Board of Directors.

Pursuant to this authorization, the following information is provided to the Board:

Date                      Amount                      Action

2/19/2008	\$42.40	OFFICE DEPOT –return address stamps
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Napa County Regional Park  
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## STAFF REPORT

Date: April 10, 2008

Agenda Item: 4.C

Subject: Consideration of request from the Bay Area Ridge Trail Council to provide financial assistance to assist with the repair of the Tuteur Ridge Trail.

### Recommendation

Authorize a grant of up to \$2,000 to the Bay Area Ridge Trail Council to assist with the repair of the Tuteur Ridge Trail, subject to the General Manager determining the funds are available.

### Background

The Council several years ago built a section of Ridge Trail on an easement donated by the property owners. This section of trail is particularly important in that it is a demonstration of how public trails can be built and operated on trail easements over private property. Earlier this year the trail suffered considerable damage when some of the property owner's cattle broke through a fence and trampled the trail when it was very wet with rain. The Ridge Trail estimates it will cost about \$5,000 to repair.

When the trail was first construction, it was with the expectation that after construction the trail easement and trail would be turned over to the County, or the then-hoped for establishment of the Park District. This transfer has not yet taken place, primarily because of uncertainty about the ownership and future of Skyline Park, which seamlessly connects to the Tuteur Trail. The cost to repair the trail represents a significant burden to the non-profit Bay Area Ridge Trail Council. The Council is therefore seeking funding assistance for the repair.

Staff believes it would be appropriate for the District to assist with the repair, both because of the message it sends regarding the District's commitment to properly maintaining public trails and parks, especially when on private property thanks to a donated trail easement, and because eventually the District will be asked to take possession of the easement and trail. Staff estimates the District can afford out of this year's budget contingency to provide \$2,000 to assist with the repair. However, it will be a few more weeks before actual expenditures for the third quarter of this fiscal year are available. Staff therefore is recommending the Board authorize a grant of up to \$2,000 for this purpose, subject to the General Manager confirming there is sufficient available funding.

## Plan of Projects

Status Report for April 14, 2008

<u>Name of Project</u>	<u>Description</u>	<u>Status</u>
Bay/River Trail -- American Canyon to Napa	An 8+ mile recreational trail between the cities of American Canyon and Napa generally following the Napa River and interior levees of associated wetlands.	Feasibility study completed. A Negative Declaration under the California Environmental Quality Act has been completed, and a Use Permit obtained, for the first phase of the project (American Canyon to Green Island Road. <b>The District has submitted a Grant application to River Parkway program for Phase I , and on April 8th staff from the grant program did a site visit. Grant awards for the program will be announced in about two months (prior to the end of June).</b> The City of American Canyon has obtained agreement from the Department of Fish and Game for a proposed spur trail that will provide a direct connection to the Napa River, and the City and District are close to an agreement with the Napa-Vallejo Waste Management Authority for another spur trail that would provide a second direct access to the River. The County Board of Supervisors has approved \$50,000 in funding for the District to complete CEQA for the remainder of the trail.
Berryessa Estates	Bureau of Land Management has declared 160 acres next to Berryessa Estates as surplus, and BLM has expressed willingness to transfer to District under their Recreation and Public Purpose Act procedure. Would serve as a wilderness park for residents of Berryessa Estates, and could eventually be the northern trailhead for a trail between Berryess Estates and Pope Canyon.	Draft trail plan prepared. CDF has indicated its crews will be available to clear brush for a combined firebreak and trail; crews cost \$200/day. Next step is to hold another community meeting in Berryessa Estates to get input from and determine level of support in the community, then submit RPP application to BLM
Berryessa Vista	Planning and stewardship of this 224 acre wilderness park.	<b>Volunteers working with the District have completed detail GIS mapping showing all existing roads, creek crossings, vista points and potential campsites. Continuing damage by off-road vehicles trespassing on the property was noted. The next steps are to introduce the District to adjacent and nearby landowners, and to figure out how to control the OHV trespassing.</b>
Camp Berryessa	Redevelopment of former Boy Scout Camp into a group/environmental education camp.	Draft MOU with Bureau of Reclamation has been approved by BOR and by District counsel. The signed copy of the MOU has been received by the District. <b>A Request for Proposals has been issued to prepare a recommended plan for the site.</b>



<p>Lake Hennessey North Shore Trails        Would open up several miles of existing dirt access road, and construct approximately 1 mile of new single track trail, into a loop trail system on the north side of Lake Hennessey</p>	<p>Next step is to complete draft trail plan, management plan and CEQA review.</p>
<p>Master Plan Development</p>	<p><b>Board Master Plan subcommittee presented the plan outline, and some illustrative section, to the Board at the March meeting.</b> A draft plan is scheduled for Board review in June.</p>
<p>Milliken Reservoir Trails and Picnic Area        Would construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area</p>	<p>The feasibility study has been completed, and the Board of Directors has accepted the feasibility study. <b>District staff is in active discussions with City of Napa staff to develop a draft agreement and operations plan that can be presented to the City Council for direction prior to completing environmental review for the proposed project.</b></p>
<p>Napa River Ecological Reserve        Paving the parking area, and control vehicle access through placement of rock barriers</p>	<p><b>The project is complete, and the State has approved Prop 12 reimbursement for project costs.</b></p>
<p>Napa River Ecological Reserve  <b>Remove invasive plants and restore native vegetaion in the entryway meadow, replace damaged signage and information panels, restorate the interior trail and interpretive elements, and if feasible install a seasonal bridge.</b></p>	<p>The State Coastal Conservancy has approved a \$100,000 grant for habitat restoration, environmental education and improved signage. A Notice of Exemption under CEQA has been filed on this project. <b>The grant contract has been signed, the District's partners on the project have meet to review approaches and roles, and subcontracts with the District's partners are under development.</b></p>
<p>Newell Preserve        Provide on-site water supply for group campground and so cattle can be restricted from access to riparian areas.</p>	<p>As part of the arrangement with the land trust on the District's purchase of Berryessa Vista, the land trust is willing to use some of the proceeds from the transaction to fund a well pump and distribution system at the Preserve. However, the first well drilled by the City of American Canyon came up dry. The City is planning to try drilling in a second location.</p>

Oat Hill Mine Trail	Grand opening to the Oat Hill Mine Trail with weekend of signage installation, brush removal and erosion control	The volunteer work party weekend is scheduled for May 16-18, 2008. <b>Preparations for the work party are in full swing; a lot has been accomplished, but a lot more must be done in the next six weeks.</b>
Rector Ridge/Stags Leap Ridge Trail	Construction of staging area and 6+ miles of Ridge Trail climbing east from Silverado Trail near Rector Creek.	CEQA on this project was completed several years ago--may require minor updating. The project concept has been approved by the District Board. Staff has met with the Pathway Home Project leadership at the Veterans Home, who are supportive of the trail as an amenity which will benefit their program. The Pathway Home Project is planning on issuing a white paper seeking proposals for outdoor recreational opportunities that can benefit the program; when this is issued, staff will submit a formal proposal to the Department of Veteran's Affairs.
River to Ridge Trail	Lot line adjustment to legalize River to Ridge Trail as constructed (it currently encroaches on private property in two locations).	Lot line adjustment approved by Syar Properties. <b>Staff is still trying to get the California Department of General Services to sign the lot line adjustment.</b>
Skyline Park Protection	Permanent Protection for Skyline Park	Legislation by Senator Wiggins to authorize sale to the County was vetoed by the Governor. <b>The County is now pursuing development of a park overlay zone to protect public lands such as Skyline Park. County Counsel has determined that a park overlay zone could be implemented without triggering a Measure J vote. New language has been included in the new draft General Plan to allow development of a park overlay zone. Work on preparing the new park zone and applying it to specific properties will begin after the General Plan has been adopted by the Board of Supervisors.</b>
Skyline Park Improvements	Prop 12 funding for erosion control work on Lake Marie Road, and paving of campground loop road.	Project is complete, and <b>Prop 12 reimbursement has been approved by the State.</b>
Skyline Park Improvements	Partner-sponsored improvement include a second greenhouse and a covered equestrian arena.	Application for second greenhouse and covered arena improvements has been submitted to Department of General Services for review.

<p>South Wetlands Opportunity Area</p> <p>Transfer to the District those wetlands owned by the Napa County flood control district between the Napa River, Highway 29 and Newport Drive for use as habitat and nature-based recreation.</p>	<p>Transfer approved in concept by the flood control district advisory committee and Board of Directors. District staff is continuing to research flood district documents related to the site, and has begun outreach to neighbors, the City of Napa and other interested parties. <b>At this point it appears that public access to the northern portion of the property will probably need to be limited to docent-led groups by reservation.</b></p>
<p>Vallejo Lakes</p> <p>Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County</p>	<p>Staff-level discussions between the District, the Land Trust of Napa County, the County of Solano and the Solano Land Trust indicate a common desire to work together to purchase this property adjacent to Skyline Park. Formal surplus of the property by the City Council of the City of Vallejo has been delayed because of staff turnover due to their financial problems. <b>District staff and our partners are continuing to research issues related to the property, including potential public access locations, potential trail alignments, and easements and other encumbrances which affect the property.</b></p>
<p>Wild Lake Ranch</p> <p>Possible joint management of trails, camping and picnic areas through agreement between the Land Trust, the District and State Parks</p>	<p>Continuing discussions with the Land Trust of Napa County and California State Parks regarding development of master plan and long-term ownership and management arrangements. The District has provided a support letter regarding a land trust grant request to fund development of the master plan.</p>

**Completed Projects**

<p>Berryessa Vista</p> <p>Purchase of 224 acres from the Land Trust of Napa County for use as a public park.</p>	<p>The purchase is complete. Invoice to the State to obtain Prop 12 reimbursement of the purchase has been submitted.</p>
<p>Connolly Ranch</p> <p>Construction of patio, restrooms and cooking facilities</p>	<p>The project is complete, and the State has approved Prop 12 reimbursement for project costs.</p>
<p>Napa River Ecological Reserve</p> <p>Trash enclosure and removal of graffiti</p>	<p>Project completed.</p>
<p>Napa River Flood Control Easement</p> <p>Conservation easement held by District to facilitate Flood District project and grant funding</p>	<p>Easement completed.</p>
<p>River to Ridge Trail Enhancements</p> <p>Installation of animal silhouettes along the entryway fence illustrating the types of birds and mammals that can be found in the area.</p>	<p>Installation completed through an Eagle Scout candidate project.</p>