



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

Harold Kelly  
*Director, Ward One*

Tony Norris  
*Director, Ward Two*

Michael Haley  
*Director, Ward Three*

Dave Finigan  
*Director, Ward Four*

Myrna Abramowicz  
*Director, Ward Five*

## AGENDA

### BOARD OF DIRECTORS SPECIAL MEETING

Monday, July 1, 2013 at 2:00 P.M.

1195 Third Street, Third Floor, Napa, Calif. 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 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 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. Set Matters

2:00 pm Administration of the Oath of Office for Ward 5 Director Barry Christian

## 4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meetings of May 13, 2013 and the special meeting of June 24, 2013. (Note: the draft June 10, 2013 minutes will be placed on the next meeting agenda)
- b. Consideration and potential approval of Agreement with Gallina LLP in an amount not to exceed \$5,250 to perform an independent financial audit of the District for FY 2012-13.
- c. Update on Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
- e. Review of the District Projects Status Report
- f. Consideration and potential approval of the budget for the July 1, 2013 to June 30, 2014 fiscal year.
- g. Consideration of and authorization for the Board President to sign a Resolution honoring former Director Myrna Abramowicz.

## 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. Other than to determine whether and when such matters should be agendized, no action will be taken by the Board on these items unless specifically noted otherwise.*

Next Board Meeting: Monday, August 12, 2013

## 7. Adjournment



Napa County Regional Park  
and Open Space District

Harold Kelly  
Director, Ward One

Tony Norris  
Director, Ward Two

Michael Haley  
Director, Ward Three

Dave Finigan  
Director, Ward Four

Myrna Abramowicz  
Director, Ward Five

# MINUTES

## BOARD OF DIRECTORS REGULAR MEETING

Monday, May 13, 2013 at 2:00 P.M.  
1195 Third Street, Third Floor, Napa, Calif. 94559

1. Call to Order and Roll Call

Directors present: Harold Kelly, Michael Haley, and Tony Norris.  
Directors Dave Finigan and Myrna Abramowicz excused.

2. Public Comment

None

3. Set Matters

None

4. Administrative Items

a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of April 8, 2013.

Minutes were approved as presented.

HK-MH-TN-DF-MA

X X

b. Update on Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

John Woodbury gave the update. No Action taken.

c. Consideration and potential approval of Amendment No. 1 to Agreement 12-08 extending the term of the agreement with Jeanne Marioni to provide outreach, marketing and volunteer coordination services at Bothe-Napa Valley State Park.

Directors voted to that the proposed amendment is not a project under CEQA and approved Amendment No. 1 to Agreement No. 12-08

HK-MH-TN-DF-MA

X X

- d. Discuss, amend if appropriate, and approve release of the draft budget for FY 2013-14 for public review, move the date of the regular July meeting from July 8, 2013 to July 1, 2013, and set a public hearing for July 1, 2013 for consideration and adoption of the budget for FY 2013-14.

Directors voted to move the date of the regular July Meeting to July 1, 2013.

MH-HK-TN-DF-MA

X X

- e. Consideration and potential award of contract to Pearson Exploration to construct an alternative septic treatment and disposal system at Moore Creek Park, for a cost not to exceed \$136,130.

Directors voted that the action is consistent with the Board's previously adopted mitigated negative declaration and awarded the contract to Pearson Exploration, with a cost not to exceed \$136,130, and authorized the General Manager to sign all required contract documents.

HK-MH-TN-DF-MA

X X

- f. Consideration and potential approval of trail names for Moore Creek Park.

Directors voted that the proposed amendment is not a project under CEQA and approved the trail names as follows:

- 1.) Moore Creek Park Trail
- 2.) Valentine Vista Trail
- 3.) Madrone Trail

MH-HK-TN-DF-MA

X X

- g. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.

John Woodbury gave the report. No action taken.

- h. Review of the District Projects Status Report.

John Woodbury gave the report with discussions on Moore Creek, the Napa River and Bay Trail, Camp Berryessa, Skyline Park, the Oat Hill Mine Trail and the Vine Trail.

#### 5. Announcements by Board and Staff

May 19, 2013 Napa County Landmarks awards ceremony.

#### 6. Agenda Planning

Next Regular Board Meeting: Monday, June 10, 2013, 2:00 p.m.

7. Adjournment

Adjourned to the regular meeting of Monday, June 10, 2013, 2:00 P.M.

\_\_\_\_\_  
TONY NORRIS, Board President

ATTEST:

\_\_\_\_\_  
MELISSA GRAY, District Secretary

Key

Vote: HK = Harold Kelly; TN = Tony Norris; GK = Guy Kay; DF = David Finigan; MA = Myrna Abramowicz

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



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

Harold Kelly  
Director, Ward One

Tony Norris  
Director, Ward Two

Michael Haley  
Director, Ward Three

Dave Finigan  
Director, Ward Four

Vacant  
Director, Ward Five

## MINUTES

### BOARD OF DIRECTORS SPECIAL MEETING

Monday, June 24, 2013 at 1:00 P.M.

Hall of Justice, 1125 Third Street, Second Floor, Napa, Calif. 94559

1. Call to Order and Roll Call

Directors Present: Dave Finigan, Michael Haley, Harold Kelly, and Tony Norris

2. Public Comment

None.

3. Set Matters

1:30 pm	Interview with Barry Christian
2:00 pm	Interview with Wendy Ward
3:30 pm	Interview with Jim Haller
3:30 pm	Potential recess, followed by consideration and potential appointment of Director for Ward 5

Directors interviewed the candidates and appointed Barry Christian as Ward 5 Director.  
DF-HK-MH-TN

4. Announcements by Board and Staff

5. Agenda Planning

Next scheduled Board Meeting: Monday, July 1, 2013, 2:00 p.m. (note new date)

7. Adjournment

Meeting was adjourned to the next Special Meeting of Monday, July 1, 2013, 2:00 p.m.



Napa County Regional Park  
and Open Space District

## **STAFF REPORT**

Date: July 1, 2013

Agenda Item: 4.B

Subject: Consideration and potential approval of Agreement with Gallina LLP in an amount not to exceed \$5,250 to perform an independent financial audit of the District for FY 2012-13.

### Recommendation

Approve Agreement with Gallina LLP in an amount not to exceed \$5,250 to perform an independent financial audit of the District for FY 2012-13.

### ENVIRONMENTAL DETERMINATION

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### Background

The County of Napa has a three-year agreement with Gallina LLP to perform independent audit services for the County and the various special districts that utilize the County's accounting system. Fiscal Year 2012-2013, which runs from July 1, 2012 to June 30, 2013, is the third year of the contract. The District's cost to be included in this audit is \$5,250. This is the same amount as the past two years. Utilizing Gallina LLP is the most cost-effective approach for the District to obtain the required independent audit, since they are already very familiar with County accounting policies and procedures. Gallina has performed the District's audit the past two years, and did a good job.

The actual engagement letter laying out all the terms of the audit is available upon request.



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: Jul 1, 2013

Agenda Item: 4.C

Subject: Update on Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

Submitted By: Park Manager Sandy Jones and Outreach Coordinator Jeanne Marioni

### Recommendation

Receive the June 2013 report.

### ENVIRONMENTAL DETERMINATION

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### Background

This report covers both Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park. Note that activities at the Bale Grist Mill are a joint effort of the Napa Valley State Parks Association and the District.

### **Bale Mill Waterwheel**

The bi-annual inspection/routine maintenance of the waterwheel, tailrace and pump system took place on June 18th. In addition to regular staff, a volunteer with commercial pump experience came up from the bay area to help (Harry Deane).

The tailrace was drained allowing for inspection of the piping system and pumps. Bale waterwheel is designed to operate with two pumps – a larger one used to move higher volumes of water and a small two-horse pump that the miller can switch to when idling the wheel. The small pump has been inoperable for a long time and operating the waterwheel using only the large pump increases wear on the more expensive pump and results in higher electric bills. Rob and Harry are in the process of diagnosing the problem.

The pump system's water pipes are in good condition. The valve to fill the tail race was broken and has been repaired. Harry repaired and painted the metal grates that cover and protect the pumps.

The waterwheel was scrubbed free of moss and dirt. Inspection revealed several of the arms need to be replaced as soon as possible. This can be done by Rob for the cost of the lumber which should be of quality, clear-heart redwood. It is advisable to work in small increments,



replacing a couple pairs of arms at a time over the next few years until they are all replaced. That way the mill is never fully closed and costs can be spread out over a period of time.

### **Bale Mill and Granary**

Our neighbors, Peter and Willinda McCrea, generously donated \$2,500 to NVSPA for Bale Mill.

The new alarm system protecting the building is working well and there have been no false alerts.

Rob has repaired all the broken handrails along the mill walkways.

The decomposed gravel path/open area under the flume looks great and is holding up nicely so far.

Professional re-enactors Bruce Horttor and Carol Verbeeck are interested in helping us further develop our story of growing and harvesting wheat in early Napa Valley. They have been participating in and organizing living history programs throughout California and Nevada since 1986. Together, they bring a combination of real-life homesteading skills and years of historic research to schools and events. They are also highly skilled crafts persons specializing in working with historic hand tools.

We have a new long-term volunteer, Charlotte Williams, who is excited to assume responsibility for our period correct clothing collection. We are currently taking a detailed inventory, organizing and properly storing the clothes. We hope to sew a few more period clothes that can be worn by children at Old Mill Days and Pioneer Christmas.

Rob is sourcing the wood and will soon begin crafting the new stone case (the round wood housing that covers the mill stones and prevents product from flying around while milling). We received a grant from SPOOM (Society for the Preservation of Old Mills) and a matching donation from Holbrook Mitchell to pay the costs. The work is to be completed by October.

### **Bothe-Napa**

We continue to provide clean, beautiful campgrounds through the efforts of our staff, hosts, seasonal staff and volunteers.

The new yurts are almost ready for park visitors – July is the expected date of completion. St Helena Kiwanis volunteers worked on the decks while the ADA ramps will be completed by another volunteer. The yurt hosts happily wax their new golf cart and buzz about the park performing other needed tasks until the yurts are completed.

The large critter-proof recycle bins donated by Napa County have been placed in the campground.

Rob repaired the rotten planking on the footbridge along the South Fork Trail.

We have submitted an application to the California State Parks Foundation for a grant of funds to repair the deteriorating entrances to the visitor center. We could hear something as soon as Wednesday June 26<sup>th</sup>. We have asked for \$55,000. The money would be paid to NVSPA to cover materials and labor costs.

The Cemetery Committee is set to meet July 6<sup>th</sup> to discuss further plans for Bothe's historic cemetery. The goal is to provide formalized access to the cemetery with a surfaced pathway that is ADA accessible. Many of the unmarked grave sites have been found and marked. A staging area with interpretive panels is a part of the plans.

A new "Reserve America" computer has been installed in the visitor center.



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: July 1, 2013  
Item: 4.D  
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff

### Recommendation

Receive the report.

### Background

Section III.A.(7) of the District By-laws 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. Section III.A.(8) of the By-laws authorizes the General Manager to apply for grants and receive donations, subject to reporting such actions to the Board of Directors.

Attached is a report showing all District expenditures for June 2013 up through June 24<sup>th</sup>.

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8500000 Parks Administration

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 1  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal	Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Account	52100	-	Administration Services						0.00	0.00	
									Beginning Balance:		97,574.37
									Total Activity:		0.00
									Ending Balance:		97,574.37
Account	52105	-	Election Servcices						0.00	0.00	
									Beginning Balance:		202.33
									Total Activity:		0.00
									Ending Balance:		202.33
Account	52125	-	Accounting/Auditing Services						0.00	0.00	
									Beginning Balance:		11,801.56
									Total Activity:		0.00
									Ending Balance:		11,801.56
Account	52140	-	Legal Services						0.00	0.00	
									Beginning Balance:		12,561.95
									Total Activity:		0.00
									Ending Balance:		12,561.95
Account	52490	-	Other Professional Services								
	06/19/2013	AP00241765	PARK070113 CJ YIP 5/13	5/13 SERVICES	00886523	23180	CJYIPASSOC		2,400.00	0.00	
Total For	52490	-	Other Professional Services						2,400.00	0.00	
									Beginning Balance:		26,753.32
									Total Activity:		2,400.00

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8500000 Parks Administration

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 2  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Ending Balance:		29,153.32
Account	52700	- Insurance - Liability						0.00	0.00	
								Beginning Balance:		3,731.62
								Total Activity:		0.00
								Ending Balance:		3,731.62
Account	52840	- Permits/License Fees								
06/19/2013	AP00241765	DMV TITLE TXFR	Vechile Title	00886428	10756	CAST-DMV-0		15.00	0.00	
Total For	52840	- Permits/License Fees						15.00	0.00	
								Beginning Balance:		0.00
								Total Activity:		15.00
								Ending Balance:		15.00
Account	52900	- Training/Conference Expenses						0.00	0.00	
								Beginning Balance:		270.00
								Total Activity:		0.00
								Ending Balance:		270.00
Account	52905	- Business Travel/Mileage								
06/19/2013	AP00241765	J.Woodbury-May/June	May June Milea	00886499	19796	WOODBURY,J		124.87	0.00	
Total For	52905	- Business Travel/Mileage						124.87	0.00	
								Beginning Balance:		107.30
								Total Activity:		124.87

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8500000 Parks Administration

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 3  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance		
								Ending Balance:		232.17		
Account	53100	- Office Supplies										
06/13/2013	AP00241508	C. Yip Staff reimb-May	May reimburse	00885529	23180	CJYIPASSOC		94.99	0.00			
Total For	53100	- Office Supplies									94.99	0.00
								Beginning Balance:		3,305.35		
								Total Activity:		94.99		
								Ending Balance:		3,400.34		
Account	53120	- Memberships/Certifications										
								0.00	0.00			
								Beginning Balance:		1,500.00		
								Total Activity:		0.00		
								Ending Balance:		1,500.00		
Account	53600	- Special Departmental Expense										
								0.00	0.00			
								Beginning Balance:		4,400.07		
								Total Activity:		0.00		
								Ending Balance:		4,400.07		
TOTAL EXPENSE								2,634.86	0.00	164,842.73		

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501000 Moore Creek

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 4  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		12,041.80
								Total Activity:		0.00
								Ending Balance:		12,041.80
<hr/>										
Account	52115	- Property Tax/Assessment Admin						0.00	0.00	
								Beginning Balance:		435.94
								Total Activity:		0.00
								Ending Balance:		435.94
<hr/>										
Account	52325	- Waste Disposal Services								
06/04/2013	AP00241131	United Site-	Moore Creek	Act# CAN-09735	00884358	20925	UNITEDSITE	142.44	0.00	
06/13/2013	AP00241508	United Services-	May/June	Act CAN-09735	00885527	20925	UNITEDSITE	142.44	0.00	
								<hr/>		
Total For	52325	- Waste Disposal Services						284.88	0.00	
								Beginning Balance:		1,665.68
								Total Activity:		284.88
								Ending Balance:		1,950.56
<hr/>										
Account	52490	- Other Professional Services								
06/19/2013	AP00241765	PARK070113	CJ YIP 5/13	5/13 SERVICES	00886523	23180	CJYIPASSOC	2,740.87	0.00	
								<hr/>		
Total For	52490	- Other Professional Services						2,740.87	0.00	
								Beginning Balance:		20,539.61
								Total Activity:		2,740.87
								Ending Balance:		23,280.48

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501000 Moore Creek

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 5  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal	Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Account	52505		- Maintenance-Buildings/Improvem						0.00	0.00	
									Beginning Balance:		3,765.36
									Total Activity:		0.00
									Ending Balance:		3,765.36
Account	52525		- Maintenance-Infrastructure/Lan								
	06/13/2013	AP00241508	C. Cahill- emp reimb home depo	Home Depot/Moo	00885528	24717	CAHILL,CHR		142.56	0.00	
Total For	52525		- Maintenance-Infrastructure/Lan						142.56	0.00	
									Beginning Balance:		29,458.58
									Total Activity:		142.56
									Ending Balance:		29,601.14
Account	52700		- Insurance - Liability						0.00	0.00	
									Beginning Balance:		733.00
									Total Activity:		0.00
									Ending Balance:		733.00
Account	52800		- Communications/Telephone								
	06/19/2013	AP00241765	Hughes Net-6/12-7/12	Act# DSS883602	00886489	17372	HUGHESNETW		76.59	0.00	
Total For	52800		- Communications/Telephone						76.59	0.00	
									Beginning Balance:		842.31
									Total Activity:		76.59
									Ending Balance:		918.90



Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501000 Moore Creek

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 6  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal	Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Account	52820		- Printing & Binding						0.00	0.00	
									Beginning Balance:		305.47
									Total Activity:		0.00
									Ending Balance:		305.47
Account	52830		- Publications & Legal Notices								
	06/11/2013	AP00241402	NapReg#165747CDP05794 4/1/13	Acct. 1241 Nap	00885262	878	NAVLY-PUBL		429.86	0.00	
Total For	52830		- Publications & Legal Notices						429.86	0.00	
									Beginning Balance:		0.00
									Total Activity:		429.86
									Ending Balance:		429.86
Account	52840		- Permits/License Fees						0.00	0.00	
									Beginning Balance:		2,947.06
									Total Activity:		0.00
									Ending Balance:		2,947.06
Account	52905		- Business Travel/Mileage								
	06/19/2013	AP00241765	J.Woodbury-May/June	May June Milea	00886499	19796	WOODBURY,J		69.93	0.00	
Total For	52905		- Business Travel/Mileage						69.93	0.00	
									Beginning Balance:		149.85
									Total Activity:		69.93
									Ending Balance:		219.78



Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501000 Moore Creek

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 8  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Account 53350		- Maintenance Supplies								
06/13/2013	AP00241508	Diamond Pool-Supplies	Act# 55555555	00885522	25498	DIAMONDQUA		77.48	0.00	
06/13/2013	AP00241508	Diamond Pool-supplies	act# 55555555	00885523	25498	DIAMONDQUA		11.87	0.00	
Total For 53350 - Maintenance Supplies								89.35	0.00	
								Beginning Balance:		1,515.06
								Total Activity:		89.35
								Ending Balance:		1,604.41
Account 53600 - Special Departmental Expense								0.00	0.00	
								Beginning Balance:		581.00
								Total Activity:		0.00
								Ending Balance:		581.00
TOTAL EXPENSE								4,204.46	0.00	84,728.67

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501001 Oat Hill Mine Trail

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 9  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		4,086.40
								Total Activity:		0.00
								Ending Balance:		4,086.40
<hr/>										
Account	52490	- Other Professional Services								
06/19/2013	AP00241765	PARK070113	CJ YIP 5/13	5/13 SERVICES	00886523	23180	CJYIPASSOC	208.33	0.00	
Total For 52490 - Other Professional Services								208.33	0.00	
								Beginning Balance:		5,725.05
								Total Activity:		208.33
								Ending Balance:		5,933.38
<hr/>										
Account	52525	- Maintenance-Infrastructure/Lan								
								0.00	0.00	
								Beginning Balance:		801.29
								Total Activity:		0.00
								Ending Balance:		801.29
<hr/>										
Account	52905	- Business Travel/Mileage								
								0.00	0.00	
								Beginning Balance:		66.60
								Total Activity:		0.00
								Ending Balance:		66.60
<hr/>										
Account	53345	- Construction Supplies/Material								
								0.00	0.00	
								Beginning Balance:		70.04
								Total Activity:		0.00
								Ending Balance:		70.04

Report ID: GLS7505  
Bus. Unit: NAPCG-Napa County GL Business Unit  
Fund: 8500 N C Parks & Open Space Distr  
Dept: 8501001 Oat Hill Mine Trail

GENERAL LEDGER DETAIL TRANSACTIONS  
For Fiscal Year 2013  
Period 12 to 12

Page No. 10  
Run Date 06/25/2013  
Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
--------------	------------	---------------------	--------------	-----------	-----------	------	-----	-------	--------	---------

TOTAL EXPENSE								208.33	0.00	10,957.71
---------------	--	--	--	--	--	--	--	--------	------	-----------

=====

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501002 Napa River and Bay Trail

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 11  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		5,108.00
								Total Activity:		0.00
								Ending Balance:		5,108.00
<hr/>										
Account	52490	- Other Professional Services								
06/19/2013	AP00241765	PARK070113 CJ YIP 5/13	5/13 SERVICES	00886523	23180	CJYIPASSOC		161.66	0.00	
Total For	52490	- Other Professional Services								
								161.66	0.00	
								Beginning Balance:		2,792.57
								Total Activity:		161.66
								Ending Balance:		2,954.23
<hr/>										
Account	52905	- Business Travel/Mileage								
06/19/2013	AP00241765	J.Woodbury-May/June	May June Milea	00886499	19796	WOODBURY,J		13.32	0.00	
Total For	52905	- Business Travel/Mileage								
								13.32	0.00	
								Beginning Balance:		12.77
								Total Activity:		13.32
								Ending Balance:		26.09
<hr/>										
Account	53345	- Construction Supplies/Material								
								0.00	0.00	
								Beginning Balance:		18.76
								Total Activity:		0.00
								Ending Balance:		18.76
<hr/>										
TOTAL EXPENSE								174.98	0.00	8,107.08

Report ID: GLS7505  
Bus. Unit: NAPCG-Napa County GL Business Unit  
Fund: 8500 N C Parks & Open Space Distr  
Dept: 8501002 Napa River and Bay Trail

GENERAL LEDGER DETAIL TRANSACTIONS  
For Fiscal Year 2013  
Period 12 to 12

Page No. 12  
Run Date 06/25/2013  
Run Time 09:58:19

Program:

Journal	Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
---------	------	------------	---------------------	--------------	-----------	-----------	------	-----	-------	--------	---------

=====

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501003 Camp Berryessa

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 13  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		13,055.00
								Total Activity:		0.00
								Ending Balance:		13,055.00
Account	52490	- Other Professional Services						0.00	0.00	
								Beginning Balance:		58,166.25
								Total Activity:		0.00
								Ending Balance:		58,166.25
Account	52505	- Maintenance-Buildings/Improvem						0.00	0.00	
								Beginning Balance:		0.00
								Total Activity:		0.00
								Ending Balance:		0.00
Account	53345	- Construction Supplies/Material						0.00	0.00	
								Beginning Balance:		88.37
								Total Activity:		0.00
								Ending Balance:		88.37
TOTAL EXPENSE								0.00	0.00	71,309.62

=====



Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501004 Berryessa Vista

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 14  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance	
								0.00	0.00		
										Beginning Balance:	919.44
										Total Activity:	0.00
										Ending Balance:	919.44
Account	52490	- Other Professional Services						0.00	0.00		
										Beginning Balance:	100.00
										Total Activity:	0.00
										Ending Balance:	100.00
TOTAL EXPENSE								0.00	0.00	1,019.44	

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501005 Napa River Ecological Reserve

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 15  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		5,108.00
								Total Activity:		0.00
								Ending Balance:		5,108.00

Account 52325 - Waste Disposal Services

06/04/2013	AP00241131	United Site-Napa River Eco	CAN-09735	00884352	20925	UNITEDSITE		180.47	0.00	
06/13/2013	AP00241508	UVDS-May Disposal	Act 01-4864 4	00885510	19694	UPPERVALLE		101.52	0.00	
Total For 52325 - Waste Disposal Services								281.99	0.00	
								Beginning Balance:		4,029.64
								Total Activity:		281.99
								Ending Balance:		4,311.63

Account 52490 - Other Professional Services

06/04/2013	AP00241131	C. Yip-Napa River Eco	Go Wild Consul	00884406	23180	CJYIPASSOC		350.00	0.00	
06/19/2013	AP00241765	PARK070113 CJ YIP 5/13	5/13 SERVICES	00886523	23180	CJYIPASSOC		1,036.08	0.00	
Total For 52490 - Other Professional Services								1,386.08	0.00	
								Beginning Balance:		17,659.18
								Total Activity:		1,386.08
								Ending Balance:		19,045.26

Account 52505 - Maintenance-Buildings/Improvem

06/19/2013	AP00241765	PARK081213 OPTIONS3 5/13	5/13 SERVICES	00886522	24404	OPTIONS3-0		910.00	0.00	
------------	------------	--------------------------	---------------	----------	-------	------------	--	--------	------	--

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501005 Napa River Ecological Reserve

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 16  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Total For 52505 - Maintenance-Buildings/Improvem								910.00	0.00	
								Beginning Balance:		8,350.00
								Total Activity:		910.00
								Ending Balance:		9,260.00
<hr/>										
Account 52525 - Maintenance-Infrastructure/Lan										
06/04/2013	AP00241131	C. Yip- Napa River Eco	Golden Gate La	00884363	23180	CJYIPASSOC		480.00	0.00	
06/04/2013	AP00241131	C.Yip Napa River Eco	Ben Meadows	00884402	23180	CJYIPASSOC		460.71	0.00	
06/04/2013	AP00241131	C. Yip- Napa River Eco	Ben Meadows	00884403	23180	CJYIPASSOC		39.00	0.00	
Total For 52525 - Maintenance-Infrastructure/Lan								979.71	0.00	
								Beginning Balance:		10,046.28
								Total Activity:		979.71
								Ending Balance:		11,025.99
<hr/>										
Account 53100 - Office Supplies										
06/13/2013	AP00241508	C. Yip Staff reimb-May	May reimbursem	00885529	23180	CJYIPASSOC		36.62	0.00	
Total For 53100 - Office Supplies								36.62	0.00	
								Beginning Balance:		0.00
								Total Activity:		36.62
								Ending Balance:		36.62
<hr/>										
Account 53345 - Construction Supplies/Material										
								0.00	0.00	
								Beginning Balance:		49.65

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501005 Napa River Ecological Reserve

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 17  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Total Activity:		0.00
								Ending Balance:		49.65
TOTAL EXPENSE								3,594.40	0.00	48,837.15

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501006 Vine Trail

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 18  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance	
								0.00	0.00		
										Beginning Balance:	766.20
										Total Activity:	0.00
										Ending Balance:	766.20
TOTAL EXPENSE								0.00	0.00	766.20	

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501007 Putah Creek

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 19  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal	Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
									0.00	0.00	
									Beginning Balance:		6,826.80
									Total Activity:		0.00
									Ending Balance:		6,826.80
Account	52490		- Other Professional Services						0.00	0.00	
									Beginning Balance:		10,108.13
									Total Activity:		0.00
									Ending Balance:		10,108.13
Account	52505		- Maintenance-Buildings/Improvem						0.00	0.00	
									Beginning Balance:		210.36
									Total Activity:		0.00
									Ending Balance:		210.36
Account	52840		- Permits/License Fees						0.00	0.00	
									Beginning Balance:		4.70
									Total Activity:		0.00
									Ending Balance:		4.70
Account	53600		- Special Departmental Expense						0.00	0.00	
									Beginning Balance:		150.95
									Total Activity:		0.00
									Ending Balance:		150.95
TOTAL EXPENSE									0.00	0.00	17,300.94

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501008 State Parks

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 20  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		75,795.93
								Total Activity:		0.00
								Ending Balance:		75,795.93
Account	52125	- Accounting/Auditing Services						0.00	0.00	
								Beginning Balance:		3,188.40
								Total Activity:		0.00
								Ending Balance:		3,188.40
Account	52325	- Waste Disposal Services								
06/13/2013	AP00241508	UVDS-Bothe May	Act# 01-13452	00885525	19694	UPPERVALLE		856.95	0.00	
Total For	52325	- Waste Disposal Services						856.95	0.00	
								Beginning Balance:		10,129.36
								Total Activity:		856.95
								Ending Balance:		10,986.31
Account	52490	- Other Professional Services								
06/13/2013	AP00241508	PARK1206-13 MARIONI 5/13	MAY 2013 INVOI	00885753	33711	MARIONI,JE		1,542.20	0.00	
Total For	52490	- Other Professional Services						1,542.20	0.00	
								Beginning Balance:		10,275.02
								Total Activity:		1,542.20
								Ending Balance:		11,817.22
Account	52505	- Maintenance-Buildings/Improvem								

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501008 State Parks

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 21  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal	Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Account	52505		- Maintenance-Buildings/Improvem								
06/04/2013		AP00241131	Confortaire-matress pads -Park	Napa Co. Regio	00884434	34899	CONFORTAIR		2,725.68	0.00	
06/19/2013		AP00241765	CDF- Konocti CC-May	May-Bothe Park	00886440	27627	CAST-DEPTF		461.02	0.00	
Total For 52505 - Maintenance-Buildings/Improvem									3,186.70	0.00	
										Beginning Balance:	42,690.77
										Total Activity:	3,186.70
										Ending Balance:	45,877.47
Account	52525		- Maintenance-Infrastructure/Lan						0.00	0.00	
										Beginning Balance:	0.00
										Total Activity:	0.00
										Ending Balance:	0.00
Account	52700		- Insurance - Liability						0.00	0.00	
										Beginning Balance:	1,340.00
										Total Activity:	0.00
										Ending Balance:	1,340.00
Account	52800		- Communications/Telephone								
06/13/2013		AP00241508	Tele Pacific-May	Act#133326	00885526	34480	TELEPACIFI		451.29	0.00	
Total For 52800 - Communications/Telephone									451.29	0.00	
										Beginning Balance:	4,668.57
										Total Activity:	451.29



Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501008 State Parks

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 22  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Ending Balance:		5,119.86
Account	52825	- Bank Charges						0.00	0.00	
								Beginning Balance:		766.53
								Total Activity:		0.00
								Ending Balance:		766.53
Account	52840	- Permits/License Fees								
06/19/2013	0000241723	Pool Permit Fee		BOTHE PARK			210.00	0.00		
Total For	52840	- Permits/License Fees						210.00	0.00	
								Beginning Balance:		0.00
								Total Activity:		210.00
								Ending Balance:		210.00
Account	52905	- Business Travel/Mileage						0.00	0.00	
								Beginning Balance:		2,460.52
								Total Activity:		0.00
								Ending Balance:		2,460.52
Account	53100	- Office Supplies								
06/13/2013	AP00241508	S.Jones- staff reimb-	Wristco.com	00885513	33857	JONES,SAND	60.60	0.00		
06/18/2013	0000241667	Office Depot-May 2013						72.19	0.00	
Total For	53100	- Office Supplies						132.79	0.00	
								Beginning Balance:		2,298.04

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501008 State Parks

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 23  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Total Activity:		132.79
								Ending Balance:		2,430.83
Account	53205	- Utilities - Electric								
								0.00	0.00	
								Beginning Balance:		12,777.86
								Total Activity:		0.00
								Ending Balance:		12,777.86
Account	53250	- Fuel								
06/13/2013	AP00241508	S. Jones-staff reimb.	keys/fuel	00885512	33857	JONES,SAND		125.00	0.00	
								125.00	0.00	
Total For	53250	- Fuel								
								Beginning Balance:		998.55
								Total Activity:		125.00
								Ending Balance:		1,123.55
Account	53330	- Janitorial Supplies								
								0.00	0.00	
								Beginning Balance:		172.22
								Total Activity:		0.00
								Ending Balance:		172.22
Account	53350	- Maintenance Supplies								
06/04/2013	AP00241131	Steves Hardware-misc-St Parks	Act# 31248	00884409	1222	STEVESHARD		228.73	0.00	
06/04/2013	AP00241131	Steves Hardware-misc-St Parks	Act# 31248	00884413	1222	STEVESHARD		48.51	0.00	
06/04/2013	AP00241131	Steves Hardware-misc-St Parks	Act# 31248	00884416	1222	STEVESHARD		91.50	0.00	

Report ID: GLS7505  
 Bus. Unit: NAPCG-Napa County GL Business Unit  
 Fund: 8500 N C Parks & Open Space Distr  
 Dept: 8501008 State Parks

GENERAL LEDGER DETAIL TRANSACTIONS  
 For Fiscal Year 2013  
 Period 12 to 12

Page No. 24  
 Run Date 06/25/2013  
 Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance	
Account 53350 - Maintenance Supplies											
06/04/2013	AP00241131	Steves Hardware-misc-St Parks	Act# 31248	00884420	1222	STEVESHARD		66.93	0.00		
06/13/2013	AP00241508	Browns Auto Parts-misc	act# 8537	00885514	158	BROWNSAUTO		40.91	0.00		
06/13/2013	AP00241508	Cash & Carry-supplies	act# 601246000	00885515	34310	CASH&CARRY		143.34	0.00		
06/13/2013	AP00241508	Cash & Carry-supplies	act# 601246000	00885516	34310	CASH&CARRY		162.16	0.00		
06/19/2013	AP00241765	Harold Smith-gravel	Napa Co Region	00886446	1190	HAROLDSMIT		679.54	0.00		
06/19/2013	AP00241765	Diamond Quality Water-supplies	Bothe Park	00886481	25498	DIAMONDQUA		405.21	0.00		
Total For 53350 - Maintenance Supplies								1,866.83	0.00		
										Beginning Balance:	13,276.84
										Total Activity:	1,866.83
										Ending Balance:	15,143.67
Account 53400 - Minor Equipment/Small Tools											
06/13/2013	AP00241508	S. Jones-staff reimb.	keys/fuel	00885512	33857	JONES,SAND		69.50	0.00		
06/13/2013	AP00241508	A&T Towing-golf cart	Bothe Park Gol	00885518	8842	ATTOWING-0		2,035.80	0.00		
Total For 53400 - Minor Equipment/Small Tools								2,105.30	0.00		
										Beginning Balance:	16,333.23
										Total Activity:	2,105.30
										Ending Balance:	18,438.53
Account 57100 - Special Items											
								0.00	0.00		
										Beginning Balance:	0.00
										Total Activity:	0.00
										Ending Balance:	0.00

Report ID: GLS7505  
Bus. Unit: NAPCG-Napa County GL Business Unit  
Fund: 8500 N C Parks & Open Space Distr  
Dept: 8501008 State Parks

GENERAL LEDGER DETAIL TRANSACTIONS  
For Fiscal Year 2013  
Period 12 to 12

Page No. 25  
Run Date 06/25/2013  
Run Time 09:58:19

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
TOTAL EXPENSE								10,477.06	0.00	207,648.90
TOTAL FOR PROGRAM								21,294.09	0.00	615,518.44

## Plan of Projects Status Report

01-Jul-13

<u>Name of Project</u>	<u>Description</u>	<u>Status</u>
Bay Area Ridge Trail Tuteur Loop	Assignment of Tuteur Loop Ridge Trail easement from the Bay Area Ridge Trail to the District	The Bay Area Ridge Trail Council obtained a donated easement from the Tuteur family and constructed a section of Bay Area Ridge Trail adjacent to Skyline Park. The Council wishes to transfer this easement to the District. Staff for the District and Council have gathered all the relevant documents, and initiated discussion with the Tuteur family to determine if there are any issues or amendments that should be considered. Next steps are to complete legal review of the documents, make amendments if warranted, obtain the consent of the Coastal Conservancy (who funded the trail construction), and then execute the assignment. Staff is currently reviewing the easement location to confirm it connects to the property to the south in the proper location.
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.	
Phase Two--Green Island Road to Soscol Ferry Road	Questa has largely completed a revised draft PUC permit application for a public crossing of the SMART tracks. SMART, NRCA and the PUC have verbally agreed to allow the railroad crossing. LSA Associates has completed a biological survey for the Fagan Marsh area; based on the results, DFG has indicated they do not want the trail alignment to follow the levee on the north side of Fagan Marsh; District staff is reviewing the feasibility of an alternative alignment. DFG, the Bay Trail Project and the Coastal Conservancy are funding the preparation of the supplemental environmental analysis for the section of the trail next to DFG's ponds 9 and 10; this work is being handled by Ducks Unlimited on behalf of DFG. District staff met with the involved parties on May 25, 2011 and again on November 9, 2011, and thought all questions with this supplemental review had been resolved, but no documents have been released for review. Staff met with BCDC staff in late November 2012 about DFG non-compliance with BCDC permit conditions to provide public access around Pond 10. In January 2013 BCDC issued a letter of non-compliance to DFW, and on March 6, 2013 all of the involved parties met to try and get the project back on track. A follow-up meeting was held April 23, 2013. Now that it appears that progress is being made regarding the trail to the north of the crossing, the Board in March approval of a new contract with Questa to complete the formal approval of the crossing. <u>Fish and Wildlife is supposed to present a schedule for completion to BCDC at their July 18, 2013 hearing.</u> Separately, District staff together with Napa Sanitation District staff toured two other water treatment facilities that have segments of the Bay Trail going through or past their facilities.	
Phase Three--Soscol Ferry Road to Napa Pipe	All permits and permissions have been obtained, and construction bid documents are done. Caltrans has determined the project is eligible for federal Transportation Enhancements grant funds, and has approved NEPA review for the project. However, the District was unable to complete Caltrans' extensive paperwork needed to obtain the funds, and so the funding that the District had lined up expired. Staff will seek replacement funding.	
Berryessa Estates	Acquire 480 acres next to Berryessa Estates from BLM at no fee through their Recreation and Public Purpose Act procedure. Would serve as a wilderness park for local residents eventually be the northern trailhead for a trail between Berryess Estates and Pope Canyon.	The District in 2009 applied to BLM for a no-fee transfer of this property to the District for the no-fee transfer of this property; while this transfer has received conceptual approval by BLM staff, the formal approval has dragged; several meetings have been held over the past three years to try and speed to process, but BLM staff has so far had higher priorities. CDF crews did extensive fire break work in 2009 through 2011 to protect the residences next to the BLM land. CDF and the Pope Valley Volunteer Fire Department have added a proposal to construct a fire substation on a corner of the property. A community meeting was held March 2009 to get input from the community. The District has completed the donation to the District of a small, 0.2 acre property that provides critical access to the northeast corner of the property. District staff in January 2013 met with the Napa County Fire Marshall and the the Calfire Battalion Chief for the area and agreed to jointly advocate for BLM action. In February staff talked with BLM and was assured that processing of the transfer was now beginning. <u>BLM did a site visit in June, 2013. BLM's next step is to complete a mineral potential evaluation.</u>
Berryessa Vista	Planning and stewardship of this 224 acre wilderness park.	Volunteers working with the District have completed detailed 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 District sent a letter was sent to all property owners in that area introducing the District, explaining the deed restriction prohibiting off road vehicles, and asking for their cooperation. Since then there has been less observed damage, although the problem is not resolved. After observing more OHV damage in the fall of 2012, staff is preparing to install a gate to block OHV access. No other work is anticipated until Lake Berryessa Trail planning is completed, as that is a key step in gaining overland access to the property. District staff has been meeting with Reclamation, their consultants and interested parties on the trail planning and prioritization.
Blue Ridge/Berryess Peak Trail	Obtain right of way and construct trail to provide public access to extensive federal lands on Blue Ridge and to Berryessa Peak	Obtained donated trail easement from the Ahmann family to close gaps between existing public lands on Blue Ridge. A Negative Declaration and Use Permit hearing was approved December 16, 2009 by the County Planning Commission. An Operations and Management Plan has been approved by the property owner and the District. BLM staff on April 11th inspected the proposed trail alignment where it crosses BLM land. District and BLM staff met on August 5, 2011 to discuss BLM review of this project. BLM's biologist inspected the alignment on September 17, 2011. There have been volunteer trail building work parties have been held numerous times between 2011 and the present, and the trail is now done except for signage and a fence crossing. District staff met with Fish and Game on June 15, 2012 to discuss signage at the trailhead on DFG property, and in November 2012 submitted signage language for DFG review. Staff contacted DFG (now DFW) in February and again in early April to determine the status of their review, but has as of yet received no answer.

<p>Camp Berryessa Redevelopment of former Boy Scout Camp into a group/environmental education camp.</p>	<p>CEQA and NEPA review is complete, as is the Use Agreement between the District and Reclamation. A grant for \$50,000 to help with construction has been provided by the Mead Foundation, together with a \$1.5 million grant from the State Coastal Conservancy. The contract for preparation of plans and specifications with Psomas was approved by the Board at its October meeting, and Psomas has now completed the 90% construction drawings, which are being reviewed by District and Reclamation staff. <u>Reclamation provided comments on June 24, 2013.</u> A meeting of potential future users was held September 22, 2011. The District has contracted for labor compliance monitoring for the construction work. Efforts to reuse the existing well proved unsuccessful, though water quality tests did demonstrate the groundwater in the area is of acceptable quality. A new water well was dug in October 2012--production is great, and quality is acceptable with some treatment. Construction groundbreaking will be in the summer of 2013 assuming Reclamation's review and approval is not delayed. Staff met with the County Sheriff and Fire Marshall, and the CalFire Battalion Chief for the area, to review emergency services for the camp. The camp will likely open in the <u>fall</u> of 2014.</p>
<p>District Non-profit Foundation Organize a non-profit foundation to raise funds for District projects</p>	<p>The District Board has approved the goals, objectives and basic structure for a non-profit foundation to assist the District with fundraising. Formation of the foundation will likely be timed to the opening of Camp Berryessa.</p>
<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, and connecting to the planned Moore Creek Open Space Park trail system.</p>	<p>In November, 2009 the Napa City Council directed city staff to work with the District to finalize an agreement for the proposed Hennessey trails. A plant survey of the new section of trail was completed on April 3, 2010. The District approved a Mitigated Negative Declaration on February 14, 2011. A final lease agreement and operations plan was approved by the District Board in August 2012, and by the City Council in September 2012. The fully executed agreement was completed in November 2012. City and District staff inspected the proposed alignment for the connector trail to Moore Creek in mid-March, and the alignment has been accepted by the City. The City has signed off on the proposed grading, the County has issued the grading permit, and bids for doing the work are due May 10, 2013. <u>The construction contract was awarded in May 2013, and work was completed on June 16, 2013.</u> Public trail access is slated to be available in 2014.</p>
<p>Moore Creek Park Development Development of open space park on 673 acres acquired by the District adjacent to City of Napa watershed lands at Lake Hennessey to protect habitat, provide recreational trails, and overnight camping facilities.</p>	<p>All discretionary permits have been obtained, and park improvements are underway. The entry driveway was graded and paved in November 2011. The design of the new septic system for the ranch house and the staging area composting toilet facility has been approved by the County. The eastern boundary survey is complete except for a small amount of flagging; a partial payment to the surveyor was made, with the remainder due after the brush removal is performed so he can access the boundary line. Three bids were obtained by the adjacent property owner, and District staff has given the go-ahead to use the lowest bidder. Monthly volunteer work parties have performed numerous tasks on the property, including cleanup of trash, trail repair and construction, fence building, restoration planting, and removal of invasive french broom. Construction of the Vista Trail was completed in 2011, and the Chiles Creek Overlook Trail was completed in 2012. Staging area fill and compaction is complete except for finish grading. <u>Graveling in the staging area is complete. Award of the contract for construction of the ranch house septic system was approved by the Board in May 2013, and will begin in early July. The contract for constructing the northern 1/3 of the final connector of the Vista Trail was awarded in May 2013 and work was completed on June 14, 2013.</u> The remaining 2/3 of the connector trail is going through some redesign to address areas with steep side slopes. <u>The staging area toilet facility is ready to go out to bid. The park is scheduled to open on June 30, 2013 at the conclusion of a VOCAL project at the park.</u></p>
<p>Napa River Ecological Reserve Restoration Remove invasive plants and restore native vegetation in the entryway meadow, replace damaged signage and information panels, and if feasible install a seasonal bridge</p>	<p>The CCC did mechanical and chemical weed removal and installed an all-weather surface on the trail from the parking area to the river levee, in May and June 2010. Additional invasive weed removal, mapping, and cleanup was done by volunteers on numerous occasions in 2010, 2011 and 2012. The District has used grant funding to bring several thousand students to the site to study ecology of the area and assist with the habitat restoration. Additional weed removal has been done by a private contractor under contract to the District on several occasions. Staff met with invasive plant control specialists in June 2011 to evaluate eradication efforts to date and plan next steps. Native plant cuttings gathered from the reserve were propagated and planted by volunteers in Dec 2011 and Jan 2012. Supplemental grant funding for the restoration work was awarded by the County Wildlife Commission in 2011. Both the Coastal Conservancy grant and the Wildlife Commission grant the District received to pay for restoration work have had their deadlines extended until March and June of 2013. This time extension will allow us to continue invasive weed removal. The pace of restoration work is dictated by how quickly the weeds germinate, and this has been slower than expected; as a result, the District has received another extension of the Conservancy grant to take it through the end of 2013. The District has received a Napa Wildlife Commission grant to continue weed control and environmental education, in partnership with the RCD.</p>
<p>Oat Hill Mine Trail Various improvements to the historic Oat Hill Mine Road</p>	<p>The litigation holding up this project has been successfully concluded. Several of the trail sign posts have been vandalized and will need to be replaced. The District is continuing to work with Tuleyome on a project to clean up the Twin Peaks and Corona Mines, in the hopes this may enable the District to safely open the northern Oat Hill Mine Trail for public use. A volunteer crew did erosion control work on the trail in January 2013. Staff and volunteers in February 2013 to did a comprehensive evaluation of erosion issues on the trail, and experts from the RCD joined staff for another evaluation in early April.</p>
<p>Oat Hill Mine Trail Transfer of 40 acre parcel from BLM</p>	<p>The District in 2008 applied to BLM for a non-fee transfer to the District of a 40 acre parcel at Maple Springs on the Oat Hill Mine Trail; this application is pending. Staff met with BLM in February 2011 to discuss how to speed up this transfer; another meeting with the same topic was held August 5, 2011. The District is still waiting on BLM to process the application.</p>
<p>Rector Ridge/Stags Leap Ridge Trail Construction of staging area and 6+ miles of Ridge Trail climbing east from Silverado Trail near Rector Creek.</p>	<p>CEQA on this project was completed several years ago--staff has prepared a draft update to the Negative Declaration due to the passage of time since the original approval. The project concept has been approved by the District Board, and was positively viewed by the Veterans Home administration. However, Veterans Home staff had been having difficulty figuring out what approval process is needed, because of ongoing discussions at the state level about the appropriate roles and future programs for the Veterans Home, and then key management staff at the Veterans Home retired in November 2010, so progress was delayed pending the filling of their vacant positions. The District will restart the process when other project priorities are under control.</p>
<p>Skyline Park Protection Purchase of Skyline Park from the State</p>	<p>Three past legislative efforts to authorize sale to the County failed due to unrelated disagreements between the state legislature and administration. Separately, the County in September 2009 approved a new park overlay zone and an updated Master Plan for Skyline Park. A fourth legislative effort by Assemblymember Evans in 2010, sponsored by Napa County and supported by the District, was approved by the legislature and signed by the Governor. The County and state General Services agreed on an appraisal process for determining the fair market value purchase price, the County retained an appraiser acceptable to the State, and a draft appraisal was prepared. In late April 2012 the state indicated they did not accept the value as determined by the appraisal. Negotiations have therefore stalled.</p>

<p>Spanish Valley, Crystal Flats, and Stone Corral</p> <p>Planning for open space donated by Bob and Evalyn Trinchero</p>	<p>Staff met with key community leaders from Lake Berryessa Estates on February 6 and March 6, 2011. A public session was held April 21st at the Pope Valley Farm Center. The District has negotiated an easement across the District's Stone Corral property to resolve one of the clouds on the title to this land; this easement was approved by the Board at its October meeting, and has now been finalized and recorded. The District took full possession of the properties on January 1, 2012. Staff met with the LBEPOA Board on November 13th and again on December 4, 2011 to discuss use of the Crystal Flats and Stone Corral areas. District staff has prepared a draft agreement between the District and the Association, which the Association is now reviewing. The District has been waiting for about a year for a formal Association response to the draft proposal. Negotiations have been complicated by the ongoing controversy between LBE residents and the Lake Berryessa Estates Resort Improvement District, even though they are not related issues. The District is working with a well driller to make the existing well in Spanish Valley functional. The District has contracted for botanical and bird surveys over the course of 2012. Staff completed a preliminary survey of the Spanish Valley access road in late July and, while legal access to the property has been established, it does not appear that the existing road is located within the Spanish Valley Trail easement. This will require discussions with the adjacent property owner, which may further delay our timeline for opening Spanish Valley to public use. In February 2013 several no trespassing signs were installed in response to some evidence of illegal OHV use. At least one sign was immediately removed and the lock on the gate removed. In late June of 2013 an LBE resident involved with fire management efforts obtained the services of the Konocci prison crew to clear weeds from the access road into Spanish Valley.</p>
<p>State Parks</p> <p>Operate Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park</p>	<p>The District, with assistance from the Napa Valley State Parks Association took over management of the parks on April 1, 2012. A County permit for the pool was obtained in July and the pool was reopened immediately thereafter. The state completed installing 3 yurts in October 2012. The District obtained approval in January 2013 to install an additional 8 yurts. Seven yurts have been installed; landings, paths and parking areas are nearly finished and ready for Fire Marshall's final inspection. Numerous volunteer projects have been organized (PG&amp;E event improving the Mill, firewood splitting, hazardous tree removal, mowing, pool cleaning, native plant garden maintenance, historic orchard restoration, lots of trash removal, and in September/October a footbridge on the History Trail was repaired by the St Helena Kiwanis). A volunteer forestry management group has been formed and the District has acquired a boom truck and other equipment in support of their mission. Utility service accounts have been transferred from the state to the District. Work on an improved recycling system is nearly complete. Every septic tank in the park has been pumped clean, and sewer lines were located and cleared of root blockages. Two additional failed septic tanks were discovered in March and pumped clean. Nearly \$270,000 in gifts, grants and pledges have been obtained to assist with improvements at the parks. District and State Park staff have reached agreement regarding the "found" state money that could result in \$537,800 in State funds being granted to the District to cover some salaries and two capital improvement projects (replacement roofs and AC overlay to the picnic area road); <u>the agreement has gone through all reviews, has been signed by the District and is circulating for signatures.</u> SB 170 (Wolk) would exempt the mill from state food processing facility requirements so that flour from the mill can be sold as a food item; the bill has passed the Senate and is awaiting committee assignment in the Assembly.</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>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. The City Council of the City of Vallejo has officially authorized staff to pursue surplusing of the property. The City of Vallejo has hired an appraiser to prepare an estimate of the property's fair market value, but this has not yet been released. The District GM, together with the County of Solano EO, in February 2012 each sent letters to the City of Vallejo formally expressing interest in the property and requesting notification per state law of any planned surplusing of the property. The District's analysis of County ROW's with potential for recreational trails identified a potential ROW through the Vallejo Lakes property; however, it appears that one short section of the historic ROW is in Solano County and appears to not have been properly established. Sale of the property by the City has been delayed because of complications related to questions about how best to supply water to residents in Green Valley. The Trust for Public Land has expressed interest in assisting with the purchase of this area.</p>
<p>Vine Trail</p> <p>A Class I bicycle/pedestrian path extending from Calistoga to the Vallejo Ferry Terminal sponsored by the Vine Trail Coalition, of which the District is a participating member.</p>	<p>The District has entered into an MOU with the Vine Trail Coalition to provide assistance as requested by the Coalition in receiving funds, preparing plans and environmental documents, constructing and operating the trail. The District, the Bay Area Ridge Trail, the San Francisco Bay Trail and the Vine Trail Coalition have prepared a joint Case Statement for the combined trail network for fundraising purposes. The District on February 5, 2010 submitted an appropriations request for FY 2011 to Senator Feinstein, and a similar request to Congressman Thompson on February 26, 2010 on behalf of the Vine Trail Coalition. Approximately \$135,000 in federal Transportation Enhancements funding was available to construct the section of the trail under the Butler Bridge, but the District was not able to process the paperwork through Caltrans in time to use these funds. Replacement funding is now being sought. The District in April 2013 approved and sent a letter of support for the City of Calistoga's request for a grant from the Coastal Conservancy to plan the trail through Calistoga. <u>The Board President in early June sent a letter of support for a Vine Trail federal "Tiger" grant to help construct the section of trail between Yountville and Napa. The Vine Trail is now proposed to in part run through Bothe-Napa Valley State Park.</u></p>

Completed Projects

<p>Bay Area Ridge Trail Realignment  Amendment to the proposed alignment of the Bay Area  Ridge Trail extend north to the Oat Hill Mine Trail</p>	<p>In December of 2012 the Bay Area Ridge Trail Council approved the proposed realignment of the Ridge Trail through Napa County as requested by the District.</p>
<p>Bay/River Trail -- American Canyon to Napa Phase I  Phase One--Eucllyptus Drive to Green Island Road</p>	<p>Construction of approximately 5 miles of Class I bicycle and pedestrian path in the vicinity of American Canyon along the Napa River was completed in April 2012, in partnership with the City of American Canyon, Department of Fish and Game and Napa Vallejo Waste Management Authority. A formal opening ceremony was held June 2, 2012.</p>
<p>Berryessa Vista Acquisition  Purchase of 224 acres from the Land Trust of Napa County for use as a public park completed in early 2008 using State Prop 12 funds.</p>	
<p>Connolly Ranch  Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.</p>	
<p>Oat Hill Mine Trail  The Oat Hill Mine Trail was formally opened in May 0f 2008, after a major volunteer work party doing signage installation, brush removal and erosion control.</p>	
<p>Historic ROW Analysis  Study to determine location and status of historic road  Rights-of-Way and whether they have value as non-  motorized recreational trails</p>	<p>Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.</p>
<p>Linda Falls  Conservation easement accepted in spring 2008 from Land Trust of Napa County to provide additional protection for this 39 acre property, which is owned by the land trust</p>	
<p>Master Plan Development  The Master Plan for 2008-2013 was approved in January 2009</p>	
<p>Master Plan Update  First scheduled update to the Master Plan adopted in  January 2009</p>	<p>Board adhoc committee appointed. Methodology for doing update has been agreed upon. Project was delayed due to competing demands on staff time (primarily the effort to keep Napa's state parks from closing. A draft update has been prepared by staff working with the Board ad hoc committee for the Master Plan update, and released by the Board at the April 9, 2012 meeting for public comment. The plan update was adopted by the Board at its June 2012 meeting.</p>
<p>Milliken Reservoir Trails and Picnic Area Feasibility Study  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 accepted by the Board of Directors. The Napa City Council in November, 2009 approved city staff recommendation to hold off on the Milliken Reservoir trails project until the Hennessey trail project is up and running.</p>
<p>Moore Creek Open Space Park  Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008.</p>	
<p>Napa River Ecological Reserve Improvements  Parking area paved, and rock barrier installed to control vehicular access in 2007. Trash enclosure constructed and entry signs restored by volunteers in 2008. Deteriorated kiosk removed in 2008. The District in July 2008 assumed the County's role in managing the preserve under the joint management agreement with DFG. A new maintenance contract with the non-profit organization Options 3 was started in January 2009. The old deteriorated information kiosk, which had become a serious eyesore, was removed in November 2008.</p>	
<p>Napa River Flood Control Easement  Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding</p>	
<p>Newell Preserve Improvements  Provide on-site water supply for group campground for  cattle</p>	<p>As part of the arrangement with the land trust on the District's purchase of Berryessa Vista, the land trust was 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 has dropped plans for digging any more test wells.</p>
<p>River to Ridge Trail Enhancements  Installation of animal silhouettes along the entryway fence illustrating the types of birds and mammals that can be found in the area completed by Eagle Scout candidate in 2008. In November 2008 five Valley Oak trees were planted at the Highway 221 entrance to the trail with the assistance of a volunteer from CNPS.</p>	
<p>River to Ridge Trail  Lot line adjustment to legalize River to Ridge Trail as  constructed (it curenly encroaches on private property</p>	<p>Deeds accomplishing the adjustment in property boundaries between Syar and the State have been recorded.</p>
<p>River to Ridge Trail Entrance Enhancements  A new information kiosk was installed at the entrance in December 2008 as part of a Boy Scout project. Several Live Oak seedlings were donated by CNPS and have been planted at the entrance to improve its appearance.</p>	
<p>River to Ridge Trail  Correct drainage problems to trail can be used year-  round.</p>	<p>Two volunteer work weekends in March and April and two more in May of 2010 were organized by the District to clear brush, improve drainage, and surface about 300 feet of the trail with quarry fines to control problems with mud. Volunteers completed additional work in August 2011.</p>



Skyline Park Road and Trail Improvements	Erosion control work on Lake Marie Road, and paving of campground loop road, completed in 2007 using State Prop 12 funds.
Skyline Park Concessionaire Agreement Renewal	District staff negotiated renewal of concessionaire agreement on behalf of the County. The renewal involved changes to the fee schedule and amendments to and approval of subagreements with three non-profit partner organizations.
Skyline Park Trail Improvements	Staff worked with SPCA and V-O-CAL to sponsor a weekend work party on October 15-17, 2010. Approximately 110 volunteers worked to reroute and repair trails experiencing serious erosion problems. SPCA is donating \$1,000 toward expenses.
Major volunteer event to reroute and repair trails	
Skyline Park Facility Improvements	The proposals for a second greenhouse and a covered arena were approved by the Department of General Services and by the County Board of Supervisors. The sponsors of these projects are now raising funds for implementation.
Partner-sponsored improvement include a second greenhouse and a covered equestrian arena.	
South Napa Wetlands Habitat Area	Transfer was approved in concept by the flood control district, and Park District staff prepared the first draft of a transfer agreement. Subsequently, attorney's for the flood district concluded it would be better from their perspective for the flood district to retain ownership of the property, due to their ongoing maintenance obligations.
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.	
State Parks	The District took over operations of the parks on April 1, 2012, and have a 5 year agreement with the State to continue operating the parks.
Assume management of Bothe-Napa Valley State Park and keep it and the Bale Grist Mill open	
Trinchero Open Space Acquisition	The donation was completed on December 29, 2010. A related granting of an access easement to the Lake Berryessa Resort Improvement District was completed in mid-January 2011.
Donation of 3,400 acres of open space to the District by Bob and Evalyn Trinchero	
Wild Lake Ranch	The District participated in the development of a strategic plan for the property, together with other public lands in the area, that was led by the Land Trust of Napa County. The land trust has decided, at least for the near term, to manage the Wildlake-Duff property itself.
Assist land trust with planning and possible joint management of trails, camping and picnic areas.	



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: July 1, 2013  
Agenda Item: 4.F  
Subject: Consideration and potential approval of the budget for the July 1, 2013 to June 30, 2014 fiscal year.

### Recommendation

Adopt the draft budget for FY 2013-14

### ENVIRONMENTAL DETERMINATION

The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### Background

Although not required by law, the District published notice of the release of the draft budget for FY 2013-14 in the Napa Valley Register on May 24, 2013. No comments on the draft budget were received from the public.

As noted when the Board was presented with the draft budget, next year's draft budget is projected to be very tight. Revenues provided by Napa County through the Transient Occupancy Tax-supported Special Projects Fund are up nearly \$40,000 from the current fiscal year. However, this will be largely offset by an increase in staff costs, because the District's project manager, who is contracted from Napa County, will go from working half-time to working full-time for the District. This staffing increase will provide much needed assistance in moving projects forward in a timely way, as well as provide backup to the General Manager. Having this backup is very important to the functioning of the District should the General Manager be absent for any reason.

Apart from staffing, several major construction projects at Moore Creek are underway, with significant expenses to be incurred. These projects include additional trail construction, the construction of a composting toilet facility at the staging area, and the installation of fencing along the property's eastern boundary.

The budget assumes that construction of the first phase of Camp Berryessa will be completed during FY 2013-14, in case we get lucky and reviews by the Bureau of Reclamation go more quickly than is likely.

A small amount of money (\$10,000) is budgeted for improvements at the Putah Creek holdings (Spanish Valley, Crystal Flat and Stone Corral). This should be minimally sufficient to make progress on preparing the properties for eventual public use while we continue to work out legal issues and obtain permits.

Funding is also allocated to obtaining permits for the railroad crossing necessary for the Napa River and Bay Trail to be extended north of Green Island Road, on the assumption that the Department of Fish and Wildlife will complete their environmental review in a timely way. Actual construction expenses for the railroad crossing are not expected to be incurred until next fiscal year.

The proposed budget includes revenues from the Napa County Wildlife Commission to continue invasive weed management linked to our outdoor education program. Unlike prior years, the program will be mostly run by the Resource Conservation District, with the District acting as fiscal agent on the grant funds.

The proposed budget does not dedicate any money to the District's efforts to develop a permanent funding source for the District. The assumption in the budget is that existing staff is able to add this very important task to their current workload, and that the District will not be funding any public opinion research associated with this effort.

Once adopted, the first Board review and adjustments to the budget will be made early this fall, once the books for FY 2012-13 are closed and the exact timing of revenues and expenses between the two fiscal years are determined.

**Budget 2013-2014**

proposed May 13, 2013

**Revenues**

		Adopted Budget (Feb 2013 rev) 2012-2013									
Description	Moore Creek	Oat Hill Mine Trail	Napa River and Bay Trail	Vine Trail	Camp Berryessa	Berryessa Vista	NRER	Putah Creek	State Parks	General Fund	Total
0 Interest											\$0
1 Grant from Napa County	\$278,000	\$5,200	\$10,200	\$500	\$35,750	\$6,100	\$31,300	\$59,250	\$0	\$484,548	\$910,848
2 Other grants					\$1,325,000		\$30,000		\$75,000		\$1,430,000
3 Donations									\$100,000		\$100,000
4 Program Income	\$11,000								\$308,000		\$319,000
5 Use of District Reserves	\$166,133								\$14,173		\$180,306
6 <b>Total Revenue</b>	<b>\$455,133</b>	<b>\$5,200</b>	<b>\$10,200</b>	<b>\$500</b>	<b>\$1,360,750</b>	<b>\$6,100</b>	<b>\$61,300</b>	<b>\$59,250</b>	<b>\$497,173</b>	<b>\$484,548</b>	<b>\$2,940,154</b>

		Budget Proposed May 13, 2013 2013-2014									
Description	Moore Creek	Oat Hill Mine Trail	Napa River and Bay Trail	Vine Trail	Camp Berryessa	Berryessa Vista	NRER	Putah Creek	State Parks	General Fund	Total
											\$0
	\$193,500	\$18,500	\$28,600	\$1,100	\$58,450	\$6,700	\$20,500	\$54,200	\$0	\$308,363	\$689,913
	\$0	\$0	\$7,000	\$0	\$1,308,850	\$0	\$7,000	\$0	\$50,000	\$0	\$1,372,850
											\$0
	\$11,000								\$372,508		\$383,508
	\$250,000				\$50,000				\$116,000		\$416,000
	<b>\$454,500</b>	<b>\$18,500</b>	<b>\$35,600</b>	<b>\$1,100</b>	<b>\$1,417,300</b>	<b>\$6,700</b>	<b>\$27,500</b>	<b>\$54,200</b>	<b>\$538,508</b>	<b>\$308,363</b>	<b>\$2,862,271</b>

**Expenses**

		Adopted Budget (Feb 2013 rev) 2012-2013									
Description	Moore Creek	Oat Hill Mine Trail	Napa River and Bay Trail	Vine Trail	Camp Berryessa	Berryessa Vista	NRER	Putah Creek	State Parks	General Fund	Total
7 PROFESSIONAL SERVICES (COUNTY)	\$30,000	\$0	\$0	\$0	\$35,000	\$0	\$5,500	\$20,000	\$137,673	\$253,000	\$481,173
8 PROFESSIONAL SERVICES (NON-COUNTY)	\$20,000	\$5,000	\$5,000	\$0	\$100,000	\$5,000	\$15,000	\$10,000	\$128,200	18,000	\$306,200
9 MAINT AND CONSTRUCT CONTRACTS	\$395,133	\$0			\$1,225,000		\$36,500		\$29,900		\$1,686,533
10 MAINTENANCE MATERIALS AND SUPPLIES	\$5,500		\$5,000			\$1,000	\$4,000		\$13,000		\$28,500
11 UTILITIES, WASTE DISPOSAL	\$2,500								\$33,000		\$35,500
12 LEGAL EXPENSE									\$1,000	\$23,000	\$24,000
13 INSURANCE:LIABILITY	\$1,500								\$2,000	\$1,500	\$5,000
14 MEMBERSHIPS										\$1,500	\$1,500
15 OFFICE EXPENSE									\$7,000	\$1,000	\$8,000
16 COMMUNICATION (INTERNET/PHONE)											
17 EQUIPMENT											
18 AUDIT AND ACCOUNTING SERVICES									\$2,300	\$14,208	\$16,508
19 ELECTION SERVICES										\$0	\$0
20 SPECIAL PROJECTS								\$25,000	\$141,800	\$172,340	\$339,140
21 TRANSPORTATION & TRAV	\$500	\$200	\$200	\$500	\$750	\$100	\$300	\$750	\$1,300		\$4,600
22 TRAINING											\$0
23 FEES AND ASSESSMENTS								\$3,500			\$3,500
24 <b>Total Expenditures</b>	<b>\$455,133</b>	<b>\$5,200</b>	<b>\$10,200</b>	<b>\$500</b>	<b>\$1,360,750</b>	<b>\$6,100</b>	<b>\$61,300</b>	<b>\$59,250</b>	<b>\$497,173</b>	<b>\$484,548</b>	<b>\$2,940,154</b>

		Budget Proposed May 13, 2013 2013-2014									
Description	Moore Creek	Oat Hill Mine Trail	Napa River and Bay Trail	Vine Trail	Camp Berryessa	Berryessa Vista	NRER	Putah Creek	State Parks	General Fund	Total
	\$30,000	\$5,000	\$7,000	\$1,000	\$55,000	\$500	\$5,000	\$32,000	\$199,755	\$241,054	\$576,309
	\$25,000	\$8,000	\$5,000	\$0	\$21,800	\$5,000	\$5,000	\$10,000	\$15,500	20,000	\$115,300
	\$388,000	\$5,000	\$16,000	\$0	\$1,337,000	\$0	\$9,200	\$10,000	\$12,000		\$1,777,200
	\$5,000	\$300	\$500	\$0	\$1,000	\$1,000	\$0	\$500	\$15,600	\$0	\$23,900
	\$5,500	\$0	\$0	\$0	\$500	\$0	\$5,100	\$1,000	\$30,841	\$0	\$42,941
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$18,000	\$18,000
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,340	\$4,000	\$5,340
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500	\$1,500
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,600	\$6,500	\$10,100
									\$5,040		\$5,040
									\$4,800		\$4,800
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,600	\$15,000	\$18,600
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	\$0	\$0	\$7,000	\$0			\$3,000	\$0	\$241,032	\$809	\$251,841
	\$500	\$200	\$100	\$100	\$2,000	\$200	\$200	\$600	\$5,400	\$500	\$9,800
	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$1,000
	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$100	\$0	\$0	\$600
	<b>\$454,500</b>	<b>\$18,500</b>	<b>\$35,600</b>	<b>\$1,100</b>	<b>\$1,417,300</b>	<b>\$6,700</b>	<b>\$27,500</b>	<b>\$54,200</b>	<b>\$538,508</b>	<b>\$308,363</b>	<b>\$2,862,271</b>

Notes

- (1) NRER does not include potential WCC grant and related restoration work, just \$3,000 contingency for maintenance
- (2) OHMT includes \$5,000 for repairs at entryway
- (3) BV includes \$ for gate to control trespassing