



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

Harold Kelly
Director, Ward One

Tony Norris
Director, Ward Two

Guy Kay
Director, Ward Three

Dave Finigan
Director, Ward Four

Myrna Abramowicz
Director, Ward Five

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Monday, October 8th, 2012 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

None.

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of September 10, 2012.
- b. Update on the operation and management of Bothe-Napa Valley Park and the Bale Grist Mill Historic Park, including financial results for the first six months (oral report).
- c. Consideration and potential approval of amendments to the budget for FY 2012-13.
- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff, and standing approval of ongoing expenses at Bothe-Napa Valley Park.
- e. Review of the District 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. 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 Regular Board Meeting: Monday, November 5, 2012, 2:00 p.m.

7. Adjournment



Napa County Regional Park
and Open Space District

Harold Kelly
Director, Ward One

Tony Norris
Director, Ward Two

Guy Kay
Director, Ward Three

Dave Finigan
Director, Ward Four

Myrna Abramowicz
Director, Ward Five

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, September 10th, 2012 at 2:00 P.M.
1195 Third Street, Third Floor, Napa, Calif. 94559

1. Call to Order and Roll Call

Directors present: Harold Kelly, Myrna Abramowicz, Dave Finigan, and Tony Norris.
Director Guy Kay was excused.
Staff present: John Woodbury, Chris Apallas, Tracy Schulze and Melissa Gray.

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 August 13, 2012.
Minutes were approved as presented.
HK-DF-MA-TN-GK
X
- b. Receipt of unaudited financial report for fiscal year 2011-12.
Tracy Schulze gave the report.
- c. Update on the operation and management of Bothe-Napa Valley Park and the Bale Grist Mill Historic Park (oral report).
John Woodbury gave the report with discussion on repairs needed and yurts.
- d. Authorization for General Manager to enter into three year agreement with TelePacific Communications for phone and internet service at Bothe-Napa Valley State Park with a total value of approximately \$13,158.
Directors voted to Authorize General Manager to enter into three year agreement with TelePacific Communications.
HK-DF-MA-TN-GK
X

- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
John Woodbury gave the report.
- f. Review of the District Projects Status Report.
John Woodbury gave the report with discussions on the Bay Area Ridge Trail alignment, Napa River Bay Trail, Camp Berryessa, Lake Hennessey, and Moore Creek.

5. Announcements by Board and Staff

- Directors commended John Woodbury as an Environmental Hero of the year from the Red Cross for successful efforts to save our two state parks
- Director Norris announced an upcoming Napa Tree forum
- Director Norris gave a hand out from Vine Trail about how to promote respect for the Agricultural Preserve among trail users.
- Myrna Abramowicz congratulated Tuleyome for there successful event at the Napa Town Center. John Woodbury reported on legislation by Senator Wolk which could potentially effect a couple of our District operations significantly. At his request, Senator Wolk sent a letter to the Daily File expressing the author's intent to avoid the bill being misinterpreted. Senator Wolk has offered to consider cleanup legislation if necessary.

6. Agenda Planning

7. Adjournment

Adjourned to the regular Park and Open Space meeting of Monday, October 8th, 2012.

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

STAFF REPORT

Date: October 8, 2012

Agenda Item: 4.C.

Subject: Consideration and potential approval of amendments to the budget for FY 2012-13

Recommendation

Approve the amended budget as presented in Attachment 1

Background

Now that the first quarter of the fiscal year is under our belt, it is time to make several adjustments to the budget to reflect new information. The proposed amendments are attached; those cells in the spreadsheet which are proposed to change are highlighted in yellow.

Reasons for these amendments are as follows:

- When the budget was adopted, it was not known how much of a carryover of funds there would be from the prior fiscal year. That figure is now expected to be \$258,848, pending confirmation by the District's independent financial audit. The majority of these funds are recommended to be applied to Moore Creek. With this adjustment, there should be ample funding to complete several major projects and open the park to the public this fiscal year. These improvements include finishing the staging area, constructing the staging area composting toilet facility, constructing a new engineered septic system for the ranch house, and finishing the boundary survey and fencing work. The rest of the carryover funds have been applied to the General Fund Contingency/Special Projects line item.
- During last fiscal year the County transferred to the District the remainder of the funds the County had committed to Moore Creek. Due to uncertainties about whether various expenses would be booked in the last fiscal year or the current fiscal year, the adopted budget assumed \$150,000 of these funds would be available for this fiscal year. The actual amount (subject to audit confirmation) is \$166,133.
- The budget assumed the worst-case that \$90,000 would be needed for election costs. Since there ended up being no contested races, these funds have been shifted to the Contingencies/Special Projects line item.
- The budget as adopted distributed the General Manager's time to each project area, in an attempt to get a more accurate picture of how resources are spent for each project. This has proven to be impractical, because the GM's time is spread out thinly and changes depending on how projects evolve and what kinds of challenges arise. The recommended budget puts the GM's time into the General Fund, with the exception of those projects with dedicated grant funding where it is necessary to capture the GM's time in order to either invoice for that time or track the local match for those grant funded projects.

- The recommended budget assumes that the project manager contracted from the county will increase from the initially-budgeted 50% FTE to approximately 80% FTE for the year. Because the person who fulfills this function has some remaining county projects to complete, there will need to be a phase-in period for this increase in staffing; the goal is to have this be a full-time position before the end of this fiscal year.

In considering these amendments, the Board should keep in mind that the Board's budget control is expenditures for the project bottom line, not each line item within each project; the line by line detail within each project is provided so that the Board has a sense of how the funds within each project are proposed to be used

Budget FY 2012-13 Adopted and FY 2012-13 Proposed
draft October 8, 2012

Revenues

Description	Adopted Budget 2012-2013										
	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	\$113,000	\$8,200	\$26,700	\$11,500	\$35,750	\$6,600	\$31,300	\$69,250	\$70,000	\$280,700	\$653,000
2 Elections Cost Grant from Napa County											\$0
3 State Coastal Conservancy Grant/Wildlife Com					\$1,325,000		\$30,000				\$1,355,000
4 Resources Agency Grant											\$0
5 Other grants					\$0				\$75,000		\$75,000
6 TE grant											\$0
7 STP grant											\$0
8 Donations									\$100,000		\$100,000
9 Program Income	\$11,000								\$303,700		\$314,700
10 Special Projects Grant for Moore Creek											\$0
11 Use of District Reserves	\$150,000								\$41,800		\$191,800
12 Total Revenue	\$274,000	\$8,200	\$26,700	\$11,500	\$1,360,750	\$6,600	\$61,300	\$69,250	\$590,500	\$280,700	\$2,689,500

Description	Proposed Budget 2012-2013										
	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
	\$278,000	\$5,200	\$10,200	\$500	\$35,750	\$6,100	\$31,300	\$59,250	\$0	\$484,548	\$910,848
											\$0
					\$1,325,000		\$30,000				\$1,355,000
											\$0
					\$0				\$75,000		\$75,000
											\$0
											\$0
									\$100,000		\$100,000
	\$11,000								\$308,000		\$319,000
											\$0
	\$166,133								\$41,800		\$207,933
	\$455,133	\$5,200	\$10,200	\$500	\$1,360,750	\$6,100	\$61,300	\$59,250	\$524,800	\$484,548	\$2,967,781

Expenses

Description	Adopted Budget 2012-2013										
	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
13 PROFESSIONAL SERVICES (COUNTY)	\$15,000	\$3,000	\$16,500	\$11,000	\$35,000	\$500	\$5,500	\$30,000	\$172,300	\$103,000	\$391,800
14 PROFESSIONAL SERVICES (NON-COUNTY)	\$30,000	\$5,000	\$5,000	\$0	\$100,000	\$5,000	\$15,000	\$10,000	\$166,700	8,000	\$344,700
15 MAINT AND CONSTRUCT CONTRACTS	\$219,000	\$0			\$1,225,000		\$36,500		\$20,000		\$1,500,500
16 LEGAL EXPENSE									\$5,000	\$23,000	\$28,000
17 INSURANCE:LIABILITY	\$1,500								\$2,300	\$1,500	\$5,300
18 MEMBERSHIPS										\$1,500	\$1,500
19 OFFICE EXPENSE									\$1,800	\$1,000	\$2,800
20 MAINTENANCE MATERIALS AND SUPPLIES	\$5,500		\$5,000			\$1,000	\$4,000				\$15,500
21 UTILITIES	\$2,500								\$17,000		\$19,500
22 AUDIT AND ACCOUNTING SERVICES									\$30,800	\$14,208	\$45,008
23 ELECTION SERVICES										\$90,000	\$90,000
24 CONTINGENCIES/ SPECIAL PROJECTS								\$25,000	\$165,000	\$38,492	\$228,492
25 TRANSPORTATION & TRAV	\$500	\$200	\$200	\$500	\$750	\$100	\$300	\$750	\$9,600		\$12,900
27 TRAINING											\$0
28 FEES AND ASSESSMENTS								\$3,500			\$3,500
29 Total Expenditures	\$274,000	\$8,200	\$26,700	\$11,500	\$1,360,750	\$6,600	\$61,300	\$69,250	\$590,500	\$280,700	\$2,689,500

Description	Proposed Budget 2012-2013										
	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	\$0	\$0	\$0	\$35,000	\$0	\$5,500	\$20,000	\$120,300	\$253,000	\$463,800
	\$30,000	\$5,000	\$5,000	\$0	\$100,000	\$5,000	\$15,000	\$10,000	\$173,200	8,000	\$351,200
	\$385,133	\$0			\$1,225,000		\$36,500		\$29,900		\$1,676,533
									\$1,000	\$23,000	\$24,000
	\$1,500								\$2,000	\$1,500	\$5,000
										\$1,500	\$1,500
									\$7,000	\$1,000	\$8,000
	\$5,500		\$5,000			\$1,000	\$4,000		\$13,000		\$28,500
	\$2,500								\$33,000		\$35,500
									\$2,300	\$14,208	\$16,508
										\$0	\$0
								\$25,000	\$141,800	\$182,340	\$349,140
	\$500	\$200	\$200	\$500	\$750	\$100	\$300	\$750	\$1,300		\$4,600
											\$0
								\$3,500			\$3,500
	\$455,133	\$5,200	\$10,200	\$500	\$1,360,750	\$6,100	\$61,300	\$59,250	\$524,800	\$484,548	\$2,967,781



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: October 8, 2012
Item: 4.D
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff

Recommendation

Receive the report, and give direction to staff on the desired content and format of future reports.

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.

Because District finances have become more complex, for the September report, staff experimented with providing the complete printout showing all expenditures, not just those required to be reported to the Board, both to save report preparation time as well as reduce the potential for mistakenly failing to report any expenses which require reporting to the Board. The Board expressed support for this revised reporting approach.

Attached is the printout of expenses for September 2012.

GENERAL LEDGER DETAIL TRANSACTIONS

For Fiscal Year 2013
Period 3 to 3

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

Program: *

Account	52490	- Other Professional Services								
09/20/2012	AP00232922	PARK070113	CJ YIP 8/12	8/12 SERVICES	00853301	23180	CJYIPASSOC	1,500.00	0.00	
09/27/2012	AP00233150	PARK120713	ZENTRAAL 9/18/12	PLONE DEV & SUP	00854203	32830	ZENTRAALIN	813.00	0.00	
Total For 52490 - Other Professional Services									2,313.00	0.00
									Beginning Balance:	2,137.16
									Total Activity:	2,313.00
									Ending Balance:	4,450.16

Account	52700	- Insurance - Liability								
09/17/2012	AP00232799	Alliant - Special Liability	Napa County Par	00852701	36310	ALLIANTINS	2,816.62	0.00	0.00	
09/27/2012	AP00233150	Alliant Ins-Vol	Ins Program Acct	#NAPACOU-000854063	36310	ALLIANTINS	915.00	0.00	0.00	
Total For 52700 - Insurance - Liability									3,731.62	0.00
									Beginning Balance:	0.00
									Total Activity:	3,731.62
									Ending Balance:	3,731.62

Account	53100	- Office Supplies								
09/19/2012	AP00232882	Woodbury-Slicehost & linode	Reimbursement f	00853057	19796	WOODBURY,J	522.26	0.00	0.00	
09/19/2012	AP00232882	Woodbury-model bakery	Reimbursement f	00853057	19796	WOODBURY,J	39.00	0.00	0.00	
Total For 53100 - Office Supplies									561.26	0.00
									Beginning Balance:	176.86
									Total Activity:	561.26
									Ending Balance:	738.12

TOTAL EXPENSE									6,605.88	0.00
TOTAL FOR PROGRAM									13,211.76	13,211.76
									0.00	0.00

Program: \$

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52490	- Other Professional Services							
09/11/2012	AP00232630	PARK110613 JACOBSSEN 8/12	NAPA CO PARKS	8 00852072	26822	JACOBSSENAN	1,148.56	0.00	
09/19/2012	AP00232882	Frye's - printing	Inv #65253 - Na	00853062	6744	FRYESPRINT	216.58	0.00	
09/19/2012	AP00232882	Frye's - printing job	Inv #65444 - Na	00853064	6744	FRYESPRINT	88.89	0.00	
09/20/2012	AP00232922	PARK070113 CJ YIP 8/12	8/12 SERVICES	00853301	23180	CJYIPASSOC	2,265.95	0.00	
Total For 52490 - Other Professional Services							3,719.98	0.00	1,873.26
							Beginning Balance:		3,719.98
							Total Activity:		5,593.24
							Ending Balance:		1,873.26

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52505	- Maintenance-Buildings/Improvem							
09/05/2012	AP00232445	United Site 8/22/12-9/18/12	Customer #CAN-	0 00851428	20925	UNITEDSITE	142.32	0.00	
09/06/2012	0000232492	Permit Fees-Hiking Trail		W12-00151			752.38	0.00	
09/06/2012	0000232493	Moore Creek Grading Permit		W11-00066			362.56	0.00	
09/11/2012	AP00232630	Diamond Pool- chlorine	Acct #55555555	00851842	25498	DIAMONDQUA	119.76	0.00	
09/11/2012	AP00232630	Diamond Pool-powder bag	Acct #55555555	00851843	25498	DIAMONDQUA	41.91	0.00	
09/11/2012	AP00232630	Diamond Pool-chlorine	Acct #55555555	00851844	25498	DIAMONDQUA	51.07	0.00	
09/11/2012	AP00232630	Chino-locks,keys, chemicals	Reimbursement o	00851849	23180	CJYIPASSOC	169.42	0.00	
09/19/2012	AP00232882	Hughes Net - 9/12/12-10/12/12	#DSS883602	00853068	17372	HUGHESNETW	76.56	0.00	
09/26/2012	AP00233122	R CALLAHAN 50% SURVEY PROG	PMT# COUGHRAN SU	00854026	34022	CALLAHAN,R	7,500.00	0.00	
Total For 52505 - Maintenance-Buildings/Improvem							9,215.98	0.00	1,548.31
							Beginning Balance:		1,548.31

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 3 to 3

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Program: 8

Journal Date	Journal ID	Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account 52700		- Insurance - Liability					0.00	0.00	9,215.98
							Total Activity:		10,764.29
							Ending Balance:		
Account 52905		- Business Travel/Mileage					0.00	0.00	733.00
							Total Activity:		0.00
							Ending Balance:		733.00
Account 52905		- Business Travel/Mileage					46.62	0.00	
09/19/2012	AF00232882	Woodbury-transportation		00853057			46.62	0.00	
Total For 52905		- Business Travel/Mileage					Beginning Balance:		56.61
							Total Activity:		46.62
							Ending Balance:		103.23
Account 53205		- Utilities - Electric					0.00	0.00	
09/05/2012	AF00232445	PG&E 7/2512-8/22/12		Acct #009975924	00851423	945	125.05	0.00	
							PAC-GAS-00		
Total For 53205		- Utilities - Electric					Beginning Balance:		231.58
							Total Activity:		125.05
							Ending Balance:		356.63
Account 53345		- Construction Supplies/Material					0.00	0.00	
							Beginning Balance:		1,148.19

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 3 to 3

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Program: *

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	11100	- Cash							
09/20/2012	AP00232923	Cash Distribution	00853057				0.00	33.30	
09/20/2012	AP00232923	Cash Distribution	8/12 SERVICES	00853301	23180	CJYIPASSOC	0.00	333.30	
Total For 11100 - Cash							0.00	366.60	
							Beginning Balance:		-239.43
							Total Activity:		-366.60
							Ending Balance:		-606.03
=====									
TOTAL ASSETS									
Account	21100	- Accounts Payable					0.00	366.60	
09/19/2012	AP00232882	Accounts Payable	00853057				0.00	33.30	
09/20/2012	AP00232922	Accounts Payable	8/12 SERVICES	00853301	23180	CJYIPASSOC	0.00	333.30	
09/20/2012	AP00232923	Accounts Payable	00853057				33.30	0.00	
09/20/2012	AP00232923	Accounts Payable	8/12 SERVICES	00853301	23180	CJYIPASSOC	333.30	0.00	
Total For 21100 - Accounts Payable							366.60	366.60	
							Beginning Balance:		0.00
							Total Activity:		0.00
							Ending Balance:		0.00
=====									
TOTAL LIABILITY									
Account	52490	- Other Professional Services					366.60	366.60	
09/20/2012	AP00232922	PARK070113 CJ YIP 8/12	8/12 SERVICES	00853301	23180	CJYIPASSOC	333.30	0.00	

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 3 to 3

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Program: \$

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Total For 52490 - Other Professional Services									
							333.30	0.00	
							Beginning Balance:		239.43
							Total Activity:		333.30
							Ending Balance:		572.73
Account 52905 - Business Travel/Mileage									
09/19/2012 AP00232882 Woodbury-transportation 00853057									
							33.30	0.00	
Total For 52905 - Business Travel/Mileage									
							33.30	0.00	
							Beginning Balance:		0.00
							Total Activity:		33.30
							Ending Balance:		33.30
TOTAL EXPENSE							366.60	0.00	606.03
TOTAL FOR PROGRAM							733.20	733.20	0.00

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 3 to 3

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Program: *

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	11100	- Cash							
09/20/2012	AP00232923	Cash Distribution	8/12 SERVICES	00853301	23180	CYIIPASSOC	0.00	487.74	
Total For 11100		- Cash					0.00	487.74	
							Beginning Balance:		246,250.68
							Total Activity:		-487.74
							Ending Balance:		245,762.94
Account	13800	- Other Receivables					0.00	0.00	
							Beginning Balance:		-246,564.00
							Total Activity:		0.00
							Ending Balance:		-246,564.00
TOTAL ASSETS							0.00	487.74	-801.06
Account	21100	- Accounts Payable							
09/20/2012	AP00232922	Accounts Payable	8/12 SERVICES	00853301	23180	CYIIPASSOC	0.00	487.74	
09/20/2012	AP00232923	Accounts Payable	8/12 SERVICES	00853301	23180	CYIIPASSOC	487.74	0.00	
Total For 21100		- Accounts Payable					487.74	487.74	
							Beginning Balance:		0.00
							Total Activity:		0.00
							Ending Balance:		0.00
TOTAL LIABILITY							487.74	487.74	0.00
Account	52490	- Other Professional Services							

GENERAL LEDGER DETAIL TRANSACTIONS
For Fiscal Year 2013
Period 3 to 3

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

Program: %

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52490	- Other Professional Services							
09/20/2012	AP00232922	PARK070113 Cj YIP 8/12	8/12 SERVICES	00853301	23180	CJYIPASSOC	487.74	0.00	
Total For 52490 - Other Professional Services							487.74	0.00	
							Beginning Balance:		313.32
							Total Activity:		487.74
							Ending Balance:		801.06
TOTAL EXPENSE							487.74	0.00	801.06
TOTAL FOR PROGRAM							975.48	975.48	0.00

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 3 to 3

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Program: \$

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account 21100	-	Accounts Payable							
09/11/2012	AP00232631	Accounts Payable		00851849			767.96	0.00	
09/17/2012	AP00232799	Accounts Payable	Acct #01-48644	00852688	19694	UPPERVALLE	0.00	103.00	
09/18/2012	AP00232844	Accounts Payable	Acct #01-48644	00852688	19694	UPPERVALLE	103.00	0.00	
09/19/2012	AP00232882	Accounts Payable	Inv #2012-386	- 00853059	7024	GOLDENGATE	0.00	1,000.00	
09/20/2012	AP00232922	Accounts Payable	8/12 SERVICES	00853301	23180	CJIYPASSOC	0.00	1,548.26	
09/20/2012	AP00232922	Accounts Payable	8/12 SERVICES	00853304	24404	OPTIONS3-0	0.00	985.00	
09/20/2012	AP00232923	Accounts Payable	Inv #2012-386	- 00853059	7024	GOLDENGATE	1,000.00	0.00	
09/20/2012	AP00232923	Accounts Payable	8/12 SERVICES	00853301	23180	CJIYPASSOC	1,548.26	0.00	
09/20/2012	AP00232923	Accounts Payable	8/12 SERVICES	00853304	24404	OPTIONS3-0	985.00	0.00	
09/27/2012	AP00233150	Accounts Payable	Cust #CAN-09735	00854064	20925	UNITEDSITE	0.00	321.44	
09/27/2012	AP00233153	Accounts Payable	Cust #CAN-09735	00854064	20925	UNITEDSITE	321.44	0.00	
Total For 21100 - Accounts Payable							5,047.10	5,047.10	
							Beginning Balance:		0.00
							Total Activity:		0.00
							Ending Balance:		0.00

Account	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
TOTAL LIABILITY									
=====									
Account 52490	-	Other Professional Services							
09/20/2012	AP00232922	PARK070113 CJ YIP 8/12	8/12 SERVICES	00853301	23180	CJIYPASSOC	1,548.26	0.00	
Total For 52490 - Other Professional Services							1,548.26	0.00	
							Beginning Balance:		1,098.26
							Total Activity:		1,548.26

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 3 to 3

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Program: §

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

Ending Balance: 2,646.52

Account 52505 - Maintenance-Buildings/Improvem

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
09/05/2012	AP00232445	United Site 8/16/12-9/12/12	Customer	#CAN-000851426	20925	UNITEDSITE	321.44	0.00	
09/11/2012	AP00232630	Chino-weed mgmt tools		00851849			767.96	0.00	
09/17/2012	AP00232799	Upper Vly Disp- August 2012	Acct #01-48644	00852688	19694	UPPERVALLE	103.00	0.00	
09/19/2012	AP00232882	Golden Gate - mowing	Inv #2012-386	- 00853059	7024	GOLDENGATE	1,000.00	0.00	
09/20/2012	AP00232922	PARK081213 OPTIONS3	8/12	8/12 SERVICES	24404	OPTIONS3-0	985.00	0.00	
09/27/2012	AP00233150	United Site 9/13/12-10/10/12	Cust #CAN-09735	00854064	20925	UNITEDSITE	321.44	0.00	

Total For 52505 - Maintenance-Buildings/Improvem

3,498.84 0.00
 Beginning Balance: 1,880.90
 Total Activity: 3,498.84
 Ending Balance: 5,379.74

TOTAL EXPENSE

5,047.10 0.00

TOTAL FOR PROGRAM

10,094.20 10,094.20 0.00

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 3 to 3

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Program: *

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
09/27/2012	AP00233150	PARK125-13 NAPA BOTANICAL 8/8/12 SERVICES	00854208	15588		NAPA-BOTAN	337.50	0.00	
Total For 52490 - Other Professional Services							956.25	0.00	
							Beginning Balance:		679.34
							Total Activity:		956.25
							Ending Balance:		1,635.59
Account 53600 - Special Departmental Expense							0.00	0.00	
							Beginning Balance:		21.79
							Total Activity:		0.00
							Ending Balance:		21.79
TOTAL EXPENSE							956.25	0.00	1,657.38
TOTAL FOR PROGRAM							1,912.50	1,912.50	0.00

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
09/11/2012	AP00232630	Other Professional Services	Reimbursement B	00851841	33857	JONES, SAND	100.00	0.00	
09/27/2012	AP00233150	PARK1206-13 MARIONI 8/12	8/12 SERVICES	00854204	33711	MARIONI, JE	902.50	0.00	
Total For 52490 - Other Professional Services							1,242.50	0.00	
							Beginning Balance:		1,053.75
							Total Activity:		1,242.50
							Ending Balance:		2,296.25

Account	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
52505		Maintenance-Buildings/Improvem							
09/05/2012	AP00232445	Diamond Water-chlorine & ga	County of Napa	00851421	25498	DIAMONDQUA	353.57	0.00	
09/05/2012	AP00232445	Pace Supply	County of Napa	00851424	9520	PACESUPPLY	8.62	0.00	
09/05/2012	AP00232445	Diamond Water-Chlorine & br	Brucic Barnett Ac	00851430	25498	DIAMONDQUA	150.37	0.00	
09/11/2012	AP00232630	Steve's Hardware-nuts & bolt	Acct #31248	00851836	1222	STEVESHARD	22.23	0.00	
09/11/2012	AP00232630	Steve's Hardware - disp bags	Acct #31248	00851837	1222	STEVESHARD	14.00	0.00	
09/11/2012	AP00232630	Steve's hardware-wire, plug	Acct #31248	00851838	1222	STEVESHARD	17.74	0.00	
09/11/2012	AP00232630	Paint Works	Acct #4159 (Bot	00851839	16605	PAINTWORKS	63.55	0.00	
09/11/2012	AP00232630	Browns Auto- air hose repair	Acct #2770	00851840	158	BROWNSAUTO	26.77	0.00	
09/11/2012	AP00232630	J. Woodbury-Wright hse windo	Acct #00851845	19796		WOODBURY, J	300.00	0.00	
09/11/2012	AP00232630	Fluid Manuf-valve, kit, time	Acct #00851850	33985		FLUIDMANUF	592.16	0.00	
09/11/2012	AP00232630	Fluid Manuf - coin acceptor	Acct #00851851	33985		FLUIDMANUF	375.49	0.00	
09/11/2012	AP00232630	Upper Vly Disposal-Aug 2012	Acct #01-134527	00851855	19694	UPPERVALLE	856.95	0.00	
09/11/2012	AP00232630	Central Vly	Cust #NAPACORP	00851862	219	CENTRALVAL	57.96	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851863	219	CENTRALVAL	4.51	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851864	219	CENTRALVAL	119.72	0.00	

GENERAL LEDGER DETAIL TRANSACTIONS
For Fiscal Year 2013
Period 3 to 3

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

Program: *

Journal Date	Journal ID	Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account 52505	-	Maintenance-Buildings/Improvem							
09/11/2012	AP00232630	Central Vly-battery	Cust #NAPACORP	00851865	219	CENTRALVAL	107.74	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851866	219	CENTRALVAL	185.35	0.00	
09/11/2012	AP00232630	Central Vly-tray liner, shinglst	#NAPACORP	00851869	219	CENTRALVAL	16.58	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851871	219	CENTRALVAL	8.58	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851873	219	CENTRALVAL	11.39	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851876	219	CENTRALVAL	77.85	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851878	219	CENTRALVAL	156.43	0.00	
09/11/2012	AP00232630	Central Vly-hammer, drill bits		00851882	219	CENTRALVAL	99.00	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851884	219	CENTRALVAL	10.79	0.00	
09/11/2012	AP00232630	Central Valley - rebar	Cust #NAPACORP	00851886	219	CENTRALVAL	11.14	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851888	219	CENTRALVAL	29.26	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851890	219	CENTRALVAL	74.83	0.00	
09/11/2012	AP00232630	Central Valley - SP	Cust #NAPACORP	00851892	219	CENTRALVAL	37.98	0.00	
09/17/2012	AP00232799	AT&T - June-8/12/12	Acct #707942457	00852692	949	ATT-002	423.23	0.00	
09/17/2012	AP00232799	Rainbow Ag- bothe supplies	Customer #45463	00852693	11400	RAINBOWAGR	152.00	0.00	
09/17/2012	AP00232799	Rainbow Ag- emblem	Cust #45463	00852695	11400	RAINBOWAGR	16.37	0.00	
09/17/2012	AP00232799	Rainbow ag-air filter,test,eftrst	#45463 (Bo	00852699	11400	RAINBOWAGR	38.00	0.00	
09/19/2012	AP00232882	Woodbury-dmv truck		00853057			23.00	0.00	
09/19/2012	AP00232882	Zumwalt - repair	Cust #16448 - N	00853058	6467	ZUMWALTFOR	102.93	0.00	
09/19/2012	AP00232882	Upper Vly Disp-20 yd temp pu	Acct #01-28857	00853060	19694	UPPERVALLE	691.53	0.00	
09/19/2012	AP00232882	Comcast - 9/10/12-10/09/12	Acct #815530048	00853061	11443	COMCAST-00	107.49	0.00	
Total For 52505 - Maintenance-Buildings/Improvem							5,345.11	0.00	
Beginning Balance:									13,021.69

GENERAL LEDGER DETAIL TRANSACTIONS
For Fiscal Year 2013
Period 3 to 3

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

Program: *

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account 52905 - Business Travel/Mileage									
09/17/2012	AP00232799	S. Jones - Fuel expense		00852689			205.20	0.00	5,345.11
09/19/2012	AP00232882	E BARNETT MILEAGE 8/7-23	MILEAGE 8/7-23	00853104	33773	BARNETT, ER	29.97	0.00	18,366.80
Total For 52905 - Business Travel/Mileage							235.17	0.00	
							Beginning Balance:		369.98
							Total Activity:		235.17
							Ending Balance:		605.15
Account 53100 - Office Supplies									
09/17/2012	AP00232799	S. Jones - copies & clock	Reimbursement	00852689	33857	JONES, SAND	25.34	0.00	
09/17/2012	AP00232799	S. Jones - Cash & Carry (TP)	Reimbursement	00852689	33857	JONES, SAND	267.15	0.00	
Total For 53100 - Office Supplies							292.49	0.00	
							Beginning Balance:		215.29
							Total Activity:		292.49
							Ending Balance:		507.78
Account 53205 - Utilities - Electric									
09/27/2012	AP00233150	PG&E - 8/14/12-9/12/12	Acct #217283182	00854056	945	PAC-GAS-00	59.90	0.00	
09/27/2012	AP00233150	PG&E - 8/14/12-9/12/12	Acct #676540311	00854059	945	PAC-GAS-00	31.61	0.00	
09/27/2012	AP00233150	PG&E - 8/14/12-9/14/12	Acct #186901249	00854060	945	PAC-GAS-00	921.89	0.00	

GENERAL LEDGER DETAIL TRANSACTIONS
For Fiscal Year 2013
Period 3 to 3

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

Program: \$

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
09/27/2012	AF00233150	PG&E 8/15/12-9/13/12	Acct #483140695	00854061	945	PAC-GAS-00	114.05	0.00	
09/27/2012	AF00233150	PG&E 8/15/12-9/13/12	Acct #536007980	00854062	945	PAC-GAS-00	12.88	0.00	
Total For 53205 - Utilities - Electric							1,140.33	0.00	
							Beginning Balance:		2,174.56
							Total Activity:		1,140.33
							Ending Balance:		3,314.89

Account	57100	- Special Items					0.00	0.00	
							Beginning Balance:		3,185.00
							Total Activity:		0.00
							Ending Balance:		3,185.00

TOTAL EXPENSE							8,255.60	0.00	38,675.87
=====									
TOTAL FOR PROGRAM							45,543.45	45,543.45	0.00

Plan of Projects Status Report

October 8, 2012

<u>Name of Project</u>	<u>Description</u>	<u>Status</u>
Bay Area Ridge Trail Realignment	Amendment to the proposed alignment of the Bay Area Ridge Trail extend north to the Oat Hill Mine Trail	<u>District staff presented Ridge Trail staff with a final draft analysis of potential Go North alignments through Napa County in late August, 2012, and has had continuing discussion with the Council about the proposal. The Ridge Trail Board is actively evaluating the proposals for Napa and Sonoma counties and will likely be taking some action before the end of the year.</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. Completing transfer of the easement has been temporarily put on hold until staff workload eases.
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 completed a revised the 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; formal concurrence is now being sought. District staff is continuing to work with SMART to get their formal approval. 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 now 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 to resolve questions, and is continuing to meet to address questions about the scope of additional CEQA review. DU has completed their draft review, including cost estimates. 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. <u>Staff is waiting for DFG and DU to complete the supplemental environmental analysis for the trail adjacent to Ponds 9 and 10.</u>
	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. Staff is now completing Caltrans' extensive paperwork needed to obtain the funds. The goal was to construct the project May-June 2012, but Caltrans approval was not ready in time, so the funding commitment has lapsed.
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 Berryessa 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. The District has allowed excess soil from a nearby public project to be disposed of on this property, which saves them money and facilitates the eventual construction of the fire substation; staff is working on a drainage easement to the County to assure the County takes care of the extension of the storm drain under this new fill. <u>District staff was recently contacted by the Calfire Battalion Chief for the area, who is extremely interested in pushing the substation forward. We hope to reinstate active talks between Calfire, BLM, and the District in coming months.</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. No further 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 Beryessa 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. There have been volunteer trail building work parties have been held numerous times between 2011 and the present. 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. District staff met with Fish and Game on June 15, 2012 to discuss signage at the trailhead on DFG property, and is now preparing proposed signage language for DFG review.

<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 60% drawings, <u>which are being reviewed by District and Reclamation staff.</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. Reclamation has approved drilling a new well to replace the existing non-functioning well, <u>a well driller has been contracted, and well drilling work should begin the week of October 8th.</u> The camp will likely open in the fall of 2013.</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. <u>A final lease agreement and operations plan has been completed and</u> was approved by the District Board in August 2012. <u>The Napa City Council approved the agreement at its meeting of September 18th.</u> Trail work is expected to begin in the Spring/Summer of 2013 and public trail access is slated to be available come Fall of 2013.</p>
<p>Moore Creek Open Space 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 County road department completed paving of the entryway driveway in November 2012. The design of the new septic system for the ranch house has been approved by the Regional Water Quality Control Board and the County. The eastern boundary survey is complete except for a small amount of flagging; a partial payment to the surveyor has been worked out, since he cannot finish flagging until brush clearance work is completed. Monthly volunteer work parties have performed numerous tasks on the property, including trail repair and construction, fence building, restoration planting, and removal of invasive french broom. In 2012, the ranch house was used by VOCAL for a crew leader training in March, and a Land Trust first aide training in February. <u>Construction of the South Segment of the Valentine Trail has been completed, with only minor hand clean-up required at this point. Staging area fill and compaction is under way and will likely be completed by the time the Board reads this. Delays in the processing of building permits for the trailhead restrooms and a lack of staff time to quickly put together a bid package for the alternative septic treatment system have pushed the expected public opening back to Spring 2013.</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. 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. DFG in 2011 agreed to a simplified approval process for field trips. District staff met with DFG on December 8, 2011 to agree on work plans for 2012. Several school field trips have been held since the beginning of the calendar year, and a private contractor was hired in spring 2012 to perform additional invasive plant removal.</p>
<p>Oat Hill Mine Trail Improvements to first 1/2 mile of trail next to Calistoga</p>	<p>The litigation holding up this project has been successfully concluded, meaning the District can now complete repairs to the first 1/2 mile of the trail. Because of the cash flow needs of the Napa River and Bay Trail project, completion of the work on the Oat Hill Mine will be delayed until summer of 2012. 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. District staff has installed new signage dissuading hikers from trespassing on neighboring properties as well as signs indicating that the Trail is temporarily closed during hunting season.</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>River to Ridge Trail Lot line adjustment to legalize River to Ridge Trail as constructed (it currently encroaches on private property in two locations)</p>	<p>Deeds accomplishing the adjustment in property boundaries between Syar and the State have been recorded. If the County ends up not being able to purchase Skyline Park, including the area with the River to Ridge Trail, then the County and the state will need to record a new trail alignment easement description.</p>

Skyline Park Protection Purchase of Skyline Park from the State	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 have agreed on an appraisal process for determining the fair market value purchase price. The County has retained an appraiser acceptable to the State, and a draft appraisal is now being reviewed by the County and the State. In late April 2012 the state indicated they were rescinding their offer to sell the park even at the unencumbered estimated value, and were going to prepare their own appraisal. Acquisition efforts are on hold until the State completes its revised appraisal.
Spanish Valley, Crystal Flats, and Stone Corral Planning for 3,400 acres of open space donated by Bob and Evalyn Trincherro	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 approval 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. A formal Association response is expected <u>any day</u> , following a series of community meetings which they are holding to canvas their membership. 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.
State Parks Operate Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park	<u>The District, with assistance from the Napa Valley State Parks Association took over management of the parks on April 1, 2012.</u> The Park Manager and Assistant Manager have been hired, a part-time community outreach professional is under contract, and seasonal park aides have been hired. Camp hosts are in place. A County permit for the pool was obtained in July and the pool was reopened immediately thereafter. The state <u>has completed</u> installing 3 yurts, and the District begun site prep in anticipation of installing an additional 7 yurts. <u>State Fire Marshall permit approval is still being sought for the other 7 yurts.</u> Numerous volunteer projects were held in April (PG&E event improving the Mill, firewood splitting, hazardous tree removal, mowing, pool cleaning, native plant garden maintenance, historic orchard restoration, and lots of trash removal. A volunteer forestry management group has been formed <u>and the District has acquired a boom truck and other equipment in support of their mission.</u> Utility service accounts have been transferred from the state to the District. Work on an improved recycling system is nearly complete. Septic tanks serving the cabins and picnic area had to be pumped in May, and sewer lines were located and cleared of root blockages. Two broken gas lines were fixed. Nearly \$270,000 in gifts, grants and pledges have been obtained to assist with improvements at the parks.
Vallejo Lakes Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County	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. District staff met with Solano Land Trust staff on September 7, 2011 to discuss project status and next steps. The District GM, together with the County of Solano EO, in February 2012 each sent letters to the City of Vallejo 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.
Vine Trail 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.	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. <u>Approximately \$235,000 in federal Transportation Enhancements fund 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. A new source of funding will need to be obtained.</u>

Completed Projects

Bay/River Trail -- American Canyon to Napa Phase I Phase One--Euclptus Drive to Green Island Road	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.
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.
Connolly Ranch	Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.
Oat Hill Mine Trail	The Oat Hill Mine Trail was formally opened in May of 2008, after a major volunteer work party doing signage installation, brush removal and erosion control.
Historic ROW Analysis	Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.
	Study to determine location and status of historic road Rights-of-Way and whether they have value as non-motorized recreational trails
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
Master Plan Development	The Master Plan for 2008-2013 was approved in January 2009
Master Plan Update	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.
	First scheduled update to the Master Plan adopted in January 2009
Milliken Reservoir Trails and Picnic Area Feasibility Study	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.
	Would construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area
Moore Creek Open Space Park	Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008.
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.
Napa River Flood Control Easement	Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding
Newell Preserve Improvements	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.
	Provide on-site water supply for group campground for cattle
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.
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.
River to Ridge Trail	Correct drainage problems to trail can be used year-round.
	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.
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.

<p>Skyline Park Trail Improvements</p> <p>Major volunteer event to reroute and repair trails</p>	<p>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.</p>
<p>Skyline Park Facility Improvements</p> <p>Partner-sponsored improvement include a second greenhouse and a covered equestrian arena.</p>	<p>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.</p>
<p>South Napa Wetlands Habitat 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 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.</p>
<p>State Parks</p> <p>Assume management of Bothe-Napa Valley State Park and keep it and the Bale Grist Mill open</p>	<p>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.</p>
<p>Trichero Open Space Acquisition</p> <p>Donation of 3,400 acres of open space to the District by Bob and Evalyn Trinchero</p>	<p>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.</p>
<p>Wild Lake Ranch</p> <p>Assist land trust with planning and possible joint management of trails, camping and picnic areas.</p>	<p>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.</p>