



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

Karen Turjanis
Director, Ward One

Tony Norris
Director, Ward Two

Michael Haley
Director, Ward Three

Dave Finigan
Director, Ward Four

Barry Christian
Director, Ward Five

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Monday, July 14, 2014 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 June 9, 2014.
- b. Consideration and potential approval of resolution calling a governing board election and consolidating it with the November 4, 2014 general election.
- c. Consideration of and potential approval of amendment to the District's Conflict of Interest Code.
- d. Consideration and potential approval of an amendment to the District By-Laws regarding the purchasing authority of the General Manager to be consistent with Assembly Bill 745.
- e. Consideration and potential approval of a Change Order allowing compensation for \$2,000 of out of scope trail work completed by the Forest Trails Alliance at Moore Creek Park pursuant to Agreement № 13-16.
- f. Update on formation of the Park and Open Space District Advisory Committee, and extension of time to receive nominations.
- g. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
- h. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
- i. Review of the District Projects Status.

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: Regular Board Meeting of August 11, 2014

7. Adjournment



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

Karen Turjanis
Director, Ward One

Tony Norris
Director, Ward Two

Michael Haley
Director, Ward Three

Dave Finigan
Director, Ward Four

Barry Christian
Director, Ward Five

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, June 9, 2014 at 2:00 P.M.
1195 Third Street, Third Floor, Napa, Calif. 94559

1. Call to Order and Roll Call

Directors present: Karen Bower-Turjanis, Michael Haley, Barry Christian, Tony Norris and Dave Finigan.
Staff present: John Woodbury, Chris Apallas, Chris Cahill and Melissa Frost.

2. Public Comment

None

3. Set Matters

2:00 pm **Public Hearing.** Consideration and potential approval of District budget for FY 2014-15.

Directors voted to find that this action is not a project for purposes of the California Environmental Quality Act and adopt the proposed budget and Work Program for FY 2014-15.
MH-TN-KBT-BC-DF

2:30 pm **Public Hearing.** Consideration and potential approval of a \$2,000 grant to Tuleyome to support the construction of the Lake Berryessa North Shore Trail and adoption of the Lake Berryessa North Shore Trail CEQA Negative Declaration.

Directors voted to adopt the project negative declaration, based on findings 1-5 at page 24,
MH-TN-BC-KBT-DF

Directors voted to approve a \$2,000 grant to Tuleyome to support their construction of the Lake Berryessa North End Trail.

MH-TN-BC-KBT-DF

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of May 12, 2014.
Minutes were approved as corrected.
TN-KBT-MH-BC-DF
- b. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
John Woodbury gave the report. No action taken.
- c. Consideration and potential authorization for General Manager to submit a proposal to take on operation of Robert Louis Stevenson State Park.
Directors voted to find that this action is exempt from the California Code of Regulations (State CEQA Guidelines) and authorize the General Manager to submit a proposal to California State Parks to operate Robert Louis Stevenson State Park.
MH-TN-KBT-BC-DF
- d. Consideration and potential approval of letter to the Parks Forward Commission commenting on their draft report of April 23, 2014.
Directors voted to find that this action is exempt from the California Code of Regulations (State CEQA Guidelines) and authorize the General Manager to send the attached letter to the Parks Forward Commission.
KBT-TN-BC-MH-DF
- e. Update on formation of the Park and Open Space District Advisory Committee, and extension of time to receive nominations.
Directors voted to find that this action is exempt from the California Code of Regulations (State CEQA Guidelines) and approve an extension of time to receive nominations as described below.
TN-MH-BC-KBT-DF
- f. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
John Woodbury gave the report. No action taken.
- g. Review of the District Projects Status.
John Woodbury gave the report with discussions on FAA, Camp Berryessa, Vallejo Lakes and Lake Curry.

5. Announcements by Board and Staff

- Barry Christianson suggested that the Board support program models for youth and contribute contacts, resources to local groups to provide expertise and help to get programs going.
- Chris Cahill announced that the Napa County Wildlife Commission granted money for the purchase of an ATV Vehicle for use at Moore creek. The Park District will share the use with the Resource Conservation District and the Fish and Game for off-road work.

- John Woodbury announced that the lookout site proposed for the Myrna Abramowicz memorial site has the green light to proceed from the city of American Canyon. He announced that the post was routed and ready to install. A dedication service time still needs to be determined.
- John Woodbury discussed branding for the Park District, and partnering with the Vine Trail and others using the "Napa Outdoors" brand.

6. Agenda Planning

Next Board Meetings: Regular Board Meeting of July 14, 2014

7. Adjournment

Adjourned to the Regular Board Meeting of July 14, 2014.

DAVE FINNIGAN, Board President

ATTEST:

MELISSA FROST, District Secretary

Key

Vote: TN = Tony Norris; MH = Michael Haley; DF = David Finigan; BC = Barry Christian

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: July 14, 2014

Agenda Item: 4.B

Subject: Consideration and potential approval of resolution calling a governing board election and consolidating it with the November 4, 2014 general election.

Recommendation

1. Find that the proposed amendment is not a project under CEQA
2. Approve resolution calling a governing board election for Wards One and Five and consolidating it with the November 4, 2014 general election.

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

Directors serve staggered, four-year terms, with either two or three Board seats up for election every two years. This year Wards One and Five are due for election.

In addition, Directors who are appointed by the Board, to replace Directors who leave office before the end of their term, only serve until the next General Election, at which point their seat must go before the voters. The current Directors for Wards One and Five were appointed to fill mid-term vacancies. However, since Wards One and Five are up for election anyway under the normal staggered-term rotation, this has no effect on which seats must go before the voters.

The attached resolution calls for the election of Directors for Wards One and Five, and consolidates that election with the November 4, 2014 General Election.

Based on past experience, the District's costs will be about \$30,000 for each contested Ward. The actual cost to the District for this election will not be known until after the County Registrar of Voters determines how many agencies have contested races, and each agency's proportional share of total election costs.

RESOLUTION NO. _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT CALLING A GOVERNING BOARD MEMBER ELECTION AND CONSOLIDATING IT WITH THE NOVEMBER 4, 2014 GENERAL ELECTION FOR THE PURPOSE OF ELECTING TWO MEMBERS OF THE GOVERNING BOARD

WHEREAS, on November 7, 2006 the voters of Napa County established the Napa County Regional Park and Open Space District pursuant to the provisions of Article 3, Chapter 3 of Division 5 of the Public Resources Code (commencing with Section 5500) with responsibility for protecting and stewarding public open space resources and providing outdoor recreational and educational opportunities; and

WHEREAS, Public Resources Code Section 5528 sets forth the manner of nomination and election of District Directors; and

WHEREAS, Public Resources Code Section 5530 sets forth the manner of requesting consolidation of the governing board election with the November 4, 2014 General Election.

NOW, THEREFORE, BE IT RESOLVED that the Governing Board of the Napa County Regional Park and Open Space District pursuant to Elections Code 12001 herewith calls a governing board election for November 4, 2014. The manner of holding the election shall, unless Article 3 of Chapter 3 of Division 5 of the Public Resources Code provides otherwise, be in accordance with the general election laws of the State for a local election which is consolidated with a statewide election.

BE IT FURTHER RESOLVED that the Governing Board of the Napa County Regional Park and Open Space District herewith requests the Napa County Board of Supervisors to consolidate the governing board election with the statewide election to be held on said day, and all precincts established and all election officers appointed for said statewide election shall be the precincts and election officers for said governing board election, and said election officers shall conduct said election and make return thereof according to law.

BE IT FURTHER RESOLVED that the Governing Board of the Napa County Regional Park and Open Space District herewith requests the Napa County Registrar of Voters to conduct the governing board election on behalf of the District with the understanding that the District will reimburse the County of Napa for all costs associated with conducting the election.

BE IT FURTHER RESOLVED that pursuant to Public Resources Code 5532(e) if, by 5 p.m. on the 83rd day prior to the day fixed for the ensuing general election, only one person has

been nominated for any elective office to be filled at that election, or no one has been nominated for the office, the board of directors shall make the appointments.

BE IT FURTHER RESOLVED that any person may be nominated for the office of director of the District upon written petition of 50 or more qualified electors of the ward in which the nominee resides.

BE IT FURTHER RESOLVED that a person is not entitled to serve as a director unless he is a resident and elector of the ward and district as provided in Public Resources Code section 5522

BE IT FURTHER RESOLVED that directors shall be nominated and elected by ward, as provided in Public Resources Code section 5527.

BE IT FURTHER RESOLVED that the Registrar of Voters is hereby authorized and ordered to set and collect fees for the filing of candidate statements, as authorized by Elections Code section 13307.

BE IT FURTHER RESOLVED that the election, including the nomination and election of directors of the District shall be held and conducted and the result ascertained, determined and declared as provided by law.

BE IT FURTHER RESOLVED that the Board hereby delegates to the Registrar of Voters the task of canvassing the votes cast on the proposition and canvassing the returns of the election with respect to the persons voted for as directors.

BE IT FURTHER RESOLVED that Public Resources Code section 5532 and relevant sections of the Elections Code shall apply to the election of directors, nomination papers, certification of candidates, and oaths of office.

BE IT FURTHER RESOLVED that for election of directors, the persons receiving the highest number of votes for each ward, respectively, shall be elected directors of the district to hold office until their successors are elected and qualified, or as otherwise provided by law. In the case of a tie vote, the provisions of Elections Code 15651(a) shall apply and the winner will be determined by lot.

BE IT FURTHER RESOLVED that the election, including the nomination and election of directors and all matters not otherwise provided for by Article 3 of Chapter 3 of Division 5 of the Public Resources Code beginning with sections 5500 et seq., shall be held and conducted and the result ascertained, determined, and declared in accordance with the general election laws of the State, as nearly as may be.

BE IT FURTHER RESOLVED that pursuant to Public Resources Code section 5529 the Registrar of Voters shall give notice of the election stating the governing board wards that shall

be filled at the election.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Governing Board of the Napa County Regional Park and Open Space District at a regular meeting of the Board held on the 14th day of July, 2014, by the following vote:

AYES: DIRECTORS _____

NOES: DIRECTORS _____

ABSENT: DIRECTORS _____

ATTEST:
Clerk of the Governing Board

By: _____

APPROVED AS TO FORM
Office of County Counsel
By: *Chris R.Y. Apallas* (e-signature)
Date: June 25, 2014

**APPROVED BY THE NAPA COUNTY
REGIONAL PARK AND OPEN SPACE
DISTRICT**
Date: _____
Processed by:

Deputy Clerk of the Board



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: July 14, 2014
 Agenda Item: 4.C
 Subject: Consideration of and potential approval of amendment to the District's Conflict of Interest Code.

Recommendation

1. Find that the proposed amendment is not a project under CEQA
2. Approve the attached Resolution amending the District's Conflict of Interest Code.

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

State law requires public agencies to annually review their Conflict of Interest Code to determine whether updates are warranted to the Code or to the job classifications covered by the Code. The public must be given a 10-day advance notice of any proposed change before it can be adopted. Legal notice was published in the Napa Valley Register on July 4, 2014. The current Conflict of Interest Code is attached, with proposed amendments highlighted in red and underlined.

The District's adopted Code requires the District's Directors and Officers (General Manager, Auditor-Controller, and Treasurer) to file Form 700 Statements of Economic Interest. It also requires Form 700 disclosures from District consultants, contractors and agents, unless specifically exempted through their contract with the District. The basic principle guiding whether Form 700 disclosures are required is the degree to which the person has discretionary decision-making authority regarding District policies, actions and the expenditure of public funds. In the past, no District consultants, contractors nor agents have been required to file Form 700.

The proposed changes to the District's Code include adding the following positions to the list of those required to file Form 700:

- Principal Planner (a Napa County position under contract to the District)
- Park Manager for Bothe-Napa Valley State Park (currently a California State Park employee under contract to the District)

- District Volunteer and Outreach Coordinator (an independent consultant on contract to the District)

In each case, the General Manager believes the scope of duties and discretionary authority to make purchasing decision has sufficiently expanded in scope since the District's Conflict of Interest Code was last reviewed to merit adding those positions to the designated list.

NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

RESOLUTION NO. _____

**RESOLUTION TO AMEND THE CONFLICT OF INTEREST CODE OF
THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT**

WHEREAS, the Political Reform Act of 1974 (Government Code section 81000 hereinafter “Act” et seq.) requires every state and local government agency to adopt a Conflict of Interest Code; and

WHEREAS, in 2007, the governing board of the Napa County Regional Park and Open space District (“District”), approved a Conflict of Interest Code (“Code”) for the District as required by the Political Reform Act of 1974 (Government code sections 81000 et seq., hereinafter referred to as “Act”); and

WHEREAS, since that adoption the District Board of Directors (hereinafter “District Board”), has amended the District’s Conflict of Interest Code from time to time; and

WHEREAS, it is now necessary to amend the Conflict of Interest Code to reflect new positions and responsibilities; and

WHEREAS, a Notice of Intention to Amend the Conflict of Interest Code, establishing a comment period of not less than 10 days and the availability of the proposed amendments and supporting documentation for inspection and copying, has been served on the Napa County Board of Supervisors as the code reviewing body for the District and on all affected officers, employees and consultants of the District, and has also been published in a newspaper of general circulation within the jurisdiction of the District; and

WHEREAS, at a regular meeting of the Napa County Regional Park and Open Space District Board held on July 14, 2014, all written comments on the proposed amendment to the Code submitted within the comment period were received and considered by the District Board;

NOW, THEREFORE, BE IT RESOLVED by the District Board that, effective upon confirmation by the Napa County Board of Supervisors acting as the code reviewing body for the District, the current Code shall be rescinded and amended to read in full as presented in Exhibit A.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by

the District Board, at the regular meeting of the Napa County Regional Park and Open Space District held on July 14, 2014, by the following vote, with the number following the name of each voting Director indicating the number of votes cast by that Director:

AYES: DIRECTORS _____

NOES: DIRECTORS _____

ABSENT: DIRECTORS _____

Attest: _____
District Secretary

By: _____
Dave Finigan, Board President

<p>APPROVED BY THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT BOARD OF DIRECTORS</p> <p>Date: _____</p> <p>District Secretary: _____</p>
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<p>APPROVED AS TO FORM Office of District Counsel</p> <p>By:</p> <p>Date:</p>
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CONFLICT OF INTEREST CODE OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT

~~Adopted August 9, 2010~~ Proposed July 14, 2014

1. Incorporation of Standard Terms. The terms of the model code set forth in Section 18730 of Title 2 of the California Code of Regulations, as such may be amended from time to time by the FPPC, are adopted and incorporated by reference as if set forth fully herein.
2. List of Designated Employees. For purposes of the requirements of the Act and the provisions of the model code, the Designated Employees of the District shall be the persons holding those offices and performing the functions of those positions set forth in Appendix "A", attached hereto and incorporated by reference herein.
3. List of Disclosure Categories. For purposes of the requirements of the Act and the provisions of the model code, the disclosure categories for the Designated Employees of the District shall be those categories set forth in Appendix "B", attached hereto and incorporated by reference herein.
4. Documents Comprising Conflict of Interest Code. For purposes of the Act, the provisions of this Resolution, the model code, and Appendices "A" and "B" shall together constitute the Conflict of Interest Code of the District on and after the date of confirmation by the Napa County Board of Supervisors.
5. Effective Date of Code. The effective date of the Conflict of Interest Code shall be the date of confirmation by the Napa County Board of Supervisors acting as code reviewing body for the District.
6. Documents to be filed with the Board of Supervisors. The District Secretary is hereby directed to file three certified copies of the Conflict of Interest Code approved by the District Board with the Napa County Board of Supervisors, the code reviewing body for the District, along with a brief description of the duties and terms of all consultants working for the District who have been determined by the District General Manager as of the effective date of this Conflict of Interest Code to be exempt from the Designated Employee "contract consultant" category for calendar year 2010, and the reasons for such exemption.
7. Time of Filing Statements of Economic Interests. All persons who are required, either by this Conflict of Interest Code or by virtue of their listing in Government Code section 87200 as public officials who manage public investments, to file Statements of Economic Interests ("Statements") shall file initial Statements with the District Secretary for filing with the code reviewing body within thirty days after the effective date of the Code. When taking office after the time of such listing, such persons shall file assuming office Statements within 10 days

after first assuming such positions if they fall under Government Code section 87200 as public officials who manage public investments and within 30 days if considered to be Designated Employees by the District's Conflict of Interest Code. However, if they are re-elected or re-appointed without a break in service such persons need not file an assuming office Statement at the time of such re-election or re-appointment. Every such person shall thereafter file an annual Statement by April 1 of each year, covering reportable interests for the twelve-month period ending on the preceding December 31. Every such person who leaves office shall file, within 30 days of leaving office, a Statement disclosing reportable interests held or received at any time during the period between the closing date of the last Statement required to be filed and the date of leaving office.

8. Place of Filing. Designated Employees and those public officials of the District who are required to file Statements in consequence of Government Code section 87200 shall file the required Statements with the District Secretary who shall retain copies of the original Statements. For purpose of such filing with the District Secretary, the address of the District Secretary shall be 1195 Third Street, Suite 210 Napa, California 94559.

9. Public Inspection of Conflict of Interest Code and Statements. Commencing on the effective date of the Conflict of Interest Code or any amendment thereof, a copy of the Conflict of Interest Code and such amendments shall be maintained in the office of the District Secretary who shall make such copies and the copies of all Statements on file with the District Secretary available for public inspection and copying during regular business hours. No conditions whatsoever shall be imposed upon persons desiring to inspect the copy of the Conflict of Interest Code and amendments thereof, nor shall any information or identification be required from such persons. Copies shall be provided in accordance with and subject to charges imposed generally by the Public Records Act (Government Code sections 6250 et seq.) and District resolutions pertaining to copying of public records of the District.

10. Annual Review Statement.

(a) No later than October 1 of each even-numbered year, the District shall submit to the Napa County Board of Supervisors, as code reviewing body for the District, a written statement signed by the District General Manager his/her designee, that either:

(1) The District has reviewed the Conflict of Interest Code, that the Conflict of Interest Code designates accurately all positions which make or participate in the making of governmental decisions for the District, that the disclosure assigned those positions accurately require the disclosure of all investments, business positions, interests in real property, and sources of income which may foreseeably be affected materially by the decisions made by those designated positions, and that the Conflict of Interest Code contains the provisions required by Government Code section 87302; or

(2) The District has reviewed the Conflict of Interest Code and has determined that amendment is necessary to designate all positions which make or participate in the making of governmental decisions for the District, or to update the disclosure categories assigned to require the disclosure of all investments, business positions, interests in real property and sources of income which may be affected materially by the designated positions, or to include other provisions required by Government Code section 87302. If the statement contains this report, the District shall submit the amendment to the Napa County Board of Supervisors within 90 days of the report.

(b) Changed circumstances which require amendment of the Conflict of Interest Code shall include, but not be limited to:

(1) The creation of positions which involve the making or participation in the making of decisions which may foreseeably have a material effect on any financial interest;

(2) The reclassification, renaming, or deletion of previously-designated positions;

(3) The addition, deletion, or modification of statutorily-required provisions of this Conflict of Interest Code; or

(4) The addition, deletion, or modification of the specific types of investments, business positions, interests in real property, and sources of income which are reportable unless such changes have been automatically incorporated into this Conflict of Interest Code as the result of inclusion of the changes into the model code by the Fair Political Practices Commission.

APPENDIX “A”

LIST OF DESIGNATED EMPLOYEES

Because of the nature of the powers and duties conferred on the District by the provisions of Chapter 3 of Division 5 of the Public Resources Code, the policies adopted by the Board of Directors of the District, and the terms of support services and consultant agreements approved by the Board of Directors, the following positions within the District may involve the making or participation in the making of decisions of the District which may foreseeably have a material effect on financial interests of the holders of the positions. Most of the positions listed are of long-term duration, although some are limited-term positions, but all are listed because their scope of District or work involves either making final decisions for the District which have financial consequences or developing and/or exercising such a level of expertise and ongoing relationship with those who make such decisions that the decision-makers can reasonably be expected to routinely trust and rely upon their advice.

For purposes of filing Statements of Economic Interests as required by this Conflict of Interest Code, the “Designated Employees” of the District shall be those persons who actually occupy or carry out the functions of the following positions, whether as elected or appointed officers, compensated employees, or contracted consultants or their employees or subcontractors:

DESIGNATED EMPLOYEE POSITIONS

Members of the Board of Directors

General Manager

Principal Planner

District Legal Counsel (Napa County Counsel, serving ex-officio, including any deputy county counsel when assigned to advise and/or represent the District)

District Auditor (Napa County Auditor, serving ex-officio)

Contract Consultants for the District. Contract consultants shall be included in the list of Designated Employees and shall disclose their material financial interests in regard to all of the adopted disclosure categories, subject to the following limitation:

The General Manager may determine in writing that a particular contract consultant, although a “designated position”, is hired to perform a range of duties that is limited in scope and thus is not required to comply or fully

comply with all of the disclosure requirements described in Appendix "B". This written determination shall include a description of the contract consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. This determination is a public record and shall be retained for public inspection and be available for inspection and copying in the same location and manner as the District's copy of the Conflict of Interest Code.

Contract consultants for the District included in the list of Designated Employees specifically include but are not limited to the District's Park Manager for Bothe-Napa Valley State Park, and the District's Volunteer and Outreach Coordinator (CY Yip and Associates).

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PUBLIC OFFICIALS OF THE DISTRICT WHO MANAGE PUBLIC INVESTMENTS

It has been determined that the District Treasurer (the Napa County Treasurer-Tax Collector serving ex-officio) manages public investments and therefore is required by statute to file a Statement of Economic Interests pursuant to Government Code section 87200.

APPENDIX “B”

DISCLOSURE CATEGORIES

Rationale. The decisions which the Designated Employees may make or participate in making for the District may involve exercising or directly influencing the exercise of any of the powers conferred on the District by Division 5 of the Public Resources Code, including the expenditure of funds for public recreation purposes.

Except where otherwise determined for specified contract consultants pursuant to Appendix “A”, the decisions by the Designated Employees in the routine course of their work for the District may have the potential to impact at a level commonly recognized as “material” by the Political Reform Act of 1974, as amended, and the regulations adopted by the Fair Political Practices Commission (“FPPC”) to implement that Act, any or all of those types of financial interests listed in all of the Disclosure Schedules of the Statement of Economic Interests Form approved by the FPPC.

For this reason, all of the Designated Employees under this Conflict of Interest Code, other than specified contract consultants whose disclosure responsibilities or exemption therefrom are determined in writing on a case-by-case basis as described in Exhibit “A”, shall comply with the broadest possible Disclosure Category applicable under the then-current Statement Form and Schedules, disclosing all sources of income, interests in real property, and investments and business positions in business entities.



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: July 14, 2014
Agenda Item: 4.D
Subject: Consideration and potential approval of an amendment to the District By-Laws regarding the purchasing authority of the General Manager to be consistent with Assembly Bill 745

Recommendation

1. Find that the proposed amendment is not a project under CEQA
2. Approve amendment to District By-Laws regarding the purchasing authority of the General Manager, effective January 1, 2015.

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 District Board previously voted to seek an amendment to AB 745 (Levine) to include the District, and to support the bill if so amended. The bill was amended, approved by the State Legislature and recently signed by the Governor. The bill goes into effect January 1, 2015.

The bill amends the authority of the General Manager of park and open space districts formed pursuant to Section 5500 of the Public Resources Code to approve contracts, invoices and otherwise bind the District. This authority had been \$25,000 for new construction, and \$10,000 for maintenance and other contracts. The bill makes the limit \$25,000 regardless of the purpose.

As noted when the legislation was first presented to the District Board, the \$10,000 limit was set several decades ago, and since then has not been adjusted for inflation. As a result, more and more actions have become subject to the limit, causing delays in even routine decisions. Under the legislation, all expenditures authorized by the General Manager still need to be reported to the Board of Directors at its next regular meeting.



Napa County Regional Park
and Open Space District

STAFF REPORT

By: Chris Cahill, Principal Planner
Date: July 14, 2014
Item: 4.E
Subject: Consideration and potential approval of a Change Order allowing compensation for \$2,000 of out of scope trail work completed by the Forest Trails Alliance at Moore Creek Park pursuant to Agreement № 13-16.

RECOMMENDATION

- 1.) Find that the proposed amendment is not a project under CEQA.
- 2.) Approve the requested \$2,000 change order.

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

In late November, 2013 the District contracted with the Forest Trails Alliance (FTA) to construct the Upland Segment of the Valentine Vista Trail at Moore Creek Park. As FTA was mobilizing to begin construction in early 2014, it became clear to District staff that recent landslides both to the north and to the south of the segment which FTA had contracted to build would have to be cleared in order for them to complete (or even to begin) their work. This remedial earthwork, on trail segments which were constructed by other contractors, was both clearly necessary and outside of the scope of our contract. FTA finished the Upland Segment project, including the additional landslide clearance, in mid-April of this year.

Consistent with the District's Purchasing Manual and with state public contracting law, District staff directed FTA to complete the landslide clearance and to submit an after-the-fact \$2,000 change order to cover the additional work. Because the additional \$2,000 invoice takes the project over the \$25,000 threshold which can be approved by the General Manager (payments to FTA for this project would total \$26,999), staff is requesting Board approval.



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: August 14, 2014

Agenda Item: 4.F

Subject: Update on formation of the Park and Open Space District Advisory Committee, and extension of time to receive nominations

Recommendation

1. Find that the proposed action is not a project under CEQA
2. Adopt Resolution extending the application period to Monday, August 11, 2014 at noon and setting the date of the first meeting for September 2014.

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

In March 2014 the Board adopted Resolution 14-03 which called for the creation of the Napa County Regional Park and Open Space District Advisory Committee. The purpose of the committee is to review the history and progress of the District and to develop recommendations regarding the future direction of the District. The Resolution called for the first meeting of the Committee to be not later than August 1, 2014.

Since then, the District has published a notice inviting applications, as well as requested that each city, and each member of the County Board of Supervisors, nominate one person for the Committee. The nominations from the cities and the County have taken longer than expected, meaning the August 1 target is not realistic.

Staff recommends that the District continue to accept nominations up until noon on Monday, August 11, 2014, and adopt the attached Amendment to Resolution 14-03 indicating the first meeting of the Advisory Committee be held no later than September 30, 2014.

RESOLUTION NO. _____

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY
REGIONAL PARK AND OPEN SPACE DISTRICT, STATE OF CALIFORNIA,
AMENDING RESOLUTION 14-03 CREATING THE NAPA COUNTY REGIONAL
PARK AND OPEN SPACE DISTRICT ADVISORY COMMITTEE**

WHEREAS, on March 10, 2014 the Board of Directors of the Napa County Regional Park and Open Space District (“District”) adopted Resolution 14-03 forming the Park and Open Space District Advisory Committee ("POSDAC") to review the progress and financial history of the District since its formation in 2007, and to study, hold hearings, and provide recommendations to the Board of Directors regarding a long-term funding strategy for the District.

WHEREAS, the process for receiving nominations from the County and the five municipalities in the county has proceeded more slowly than anticipated.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District hereby amends Resolution 14-03 as follows:

1. **Organizational Meeting.** The first organizational meeting of POSDAC shall be no later than September 30, 2014.
2. **Applications and nominations.** All applications submitted directly to the District, and all nominations from Napa County and the municipalities within the County, shall be received by the District prior to noon on Monday, August 14, 2014.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED

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//////

by the Board of Directors of the Napa County Regional Park and Open Space District, State of California, at a regular meeting of the Board held on the 14th day of July, 2014 by the following vote:

AYES: DIRECTORS _____

NOES: DIRECTORS _____

ABSENT: DIRECTORS _____

ATTEST: Melissa Frost
District Secretary

By: _____

<p>APPROVED AS TO FORM OFFICE OF COUNTY COUNSEL</p> <p>By: _____</p> <p>Date: _____</p>

<p>APPROVED BY THE NAPA COUNTY REGIONA PARK AND OPEN SPACE DISTRICT BOARD OF DIRECTORS</p> <p>Date: _____</p> <p>Processed by: _____ District Secretary</p>
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Napa County Regional Park
and Open Space District

STAFF REPORT

Date: July 14, 2014
 Item: 4.G
 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 1 through July 9, 2014.

In addition, the General Manager has approved the following contracts:

Jonny Ehlers, a sole proprietor	environmental education at Bothe	NTE \$6,400
Stahr and Associates	supplemental appraisal for Kirkland Ranch	\$3,000

The District also received a grant of \$6,250 from the Napa County Wildlife Commission to assist with the purchase of a Yamaha Grizzly ATV.

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2014
 Period 12 to 12

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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:		92,183.64
									Total Activity:		0.00
									Ending Balance:		92,183.64
Account	52125	-	Accounting/Auditing Services						0.00	0.00	
									Beginning Balance:		12,255.49
									Total Activity:		0.00
									Ending Balance:		12,255.49
Account	52140	-	Legal Services						0.00	0.00	
									Beginning Balance:		14,276.25
									Total Activity:		0.00
									Ending Balance:		14,276.25
Account	52490	-	Other Professional Services								
	06/19/2014	AP00254136	PARK140714Stahr	SUSCOL PRES	JOB 14-0501	00032634	11754	STAHRASSOC	3,000.00	0.00	
Total For	52490	-	Other Professional Services						3,000.00	0.00	
									Beginning Balance:		39,220.05
									Total Activity:		3,000.00
									Ending Balance:		42,220.05
Account	52705	-	Insurance - Premiums						0.00	0.00	
									Beginning Balance:		12,858.41
									Total Activity:		0.00

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2014
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Ending Balance:		12,858.41
Account	52840	- Permits/License Fees						0.00	0.00	
								Beginning Balance:		-15.00
								Total Activity:		0.00
								Ending Balance:		-15.00
Account	52900	- Training/Conference Expenses						0.00	0.00	
								Beginning Balance:		513.60
								Total Activity:		0.00
								Ending Balance:		513.60
Account	52905	- Business Travel/Mileage								
06/11/2014	AP00253857	J. Woodbury-mileage	Reimbursement	00031539	19796	WOODBURY,J		204.40	0.00	
06/30/2014	AP00254494	6/25 WCF GRANT MEETING	6/25 WCF GRANT	00033912	24717	CAHILL,CHR		43.68	0.00	
Total For	52905	- Business Travel/Mileage						248.08	0.00	
								Beginning Balance:		1,005.13
								Total Activity:		248.08
								Ending Balance:		1,253.21
Account	53100	- Office Supplies						0.00	0.00	
								Beginning Balance:		803.36
								Total Activity:		0.00
								Ending Balance:		803.36

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

GENERAL LEDGER DETAIL TRANSACTIONS
For Fiscal Year 2014
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Program:

Journal	Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Account	53120	-	Memberships/Certifications						0.00	0.00	
									Beginning Balance:		1,000.00
									Total Activity:		0.00
									Ending Balance:		1,000.00
Account	53205	-	Utilities - Electric						0.00	0.00	
									Beginning Balance:		0.00
									Total Activity:		0.00
									Ending Balance:		0.00
Account	53410	-	Computer Equipment/Accessories						0.00	0.00	
									Beginning Balance:		561.33
									Total Activity:		0.00
									Ending Balance:		561.33
Account	53600	-	Special Departmental Expense						0.00	0.00	
									Beginning Balance:		3,180.01
									Total Activity:		0.00
									Ending Balance:		3,180.01
TOTAL EXPENSE									3,248.08	0.00	181,090.35
=====											

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2014
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance	
								0.00	0.00		
								Beginning Balance:		33,208.94	
								Total Activity:		0.00	
								Ending Balance:		33,208.94	
<hr/>											
Account	52325	- Waste Disposal Services									
06/11/2014	AP00253857	United Site 5/28/14-6/24/14	Cust #CAN-0973	00031547	20925	UNITEDSITE		115.62	0.00		
Total For 52325 - Waste Disposal Services								115.62	0.00		
										Beginning Balance:	2,931.17
										Total Activity:	115.62
										Ending Balance:	3,046.79
<hr/>											
Account	52360	- Construction Services									
06/26/2014	AP00254386	PARK020914Raja50%InvForSvcs	Initial 50% In	00033361	23894	RAJADEVELO		89,294.56	0.00		
Total For 52360 - Construction Services								89,294.56	0.00		
										Beginning Balance:	198,259.39
										Total Activity:	89,294.56
										Ending Balance:	287,553.95
<hr/>											
Account	52490	- Other Professional Services									
06/04/2014	AP00253641	PARK140214Heritage 5/14	5/14 SERVICES	00030627	35422	HERITAGESY		367.67	0.00		
06/19/2014	AP00254136	PARK140214Heritage 6/14	6/14 SERVICES	00032626	35422	HERITAGESY		367.67	0.00		
Total For 52490 - Other Professional Services								735.34	0.00		

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

GENERAL LEDGER DETAIL TRANSACTIONS
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Beginning Balance:		18,112.41
								Total Activity:		735.34
								Ending Balance:		18,847.75
Account	52505	- Maintenance-Buildings/Improvem						0.00	0.00	
								Beginning Balance:		183.60
								Total Activity:		0.00
								Ending Balance:		183.60
Account	52525	- Maintenance-Infrastructure/Lan						0.00	0.00	
								Beginning Balance:		3,507.55
								Total Activity:		0.00
								Ending Balance:		3,507.55
Account	52700	- Insurance - Liability						0.00	0.00	
								Beginning Balance:		948.45
								Total Activity:		0.00
								Ending Balance:		948.45
Account	52800	- Communications/Telephone								
06/18/2014	AP00254113	HughesNet 6/12/14-7/12/14	Acct #DSS88360	00032466	17372	HUGHESNETW		76.59	0.00	
Total For	52800	- Communications/Telephone						76.59	0.00	
								Beginning Balance:		842.49
								Total Activity:		76.59
								Ending Balance:		919.08

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

GENERAL LEDGER DETAIL TRANSACTIONS
For Fiscal Year 2014
Period 12 to 12

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Program:

Journal	Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Account	52840		- Permits/License Fees						0.00	0.00	
									Beginning Balance:		353.66
									Total Activity:		0.00
									Ending Balance:		353.66
Account	52905		- Business Travel/Mileage								
	06/11/2014	AP00253857	J. Woodbury-mileage	Reimbursement	00031539	19796	WOODBURY,J		70.56	0.00	
Total For	52905		- Business Travel/Mileage						70.56	0.00	
									Beginning Balance:		207.15
									Total Activity:		70.56
									Ending Balance:		277.71
Account	53100		- Office Supplies						0.00	0.00	
									Beginning Balance:		98.86
									Total Activity:		0.00
									Ending Balance:		98.86
Account	53205		- Utilities - Electric						0.00	0.00	
									Beginning Balance:		1,107.56
									Total Activity:		0.00
									Ending Balance:		1,107.56
Account	53250		- Fuel						0.00	0.00	
									Beginning Balance:		61.96

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2014
 Period 12 to 12

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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance	
								Total Activity:		0.00	
								Ending Balance:		61.96	
Account	53345	- Construction Supplies/Material							0.00	0.00	
								Beginning Balance:		310.04	
								Total Activity:		0.00	
								Ending Balance:		310.04	
Account	53350	- Maintenance Supplies									
06/03/2014	AP00253577	Oakville pump -filter	Moore Creek Pa	00030424	17093	OAKVILLEPU		257.47	0.00		
06/11/2014	AP00253857	Diamond pool-chlorine	Acct #55555555	00031552	25498	DIAMONDQUA		51.19	0.00		
06/11/2014	AP00253857	Diamond Pool-chlorine	Acct #55555555	00031553	25498	DIAMONDQUA		80.30	0.00		
06/11/2014	AP00253857	Central Vly - May 2014	Cust #NAPACORP	00031554	219	CENTRALVAL		626.75	0.00		
06/27/2014	AP00254433	Napa Sign - metal signs	Inv #10974, Na	00033642	12797	NAPASIGNSH		68.04	0.00		
Total For	53350	- Maintenance Supplies							1,083.75	0.00	
								Beginning Balance:		2,634.83	
								Total Activity:		1,083.75	
								Ending Balance:		3,718.58	
Account	53400	- Minor Equipment/Small Tools							0.00	0.00	
								Beginning Balance:		1,941.31	
								Total Activity:		0.00	
								Ending Balance:		1,941.31	
Account	53600	- Special Departmental Expense							0.00	0.00	

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

GENERAL LEDGER DETAIL TRANSACTIONS
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Beginning Balance:		1,583.17
								Total Activity:		0.00
								Ending Balance:		1,583.17
Account	54500	- Taxes and Assessments						0.00	0.00	
								Beginning Balance:		444.61
								Total Activity:		0.00
								Ending Balance:		444.61
TOTAL EXPENSE								91,376.42	0.00	358,113.57
=====										

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

GENERAL LEDGER DETAIL TRANSACTIONS
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		1,197.39
								Total Activity:		0.00
								Ending Balance:		1,197.39
Account	52490	- Other Professional Services						0.00	0.00	
								Beginning Balance:		4,431.70
								Total Activity:		0.00
								Ending Balance:		4,431.70
Account	53100	- Office Supplies						0.00	0.00	
								Beginning Balance:		374.83
								Total Activity:		0.00
								Ending Balance:		374.83
Account	53350	- Maintenance Supplies						0.00	0.00	
								Beginning Balance:		44.42
								Total Activity:		0.00
								Ending Balance:		44.42
TOTAL EXPENSE								0.00	0.00	6,048.34

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

GENERAL LEDGER DETAIL TRANSACTIONS
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		9,931.41
								Total Activity:		0.00
								Ending Balance:		9,931.41
Account	52490	- Other Professional Services						0.00	0.00	
								Beginning Balance:		1,881.32
								Total Activity:		0.00
								Ending Balance:		1,881.32
Account	52905	- Business Travel/Mileage								
06/11/2014	AP00253857	J. Woodbury-mileage	Reimbursement	00031539	19796	WOODBURY,J		53.20	0.00	
Total For	52905	- Business Travel/Mileage						53.20	0.00	
								Beginning Balance:		217.14
								Total Activity:		53.20
								Ending Balance:		270.34
TOTAL EXPENSE								53.20	0.00	12,083.07

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2014
 Period 12 to 12

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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		12,575.48
								Total Activity:		0.00
								Ending Balance:		12,575.48
<hr/>										
Account	52360	- Construction Services						0.00	0.00	
								Beginning Balance:		26,715.00
								Total Activity:		0.00
								Ending Balance:		26,715.00
<hr/>										
Account	52490	- Other Professional Services								
06/18/2014	AP00254113	BAAQMD-ADMP fee	Acct #41346-Na	00032462	6235	BAYAREAAIR		379.00	0.00	
06/18/2014	AP00254113	Napa Botanical-survey	Camp Berryessa	00032463	15588	NAPA-BOTAN		560.00	0.00	
Total For 52490 - Other Professional Services								939.00	0.00	
								Beginning Balance:		75.50
								Total Activity:		939.00
								Ending Balance:		1,014.50
TOTAL EXPENSE								939.00	0.00	40,304.98

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

GENERAL LEDGER DETAIL TRANSACTIONS
For Fiscal Year 2014
Period 12 to 12

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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance	
								0.00	0.00		
										Beginning Balance:	336.41
										Total Activity:	0.00
										Ending Balance:	336.41
Account	52490	- Other Professional Services						0.00	0.00		
										Beginning Balance:	717.20
										Total Activity:	0.00
										Ending Balance:	717.20
TOTAL EXPENSE								0.00	0.00		1,053.61
=====											

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

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2014
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		1,770.81
								Total Activity:		0.00
								Ending Balance:		1,770.81

Account 52325 - Waste Disposal Services

06/03/2014	AP00253577	United Site 5/22/14-6/18/14	Cust #CAN-0973	00030423	20925	UNITEDSITE		243.85	0.00	
06/11/2014	AP00253857	Upper Vly - May 2014	Acct #01-48644	00031534	19694	UPPERVALLE		101.52	0.00	
								<u>345.37</u>	<u>0.00</u>	
Total For 52325 - Waste Disposal Services										
								Beginning Balance:		3,197.60
								Total Activity:		345.37
								Ending Balance:		3,542.97

Account 52490 - Other Professional Services

06/04/2014	AP00253641	PARK081214 OPTIONS3 4/14	4/14 SERVICES	00030625	24404	OPTIONS3-0		760.00	0.00	
06/11/2014	AP00253857	RCD-Eco reserve May 2014	Landsmart Eco	00031551	1028	NAPACO-RES		2,916.17	0.00	
06/19/2014	AP00254136	PARK081214 OPTIONS3 5/14	5/14 SERVICES	00032625	24404	OPTIONS3-0		910.00	0.00	
								<u>4,586.17</u>	<u>0.00</u>	
Total For 52490 - Other Professional Services										
								Beginning Balance:		20,916.01
								Total Activity:		4,586.17
								Ending Balance:		25,502.18

Account 52905 - Business Travel/Mileage

06/11/2014	AP00253857	J. Woodbury-mileage	Reimbursement	00031539	19796	WOODBURY,J		11.76	0.00	
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Report ID: GLS7505
Bus. Unit: NAPCG-County of Napa
Fund: 8500 N C Parks & Open Space Distr
Dept: 8501005Parks-Napa River Ecological Rs

GENERAL LEDGER DETAIL TRANSACTIONS
For Fiscal Year 2014
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Total For 52905 - Business Travel/Mileage								11.76	0.00	
								Beginning Balance:		23.52
								Total Activity:		11.76
								Ending Balance:		35.28
Account 53205 - Utilities - Electric								0.00	0.00	
								Beginning Balance:		3.03
								Total Activity:		0.00
								Ending Balance:		3.03
TOTAL EXPENSE								4,943.30	0.00	30,854.27

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

GENERAL LEDGER DETAIL TRANSACTIONS
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance	
								0.00	0.00		
										Beginning Balance:	98.82
										Total Activity:	0.00
										Ending Balance:	98.82
TOTAL EXPENSE								0.00	0.00	98.82	

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

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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		10,820.01
								Total Activity:		0.00
								Ending Balance:		10,820.01
<hr/>										
Account	52360	- Construction Services								
06/18/2014	AP00254113	Cal-Tech-well abandonment	Inv #19.60-Wel	00032465	35556	CAL-TECHPU		1,337.20	0.00	
Total For 52360 - Construction Services								1,337.20	0.00	
								Beginning Balance:		10,956.15
								Total Activity:		1,337.20
								Ending Balance:		12,293.35
<hr/>										
Account	52490	- Other Professional Services								
								0.00	0.00	
								Beginning Balance:		3,330.49
								Total Activity:		0.00
								Ending Balance:		3,330.49
<hr/>										
Account	52840	- Permits/License Fees								
								0.00	0.00	
								Beginning Balance:		220.35
								Total Activity:		0.00
								Ending Balance:		220.35
<hr/>										
Account	52905	- Business Travel/Mileage								
								0.00	0.00	
								Beginning Balance:		38.85
								Total Activity:		0.00
								Ending Balance:		38.85

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

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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Account	53350	- Maintenance Supplies						0.00	0.00	
								Beginning Balance:		40.84
								Total Activity:		0.00
								Ending Balance:		40.84
TOTAL EXPENSE								1,337.20	0.00	26,743.89

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

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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								0.00	0.00	
								Beginning Balance:		70,668.59
								Total Activity:		0.00
								Ending Balance:		70,668.59
<hr/>										
Account	52325	- Waste Disposal Services								
06/11/2014	AP00253857	Upper Vly-Ashes	Acct #01-2642-	00031543	19694	UPPERVALLE		328.17	0.00	
06/11/2014	AP00253857	Upper Vly - May 2014	Acct #01-13452	00031546	19694	UPPERVALLE		856.95	0.00	
06/25/2014	AP00254296	United Site 6/12/14-7/9/14	Cust #CAN-0973	00033247	20925	UNITEDSITE		486.70	0.00	
								<hr/>		
Total For 52325 - Waste Disposal Services								1,671.82	0.00	
								Beginning Balance:		14,220.34
								Total Activity:		1,671.82
								Ending Balance:		15,892.16
<hr/>										
Account	52345	- Janitorial Services								
								0.00	0.00	
								Beginning Balance:		497.00
								Total Activity:		0.00
								Ending Balance:		497.00
<hr/>										
Account	52360	- Construction Services								
								0.00	0.00	
								Beginning Balance:		23,250.04
								Total Activity:		0.00
								Ending Balance:		23,250.04
<hr/>										
Account	52490	- Other Professional Services								

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

GENERAL LEDGER DETAIL TRANSACTIONS
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Account 52490 - Other Professional Services										
06/04/2014	AP00253641	PARK120814Marioni 5/14	5/14 SERVICES	00030626	33711	MARIONI,JE		1,819.77	0.00	
06/25/2014	AP00254296	ATP - June 2014	Acct #746-0150	00033236	33928	ADVANTAGET		40.00	0.00	
Total For 52490 - Other Professional Services								1,859.77	0.00	
Beginning Balance:										13,218.97
Total Activity:										1,859.77
Ending Balance:										15,078.74
Account 52500 - Maintenance-Equipment										
								0.00	0.00	
Beginning Balance:										196.56
Total Activity:										0.00
Ending Balance:										196.56
Account 52505 - Maintenance-Buildings/Improvem										
								0.00	0.00	
Beginning Balance:										4,500.00
Total Activity:										0.00
Ending Balance:										4,500.00
Account 52520 - Maintenance-Vehicles										
								0.00	0.00	
Beginning Balance:										3,476.90
Total Activity:										0.00
Ending Balance:										3,476.90
Account 52525 - Maintenance-Infrastructure/Lan										
								0.00	0.00	
Beginning Balance:										4,341.54
Total Activity:										0.00

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

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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance		
								Ending Balance:		4,341.54		
Account	52705	- Insurance - Premiums									0.00	0.00
								Beginning Balance:		1,340.00		
								Total Activity:		0.00		
								Ending Balance:		1,340.00		
Account	52800	- Communications/Telephone										
06/11/2014	AP00253857	Telepacific-June 2014	Acct #133326	00031548	34480	TELEPACIFI		554.27	0.00			
Total For	52800	- Communications/Telephone									554.27	0.00
								Beginning Balance:		5,412.12		
								Total Activity:		554.27		
								Ending Balance:		5,966.39		
Account	52825	- Bank Charges										
06/19/2014	0000254171	Heartland Credit Card fees-WFB		6/2/14				28.98	0.00			
Total For	52825	- Bank Charges									28.98	0.00
								Beginning Balance:		1,457.47		
								Total Activity:		28.98		
								Ending Balance:		1,486.45		
Account	52900	- Training/Conference Expenses									0.00	0.00
								Beginning Balance:		439.98		
								Total Activity:		0.00		

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

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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Ending Balance:		439.98
Account	52905	- Business Travel/Mileage								
06/10/2014	AP00253820	CHEVRON MAY 2014 USAGE	ACCT 789868664	00031247	12088	CHEVRONPRO		62.71	0.00	
Total For 52905 - Business Travel/Mileage								62.71	0.00	
								Beginning Balance:		2,493.33
								Total Activity:		62.71
								Ending Balance:		2,556.04
Account	53100	- Office Supplies								
06/10/2014	0000253782	Office Depot-May 2014						441.60	0.00	
06/18/2014	AP00254113	J. Marioni-office supplies	Reimbursement	00032469	33711	MARIONI,JE		83.24	0.00	
Total For 53100 - Office Supplies								524.84	0.00	
								Beginning Balance:		3,813.32
								Total Activity:		524.84
								Ending Balance:		4,338.16
Account	53205	- Utilities - Electric								
06/03/2014	AP00253577	PG&E 4/15/14-5/14/14	Acct #18690124	00030422	945	PAC-GAS-00		904.54	0.00	
06/25/2014	AP00254296	PG&E 5/15/14-6/15/14	Acct #18690124	00033238	945	PAC-GAS-00		638.50	0.00	
06/25/2014	AP00254296	PG&E 5/15/14-6/15/14	Acct #48314069	00033239	945	PAC-GAS-00		104.50	0.00	
06/25/2014	AP00254296	PG&E 5/15/14-6/15/14	Acct #67654031	00033243	945	PAC-GAS-00		44.13	0.00	
06/25/2014	AP00254296	PG&E 5/15/14-6/15/14	Acct #21728318	00033244	945	PAC-GAS-00		42.38	0.00	

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

GENERAL LEDGER DETAIL TRANSACTIONS
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
Total For 53205 - Utilities - Electric								1,734.05	0.00	
								Beginning Balance:		12,041.11
								Total Activity:		1,734.05
								Ending Balance:		13,775.16
<hr/>										
Account	53210	- Utilities - Propane						0.00	0.00	
								Beginning Balance:		309.71
								Total Activity:		0.00
								Ending Balance:		309.71
<hr/>										
Account	53250	- Fuel						0.00	0.00	
								Beginning Balance:		734.82
								Total Activity:		0.00
								Ending Balance:		734.82
<hr/>										
Account	53330	- Janitorial Supplies								
06/18/2014	AP00254113	C&C-supplies	Acct #60124600	00032464	34310	CASH&CARRY		87.17	0.00	
Total For 53330 - Janitorial Supplies								87.17	0.00	
								Beginning Balance:		3,258.18
								Total Activity:		87.17
								Ending Balance:		3,345.35
<hr/>										
Account	53345	- Construction Supplies/Material						0.00	0.00	
								Beginning Balance:		218.28

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

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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Total Activity:		0.00
								Ending Balance:		218.28

Account 53350 - Maintenance Supplies

06/03/2014	AP00253577	Diamond - chlorine	Bothe State Pa	00030411	25498	DIAMONDQUA		251.14	0.00	
06/03/2014	AP00253577	Diamond - chlorine	Bothe State Pa	00030416	25498	DIAMONDQUA		153.58	0.00	
06/03/2014	AP00253577	Belkorp - supplies	Acct #25020	00030418	34758	BELKORPAG-		17.27	0.00	
06/03/2014	AP00253577	S. Jones-cords	Reimbursement	00030425	33857	JONES,SAND		290.00	0.00	
06/11/2014	AP00253857	Pace - supplies	Cust #03700-03	00031529	9520	PACESUPPLY		169.19	0.00	
06/11/2014	AP00253857	Central Vly - May 2014	Cust #NAPACORP	00031554	219	CENTRALVAL		413.36	0.00	
06/27/2014	AP00254433	Steve's Hardware-June 2014	Acct #31248 Na	00033640	1222	STEVESHARD		453.39	0.00	
06/27/2014	AP00254433	Napa Sign-trail signs	Inv #11013, Na	00033641	12797	NAPASIGNSH		1,490.40	0.00	

Total For 53350 - Maintenance Supplies

3,238.33	0.00	
Beginning Balance:		23,978.18
Total Activity:		3,238.33
Ending Balance:		27,216.51

Account 53400 - Minor Equipment/Small Tools

0.00	0.00	
Beginning Balance:		6,494.05
Total Activity:		0.00
Ending Balance:		6,494.05

Account 53410 - Computer Equipment/Accessories

0.00	0.00	
Beginning Balance:		561.34

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

GENERAL LEDGER DETAIL TRANSACTIONS
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Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Seq	Debit	Credit	Balance
								Total Activity:		0.00
								Ending Balance:		561.34
Account	53600	- Special Departmental Expense								
06/18/2014	AP00254113	Thurston-shirts, logos	Napa County Pa	00032471	34609	THURSTONSC		325.55	0.00	
06/18/2014	AP00254113	S. Jones-pool blanket	Reimbursement	00032474	33857	JONES,SAND		1,208.93	0.00	
Total For 53600 - Special Departmental Expense								1,534.48	0.00	
								Beginning Balance:		2,970.33
								Total Activity:		1,534.48
								Ending Balance:		4,504.81
TOTAL EXPENSE								11,296.42	0.00	211,188.58
=====										
TOTAL FOR PROGRA								113,193.62	0.00	867,579.48



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: July 14, 2014

Agenda Item: 4.H

Subject: Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

Recommendation

1. Find that the proposed action is not a project under CEQA
2. Receive the 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

Staff reported at the last Board meeting on the status of the \$585,000 grant to the District from State Parks pursuant to AB 1478. At that time it appeared that approximately \$100,000 of that grant was not going to be able to be used before a June 30, 2014 deadline, due to delays in getting State Parks approval for roof repairs that were to be paid for through the grant.

It turns out that as part of the State budget approved in mid-June, the legislature and Governor have authorized an extension of the time within which the AB 1478 grants must be used. As a result, the District will be able to use the remaining unused portion of the grant and apply it to offset costs of contracting with State Parks for a park ranger and seasonal lifeguards. This is very good news, and will offset the financial cash flow impact caused by the fact that the cabins at the park will not be rehabilitated and available for rental as quickly as expected (due to the time needed to get State Park approval for the repairs).

The attached report from Park Manager Sandy Jones, and Jeanne Marioni, provides a detailed overview of activities at the park for June 2014.

Park Report – June 1, 2014

Submitted by Ranger Sandy Jones and Jeanne Marioni

Bothe-Napa

We have been very busy with a **full campground** every night. Ranger Sandy has confidence in a solid staff this year allowing her to address other areas of park operations.

We have improved ordering procedures of bulk items (toilet paper and trash bags) saving money and time. Campers are happy with the new toilet paper dispensers we recently installed and our new 2 ply **TP!** Leaks have been repaired in showers too.

Bothe's **Junior Ranger Program** is going well with 15 kids and 7 adults attending last week's class. Junior Ranger Programs are a beloved park tradition and it is great that we are able to offer this outdoor education program on a regular basis again.

Attendance at the **Saturday hikes** is increasing. Hike leader, Johnny Ehlers, starts at the trailhead and greets hikers. Folks who did not stop at the Visitor Center can talk with Johnny at the trailhead for a quick park orientation. Some choose to head out on their own hike, others stay with Johnny for a hike/outdoor education experience. These hikes/outdoor talks are awesome – tell a friend.

First in a series of **Park Safety Tips** was emailed to park staff and regular volunteers.

We hosted an **appreciation potluck** for staff and hosts at the pool. Thank you resident hosts and staff for all your hard work this summer!

The PEF to repair/restore the **historic cabins** is completed and has been submitted.

Last year we received a grant to repair the **Visitor Center** entrances. Before we receive final approval to begin work, the State requires architectural drawings of the back stairway and deck, the ADA accessible side door and the ADA parking space. Valley Architects came out to inspect and will draw the plans.

The **Cemetery** Committee will meet with State Parks July 22nd to finalize plans for the restoration. We are also in the process of applying for a grant to fund the portions of the Cemetery Project that NVSPA will assume responsibility for: interpretive panels, benches, wood fencing, burial markers, a timber frame showing the foot print of the original White Church and a vegetative buffer/screen.

Our **marketing** efforts have resulted in some good exposure for the parks this month. *101 Things to do in Wine Country, Napa and Sonoma*, ran a feature article "Heroes in the Parks" about the efforts of NCRPOSD and NVSPA to keep the parks open. This free magazine has a wide distribution in Sonoma and Napa and even greater exposure with the online version.

The article: <http://101things.com/winecountry/heroes-of-our-state-parks-3-bothe-napa-state-park/>

The local distribution list: <http://101things.com/winecountry/101-things-to-do/distribution-locations/>

VIA, AAA's widely distributed magazine, ran an article *Working Mills of the West* that mentioned Bale Grist Mill.

<http://www.viamagazine.com/attractions/working-mills-west>

Parks Free Discovery Day & Ridge Trail Dedication is July 27th.

Here is a link to the press release from the Bay Area Ridge Trail's website: <http://www.ridgetrail.org/index.php/about-us/news/267-free-discovery-day-featuring-bothe-trail-junction-dedication>

Bale Grist Mill

Harvest Dinner "Save the Date" emails and invites have been sent – over 350.

Rob repaired the outside gearing of the **water wheel**. He added a new white oak bearing block, and adjusted the gears. The noise is now gone and there is much less friction.

Thanks to the power washing crew, the mill wheel is squeaky clean (but the crew is not!)

The wheat stones will be dressed 11th, 12th and 13th of July.

The **Calistoga Rotary Club** is working with us to schedule one of their weekly meetings at the mill – to include a mill tour and picnic on the grounds.

Tony, our IT volunteer and now a new miller, programmed the **cash register** to automatically include the tax on the taxable items we sell in the granary. He also added text descriptions to the register's close-out receipt making reconciling at the end of the day much easier.

We had another **miller training class** that included operating the granary cash register and daily accounting. Individual evaluations of the new millers were done. One miller realized the amount of work required was more than he could do at this time but he would like to remain involved and assist as needed.

We are now working with Cate Murphy, Publications Editor at CSPs, on the text that will be in the **Bale Grist Mill brochure** the State is producing. This is the first time CSPs will publish a brochure specifically for the mill. We are also providing photos of our events from our library.

A team from the mill went to **Ardenwood Farm**, an East Bay Regional Park, for a supply of dried corn still on the cob. When we have a sufficient cache of dried corn we are able to demonstrate the corn sheller during regular mill tours – especially fun for children. Ardenwood has donated dried corn and wheat to the mill for several years now – although this year the drought and the geese decimated the wheat crop. We have invited the crew from Ardenwood for a site visit and picnic at the mill.



Kids love the Corn Sheller

Rob is working on a period correct **platform scale** we recently purchased for the mill - the type of scale that would have been in the mill to weigh sacks of grain or casks of flour, etc. The scale is appropriate for interpreting a part of the mill story we are currently developing: how grain was transported to the mill, how grain and product were weighed, how the product left the mill. Were burlap bags used? Canvas? Linen? Flour barrels? Casks?



Platform Scale

We also bought a period correct **brass scoop** for the scale we use to measure and bag our product. Our old scoop is now retired after long years of service.



Brass Scoop on a Fairbanks Scale

Napa County Regional Park and Open Space District

Plan of Projects

Status Report

July 14, 2014

<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. <u>Staff will resume work on transferring the easement to the District once the option agreement for purchasing a portion of the Kirkland Ranch is executed.</u>
Bay/River Trail -- American Canyon to Napa	An 8+ mile recreational trail between the cities of American Canyon and Napa generally following the Napa River and interior levees of associated wetlands.	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. In anticipation of DFW completing its work, the Board in March 2013 approved a new contract with Questa to complete the formal approval of the crossing. Fish and Wildlife presented a schedule for completion to BCDC at their July 18, 2013 hearing; the schedule called for their environmental work to be done by the end of this calendar year. In September 2013 we learned that DFW was now taking the position that the trail could not be permitted because endangered salt marsh harvest mice have been found in the area. On October 11, 2013 the County Public Works Director sent correspondence to the Director of DFW expressing concern about DFW's failure to construct the upland area for the airport's Runway Safety Area and the District's trail. DFW's response was received the last week of November 2013. A follow-up meeting with all of the relevant agencies was held January 30, 2014 where options were discussed but no clear decision made. BCDC received an update on this issue at their March 2014 meeting to assess progress on meeting the permit condition related to public access; they extended the deadline for compliance by DFW rather than grant DFW's request to be relieved to the permit condition. District, airport and DFW staff met in April 2014 to discuss the Runway Safety Area, an issue directly related to the proposed trail, and DFW agreed to research the feasibility of transferring ownership of the area to the County. <u>FAA has informed BCDC that it now opposes a trail anywhere in 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 determined the project is eligible for federal Transportation Enhancements grant funds, and 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. The District in November 2014 applied to the Bay Trail project for a \$120,000 grant to help construct the trail. The grant was approved by the Bay Trail Board in December 2014, and the State Coastal Conservancy Board in March 2014. <u>Staff in late May 2014 applied for a new encroachment permit from Caltrans. The project should be release for formal bidding in July 2014, and constructed in late summer/early fall.</u>
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. The Fire Marshall and the Pope Valley Volunteer Fire Department have added a proposal to construct a fire substation on a corner of the property. The Fire Marshall has identified funding for the fire station, and the County Board of Supervisors is now strongly supportive. 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. BLM did a series of site visits June-August, 2013. The Bureau of Reclamation in June 2013 asserted that Reclamation has property rights such that BLM is not permitted to transfer the property. BLM is now projecting the transfer will be complete by the end of this calendar year. In late August Reclamation determined they still retained jurisdiction, but they have committed to completing the transfer in the same time frame as BLM would have. Staff has submitted additional materials to Reclamation which is now processing the permit. Reclamation provided a draft agreement to the District in February 2014 which will lead to Reclamation eventually transferring its interests in the property; District staff responded with comments to the draft in early March 2014.
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. Staff was planning on installing a gate to restrict OHV access, but this has proven infeasible. After observing more OHV damage in the summer of 2013, staff is exploring options other than a gate to prevent unauthorized OHV use. The latest plan is to install remote cameras in an attempt to determine who is causing the damage. 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. <u>Staff in late June 2014 toured an adjacent parcel with the owner of the property, who is deciding whether to sell the property.</u>

<p>Blue Ridge/Berryess Peak Trail</p> <p>Obtain right of way and construct trail to provide public access to extensive federal lands on Blue Ridge and to Berryessa Peak</p>	<p>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 of 2013, again in early April, and again in late summer to determine the status of their review. In January 2014 DFW staff responded with an alternative entry sign design, and accepted our fence stile design. Volunteers installed the fence stile in March 2014. The trail can be officially opened as soon as DFW approves the sign design.</p>
<p>Camp Berryessa</p> <p>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. Reclamation provided comments on the 90% plans on June 24, 2013. The first draft 100% version of the plans was submitted in mid October and has been forwarded onto Reclamation for their review and (hopefully) approval. Staff met with the PSOMAS project engineer on October 29 to discuss some specification refinements/modifications that may be necessary as a result of a high preliminary draft cost estimate. Staff is continuing to work with PSOMAS to bring estimated costs into line with the funding that is available. District staff completed additional soils testing in late August in hopes of finding soils that would limit the need to on-haul dirt for the Phase 2 septic system. A new water well was dug in October 2012--production is great, and quality is acceptable with minor treatment. Reclamation completed their review of the 90% plans and had a very positive meeting with District staff in late March. <u>PSOMAS assigned a new project manager and 100% plans were submitted to the District in early July 2014. To meet budget constraints, work on the planned black water leach field will be deferred to phase two. The project will go out to bid in late July 2014, with construction planned to start in fall 2014.</u></p>
<p>District Non-profit Foundation</p> <p>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</p> <p>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. 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. Work was completed on the connector trail to Moore Creek in June 2013 and public response to the new trail has been very positive. A plan for fencing and signage improvements along the Hennessey north shore has been accepted by the Director of the Water Division. Installation of City-required fencing was completed in mid-April of 2014 and a crew of 12 hearty volunteers completed the installation of required signage and two kiosks on the weekend of May 17th. Minor additional wayfinding signage and fixes at an existing horse trough are all that remain to be done at this point. Working relations with the City of Napa have been very positive and if everything goes according to plan, the Lake Hennessey Unit should formally open to the public in late summer 2014.</p>
<p>Moore Creek Park Development</p> <p>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>The park opened on June 30, 2013. <u>The eastern boundary survey and fencing project was completed June 2014.</u> Construction of the remainder of the Valentine Vista Trail was completed by the Forest Trails Alliance in April 2014. With the help and support of the County Fire Department and County communications technicians, the District has been working to install an emergency communications radio and antenna at the Ranch House (which has neither landline nor cellular phone service). The hardware is in place and it is now just a matter of doing the final install and staff training.</p>
<p>Oat Hill Mine Trail</p> <p>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. The City of Calistoga and CalTrans have restarted discussions about constructing a roundabout at the intersection of Highway 29 and Silverado Trail; the District is tracking these discussions to ensure that whatever design as adopted will provide adequate and safe access to the Oat Hill Mine Trail. The Bay Area Ridge Trail did some cleanup and minor improvements in late October 2013 to the staging area, and the lower 4 miles of the OHMT was dedicated as part of the Ridge Trail on November 10, 2013. In recent months staff has observed extensive unauthorized construction of banks, ramps, jumps and new trails for mountain bicyclists; staff is attempting to determine who is doing the work.</p>
<p>Oat Hill Mine Trail</p> <p>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</p> <p>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 and negotiations stalled. A Draft EIR was released in late September 2013 for the proposed expansion of the adjacent Syar Quarry. The District Board approved comments on the DEIR at it's October 2013 meeting.</p>
<p>Spanish Valley, Crystal Flats, and Stone Corral Planning for open space donated by Bob and Evalyn Trinchero</p>	<p>The District took full possession of the properties on January 1, 2012. 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. Staff met with the LBEPOA Board many times in 2011-2013 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 has informally rejected. The well serving Spanish Valley was repaired in November 2013. <u>The District also sealed up an abandon dry well bore discovered on the property.</u> A group of 10 boy scouts GPS'd old ranch roads and 4-wheel drive tracks on the Spanish Valley property for us over the weekend of April 26-27 so that we can create a map of existing road and trails. <u>A contract for archeological surveying (a required part of the CEQA process) was completed by Tom Origer and Associates in in June, 2014.</u> Staff completed a preliminary survey of the Spanish Valley access road in late July 2012 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. In early January 2014 staff learned the affected parcels are for sale. Staff's cash offer to purchase half of the property in mid March was rejected and we have decided to be patient while the property owner attempts to find a better buyer (as we think it unlikely that there is one). In February 2013 several no trespassing signs were installed in response to some evidence of illegal OHV use. The Crystal Flats sign was immediately removed and the lock on the gate removed; a more secure gate sand lock will be installed and the Napa County Sheriff has placed two surveillance cameras at the location. The District is partnering with Tuleyome to investigate and come up with the trail alignment connecting Spanish Valley to the Pope To Putah Trail on BLM land which is under construction by Tuleyome. Staff has made arrangements to remove an abandoned trailer in Spanish Valley at no cost to the District using an abandoned vehicle program administered by the County.</p>
<p>State Parks 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&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. The District and State Parks have finalized an agreement regarding the "found" state money that provides up to \$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 deadline for using these funds was extended in June 2014, so the District will have time to fully utilize the grant.</u> The District is sponsoring SB 170 (Wolk) which 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 all Assembly committees, but unfortunately in late July the Department of Public Health announced their opposition to the bill. After meeting with DPH, it appears they may be willing to agree to a workable compromise; this will take time to explore, so we have made the bill a two-year bill. <u>Staff will be meeting with the author and Governor's office staff in late July.</u> Final approval of seven yurts was received in the last week of September 2013, and went on line with Reserve America in November 2013. A contract to prepare architectural plans for the repair of the cabins was awarded in December 2013; the plans were submitted in February 2014 for State Parks approval. In March 2014 the district was approached by several organizations and individuals requesting that the District consider taking over management of Robert Louis Stevenson State Park; <u>after approval from the Board, staff in June 2014 submitted a proposal to State Parks to manage some aspects of RLS.</u></p>
<p>Vallejo Lakes 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 surplus 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 surplus of the property. 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. Staff from the District and its partners met with the Vallejo City Manager in April 2014; the surplus process has become more complicated and the City does not anticipate any action in the near future, but meanwhile the City Manager appears open to working with us to figure out a mutually beneficial outcome. Staff had a very interesting meeting with City of Vallejo water division staff and a tour of Lake Curry in late May. The Lake Curry property can only be described as a jewel, and the City of Vallejo would clearly like to divest it. District staff is presently exploring a broad array of options, from an agreement under which the City would retain title and responsibility for the water system while the District would take over land management at the lake to outright purchase of the property by the District or its partners.</p>
<p>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.</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. 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. The Board President in early June 2014 sent a letter of support for a Vine Trail federal "Tiger" grant to help construct the section of trail between Yountville and Napa. The District continues to coordinate with the Vine Trail on plans to route the Vine Trail through Bothe-Napa Valley State Park. <u>A joint Vine Trail/Ridge Trail dedication event will be held at Bothe on July 27, 2014.</u></p>

Completed Projects

Bay Area Ridge Trail Realignment Amendment to the proposed alignment of the Bay Area Ridge Trail extend north to the Oat Hill Mine Trail	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.
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 Study to determine location and status of historic road Rights-of-Way and whether they have value as non-motorized recreational trails	Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.
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 First scheduled update to the Master Plan adopted in January 2009	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.
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	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.
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 Ecological Reserve Restoration This multi-year project resulted in the removal of the bulk of the invasive teasel that had taken over the 5 acre meadow at the entrance to the Reserve, and the construction of a short native plant interpretive trail. Work was done by volunteers, students, and paid contractors. In doing this work, several thousand students received a day of environmental education about native and invasive plants and riparian ecology.	
Napa River Flood Control Easement Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding	
Newell Preserve Improvements Provide on-site water supply for group campground for cattle	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.
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 Lot line adjustment to legalize River to Ridge Trail as constructed (it curenly encroaches on private	Deeds accomplishing the adjustment in property boundaries between Syar and the State have been recorded.
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.	
Skyline Park Trail Improvements	Major volunteer event to reroute and repair trails	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.
Skyline Park Facility Improvements	Partner-sponsored improvement include a second greenhouse and a covered equestrian arena.	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.
South Napa Wetlands Habitat Area	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.	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.
State Parks	Assume management of Bothe-Napa Valley State Park and keep it and the Bale Grist Mill open	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.
Trichero Open Space Acquisition	Donation of 3,400 acres of open space to the District by Bob and Evalyn Trinchero	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.
Wild Lake Ranch	Assist land trust with planning and possible joint management of trails, camping and picnic areas.	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.