



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

Karen Turjanis  
Director, Ward One

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## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Monday, November 9, 2015 at 2:00 P.M.

County of Napa Board Chambers, 1195 Third Street Third Floor, Napa, CA

#### General Information

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

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

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

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

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

#### 1. Call to Order and Roll Call

#### 2. Public Comment

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

### 3. Set Matters

2:05 p.m. Presentation regarding Vine Trail maintenance by Philip Sales, Vine Trail Coalition Executive Director and Rick Marshall, County of Napa Public Works Deputy Director, and direction to staff

### 4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of September 14 and October 12, 2015
- b. Receipt of results of public opinion survey conducted by the Land Trust of Napa County, and direction to staff regarding next steps regarding future funding for the District
- c. Update on the status of legislation of interest to the District (oral report)
- d. Update on the proposed Syar Quarry expansion and potential direction to staff (oral report)
- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff
- f. Adoption of Calendar of Regular Board Meetings for 2016
- g. Review of the District Projects Status
- h. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park
- i. Consideration and potential direction to staff regarding the name and logo of the District

### 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 agendaized, no action will be taken by the Board on these items unless specifically noted otherwise.*

### 7. Adjournment



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: November 9, 2015  
 Agenda Item: 3  
 Subject: Presentation regarding Vine Trail maintenance by Philip Sales, Vine Trail Coalition Executive Director and Rick Marshall, County of Napa Public Works Deputy Director, and direction to staff

### Recommendation

Receive presentation and provide direction to staff regarding whether the Napa County Regional Park and Open Space District would be willing to become involved with maintenance and operation of the Vine Trail.

### 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 Vine Trail Coalition is the sponsor of the Class I bicycle and pedestrian path proposed to run from the Vallejo Ferry Terminal to Calistoga. It travels through five municipalities, two counties and one State Park. A few short sections are currently in place, and the first major section (between Yountville and Napa) is now under construction.

The Coalition is seeking to establish uniform operations and maintenance standards for the entire trail, regardless of jurisdiction. To do this, several options are under consideration. One option is for the Napa County Regional Park and Open Space District to take on this responsibility. The Vine Trail Coalition is asking whether the park district is interested in assuming this responsibility.

Some factors to consider:

- the Vine Trail Coalition desires to have a uniform, high standard of maintenance for the Vine Trail. There is as yet no clear definition of the expected standard of maintenance that has been accepted by all of the involved jurisdictions.
- East Bay Regional Park District offers a good example of a park district operating a regional bike-ped facility. It is wildly popular, is for many people their main interaction with the park district, and provides a very useful non-motorized network of trails connecting their major regional parks.

- the Vine Trail Coalition envisions that that cost of maintenance would be shared by the County of Napa and the five municipalities in Napa County, and the City of Vallejo. In theory, whoever takes on management and maintenance responsibilities would be fully reimbursed for its operation and maintenance expenses. The involved entities are working on but have not yet agreed on a funding formula, nor how long such a funding formula would be guaranteed. If the District were to take on Vine Trail maintenance and operation responsibilities, there is the risk that as a practical matter the District would continue to be responsible even if the funding stream were reduced or eliminated.
- The District does not currently have the capacity to take on this type of operation. The District would need to either contract with a private party to do the day-to-day work, or hire additional staff and purchase equipment. In the short term, arranging this additional capacity would be a strain on existing staff resources, which are already fully allocated to other projects; some other projects would therefore need to be deferred in order for existing staff to take this on. In the long term, having this increased capacity would be a good thing, and be useful for not just the Vine Trail but other District parks and trails.
- In order for the District to take on maintenance and operations of the Vine Trail within the City of Vallejo, it would need to apply to the Local Agency Formation Commission (LAFCO) for an expansion of its approved service area. Both the Napa and Solano LAFCO's may need to give their approval.

As indicated above, there are arguments for and against the District being involved in the operation of the Vine Trail.

At this time the District Board of Directors is not being asked to make a final decision, but to indicate whether it would be open to taking on this responsibility if so requested by the Vine Trail Coalition and the affiliated public agencies.

Attached to this memo are two reports: a memo from Rick Marshall to the District providing background regarding the Vine Trail and the operational issues, and a Napa County Transportation Planning Agency memo prepared for when that agency recently considered the maintenance and operations question. The NCTPA memo includes a "white paper" prepared by the Vine Trail Coalition that addresses these issues in considerable detail.

# Napa Valley Vine Trail

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## *Presentation to Napa County Regional Parks & Open Space District*

### **BACKGROUND**

The Napa Valley Vine Trail (Vine Trail) is a proposed 47-mile multi-use paved trail which will extend from the City of Calistoga to the Vallejo Ferry Terminal. The Vine Trail route incorporates several existing paved pathways in the cities of Calistoga, Napa, American Canyon, Vallejo and the Town of Yountville. When complete, it will involve land controlled by twelve separate public agencies, including the County of Napa.

### **Feasibility Study**

The concept of a multi-use trail connecting all the communities of Napa Valley was initially evaluated by the Napa County Transportation & Planning Agency (NCTPA) in the Napa Greenway Feasibility Study in 2008. The study considered three basic corridors along the length of the valley, referred to respectively as the West Side, Mid-Valley, and East Side. The length of the valley was divided into ten segments, and within each segment the three corridors were evaluated in relation to the following criteria:

- Right-of-way
- Agricultural impacts
- Aesthetics
- User safety
- Residential impacts
- Usage
- Functionality
- Cost/feasibility
- Environmental impacts

The evaluation was very general at the time, but was sufficient to enable planners and stakeholder agencies to consider the relative merits of each of the corridors. At that time, the “West Side” corridor was identified, and roughly defined as following State Route 29, as the preferred alignment for further, more-detailed analysis going forward. The results of this study were also useful in determining relative priorities for implementing the various segments of the facility.

### **Vine Trail Coalition**

In 2008, a grassroots non-profit organization was formed to advocate for the development of the Vine Trail. The stated vision of the Napa Valley Vine Trail Coalition (NVVTC) is to build a walking/biking trail system to connect the entire Napa Valley – physically, artistically and culturally. The goal is to design, fund, construct and maintain this 47-mile level, paved, family-friendly, pet-friendly multi-use trail extending from Calistoga to Vallejo. Throughout the process, the coalition has been guided by these principles:

- The process will be open and inclusive
- No vineyard land will be taken out of production
- All easements, use agreements, etc. will be voluntary
- Provisions will be made for ongoing maintenance and upkeep

- The result will be as beautiful as our Napa Valley

The NVVTC is led by a Board of Directors that represent numerous facets of the community. The following organizations or community interest sectors have representatives on the Board:

- Napa Valley Vintners
- Land Trust of Napa County
- Napa Valley Grapegrowers
- Napa County Farm Bureau
- Winegrowers of Napa County
- Napa County Transportation & Planning Agency (NCTPA)
- NCTPA Technical Advisory Committee
- NCTPA Active Transportation Advisory Committee
- Napa County Regional Park & Open Space District (NCRPOSD)
- California Department of Fish & Game
- Napa county law enforcement
- California Department of Transportation
- City of Vallejo/Solano County
- Napa County Planning Commission
- Napa Valley College
- Visit Napa Valley
- Napa Valley Chambers of Commerce
- North Bay Association of Realtors
- Napa County Hispanic Chamber of Commerce
- Calistoga Vitality Group
- Cycling businesses of Napa Valley
- Sierra Club
- Sustainable Napa County
- Friends of the Napa River
- Napa County Bicycle Coalition
- Health, wellness and medical organizations
- Youth development and safety education organizations
- Runners of Napa Valley
- Rotary Clubs of Napa Valley
- Arts Council Napa Valley

In addition, six community members hold “at-large” positions on the Board, without representing specific constituencies as the others do.

Based on the principles noted above, the NVVTC has focused its efforts on developing the Vine Trail alignment along existing transportation corridors, and working only with willing landowners.

### **Vine Trail Route**

Following the preparation of the Feasibility Study, the next step toward implementation and definition of the Vine Trail route was the development of the Countywide Bicycle Plan. In 2012, NCTPA prepared an update of its [Countywide Bicycle Plan](#) which included recommended improvements to the bicycle system in each of the cities and town in Napa County, as well as the unincorporated area. A significant feature of the plan was the inclusion of the Vine Trail (following the “West Side” alignment as recommended in the Greenway Study) among the recommended improvements. Following completion

of the plan by NCTPA, each of the local agencies, including the County, adopted the relevant portions of the Countywide Plan as its local bicycle plan. The County adopted the plan in June, 2012, with Resolution No. 2012-98.

The designation of ten segments for evaluation in the Greenway Study has been carried forward as useful in describing and planning for the implementation of the Vine Trail. The segments are named, and generally correspond to the extents of, the viticultural appellations of the Napa Valley, as listed in Table 1.

**Table 1. List of Vine Trail Segment Designations**

| <b>Segment Name</b> | <b>From</b>                         | <b>To</b>                           | <b>Status</b>                                    |
|---------------------|-------------------------------------|-------------------------------------|--|
| Calistoga*          | SR 29/Silverado Trail,<br>Calistoga | Bale Lane                           | Planning/<br>grant application                   |
| St Helena           | Bale Lane                           | Zinfandel Lane                      |  |
| Rutherford*         | Zinfandel Lane                      | N. end Oakville                     |  |
| Oakville*           | N. end Oakville                     | N. end Yountville                   |  |
| Yountville          | N. end Yountville                   | S. end Yountville                   | Complete   |
| Oak Knoll*          | S. end Yountville                   | Redwood Road                        | In construction                                  |
| City of Napa        | Redwood Road                        | SR 29/Napa River<br>"Butler Bridge" | Portions complete;<br>portion in<br>construction |
| Vista Carneros*     | SR 29/Napa River<br>"Butler Bridge" | Green Island Road                   | Portions complete                                |
| American Canyon     | Green Island Road                   | Solano County Line                  | Portions complete                                |
| Vallejo             | Solano County Line                  | Vallejo Ferry Terminal              | Planning/<br>grant application                   |

\* These segments include length in the unincorporated area.

A brief discussion of the alignment in each section, along with a detailed map, follows.

**Calistoga.** The alignment of the Calistoga Segment is shown in Figure 1.

**Figure 1. Calistoga Segment**



The Vine Trail will connect with the Oat Hill Mine Trail at its trailhead, at the intersection of SR 29/Silverado Trail. It then follows SR 29 (Lincoln Avenue) into Calistoga, turns south along an extension of Fair Way, then crosses through City-owned property to Washington Street. An existing multiuse path will be incorporated into the Vine Trail, connecting the end of Washington Street with Dunawael Lane.

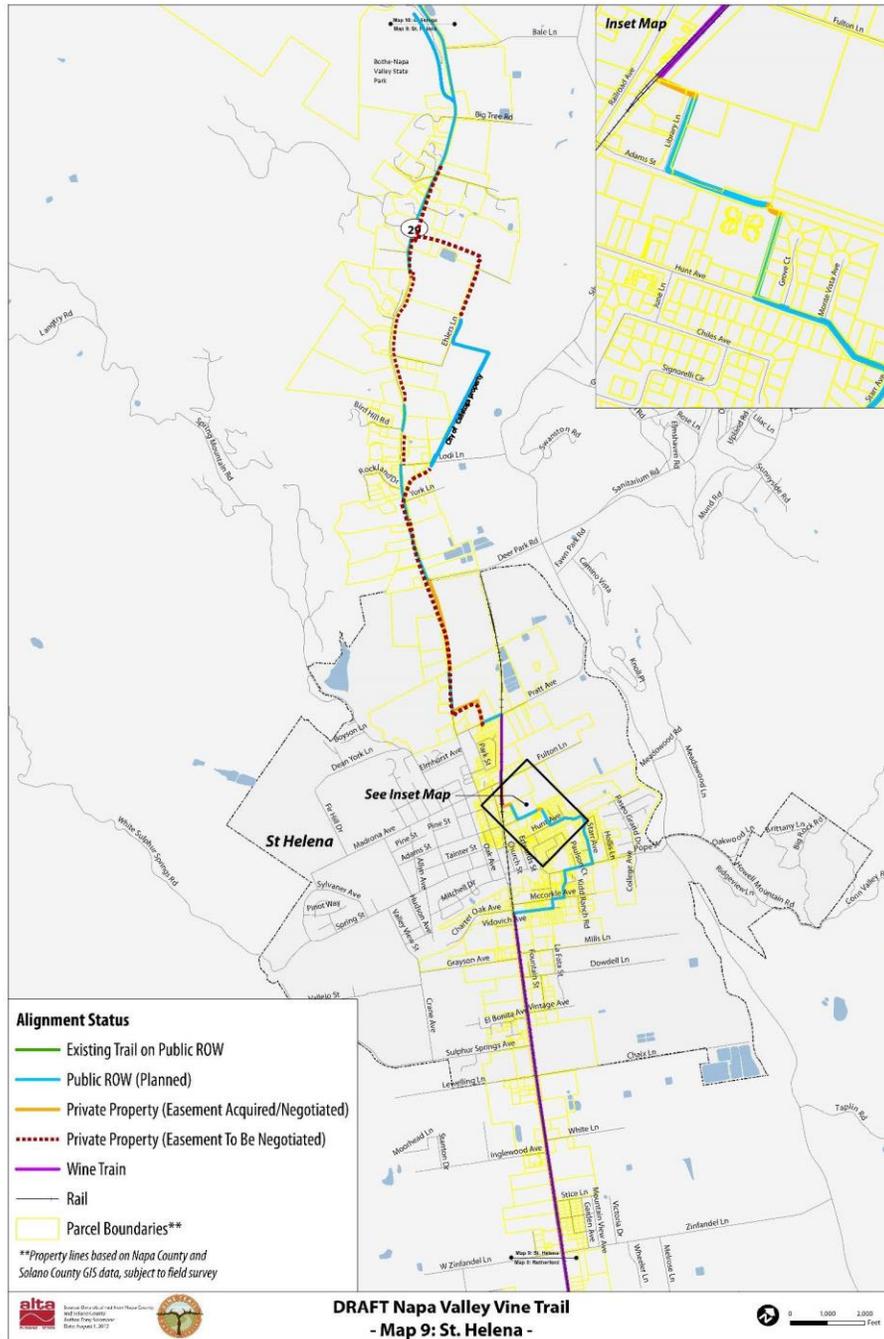
The Vine Trail will then follow Dunaweal Lane west to SR 29/128. At the request of the property owner at the southeast corner of this intersection, it is proposed to have the route detour through the Twomey Cellars property on existing vineyard roads, rather than cross in front of the tasting room entrance. The trail then continues south along SR 29/128 to just north of Larkmead Lane, at which point it will cross SR 29/128 and enter Bothe' Napa State Park.

The County has been working together with the City of Calistoga and the NVVTC in preparation of a "Project Initiation Document" (PID) for Caltrans' review of the alignment in this section. Discussions with Caltrans during this process have indicated that they will support the construction of the Vine Trail within their right-of-way, through an encroachment permit, but they will not take on responsibility for maintaining it. Thus it is assumed that stretches of the trail within Caltrans' right-of-way will need to be included in the overall plan for maintenance, discussed further below.

Within the State Park, the Vine Trail is proposed to use the one-mile existing low-volume park access road which parallels SR 29/128. The Trail will exit the park at the California Department of Forestry fire station and cross the highway, continuing along the east side until it reaches a point south of Big Tree Lane.

**St Helena.** The alignment of the St. Helena Segment is shown in Figure 2.

**Figure 2. St. Helena Segment**



Beginning at Big Tree Lane, constraints such as geology and wetlands, as well as limited public right-of-way, limit the number of route options available. This is the most-constrained segment of the trail alignment, and is the subject of much recent discussion because the NVVTC is actively working to finalize the route in order to utilize grant funding for construction of this section.

The NVVTC has met with several of the property owners in the corridor between Big Tree Lane and Lodi Lane and have explored alternative routes. Although some property owners are not willing to provide any additional easements for the development of the Vine Trail, others have expressed a willingness to grant easements, in most cases at no cost to the project. These options include bringing the path into close proximity to active vineyards (where the owners are willing participants), as well as using a low-volume County road (Ehlers Lane) and a length of old railroad right-of-way now owned by the City of Calistoga. Issues with the potential agricultural interface in this area are discussed later in this report.

Within St. Helena, the Vine Trail will be mainly aligned on low volume City streets between Pratt Avenue and Charter Oak Avenue. South of there to the southern city limit, the Vine Trail is planned to parallel the Napa Valley Wine Train.

**Rutherford – Oakville.** The alignment of the Rutherford Segment is shown in Figure 3; the Oakville Segment is shown in Figure 4.

**Figure 3. Rutherford Segment**

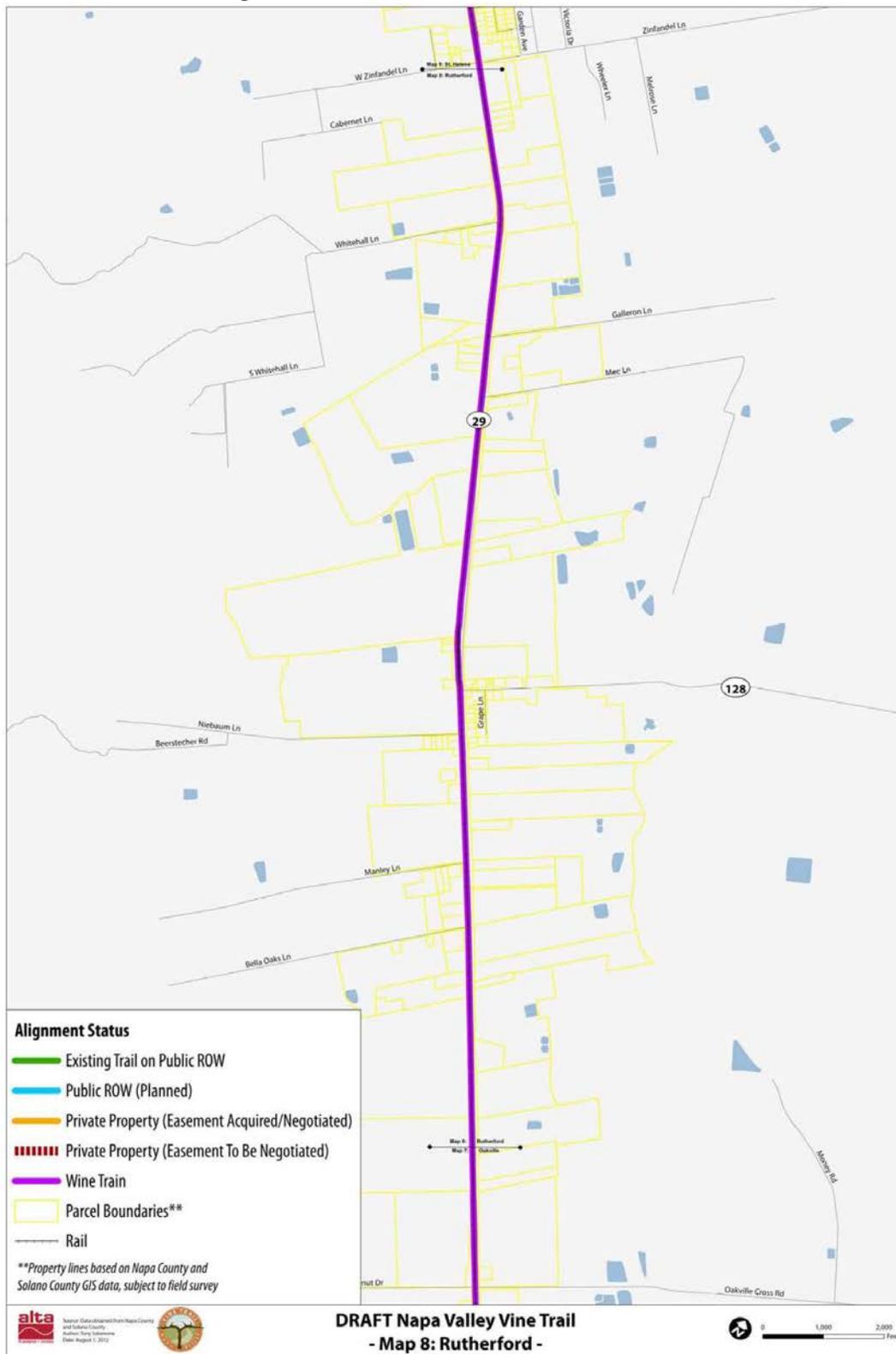
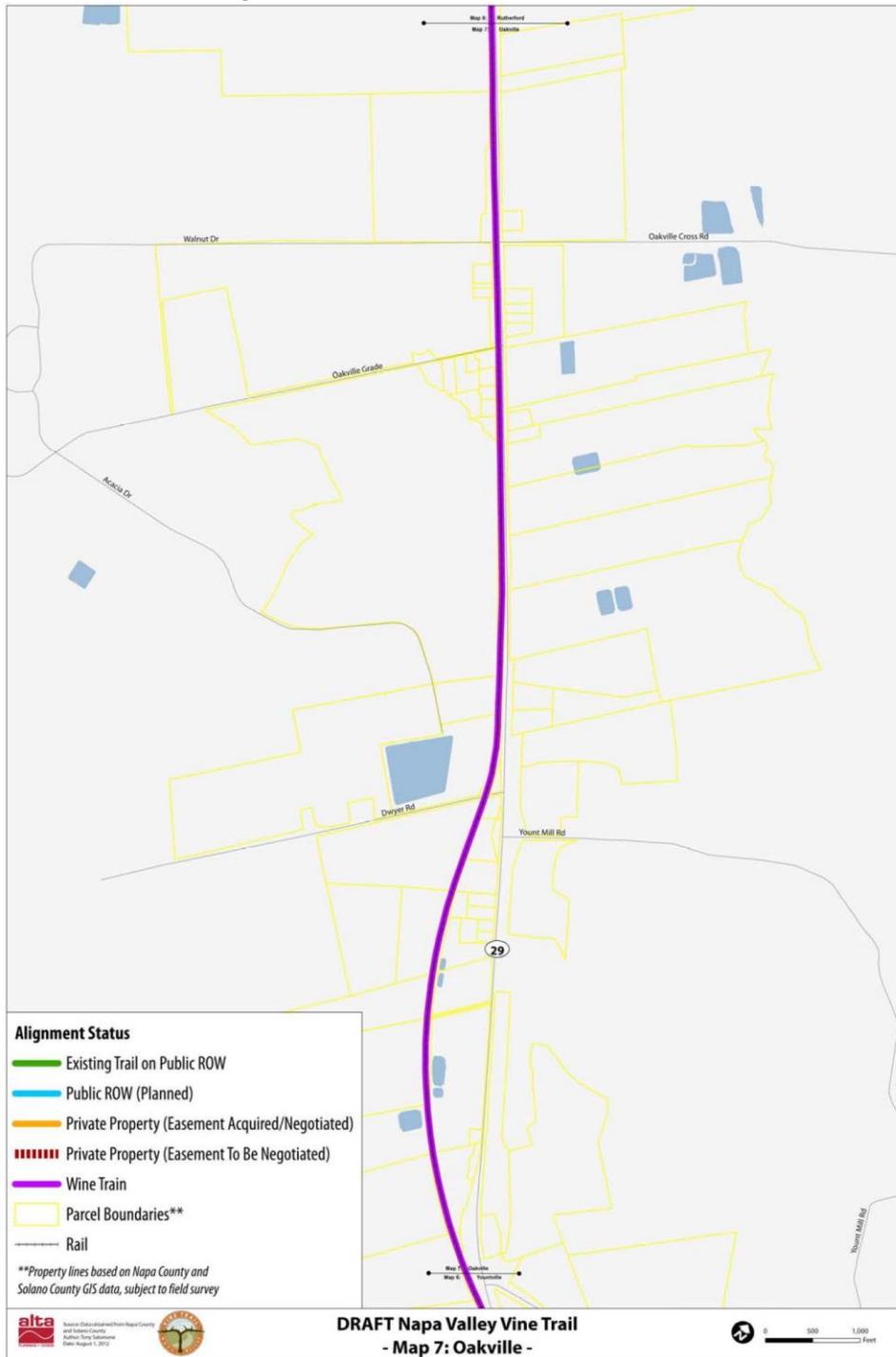


Figure 4. Oakville Segment



It is envisioned that the Vine Trail will follow the alignment of the Napa Valley Wine Train for much of the corridor between St Helena and Yountville. NVVTC is currently in discussions with the owner of the Wine Train, but there is no information available to report publicly yet. While these discussions are in progress, no other alignment options are being explored in these sections.

**Yountville (Complete).** The alignment of the Yountville Segment is shown in Figure 5.

**Figure 5. Yountville Segment**



The first section of the Vine Trail that was constructed entirely under the “Vine Trail” brand was a one-mile stretch through the Town of Yountville. Constructed with funds from the American Recovery and Reinvestment Act (ARRA) in 2009, it reaches from Madison Street to California Drive, alongside SR 29 in Caltrans’ right-of-way.

**Oak Knoll.** The alignment of the Oak Knoll Segment is shown in Figure 6.

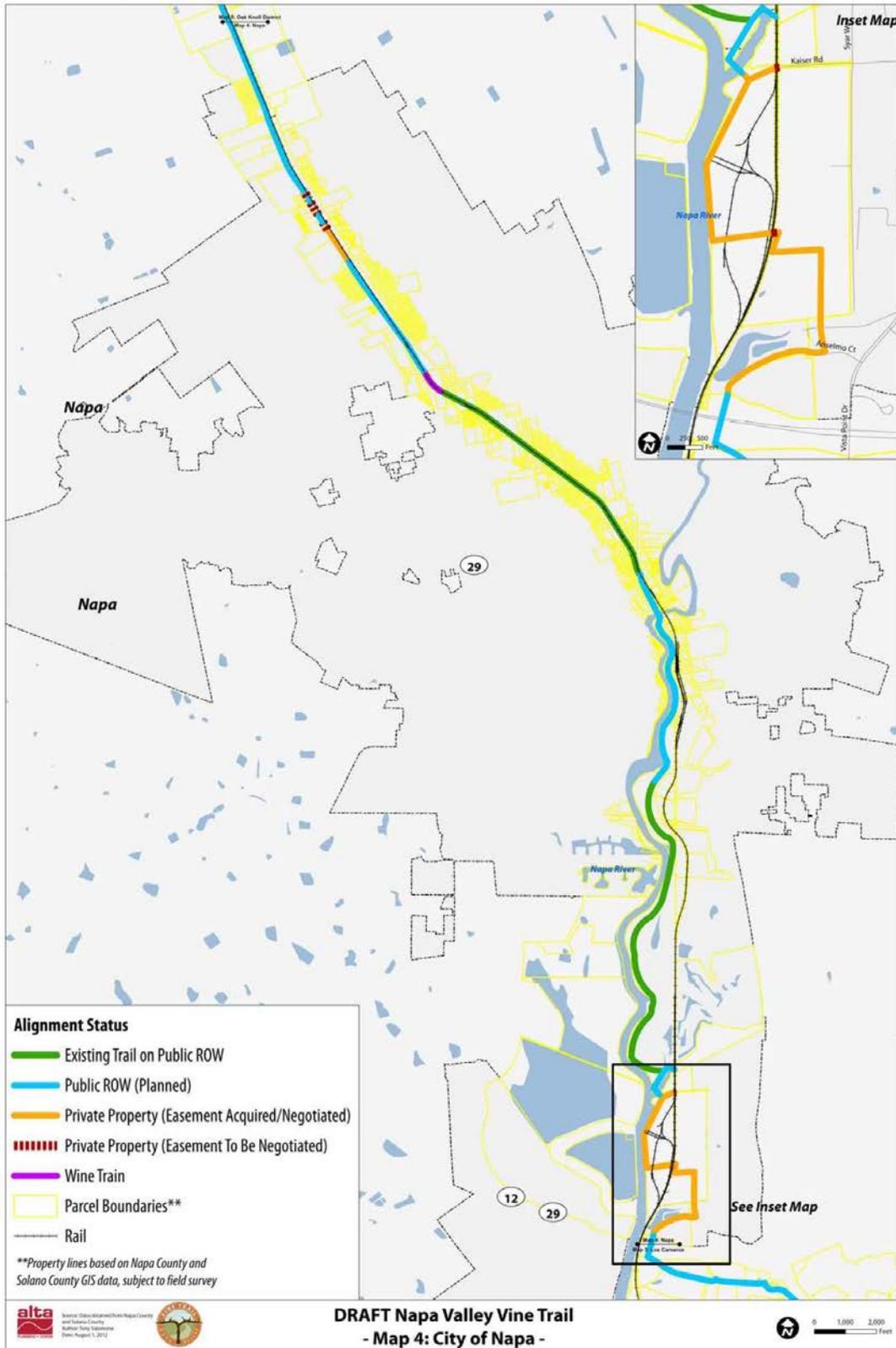
**Figure 6. Oak Knoll Segment**



The section from California Drive in Yountville to Redwood Road in Napa has just begun construction. It will follow Solano Avenue on its east side, in the space between this “frontage road” and SR 29. Construction is funded with a combination of grants and local contributions from the County of Napa and the City of Napa, and approximately \$2 million in donations from the NVVTC. It is expected to be complete in early 2016.

**City of Napa.** The alignment of the City of Napa Segment is shown in Figure 7.

**Figure 7. City of Napa Segment**



The city's Crosstown Commuter Trail will be incorporated into the Vine Trail alignment, connecting Redwood Road with Soscol Avenue at Vallejo Street. From there, NVVTC is currently working on finalizing the alignment, roughly along Soscol, from Vallejo to 3<sup>rd</sup> Street. From 3<sup>rd</sup> Street, the City of Napa has agreed to construct the path along the Napa River to Hartle Court. There it will connect with a new bridge under contract to be built this year across Tulocay Creek. The new bridge connects with the existing Napa River Trail/Bay Trail continuing south from Hartle Court to Napa Valley College (NVC) and the City's Kennedy Park.

Continuing south from Kennedy Park, the trail will follow the Napa River, passing through the Syar and Napa Pipe properties to connect with the recently-completed path constructed by NCRPOSD under SR 29 at the Butler Bridge.

Once the current construction projects between Yountville and Kennedy Park are completed, the Vine Trail will have a continuous 12.5 mile non-motorized transportation corridor serving 21 schools (including NVC) and over 18,000 students.

**Vista Carneros.** The alignment of the Vista Carneros Segment is shown in Figure 8.

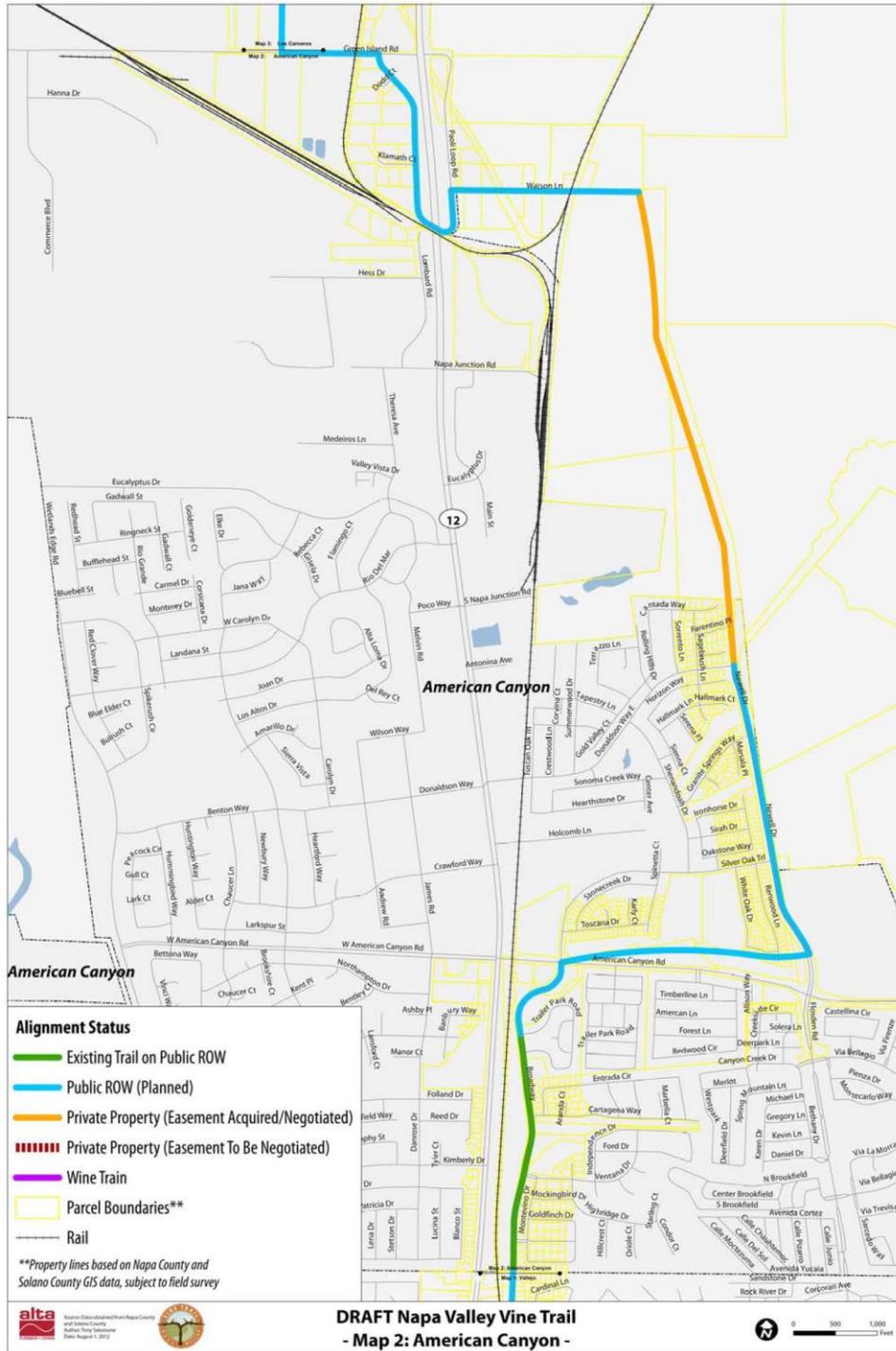
**Figure 8. Vista Carneros Segment**



The Vine Trail will follow Solscol Ferry Road and Devlin Road through the Airport Industrial Area, all the way to Green Island Road. Construction of a quarter-mile segment was included in the 2014 construction of Devlin Road Segment C, and is included in the design for Segment E, the next portion to be constructed. It will be necessary to retrofit existing sidewalks along completed sections of Devlin Road by widening them to accommodate the 10-foot width required for a multi-use trail.

**American Canyon.** The alignment of the American Canyon Segment is shown in Figure 9.

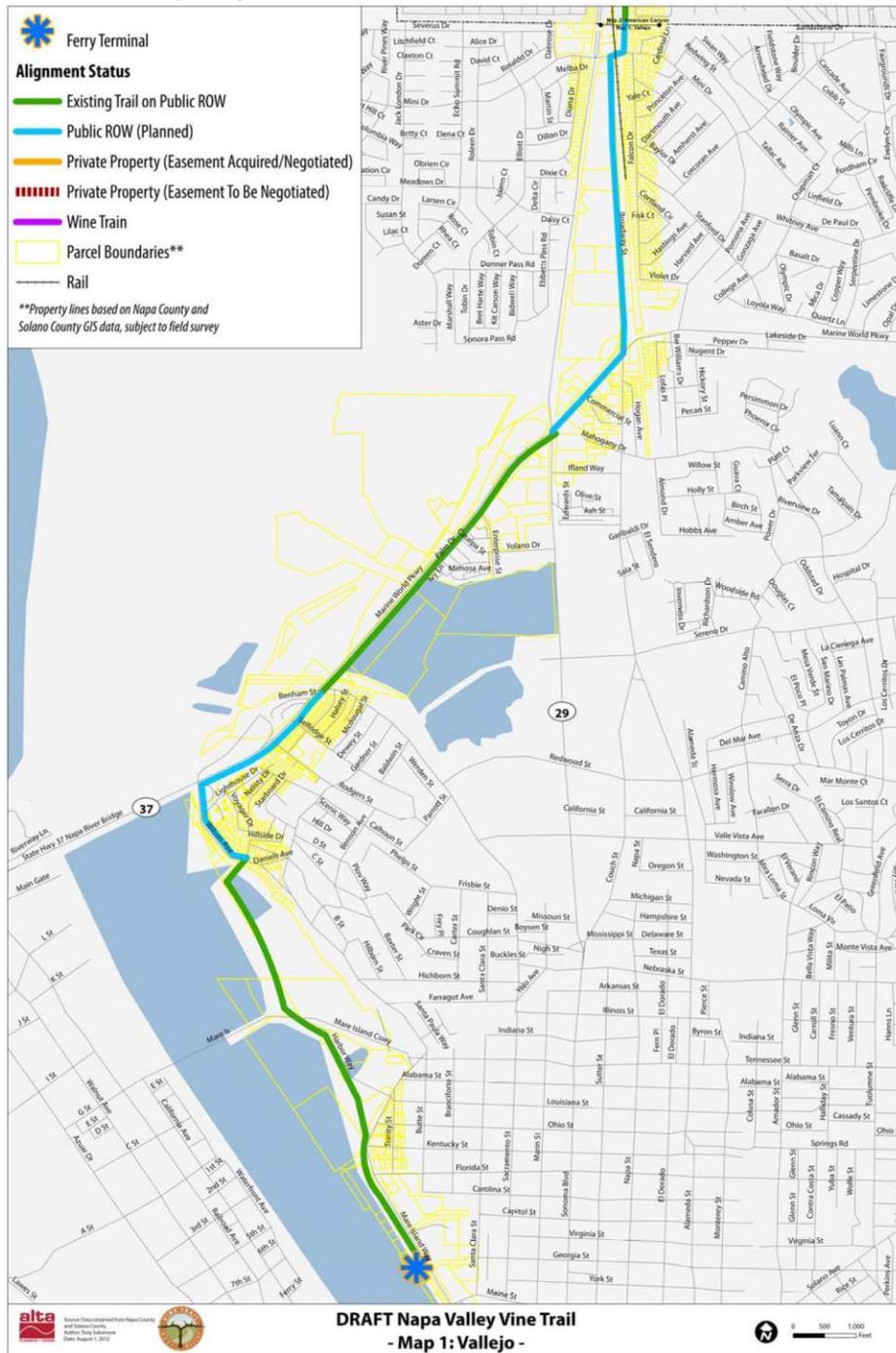
**Figure 9. American Canyon Segment**



The path will continue south from Green Island Road through the Paoli Loop to connect with Watson Lane and the planned Watson Ranch/American Canyon Town Center development. From there it will continue south on Newell Road to American Canyon Road, follow the flood channel west to Broadway, and continue down Broadway to Mini Drive through Veterans' Park to the southern city limits.

Vallejo. The alignment of the Vallejo Segment is shown in Figure 10.

Figure 10. Vallejo Segment



The path will continue down Broadway, crossing under Highway 37 and connecting to Lewis Brown Drive. It will then continue west on Lewis Brown Drive and cross Highway 29 to connect with the existing bike path that runs along the south side of Highway 37 to Sacramento Street. It will then cross over SR 37 at Sacramento Street and continue along Wilson Avenue to Mare Island Way and on to the Vallejo Ferry Terminal, a multi-modal transportation hub connecting the North Bay with the rest of the Bay Area.

## CONSTRUCTION COSTS AND FINANCING

The Oak Knoll Section of the Vine Trail has recently begun construction, as noted above. The 6 miles of trail construction will cost approximately \$9 million, based on the results of competitive bidding as just conducted. This cost of \$1.5 million per mile is very high due to a number of factors, including the construction of three bridges, modification of the existing bridge over Dry Creek to add width for the path, extending the culvert at Wine Country Avenue to make room for the path, addition of traffic signals at two intersections, and the modification of signals at one intersection. Additionally, there were several other factors in the Oak Knoll section that increased the cost beyond that of standard multiuse trail construction, including:

- Right of Way acquisition costs
- Required curb and gutter in the urban areas adjacent to the path
- Adding curb and gutter required over 60 custom drainage structures
- Large tree removals
- Relocation/shift of Solano Avenue in Yountville to accommodate the Park and Ride Lot, the path itself and Solano Avenue within the corridor
- Substantial amount (over one mile) of retaining wall needed due to limited corridor width to accommodate Solano Avenue and the path without encroaching into Wine Train right of way
- Installing retaining wall also requires railing or fencing on top of the wall for safety purposes
- Substantial cost for raising, lowering and moving utility boxes and other appurtenances within the alignment due to it being a vital corridor for many utility providers
- Several miles of irrigation for trail landscaping

Public Works staff from the County, the City of Napa and the Town of Yountville reviewed the plans prior to the advertisement for bids, and concur on the scope of work involved in this construction project. Staff from these agencies are working together with NVVTC and NCTPA to identify any potential “value engineering” opportunities to reduce the overall cost of the project.

For planning purposes, the NVVTC is assuming an average cost of \$1 million per mile, to construct a paved path on an alignment where no improvements already exist, although certainly some segments will cost more and some will cost less. For example, the Calistoga Segment will have one large bridge and one small bridge/culvert, along with a HAWK signal (specialized pedestrian crossing signal) and a fair amount of retaining wall and/or sound barrier wall, resulting in a cost of \$1.1-1.2 million per mile. Table 2 presents a listing of the estimated cost to complete the remaining sections of the Vine Trail.

**Table 2. Estimated Cost of Remaining Vine Trail Construction**

| Section         | Total Length | Length left to build | Estimated remaining cost |
|-----------------|--------------|----------------------|--------------------------|
| Calistoga*      | 5.66         | 3.72                 | \$3,720,000              |
| St Helena       | 7            | 7                    | 7,000,000                |
| Rutherford*     | 3.4          | 3.4                  | 3,400,000                |
| Oakville*       | 2.53         | 2.53                 | 2,530,000                |
| Yountville      | 2.88         | 2                    | 2,000,000                |
| Oak Knoll*      | 5.5          | 5.5                  | 5,500,000                |
| City of Napa    | 6.79         | 2.98                 | 2,980,000                |
| Vista Carneros* | 4.33         | 4.08                 | 4,080,000                |
| American Canyon | 4.31         | 3.77                 | 3,770,000                |
| Vallejo         | 4.5          | 2.1                  | 2,100,000                |
| <b>TOTALS</b>   | <b>46.90</b> | <b>37.08</b>         | <b>\$37,080,000</b>      |

\* These segments include length in the unincorporated area.

The total cost of the Vine Trail, including the sections already built or under construction, is nearly \$50 million. The NVVTC has been raising funds for the construction and ongoing maintenance of the trail. Their plan has been to contribute 25% of total construction costs through their philanthropic efforts in the community. Thus, their contribution would be approximately \$12.5 million to the total cost of Vine Trail construction. The remaining \$24.5 million would come through local agencies' contributions, either directly or through their application for grant funding. To date the NVVTC has received pledges or donations of approximately \$8.5 million of their \$12.5 million goal.

### **Grant Funding – Calistoga-St. Helena Segment**

The NVVTC pledged \$3 million of that in support of two Active Transportation Program (ATP) grant applications which were submitted in the current cycle: Calistoga to St Helena (submitted by NCTPA) and Vallejo (submitted by Solano Transportation Authority) segments of the Trail. The California Transportation Commission (CTC) staff recommendation for award of these grants was announced on September 15, though the final CTC action will not occur until October 22. Unfortunately, neither project was selected for funding by CTC staff. There is an additional portion of ATP funding which is distributed at the regional level by MTC, whose staff has recommended the Calistoga segment project (total estimated cost \$9.2 million) for full funding. The application materials indicate the following local contributions as match for the \$6.1 million grant:

- \$100,000 from the Bay Area Ridge Trail in FY 2017-18
- \$150,000 from the City of Calistoga in FY 2017-18
- \$350,000 from the County of Napa in FY 2018-19
- \$150,000 from the City of St. Helena in FY 2018-19

There has no commitment on the part of staff or elected officials to the funding amount noted for the County, and County staff is not aware of the status of the commitments shown for the two cities.

### **Grant Funding – General**

As noted earlier, both the Yountville Section and the Oak Knoll Section were constructed using grant funding. However, the world of grant funding is driven by federal and state political processes in developing the multimodal transportation funding bills, so future grant programs are not necessarily comparable to those used in these past projects. Certain recent grant programs have drawn a distinction between facilities for “recreation” use vs. those for “transportation” use (e.g., daily commute trips by walking or bicycling). Since the Vine Trail is a facility which serves both purposes, this may either help or hurt its chances in future grant applications, depending on the perspective of the reviewing agencies' staff.

Different grant sources have different local match requirements, but most typical is federal funding with its distinct 88.53% federal/11.47% local funding split. If we were to assume that the agencies' \$24.5 million “share” were to come from federal funding over time, that would result in the need to provide approximately \$2.8 million in local funding. Without grant funding, of course, the funding obligation for local agencies is significantly greater. It is unlikely that any segments of the Vine Trail will be built without grant funding of some sort, so it will probably result in an ongoing cycle of submitting applications each grant cycle until the local projects rise to the top of the statewide or regional list.

### **Allocation of Construction Costs**

There is no master financing plan indicating that NVVTC has a specific financial expectation on the part of the County or the other local agencies. In the past, the County contributed \$130,000 toward the construction of the Oak Knoll segment, in the form of early consultant studies and staff in-kind contributions, and \$35,000 toward Caltrans' preliminary review of the alignment of the Calistoga

segment. These were not based on any formula, but rather were determined by what was available within the County's Roads Budget at the time the requests were made.

Various possibilities exist for how the responsibility for local contribution to the construction might be divided among the local agencies. For example, Measure T revenues will be distributed based on a formula which was developed using a combination of population, length of roads, value of maintenance needs, and "return to source" (value of sales tax collected in each jurisdiction). Gas tax revenues are distributed based on population, vehicle registration and length of roads.

Both residents and visitors will make use of the Vine Trail, and this should be considered in combination with population in any distribution formula. To attempt to represent the magnitude of tourism activity in each jurisdiction, the number of lodging units in each jurisdiction has been presented.

Table 3 presents some figures regarding the relative proportions of population, length of trail and lodging units per jurisdiction.

**Table 3. Proportions of Population, Length of Trail, and Lodging Units by Jurisdiction**

| Jurisdiction               | Population (%) | Length of Trail (%) | Lodging Units (%) |
|----------------------------|----------------|---------------------|-------------------|
| American Canyon            | 8%             | 11%                 | 5%                |
| Calistoga                  | 2%             | 3%                  | 12%               |
| Napa                       | 30%            | 16%                 | 41%               |
| St. Helena                 | 2%             | 8%                  | 3%                |
| Yountville                 | 1%             | 6%                  | 8%                |
| Vallejo                    | 46%            | 10%                 | 15%               |
| Unincorporated Napa County | 10%            | 45%                 | 15%               |

There is some question regarding whether Vallejo should be considered part of the funding conversation for the Vine Trail. Although its total population is larger than any of the other jurisdictions listed, very little of that population is within close proximity to the trail alignment. Additionally, the City's long history of financial challenges calls into question whether it can reasonably be expected to contribute local funding. Table 4 shows the relative proportions of these figures without Vallejo included.

**Table 4. Population, Length of Trail, Lodging Units (without Vallejo)**

| Jurisdiction               | Population (%) | Length of Trail (%) | Lodging Units (%) |
|----------------------------|----------------|---------------------|-------------------|
| American Canyon            | 14%            | 13%                 | 6%                |
| Calistoga                  | 4%             | 5%                  | 15%               |
| Napa                       | 56%            | 18%                 | 49%               |
| St. Helena                 | 4%             | 9%                  | 4%                |
| Yountville                 | 2%             | 7%                  | 9%                |
| Unincorporated Napa County | 19%            | 49%                 | 17%               |

It can readily be seen that the question of Vallejo's involvement in funding the Vine Trail has potentially significant ramifications.

## OPERATIONS AND MAINTENANCE

The Vine Trail, once completed, will pass through several jurisdictions, in a wide variety of settings from very rural to relatively urban. Along with the construction of the trail itself, the overall vision for the facility includes the installation of uniquely-designed (Vine Trail “branded”) rest stop shelters, and the installation of public art and educational/interpretative signage at several locations.

There will be a range of operational tasks, depending on the setting, to include:

- Routine Maintenance
  - Inspections
  - Sweeping
  - Trash pickup and removal
  - Graffiti removal
  - Vegetation management
- “As Needed” Maintenance
  - Sign repair/replacement
  - Pavement markings placement/maintenance
  - Lighting
  - Cleaning benches, drinking fountains, signs, shelters, gates
  - Traffic signals
  - Bridges and culverts
  - Curation of art, educational signs and landscaping
- Major Maintenance
  - Pavement rehabilitation/reconstruction

In December, 2014, at the request of NCTPA, the NVVTC produced a White Paper on Trail Maintenance and circulated that report to all the affected jurisdictions. The report discusses conditions and upgrades to existing sections of trail being incorporated into the Vine Trail alignment, as well as annual costs for basic maintenance. This report was reviewed at the NCTPA Technical Advisory Committee on December 2, 2014 and a follow-up meeting, the “Maintenance Summit,” was held in May with representatives of cities, the County and State Parks.

NVVTC’s analysis of operation and maintenance costs included similar facilities in local agencies, the Bay Area region, and nationally. Local data included the City of Napa and the Town of Yountville. Regional examples came from trail facilities in Marin, Sonoma, Alameda and Contra Costa counties. There is wide variation in how the various agencies track and allocate their costs, and in the type of services provided, so the figures for different facilities are somewhat difficult to compare. For example, some agencies provide parking areas, restrooms and mini parks. Some use contracted labor and/or alternatives such as inmate crews, conservation corps or volunteers. And all had different ways they allocated their overhead costs to the figures provided.

A sample of the cost figures for various agencies is provided in Table 5.

**Table 5. Average Annual Trail Maintenance Costs**

| Jurisdiction                         | Facility                     | Cost/mile of trail |
|--------------------------------------|------------------------------|--------------------|
| City of Napa                         | Crosstown Trail + others     | \$21,830           |
| Town of Yountville                   | Vine Trail                   | \$27,316           |
| Larkspur, Corte Madera, Marin County | Marin North-South Bikeway    | \$11,928           |
| Sonoma County Regional Parks         | Joe Rodota West County Trail | \$6,642            |
| East Bay Regional Parks              | Iron Horse Trail             | \$25,000           |

Based on these figures and others, NVVTC evaluated the type of maintenance provided and the operational scheme used in each example, and concluded that a figure of approximately \$12,000/mile/year (today's dollars) is appropriate to plan for maintenance. (Thus, when complete, the 47-mile trail can be expected to cost \$564,000/year to operate and maintain.) If a higher average cost is used, \$25,000/mile/year would add up to \$1,175,000/year total.

Local agencies will need to work together to develop a common vision for the ongoing operation and maintenance of the Vine Trail, and from that to formulate specific policies regarding the types of services and level of effort to be provided. This is discussed further, below.

As noted above, the NVVTC has not only been raising funds for the construction of the trail, but what is a unique model is establishing an endowment to support the ongoing maintenance of the trail. It is akin to a developer constructing a road for the County and then contributing to its maintenance. The NVVTC has committed to contribute up to 50% of total maintenance costs through their philanthropic efforts in the community, based on a per-mile cost of \$12,000/year. The remaining 50% of maintenance and operation costs would come through local agencies' contributions.

To that end, the NVVTC has established a Maintenance Endowment Fund. \$500,000 was set aside in their budget to fund the NVVTC commitments to the first 12.5 miles. The NVVTC is planning to ultimately contribute \$7.5 million to this Endowment. The NVVTC has already used the yield off the Endowment to reimburse the Town of Yountville for a portion of their 2015 trail maintenance expenses.

## **ISSUES TO BE CONSIDERED**

There are numerous issues surrounding the development and operation of the Vine Trail which are currently the subject of discussions among stakeholders. These issues are summarized here to facilitate the Board of Supervisors' discussion, and possible direction to staff, in each area:

### **General Plan/Zoning consistency**

Of particular concern for the County of Napa is the ability to develop the Vine Trail within the parameters of its General Plan and zoning requirements. Much of the length of the facility, north of Napa, is designated Agricultural Resource (AR) in the General Plan's Land Use Map, and is located in the Agricultural Preserve (AP) zoning district.

Recreational uses, as the Vine Trail would be classified, are not a permitted use in the AP district. If a private party or another governmental entity (such as NCTPA or the Parks District) were to propose to construct the Vine Trail in these areas, it would potentially need a Measure P vote of the people to enable this to take place.

However, it has been determined that if the County is the lead agency in constructing the trail in these areas, it does not legally have to comply with its own zoning codes, but in all cases would need to comply with the General Plan. County Counsel has prepared an analysis of how the project is consistent with the General Plan, which will be provided to the Board of Supervisors at their meeting December 8, 2015. Additionally, in 2009 the NVVTC reviewed this proposal for the County to construct the Vine Trail in this manner with the key agricultural industry groups in the County (Napa Valley Vintners, Napa Valley Grapegrowers, Napa Valley Winegrowers, Napa County Farm Bureau and Napa County Land Trust) and received support for this approach as long as the Vine Trail was aligned substantially along existing transportation corridors and all easements from private landowners were obtained voluntarily.

As noted above, as more-detailed discussions with landowners from Big Tree Road to Deer Park Road have occurred, a route supported by voluntarily-granted easements through this area can be accomplished, but would deviate from existing transportation corridors on four or five properties. The NVVTC has reached out to the agricultural industry groups to further discuss the issue; in these discussions, the Grapegrowers and Vintners have supported the revised alignment, with some stipulations, while the Farm Bureau has thus far opposed the route deviation.

### **Compatibility with agricultural activity**

One substantial concern being raised as NVVTC develops the specific alignment in the Calistoga section, is how will the operation of a public multi-use trail be compatible with agricultural activities (such as pesticide spraying or farm vehicle operations) on adjacent lands?

Both the previous and current Agricultural Commissioners were and continue to be engaged in conversations with various stakeholders (NVVTC, industry groups, landowners, etc.) since the inception of the Vine Trail. Both commissioners have voiced support consistent with the conditional support expressed by the agricultural industry groups (e.g., trail will follow existing transportation corridors).

The Vine Trail has the potential to affect various programmatic responsibilities and functions performed by the Agricultural Commissioner's Office, as outlined in their report (to be provided to Board of Supervisors in December). The issues vary in significance, including those that might be of a general nature like ag/trail interface issues or interactions between landowners and their land, trail users, and county personnel. Other issues are more significant and relate to the safety and protection of all parties, agriculture and the environment. These concerns have been discussed with trail planners and there is agreement that efforts will be made to mitigate these issues.

It is envisioned that easement documents, as they are developed with property owners, will spell out the necessary parameters of the strategies which will accomplish these outcomes. Such parameters might include defining the area and/or method of spraying, or the days/hours spraying could occur (and whether the trail would need to be closed at those times).

The County has worked together with NVVTC, the Farm Bureau, Vintners, Grapegrowers, Napa Bike, Visit Napa Valley, NCTPA and NCRPOSD to develop a program known as Ag Respect, intended to help educate the public about proper respect for agricultural land and its operations. The program is designed to be more general than just potential Vine Trail/ag land interfaces, and in fact the County has posted signs from this program on a few roads where there has been concern about the interaction of motorists and surrounding agricultural land. Staff believes an expansion of this program is appropriate for the Trail, and could help to limit negative interactions between users and property owners.

### **Exposure to liability**

A companion concern as the potential trail alignment diverges from existing transportation corridors, is the potential exposure to liability, both for government agencies and for the adjoining private property owners who provide easements on their private property for the trail. People will get hurt using the Vine Trail. How do we balance the rights of recreational users with local government and landowners who allow use of their land? The intent of two statutes enacted more than 50 years ago was to encourage landowners to allow public use of their property for recreational purposes.

Civil Code Section 846 – the Recreational Use Statute makes private landowners immune from liability for injuries suffered by people who enter their land free of charge for recreational purposes. Under Government Code Section 831.4, a complementary but totally separate and more focused law, public entities are protected from lawsuits filed by citizens injured using public roads and trails for recreational purposes. This law also protects private property owners who deed public easements to municipalities for those same recreational purposes.

California courts have interpreted these laws broadly to now encompass paved trails and roads, even sidewalks and paths including hiking, walking, biking and skating, etc., or used for providing access to another recreational area.

There are three exceptions to Civil Code section 846:

1. There is no immunity from liability if “landowners willfully or maliciously fail to guard or warn against a dangerous condition, use structure or activity” on the land. Failure to protect or warn of a known dangerous condition may impose liability. Signage usually suffices as a warning.
2. If the landowner is paid for granting permission to enter the property for recreational activity, the immunity does not apply.
3. The immunity does not apply where the injured person was expressly invited onto the land by the owner.

These statutes would make it appropriate for the entity that will be operating and maintaining the Vine Trail to indemnify the private property owners deeding a trail easement for public use.

### **Organizational structure for ongoing operation of Trail**

County staff has been participating in discussions with the numerous agencies that have jurisdiction over portions of the alignment of the Vine Trail, to consider how to approach the operation and maintenance of the facility as more sections are completed. If each agency just operates and maintains the portion within its jurisdiction, it is possible the Vine Trail would be subject to a wide range of

operational policies and standards of care. Topics to be addressed, and standardized as appropriate, include:

- Hours of operation
- Enhanced facilities such as trash receptacles and/or restrooms
- Regulations on pets
- Art installations
- Common signage and road crossing treatments
- Law enforcement/trail user security
- Coordinated efforts to maintain the trail in a consistent manner
- Procedures for other parties to obtain encroachment permits (such as for utility work, or for side connections between the Trail and residential areas or local businesses)

In addition to deciding these operational policies, there is need to identify the approach to, and funding for, ongoing maintenance activities such as those described above. Although it is early in the progress of the multi-agency discussions, there is movement toward identifying an entity to take over operation and maintenance of the entire Vine Trail, with funding contributions provided by all the agencies, as opposed to having each jurisdiction separately manage the facility within its boundaries. Such an entity could be a new organization formed through a Joint Powers Agreement (JPA), or could consist of delegating this authority to an existing organization (i.e., NCTPA or NCRPOSD) and modifying its powers to enable this activity. This approach has been seriously discussed within County staff and is strongly recommended for the Board's consideration.

### Cost-sharing formula for capital and maintenance costs

As noted above, based on the funding concepts put forward by the NVVTC, there could be substantial financial contributions expected of the County, and all other local agencies, for both construction and maintenance of the Vine Trail. If these costs are apportioned purely based on the length of the facility within each jurisdiction, it might look equitable on the surface but in reality would not be. The alignment of the Vine Trail in the unincorporated area of Napa County represents approximately 45% of the total length of the trail, but the population of the unincorporated area is only about ten percent of the total population of the communities served. Staff has prepared a proposal for the Board's discussion that would allocate these costs on a formula weighted 60% on population, 40% on mileage, which is presented in Table 6.

**Table 6. Potential Cost-Sharing Distribution**

| FORMULA                    |              |             |             |
|----------------------------|--------------|-------------|-------------|
| Population factor          | 60%          |             |             |
| Mileage factor             |              | 40%         |             |
| Jurisdiction               | Population % | Mileage %   | Formula     |
| American Canyon            | 8%           | 11%         | 9%          |
| Calistoga                  | 2%           | 4%          | 3%          |
| Napa                       | 30%          | 16%         | 25%         |
| St Helena                  | 2%           | 8%          | 5%          |
| Yountville                 | 1%           | 6%          | 3%          |
| Vallejo                    | 46%          | 10%         | 31%         |
| Unincorporated Napa County | 10%          | 45%         | 24%         |
| <b>Total</b>               | <b>100%</b>  | <b>100%</b> | <b>100%</b> |

The resulting allocation of costs is approximately similar to the proportion of the allocation of revenues as negotiated during the preparation of Measure T.

As noted above, there is some question regarding whether Vallejo should be considered part of the funding conversation for the Vine Trail. Table 7 shows the potential cost-sharing figures without Vallejo included.

**Table 7. Potential Cost-Sharing Distribution (without Vallejo)**

| FORMULA                    |                     |                  |                |
|----------------------------|---------------------|------------------|----------------|
| Population factor          | 60%                 |                  |                |
| Mileage factor             |                     | 40%              |                |
| <b>Jurisdiction</b>        | <b>Population %</b> | <b>Mileage %</b> | <b>Formula</b> |
| American Canyon            | 14%                 | 13%              | 14%            |
| Calistoga                  | 4%                  | 5%               | 4%             |
| Napa                       | 56%                 | 18%              | 41%            |
| St Helena                  | 4%                  | 9%               | 6%             |
| Yountville                 | 2%                  | 7%               | 4%             |
| Unincorporated Napa County | 19%                 | 49%              | 31%            |
| <b>Total</b>               | <b>100%</b>         | <b>100%</b>      | <b>100%</b>    |

If the figures shown in this table were applied to the NVVTC's estimates (today's dollars) of capital and maintenance costs as noted above, the County's share would be \$672,000 with Vallejo included, \$868,000 without Vallejo, in capital construction match funding. For operation and maintenance costs, these figures would range from \$135,000-282,000 with Vallejo included, and from \$175,000-364,000 without Vallejo. It is important to note that these would be new funding proposals, requiring new County commitments of general fund dollars giving priority to this project over other County needs; or the reallocation of existing funding, diminishing existing services.

## CONCLUSION

Staff is seeking direction from the Board regarding the issues outlined here, to guide them in ongoing discussions with other stakeholders in Vine Trail development.



October 21, 2015  
 NCTPA Agenda Item 11.2  
 Continued From: New  
**Action Requested: INFORMATION**

## NAPA COUNTY TRANSPORTATION AND PLANNING AGENCY Board Agenda Letter

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**TO:** Board of Directors  
**FROM:** Kate Miller, Executive Director  
**REPORT BY:** Kate Miller, Executive Director  
 (707) 259-8634 / Email: [kmiller@nctpa.net](mailto:kmiller@nctpa.net)  
**SUBJECT:** Napa Valley Vine Trail Maintenance

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### **RECOMMENDATION**

That the NCTPA Board receive a report on the status of Napa Valley Vine Trail maintenance discussions.

### **COMMITTEE RECOMMENDATION**

None

### **EXECUTIVE SUMMARY**

Director Caldwell requested that staff provide a summary of Vine Trail maintenance discussions that have occurred in conjunction with the NCTPA Technical Advisory Committee meetings. The Vine Trail Coalition developed a Draft White Paper (Attachment 1) for discussion.

### **PROCEDURAL REQUIREMENTS**

1. Staff Report
2. Public Comment
3. Motion, Second, Discussion and Vote

### **FINANCIAL IMPACT**

Is there a fiscal impact? No

## **CEQA REQUIREMENTS**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (California Environmental Quality Act (CEQA) Guidelines) and therefore CEQA is not applicable.

## **BACKGROUND AND DISCUSSION**

The recent extension of the envisioned 47-mile Class 1 facility prompted discussions about how the facility will be maintained. This is coupled by the Vine Trail Coalition's desire to have consistent maintenance throughout the facility. NCTPA has hosted two meetings between the Vine Trail Coalition and the NCTPA Technical Advisory Committee to discuss routine and long-term maintenance of the facility.

The Vine Trail Coalition provided a Draft White Paper (Attachment 1) to help frame the discussion. Below is a summary of the Draft White Paper as well as NCTPA staff suggestions as an approach for moving forward.

A) Existing and Proposed Trails by Napa County Jurisdiction are shown in Table 1.

*Table 1: Existing or Proposed Vine Trail in Each Jurisdiction*

| Jurisdiction   | Existing Miles | Future Miles | Total Miles |
|--|----------------|--------------|-------------|
| American Canyon  | .54            | 4.77         | 5.31        |
| Napa, County   | .25            | 17.81        | 18.06       |
| Napa, City   | 3.41           | 4.15         | 7.56        |
| Yountville   | .88            | 2            | 2.88        |
| St. Helena   | 0              | 3.7          | 3.7         |
| Calistoga  | .85            | 1.17         | 2.02        |
| <b>Other Special District and Solano County Jurisdiction</b> |                |              |             |
| California State Parks                                       | 1.09           | .15          | 1.24        |
| Cal Fire   |                | .1           | .1          |
| Napa County Water/Flood                                      | .4             | 1            | 1.4         |
| Regional Parks/Open Space                                    |                | .13          | .13         |
| Vallejo, City  | 2              | 2.1          | 4.1         |
| Greater Vallejo Recreation                                   | .4             |              | .4          |
|  |                |              |             |
| <b>Total</b>   |                |              | <b>46.9</b> |

B) The Vine Trail Coalition Draft White Paper has developed an estimated annual cost for maintenance at roughly \$12,000 per mile. The Vine Trail Coalition has proposed splitting this cost 50% Vine Trail Coalition/50% jurisdiction.

- C) The cost entails the maintenance assumptions in Table 2. Additional costs could be incurred for extraordinary maintenance and for bringing existing conditions to standard. Also costs will vary depending on use and location.

*Table 2: Maintenance Assumptions*

| Maintenance Item                              | Daily | Weekly   | Monthly    | As Needed     |
|---|-------|----------|------------|---------------|
| Inspections/Patrolling                        | x     |          |            |               |
| Sweeping/Blowing                              |       | x (blow) | x (sweep)  |               |
| Litter pick up and trash disposal             |       |          |            |               |
| Trimming/pruning                              |       |          | x (shrubs) | x (trees)     |
| Sign replacement/repair                       |       |          |            | x             |
| Graffiti removal                              |       |          |            | x             |
| Cleaning (benches, signage, etc.)             |       |          |            | x             |
| Painting re-striping and stenciling (signage) |       |          |            | x             |
| Mowing/weed abatement                         |       |          |            | 2 times/ year |
| Pavement sealing/potholes                     |       |          |            | x             |
| Crack repair                                  |       |          |            | x             |
| Lighting replacement                          |       |          |            | x             |
| Traffic signals                               |       |          |            | x             |
| Bridges and culverts                          |       |          |            | x             |

### **Other Issues:**

Governance: There have also been a number of discussions about which agency would oversee the trail maintenance and are outlined below.

- The Vine Trail Coalition would contract with appropriate parties to maintain.
- The Napa County Regional Park and Open Space (pending new revenues to hire staff).
- The responsible jurisdiction would independently maintain its own segment of the trail.

### **NCTPA Staff Comments and Suggestions:**

There are a number of items not discussed under maintenance which should be clarified prior to moving forward. These are:

- Who would be responsible during or after a storms or extraordinary events to cover both safety issues and clean up?
- Major rehabilitation such as repaving and drainage is also not included in the list of maintenance items, however, since bridges and culverts are included staff is assuming that this is an oversight and suggests that these items be added to the list of maintenance items.

- The Vine Trail Coalition and its contractors would need to provide evidence of adequate liability insurance and name and waive subrogation against each of the jurisdictions.

Given the uncertainty of the Napa County Regional Park and Open Space funding to maintain the facility, NCTPA staff recommends that the Vine Trail Coalition oversee the maintenance of the facility. This would also ensure maintenance and rehabilitation consistency and likely result in cost savings as the Vine Trail Coalition is not subject to many of the requirements that public agencies are required to meet. In addition, combining maintenance for the entire trail under one operator will likely garner economies of scale cost savings.

**Financial Oversight:** The Vine Trail Coalition assumes that the jurisdictions would make payment based on derived and agreed upon annual per mile estimates. Staff has not specifically consulted with jurisdictions but government agencies generally require that payment be made when actual expenses have been submitted. A compromise could be that jurisdictions make a quarterly or annual deposit based upon their 50% share of the \$12,000 per mile per year assessment which would be trued up at the end of the period based on actual expenses incurred in that jurisdiction's Vine Trail right of way. The deposit could be adjusted at a future time based on actual expenditures.

**Comments Received from Members of the Technical Advisory Committee:** The Technical Advisory Committee (TAC) did not meet at a regular meeting in October. Instead, staff sent the draft memo and attachment out to TAC members and received comments included in Table 3 below.

Table 3: TAC Member Comments

| Jurisdiction       | Comment   |
|--------------------|---|
| Napa County        | The TAC has discussed potential formulas for determining the percentage "splits" between the various jurisdictions for maintenance. Consensus has not yet been reached and discussions will continue. |
| Town of Yountville | Maintenance agreement should take under consideration Public Agency Risk Sharing Authority of California (PARSAC) Pathway Design and Maintenance Guide.   |
|                    | General Liability Insurance with indemnification clause needs to be provided by any oversight body.   |
|                    | Public works contracts may require prevailing wage condition.   |
|                    | Maintenance standards should be reviewed against PARSAC.  |
|                    | Legal evaluation and comment on documents.  |
| City of Calistoga  | Using public funds may require prevailing wage condition.   |
|                    | An "Adopt a Trail" program should be an integral part of minimizing costs.  |

| Jurisdiction            | Comment (Cont.)  |
|-------------------------|--|
| City of Napa            | The maintenance entity must be a recognized organization with the necessary capital, insurance and experience to properly maintain the trail system.   |
|                         | The maintenance entity must be subject to an oversight committee and robust accounting/reporting to ensure compliance with public funding requirements.  |
|                         | Signals/traffic controls/pedestrian safety elements (i.e. traffic signals, crosswalks, etc.) through the City of Napa right of way will be maintained by the City.   |
|                         | Any contract using public funds are likely to trigger prevailing wage.   |
| City of American Canyon | The maintenance level on the Vine Trail proposed by the Vine Trail Coalition is extremely high which could result in much higher per mile costs than those discussed. The segment through American Canyon is unlikely to require the same level of maintenance as other parts of the trail. The City has a desire to maintain the "Vine Trail" segment at the same level of its other Class 1 trail system. Given these concerns, the City is planning on maintaining all aspects of the Vine Trail located within the City of American Canyon's right of way. |

### **SUPPORTING DOCUMENTS**

Attachment: (1) Napa Valley Vine Trail Maintenance Draft White Paper



**NAPA VALLEY  
VINE TRAIL  
MAINTENANCE  
DRAFT WHITE  
PAPER**

**A REPORT ON EXISTING PRACTICES,  
NEEDS AND FUTURE COSTS  
December 2, 2014**



Prepared for:  
Napa Valley Vine Trail Coalition and  
Napa County Transportation & Planning Agency's  
Technical Advisory Committee.  
By:  
Philip Sales, Landscape Architect & Trail Planner  
(CA#2661)

## Table of Contents

|  |     |
|--|-----|
| 1. Background.....                                   | p1  |
| 1.1 Geographic Limits                                |     |
| 1.2 Inventory  |     |
| 1.3 Jurisdictional/Agency Responsibilities           |     |
| 1.4 Conditions of Existing Bike Paths                |     |
| 2. Existing Management and Maintenance Costs.....    | p8  |
| 2.1 Definitions                                      |     |
| 2.2. Typical Management and Maintenance Tasks        |     |
| 2.3 Considerations when Reviewing Cost Data          |     |
| 2.4 National Literature Search                       |     |
| 2.5 Survey of Bay Area Agencies                      |     |
| 2.6 Existing Practices Napa County Agencies          |     |
| 3 Trail Management Challenges and Opportunities..... | p13 |
| 3.1 Trail Signage                                    |     |
| 3.2 Trail Crossings                                  |     |
| 3.3 Trail Hours                                      |     |
| 3.4 Trails in Active Agricultural Areas              |     |
| 3.5 Dogs   |     |
| 3.6 Vegetation Management                            |     |
| 3.7 Trail Head Shelters                              |     |
| 3.8 Art Installations                                |     |
| 4. Long Term Major Maintenance Needs.....            | p18 |
| 5. Strategic Maintenance Plan.....                   | p20 |
| 5.1 Routine Maintenance-Alternatives                 |     |
| 5.2 Economies of Scale                               |     |
| 5.3 Vine Trail as Partner                            |     |
| Appendices.....                                      | p22 |
| City of Napa Cost Projections for Trail Maintenance  |     |
| Town of Yountville Projections for Trail Maintenance |     |

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## 1. BACKGROUND

The Napa Valley Vine Trail (Vine Trail) is a proposed 47 mile multi-use paved trail which will extend from the Vallejo Ferry Terminal to the City of Calistoga. The Vine Trail route incorporates several existing paved bike paths in the cities of Vallejo, American Canyon, Napa, Calistoga and the Town of Yountville. The Vine Trail was incorporated into the Napa County Bike Plan (2012). Its route crosses land controlled by twelve separate public agencies.

The Vine trail is being constructed in phases. In 2015 the section between Kennedy Park and Madison Street in Yountville will be complete. It is anticipated that further phases from Calistoga to St Helena and Vallejo to American Canyon will be completed within the next five years depending on funding.

When completed, the Vine Trail will be a recreational and tourist asset to Napa and Solano Counties. It is estimated that the Vine Trail will get 3 million uses/year. 50% of these uses would be residents and 50% tourists and visitors.

The benefits of the Vine Trail from the Project Plan are:

**SAFETY:** *The Vine Trail will provide a safe trail for people of all ages to enjoy our valley. Napa County is, sadly, in California's top ten counties for bicycle accidents involving motorists—and things are getting worse. Separated trails such as the Vine Trail are by far the safest places to walk, run or bike. More than 70% of American would bike/walk more if they felt safe.*

**HEALTH:** *A safe, free, easy access biking/walking trail system can significantly improve community health. Napa County has the highest rates of obesity and diabetes in the Bay Area. Studies show even moderate increases in physical activity reduce stress and risk of many serious health issues.*

**ENVIRONMENT:** *A continuous Vine Trail will connect all Napa Valley communities, providing a safe, car-free alternative for commuting and fun. This will alleviate traffic congestion, taking cars off the road and pollution out of the air, significantly lowering our carbon footprint.*

**TOURISM:** *This strategic infrastructure improvement will bring a host of benefits to lodging and tourism businesses, including enhancing Napa Valley's attractiveness to the 25-45 year-old travelers who enjoy some physical activity during vacations. The Vine Trail will bring an expected \$165+ Million annual boost to Napa Valley's economy.*

The goal of this White Paper is to provide the Napa County Transportation and Planning Agency and the Napa Valley Vine Trail Coalition with an assessment of bike path maintenance needs based on existing levels of service, best practices and a desire to insure that the Vine Trail, when completed, will be maintained to a high level as befits the Napa Valley. The Napa Valley Vine Trail Coalition also wants to insure that there is a consistency of standards for both design and maintenance along the 47 mile corridor.

The Napa Valley Vine Trail Coalition is actively raising a \$7.5 million endowment which will be available to assist with the maintenance of the Vine Trail. The Napa Valley Vine Trail Coalition is committed to assist local agencies in the long term maintenance needs of Vine Trail either by providing matching funds or contracting for work. The White Paper provides an initial assessment of the likely short term (annual) and long term maintenance costs.

This White Paper goals are:

1. Prepare an inventory of the existing multi-use paths on the Vine Trail alignment.
2. Review existing management and maintenance practices and costs:
  - Existing reports and literature for multi-use path management and maintenance practices
  - Surveys and data from agencies operating similar regional multi use trails
  - Surveys and data from agencies in Napa and Solano counties who are already maintaining existing sections of the future Vine Trail
3. Review Vine Trail management challenges and opportunities
4. Review long term major maintenance needs
5. Explore strategic maintenance and management alternatives

### 1.1. GEOGRAPHIC LIMITS

The specific study limit of this report is an alignment from the Ferry Terminal in Vallejo to the intersection of the Silverado Trail and Lincoln Avenue (SR-29) in the City of Calistoga. **(Figure 1)**

### 1.2. INVENTORY

The Vine Trail has been divided into ten sections for planning purposes. These represent either City boundaries or American Viticulture Areas (AVAs). However in each section there may be one or more public agency involved in maintenance and/or ownership.

The Vine Trail is a Class I multi use path consisting of a 10-foot wide asphalt pathway with two 2-foot shoulders separated from the streets. It is acknowledged that in certain situations concrete or compacted fill with a binder might be used instead of asphalt and that the width might be less than 10-foot wide where right of way is not available.

There will be eleven bridge spans carrying the Vine Trail over creeks and drainages. The longest span will be a 120 feet span over the Napa River on Dunaweal Lane south of Calistoga. The Vine Trail will also intersect with over fifty street intersections.

In addition to the 10-foot wide paved trail, there will also be other amenities including, shade trees to lower ambient air temperature for trail users, Vine Trail “signature” shelters in each of the sections with bike maintenance stations, interpretive signs celebrating the natural history, geology, social history, transportation and agriculture, bike racks, benches, trash cans and dog waste disposal facilities. In addition the Vine Trail is preparing an Art Plan which will add additional art features such as symbolic “gates” at the AVA/City boundaries between the ten sections. All of these features and facilities will require maintenance.



### 1.3. JURISDICTIONAL/AGENCY RESPONSIBILITIES

The Vine Trail is located in two counties and five cities and one town. However the physical location of the Vine Trail will mean that it is also on lands controlled by Special Districts and State Agencies. In some cases more than one department of either a County or City government is involved in the management and maintenance of the Vine Trail. **Table 1** shows the Agencies and Departments in each of the ten segments.

Table 1- Agencies and Department Jurisdictions

| Vine Trail Segment         | Agencies  | Departments                            | Locations   |
|----------------------------|---|--|---|
| Vallejo Section            | City of Vallejo   | Parks                                  | Embarcadero   |
|                            |   | Public Works                           | Wilson Avenue<br>Sacramento Street<br>Lewis Brown Drive<br>Broadway   |
|                            | Greater Vallejo Recreation District                       |  | River Park  |
|                            | State of California                                       |  | Wilson Ave off ramp<br>Sacramento Street<br>SR 29   |
| American Canyon Section    | City of American Canyon                                   | Parks                                  | Veterans Park   |
|                            |   | Public Works                           | Broadway<br>American Canyon Road<br>Flood Control Area<br>Newell Drive<br>Watson Lane<br>Paoli Loop<br>Green Island Road<br>Devlin Road |
|                            | State of California                                       | Caltrans                               | Paoli Loop on ramps   |
| Vista Carneros AVA Section | Napa County   | Public Works                           | Devlin Road<br>Soscol Ferry Road  |
|                            |   | Napa County Parks and Open Space Dept. | Trail under Butler Bridge   |
| City of Napa Section       | City of Napa  | Parks and Recreation                   | Kennedy Park  |
|                            |   | Public Works                           | City Streets<br>Cross Town Commuter<br>Bike Path  |
|                            | Napa County Water Conservation and Flood Control District |  | Kennedy Park wetland areas<br>Tulocay Creek to Third Street<br>Solano Ave Vine Trail creek channels                                     |

Table 1- Agencies and Department Jurisdictions (cont.)

| Vine Trail Segment         | Agencies involved   | Departments   | Locations  |
|----------------------------|---|---|--|
| Oak Knoll District Section | City of Napa  | Parks and Recreation                                  | Solano Ave Vine Trail from Redwood Road to Locust St.  |
|                            | Napa County   | Public Works  | Solano Ave Vine Trail from Locust St. to Vineyard View Drive                                       |
|                            | Napa County Water Conservation and Flood Control District |   | Solano Ave Vine Trail creek channels   |
| Yountville AVA Section     | Town of Yountville  | Public Works  | Vineyard View Drive to Madison Street  |
| Oakville AVA Section       | Napa County   | Public Works  | Madison Street to Bella Oaks   |
| Rutherford AVA Section     | Napa County   | Public Works  | Bella Oaks to Zinfandel Lane   |
| St Helena AVA Section      | Napa County   | Public Works  | Zinfandel Lane to Chaix Lane<br>Deer Park Road to Big Tree Lane                                    |
|                            | City of St Helena   | Public Works  | Chaix Lane to Deer Park Road   |
| Calistoga AVA Section      | State of California                                       | California Department of Forestry and Fire Protection | Big Tree Lane to entry to CDF station  |
|                            |   | California Department of Parks and Recreation         | Buckeye Reserve<br>Bothe-Napa State Park   |
|                            |   | Caltrans  | Crossing of SR 29 at CDF station<br>Crossing of SR 29 north of Larkmead Ave.                       |
|                            | Napa County   | Public Works  | Deer Park Road to Buckeye Reserve<br>Buckeye Reserve to Big Tree Lane<br>Larkmead to Dunaweal Lane |
|                            | City of Calistoga   | Public Works  | Dunaweal Lane to Silverado Trail   |

Note: Section designations are not always coterminous with urban boundaries.

Table 2 is a summary of the mileage of the existing and proposed Vine Trail by jurisdiction/agency.

**Table 2 : Existing and Proposed Trails by Agency/Jurisdiction**

| Public Agency              | California State Parks | CalFire    | Napa County Public Works | City of Calistoga | City of St Helena | Town of Yountville | NCWC&FCD*  | Napa County Regional Parks and Open Space District | City of Napa | City of American Canyon | Greater Vallejo Recreation District | City of Vallejo | Totals Miles |
|----------------------------|------------------------|------------|--------------------------|-------------------|-------------------|--------------------|------------|--|--------------|-------------------------|-------------------------------------|-----------------|--------------|
| Vallejo Section            |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   |                        |            |                          |                   |                   |                    |            |  |              |                         | 0.4                                 | 2               | 2.4          |
| Proposed                   |                        |            |                          |                   |                   |                    |            |  |              |                         | 0                                   | 2.1             | 2.1          |
| American Canyon Section    |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   |                        |            |                          |                   |                   |                    |            |  |              | 0.54                    |                                     |                 | 0.54         |
| Proposed                   |                        |            |                          |                   |                   |                    |            |  |              | 3.77                    |                                     |                 | 3.77         |
| Carneros Vista Section     |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   |                        |            | 0.25                     |                   |                   |                    |            |  |              | 0                       |                                     |                 | 0.25         |
| Proposed                   |                        |            | 3.08                     |                   |                   |                    |            |  |              | 1                       |                                     |                 | 4.08         |
| City of Napa Section       |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   |                        |            |                          |                   |                   |                    | 0.4        | 0  | 3.41         |                         |                                     |                 | 3.81         |
| Proposed                   |                        |            |                          |                   |                   |                    | 1          | 0.13   | 1.85         |                         |                                     |                 | 2.98         |
| Oak Knoll District Section |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   |                        |            | 0                        |                   |                   |                    |            |  | 0            |                         |                                     |                 | 0            |
| Proposed                   |                        |            | 3.2                      |                   |                   |                    |            |  | 2.3          |                         |                                     |                 | 5.5          |
| Yountville Section         |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   |                        |            |                          |                   |                   | 0.88               |            |  |              |                         |                                     |                 | 0.88         |
| Proposed                   |                        |            |                          |                   |                   | 2                  |            |  |              |                         |                                     |                 | 2            |
| Oakville Section           |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   |                        |            | 0                        |                   |                   |                    |            |  |              |                         |                                     |                 | 0            |
| Proposed                   |                        |            | 2.53                     |                   |                   |                    |            |  |              |                         |                                     |                 | 2.53         |
| Rutherford Section         |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   |                        |            | 0                        |                   |                   |                    |            |  |              |                         |                                     |                 | 0            |
| Proposed                   |                        |            | 3.4                      |                   |                   |                    |            |  |              |                         |                                     |                 | 3.4          |
| St Helena Section          |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   |                        |            | 0                        |                   | 0                 |                    |            |  |              |                         |                                     |                 | 0            |
| Proposed**                 |                        | 0.1        | 3.2                      |                   | 3.7               |                    |            |  |              |                         |                                     |                 | 7            |
| Calistoga Section          |                        |            |                          |                   |                   |                    |            |  |              |                         |                                     |                 |              |
| Existing                   | 1.09                   |            | 0                        | 0.85              |                   |                    |            |  |              |                         |                                     |                 | 1.94         |
| Proposed                   | 0.15                   |            | 2.4                      | 1.17              |                   |                    |            |  |              |                         |                                     |                 | 3.72         |
| <b>TOTALS</b>              | <b>1.24</b>            | <b>0.1</b> | <b>18.06</b>             | <b>2.02</b>       | <b>3.7</b>        | <b>2.88</b>        | <b>1.4</b> | <b>0.13</b>  | <b>7.56</b>  | <b>5.31</b>             | <b>0.4</b>                          | <b>4.1</b>      | <b>46.9</b>  |

\* The Napa County Water Conservation & Flood Control District enters into agreements with other agencies for trail maintenance but reserves vegetation management on its properties and easements for its own staff.

\*\* City of St Helena includes 3.7 miles of Class II bikeways on City Streets

## 1.4 CONDITIONS OF EXISTING BIKE PATHS

The Vine Trail will be incorporating into its alignment existing segments of bike paths located in six of the jurisdictions. Because of the different periods of construction, the condition of the bikeway varies considerably. Erosion, use and even sporadic inundations by adjacent creeks can contribute to a slow deterioration. **Table 3** is a summary of existing bike paths with lengths, year(s) they were constructed and general condition.

**Table 3: Vine Trail: Existing Bike Paths in the Vine Trail Alignment**

| Location/Jurisdiction   | Mileage    | Year Constructed   | Condition  |
|---|------------|--------------------|--|
| <b>City of Vallejo</b>  |            |                    |  |
| Embarcadero Bike Path from Vallejo Ferry Terminal to Mare Island Causeway | 1 miles    | 1967-1970          | Poor to Fair (Sections in asphalt are poor, Sections in concrete are Fair) |
| Mare Island Causeway to Wilson Ave (Greater Vallejo Rec District)         | 0.4 miles  | Unknown            | Asphalt and some natural dirt path   |
| White Slough  | 1 mile     | 2005               | Fair<br>Needs to be slurry sealed  |
| <b>City of American Canyon</b>  |            |                    |  |
| Veterans Memorial Park from city limits to American Canyon Creek          | 0.54 miles | 2013               | Good<br>Concrete surface   |
| <b>Napa County</b>  |            |                    |  |
| Devlin Road   | 0.25 miles | 2013 and 2014      | Good<br>Concrete and asphalt   |
| <b>City of Napa</b>   |            |                    |  |
| Kennedy Park River Trail from Asylum Slough to Tulocay Creek              | 2.11 mile  | Unknown            | Fair to Good   |
| Cross Town Commuter Bike Path from Vallejo Street to Redwood Road         | 1.7 miles  | 2004-2010 (phased) | Fair to Good   |
| <b>Town of Yountville</b>   |            |                    |  |
| Vine Trail from California Drive to Madison Street                        | 0.88 miles | 2010               | Good<br>Slurry seal applied 2014   |
| <b>California State Parks</b>   |            |                    |  |
| Park Road   | 1 mile     | 1980s?             | Fair to Good   |
| <b>City of Calistoga</b>  |            |                    |  |
| Calistoga Bike Path Dunaweal Lane to Washington Street                    | 0.85 miles | 2006               | Good<br>Scheduled for minor repairs and slurry seal                        |



Examples of conditions (left) old trail section in Vallejo and (above) newest section American Canyon

## 2. EXISTING MANAGEMENT AND MAINTENANCE COSTS

The following sources of information on paved trail management and maintenance costs were consulted:

- A national search of existing literature of Best Management Practices for paved multi use paths was conducted. Information was obtained from the Rails to Trails Conservancy and other sources.
- Current data obtained from Bay Area agencies who have experience in managing regional trail systems. This included a study conducted for Transportation Authority of Marin in 2007 for the maintenance needs of the Marin County North-South Bikeway between Sausalito and Larkspur. Other information was obtained from; East Bay Regional Parks (Iron Horse Trail) and Sonoma County Regional Parks (Joe Rodota and West County Trails).
- Local experience. The City of Napa and the Town of Yountville provided detailed information of their costs for managing and maintain their sections of trails. A questionnaire was sent to the other cities Calistoga, American Canyon and Vallejo. (**Appendix 1**)

### 2.1 DEFINITIONS

Maintenance activities for bike paths fall into three basic categories.

- **Routine maintenance.**

This includes activities such as trash collection, weeding, trimming of bushes and shrubs that grow into the bike path, debris removal such as leaves in the fall, sweeping, and graffiti removal. It may also include visiting the site periodically for other related activities such as visitor use counts and inspections.

- **“As needed” maintenance.**

This includes maintenance activities beyond those described in “routine.” These include filling minor potholes, minor repairs of cracks in the asphalt surface, repair and repacking of the pathway shoulders, replacing damaged signs, re-striping and stenciling the surface of the pathway when warning signs such as “STOP” bars become worn, and minor repairs of amenities such as drinking fountains and benches.

- **Major maintenance.**

This includes one-time high-cost items. These may include slurry sealing asphalt, extensive repaving of worn or hazardous segments of the bike path, repairs of landslides and replacement of decking on bridges. Funding for these more costly items requires agencies request funds through their annual capital improvement budget. Many of these tasks require a licensed contractor and a formal bidding process.

## 2.2 TYPICAL MANAGEMENT AND MAINTENANCE TASKS

Table 4 shows typical tasks undertaken in maintain a paved trail.

Table 4: Typical Trail Maintenance Activities

| Maintenance Item   | Daily | Weekly   | Monthly    | As Needed    |
|--|-------|----------|------------|--------------|
| a) Inspections/Patrolling  | X     |          |            |              |
| b) Sweeping/blowing  |       | X (blow) | X (sweep)  |              |
| c) Litter pick up and trash disposal                                   |       | X        |            |              |
| d) Trimming/pruning  |       |          | X (shrubs) | X (trees)    |
| e) Sign replacement/repair   |       |          |            | X            |
| f) Graffiti removal  |       |          |            | X            |
| g) Cleaning (i.e. benches, drinking fountains, signs, shelters, gates) |       |          |            | X            |
| h) Painting re-striping and re-stenciling (i.e. STOP signs)            |       |          |            | X            |
| i) Mowing/weed abatement   |       |          |            | 2 times/year |
| j) Pavement sealing/potholes   |       |          |            | As needed    |
| k) Crack repair  |       |          |            | As needed    |
| l) Lighting replacement (if applicable)                                |       |          |            | As needed    |
| m) Traffic signals (if applicable)                                     |       |          |            | As needed    |
| n) Bridges and culverts  |       |          |            | As needed    |

## 2.3 CONSIDERATIONS WHEN REVIEWING COST DATA

In reviewing agencies costs for maintenance of paved trails there are several variables that can affect the annual cost per mile:

**Climate differences:** The agencies maintaining trails in areas subject to snowfall generally would incur higher costs. Similarly trails subject to the occasional inundation by rivers and creeks also have higher maintenance costs.

**Regional cost of living differences:** Costs of living vary from region to region, state to state and even within states.

**Scale of trail:** Trails of longer lengths generally have lower operating costs per mile.

**City vs Rural:** City and urban dwellers tend to expect higher levels of service from park and public works maintenance staff. There is also a higher rate of vandalism in urban areas.

**Types of amenities:** Trails with trailhead facilities such as parking areas, restrooms and mini parks cost more to maintain. Since it is difficult to break out these other facilities from the actual trail, these costs can affect the per mile maintenance costs.

**Use of contracted labor:** Some agencies contract out basic maintenance such as sweeping, blowing debris and weeding. These costs can be lower than using in house staff because of lower benefits and overhead costs.

**Use of alternative labor:** Some agencies use alternative labor to supplement existing staff. This may include inmate crews, conservation corps members and volunteers such as service clubs and “Adopt-a-Trail” programs. These costs generally do not show up on the agencies annual cost data.

**Overhead:** The ways in which public agencies calculate overhead can vary widely. Labor makes up the most cost of trail maintenance. Most public agencies calculate costs using salaries plus benefits but will then add overhead into their final calculations. Overhead is based on costs of public agencies which are normally not “cost recoverable”. These overhead rates generally include two components. A department overhead component calculated on the administrative costs of the department conducting the work (e.g. secretarial staff, supplies and inter department charges) and a general government component calculated on other costs (e.g. insurance, legal, IT support and other general government activities). These are allocated and spread over tasks for which government agencies can charge. The percentage of the overhead can vary substantially among agencies. Most Federal and State grants contain wording which does not allow agencies to bill for overhead costs when conducting “force account” work using their own crews.

**Policing:** Some agencies have their own law enforcement staff who bill their time for patrolling paved bike paths. Other agencies rely on calling the Sheriff or Police dispatch when incidents occur. If an agency has its own law enforcement staff the costs per mile will be generally higher.

## 2.4 NATIONAL LITERATURE SEARCH

The Rails to Trails Conservancy (RTC) provided three documents regarding Trail Management and Maintenance costs from around the country.

- “Rail Trail Maintenance and Operations” (2003) produced for the RTC Northeast office provides a detailed look at 100 rail-trails 60 managed by government entities and 40 by volunteers in the Northeast USA. It was higher for government agency managed trails \$2,000/mile and lower for volunteer/non-profit managed trails \$700/mile. The average was of \$1,500/mile.
- “Monterey Bay Sanctuary Scenic Trail-Operations and Management Plan” (2008) prepared for the Santa Cruz County Regional Transportation Agency estimates annual operating costs to vary between \$6,000/mile to \$10,000/mile. The average was \$8,000/mile.
- “Trail Assessment Management Plan for Billings Montana” (2011) assessed the City of Billings trail network. The survey identified two types of trails soft surface and hard surface and three trail categories by locations (1) Within park lands, (2) Within subdivisions and (3) Along roadways. Annual costs per mile range from \$2,596/mile to \$5,870/mile annually. The average cost was \$4,100/mile.
- Other literature reviewed included:
  - “Statewide Greenways Maintenance Inventory and Case Studies” for the Michigan Trails and Greenways Alliance (2007). This document examined a number of trails in Michigan operated by public agencies. <sup>1</sup> From the list the Pere Marquette Trail, a 21 miles long with an annual cost (2006 dollars) of \$4,238/mile.
  - US National Library of Medicine National Institutes of Health “Cost Analysis of the Built Environment: The Case of Bike and Pedestrian Trails in Lincoln, Nebraska”<sup>2</sup>. (2004). The study references costs for five trails ranging from 1.6 miles to 4.6 miles in length. Annual costs per mile ranged from \$2,885/mile to \$5,818/mile. The average cost was \$4,352/mile.

<sup>1</sup> <http://www.michigantrails.org/sites/default/files/statewide-trails-maintenance-inventory-and-case-studies.pdf>

<sup>2</sup> <http://www.ncbi.nlm.nih.gov/pmc/articles/PMC1448293/>

## 2.5 SURVEY OF BAY AREA AGENCIES

The closest study geographically to Napa Valley Vine Trail is the “Marin County Bike Paths Maintenance Report” (2007) prepared for the Transportation Authority of Marin<sup>3</sup>. This report assessed existing management and maintenance costs of the Marin County North-South Bikeway, a 5 mile bike path between Sausalito and Larkspur Ferry Terminal. The bikeway is jointly managed by three separate agencies; City of Larkspur, Town of Corte Madera and County of Marin Parks and Open Space. It determined that the annual average cost of the bike path maintenance was between \$8,333/mile and \$12,500/mile. (2007 dollars). These costs did not include overhead. The variation was explained by the fact that the County in the unincorporated area provided less amenities and City residents expect higher levels of maintenance and tended to call in problems such as vandalism more regularly. The average was \$10,417/mile.

The East Bay Regional Parks District (EBRPD) manages the Iron Horse Trail a paved trail which stretches across Alameda and Contra Costa counties. It eventually will be 40 miles in length. The first section of the trail was open to the public in 1986. Jim Townsend, Manager of the Trails Development Division, stated in an email that EBRPD uses a “rule of thumb” of \$25,000 per mile per year. He stated that it is “an all-inclusive number, and includes a reserve for crack sealing, overlays, police patrol, as well as trash pickup and mowing”.

Sonoma County Regional Parks Department manages the 12.5 mile Joe Rodota and West County Trail between Santa Rosa to the Russian River. The annual cost was \$9,206/mile. This does not include overhead.

## 2.6 EXISTING PRACTICES NAPA COUNTY AGENCIES

The City of Napa and Town of Yountville have provided information on their existing costs for maintain trails (**Appendix 2**). Surveys were also emailed to City Of Vallejo, City of American Canyon and City of Calistoga.

City of Napa provided A Maintenance Work Program for trail maintenance. They estimate that it takes approximately 416 man hours/year to manage and maintain a mile of trail. This includes labor and equipment. It is based on hours. They estimate that the cost of maintenance of a mile of trail for one year to be \$21,433.98. This cost includes overhead costs Maintenance Laborer is billed at \$50/hour and the Park Maintenance Worker II is billed at a rate \$65.24. The actual salary plus benefits rates for these two positions are less than half those rates, so there is 50%+ in overhead.

The Town of Yountville also conducted a study of its costs. They estimated that the maintenance of the existing Vine Trail section between California Drive and Madison Street (0.88 mile) took 358 man hours/year. The tasks were divided into:

- Routine Maintenance which included blowing and debris removal and safety inspections which accounted for between 10 and 20 hours/month varying by season and totaled 180 hours/year.
- Other maintenance activities such as washing, tree trimming, brushing, addressing tripping hazards (minor asphalt repairs) weed abatement and routine collection of trash and recycling accounted for 178 hours/year.

<sup>3</sup> Marin County Bike Paths Maintenance Report” (2007) Alta Planning+Design

The Town used a rate of \$75/hour for their calculations and arrived a total of \$26,850 for slightly less than a mile. This is approximately twice the salary plus benefits of a Park Maintenance Worker I so there is 50%+ in overhead.

Table 5: Summary of Average Annual Maintenance Costs per mile of trail

| Author of data   | Source/study  | Average cost per mile | Year of study data | Adjusted average cost/mile in October 2014 dollars using CPI index | Notes/Comments   |
|--|---|-----------------------|--------------------|--|--|
| <b>National Studies</b>  |   |                       |                    |  |  |
| Rails to Trail Conservancy North East                          | Rail Trail Maintenance and Operations (survey of 100 trails)  | \$1,500               | 2003               | \$1,936  | Wide range of bike path types some maintained by volunteers                          |
| Santa Cruz County Regional Transportation Agency               | Monterey Bay Sanctuary Scenic Trail-Operations and Management Plan                                  | \$8,000               | 2008               | \$8,822  | Projections not actuals  |
| City of Billings   | Trail Assessment Management Plan for Billings Montana   | \$4,100               | 2011               | \$4,328  |  |
| Michigan Trails and Greenways Alliance<br>Pere Marquette Trail | Statewide Greenways Maintenance Inventory and Case Studies  | \$4,238               | 2006               | \$4,991  | Pere Marquette Trail is a 21 miles long asphalt bike path.                           |
| National Institute of Health                                   | Cost Analysis of the Built Environment: The Case of Bike and Pedestrian Trails in Lincoln, Nebraska | \$4,381               | 2004               | \$5,508  | Study of five bike paths Trail lengths ranging from 1.6 to 4.6 miles.                |
| <b>Bay Area Agencies</b>                                       |   |                       |                    |  |  |
| Transportation Authority of Marin                              | Marin County Bike Paths Maintenance Report (2007)   | \$10,417              | 2007               | \$11,928   | 9 mile bike path. Does not include overhead  |
| East Bay Regional Parks  | Iron Horse Trail (personal communication)   | \$25,000              | 2014               | \$25,000   | 40 mile bike path. Includes policing and a reserve for trail overlays and repairs    |
| Sonoma County Regional Parks                                   | Joe Rodota and West County Trails (personal communication)  | \$6,424               | 2013               | \$6,642  | 12.5 mile bike paths. Does not include overhead. Includes some repairs (appx. \$15k) |
| <b>Napa County Agencies</b>                                    |   |                       |                    |  |  |
| Town of Yountville   | Existing Vine Trail   | \$26,850              | 2013               | \$27,316   | 0.88 bike path. Includes overhead (50%+)   |
| City of Napa Parks Dept.                                       | Bike paths within City of Napa  | \$21,434              | 2013               | \$21,830   | Includes overhead (50%+)   |

### 3 TRAIL MANAGEMENT CHALLENGES AND OPPORTUNITIES

The Vine Trail crosses through properties under the management of twelve agencies (**Table 4**). Each of these agencies have differing design standards, rules and ordinances. This can be a problem for users and for uniform enforcement in the 47 mile trail. The Vine Trail has a goal to become a national premier trail, which will be an attraction to visitors in Napa Valley providing them a safe non-motorized way of enjoying the beauty of the valley. Despite travelling through parts of the trail managed or controlled by twelve public agencies, the visitor experience should be seamless.

#### 3.1 TRAIL SIGNAGE

**Interpretive Sign:** The Vine Trail is developing an Interpretive Signage Plan with assistance from local historians, geologists and wine industry experts. A series of fifty two interpretive panels will be located along the route celebrating the social history, geology, natural history, transportation and agriculture heritage. There will be a common design theme and feel to the panels.

**Way finding signs.** Often signage can be confusing, redundant and not legible to trail users (e.g. in font sizes too small or in poor locations to be read by trail users riding bikes). A well-designed bike path signage system can accomplish several goals:

- Create a sense of unity for the project creating an identity.
- Use of specific colors similar to highway traffic signs to communicate distinctions between cautionary signs, regulation signs and educational signs.
- Use international graphic symbols that can be understood by non- English speakers.
- Use signs to encourage a sense of “ownership” for the public.
- Use maps and entry kiosks at strategic locations to introduce visitors to the bike path and how to use it.

It is important that other way making signage along the trail will provide the visitor with a positive experience.

#### 3.2 TRAIL CROSSINGS

Users will need reminders that they are following a trail. This is not limited to trail signage but also the treatment of crossings of roads. Treatments may include high visibility crossings using paint or elastomeric applied markings or asphalt bonded coloring such as “Streetprint”.

The Town of Yountville has already used “Streetprint” at several locations in its downtown. The City of Sebastopol has one installation which has been in place for eight years.

Paint and elastomeric material will need to be periodically reapplied. An integrated color in the asphalt may provide better longevity.

“Streetprint” asphalt crossing in Sebastopol on Highway 16. It has been in use for since 2006.



### 3.3 TRAIL HOURS

Funding for the Vine Trail has been from grants from transportation sources with the goal of increasing non- motorized modes of transportation. Many park agencies who manage lands where the Vine Trail will be located have traditionally closed parks at sunset to reduce anti-social activity. Local ordinances vary and create possible conflicts for trail users and trail managers. Examples include trail hours which vary widely and may not account for early morning and evening commuters using the trail.



Existing trail regulation signs. Clockwise from top left Greater Vallejo Recreation District, City of Napa at Kennedy Park, City of Napa at Cross Town Commuter Trail, Town of Yountville, City of Calistoga and Napa River Trail on Napa County Water Conservation and Flood Control District

Trail hours vary from Sunrise to Sunset, to 6:00 AM to Sunset, and 7:00 AM to one hour after Sunset.

### 3.4 TRAILS IN ACTIVE AGRICULTURAL AREAS

The Vine Trail Coalition and the Bike Coalition, the Napa Farm Bureau and Napa Valley Grape Growers spent several months developing a campaign called “Agricultural Respect”.

**RESPECT** is an acronym for:

- **R**espect our working farms and vineyards
- **E**xpect Agricultural activities and keep clear
- **S**tay within boundaries (pets too)
- **P**revent the spread of non-native species
- **E**liminate all trace and trash (from pets too)
- **C**heck your noise levels
- **T**ake responsibility and report problems



This campaign aims to educate trail users by positive reinforcement that agricultural activities are occurring adjacent to the Vine Trail and that the Vine Trail is also a unique opportunity to see the process of viticulture and winemaking. Over fifty-five wineries are located along the route of the Vine Trail. The Vine Trail will pass adjacent to vineyards. In some cases the Vine Trail will be obtaining easements from adjacent property owners in many cases only a few feet to construct the trail. In some cases Agricultural equipment may periodically use the trail to turn around equipment.

This is a proactive approach to dealing with anticipated trail management issues in Agricultural areas. Trail managers working in areas where the trail will pass by should make a point to make contact with adjacent grape growers and farmers to develop relationships to become good neighbors. The County through the Napa Valley Bicycle Coalition and NCTPA has produced Bike maps with all the information about Agricultural Respect included in the brochure. In addition the Sherriff, the Farm Bureau and Grape Growers have postcards with information on Agricultural Respect for distribution to bike stores and tourist serving businesses. Agricultural Respect information will be on posts and signs along the Vine Trail.

### 3.5 DOGS

In national surveys of trails, two of the top concerns/complaints of neighbors of trails are dogs off leash and dog waste. In the past two decades most park and trail agencies have installed dog waste stations and encouraged responsible do owners to pick up after their pets.

Most jurisdictions allow dogs on leash but State Parks does not permit dogs on all their properties. State Parks does permit dogs but only in developed areas within Bothe-Napa State Park such as the campground and picnic areas. Dogs off leash are less simple to deal with. Often the dog off leash and owner is long gone by the time law enforcement can arrive to deal with the issue. Vigilance of trail users and education can help. Dogs of leash tend to be less of a problem on well-travelled trails where there is more peer group pressure on dog owners.

### 3.6 VEGETATION MANAGEMENT

Trees with developed canopies can reduce the ambient air temperature and improve comfort of trail users. It has been calculated depending on species of tree that air temperatures under canopies can be as much as 5 degrees Fahrenheit lower.

There are potential downsides of unmanaged vegetation along trails. These include areas where homeless can camp or gather, areas where people may feel unsafe walking or cycling and locations where law enforcement cannot monitor activities because of dense vegetation.

Lower branches growing into the trail creating hazards for trail users and should be trimmed back.

Trails are often located in areas where there are natural areas being restored. Restoration planting relies on planting a number of small trees in an area as insurance for survival. If left unmanaged these trees compete with each other for nutrients and light often creating poor specimens.

It is recommended that some clear proactive management protocols for managing vegetation be developed regarding thinning, trimming and pruning vegetation to create both the desired canopies and promote enhanced natural areas.

### 3.7 TRAIL HEAD SHELTERS

The Vine Trail has designed an iconic shelter drawing on the imagery of winemaking. There will be at least ten of these shelters on the Vine Trail Route, one for each section. The shelters have a bicycle repair station, bike racks, maps, trash cans, a bench and where potable water is available a drinking fountain. These will have to be cleaned periodically.



### 3.8 ART INSTALLATIONS

The Vine Trail also wants to include art on the trail. The Vine Trail's Arts Cultural and Education Committee (ACE) is developing a plan for the installation of art pieces on the trail. These may take the form of "stand alone" art such as a single sculpture or linear art. It is envisioned that there will be a theme for each section of the trail. These pieces will be curated. Details of how this aspect of the trail are still in progress.



Bacchus sculpture being considered near Vine Trail in Yountville.

## 4 LONG TERM MAJOR MAINTENANCE NEEDS

The costs of extending the life of existing asphalt by crack repair and slurry sealing are relatively small compared with reconstruction or overlay. It would be prudent to develop an asphalt paving management plan to extend the life of the trail. It is recommended that slurry sealing and crack repairs every seven years can substantially extend the useful life of asphalt paving. Slurry sealing and crack repair costs average between \$0.28 and \$0.46/sf in 2014 dollars depending on the condition of the asphalt.

By comparison, the cost of reconstructing an asphalt trail if the condition has become so deteriorated that the base rock needs to be pulverized, lime treated and re-compacted and new asphalt laid could cost as much as \$6.14/sf in 2014 dollars.

There are a few locations on the Vine Trail alignment where some immediate repairs are needed. The reconstruction of a three quarter mile section in Vallejo and the slurry sealing of older sections of existing bike paths in Vallejo, City of Napa and Calistoga would be recommended to bring the paths up to a level where they can be put on a regular asphalt paving management plan.

Projections for proposed sections of the Vine Trail are shown in **Table 6**. These have been adjusted to reflect a 3.5% annual inflation increase in construction costs on the years beyond 2014. This annual increase is based on data from the Engineering News Record Cost of Construction Index (CCI) 2006-14.

**Table 6: Estimate of Vine Trail Surfacing Needs**

| Segment              | Existing (miles) | Proposed new trail (miles) | Projected Year for new trail construction | Repairs needed to existing trail in near future | Slurry seal and crack repair 7 year schedule Total | Year for slurry seal and crack repair |
|----------------------|------------------|----------------------------|---|---|--|---------------------------------------|
| 1 Vallejo            | 2.4              | 2.1                        | 2018                                      | \$295,040                                       | \$151,514  | 2022 and 2025                         |
| 2 American Canyon    | 0.54*            | 3.77                       | 2018                                      |   | \$133,940  | 2025                                  |
| 3 Vista Carneros     | 0.25             | 4.08                       | 2020                                      |   | \$150,027  | 2027                                  |
| 4 City of Napa       | 3.81             | 2.98                       | 2015                                      | \$95,960  | \$217,579  | 2022                                  |
| 5 Oak Knoll District | 0                | 5.5                        | 2015                                      |   | \$176,242  | 2022                                  |
| 6 Yountville         | 0.88             | 2                          | 2015                                      |   | \$92,287   | 2022                                  |
| 7 Oakville           | 0                | 2.53                       | 2021                                      |   | \$96,287   | 2028                                  |
| 8 Rutherford         | 0                | 3.4                        | 2021                                      |   | \$129,398  | 2028                                  |
| 9 St Helena          | 0                | 3.2**                      | 2017                                      |   | \$109,844  | 2024                                  |
| 10 Calistoga         | 1.94***          | 3.72                       | 2017                                      | \$21,408  | \$127,694  | 2024                                  |
| <b>Total</b>         | <b>9.82</b>      | <b>33.28</b>               |   | <b>\$412,408</b>                                | <b>\$1,384,812</b>                                 |                                       |

\*Concrete does not require slurry seal

\*\* St Helena Vine Trail has an additional 3.7 miles of bike routes through the City on existing City streets

\*\*\* Includes 1 mile of State Park maintenance road

**Table 7** Shows proposed costs on a seven year resealing and repair schedule, based on estimated years for Vine Trail Section construction using high end 0.46c/sf in 2014 dollars adjusted for inflation.

**Table 7 : Future Resurfacing and Slurry Sealing**

| Section                    | Existing Miles | Repairs needed                    |  | Projected Miles/ Years for Construction |      |      |      |      | Years for slurry seal and crack repair |           |           |           |           |
|----------------------------|----------------|-----------------------------------|--|---|------|------|------|------|--|-----------|-----------|-----------|-----------|
|                            |                | Overlay needed for existing trail | Resurfacing and Repairs needed to ex sections of trail | 2015                                    | 2017 | 2018 | 2019 | 2020 | 2022                                   | 2024      | 2025      | 2026      | 2027      |
| Vallejo Section            |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing                   | 2.4            | \$269,854                         | \$25,186   |   |      |      |      |      | \$76,906                               |           |           |           |           |
| Proposed                   |                |                                   |  |   |      | 2.1  |      |      |  |           | \$74,608  |           |           |
| American Canyon Section    |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing*                  | 0.54           |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Proposed                   |                |                                   |  |   |      | 3.77 |      |      |  |           | \$133,940 |           |           |
| Carneros Vista Section     |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing                   | 0.25           |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Proposed                   |                |                                   |  |   |      |      | 4.08 |      |  |           |           | \$150,027 |           |
| City of Napa Section       |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing                   | 3.81           |                                   | \$95,960   |   |      |      |      |      | \$122,088                              |           |           |           |           |
| Proposed                   |                |                                   |  | 2.98                                    |      |      |      |      | \$95,491                               |           |           |           |           |
| Oak Knoll District Section |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing                   | 0              |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Proposed                   |                |                                   |  | 5.5                                     |      |      |      |      | \$176,242                              |           |           |           |           |
| Yountville Section         |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing                   | 0.88           |                                   |  |   |      |      |      |      | \$28,199                               |           |           |           |           |
| Proposed                   |                |                                   |  | 2                                       |      |      |      |      | \$64,088                               |           |           |           |           |
| Oakville Section           |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing                   | 0              |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Proposed                   |                |                                   |  |   |      |      |      | 2.53 |  |           |           |           | \$96,287  |
| Rutherford Section         |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing                   | 0              |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Proposed                   |                |                                   |  |   |      |      |      | 3.4  |  |           |           |           | \$129,398 |
| St Helena Section          |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing                   | 0              |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Proposed**                 |                |                                   |  |   | 3.2  |      |      |      |  | \$109,844 |           |           |           |
| Calistoga Section          |                |                                   |  |   |      |      |      |      |  |           |           |           |           |
| Existing***                | 1.94           |                                   | \$21,408   |   |      |      |      |      |  |           |           |           |           |
| Proposed                   |                |                                   |  |   | 3.72 |      |      |      |  | \$127,694 |           |           |           |
| TOTALS                     | 9.82           | \$269,854                         | \$142,555  | 10.48                                   | 6.92 | 5.87 | 4.08 | 5.93 | \$563,014                              | \$237,539 | \$208,548 | \$150,027 | \$225,686 |

Notes

\*Concrete does not require slurry seal, \*\* St Helena Vine Trail has an additional 3.7 miles on existing City streets, \*\*\* Includes 1 mile of State Park maintenance road

## 5 STRATEGIC MAINTENANCE PLAN

### 5.1 ROUTINE MAINTENANCE-ALTERNATIVES

Some alternatives might be further explored to assist the trail managers with routine maintenance. In addition to using volunteers for “Clean-up Days” on trails, some jurisdictions have developed “Adopt a Trail” or “Adopt a Path” programs. Agencies solicit civic groups such as the Rotary Club or Lions Club to adopt a segment of the trail and let them develop a maintenance schedule using their volunteer organizations. These might include groups such as Boy Scouts, Girl Scouts, High School students and any group that might be looking for Community Service opportunities.

### 5.2 ECONOMIES OF SCALE

An alternative to hiring more agency employees might be to contract out basic services such as sweeping and blowing off the path, weeding and pruning. There may also be some benefits of scale where several jurisdictions enter into an MOU and contract out services. For instance there is a point in the development of the Vine Trail where a single entity might purchase a sweeping machine. The City of Portland purchased such a machine because its existing fleet of street sweepers are too large to maneuver on the narrow bike paths.



The RAVO sweeper is 105-inches tall, 89-inches wide (7.4 feet), and 178-inches long.

### 5.3 VINE TRAIL AS PARTNER

Many successful trail organizations are run by or rely on nonprofits, such as the Tahoe Rim Trail. The Vine Trail as a nonprofit partner can provide many long-term advantages. A nonprofit can help harness the trail users who regularly use the trail and have some stake in its future. The nonprofit can become an emissary who can help “tell the story” of the trail or bikeway. Members are likely to identify potential private donors and create opportunities for private funding. The sale or use of trail-related items for promotion by the nonprofit can help “spread the word” and develop a sense of local attachment to the trail. These may include maps, brochures and clothing items.

In addition the Vine Trail's \$7.5 million endowment will assist agencies in the maintenance of the trail through their jurisdictions. It is the intent to generate enough interest from the investments and profits from the fund to provide a level of funding to assist local agencies. The Vine Trail anticipates that funds from the endowment would:

1. Support for routine maintenance. This will be based on a cost per mile to be negotiated. The Vine Trail might consider contributing for salaries plus benefits but not overhead charged by agencies.
2. Alternatively the Vine Trail could contract for routine trail maintenance services under an MOU with multiple agencies and get some level of reimbursement from those agencies.
3. Support a "repair and resealing" fund will provide matching funds to agencies on a seven year schedule.
4. Provide one time capital outlay. An example might be the purchase of a bike path sweeping machine.
5. Provide funding for replacement of maps and displays.
6. Provide funding for repairs to shelters and other Vine Trail amenities.

DRAFT

DRAFT

## Appendices

City of Napa Parks & Recreation Services Department  
MAINTENANCE WORK PROGRAM

**Recreational Trail/Maintenance Roads - Basic trail**

| ACTIVITY (TASK)<br>Description | Season      | Task Frequency | No. Times<br>Per Year | Hours to<br>Complete<br>Task Once | <i>1 Mile</i><br>Projected<br>Hours per<br>Year |
|--------------------------------|-------------|----------------|-----------------------|-----------------------------------|---|
| Litter cleanup                 | All         | 2 per week     | 104.0                 | 1                                 | 104.0   |
| Garbage pickup                 | All         | 2 per week     | 104.0                 | 1                                 | 104.0   |
| Blow pavement                  | All         | 1 per week     | 52.0                  | 1                                 | 52.0  |
| Sweep pavement                 | All         | 1 per month    | 12.0                  | 2.0                               | 24.0  |
| Debris removal                 | Spring-Fall | as needed      | 2.0                   | 1.0                               | 2.0   |
| Debris removal                 | Winter      | as needed      | 6.0                   | 1.0                               | 6.0   |
| Mow wild grass                 | Spring      | 2 per year     | 2.0                   | 8.0                               | 16.0  |
| Chem. weed control             | All         | as needed      | 4.0                   | 3.0                               | 12.0  |
| Garbage can maint.             | All         | 1 per month    | 12.0                  | 0.5                               | 6.0   |
| Graffiti removal               | All         | 1 per week     | 52.0                  | 0.5                               | 26.0  |
| Sign maintenance               | All         | as needed      | 6.0                   | 2.0                               | 12.0  |
| Bench maintenance              | All         | as needed      | 12.0                  | 1.0                               | 12.0  |
| Gate/fence maint.              | All         | as needed      | 2.0                   | 2.0                               | 4.0   |
| Drainage maintenance           | Winter      | as needed      | 4.0                   | 2.0                               | 8.0   |
| Bridge maintenance             | All         | as needed      | 1.0                   | 2.0                               | 2.0   |
| Pavement repairs               | All         | as needed      | 1.0                   | 8.0                               | 8.0   |
| <b>Equipment maintenance</b>   |             |                |                       |                                   |   |
| Grounds Equipment              | All         | 1 per year     | 6.0                   | 1.0                               | 6.0   |
| Vehicles                       | All         | 1 per year     | 6.0                   | 1.0                               | 6.0   |
| Tools                          | All         | 1 per year     | 6.0                   | 1.0                               | 6.0   |
| <b>Total staff Hours</b>       |             |                |                       |                                   | <b>416.0</b>                                    |

|                        |     |    |       |                     |
|------------------------|-----|----|-------|---------------------|
| Maint Laborer          | 374 | \$ | 50.00 | <b>\$ 18,720.00</b> |
| Park Maintenance WK II | 42  | \$ | 65.24 | <b>\$ 2,713.98</b>  |

Total Per Mile  
annually **\$21,433.98**

Town of Yountville  
Bike Path  
Maintenance Hours

|  | Estimate   |  |  |                               | Hours               | Rate       | Total                      |
|--|--|--|--|-------------------------------|---------------------|------------|----------------------------|
| Jan (5hrs/week)                                | Extra Routine Maintenance, blowing, debris removal, and safety inspections   |  |  |                               | 20                  |            |                            |
| Feb  | Extra Routine Maintenance, blowing, debris removal, and safety inspections   |  |  |                               | 20                  |            |                            |
| Mar (2.5hrs/week)                              | Routine path maintenance, blowing, debris removal, safety inspections  |  |  |                               | 10                  |            |                            |
| Apr  | Routine path maintenance, blowing, debris removal, safety inspections  |  |  |                               | 10                  |            |                            |
| May  | Routine path maintenance, blowing, debris removal, safety inspections  |  |  |                               | 10                  |            |                            |
| Jun  | Routine path maintenance, blowing, debris removal, safety inspections  |  |  |                               | 10                  |            |                            |
| Jul  | Routine path maintenance, blowing, debris removal, safety inspections  |  |  |                               | 10                  |            |                            |
| Aug  | Routine path maintenance, blowing, debris removal, safety inspections  |  |  |                               | 10                  |            |                            |
| Sept   | Extra Routine Maintenance, blowing, debris removal, and safety inspections   |  |  |                               | 20                  |            |                            |
| Oct  | Extra Routine Maintenance, blowing, debris removal, and safety inspections   |  |  |                               | 20                  |            |                            |
| Nov  | Extra Routine Maintenance, blowing, debris removal, and safety inspections   |  |  |                               | 20                  |            |                            |
| Dec  | Extra Routine Maintenance, blowing, debris removal, and safety inspections   |  |  |                               | 20                  |            |                            |
|  |  |  |  | Total                         | 180                 |            |                            |
| Washing  | Stains, Spills, Mud and Oil runoff, tree sap, and insect droppings   |  |  |                               | 12                  |            |                            |
| Tree Trimming                                  | Keep canopy raised to safe height and limbing for periodic damage  |  |  |                               | 40                  |            |                            |
| Brushing                                       | Keep path open and free from brush overgrowth  |  |  |                               | 60                  |            |                            |
| Tripping Hazards                               | Fill in low spots, or grind down high spots and minor Asphalt repairs  |  |  |                               | 10                  |            |                            |
| Weed Spraying/Trimming                         | Routine weed abatement activities, but can include large weed trimming jobs  |  |  |                               | 30                  |            |                            |
| Trash receptacles                              | Routine collecting of recycle and trash receptacles and some minor cleaning  |  |  |                               | 26                  |            |                            |
|  |  |  |  | Annual total                  | 178                 |            |                            |
|  |  |  |  | <b>Highway 29 Path Total</b>  | <b>Annual hours</b> | <b>358</b> | <b>\$75.00 \$26,850.00</b> |
|  |  |  |  |                               | Monthly average     | 30         |                            |
| Ratio for Solano Avenue Path is 2,200 to 4,155 |  |  |  | <b>Solano Ave. Path Total</b> | <b>Annual hours</b> | <b>190</b> | <b>\$75.00 \$14,216.61</b> |
| Notes:   |  |  |  |                               |                     |            |                            |
| 1  | This does not included some miscellaneous hours for closures and special event signage.  |  |  |                               |                     |            |                            |
| 2  | I do not know what if any maintenance issues could arise from the new paths close proximity to the Wine Train and Railroad tracks. (Structural, vibration, noise, etc.)  |  |  |                               |                     |            |                            |
| 3  | Depending on the new alignment the speed of traffic on Solano could pose some safety issue for the crew and/or equipment access problems.  |  |  |                               |                     |            |                            |
| 4  | Although the new alignment has less trees than the existing alignment, its close proximity to both Hwy. 29 and Solano cold be offset by a heavier litter removal load instead of leave removal so I would leave those hours that way and not reduce the new path hours need. |  |  |                               |                     |            |                            |
| 5  | The new Alignment looks tight to me along the stretch of Solano, and is sharing the edge of Solano, a drainage ditch and the railroad tracks, so we would want to look closely at the alignment, and make sure we clearly define boundaries of maintenance responsibilities. |  |  |                               |                     |            |                            |
| 6  | Hinman creek floods every year and will affect the new path alignment.   |  |  |                               |                     |            |                            |
| 7  | These numbers a rough, but it's about the best we have right now.  |  |  |                               |                     |            |                            |
|  | Prepared by Kevin Gaither on 10/9/13   |  |  |                               |                     |            |                            |
|  | Revised by Graham Wadsworth on 11/13/13  |  |  |                               |                     |            |                            |



**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, September 14, 2015 at 2:00 P.M.

County of Napa Board Chambers, 1195 Third Street Third Floor, Napa, CA

1. Call to Order and Roll Call

Directors Present: Karen-Bower Turjanis, Tony Norris, Barry Christian, Brent Randol, Dave Finigan

Staff Present: John Woodbury, Chris Cahill, Melissa Frost

2. Public Comment

None

3. Set Matters

2:00 pm Oath of office for Brent Randol, Director Ward 3  
County of Napa Clerk of the Board, Gladys Coil swore Brent Randol in as the new Director of Ward 3.

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of June 8, 2015  
TN-BC-KBT-DF-BR  
A
- b. Consideration and potential grant of access easement to the Wilderness Land Trust related to the District acquisition of Napa County Assessor's Parcel Numbers 025-220-016, 017 and 018, totaling 443.42 acres more or less, on the Knoxville-Berryessa Road in the vicinity of Cedar Roughs and Smittle Creek Day Use Area  
TN-KBT-KBT-BR-DF
- c. Consideration and potential approval of grant application to the Recreational Trails Program for improved access to Robert Louis Stevenson State Park, including adoption of Resolution and Notice of Exemption.  
BC-TN-BR-KBT-DF

- d. Update on the proposed Syar Quarry expansion and potential direction to staff (oral report)  
John Woodbury gave the report.
- e. Consideration of and potential approval of grant in the amount of \$5,000 to support the Open Road interpretive television show produced by Doug McConnell.  
TN-KBT-KBT-BR
- f. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff  
John Woodbury gave the report. No action taken.
- g. 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.
- h. Review of the District Projects Status  
John Woodbury & Chris Apallas gave the report with discussions on Camp Berryessa, Cedar Roughs, Lake Hennessey, and Suscol Mountain.

#### 5. Announcements by Board and Staff

#### 6. Agenda Planning

Director Norris noted that with the Vine Trail Coalition being awarded a grant to fund the construction of the Vine Trail from Calistoga to St Helena, the District will need to get involved with obtaining permission for the trail to run through Bothe-Napa Valley State Park.

#### 7. Closed session

- a. Conference with Real Property Negotiator (Government Code Section 54956.8)  
Property: A part of the former Kirkland Ranch to be created from portions of three parent parcels (Assessor's Parcel Numbers 045-360-009, 057-030-012, and 057-020-077) in Napa County and an adjacent parcel owned by Seller in Solano County.  
Agency Negotiator: John Woodbury, NCRPOSD General Manager  
Negotiating Parties: NCRPOSD and Suscol Mountain Vineyards LLC  
Under Negotiation: Price and Terms of Payment  
 Directors voted unanimously to approve the revised purchase and sale agreement.  
 BC-KBT-TN-BR-DF

#### 8. Adjournment

Adjourned to the Regular NCRPOSD Board Meeting of October 12, 2015

\_\_\_\_\_  
DAVE FINIGAN, Board President

ATTEST:

\_\_\_\_\_  
MELISSA FROST, District Secretary

Key

Vote: BR = Brent Randol; TN = Tony Norris; BC = Barry Christian; DF = David Finigan; KBT= Karen Bower Turjanis

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**

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, October 12, 2015 at 2:00 P.M.

County of Napa Board Chambers, 1195 Third Street Third Floor, Napa, CA

1. Call to Order and Roll Call

Directors Present: Karen-Bower Turjanis, Tony Norris, Barry Christian, Brent Randol

Directors absent: Dave Finigan

Staff Present: John Woodbury, Chris Cahill, Dylan Roy

2. Public Comment

Public comments from Dorothy Glaros and Susanne von Rosenberg regarding impacts on Skyline Park of proposed Syar Quarry expansion and a proposed winery on Fourth Avenue.

3. Set Matters

2:00 pm Auditor-Controller to present the financial statements for the fiscal year ended June 30, 2015 and requests acceptance of the District's annual audited financial statements from Gallina, LLP

Directors voted to accept the annual audited financial statements.

TN-BC-BR-KBT-DF

X

4. Administrative Items

a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of September 14, 2015

Continued to next meeting.

b. Consideration and potential approval of Certificate of Acceptance of real property (APN Nos. 034-370-034 and 034-040-015) totaling 51.11 acres, approval of a Memorandum of Understanding with the sellers of the property, and authorization for Board President and/or General Manager to execute all documents necessary to complete the transfer of the property to the District.

Directors voted to find that the proposed action is exempt for the California Environmental Quality Act, and approved the Memorandum of Understanding and Certificate of Acceptance for the donation to the District of Assessor's Parcel Nos:

034-370-034 and 034-040-015, in substantially the form as attached, and authorize the Board President and/or General Manger to execute all documents necessary to complete the transfer of the property to the District, subject to completion of County General Plan Conformity Review Pursuant to Government Code § 65402(c)

BR-BC-KBT-TN-DF

X

- c. Update on the proposed Syar Quarry expansion and potential direction to staff (oral report)  
No new information to report.  
Dorothy Glaros, president of Skyline Park Citizens Association, indicated their opposition to Syar Quarry being approved to expand into the Pasini property.  
Susanne von Rosenberg stated that research being done by members of the community indicates that the Syar Quarry Expansion is not needed to serve Napa County needs.
- d. Update on implementation of Advisory Committee recommendations (oral report)  
John Woodbury gave the update on status of web site development, outreach planning and summary results of public opinion survey done by Land Trust of Napa County
- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff  
John Woodbury gave the report.
- f. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park  
John Woodbury gave the report, and noted that the new operating agreement with State Parks is still being drafted by State Parks.
- g. Review of the District Projects Status  
John Woodbury gave the report.

#### 5. Announcements by Board and Staff

- Barry Christian reported that on November 7th American Canyon will sponsor a tree planting day.
- Karen Turjanis and Tony Norris reported they staffed the booth for district at the City of Napa's Skate Park/Arbor Day event at Kennedy Park.

#### 6. Agenda Planning

- Special Meeting, Tuesday, October 20, 2015 at Lake Hennessey Unit of Moore Creek Park—Bench Dedication for Harold Kelly, founding Ward 1 Director, NCRPOSD
- Director Randol asked that a discussion of possibly changing the district's name be discussed at the next meeting.

#### 7. Adjournment

Adjourned to the Regular NCRPOSD Board Meeting of November 9, 2015

DAVE FINIGAN, Board President

ATTEST:

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MELISSA FROST, District Secretary

Key

Vote: BR = Brent Randol; TN = Tony Norris; BC = Barry Christian; DF = David Finigan; KBT= Karen Bower Turjanis

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: November 9, 2015  
 Agenda Item: 4.B  
 Subject: Receipt of results of public opinion survey conducted by the Land Trust of Napa County, and direction to staff regarding next steps regarding future funding for the District

### Recommendation

Request the Napa County Board of Supervisors direct County staff to work with District staff in developing a potential funding measure to restore and protect watersheds, rivers and creeks, natural areas, and wildlife habitat, maintain and enhance walking, hiking, biking and equestrian trails, and protect water resources

### 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 May 2015, the 15 member Parks and Open Space Advisory Committee concluded that (1) the Napa County Regional Park and Open Space District had done an excellent job in its first eight years of existence, (2) much more needed to be done, and (3) the District should consider seeking voter approval for a small sales tax to fund future efforts, subject to first conducting polling to determine whether the voters of Napa County would be interested in supporting such a measure.

Over the summer of 2015, the Land Trust of Napa County retained Godbe Research, who has completed a public opinion survey that looks at this question. The conclusion of the research is that of likely voters in November 2016, more than the two-thirds supermajority required to approve any tax measure appear supportive of a ¼ percent sales tax to restore and protect watersheds, rivers and creeks, natural areas, and wildlife habitat, maintain and enhance walking, hiking, biking and equestrian trails, and protect water resources.

Based on the encouraging results of this research, the next step, if authorized by the District Board, is to present the findings to the Napa County Board of Supervisors, and request that they direct County staff to work with the District in developing a draft funding measure, potentially for November 2016, for consideration by both Boards.

The key summary findings of the public opinion survey conducted by Godbe Research are attached.



GODBE RESEARCH  
Gain Insight

## MEMORANDUM

October 29, 2015

TO: Land Trust of Napa County

FROM: Bryan Godbe  
President  
Godbe Research

RE: 2016 Sales Tax Feasibility Survey – Summary of the Results

The Land Trust of Napa County commissioned Godbe Research to conduct an online and telephone survey to assess support for a sales tax measure to support park and open space needs.

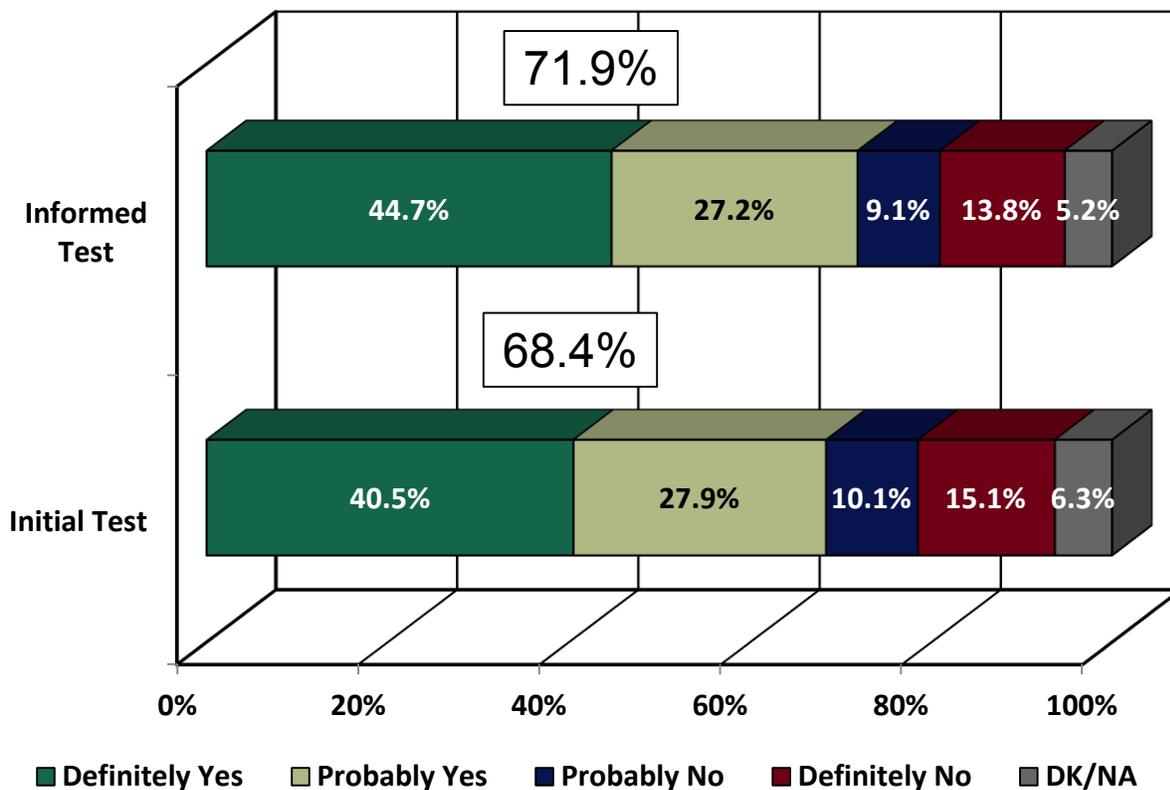
Interviews were conducted from September 8 to September 17, 2015, and the average phone interview time was approximately 22 minutes. A total of 809 likely November 2016 voters in Napa County participated in the survey, and the study parameters resulted in a margin of error of plus or minus 3.4 percent. The survey sample is representative of likely November 2016 Napa County voters in terms of gender, age, and other demographics.

***Overall, protecting local watersheds and preserving open space are among the five most important issues tested in the county.***

|   |      |
|---|------|
| 1C. Maintaining the quality of public education | 2.39 |
| 1B. Protecting local watersheds                 | 2.32 |
| 1D. Improving the local economy                 | 2.13 |
| 1A. Preserving open space                       | 2.03 |
| 1G. Reducing traffic                            | 1.98 |

***The survey results indicate a solid base of support for a park and open space sales tax measure among likely November 2016 voters.***

After hearing and initial summary of a ½ cent park and open space sales tax measure, fully 68.4 percent of those surveyed indicated support, including 40.5 percent who indicated they would definitely support the measure.



After more information about the proposal, including priorities to be funded and positive statements about the measure, the definitely yes category increased to 44.7 percent, with a total yes of 71.9 percent. Even when the margin of error is accounted for, 68.5 percent of the voters support the measure. And, if the tax rate were ¼ cent, support increases to 72.8 percent.

***Respondents identified a variety of key priorities:***

Survey respondents were presented with a variety of park and open space needs to determine their importance and the survey results suggest a clear priority:

|   |      |
|---|------|
| 4K. Protect water resources   | 1.32 |
| 4F. Preserve land that protects drinking water sources                    | 1.31 |
| 4I. Restore and protect watersheds, rivers, and creeks                    | 1.23 |
| 4Q. Protect water quality and quantity                                    | 1.20 |
| 4P. Protect the quality of water in Napa County rivers, lakes and streams | 1.18 |
| 4G. Manage vegetation to preserve biodiversity and reduce wildfire risk   | 1.05 |
| 4A. Protect natural areas, and wildlife habitat                           | 1.02 |
| 4D. Restoration of the Napa River   | 0.99 |
| 4C. Improve and maintain existing parks                                   | 0.97 |
| 4H. Repair and replace deteriorating open space infrastructure            | 0.92 |
| 4B. Maintain and enhance walking, hiking, biking and equestrian trails    | 0.91 |

***Understanding the impacts of the measure strongly increases support:***

Survey respondents were also presented with a variety statements about the measure, all of which significantly increased support for the measure – between 82 and 63 percent:

|   |      |
|---|------|
| 5D. The measure will help protect our water supply.   | 1.43 |
| 5A. The measure will give Napa County local control over local funds for local needs. 100 percent of the money will stay in Napa and no funds can be taken by the state   | 1.40 |
| 5C. The measure will help protect water quality in rivers, creeks, streams.   | 1.39 |
| 5B. The measure requires independent citizen oversight, mandatory financial audits, and yearly reports to the community to ensure that all funds are spent as promised, not for administrator salaries or pensions. | 1.31 |
| 5N. We must act now to protect Napa County's natural areas, water quality and wildlife before they are gone forever. The longer we wait, the more expensive it will be to protect open space, water and wildlife.   | 1.30 |
| 5K. Without the measure, unprotected natural land will eventually be lost to development, causing even more overcrowding, traffic and demand for water.   | 1.27 |
| 5F. The measure will help protect 30,000 acres of Napa's rolling hills, watersheds, natural habitats, and forests throughout Napa County.   | 1.26 |
| 5S. The measure will improve the of quality life for locals, not just tourists.   | 1.26 |
| 5M. The measure will preserve open space and our environment for our children and grandchildren.  | 1.25 |
| 5E. Tourists from outside Napa County will pay more than one third of the total to fund Park and Open Space services.   | 1.21 |

5P. The measure will ensure that Napa County gets its fair share of State and Federal matching funds to help protect open space in Napa County.

1.21

***Conclusion:***

Likely November 2016 voters in Napa County strongly support a park and open space sales tax measure, and there is a clear sense of the respondents' open space priorities for the funds generated by the measure.



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: November 9, 2015  
 Item: 4.E  
 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 \$25,000, 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 October 2015.

In addition to these expenditures, the General Manager has authorized the following contracts using his signature authority:

|                                 |   |                                       |
|---------------------------------|---|---------------------------------------|
| Agreement 15-23<br>October 2015 | Montelli Construction Company<br>\$3,799.00 | trenching for new gas line for cabins |
|---------------------------------|---|---------------------------------------|

## PARKS &amp; OPEN SPACE DISTRICT - OCTOBER 2015 EXPENSE REPORT

## Gen Admin Dept - 85000-00

| Date       | Journal Line Description     | Voucher Description                             | Name                        | Monetary Amount |
|------------|------------------------------|---|-----------------------------|-----------------|
| 10/07/2015 | 2016 BAOSC Membership        | BAOSC Annual Dues-Napa County Park & Open Space | BAY AREA OPEN SPACE COUNCIL | \$ 1,000.00     |
| 10/13/2015 | 1st Qtr Legal Services       |   |                             | \$ 4,291.75     |
| 10/14/2015 | PARK151416 Subscription FY16 | Outerspatial Annual Subscription                | TRAILHEAD LABS, INC.        | \$ 5,000.00     |
| 10/15/2015 | PO# DCP05997 8/14/2015       | Acct# 237-60000470 Parks District 8/14/2015     | NAPA VALLEY PUBLISHING      | \$ 132.31       |
| 10/29/2015 | PARK152216 09/2015           | September 2015                                  | 6539 CONSULTING             | \$ 1,140.00     |

## Moore Creek Dept - 85010-00

| Date       | Journal Line Description       | Voucher Description                    | Name                          | Monetary Amount |
|------------|--------------------------------|--|-------------------------------|-----------------|
| 10/06/2015 | Iron Ranger Box                |  |                               | \$ 115.84       |
| 10/06/2015 | October 2015 Rent              |  |                               | \$ 800.00       |
| 10/07/2015 | PG&E 8/23/15 - 9/22/15         | Account #0099759249-8                  | PACIFIC GAS & ELECTRIC CO     | \$ 555.89       |
| 10/07/2015 | Caltest-Homeowners 2 pkg       | Lab Order #Q090467                     | CALTEST ANALYTICAL LABORATORY | \$ 335.00       |
| 10/07/2015 | Cent Vly - supplies            | Customer #NAPACORP 136667              | CENTRAL VALLEY BUILDERS       | \$ 127.18       |
| 10/07/2015 | Cent Vly - supplies            | Customer #NAPACORP 136667              | CENTRAL VALLEY BUILDERS       | \$ 45.63        |
| 10/07/2015 | Cent Vly-supplies              | Customer #NAPACORP 136667              | CENTRAL VALLEY BUILDERS       | \$ 186.35       |
| 10/07/2015 | Porta potty - Sept 2015        | Moore Creek Park                       | JOHNNY ON THE SPOT            | \$ 198.57       |
| 10/20/2015 | Patrick Band                   |  |                               | \$ 25.00        |
| 10/22/2015 | Hughes Net 10/12/15-11/12/15   | Account #DSS8836028                    | HUGHES NETWORK SYSTEMS LLC    | \$ 144.92       |
| 10/22/2015 | Materials for trail steps, key | Reimbursement-Sept 2015 Parks expenses | CJ YIP & ASSOCIATES           | \$ 83.81        |
| 10/22/2015 | MC - Volunteer food            | Reimbursement-Sept 2015 Parks expenses | CJ YIP & ASSOCIATES           | \$ 394.43       |

## Camp Berryessa - 85010-03

| Date       | Journal Line Description | Voucher Description         | Name                         | Monetary Amount |
|------------|--------------------------|-----------------------------|------------------------------|-----------------|
| 10/14/2015 | PARK150116 8/2015        | Job # 14251, Contract 15-01 | G D NIELSON CONSTRUCTION INC | \$ 436,941.79   |
| 10/22/2015 | PARK150116 09/2015       | Job# 14251                  | G D NIELSON CONSTRUCTION INC | \$ 209,178.31   |

## NRER - 85010-05

| Date       | Journal Line Description | Voucher Description | Name               | Monetary Amount |
|------------|--------------------------|---------------------|--------------------|-----------------|
| 10/07/2015 | Porta potty - Sept 2015  | Yountville Park     | JOHNNY ON THE SPOT | \$ 298.57       |

## State Park - 85010-08

| Date       | Journal Line Description       | Voucher Description         | Name                      | Monetary Amount |
|------------|--------------------------------|-----------------------------|---------------------------|-----------------|
| 10/05/2015 | State Parks-Reserve America    |                             |                           | \$ 2,062.50     |
| 10/06/2015 | Heartland credit card fees-WFB |                             |                           | \$ 43.54        |
| 10/07/2015 | Shop Door repair               | Reimbursement Park Expenses | SANDY JONES               | \$ 299.00       |
| 10/07/2015 | PG&E 8/14/15 - 9/14/15         | Account #6765403114-4       | PACIFIC GAS & ELECTRIC CO | \$ 44.40        |
| 10/07/2015 | Locksmith fee-shower boxes     | Reimbursement Park Expenses | SANDY JONES               | \$ 140.00       |

|   |                           |                                |    |          |
|---|---------------------------|--------------------------------|----|----------|
| 10/07/2015 PG&E 8/15/15-9/16/15           | Account #4831406953-4     | PACIFIC GAS & ELECTRIC CO      | \$ | 74.01    |
| 10/07/2015 PG&E 8/14/15-9/14/15           | Account #2172831822-7     | PACIFIC GAS & ELECTRIC CO      | \$ | 60.06    |
| 10/07/2015 PG&E 8/14/15-9/15/15           | Account #1869012498-9     | PACIFIC GAS & ELECTRIC CO      | \$ | 1,135.53 |
| 10/07/2015 PG&E 8/20-9/18/15-RLS Park     | Account #2662302249-3     | PACIFIC GAS & ELECTRIC CO      | \$ | 72.70    |
| 10/07/2015 PG&E 8/15/15 - 9/15/15         | Account #9051730227-0     | PACIFIC GAS & ELECTRIC CO      | \$ | 46.78    |
| 10/07/2015 Cent Vly-const supplies        | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 956.96   |
| 10/07/2015 Cent Vly - construc supplies   | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 69.13    |
| 10/07/2015 Central Valley-Sept 2015       | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 692.18   |
| 10/07/2015 Central Valley - supplies      | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 115.70   |
| 10/07/2015 Cent Vly-construc. supplies    | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 336.17   |
| 10/07/2015 Cent Vly-Trex Fire Pit         | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 1,820.61 |
| 10/07/2015 Cent Vly-2x6 press treated     | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 23.04    |
| 10/07/2015 Central Valley - supplies      | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 309.04   |
| 10/07/2015 Brown's auto parts-supplies    | Account #8537             | BROWN'S AUTO PARTS             | \$ | 265.99   |
| 10/07/2015 Pool Supplies                  | Bothe State Park          | DIAMOND QUALITY WATER FEATURES | \$ | 232.63   |
| 10/07/2015 Cent Vly - construc supplies   | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 206.24   |
| 10/07/2015 Cent Vly-construc supplies     | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 120.25   |
| 10/07/2015 Central Vly-supplies           | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 26.96    |
| 10/07/2015 Central Vly-construc supplies  | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 530.06   |
| 10/07/2015 Cent Vly-construc supplies     | Customer #NAPACORP 136667 | CENTRAL VALLEY BUILDERS        | \$ | 524.58   |
| 10/07/2015 Porta potty- Sept 2015         | Bothe State Park          | JOHNNY ON THE SPOT             | \$ | 347.13   |
| 10/07/2015 Upper Vly Disp-Sept 2015       | Account #01-0013452-7     | UPPER VALLEY DISPOSAL          | \$ | 856.95   |
| 10/07/2015 Clover Flat-trash dump         | Account #40008            | CLOVER FLAT LANDFILL           | \$ | 31.00    |
| 10/12/2015 State Parks-Reserve America    |                           |                                | \$ | 2,826.50 |
| 10/13/2015 7898686642 09/2015             | Acct# 7898686642          | CHEVRON PRODUCTS COMPANY       | \$ | 124.87   |
| 10/14/2015 PARK120816 8/2015              | 8/2015 CT PARKS 12-08     | JEANNE MARIONI                 | \$ | 1,207.50 |
| 10/14/2015 State Parks - Camping          |                           |                                | \$ | 874.00   |
| 10/14/2015 State Parks - Fuel Sales       |                           |                                | \$ | 220.80   |
| 10/14/2015 State Parks - Fuel Sales       |                           |                                | \$ | 27.60    |
| 10/14/2015 State Parks - Other Fees       |                           |                                | \$ | 340.75   |
| 10/14/2015 State Parks - Day Use          |                           |                                | \$ | 480.00   |
| 10/14/2015 State Parks - Camping          |                           |                                | \$ | 2,434.00 |
| 10/14/2015 State Parks - Fuel Sales       |                           |                                | \$ | 248.40   |
| 10/14/2015 State Parks - Other Fees       |                           |                                | \$ | 237.25   |
| 10/14/2015 State Parks - Yearly Pass      |                           |                                | \$ | 140.00   |
| 10/14/2015 State Parks - Other Fees(-sht) |                           |                                | \$ | 129.25   |
| 10/14/2015 State Parks - Day Use          |                           |                                | \$ | 754.00   |
| 10/14/2015 State Parks - Day Use          |                           |                                | \$ | 545.00   |

|            |                                |                              |                            |    |          |
|------------|--------------------------------|------------------------------|----------------------------|----|----------|
| 10/14/2015 | State Parks - Overages         |                              |                            | \$ | 15.00    |
| 10/14/2015 | State Parks - Camping          |                              |                            | \$ | 2,805.50 |
| 10/15/2015 | PARK151116 Cabin 4 7/28-8/31   | Cabin #4                     | ZAPP AND SONS PLUMBING     | \$ | 5,149.24 |
| 10/20/2015 | Oct 2015 Rent                  |                              |                            | \$ | 1,400.00 |
| 10/22/2015 | Telepacific - Oct 2015         | Account #133326              | TELEPACIFIC COMMUNICATIONS | \$ | 603.26   |
| 10/22/2015 | Field trips 10/23, 10/24,10/29 | Customer #607193, Bothe Park | FIRST STUDENT              | \$ | 1,650.00 |
| 10/22/2015 | PARK120816 09/2015             | September 2015               | JEANNE MARIONI             | \$ | 1,121.25 |
| 10/22/2015 | Harold Smith- Rip Rap (yurts)  | Bothe Yurts                  | HAROLD SMITH & SON INC     | \$ | 649.94   |
| 10/22/2015 | Harold Smith-Rip Rap (yurts)   | Bothe Yurts                  | HAROLD SMITH & SON INC     | \$ | 553.39   |
| 10/26/2015 | Refridgerator & Stove          | Customer# 477-6305           | ST HELENA APPLIANCE, INC   | \$ | 3,007.98 |
| 10/28/2015 | ATP - October 2015             | Account #746-0150            | ADVANTAGE TOTAL PROTECTION | \$ | 40.00    |
| 10/28/2015 | Tourady - 6 pallets firewood   | Bothe NV State Park          | TOURADY RANCH INC          | \$ | 1,680.00 |
| 10/28/2015 | Dons Pool - supplies           | Account #B337                | DONS SWIMMING POOL CENTER  | \$ | 112.87   |
| 10/28/2015 | Steve's Hardware-Oct 2015      | Account #31248               | STEVES HARDWARE            | \$ | 173.80   |
| 10/28/2015 | Paint Works-supplies           | Account #4159                | THE PAINT WORKS            | \$ | 231.95   |
| 10/28/2015 | State Parks - Donations        |                              |                            | \$ | 4.00     |
| 10/28/2015 | State Parks - Other Fees       |                              |                            | \$ | 199.00   |
| 10/28/2015 | State Parks - Camping          |                              |                            | \$ | 2,208.00 |
| 10/28/2015 | State Parks - Fuel Sales       |                              |                            | \$ | 230.00   |
| 10/28/2015 | State Parks - Overage          |                              |                            | \$ | 2.00     |
| 10/28/2015 | State Parks - Camping          |                              |                            | \$ | 1,303.00 |
| 10/28/2015 | State Parks - Day Use          |                              |                            | \$ | 1,141.00 |
| 10/28/2015 | State Parks - Day Use          |                              |                            | \$ | 2,230.00 |
| 10/28/2015 | State Parks - Fuel Sales       |                              |                            | \$ | 616.40   |
| 10/28/2015 | State Parks Bank Credit Adj    |                              |                            | \$ | 25.00    |
| 10/28/2015 | State Parks - Other Fees       |                              |                            | \$ | 194.00   |
| 10/29/2015 | State Parks - Fuel Sales       |                              |                            | \$ | 294.40   |
| 10/29/2015 | State Parks - Donations        |                              |                            | \$ | 9.00     |
| 10/29/2015 | State Parks - Camping          |                              |                            | \$ | 1,798.00 |
| 10/29/2015 | State Parks - Day Use          |                              |                            | \$ | 891.00   |
| 10/29/2015 | State Parks-Reserve America    |                              |                            | \$ | 3,933.50 |
| 10/29/2015 | State Parks - Overages         |                              |                            | \$ | 1.00     |

**Suscol Headwaters - 85010-09**

| Date       | Journal Line Description | Voucher Description | Name | Monetary Amount |
|------------|--------------------------|---------------------|------|-----------------|
| 10/01/2015 | Escrow #00139284-001-LF  |                     |      | \$ 18,640.25    |
| 10/01/2015 | Escrow #00139284-001-LF  |                     |      | \$ 900,000.00   |



Napa County Regional Park  
and Open Space District

## **STAFF REPORT**

Date: November 9, 2015

Agenda Item: 4.F

Subject: Consideration of and potential adoption of calendar and location of meetings for regular meetings of the Board of Directors

### Recommendation

1. Find that the proposed action is not a project under CEQA
2. Adopt the attached schedule of meetings for 2016
3. Set the regular meeting location as the Board of Supervisors Chambers on the third floor of the County Administration Building, 1195 Third Street, in the City of Napa, California

### 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

Prior to the beginning of each year the District Board is required to adopt a calendar for regular meetings of the Board of Directors. The Board is also required to adopt a regular meeting location.

The proposed schedule for regular board meetings for 2016 is attached. All regular meetings will be in the Napa County Board of Supervisors Chambers, 1195 Third Street, 3<sup>rd</sup> floor, Napa, CA 94559



Napa County Regional Park  
and Open Space District

Karen Bower Turjanis  
*Director Ward One*

Tony Norris  
*Director Ward Two*

Brent Randol  
*Director Ward Three*

Dave Finigan  
*Director Ward Four*

Barry Christian  
*Director Ward Five*

## Board of Directors Regular Meeting Calendar 2016

Proposed November 9, 2015

| <u>Day</u>    | <u>Date</u>                |
|---------------|----------------------------|
| Monday        | January 11 <sup>th</sup>   |
| Monday        | February 8 <sup>th</sup>   |
| Monday        | March 14 <sup>th</sup>     |
| Monday        | April 11 <sup>th</sup>     |
| Monday        | May 9 <sup>th</sup>        |
| <b>Monday</b> | <b>June 6<sup>th</sup></b> |
| Monday        | July 11 <sup>th</sup>      |
| Monday        | August 8 <sup>th</sup>     |
| Monday        | September 12 <sup>th</sup> |
| Monday        | October 10 <sup>th</sup>   |
| Monday        | November 14 <sup>th</sup>  |
| Monday        | December 12 <sup>th</sup>  |

### Note

Board meetings are normally the second Monday of each month. Exceptions if any are noted in bold red type.

Napa County Regional Park and Open Space District

Plan of Projects  
**Status Report**

November 15, 2015

**Name of Project Description**

**Status**

|  |  |
|--|--|
| <p>Bay Area Ridge Trail Tuteur Loop<br/>Assignment of Tuteur Loop Ridge Trail easement from the Bay Area Ridge Trail to the District</p>   | <p>The Bay Area Ridge Trail Council obtained a donated easement from the Tuteur family and constructed a section of Bay Area Ridge Trail adjacent to Skyline Park. The Council wishes to transfer this easement to the District. Staff for the District and Council have gathered all the relevant documents, and initiated discussion with the Tuteur family to determine if there are any issues or amendments that should be considered. Next steps are to complete legal review of the documents, make amendments if warranted, obtain the consent of the Coastal Conservancy (who funded the trail construction), and then execute the assignment. Staff has resumed work on transferring the easement to the District now that the option agreement for purchasing a portion of the Kirkland Ranch is about to be executed. Staff has reviewed with Mr. Tuteur the results of our survey for the Soscol Headwaters acquisition and together have arrived at a common understanding of property boundaries; Tuteur has agreed to modify the trail easement, as part of the transfer of the easement to the District, to reflect the actual property boundaries. Staff is setting up a meeting with interested parties to discuss access in and out of Skyline Park, <u>but this has been deferred at the request of Skyline Park Citizens Association due to their need to focus on immediate threats to Skyline Park.</u></p>  |
| <p>Bay/River Trail -- American Canyon to Napa<br/>An 8+ mile recreational trail generally following the Napa River and interior levees of associated wetlands.<br/><br/>Phase 2-B--Pond 10 to Soscol Ferry Road</p>                    | <p>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.</p>  |
| <p>Berryessa Estates<br/>Acquire 480 acres next to Berryessa Estates from BLM at no fee through their Recreation and Public Purpose Act procedure. Would connect Lake Berryessa Estates to the District's Spanish Valley holdings.</p> | <p>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 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. Not willing to keep waiting for the federal agencies to resolve their differences, Napa County has acquired a property within the Lake Berryessa Estates subdivision for constructing the fire sub-station. Reclamation says they have done their work and it is now up to BLM to finish the transfer. BLM says they will complete their work by the end of 2015.</p> |
| <p>Berryessa Vista<br/>Planning, stewardship and expansion of this wilderness park.</p>  | <p>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. Staff in late June 2014 toured an adjacent parcel with the owner of the property; in September the owner indicated they are interested in selling the property for addition to Berryessa Vista Wilderness Park. The Land Trust of Napa County has obtained the appraisal of the property, and the land trust and the sellers have agreed on the appraised value as the sales price. The District Board in November 2014 agreed to acquire the property from the Land Trust at a later date when funding is available. Escrow closed and title transferred to the land trust in early 2015.</p>   |

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| <p>Blue Ridge/Berryess Peak Trail<br/>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'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. DFW installed the trail sign in late June 2015, though the sign copy is missing some information required by the trail easement that the trail uses after leaving DFW property. See attached picture. Staff has prepared two new signs to be placed at the termini of the private land trail easement that clearly state the rules for using the easement; these will be installed by volunteers once the weather cools off, tentatively set for December 12, 2015.</p>   |
| <p>Camp Berryessa<br/>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. 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 2014. The 100% plans were submitted to the District and Reclamation in early July 2014 and were verbally ok'd in mid August. To meet budget constraints, work on the planned black water leach field will be deferred to phase two or it may be deleted altogether. A \$1.7m construction contract was awarded to G.D. Nielson Inc on Napa in November 2014 and Ron Critchley, a retired County engineer, has agreed to serve as our construction manager &amp; inspector on the project. District staff had a kickoff meeting with G.D. Nielson on December 2nd at which it was decided to break ground on April 1st; under the revised schedule construction will be complete in mid to late fall 2015. The Coastal Conservancy has agreed to extend the grant until January 1, 2016. Groundbreaking occurred on April 13th and the contractor has been making steady progress. Ron Critchley's help and guidance have turned out to be invaluable. <u>Construction, save some inevitable punch list items, should be complete by mid November. Staff is now working to provision the camp with bunk beds, kayaks, storage containers, toilet paper, and the many other things small and large that the camp will need when it formally opens to the public in Spring 2016. Staff is also arranging for an interim caretaker to provide security between the end of construction and the opening of the camp.</u></p> |
| <p>Cedar Roughs<br/>Acquisition of 443 acres providing public access to Cedar Roughs from Smittle Creek Day Use Area</p>   | <p>Working with land trust to acquire 443 acres to be managed by district, and 144 acres to be managed by BLM. The question of whether the property has legal access was resolved in December 2014 and the title company has issued a revised Preliminary Title Report indicating they will insure the right of access. Pending approval of the appraisal, the Wildlife Conservation Board is prepared to provide \$1.6 million toward the purchase. Additional funding is expected from the Wilderness Land Trust and from Tuleyome, leaving a funding gap of approximately \$50,000 for improvements. District staff has been negotiating a purchase and sale agreement with the owners of the property, which may be ready for Board consideration at the March Board meeting. The state Dept of General Services in April 2015 rejected the appraisal; the appraiser has revised the appraisal to address their questions, and in early May the appraisal was resubmitted to DGS for review. The revised appraisal was approved by DGS in late May 2015. The owner of the property has accepted the appraisal and signed the purchase and sale agreement, and the District Board approved the agreement on July 13, 2015. Escrow has been set up, the seller has provided required disclosures, staff has reviewed these disclosures, as well as completed a site inspection, and lifted these contingencies. The Wildlife Conservation Board met on September 3, 2015 and voted to approve the grant which will fund the purchase. <u>All funding is in place and all but one of the contingencies lifted; the seller per the contract has until the end of January 2016 to purchase a tax exchange property investment.</u></p>   |
| <p>District Non-profit Foundation<br/>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. Director Turjanis in early 2015 began the process of preparing articles of incorporation and identifying potential Board members. Before proceeding further, Director Turjanis and staff continue to meet with other interested organizations about potential collaboration on fundraising and programming.</p>  |
| <p>Lake Hennessey North Shore Trails<br/>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. Lake Hennessey North Shore Trails formally opened with a ribbon cutting on October 18, 2014. The Sam the Eagle Trail was completed in April 2015 and, in staff's opinion, turned out wonderfully. Forest Trails Alliance is donating a hand carved wooden trail sign to be installed at the northern terminus of the new trail. District staff patrol the North Shore several times a week. District staff and volunteers installed the Harold Kelly bench in early June and constructed a short ADA-compliant access trail to it on July 11, 2015. The County Wildlife Conservation Commission awarded the District a +/- \$2,000 grant to fund installation of an interpretive birding trail developed in partnership with Napa Solano Audubon along the north shore of the lake. <u>A new bench along the shoreline was dedicated to former Director Harold Kelly on October 22, 2015.</u></p>  |
| <p>Linda Falls Conservation Easement<br/>Expansion of conservation easement to cover all of the property at Linda Falls owned by the Land Trust of Napa County</p>   | <p>The District currently holds a conservation easement on one of several parcels owned by the Land Trust of Napa County. The land trust desires to expand this conservation easement to include all of the land trust's holdings at Linda Falls. The purpose is to provide an additional layer of protection for the property. This is a continuation of a long-term project for the district and land trust to hold easements over each other's properties to protect against unforeseen circumstances that could threaten the conservation values of the properties. District and land trust staff are working on the actual text of the easement to be donated to the District.</p>   |

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| <p>Moore Creek Park Development<br/>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. The eastern boundary survey and fencing project was completed June 2014. 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 installed an emergency communications radio and antenna at the Ranch House (which has neither landline nor cellular phone service). The next big project is the construction of the Madrone Trail, a roughly 2 miles footpath on the western side of Moore Creek canyon north of the ranch house. In February and March volunteers helped flag and brush the first part of the Madrone Trail. A VO-CAL event with approximately 100 volunteers gathered May 15-17, 2015 to continue this construction. In April we purchased an ATV for use at Moore Creek Park and other facilities, primarily with funds granted by the Wildlife Conservation Commission. The County in May 2015 kindly donated a used but well cared for full-size Ford F250 pickup to the District to allow us to move the ATV from property to property; the truck will be stationed in downtown Napa and will also be available for other District projects. The District put out the word among its volunteers that we were looking for a new caretaker; interest was very strong, staff interviewed the three strongest candidates, and staff selected David Pruet and his wife to be the caretakers. The Pruetts moved in in late August. A dozen volunteers working on the Madrone Trail on October 3 and 4, 2015, constructing a set of steps and a few hundred feet of new trail.</p> |
| <p>Oat Hill Mine Trail<br/>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. The 40 acre Randy Lee Johnson property donation was completed in December 2014. Volunteers made drainage improvements on the trail in late January 2015; a lot more is needed.</p>  |
| <p>Oat Hill Mine Trail<br/>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<br/>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 priorities are under control.</p>  |
| <p>Skyline Park<br/>Permanent protection of Skyline Park</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 its October 2013 meeting. The Final EIR was released in November of 2014; <u>the Planning Commission certified the EIR on October 21, 2015.</u></p>  |
| <p>Suscol Headwaters<br/>Kirkland Ranch Acquisition of land and easements to protect Suscol Headwaters and construct Ridge Trail from Highway 12 to Skyline Park.</p>  | <p>The Purchase and Sale Agreement was adopted by the District Board at its June 8, 2015 meeting. Phase I of the acquisition is scheduled to close in September 2015. Funding for Phase I will come from Napa County in exchange for the County receiving an equal amount from the Priority Conservation Area program administered by MTC. Caltrans and the US Fish and Wildlife Service are seriously looking in to the possibility of turning a portion of the property into red-legged frog mitigation area, which could involve substantial grant funding for property purchase and wildlife improvements. On July 1st the board of the Napa Sanitation District approved an easement option agreement which should allow us to construct a trail and trailhead parking lot on their Kelly Road sprayfield property. Survey work, the costs of which are split between buyer and seller according to our purchase agreement, is underway and has been somewhat complicated by the lack of monumentation along the Napa/Solano county line. Staff has come to terms with the seller on a revised agreement, which will be before the Board in closed session at this hearing. <u>The Phase One acquisition closed on October 20, 2015. Staff continues to work with Caltrans and the USFWS to secure funds for Phase Two.</u></p>  |

## Spanish Valley, Crystal Flats, and Stone Corral

Planning for open space donated by Bob and Evalyn Trinchero

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 approved 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. The District also sealed up an abandon dry well bore discovered on the property. A group of 10 boyscouts 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 roads and trails. A contract for archeological surveying (a required part of the CEQA process) was completed by Tom Origer and Associates in in June, 2014. 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 temporary lock has been installed, and staff is researching a new gate that will exclude ATV's and motorcycles while allowing hikers, bicyclists and equestrians. 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. An abandoned trailer in Spanish Valley was removed in July 2014 at no cost to the District using an abandoned vehicle program administered by the County. The Butts Canyon fire did not reach District property, but CDF graded several emergency roads and firebreaks through Spanish Valley. CDF did some remediation work after the fire to address grading damage. The Board in March 2015 adopted interim policies for the Crystal Flats and Stone Corral holdings regarding hunting, shooting, fires and motorized vehicle use. The District has agreed to reimburse the Lake Berryessa Estates Property Owner's Association for half the cost (~\$4,000) for pruning hazardous trees in the small campground within the Crystal Flats property (which has been used by the Association since the 1970's).

## State Parks Operate Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park

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 2012. The state completed installing 3 yurts in October 2012. The District has installed 7 additional yurts. 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 to facilitate hazardous tree removal and pruning. Utility service accounts have been transferred from the state to the District. An improved recycling system has been implemented. 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 2013 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). The District sponsored 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 passed the legislature, but unfortunately opposition from the Department of Public Health resulted in the Governor vetoing the bill. Senator Wolk reintroduced the same legislation in the 2015 session; the bill has passed the Senate, but has been turned into a two year bill due to continued opposition from the Department of Public Health. Architectural plans for the repair of the cabins were submitted in February 2014 for State Parks approval, and were approved in December 2014. 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; after approval from the Board, staff in June 2014 submitted a proposal to State Parks to manage some aspects of RLS; this proposal has received favorable response, the necessary legislative authorization was approved as part of the proposed State budget for 2015-16. State Parks provided the District with a draft Agreement in mid-October of 2015. A free admission day including the dedication of the Ridge Trail/Vine Trail junction was held on July 27, 2014. State-grant funded roof repairs and day use area roadways were completed in November 2014. Cabin repairs and improvements continue to proceed.

## Vallejo Lakes

Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County

Discussions between the District, the Land Trust of Napa County, the County of Solano and the Solano Land Trust indicate a common desire to work together to purchase this property adjacent to Skyline Park. The City Council of the City of Vallejo has officially authorized staff to pursue surplusing of the property. The City of Vallejo has hired an appraiser to prepare an estimate of the property's fair market value, but this has not yet been released. The District GM, together with the County of Solano EO, in February 2012 each sent letters to the City of Vallejo formally expressing interest in the property and requesting notification per state law of any planned surplusing of the property. 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 surplusing 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.

Vine Trail A Class I bicycle/pedestrian path extending from Calistoga to the Vallejo Ferry Terminal sponsored by the Vine Trail Coalition, of which the District is a participating member.

The District has entered into an MOU with the Vine Trail Coalition to provide assistance as requested by the Coalition in receiving funds, preparing plans and environmental documents, constructing and operating the trail. The District, the Bay Area Ridge Trail, the San Francisco Bay Trail and the Vine Trail Coalition have prepared a joint Case Statement for the combined trail network for fundraising purposes. The District on February 5, 2010 submitted an appropriations request for FY 2011 to Senator Feinstein, and a similar request to Congressman Thompson on February 26, 2010 on behalf of the Vine Trail Coalition. 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. A joint Vine Trail/Ridge Trail dedication event was held at Bothe on July 27, 2014. In March 2015 the Vine Trail initiated discussions with district staff about the possibility of the District providing maintenance for the entire Vine Trail. Syar Industries in March 2015 entered into an agreement with Napa Pipe and the Vine Trail to provide an easement for the trail connection between Napa Pipe and Kennedy Park. The Vine Trail Coalition has asked the District whether it would be willing and able to take on operation and maintenance of the Vine Trail as sections are completed, if adequate funding can be obtained.

Completed Projects

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| <p>Bay Area Ridge Trail Realignment<br/> Amendment to the proposed alignment of the Bay Area Ridge Trail extend north to the Oat Hill Mine Trail</p>  | <p>In December of 2012 the Bay Area Ridge Trail Council approved the proposed realignment of the Ridge Trail through Napa County as requested by the District.</p>  |
| <p>Bay/River Trail -- American Canyon to Napa Phase I<br/> Phase One--Euclptus Drive to Green Island Road<br/> <br/> Phase Two-A Pond 10<br/> <br/> Phase Three--Soscil Ferry Road to Napa Pipe</p>   | <p>Constructed approximately 5 miles of Class I bicycle and pedestrian path in the vicinity of American Canyon along the Napa River was completed in April 2012, in partnership with the City of American Canyon, Department of Fish and Game and Napa Vallejo Waste Management Authority. A formal opening ceremony was held June 2, 2012.</p> <p>DFW surfaced the exsiting levee with gravel and opened the gate to the public in spring 2015.</p> <p>Completed construction in spring of 2015 of 0.7 miles between Soscil Ferry Road and the Napa Pipe property in the Napa Valley Corporate Park. The contractor will need to return in the summer of 2015 to reapply stabilizer in those spots where it didn't set up due to cold and wet weather.</p> |
| <p>Berryessa Vista Acquisition<br/> Purchase of 224 acres from the Land Trust of Napa County for use as a public park completed in early 2008 using State Prop 12 funds.</p>  |   |
| <p>Connolly Ranch<br/> Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.</p>   |   |
| <p>Oat Hill Mine Trail<br/> 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.</p>   |   |
| <p>Historic ROW Analysis<br/> <br/> Study to determine location and status of historic road Rights-of-Way and whether they have value as non-motorized recreational trails</p>  | <p>Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.</p>  |
| <p>Linda Falls<br/> Conservation easement accepted in spring 2008 from Land Trust of Napa County to provide additional protection for this 39 acre property, which is owned by the land trust</p>   |   |
| <p>Master Plan Development<br/> The Master Plan for 2008-2013 was approved in January 2009</p>  |   |
| <p>Master Plan Update<br/> First scheduled update to the Master Plan adopted in January 2009</p>  | <p>Board adhoc committee appointed. Methodology for doing update has been agreed upon. Project was delayed due to competing demands on staff time (primarily the effort to keep Napa's state parks from closing. A draft update has been prepared by staff working with the Board ad hoc committee for the Master Plan update, and released by the Board at the April 9, 2012 meeting for public comment. The plan update was adopted by the Board at its June 2012 meeting.</p>  |
| <p>Milliken Reservoir Trails and Picnic Area Feasibility Study<br/> Would construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area</p>  | <p>The feasibility study has been completed, and accepted by the Board of Directors. The Napa City Council in November, 2009 approved city staff recommendation to hold off on the Miliken Reservoir trails project until the Hennessey trail project is up and running.</p>  |
| <p>Moore Creek Open Space Park<br/> Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008.</p>   |   |
| <p>Napa River Ecological Reserve Improvements<br/> Parking area paved, and rock barrier installed to control vehicular access in 2007. Trash enclosure constructed and entry signs restored by volunteers in 2008. Deteriorated kiosk removed in 2008. The District in July 2008 assumed the County's role in managing the preserve under the joint management agreement with DFG. A new maintenance contract with the non-profit organization Options 3 was started in January 2009. The old deteriorated information kiosk, which had become a serious eyesore, was removed in November 2008.</p> |   |
| <p>Napa River Ecological Reserve Restoration<br/> 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.</p>   |   |
| <p>Napa River Flood Control Easement<br/> Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding</p>   |   |

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| <p>Newell Preserve Improvements<br/>Provide on-site water supply for group camparound for cattle</p>   | <p>As part of the arrangement with the land trust on the District's purchase of Berryessa Vista, the land trust was willing to use some of the proceeds from the transaction to fund a well pump and distribution system at the Preserve. However, the first well drilled by the City of American Canyon came up dry. The City has dropped plans for digging any more test wells.</p> |
| <p>River to Ridge Trail Enhancements<br/>Installation of animal silouettes along the entryway fence illustrating the types of birds and mammals that can be found in the area completed by Eagle Scout candidate in 2008. In November 2008 five Valley Oak trees were planted at the Highway 221 entrance to the trail with the assistance of a volunteer from CNPS.</p> |   |
| <p>River to Ridge Trail<br/><br/>Lot line adjustment to legalize River to Ridge Trail as constructed (it curenltv encroaches on</p>  | <p>Deeds accomplishing the adjustment in property boundaries between Syar and the State have been recorded.</p>   |
| <p>River to Ridge Trail Entrace Enhancements<br/>A new information kiosk was installed at the entrance in December 2008 as part of a Boy Scout project. Several Live Oak seedlings were donated by CNPS and have been planted at the entrance to improve its appearance.</p>   |   |
| <p>River to Ridge Trail<br/><br/>Correct drainage problems to trail can be used year-round.</p>  | <p>Two volunteer work weekends in March and April and two more in May of 2010 were organized by the District to clear brush, improve drainage, and surface about 300 feet of the trail with quarry fines to control problems with mud. Volunteers completed additional work in August 2011.</p>   |
| <p>Skyline Park Road and Trail Improvements<br/>Erosion control work on Lake Marie Road, and paving of campground loop road, completed in 2007 using State Prop 12 funds.</p>  |   |
| <p>Skyline Park Concessionaire Agreement Renewal<br/>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 oranzizations.</p>  |   |
| <p>Skyline Park Trail Improvements<br/><br/>Major volunteer event to reroute and repair trails</p>   | <p>Staff worked with SPCA and V-O-CAL to sponsor a weekend work party on October 15-17, 2010. Approximately 110 volunteers worked to reroute and repair trails experiencing serious erosion problems. SPCA is donating \$1,000 toward expenses.</p>   |
| <p>Skyline Park Facility Improvements<br/>Partner-sponsored improvement include a second greenhouse and a covered equestrian arena</p>   | <p>The proposals for a second greenhouse and a covered arena were approved by the Department of General Services and by the County Board of Supervisors. The sponsors of these projects are now raising funds for implementation.</p>   |
| <p>South Napa Wetlands Habitat Area<br/>Transfer to the District those wetlands owned by the Napa County flood control district between the Napa River, Highway 29 and Newport Drive for use as habitat and nature-based recreation.</p>   | <p>Transfer was approved in concept by the flood control district, and Park District staff prepared the first draft of a transfer agreement. Subsequently, attorney's for the flood district concluded it would be better from their perspective for the flood district to retain ownership of the property, due to their ongoing maintenance obligations.</p>                        |
| <p>State Parks<br/>Assume management of Bothe-Napa Valley State Park and keep it and the Bale Grist Mill</p>   | <p>The District took over operations of the parks on April 1, 2012, and have a 5 year agreement with the State to continue operating the parks.</p>   |
| <p>Trichero Open Space Acquisition<br/>Donation of 3,400 acres of open space to the District by Bob and Evalyn Trinchero</p>   | <p>The donation was completed on December 29, 2010. A related granting of an access easement to the Lake Berryessa Resort Improvement District was completed in mid-January 2011.</p>   |
| <p>Wild Lake Ranch<br/>Assist land trust with planning and possible joint management of trails, camping and picnic areas.</p>  | <p>The District participated in the development of a strategic plan for the property, together with other public lands in the area, that was led by the Land Trust of Napa County. The land trust has decided, at least for the near term, to manage the Wildlake-Duff property itself.</p>   |

## **Park Report October 2015**

Submitted by Ranger Sandy Jones and Jeanne Marioni

Several big projects have been going on in the parks!

### **Bale Grist Mill**

NVSPA, and all of us working hard here in the parks, is hosting a 5-day conference for **SPOOM** – an international organization with the mission to preserve and support old mills. Over 60 attendees from all over the states (and the Virgin Islands) have come to see our mill and tour many other mills in our region, some of them not generally open to the public. Our visits to other mills as goodwill ambassadors creates greater awareness of our park and fosters support for our mill and its programs. Some of the mills and parks we visit: Fort Ross State Historic Park, Sturgeon’s Saw Mill, Murphy and Dutch Windmills in Golden Gate Park, La Rusticana D’orsa (private mill), Harden Foundation’s Double Header Challenge Wind Engine, and Wilder Ranch State Park. Attendees will also enjoy several historic sites, points of interest, winery tours and some amazing meals featuring local and regional foods.

In addition to some generous private donations of funds, we also received gifts from some of our great local businesses: Busters BBQ, Cal Mart, Olivier St Helena, and Mad Fritz Beer – grain grown in the valley, milled in our mill and brewed in St Helena – will be served at the Bale Mill dinner. Thank you everyone!

The conference also offers a full-day training session in millstone dressing taught by Rob Grassi, master mill stone dresser. Our millers will also receive this specialized training.

NVSPA is nearing a final decision re the **pumps** that will be ordered for the mill.

The cost to purchase heavy canvas fire resistant drapes to cover the two openings under the granary where we store our supplies proved to be prohibitive. So, we did what we do best – we made our own for a fraction of the bid prices. We think it looks good too!

We continue to offer school tours twice a week (sometimes the “kids” are seniors or veterans groups).

### **Bothe-Napa Valley**

Our mid week season is winding down; weekends are still busy. Birds and squirrels are quite busy collecting acorns. The Kiosk is open every day thru November then open weekends thru winter.

The **visitor center** is open weekends. The back stairs and landing are nearly done and look great. Bids are coming for metal ADA handrails that have to be specially made. This project is funded by a CSPF grant we received.

The **cabins** are coming along: flooring in the combo restroom building will be in next week. Knotty pine interior paneling will be installed and varnished in cabin 1B. Flooring will follow. Rob and crew are working on the required ADA parking spaces with rock borders.

Historic Pioneer Cemetery - state parks has stated they will start work on the ADA trails by August 2016. This must be completed before we can install benches and interpretative panels. However, we will move forward on designing and ordering the panels and benches while we wait for the state to complete their portion of the project.

Bothe-Napa's Outdoor Education Program for school children continues. Jay Jesson and Jonny Ehlers, our two naturalists, take the kids on nature hikes to study creek systems, animals and plants. Jonny and Jay spend 2-3 hours with the children who leave rosy cheeked and smiling!

Watch for a mention about our parks in Via Magazine's January/February issue.

### **Robert Louis Stevenson**

The first rain allowed us to begin landscape cleanup without worry that we might spark a fire. The new caretaker is helping with cleanup and is creating a punch list of what needs to be done to repair the house. We hope to begin work on the house when we close the 20-year agreement with the state.

Mark your calendars!

December 12 - Pioneer Christmas

February 6 - Winter Dinner

May 7 - Pancake Breakfast



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: November 9, 2015  
 Agenda Item: 4.I  
 Subject: Consideration and potential direction to staff regarding the name and logo of the District

### Recommendation

Discuss the District name and logo, and provide direction to staff on whether to develop a new name and logo for the District

### 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 state legislation that authorized the voters of Napa County to establish a park and open space district required that the initial name of the district be Napa County Regional Park and Open Space District. However, once formed, the legislation allows the Board of Directors to retain or change the name.

At the October 2015 Board meeting, Director Randol requested that the Board consider potentially changing the name to something less cumbersome. In the past, when this was discussed, there was general agreement that the current name is less than ideal, but no agreement on what to change it to.

Ideally, the name of the District should:

- convey the District's varied roles, including protecting open space, facilitating appropriate public recreational access, and providing environmental education
- distinguish itself from both the County of Napa and the City of Napa County
- convey the countywide service area for the District
- be easy to say, or have an easy to say abbreviation

Many agencies and organizations hire outside consultants, hold focus groups, and spend a year or more to assist in developing and/or revising the name and logo. Staff does not recommend devoting limited resources in this manner at this time. However, the current name and logo are problematic. Staff therefore recommends the Board briefly discuss whether a name and logo change is desirable, and if so whether there is agreement on a direction to pursue. Staff will bring to the meeting some examples of possible names and logos, from minor graphic tweaks to major revisions. Directors are

also encouraged to come prepared to provide suggestions. However, staff recommends that at this meeting the Board not attempt to make any final wording or graphic decisions, but simply provide enough direction for staff to develop a specific proposal for Board consideration.