



**NAPA COUNTY REGIONAL PARK &  
OPEN SPACE DISTRICT**

Karen Turjanis  
Director, Ward One

Tony Norris  
Director, Ward Two

Brent Randol  
Director, Ward Three

Dave Finigan  
Director, Ward Four

Barry Christian  
Director, Ward Five

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Monday, June 5, 2017 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3<sup>rd</sup> 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 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 your comments to the specific subject under discussion. Time limitations shall be at the discretion of the President.

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

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

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

#### 2. Public Comment

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

### 3. Set Matters

2:00 pm            Public Hearing, discussion and potential approval of District budget for  
FY 2017-18 (July 1, 2017 to June 30, 2018)

### 4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of May 8, 2017.
- b. Consideration and potential approval of grant and service agreements with the County of Napa.
- c. Consideration and potential approval of Amendment No. 5 to Agreement No. 07-01 with CJ Yip and Associates for professional services in an amount not to exceed \$108,000.
- d. Consideration and potential approval of Agreement No. 17-03 with Jonny Ehlers for outdoor environmental education programming in an amount not to exceed \$50,000.
- e. Consideration and potential approval of position of support for ACA 4 (55% vote threshold for infrastructure funding)
- f. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
- g. Review of the District Projects Status Report.
- h. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

### 5. Announcements by Board and Staff

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

### 6. Agenda Planning

*In this time period, members of the Board of Directors and staff will discuss matters for possible consideration at future meetings. Other than to determine whether and when such matters should be agendized, no action will be taken by the Board on these items unless specifically noted otherwise.*

### 7. Adjournment



## STAFF REPORT

*By:* John Woodbury  
*Date:* June 5, 2017  
*Item:* 3  
*Subject:* Public Hearing, discussion and potential approval of District budget for FY 2017-18 (July 1, 2017 to June 30, 2018)

### RECOMMENDATION

1. Open Public Hearing, receive any public comment, and close public hearing.
2. Approve the budget as presented.

### 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

On May 8, 2017 the Board of Directors authorized release of the draft budget for FY 2017-2018 for public comment, and on May 9<sup>th</sup> a legal notice inviting comment on the draft budget, and setting a public hearing for June 5, 2017, was published in the Napa Valley Register.

As of the date of the preparation of this memo, no public comments had been received. Staff is proposing three minor changes to the draft budget that was released for comment. First, projected construction expenses for Moore Creek Park for the current fiscal year have been reduced by \$25,000, because planned trail construction work on the Lake Hennessey Unit won't actually happen until the new fiscal year. Second, proposed construction expenses for Moore Creek for the upcoming fiscal year have been increased by \$35,000, both to reflect the reduction in the current fiscal year and to provide an extra cushion for unexpected construction expenses. Third, Other Professional Services expenses in most of the budget units have been revised to reflect the proposed amendment to the contract with CJ Yip and Company that is also before the Board for consideration on June 5<sup>th</sup>.

Exhibit A to this memo provides the Work Program that accompanies the proposed budget. The Work Program summarizes the work that is expected to be undertaken for each budget unit. It

also summarizes the District's outreach and education efforts which are distributed among all of the budget units.

The draft budget assumes sufficient grant funding will be forthcoming to complete the purchase of Phase II of the Suscol Headwaters project. While the latest news on grant funding is positive, a lot of details still need to be resolved, and the acquisition is by no means guaranteed of success. The draft budget also assumes the District acquires The Cove before the end of 2017 (note that The Cove acquisition is budgeted within the Amy's Grove budget unit). The budget does not assume any outside grants or gifts to complete the purchase of The Cove. No funding is included in the budget for the acquisition of the Montesol property north of Robert Louis Stevenson State Park. The District is working closely with the Trust for Public Land and the Land Trust of Napa County to obtain the \$200,000 that is needed to complete the purchase, but at this time it appears most likely that this transaction will not be completed until the subsequent budget year.

The budget as proposed shows the District's fund balance at the end of FY 2017-18 at a healthy \$977,000. However, the unrestricted fund balance is projected to decline to just over \$117,000, which is quite slim. To address this, staff is actively seeking contributions to assist with the purchase of The Cove. Staff will also closely review the actual results for FY 2016-17 once they are finalized, and return to the Board with proposed adjustments to the FY 2017-18 budget if the results are not as good as assumed. Meanwhile, staff will hold off on some discretionary expenses over the next few months until the results are known.

Napa County Regional Park and Open Space District  
 Budget Adopted June 6, 2016  
 Projected 2016-17 (9 month)  
 Proposed 2017-18 (updated June 5, 2017)

### Summary

		Adopted Budget	Budget				Projected	Proposed	
		2016-17	Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	2016-17	2017-18
<b>Revenues</b>									
43410	State-Coastal Conservancy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
43910	County of Napa	894,440	-	-	-	-	-	894,440	894,440
44200	Court Fines	-	-	-	-	-	-	-	-
45100	Interest	6,000	-	-	-	-	-	9,750	7,500
45300	Rent - Building/Land	31,000	-	-	-	-	-	31,350	31,350
45500	Concessions	560,000	-	-	-	-	-	565,000	657,500
47150	Other Grants	-	-	-	-	-	-	-	-
47500	Donations and Contributions	15,500	-	-	-	-	-	50,600	2,625,600
47900	Miscellaneous	-	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>\$ 1,506,940</b>						<b>\$ 1,551,140</b>	<b>\$ 4,216,390</b>

<b>Expenses</b>									
52100	Administration Services	\$ 637,910	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 746,950	\$ 751,239
52105	Election Services	\$ 200,000	-	-	-	-	-	\$ 77,181	\$ -
52125	Accounting/Auditing Services	15,000	-	-	-	-	-	13,500	14,000
52140	Legal Services	20,000	-	-	-	-	-	25,250	25,000
52325	Waste Disposal Services	20,800	-	-	-	-	-	19,050	19,500
52340	Landscaping Services	1,500	-	-	-	-	-	5,000	5,000
52360	Construction Services	160,000	-	-	-	-	-	11,950	202,000
52490	Other Professional Services	388,740	-	-	-	-	-	153,800	287,355
52520	Maintenance-Vehicles	5,750	-	-	-	-	-	7,800	8,500
52525	Maintenance-Infrastructure/Lan	12,000	-	-	-	-	-	47,450	47,000
52705	Insurance - Premiums	15,450	-	-	-	-	-	13,300	13,700
52800	Communications/Telephone	10,200	-	-	-	-	-	11,300	11,500
52810	Advertising/Marketing	-	-	-	-	-	-	6,712	1,500
52820	Printing and Binding	-	-	-	-	-	-	1,300	1,250
52825	Bank Charges	1,500	-	-	-	-	-	1,500	1,500
52830	Publications & Legal Notices	1,000	-	-	-	-	-	100	500
52840	Permits/License Fees	10,260	-	-	-	-	-	250	9,500
52900	Training/Conference Expenses	1,500	-	-	-	-	-	500	1,500
52905	Business Travel/Mileage	9,250	-	-	-	-	-	1,750	31,100
52906	Fleet Charges	-	-	-	-	-	-	3,250	3,300
53100	Office Supplies	23,350	-	-	-	-	-	3,400	4,300
53120	Memberships/Certifications	1,500	-	-	-	-	-	1,000	1,000
53115	Book, Media,Periodicals, Subscrip	-	-	-	-	-	-	50	100
53205	Utilities - Electric	20,700	-	-	-	-	-	22,200	22,600
53210	Utilities - Propane	600	-	-	-	-	-	150	200
53250	Fuel	500	-	-	-	-	-	100	200
53330	Janitorial Supplies	4,000	-	-	-	-	-	6,050	6,500
53345	Construction Supplies/Material	135,000	-	-	-	-	-	35,000	52,000
53350	Maintenance Supplies	21,000	-	-	-	-	-	16,750	17,850
53400	Minor Equipment/Small Tools	10,100	-	-	-	-	-	9,750	17,250
53415	Computer Software/Licensing Fe	6,000	-	-	-	-	-	6,000	6,000
53600	Special Departmental Expense	80,000	-	-	-	-	-	36,600	26,700
54500	Taxes and Assessments	1,350	-	-	-	-	-	1,050	1,050
55100	Land	-	-	-	-	-	-	-	3,400,000

**Total Expenditures** \$ 1,814,960 \$ 1,285,993 \$ 4,990,693

**Net Surplus (Deficit)** \$ (308,020) \$ 265,147 \$ (774,303)

	Restricted Fund Balance		
	FY 16-17	FY 17-18	FY 18-19
--Moore Creek	\$66,499	\$66,499	\$66,499
--Suscol Headwaters	\$188,811	\$100,000	\$100,000
--Putah Creek	\$5,000	\$0	\$0
--State Parks	\$841,589	\$772,339	\$693,428
beginning total restricted	\$1,101,899	\$938,838	\$859,927
beginning total fund balance	\$ 1,486,623	\$1,751,770	\$977,467
beginning unrestricted balance	\$384,724	\$812,932	\$117,539

<b>33100 - Available Fund Balance</b>	\$ 1,486,623	\$ 1,486,623	\$ 1,751,770
Net Surplus (Deficit)		\$ 265,147	\$ (774,303)
<b>33100 - Ending Fund Balance</b>		\$ 1,751,770	\$ 977,467

Napa County Regional Park and Open Space District

Budget Adopted June 6, 2016

Projected 2016-17 (9 month)

Proposed 2017-18

**Summary (No State Parks)**

		Budget					Projected		
		Adopted Budget 2016-17	Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	2016-17	Proposed 2017-18
<b>Revenues</b>									
43410	State-Coastal Conservancy	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
43910	County of Napa	894,440	-	-	-	-	-	894,440	894,440
44200	Court Fines	-	-	-	-	-	-	-	-
45100	Interest	3,000	-	-	-	-	-	3,750	2,500
45300	Rent - Building/Land	13,000	-	-	-	-	-	13,350	13,350
45500	Concessions	30,000	-	-	-	-	-	15,000	20,000
47150	Other Grants	-	-	-	-	-	-	-	-
47500	Donations and Contributions	500	-	-	-	-	-	50,600	2,600,600
47900	Miscellaneous	-	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>\$ 940,940</b>						<b>\$ 977,140</b>	<b>\$ 3,530,890</b>

<b>Expenses</b>									
52100	Administration Services	\$ 363,374	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 318,450	\$ 356,741
52105	Election Services	\$ 200,000	-	-	-	-	-	\$ 77,181	\$ -
52125	Accounting/Auditing Services	15,000	-	-	-	-	-	13,500	14,000
52140	Legal Services	20,000	-	-	-	-	-	25,250	25,000
52325	Waste Disposal Services	5,800	-	-	-	-	-	5,050	5,500
52340	Landscaping Services	1,500	-	-	-	-	-	1,500	1,500
52360	Construction Services	45,000	-	-	-	-	-	7,150	127,000
52490	Other Professional Services	211,100	-	-	-	-	-	119,800	201,375
52520	Maintenance-Vehicles	750	-	-	-	-	-	1,000	1,500
52525	Maintenance-Infrastructure/Lan	1,000	-	-	-	-	-	1,950	2,000
52705	Insurance - Premiums	13,950	-	-	-	-	-	11,600	12,000
52800	Communications/Telephone	3,000	-	-	-	-	-	2,300	2,500
52810	Advertising/Marketing	-	-	-	-	-	-	6,712	1,500
52820	Printing and Binding	-	-	-	-	-	-	1,150	1,100
52825	Bank Charges	-	-	-	-	-	-	-	-
52830	Publications & Legal Notices	1,000	-	-	-	-	-	100	500
52840	Permits/License Fees	5,260	-	-	-	-	-	150	9,400
52900	Training/Conference Expenses	1,000	-	-	-	-	-	-	1,000
52905	Business Travel/Mileage	6,250	-	-	-	-	-	900	14,767
52906	Fleet Charges	-	-	-	-	-	-	500	550
53100	Office Supplies	20,850	-	-	-	-	-	1,700	2,600
53120	Memberships/Certifications	1,500	-	-	-	-	-	1,000	1,000
53115	Book, Media,Periodicals, Subscrip	-	-	-	-	-	-	50	100
53205	Utilities - Electric	5,700	-	-	-	-	-	4,600	4,600
53210	Utilities - Propane	-	-	-	-	-	-	-	-
53250	Fuel	400	-	-	-	-	-	100	200
53330	Janitorial Supplies	-	-	-	-	-	-	150	500
53345	Construction Supplies/Material	55,000	-	-	-	-	-	1,000	2,000
53350	Maintenance Supplies	9,000	-	-	-	-	-	2,650	2,850
53400	Minor Equipment/Small Tools	100	-	-	-	-	-	3,850	11,250
53415	Computer Software/Licensing Fe	6,000	-	-	-	-	-	6,000	6,000
53600	Special Departmental Expense	70,000	-	-	-	-	-	26,850	16,700
54500	Taxes and Assessments	875	-	-	-	-	-	550	550
55100	Land	-	-	-	-	-	-	-	3,400,000
<b>Total Expenditures</b>		<b>\$ 1,063,409</b>						<b>\$ 642,743</b>	<b>\$ 4,226,283</b>

<b>Net Surplus (Deficit)</b>	<b>\$ (122,469)</b>							<b>\$ 334,397</b>	<b>\$ (695,393)</b>
------------------------------	---------------------	--	--	--	--	--	--	-------------------	---------------------

<b>33100 - Available Fund Balance</b>				<b>\$ 645,034</b>		<b>\$ 645,034</b>	<b>\$ 979,431</b>
<b>Net Surplus (Deficit)</b>						<b>\$ 334,397</b>	<b>\$ (695,393)</b>
<b>33100 - Ending Fund Balance</b>						<b>\$ 979,431</b>	<b>\$ 284,038</b>

	Restricted Fund Balance		
	FY 16-17	FY 17-18	FY 18-19
--Moore Creek	\$66,499	66499	66499
--Suscol Headwaters	\$188,811	100000	100000
--Putah Creek	\$5,000	0	0
beginning total restricted	\$260,310	\$166,499	\$166,499
beginning total fund balance	\$ 645,034	\$979,431	\$284,038
beginning unrestricted balance	\$384,724	\$812,932	\$117,539

Projected 2016-17 (8 month)  
Proposed 2017-18  
**General Fund--Administration**

Subdivision: 8500000 - Parks-Administration

		Adoted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43910	County of Napa	\$ 502,859						\$ 714,778	\$ 169,112
44200	Court Fines	-							
45100	Interest	3,000						3,750	2,500
47150	Other Grants	-							
47500	Donations and Contributions	-						50,000	
<b>Total Revenues</b>		<b>\$ 505,859</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 768,528</b>	<b>\$ 171,612</b>

<b>Expenses</b>									
52100	Administration Services	\$ 201,680						\$ 204,950	\$ 211,563
52105	Election Services	\$ 200,000						\$ 77,181	\$ -
52125	Accounting/Auditing Services	15,000						13,500	14,000
52140	Legal Services	20,000						25,250	25,000
52490	Other Professional Services	104,600						57,550	106,250
52520	Maintenance-Vehicles	750						1,000	1,500
52705	Insurance - Premiums	13,000						10,650	11,000
52810	Advertising/Marketing							750	1,000
52820	Printing and Binding							1,150	1,100
52830	Publications & Legal Notices	1,000						100	500
52900	Training/Conference Expenses	1,000						-	1,000
52905	Business Travel/Mileage	3,000						600	1,000
52906	Fleet Charges							450	500
53100	Office Supplies	20,000						1,600	2,000
53115	Book, Media,Periodicals, Subscrip							50	100
53120	Memberships/Certifications	1,500						1,000	1,000
53250	Fuel	300						100	100
53350	Maintenance Supplies	400						1,500	1,500
53400	Minor Equipment/Small Tools	100						750	750
53415	Computer Software/Licensing Fe	6,000						6,000	6,000
53600	Special Departmental Expense	40,000						25,000	10,000
<b>Total Expenditures</b>		<b>\$ 628,330</b>						<b>\$ 429,131</b>	<b>\$ 395,863</b>
<b>Net Surplus (Deficit)</b>		<b>\$ (122,471)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 339,397</b>	<b>\$ (224,251)</b>

<b>33100 - Available Fund Balance</b>								<b>\$ 493,057</b>	<b>\$ 832,454</b>
<b>Net Surplus (Deficit)</b>								<b>\$ 339,397</b>	<b>\$ (224,251)</b>
<b>33100 - Ending Fund Balance</b>								<b>\$ 832,454</b>	<b>\$ 608,203</b>

- Objectives**
- general operations
  - new project development: The Cove; Montesol west; Ridge Trail (Suscol to Newell)
  - employee training
  - move office
  - public outreach
  - trailhead labs annual fee \$6,000

Projected 2016-17 (8 month) Proposed 2017-18 <b>Moore Creek Park</b>
--

Subdivision: 8501000 - Parks-Moore Creek

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43910	County of Napa	\$ 68,342						\$ 30,250	\$ 109,504
45300	Rent - Building/Land	13,000						13,350	13,350
47150	Other Grants	-						-	-
47500	Donations and Contributions	500						600	600
<b>Total Revenues</b>		<b>\$ 81,842</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,200</b>	<b>\$ 123,454</b>

<b>Expenses</b>									
52100	Administration Services	\$ 23,317						\$ 15,750	\$ 22,395
52325	Waste Disposal Services	2,000						1,900	2,000
52360	Construction Services	30,000						-	60,000
52490	Other Professional Services	5,000						14,950	18,875
52525	Maintenance-Infrastructure/Lan	1,000						1,000	1,000
52705	Insurance - Premiums	950						950	1,000
52800	Communications/Telephone	3,000						2,300	2,500
52840	Permits/License Fees	-						-	250
52905	Business Travel/Mileage	250						50	7,833
53100	Office Supplies	250						-	-
53205	Utilities - Electric	4,500						4,500	4,500
53250	Fuel	100						-	100
53350	Maintenance Supplies	6,000						800	1,000
53400	Minor Equipment/Small Tools	-						500	500
53600	Special Departmental Expense	5,000						1,000	1,000
54500	Taxes and Assessments	475						500	500

<b>Total Expenditures</b>	<b>\$ 81,842</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,200</b>	<b>\$ 123,454</b>
---------------------------	------------------	-------------	-------------	-------------	-------------	-------------	-------------	------------------	-------------------

<b>Net Surplus (Deficit)</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>
------------------------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------

<b>33100 - Available Fund Balance</b>		\$ 66,499	\$ 66,499
Net Surplus (Deficit)		\$ -	\$ 0
<b>33100 - Ending Fund Balance</b>		<u>\$ 66,499</u>	<u>\$ 66,499</u>

- |                     |   |
|---------------------|---|
| <b>Objectives</b>   | monitor<br>maintain houses<br>maintain trails<br>continue Madrone Trail construction with volunteers<br>construct trail to peak<br>use permit and dogs issue<br>6-10 docent led school field trips including transportation |
| <b>Not Included</b> | capital replacement fund (ending fund balance) not yet adjusted for new fiscal year   |



Projected 2016-17 (8 month)  
Proposed 2017-18  
**Oat Hill Mine Trail**

Subdivision: 8501001 - Parks-Oat Hill Mine Trail

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43910	County of Napa	\$ 13,397	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,850	\$ 14,571
<b>Total Revenues</b>		<b>\$ 13,397</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,850</b>	<b>\$ 14,571</b>
<b>Expenses</b>									
52100	Administration Services	\$ 3,197						\$ 1,500	\$ 1,521
52360	Construction Services	-							5,000
52490	Other Professional Services	7,500						3,150	6,250
52905	Business Travel/Mileage	500						-	500
53100	Office Supplies	100						-	100
53345	Construction Supplies/Material	2,000						-	1,000
53350	Maintenance Supplies	100						-	-
53600	Special Departmental Expense	-						200	200
<b>Total Expenditures</b>		<b>\$ 13,397</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,850</b>	<b>\$ 14,571</b>
<b>Net Surplus (Deficit)</b>		<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>
<b>33100 - Available Fund Balance</b>								\$ -	\$ -
<b>Net Surplus (Deficit)</b>								\$ -	\$ 0
<b>33100 - Ending Fund Balance</b>								\$ -	\$ (0)

**Objectives**      monitor trail  
                          continue erosion control  
                          entry gate improvements  
                          continue to support mercury cleanup project

**Not included**      acquire inholdings

Projected 2016-17 (8 month)  
Proposed 2017-18  
**Napa River and Bay Trail**

Subdivision: 8501002 - Parks-Napa River and Bay Trail

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43910	County of Napa	\$ 20,597						\$ 8,400	\$ 17,723
<b>Total Revenues</b>		<b>\$ 20,597</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,400</b>	<b>\$ 17,723</b>
<b>Expenses</b>									
52100	Administration Services	\$ 10,397						\$ 5,450	\$ 10,173
52325	Waste Disposal Services							\$ 100	\$ 100
52360	Construction Services	-						-	1,000
52490	Other Professional Services	10,000						2,700	6,250
52905	Business Travel/Mileage	100						50	100
53350	Maintenance Supplies	100						100	100
<b>Total Expenditures</b>		<b>\$ 20,597</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,400</b>	<b>\$ 17,723</b>
<b>Net Surplus (Deficit)</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0)</b>
<b>33100 - Available Fund Balance</b>								\$ -	\$ -
<b>Net Surplus (Deficit)</b>								\$ -	\$ (0)
<b>33100 - Ending Fund Balance</b>								<u>\$ -</u>	<u>\$ 0</u>

**Objectives**

- maintain existing trail in Am Can and under Butler Bridge
- add kiosk for enviro ed materials, map
- monitor Napa Pipe, other gap closure projects
- start work with Napa San on river fishing access trail

Projected 2016-17 (8 month)  
Proposed 2017-18  
**Camp Berryessa**

Subdivision: 8501003 - Parks-Camp Berryessa

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43410	State-Coastal Conservancy								
43910	County of Napa	90,857						52,512	48,386
45500	Concessions	30,000	-	-	-	-	-	15,000	20,000
<b>Total Revenues</b>		<b>\$ 120,857</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 67,512</b>	<b>\$ 68,386</b>
<b>Expenses</b>									
52100	Administration Services	\$ 23,957						\$ 49,000	\$ 28,736
52325	Waste Disposal Services	1,200						700	1,000
52360	Construction Services	5,000						2,150	-
52490	Other Professional Services	11,500						5,000	20,500
52525	Maintenance-Infrastructure/Lan	-						950	1,000
52810	Advertising/Marketing							5,962	500
52840	Permits/License Fees	-						-	-
52905	Business Travel/Mileage	500						150	500
52906	Fleet Charges							50	50
53100	Office Supplies	500						100	500
53205	Utilities - Electric	1,200						100	100
53330	Janitorial Supplies							150	500
53345	Construction Supplies/Material	50,000						-	-
53350	Maintenance Supplies	2,000						-	-
53400	Minor Equipment/Small Tools							2,600	10,000
53600	Special Departmental Expense	25,000						600	5,000
<b>Total Expenditures</b>		<b>\$ 120,857</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 67,512</b>	<b>\$ 68,386</b>
<b>Net Surplus (Deficit)</b>		<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>
<b>33100 - Available Fund Balance</b>								\$ -	\$ -
<b>Net Surplus (Deficit)</b>								\$ -	\$ 0
<b>33100 - Ending Fund Balance</b>								\$ -	\$ 0

**Objectives**      expand and standardize operations/staffing  
acquire equipment

Projected 2016-17 (8 month)  
 Proposed 2017-18  
**Berryessa Vista**

Subdivision: 8501004 - Parks-Berryessa Vista

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43910	County of Napa	\$ 17,917						\$ 1,900	\$ 4,053
<b>Total Revenues</b>		<b>\$ 17,917</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,900</b>	<b>\$ 4,053</b>

<b>Expenses</b>									
52100	Administration Services	\$ 9,717						\$ 400	\$ 1,603
52490	Other Professional Services	5,000						500	1,250
52905	Business Travel/Mileage	200						-	200
53345	Construction Supplies/Material	3,000						1,000	1,000
<b>Total Expenditures</b>		<b>\$ 17,917</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,900</b>	<b>\$ 4,053</b>
<b>Net Surplus (Deficit)</b>		<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (0)</b>

<b>33100 - Available Fund Balance</b>	\$ -	\$ -
<b>Net Surplus (Deficit)</b>	\$ -	\$ (0)
<b>33100 - Ending Fund Balance</b>	<u>\$ -</u>	<u>\$ 0</u>

**Objectives**      monitor property  
 improve signage from lake

**Not included**      acquire donut hole from land trust

Projected 2016-17 (8 month)  
 Proposed 2017-18  
**Napa River Ecological Reserve**

Subdivision: 8501005 - Parks-Napa River Ecological Rs

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43910	County of Napa	\$ 16,217						\$ 14,050	\$ 28,387
	<b>Total Revenues</b>	<b>\$ 16,217</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,050</b>	<b>\$ 28,387</b>

<b>Expenses</b>									
52100	Administration Services	\$ 1,717						\$ 450	\$ 1,603
52325	Waste Disposal Services	2,600						2,350	2,400
52340	Landscaping Services	1,500						1,500	1,500
52490	Other Professional Services	10,000						9,500	18,250
52905	Business Travel/Mileage	100						-	3,933
53350	Maintenance Supplies	300						200	200
53600	Special Departmental Expense	-						50	500

<b>Total Expenditures</b>	<b>\$ 16,217</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,050</b>	<b>\$ 28,387</b>
---------------------------	------------------	-------------	-------------	-------------	-------------	-------------	-------------	------------------	------------------

<b>Net Surplus (Deficit)</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>
------------------------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------	-------------

<b>33100 - Available Fund Balance</b>	\$ -	\$ -
<b>Net Surplus (Deficit)</b>	\$ -	\$ 0
<b>33100 - Ending Fund Balance</b>	\$ -	\$ (0)

**Objectives**  
 continue portable toilet, weekly maintenance contracts  
 continue to control invasives in entry meadow  
 6-10 school field trips (docents plus school buses)

Projected 2016-17 (8 month)  
Proposed 2017-18  
**Vine Trail**

Subdivision: 8501006 - Parks-Vine Trail

		Adopted Budget		Adjusted		Projected		Proposed			
		2016-17	Budget Adjustments	Budget	Encumbrances	Actual YTD	YTD Total	2016-17	2017-18		
<b>Revenues</b>											
43910	County of Napa	\$	4,760					\$	4,200	\$	2,004
<b>Total Revenues</b>		<b>\$</b>	<b>4,760</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>4,200</b>	<b>\$</b>	<b>2,004</b>
<b>Expenses</b>											
52100	Administration Services	\$	4,760					\$	4,200	\$	2,004
52905	Business Travel/Mileage		-						-		-
<b>Total Expenditures</b>		<b>\$</b>	<b>4,760</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>4,200</b>	<b>\$</b>	<b>2,004</b>
<b>Net Surplus (Deficit)</b>		<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>-</b>	<b>\$</b>	<b>(0)</b>
<b>33100 - Available Fund Balance</b>								\$	-	\$	-
<b>Net Surplus (Deficit)</b>								\$	-	\$	(0)
<b>33100 - Ending Fund Balance</b>								\$	-	\$	(0)
<b>Objectives</b>		coordinate VT/NRBT alignment between Am Can and Soscol Ferry Rd support VT alignment affecting State Park									

Projected 2016-17 (8 month)  
 Proposed 2017-18  
**Putah Creek**

Subdivision: 8501007 - Parks-Putah Creek

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43910	County of Napa	\$ 30,077						\$ 4,200	\$ 24,403
	<b>Total Revenues</b>	<b>\$ 30,077</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,200</b>	<b>\$ 24,403</b>
<b>Expenses</b>									
52100	Administration Services	\$ 11,717						\$ 1,450	\$ 7,603
52360	Construction Services	10,000						5,000	10,000
52490	Other Professional Services	7,500						2,500	6,250
52840	Permits/License Fees	160						150	150
52905	Business Travel/Mileage	500						-	300
53350	Maintenance Supplies	100						50	50
54500	Taxes and Assessments	100						50	50
	<b>Total Expenditures</b>	<b>\$ 30,077</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,200</b>	<b>\$ 24,403</b>
	<b>Net Surplus (Deficit)</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (5,000)</b>	<b>\$ 0</b>
<b>33100 - Available Fund Balance</b>								\$ 5,000	\$ -
<b>Net Surplus (Deficit)</b>								\$ (5,000)	\$ 0
<b>33100 - Ending Fund Balance</b>								\$ -	\$ 0
<b>Objectives</b>									
complete R&PP transfer from BLM									
work on access issue for Spanish Valley									
install gate/fence between campground and Crystal Flats									
Work on conservation easement for Spanish Valley									

Projected 2016-17 (8 month)  
Proposed 2017-18  
**State Parks**

Subdivision: 8501008 - Parks-State Parks

		Adopted Budget	Budget	Adjusted			Projected	2016-	Proposed
		2016-17	Adjustments	Budget	Encumbrances	Actual YTD	YTD Total	17	2017-18
<b>Revenues</b>									
45100	Interest	\$ 3,000						\$ 6,000	\$ 5,000
45300	Rent - Building/Land	18,000						18,000	18,000
45500	Concessions	530,000						550,000	637,500
47500	Donations and Contributions	15,000						-	25,000
<b>Total Revenues</b>		<b>\$ 566,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 574,000</b>	<b>\$ 685,500</b>
<b>Expenses</b>									
52100	Administration Services	\$ 274,535						\$ 428,500	\$ 394,498
52325	Waste Disposal Services	15,000						14,000	14,000
52340	Landscaping Services	-						3,500	3,500
52360	Construction Services	115,000						4,800	75,000
52490	Other Professional Services	177,640						34,000	85,980
52520	Maintenance-Vehicles	5,000						6,800	7,000
52525	Maintenance-Infrastructure/Lan	11,000						45,500	45,000
52705	Insurance - Premiums	1,500						1,700	1,700
52800	Communications/Telephone	7,200						9,000	9,000
52820	Printing and Binding	-						150	150
52825	Bank Charges	1,500						1,500	1,500
52840	Permits/License Fees	5,000						100	100
52900	Training/Conference Expenses	500						500	500
52905	Business Travel/Mileage	3,000						850	16,333
52906	Fleet Charges	-						2,750	2,750
53100	Office Supplies	2,500						1,700	1,700
53205	Utilities - Electric	15,000						17,600	18,000
53210	Utilities - Propane	600						150	200
53250	Fuel	100						-	-
53330	Janitorial Supplies	4,000						5,900	6,000
53345	Construction Supplies/Material	80,000						34,000	50,000
53350	Maintenance Supplies	12,000						14,100	15,000
53400	Minor Equipment/Small Tools	10,000						5,900	6,000
53600	Special Departmental Expense	10,000						9,750	10,000
54500	Taxes and Assessments	475						500	500
<b>Total Expenditures</b>		<b>\$ 751,550</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 643,250</b>	<b>\$ 764,411</b>
<b>Net Surplus (Deficit)</b>		<b>\$ (185,550)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (69,250)</b>	<b>\$ (78,911)</b>

<b>33100 - Available Fund Balance</b>	\$ 841,589	\$ 772,339
<b>Net Surplus (Deficit)</b>	\$ (69,250)	\$ (78,911)
<b>33100 - Ending Fund Balance</b>	\$ 772,339	\$ 693,428

- |   |   |
|---|---|
| <p><b>Objectives</b></p> <ul style="list-style-type: none"> <li>obtain new operating agreement</li> <li>ongoing maintenance and operations</li> <li>obtain PEF for Rec Hall restoration</li> <li>complete repair of cabin behind Wright House</li> <li>repairs to Palisades Trail; signage and security camera</li> <li>increase cabin occupancy rate to 50%</li> </ul> | <ul style="list-style-type: none"> <li>get caretaker for Banditini House</li> <li>investigate portable toilet for RLS Hwy 29 staging area</li> <li>expand school tours/junior ranger program</li> <li>Prepare and obtain PEF for RV hookups</li> <li>Palisades Trail repairs</li> </ul> |
|---|---|



Projected 2016-17 (8 month)  
Proposed 2017-18  
**Suscol Headwaters**

Subdivision: 8501009 - Parks-Suscol Headwaters Pres

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43910	County of Napa	\$ 62,517						\$ 43,350	\$ 111,244
47500	Donations and Contributions	-							2,600,000
<b>Total Revenues</b>		<b>\$ 62,517</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,350</b>	<b>\$ 2,711,244</b>
<b>Expenses</b>									
52100	Administration Services	\$ 42,117						\$ 22,900	\$ 39,955
52360	Construction Services	-						-	50,000
52490	Other Professional Services	20,000						20,450	5,000
52840	Permits/License Fees	-						-	5,000
52905	Business Travel/Mileage	300						-	100
54500	Taxes and Assessments	100						-	-
55100	Land	-						-	2,700,000
<b>Total Expenditures</b>		<b>\$ 62,517</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 43,350</b>	<b>\$ 2,800,055</b>
<b>Net Surplus (Deficit)</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (88,811)</b>
<b>33100 - Available Fund Balance</b>								\$ 188,811	\$ 188,811
<b>Net Surplus (Deficit)</b>								\$ -	\$ (88,811)
<b>33100 - Ending Fund Balance</b>								<u>\$ 188,811</u>	<u>\$ 100,000</u>

**Objectives**      **fundraise for phase II acquisition**  
**complete Tuteur easement revision and transfer**  
**monitoring**  
**easement from Napa San**  
**environmental studies and Use Permit**

**Not Included**      **staging area at Highway 12**

Projected 2016-17 (8 month)  
Proposed 2017-18  
**Amy's Grove**

Subdivision: 8501010 - Parks-Amy's Grove

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 2016-17	Proposed 2017-18
<b>Revenues</b>									
43910	County of Napa	\$ 43,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,450	\$ 350,000
47500	Donations and Contributions	-	-	-	-	-	-	-	-
<b>Total Revenues</b>		<b>\$ 43,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,450</b>	<b>\$ 350,000</b>
<b>Expenses</b>									
52100	Administration Services	\$ 23,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,400	\$ 21,982
52360	Construction Services	-	-	-	-	-	-	-	-
52490	Other Professional Services	15,000	-	-	-	-	-	1,000	6,250
52840	Permits/License Fees	5,000	-	-	-	-	-	-	4,000
52905	Business Travel/Mileage	300	-	-	-	-	-	50	100
54500	Taxes and Assessments	100	-	-	-	-	-	-	-
55100	Land	-	-	-	-	-	-	-	700,000
<b>Total Expenditures</b>		<b>\$ 43,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 10,450</b>	<b>\$ 732,332</b>
<b>Net Surplus (Deficit)</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (382,332)</b>

<b>33100 - Available Fund Balance</b>	\$ -
<b>Net Surplus (Deficit)</b>	<u>\$ (382,332)</u>
<b>33100 - Ending Fund Balance</b>	<u>\$ (382,332)</u>

**Objectives**

- monitoring
- community outreach
- environmental studies and Use Permit application
- complete fundraising and purchase of The Cove

Projected 2016-17 (8 month)  
 Proposed 2017-18  
**Cedar Roughs/Smittle Creek**

Subdivision: 8501011 - Parks-Cedar Roughs

		Adopted Budget 2016-17	Budget Adjustments	Adjusted Budget	Encumbrances	Actual YTD	YTD Total	Projected 17	2016- 17	Proposed 2017-18
<b>Revenues</b>										
43910	County of Napa	\$ 23,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,500		\$ 15,053
47500	Donations and Contributions	-	-	-	-	-	-	-		-
<b>Total Revenues</b>		<b>\$ 23,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500</b>		<b>\$ 15,053</b>
<b>Expenses</b>										
52100	Administration Services	\$ 7,800						\$ 3,000		\$ 7,603
52360	Construction Services	-						-		1,000
52490	Other Professional Services	15,000						2,500		6,250
52840	Permits/License Fees	100						-		-
52905	Business Travel/Mileage	500						-		200
54500	Taxes and Assessments	100						-		-
55100	Land	-						-		-
<b>Total Expenditures</b>		<b>\$ 23,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,500</b>		<b>\$ 15,053</b>
<b>Net Surplus (Deficit)</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 0</b>

33100 - Available Fund Balance	\$ -
Net Surplus (Deficit)	\$ 0
33100 - Ending Fund Balance	<u>\$ (0)</u>

**Objectives:** monitoring  
 removal of debris fall 2017  
 environmental studies (spring plant survey)



**NAPA COUNTY REGIONAL PARK &  
OPEN SPACE DISTRICT**

Karen Turjanis  
Director, Ward One

Tony Norris  
Director, Ward Two

Brent Randol  
Director, Ward Three

Dave Finigan  
Director, Ward Four

Barry Christian  
Director, Ward Five

## MINUTES

### BOARD OF DIRECTORS REGULAR MEETING

Monday, May 8, 2017 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3<sup>rd</sup> floor, Napa, CA

1. Call to Order and Roll Call

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

**Staff Present: John Woodbury, Chris Cahill, and Dylan Roy.**

2. Public Comment

**None.**

3. Set Matters

2:05pm Presentation by Bill Birmingham, Conservation Project Manager for the Napa County Resource Conservation District speaking on "Roads, Trails and Watersheds: Minimizing our Impacts"

**Bill Birmingham gave the presentation. Directors and staff commented.**

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of April 10, 2017.  
**Directors voted to approve the Minutes of the Board of Directors regular meeting of April 10, 2017.  
DF-TN-BC-BR-KBT**
  - b. Review of draft budget for FY 2017-18 and authorization to release the draft budget for public comment until June 5, 2017.  
**Directors voted to authorize the release of the draft budget for public comment until June 5, 2017.  
DF-TN-BC-BR-KBT**
  - c. Discussion and potential direction to staff regarding game management on District properties.  
**John Woodbury gave the report. Directors commented.**
  - d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.  
**Nothing to report.**
  - e. Review of the District Projects Status Report.  
**John Woodbury and Chris Cahill gave the report. Directors commented.**
  - f. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.  
**John Woodbury gave the report.**
-

#### 5. Announcements by Board and Staff

- **Brent Randol:** Presented at the St. Helena and Calistoga chapters of the Kiwanis Club and Rotary Club.
- **Dave Finigan:** Presented at the Napa Rotary Club and will not be attending the June 5, 2017 special meeting.
- **Barry Christian:** Presented at the Napa Women Lawyers meeting and is talking to the American Canyon Kiwanis Club about presenting there.
- **Tony Norris:** Attended the Earth Day activities at the Oxbow Bypass, commented on the encouraging comments he received about the District's work, and was invited to the bridge dedication at the Point Pinole Regional Park's Atlas Rd. entrance. Attended the 4/24 Board of Supervisors' strategic planning session.
- **Karen Bower-Turjanis:** Presented at the Napa Kiwanis and the Napa Valley Vintners' gathering, and met with City of Napa Councilmember Doris Gentry.
- **John Woodbury:** Chino is leading an overnight work party at Moore Creek for trail work May 13-14.

#### 6. Agenda Planning

- **Budget discussion following the Board of Supervisors' action**
- **Discussion of the reserve fund and its maintenance**
- **Expenditure plan for Warren Winiarski and Napa Valley Vintners' challenge donations**
- **Outreach engagements to other districts**
- **Revisiting succession planning**

#### 7. Adjournment

**Adjourned to the June 5, 2017 Regular Meeting.**

---

KAREN BOWER-TURJANIS, Board President

ATTEST:

---

Brian Clerici, Acting District Secretary

#### Key

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

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



## STAFF REPORT

*By:* John Woodbury  
*Date:* June 5, 2017  
*Item:* **4.B**  
*Subject:* Consideration and potential approval of grant and service agreements with the County of Napa.

### RECOMMENDATION

Authorize the Board President to sign grant and professional services agreements with the County of Napa.

### 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

Since its inception, the District has had two agreements with the County of Napa: a grant agreement, under which the County has provided an annual grant to the District, and a professional services agreement, under which the District contracts with the County for various professional services. The current grant agreement is for five years, and runs through June 30, 2017. The Board of Supervisors on May 9, 2017 directed County staff to prepare a new grant agreement for six years using the same funding formula in effect for the past five years. The new grant agreement will be going to the Board of Supervisors for final approval in the next few weeks.

The professional services agreement rolls over automatically from year to year, but needs to be updated to reflect changes in the County's organizational structure.

The final wording for the grant and professional services agreements has not yet completed legal review, although drafts are available upon request. Because it is important to have the new agreements in place for the new fiscal year, staff requests that the Board authorize the Board President to execute both agreements provided there are no issues or questions with the final agreement language.



## STAFF REPORT

*By:* Chris Cahill  
*Date:* June 5, 2017  
*Item:* **4.c**  
*Subject:* Consideration and potential approval of Amendment № 5 to Agreement 07-01, with CJ Yip and Associates, increasing the hourly rate to \$62.50 and increasing the annual (fiscal year) maximum to \$108,000.

### RECOMMENDATION

1. Find that this action is not a project under CEQA.
2. Approve Amendment № 5 to Agreement № 07-01.

### 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 2007, not long after its creation, the District contracted with CJ Yip and Co., “to develop a volunteer, outreach and stewardship program.” As it so happens, that was the first formal agreement entered into by the District Board. That initial contract assumed approximately 1,000 hours of work per year at an hourly rate of \$45 and set the annual maximum at \$51,800, including expenses.

In the intervening decade CJ Yip and Company has somewhat inexplicably morphed into CJ Yip and Associates and the scope and hours associated with the contract have steadily increased. As of 2013, the most recent amendment, this agreement assumed +/- 1,700 hours per year with a maximum of \$86,350. The hourly rate was last increased in 2009, when it was raised to \$50 per hour.

The amendment presently before the Board would increase hourly compensation to \$62.50 and the fiscal year contract maximum to \$108,000, inclusive of transportation expenses.

District staff has been and continues to be extremely happy with the work done by CJ Yip and Associates. We are, if anything, a little embarrassed that it took us this long to notice that the contractor hadn’t had a raise in eight years.



## STAFF REPORT

*By:* Chris Cahill  
*Date:* June 5, 2017  
*Item:* **4.d**  
*Subject:* Consideration and potential approval of Agreement No. 17-03 with Jonny Ehlers for outdoor environmental education programming in an amount not to exceed \$50,000.

### RECOMMENDATION

1. Find that this action is not a project under CEQA.
2. Approve Agreement No 17-03.

### ENVIRONMENTAL DETERMINATION

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

### BACKGROUND

The District has contracted with Jonny Ehlers on an annual basis since 2014 to provide youth-focused outdoor education at the Bothe Napa Valley State Park. As part of our larger initiative to grow the District's outreach to the youth of Napa County and to expand the scope of our efforts beyond the State Park, for fiscal year 2017-2018 we asked Jonny to draft a proposal to greatly expand our outdoor education program. The contract currently before the Board is the fruit of that request. We have attached the contract scope for Board review, but in summary it:

- Greatly increases outreach, primarily to teachers and School District officials, throughout Napa County.
- Increases the number of District-sponsored school fieldtrips to our parks and open spaces to 45 per year.
- Provides 11 days of interpretive training to District staff (Park Aides, Park Steward Assistants, and others), to amplify our educational efforts and build our in-house interpretive capacity going forward.
- Tasks Jonny and his team with coordinating transportation for school fieldtrips, hopefully lowering what we have repeatedly found to be one of the biggest hurdles to actually getting classes outdoors.



Funding for ongoing efforts at the State Park would remain stable at +/- \$25,000 per year and would continue to be paid out of State Park revenues, as has been the case since 2014. Funding for the additional \$25,000 included in this contract would come from a share of the now \$57,500 outreach challenge grant seeded by Warren Winiarski.

EXHIBIT A  
Scope of Work for Outdoor Ed 2017/2018

Mycelium Project Staff Costs:

For Jonny Ehlers,

Summer 2017 Programs, 8days x 3hrs x \$25 =	\$600
School Program Logistics and Summer Outreach, 28hrs x \$25=	\$700
Staff Training: Fall, 3days x 6hrs x \$25=	\$450
Winter, 3days x 6hrs x \$25=	\$450
Summer, 5days x 6hrs x \$25=	\$750
Leading School Field Trips, 45days x 6hrs x \$25=	\$6,750
Leading Paid Programs, 5days x 3hrs x \$25=	\$375
Admin. Outreach/Program Logistics, 120hrs x \$25=	\$3,000
Program/Curriculum Enhancement, 30hrs x \$25=	\$750
(Includes Planning Next Summer 2018)	

For Julie Araiza,

Summer 2017 Programs, 8days x 3hrs x \$25=	\$600
School Program Logistics, 4days x 4hrs x \$25=	\$400
Staff Training: Fall, 3days x 6hrs x \$25=	\$450
Winter, 3days x 6hrs x \$25=	\$450
Summer, 5days x 6hrs x \$25=	\$750
Leading School Field Trips, 45days x 6hrs x \$25=	\$6,750
Leading Paid Programs, 5days x 3hrs x \$25=	\$375
Program/Curriculum Enhancement, 15hrs x \$25=	\$375

Estimated Total of Mycelium Project Staff Costs: \$23,975

Liability Insurance Costs for 1 year: \$1,536

Supplies (see attached Wants/Inventory List): \$1,663

Transportation for School Programs: 45days, at a rate up to \$500/day or \$22,500

*\*Money not used on buses can be used for more Field Trips and Outreach*

Estimated Grand Total: \$49,674



## STAFF REPORT

*By:* John Woodbury  
*Date:* June 5, 2017  
*Item:* **4. e**  
*Subject:* Consideration and potential approval of position of support for ACA 4 (55% vote threshold for infrastructure funding)

### RECOMMENDATION

Authorize a position of support for ACA 4 (Aguiar-Curry)

### 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

ACA 4 (Aguiar-Curry and ten co-authors) would lower the required threshold for approval of tax measures from 2/3 majority to 55%, for specified types of infrastructure projects. Parks and open space preservation are included in the definition of infrastructure. If approved by 2/3 of the legislature of both the Assembly and Senate, and signed by the Governor, this constitutional amendment would go before the voters of California at a future as-yet unspecified statewide election.

ACA 4 is expected to have its first hearing in mid-June. A fact sheet summarizing ACA 4 is attached.



**NAPA** COUNTY REGIONAL PARK &  
**OPEN SPACE DISTRICT**

## STAFF REPORT

Date: June 5, 2017  
 Item: **4.f**  
 Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff

### RECOMMENDATION

(1) 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 May 2017.

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

5/31/17	ALDEA Children and Family Services	EcoReserve Cleanup	\$4,800
5/1/2017	City of Calistoga	Lifeguard services	NTE \$15,000

## PARKS &amp; OPEN SPACE DISTRICT -MAY 2017 EXPENSE REPORT

## Gen Admin Dept - 85000-00

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
05/10/2017	Truck battery	Reimbursement-April Parks expenses	CJ YIP & ASSOCIATES	\$ 162.55
05/10/2017	Tshirts/hats - volunteers	Reimbursement-April Parks expenses	CJ YIP & ASSOCIATES	\$ 1,766.92
05/15/2017	PARK152217 04/2017	April FY17 Parks 15-22	6539 CONSULTING	\$ 1,740.00
05/25/2017	PARK070117 04/2017	PARK070117 04/2017	CJ YIP & ASSOCIATES	\$ 4,112.84
05/30/2017	BAOSC Reg-K. Turjanis	Reimbursement-May Parks expenses	JOHN WOODBURY	\$ 200.00
05/30/2017	Google apps-May 2017	Reimbursement-May Parks expenses	JOHN WOODBURY	\$ 30.00

## Moore Creek Dept - 85010-00

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
05/03/2017	redwood post	Customer #NAPACORP	CENTRAL VALLEY BUILDERS	\$ 25.77
05/03/2017	chlorine, pool supplies	Account #N5007	DONS SWIMMING POOL CENTER	\$ 114.22
05/10/2017	PG&E 3/29/17-4/26/17	Account #0099759249-8	PACIFIC GAS & ELECTRIC CO	\$ 353.96
05/10/2017	Food-trail volunteers	Reimbursement-April Parks expenses	CJ YIP & ASSOCIATES	\$ 70.87
05/23/2017	Porta potty - April 2017	Moore Creek Park	JOHNNY ON THE SPOT	\$ 173.17
05/25/2017	PARK070117 04/2017	PARK070117 04/2017	CJ YIP & ASSOCIATES	\$ 1,178.94
05/26/2017	PARK140217 05/2017	PARK140217 05/2017	HERITAGE SYSTEMS, INC.	\$ 367.67
05/30/2017	Transportation	Reimbursement-May Parks expenses	JOHN WOODBURY	\$ 22.47

## Oat Hill Mine Trail - 85010-01

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
05/10/2017	Food-trail volunteers	Reimbursement-April Parks expenses	CJ YIP & ASSOCIATES	\$ 32.08
05/25/2017	PARK070117 04/2017	PARK070117 04/2017	CJ YIP & ASSOCIATES	\$ 1,267.70

## NRBT - 85010-02

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
05/25/2017	PARK070117 04/2017	PARK070117 04/2017	CJ YIP & ASSOCIATES	\$ 211.77

## Camp Berryessa - 85010-03

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
05/03/2017	Well pump service	Job #17D-2626	OAKVILLE PUMP SERVICE	\$ 324.87
05/10/2017	PG&E 3/23/17-4/23/17	Account #1765266301-8	PACIFIC GAS & ELECTRIC CO	\$ 10.51
05/10/2017	Keys	Account #460	ZELLER'S & CLARKS ACE HARDWARE	\$ 15.00
05/10/2017	April 2017 garbage service	Camp Berryessa	BERRYESSA GARBAGE SERVICE AND	\$ 78.00
05/23/2017	Water testing-CB	Lab Order #S050518	CALTEST ANALYTICAL LABORATORY	\$ 47.00
05/30/2017	Fire Extinguishers	Camp Berryessa-F/E	CARNEROS FIRE EQUIPMENT CO., INC.	\$ 1,200.00
05/30/2017	Toilet paper, paper towels	Reimbursement-May Parks expenses	JOHN WOODBURY	\$ 324.16

## NRER - 85010-05

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
05/23/2017	Porta potty - April 2017	Yountville Park	JOHNNY ON THE SPOT	\$ 173.17
05/25/2017	PARK070117 04/2017	PARK070117 04/2017	CJ YIP & ASSOCIATES	\$ 261.77

## Putah Creek - 85010-07

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
05/05/2017	Inv244 2 new electric gates	Inv244 2 new electric gates	LAKE BERRYESSA ESTATES	\$ 5,000.00

## State Park - 85010-08

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
05/03/2017	Chlorine, pool supplies	Bothe State Park	DIAMOND QUALITY WATER FEATURES	\$ 235.60
05/03/2017	spark plug, oil, supplies	Customer #NAPACORP	CENTRAL VALLEY BUILDERS	\$ 139.91
05/03/2017	Brushcutter, mower	Customer #NAPACORP	CENTRAL VALLEY BUILDERS	\$ 1,272.35
05/03/2017	PG&E 3/15/17-4/13/17	Account #2172831822-7	PACIFIC GAS & ELECTRIC CO	\$ 54.48
05/03/2017	PG&E 3/16/17-4/14/17	Account #9051730227-0	PACIFIC GAS & ELECTRIC CO	\$ 65.36
05/03/2017	PG&E 3/15/17-4/13/17	Account #6765403114-4	PACIFIC GAS & ELECTRIC CO	\$ 38.88
05/03/2017	PG&E 3/15/17-4/13/17	Account #4831406953-4	PACIFIC GAS & ELECTRIC CO	\$ 125.88
05/03/2017	PG&E 3/15/17-4/14/17	Account #1869012498-9	PACIFIC GAS & ELECTRIC CO	\$ 845.91
05/08/2017	Heartland credit card fees-WFB			\$ 35.06
05/09/2017	7898686642 04/2017	Acct# 7898686642	CHEVRON PRODUCTS COMPANY	\$ 206.70
05/10/2017	Internet/Phone - May 2017	Account #133326	TELEPACIFIC COMMUNICATIONS	\$ 623.81
05/10/2017	Water heater repair	Napa County Park District	KEN MAYS PLUMBING, INC.	\$ 342.10

05/10/2017	Mt George - 5/2/17	Job #28.14022.17	NAPA VALLEY UNIFIED SCHOOL DISTRICT	\$	273.75
05/10/2017	Tshirts-park aides	Reimbursement-April Parks expenses	CJ YIP & ASSOCIATES	\$	258.60
05/10/2017	Door-RLS Cabin	Door-RLS Cabin	SANDY JONES	\$	190.00
05/10/2017	Circuit breaker	Napa County Parks District	CONSOLIDATED ELECTRICAL DISTRIBUTOR	\$	306.00
05/10/2017	Upper Vly Disp- Ashes	Account #01-0002642-6	UPPER VALLEY DISPOSAL	\$	333.45
05/10/2017	Upper Vly Disp-April 2017	Account #01-0013452-7	UPPER VALLEY DISPOSAL	\$	870.75
05/11/2017	PBES Office Depot Account			\$	445.69
05/15/2017	PARK160517 4/13/17-4/25/17	April 13-25 FY17 Parks 16-05	JONATHAN EHLERS	\$	650.00
05/23/2017	Firewood 4/5/17	6 pallets firewood	TOURADY RANCH INC	\$	1,470.00
05/23/2017	Firewood 4/26/17	6 pallets firewood-Bothe Park	TOURADY RANCH INC	\$	1,470.00
05/25/2017	PARK070117 04/2017	PARK070117 04/2017	CJ YIP & ASSOCIATES	\$	341.05
05/30/2017	ATP Monitoring-May 2017	Account #746-0150	ADVANTAGE TOTAL PROTECTION	\$	40.00
05/30/2017	Mt. George-Bothe 5/9/17	Job #28.1402.17	NAPA VALLEY UNIFIED SCHOOL DISTRICT	\$	272.00
05/30/2017	Supplies-May 2017	Account #31248	STEVES HARDWARE	\$	464.31
05/30/2017	PG&E 4/14/17-5/14/17	Account #2172831822-7	PACIFIC GAS & ELECTRIC CO	\$	42.73
05/30/2017	PG&E 4/15/17-5/15/17	Account #5360079806-9	PACIFIC GAS & ELECTRIC CO	\$	2.75
05/30/2017	PG&E 4/15 - 5/15/17	Account #9051730227-0	PACIFIC GAS & ELECTRIC CO	\$	73.03
05/30/2017	PG&E 4/15/17-5/15/17	Account #1869012498-9	PACIFIC GAS & ELECTRIC CO	\$	996.78
05/30/2017	PG&E 4/14/17-5/14/17	Account #6765403114-4	PACIFIC GAS & ELECTRIC CO	\$	42.19

**Amy's Grove- 85010-10**

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
05/23/2017	Field survey-office work	The Cove Project	NAPA BOTANICAL SURVEY SERVICES	\$ 560.00
05/30/2017	DVD & folders	Reimbursement-May Parks expenses	JOHN WOODBURY	\$ 27.48

Plan of Projects  
**Status Report**

05-Jun-17

**Name of Project Description**

**Status**

<p>Amy's Grove      Planning and permits for public use of Amy's Grove</p>	<p>The District will hold a community scoping session later in 2017, with the timing dependent on when background surveys are complete and the adjacent Enchanted Hills Camp is available to host the meeting. A botanist and an archeologist have been put under contract to do an initial planning survey for the property. The archaeological survey has been completed and did not find evidence of native American activity. The botanical survey has been completed and submitted for review. Staff is engaged in ongoing conversations with neighboring property owners which may ultimately result in changes to or even an expansion of the property; formal park planning and filing for a County use permit awaits completion of those discussions.</p>
<p>Bay Area Ridge Trail Tuteur Loop 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 and the property owner wish to transfer this easement to the District. Staff has resumed work on transferring the easement to the District now that the option agreement for purchasing a portion of the Kirkland Ranch has been 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 flagged the proposed new trail alignment with Mr. Tuteur on January 12, 2016. A surveyor was engaged to place boundary markers and prepare a legal description for the trail easement; this contract was cancelled before completion because questions arose about the location of the County line in this area, and Tuteur is seeking another surveyor who has the capacity to address the County line question. On March 28, 2017 the Skyline Park Citizen's Association held a meeting to solicit public comment on access in and out of Skyline Park through the River to Ridge Trail and eventually through Soscol Headwaters Preserve.</p>
<p>Bay/River Trail -- American Canyon to Napa  An 8+ mile recreational trail generally following the Napa River and interior levees of associated wetlands.</p>	<p>Phase 2-B--Pond 10 to Soscol Ferry Road Questa has largely completed a revised draft PUC permit application for a public crossing of the SMART tracks. SMART, NRCA and the PUC have verbally agreed to allow the railroad crossing. LSA Associates has completed a biological survey for the Fagan Marsh area; based on the results, DFG has indicated they do not want the trail alignment to follow the levee on the north side of Fagan Marsh; District staff is reviewing the feasibility of an alternative alignment. Staff is researching whether Prop 1 Water Bond can be used to fund this work.</p>
<p>Berryessa Estates 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 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. In late August Reclamation determined they still retained jurisdiction, but committed to completing the transfer. 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. In 2015 Reclamation said they have done their work and it is now up to BLM to finish the transfer. BLM thought they would complete their work by the end of 2015, but this did not happen, and a new date for completion has not been set. BLM's timeline has been extended because BLM has determined that not only these but other federal lands in the same general area also need to have their revocation process completed, and they wish to resolve all at the same time. At a meeting on April 14, 2016, the new Superintendent for the Ukiah District of BLM committed to completing the transfer.</p>

## Berryessa Vista

Planning, stewardship and expansion of this wilderness park.

Volunteers working with the District have completed detailed GIS mapping showing all existing roads, creek crossings, vista points and potential campsites. Continuing damage by off-road vehicles trespassing on the property was noted. The District sent a letter was sent to all property owners in that area introducing the District, explaining the deed restriction prohibiting off road vehicles, and asking for their cooperation. Since then there has been less observed damage, although the problem is not resolved. Staff was planning on installing a gate to restrict OHV access, but this has proven infeasible. 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. District and Land Trust staff in April 2016 placed a camera on the property in an attempt to identify the off-road vehicle and motorcycle users who have been causing some damage to the property. Staff has been monitoring the cameras since spring 2016 and has noted a small decrease in illegal off road vehicle use. No riders have been identified, though staff will continue to monitor the cameras.

## Camp Berryessa

Redevelopment of former Boy Scout Camp into a 64 bed group/environmental education camp with 8 tent cabins, 2 covered group activity centers, a canoe/kayak dock, a central amphitheater and campfire ring, and a shower and composting toilet restroom facility.

A grant for \$50,000 to help with construction was provided by the Mead Foundation, together with a \$1.7 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. To meet budget constraints, work on the planned black water leach field was deferred to phase two. A \$1.7m construction contract was awarded to G.D. Nielson Inc on Napa in November 2014 and Ron Critchley served as our construction manager & inspector on the project. Construction was complete as of early December, and a Notice of Completion filed in early January 2016. Redwood benches and tables, which were constructed on contract by Sonoma County Probation, are complete, delivered, and arranged. Bunk beds were delivered on June 1st and mattresses were delivered on June 10th. Trackers Earth used the Camp as a tenant for the month of June; Reclamation in late June approved the longer-term partnership agreement with Trackers Earth that the Board approved in May. Trackers Earth and the District have co-produced a 40 second promotional video which we are planning to run before movie showings at the Century Napa Valley Theaters. Tuleyome and Trackers Earth are working on co-producing a series of weekend classes for adults and children on outdoor survival and astronomy in early 2017. Unfortunately, a change in life plans for our prospective camp hosts means we are once again without host coverage. For the time being, we are relying on Trackers staff to look after the place as they are on site most days. Interest in bookings for the 2017 Spring/Summer season has been robust. We will be hosting a number of Scouting events along with a ukulele festival, a Search and Rescue training and a number of other activities. The newly full lake means that the camp is once again lakefront instead of merely lakeadjacent. Sarah Clark, our new Park Aide tasked with helping at Camp Berryessa, had her first work day at the camp on May 1. We have been in contact with a promising potential camp host and hope to have more to report on that in July. The Camp hosted its first Ukulele festival over the (extended) weekend of June 2.

## District Non-profit Foundation

Organize a non-profit foundation to raise funds for District projects

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.

## Lake Hennessey North Shore Trails

Would open up several miles of existing dirt access road, and construct approximately 1 mile of new single track trail, into a loop trail system on the north side of Lake Hennessey, and connecting to the planned Moore Creek Open Space Park trail system.

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. 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 donated a hand carved wooden trail sign that was 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 2015 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, signage was installed in May 2015. A new bench along the shoreline was dedicated to former Director Harold Kelly on October 22, 2015. Planning for construction of the next trail segment (the "Old Man's Beard Trail") is now underway, with construction expected this spring. Napa Marble and Granite installed (well, carved) new trail signage for the Shoreline and Sam the Eagle trails in early September. We have permits in hand to construct the trail formerly known as Old Man's Beard and we are in the process of negotiating a contract to construct it, probably this coming Fall.



#### Moore Creek Park Development

Development of open space park on 673 acres acquired by the District adjacent to City of Napa watershed lands at Lake Hennessey to protect habitat, provide recreational trails, and overnight camping facilities.

The park opened on June 30, 2013. The eastern boundary survey and fencing project was completed June 2014. Construction 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 Pruetts, our new volunteer caretakers, moved in to the ranch house in late August, 2015. A dozen volunteers worked on the Madrone Trail on October 3 and 4, 2015, constructing a set of steps and a few hundred feet of new trail. The septic system for the gate house had to be pumped out in November 2015, at which time a collapsed leach field pipe was noted; this was repaired in late December. In January 2016 the District contracted with a new company to provide both high speed internet and phone service to the ranch house to improve safety and emergency response capabilities, as well as make the caretaker's life less isolated; installation was completed in February 2016. Smaller groups of volunteers worked on the Madrone Trail in both March and April 2016, and June 24-26, 2016 more than 140 people volunteered through V-O-Cal, and approximately 1,500 feet of new trail was constructed despite the intense heat. Chino, Chris and a team of intrepid volunteers removed star thistle and generally tidied up the parking area in late August. Moore Creek experienced significant creek bank erosion next to the staging area in the winter storms; staff is consulting with the Flood Control District about the best method for halting the erosion and restoring the bank. The owner of the property just north of Moore Creek Park has approached the District about donating a trail easement or fee title ownership to facilitate a trail connection between Moore Creek Park and Angwin. Staff has obtained a permit to construct a new trail, informally referred to as the Dryfoot Trail, which would replace 5 Moore Creek creek crossings and provide better access to the north end of Moore Creek Park. We put the project out to bid in May and are in the process of negotiating a construction contract.

#### Oat Hill Mine Trail

Various improvements to the historic Oat Hill Mine Road

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. Work parties to install drain dips to control erosion were held in January and April of 2016. A PG&E contractor attempted to drive an ATV up the OHMT in early June, and ended up going over the side and into a gully. They promptly removed the vehicle and repaired the trail damage. A team of 20+ volunteers spent a Saturday in December 2016 constructing and repairing water bars on the Oat Hill Mine Trail.

#### Rector Ridge/Stags Leap Ridge Trail

Construction of staging area and 6+ miles of Ridge Trail climbing east from Silverado Trail near Rector Creek.

CEQA on this project was completed several years ago--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.

## Skyline Park

Permanent protection of Skyline Park

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; the Planning Commission certified the EIR on October 21, 2015. On October 22, 2015, the State applied to the county to rezone Skyline Park by removing the Skyline Wilderness park Combining District overlay, which would make it easier for the State to sell for development and at a higher price. The Planning Commission certification for the quarry expansion was appealed to the Board of Supervisors by two organizations. The District in February 2016 submitted two letters to the Board of Supervisors, one requesting the setback between the quarry and the park be protected through a permanent conservation easement, and the other expressing support for the changes to the quarry project that were recommended by the County Planning Department, with additional protection for Pasini Ridge. In April 2016 the District presented its position to the Board of Supervisors at the public hearing for the project. The Board of Supervisors rejected the appeals and approved the quarry expansion in July 2016. Legislation introduced by Senator Wolk in January 2016 stalled when the State announced it was opposed to any sale of Skyline Park to the District until completion of a state planning process for future health and welfare services.

## Smittle Creek

Planning and permits to open this 411 acre holding for public use

The District completed purchase of this property in December 2015. The next step is to conduct resource surveys, complete CEQA, and obtain permits. A botanist was retained in early 2016 to do a reconnaissance level survey of plant resources as the first step in planning for the property; his report was received in January 2017; the report describes the property as one of the best locations in the County for native grasses. US Geological Survey has requested permission to place a seismic monitoring station on the property; staff has worked with them to identify an appropriate location. In July 2016 the placement request was submitted to the Wildlife Conservation Board (WCB) for concurrence, which as the provider of the grant to acquire the property has the right to review such changes. WCB approved the request in August. An access agreement with USGS is before the District Board for approval at the September 2016 meeting. A group of 20+ people from Tuleyome were given a hiking tour of the property in December 2016, as a way to build interest in the property and build a pool of volunteers to help with restoration and improvement of the property. On March 4 2017, Tuleyome volunteers brushed the Iron Mountain trail (in the Cedar Roughs Wilderness, but accessed via Smittle Creek.)

## Suscol Headwaters

Kirkland Ranch Acquisition of land and easements to protect Suscol Headwaters and construct Ridge Trail from Highway 12 to Skyline Park.

The Purchase and Sale Agreement was adopted by the District Board at its June 8, 2015 meeting. Phase I of the acquisition closed in September 2015. Funding for Phase I 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 2015 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. The Phase One acquisition closed on October 20, 2015. Staff continues to work with Caltrans and the USFWS to secure funds for Phase Two; another site visit with their biologists was completed on January 15, 2016. The Caltrans and USFWS biologists have both left for other employment, and their replacements have now been replaced by new replacements. A site visit with the new Caltrans staff assigned to this project occurred in early August and went well. Caltrans is currently exploring options for creating new red legged frog habitat on the site. District Staff toured the site with the Coastal Conservancy on March 3rd and are engaged in continuing discussions with Caltrans and the US Fish and Wildlife Service about Red Legged Frog mitigation funding. Congressman Thompson was good enough to submit a letter of project support to the US Fish and Wildlife Service in late April, and our hope is that will break what has been a logjam around endowment funding. As of May 30, USFWS is saying they're supportive of the project and it increasingly looks like the funding to allow the purchase of Phase 2 will happen.

<p>Spanish Valley, Crystal Flats, and Stone Corral</p> <p>Planning for open space donated by Bob and Evalyn Trinchero</p>	<p>The District took full possession of the properties on January 1, 2012. Staff met with key community leaders from Lake Berryessa Estates on February 6 and March 6, 2011. A public session was held April 21st at the Pope Valley Farm Center. The District has negotiated an easement across the District's Stone Corral property to resolve one of the clouds on the title to this land; this easement was 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 boy scouts GPS'd old ranch roads and 4-wheel drive tracks on the Spanish Valley property for us over the weekend of April 26-27 so that we can create a map of existing 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 in 2015 reimbursed 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). In late March 2017 staff met with the Association President to talk about potentially splitting the cost of new automatic gates to better control access to Putah Creek within the District's Stone Corral and Crystal Flats holdings. In late April 2017 the General Manager authorized using the \$5,000 in restricted funds available to these holdings to help pay for the new gates. <u>In late May District staff met with biologists and lands specialists from the Land Trust to discuss controlled burns and other preservation management options in Spanish Valley.</u></p>
<p>State Parks</p> <p>Operate Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park</p>	<p>The District, with assistance from the Napa Valley State Parks Association took over management of the parks on April 1, 2012. Since then the District has obtained permits and done improvements to the pool, installed 7 yurts, instituted recycling in the campground and day use areas, pumped all septic system tanks twice, repaired the historic Wright House for use as a rental property, restored 5 cabins, constructed a new shower/toilet facility, and made a large dent in the backlog of deferred maintenance. District efforts to pass legislation allowing the sale of grain from the Bale Mill were unsuccessful. The District has de facto also taken on responsibility for Robert Louis Stevenson State Park, funding repairs to the Silverado House, working with State Parks to get a caretaker into that house to prevent vandalism. In 2014 the District started the process of extending the District's 5 year Operating Agreement and including RLS in the agreement; approval of that new agreement is still pending. The existing OA expired on March 31, 2017; the District is now operating the parks on a month-to-month basis until State Parks can complete the new agreement. Nearly \$270,000 in gifts, grants and pledges have been obtained to assist with improvements at the parks. The District is working with the Vine Trail on the proposed alignment of the Vine Trail through Bothe. The hiring of seasonal and year-round park aides for the 2017 summer season <u>will be complete by the end of May.</u> <u>The hiring for the 2 full-time Park Steward Assistant positions is well underway and should be complete by early June.</u> The decision on filling the permanent Park Steward (park manager) position will be made this summer.</p>
<p>The Cove</p> <p>Acquisition of the 160 acre Girl Scout Camp</p>	<p>Term sheet negotiated. Approval of purchase and sale agreement with one year escrow approved by Board of Directors on October 10, 2016. Final wording for the agreement still be worked out between the Girl Scout and District attorneys . The option agreement was signed the last week of December 2016. On March 3rd, District staff toured the site with staff from the Bay Program of the Coastal Conservancy and on March 8th we filmed a spot on the Cove and our plans to preserve it with Doug McConnell and his OpenRoad program. <u>Staff has prepared a fundraising packet and begun individual solicitations.</u></p>

Vallejo Lakes	Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County, and Lake Curry which is entirely 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 surplus of the property. The City of Vallejo has hired an appraiser to prepare an estimate of the property's fair market value, but this has not yet been released. The District GM, together with the County of Solano EO, in February 2012 each sent letters to the City of Vallejo formally expressing interest in the property and requesting notification per state law of any planned surplus of the property. Sale of the property by the City has been delayed because of complications related to questions about how best to supply water to residents in Green Valley. The Trust for Public Land has expressed interest in assisting with the purchase of this area. Staff from the District and its partners met with the Vallejo City Manager in April 2014; the surplus process has become more complicated and the City does not anticipate any action in the near future, but meanwhile the City Manager appears open to working with us to figure out a mutually beneficial outcome. Staff had a very interesting meeting with City of Vallejo water division staff and a tour of Lake Curry in late May. The Lake Curry property can only be described as a jewel, and the City of Vallejo would clearly like to divest it. District staff is presently exploring a broad array of options. The Solano County Board of Supervisors has met in closed session to discuss the Lake Curry property. A meeting with Solano County representatives took place January 27, 2017. Solano County is seriously investigating the feasibility of acquiring the lakes and managing their water supplies; as part of this investigation they are also looking at the feasibility of partnering with the District to manage public recreational access.
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 cities and the county have for now decided that each entity will maintain the section within their jurisdiction, rather than paying into a common fund for common maintenance. District staff joined with Vine Trail and State Parks staff in October 2016 to discuss the Vine Trail route through Bothe-Napa Valley State Park; the solution that State Parks is willing to accept will add an estimated \$600,000 to the cost of the Vine Trail. On behalf of the District, the GM in January 2017 wrote a letter of support for their application for funding from NVTA.

#### Completed Projects

Amy's Grove	Donation of 50 acres along Dry Creek and Wing Creek	The donation of approximately 50 acres of open space from the Chamberlain family to the District closed in December 2015.
Bay Area Ridge Trail Realignment	Amendment to the proposed alignment of the Bay Area Ridge Trail extend north to the Oat Hill Mine Trail	In December of 2012 the Bay Area Ridge Trail Council approved the proposed realignment of the Ridge Trail through Napa County as requested by the District.
Bay/River Trail -- American Canyon to Napa Phase I	Phase One--Eucalyptus Drive to Green Island Road	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.
	Phase Two-A Pond 10	DFW surfaced the existing levee with gravel and opened the gate to the public in spring 2015.
	Phase Three--Soscol Ferry Road to Napa Pipe	Completed construction in spring of 2015 of 0.7 miles between Soscol 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>Berryessa Peak Trail</p> <p>Obtain right of way and construct trail to provide public access to extensive federal lands on Blue Ridge and to Berryessa Peak</p>	<p>Obtained donated trail easement from the Ahmann family to close gaps between existing public lands on Blue Ridge. A Negative Declaration and Use Permit hearing was approved December 16, 2009 by the County Planning Commission. An Operations and Management Plan has been approved by the property owner and the District. BLM'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 were installed by volunteers in late December 2015.</p>
<p>Berryessa Vista Acquisition</p> <p>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>Cedar Roughs/Smittle Creek</p> <p>Acquisition of 443 acres providing public access to Cedar Roughs from Smittle Creek Day Use Area</p>	<p>Purchase of the property closed in December 2015.</p>
<p>Connolly Ranch</p> <p>Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.</p>	
<p>Historic ROW Analysis</p> <p>Study to determine location and status of historic road Rights-of-Way and whether they have value as non-motorized recreational trails</p>	<p>Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.</p>
<p>Linda Falls Conservation Easement</p> <p>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>Linda Falls Conservation Easement</p> <p>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 previously obtained a conservation easement on one of several parcels owned by the Land Trust of Napa County. The land trust desired 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. The District Board approved acceptance of the easement at its October 2016 meeting, and the easement was finalized and recorded in December 2016.</p>
<p>Master Plan Development</p> <p>The Master Plan for 2008-2013 was approved in January 2009</p>	
<p>Master Plan Update</p> <p>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</p> <p>Would construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area</p>	<p>The feasibility study has been completed, and accepted by the Board of Directors. The Napa City Council in November, 2009 approved city staff recommendation to hold off on the Milliken Reservoir trails project until the Hennessey trail project is up and running.</p>
<p>Moore Creek Open Space Park</p> <p>Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008.</p>	
<p>Napa River Ecological Reserve Improvements</p> <p>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>	

#### Napa River Ecological Reserve Restoration

This multi-year project resulted in the removal of the bulk of the invasive teasel that had taken over the 5 acre meadow at the entrance to the Reserve, and the construction of a short native plant interpretive trail. Work was done by volunteers, students, and paid contractors. In doing this work, several thousand students received a day of environmental education about native and invasive plants and riparian ecology.

#### Napa River Flood Control Easement

Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding

#### Newell Preserve Improvements

Provide on-site water supply for group campground for cattle

As part of the arrangement with the land trust on the District's purchase of Berryessa Vista, the land trust was willing to use some of the proceeds from the transaction to fund a well pump and distribution system at the Preserve. However, the first well drilled by the City of American Canyon came up dry. The City has dropped plans for digging any more test wells.

#### Oat Hill Mine Trail

The Oat Hill Mine Trail was formally opened in May of 2008, after a major volunteer work party doing signage installation, brush removal and erosion control.

#### Oat Hill Mine Trail

Transfer of 40 acre parcel from BLM

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. BLM in April 2016 indicated they did not want to transfer this parcel, so the District's application will be dropped.

#### River to Ridge Trail Enhancements

Installation of animal silhouettes along the entryway fence illustrating the types of birds and mammals that can be found in the area completed by Eagle Scout candidate in 2008. In November 2008 five Valley Oak trees were planted at the Highway 221 entrance to the trail with the assistance of a volunteer from CNPS.

#### River to Ridge Trail

Deeds accomplishing the adjustment in property boundaries between Syar and the State have been recorded.

Lot line adjustment to legalize River to Ridge Trail as constructed (it currently encroaches on

#### River to Ridge Trail Entrance Enhancements

A new information kiosk was installed at the entrance in December 2008 as part of a Boy Scout project. Several Live Oak seedlings were donated by CNPS and have been planted at the entrance to improve its appearance.

#### River to Ridge Trail

Correct drainage problems to trail can be used year-round.

Two volunteer work weekends in March and April and two more in May of 2010 were organized by the District to clear brush, improve drainage, and surface about 300 feet of the trail with quarry fines to control problems with mud. Volunteers completed additional work in August 2011.

#### Skyline Park Road and Trail Improvements

Erosion control work on Lake Marie Road, and paving of campground loop road, completed in 2007 using State Prop 12 funds.

#### Skyline Park Concessionaire Agreement Renewal

District staff negotiated renewal of concessionaire agreement on behalf of the County. The renewal involved changes to the fee schedule and amendments to and approval of subagreements with three non-profit partner organizations.

#### Skyline Park Trail Improvements

Major volunteer event to reroute and repair trails

Staff worked with SPCA and V-O-CAL to sponsor a weekend work party on October 15-17, 2010. Approximately 110 volunteers worked to reroute and repair trails experiencing serious erosion problems. SPCA is donating \$1,000 toward expenses.

#### Skyline Park Facility Improvements

Partner-sponsored improvement include a second greenhouse and a covered equestrian arena.

The proposals for a second greenhouse and a covered arena were approved by the Department of General Services and by the County Board of Supervisors. The sponsors of these projects are now raising funds for implementation.

#### South Napa Wetlands Habitat Area

Transfer to the District those wetlands owned by the Napa County flood control district between the Napa River, Highway 29 and Newport Drive for use as habitat and nature-based recreation.

Transfer was approved in concept by the flood control district, and Park District staff prepared the first draft of a transfer agreement. Subsequently, attorney's for the flood district concluded it would be better from their perspective for the flood district to retain ownership of the property, due to their ongoing maintenance obligations.

#### State Parks

Assume management of Bothe-Napa Valley State Park and keep it and the Bale Grist Mill

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. Since assuming operations, the District has repaired and rented the historic Wright House, installed 7 yurts, repaired 3 cabins for overnight use, converted 1 building into a combo shower/toilet facility, nearly done repairing 2 additional cabins for overnight use, improved the pool, and completed substantial deferred maintenance.

## Trinchero Open Space Acquisition

Donation of 3,400 acres of open space to the District by Bob and Evalyn Trinchero

The donation was completed on December 29, 2010. A related granting of an access easement to the Lake Berryessa Resort Improvement District was completed in mid-January 2011.

## Wild Lake Ranch

Assist land trust with planning and possible joint management of trails, camping and picnic areas.

The District participated in the development of a strategic plan for the property, together with other public lands in the area, that was led by the Land Trust of Napa County. The land trust has decided, at least for the near term, to manage the Wildlake-Duff property itself.

## May Bothe Park Report

Author: Jay Jessen

- Much of May consisted of training new park aides (who came on board throughout the month) in the kiosk and on maintenance rounds. Five new park aides and two returning park aides joined us in late April and through May. In addition to those two key duties, we hope to get all park aides who are interested (and qualified) involved in our environmental education programs—Jonny Ehlers of the Mycelium Project will be holding an orientation for this in early June.
- We also started putting Park Aides on shifts in the Visitor Center. For the past few years this has been largely the duty of camp hosts. Already we've been able to expand the hours of the VC (for May it was open Fri-Mon) and keep it better cleaned and maintained. Let us know if you notice a difference! The goal will be to enfold part of the care for the Native Garden into the duties of those staffing the VC as well.
- Permanent Staff hired: Tyler Beach and Jay Jessen were selected as Park Steward Assistants. They will begin working full time for the park starting on June 5<sup>th</sup>!!
- The pool opened as usual on Memorial Day weekend. For this summer we are under the umbrella of the City of Calistoga in terms of hiring of lifeguards and recruitment. Currently, Tyler, Jay, and Jessica are the only lifeguards (meaning the pool will only be open Saturdays and Sundays and Holidays only). Cross fingers that we'll get more lifeguards from Calistoga for better coverage going forward.
- The month of May also included much routine maintenance including a lot of grass cutting both at the mill and Bothe Park.
- Toilet was replaced in kiosk.
- Volunteer trail crew led by Chino Yip and Tyler Beach brushed and cleaned out water bars along the entire length of the History Trail.



## Bale Grist Mill Monthly Report May 2017

Author: Stephen Harle

May began busily at The Mill with final preparations for our annual Pancake Breakfast. During the week before the event tables setup, flowers arranged and last minute supplies found or bought. The threat of (even more!) rain led to us holding the event inside the granary and even before the first batch of pancakes was off the griddle there were hungry visitors filing in.

During the morning as it warmed up it seemed like there were more kids running around the open area in front of The Mill or being awestruck by our friendly local CAL FIRE fire fighters and their truck and equipment than last year. This could have been due to the warmer weather this year but the event had catered for approximately 150 visitors but by the time the last food had been served we had only sold a little over 100 tickets. Looking at the numbers for non-paying visitors we were pleasantly surprised to see that most of this discrepancy was accounted for by higher number of children attending (although we still think a few people might have snuck back for second helpings).

We are, of course, incredibly grateful to CAL FIRE for sparing their personnel a truck and for the event. Their good work was emphasised by the fact they were called away while at the event and seamlessly went from patiently showing, sometimes overly enthusiastic (namely my youngest), children around their truck and kit to responding to an emergency. Much I might add to the amazement of some of the younger observers for whom it became a highlight of the event (my youngest again).

It was the first time Margaret Dusel and I were responsible for organising our respective parts of the event solo but thankfully our long time caterer for the event Michael Fradelizio and, Pete McGee and members of the board of the NVSPA are old hands and knew exactly what needed to happen.

Mid-May saw private tours of lively kindergarteners from both Santa Rosa French American Charter School and Mt. Howell Elementary. I have noticed that some grain, that was presumably swept up in a dust pan and tossed various place around the mill, has germinated and some is now ripening. For me this has created a fun solution to the problem of the younger kids dropping bits of the individual heads of wheat I give them around the inside of The Mill. As we now carefully 'sow' the wheat in a corner next to some they can see growing before going inside.

Late in May we were contacted by a contributor to KQED radio about doing a story on the Mill. He visited us on Saturday the 20<sup>th</sup> and, as well as capturing some of the unique sounds of the mill, was able to speak to some of our millers and many visitors were happy to be interviewed, including a gentleman who claimed to be a descendant of one of the original carpenters who built The Mill. The story is intended to air late June on the California Report on KQED radio.

Finally on the last full week of the month we had group of front of house staff from The Restaurant at Meadowood visit for a tour. The Mill was able to provide a lot of interest to the group as they looked for ways to link history and food.