



**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, August 14, 2017 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3rd 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 prepared by the members of the Board or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code §§6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

1. Call to Order and Roll Call

2. Public Comment

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

3. Set Matters

None

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of August 14, 2017.
- b. Consideration and potential adoption of resolution approving a grant application to the Habitat Conservation Fund for the proposed Montesol Phase II acquisition.
- c. Consideration and potential adoption of resolution approving a grant application to the State Coastal Conservancy for the proposed Suscol Headwaters Phase II acquisition.
- d. Consideration of whether to designate emergency interim successors for each member of the Board of Directors
- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for August 2017
- f. Review of the District Projects Status Report.
- g. 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 agendaized, no action will be taken by the Board on these items unless specifically noted otherwise.

7. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9)
Name of case: Raja Development Co., Inc. vs. Napa County Regional Open Space, Napa County Superior Court #17CV000211

8. Adjournment

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, August 14, 2017 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3rd floor, Napa, CA

1. Call to Order and Roll Call

Directors present: Brent Randol, Dave Finigan, Barry Christian, Tony Norris

Directors absent: Karen Bower-Turjanis

Staff present: John Woodbury, Chris Cahill, Dylan Roy, and Lashun Fuller.

2. Public Comment

Kathy Felch - Raised several questions for the Board with regard to the allocation of payments listed on the 08/14/2017 expense report

3. Set Matters

None

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of July 10, 2017.

Minutes for the July 10, 2017 meeting were approved.

DF- TN-BC-KT-BR

X A

- b. Consideration and potential approval agreement with Napa Valley State Park Association. Directors voted to approve an agreement with Napa Valley State Parks Association for the operation and management of Bothe-Napa Valley State Park and Bale Grist Mill State Historic Park

TN-BC-DF-BR-KT

X

- c. Appointment of LaShun Fuller as Interim District Secretary.

Directors voted to approve the appointment of Lashun Fuller as Interim District Secretary.

DF-TN-BC-BR-KT

X

- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for June 2017 and July 2017

John Woodbury gave report; no formal action taken.

- e. Review of the District Projects Status Report.
John Woodbury and Chris Cahill gave report - Camp Berryessa, The Cove, Lake Hennessey, Moore Creek Park, Montesol, Suscol, State Parks, and Tuteur Loop.
Tony Norris gave report on the Vine Trail
- f. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
John Woodbury gave report

5. Announcements by Board and Staff

- Barry Christian – Barry Christian and John Woodbury met with people from the Bay area Ridge Trail, they discussed the trail route and opportunities to work together.
- Barry Christian – Meet with a few representatives of 2050 where he was able to talk about Measure Z.
- Dave Finigan – Met with his County Supervisor and updated him on all of the projects that this District is involved with at this time.
- Brent Randol – Made note that Barry Christian covered for him at a WIC meeting while he was away. Brent Randol also discussed possibly rotating WIC members.
- Barry Christian – Gave an overview of last WIC meeting he attended on behalf of Brent Randol.
- Tony Norris – Mentioned that the upcoming BOS meeting agenda listed the approval of all 3 portions of the special projects fund allocations.
- Tony Norris – Thanked John Woodbury for the copy of the work program that was approved for the budget

6. Agenda Planning

None

7. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9)
Name of case: Raja Development Co., Inc. vs. Napa County Regional Open Space, Napa County Superior Court #17CV000211
There were no reportable actions taken.

8. Adjournment

Adjourned to the Regular NCRPOSD Board Meeting September 11, 2017

KAREN BOWER-TURJANIS, Board President

ATTEST:

LASHUN FULLER, 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: September 11, 2017
Item: **4.B**
Subject: Habitat Conservation Fund Grant Resolution

RECOMMENDATION

Adopt the attached resolution

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

As part of their purchase of a conservation easement over more than 7,000 acres of open space on Mt. St. Helena, the Trust for Public Land (TPL) working with the Land Trust of Napa County (LTNC) also secured an option to acquire in fee title the 1,254 acres of the easement area located on the west side of Highway 29 adjacent to Robert Louis Stevenson State Park. TPL and LTNC have asked the District to be the owner and manager of this property. Acquisition of fee title would allow the District to provide public non-motorized recreational access both to the property itself as well as much of Robert Louis Stevenson State Park (which the District expects to operate under a new Operating Agreement between State Parks and the District).

The price for the purchase of fee title is \$1 million. Of that, the Trust for Public Land has funding pledges for \$800,000, leaving a shortfall of \$200,000. To close this gap, TPL has been working with the District to prepare a grant application to the State Habitat Conservation Fund. As part of the grant application, the District Board needs to adopt the attached resolution.

Napa County Regional Park and Open Space District

Resolution No: _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE HABITAT CONSERVATION FUND PROGRAM

WHEREAS, the people of the State of California have enacted the California Wildlife Protection Act of 1990, which provides funds to the State of California for grants to local agencies to acquire, enhance, restore or develop facilities for public recreation and fish and wildlife habitat protection purposes; and

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility for the administration of the HCF Program, setting up necessary procedures governing project application under the HCF Program; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the applicant to certify by resolution the approval of application(s) before submission of said application(s) to the State; and

WHEREAS, the applicant will enter into a contract with the State of California to complete the project(s);

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Napa County Regional Park and Open Space District hereby:

1. Approves the filing of an application for the Habitat Conservation Fund Program; and
2. Certifies that said applicant has or will have available, prior to commencement of any work on the project included in this application, the required match and sufficient funds to complete the project; and
3. Certifies that the applicant has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that the applicant has reviewed, understands, and agrees to the provisions contained in the contract shown in the grant administration guide; and
5. Delegates the authority to the District General Manager to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the project.
6. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

Approved and Adopted the ____ day of _____, 2017.

I, the undersigned, hereby certify that the foregoing resolution number ____ was duly adopted by the Board of Directors following a roll call vote:

Ayes:

Noes:

Absent:

Lashun Fuller
Interim District Secretary



STAFF REPORT

By: Chris Cahill
 Date: September 11, 2017
 Item: **4.C**
 Subject: State Coastal Conservancy Suscol Headwaters Phase II Grant Resolution

RECOMMENDATION

Adopt the attached resolution.

ENVIRONMENTAL DETERMINATION

Categorically Exempt. The acquisition of land or interests in land to create parks is exempt from the application of the California Environmental Quality Act (CEQA) under State CEQA Guidelines, Class 16 (*Transfer of Ownership of Land in Order to Create Parks*) and the Napa County Regional Park and Open Space District's Local CEQA Guidelines, Class 5, Sub 2 (*Minor Alterations in Land Use Limitations - Acceptance of Interest in Property*). No management plan has been prepared for the park; the District must secure a Napa County use permit prior to opening the facility to the public and a management plan will be developed at that time. There are no unusual circumstances associated with the acquisition of the subject property that would cause it to have a significant effect on the environment.

BACKGROUND

The District has been working for some time to secure the funds necessary to purchase the +/-298 acre Phase II option area of the Suscol Headwaters Preserve. The property has been appraised at approximately \$2.6 million dollars and we will be obligated to make improvements and commit to ongoing expenses associated with red legged frog mitigation adding up to something on the order of \$200,000 to \$250,000. As a result, the total project cost is currently estimated to be \$2.8 to \$2.85 million.

Funds to complete the acquisition are expected to come from the following sources:

- Caltrans Red Legged Frog Mitigation Dollars - \$2.1 million
- District Funds - \$200,000
- Coastal Conservancy Grant - \$400,000
- Additional Local Mitigation Funds (NVTa and STA) - gap funding up to \$300,000

As part of their grant-making process, the Coastal Conservancy requires a resolution of approval from our Board of Directors. Among other things, it delegates authority to District staff to negotiate and finalize the grant, should it be awarded. The Coastal Conservancy Board will be meeting to award grants in late September and Conservancy staff is highly supportive of this project. We expect good things.

Resolution No. 17-___

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT, STATE OF CALIFORNIA, APPROVING THE GRANT OF FUNDS FROM THE STATE COASTAL CONSERVANCY FOR THE SUSCOL HEADWATERS PHASE II ACQUISITION PROJECT.

WHEREAS, the Legislature of the State of California has established the State Coastal Conservancy (“Conservancy”) under Division 21 of the California Public Resources Code, and has authorized the Conservancy to award grants to public agencies and nonprofit organizations to implement the provisions of Division 21; and

WHEREAS, the Conservancy awards grants for projects that it determines are consistent with Division 21 of the Public Resources Code and with the Conservancy’s Strategic Plan and that best achieve the Conservancy’s statutory objectives, in light of limited funding.

WHEREAS, the Napa County Regional Park and Open Space District (“applicant”) has applied for or intends to apply for Conservancy grant funding for the Suscol Headwaters Phase II Acquisition Project (“the project”).

WHEREAS, the Conservancy encourages applicants for grant funding to certify through a resolution the applicant’s approval of the application and of certain listed assurances at the time of submission of an application to the Conservancy for an award of grant funds.

NOW, THEREFORE, be it resolved that the applicant hereby:

1. Approves the filing of an application for funding by the Conservancy.
2. Agrees to the List of Assurances, attached as Exhibit I.
3. Has or will have sufficient funds to complete and, following completion, to operate and maintain any property acquired under the project or to operate and maintain any facilities funded as part of the project for a reasonable period, not less than the useful life of the facilities.
4. Agrees to provide any funds beyond the Conservancy grant funds necessary to complete the project.
5. Authorizes any of the following named officers or employees of the applicant to act as a representative of the applicant and to negotiate and execute on behalf of the grantee all agreements and instruments necessary to comply with the Conservancy’s grant requirements, including, without limitation, the grant agreement: John Woodbury, General Manager; Chris Cahill, Project Manager.

APPROVED AND ADOPTED on September 11, 2017.

I, _____, the undersigned, hereby certify that the above Resolution was duly adopted by the [public entity governing body/board of the nonprofit organization] by the following roll call vote:

Ayes:

Noes:

Absent:

Signature, Clerk of the Board: _____

EXHIBIT 1
List of Assurances

The applicant is applying for a grant of funds from the California State Coastal Conservancy with respect to a proposed project. The applicant hereby assures and certifies that it will comply with Conservancy regulations, policies, and requirements as they relate to the acceptance and use of Conservancy funds for this project. The applicant further gives assurance and certifies with respect to the proposed grant that:

1. It possesses legal authority to apply for the grant, and to finance or acquire property or to finance and construct any proposed facilities, as proposed; that, where appropriate, a resolution, motion, or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of an application, and authorizing one or more persons as the official representative(s) of the applicant to act in connection with the application and to provide additional information that may be required.
2. It will have sufficient funds available to meet its own share of the cost for the project that has been proposed for grant funding. Sufficient funds will also be available when the project is completed to assure the effective operation and maintenance of any real property acquired or facilities constructed under the proposed grant for the purposes for which the funding was provided.
3. It holds or will hold sufficient title, interest, or rights in the property on which any project work will occur to enable it to undertake lawful development and construction of the project. (Documentation may be requested by the Executive Officer of the Conservancy.)
4. It will not dispose of or encumber its title, interest, or other rights in the property acquired or in the site and facilities constructed under the proposed grant, except as permitted by the Conservancy.
5. It will give the Conservancy, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the Conservancy's grant.
6. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the Conservancy that funds have been approved, and the project will be carried to completion with reasonable diligence.
7. It will, where appropriate, comply with the requirements of the State Government Code 7260 et seq., which provides for equitable treatment and relocation assistance for persons displaced by eminent domain.
8. It will, where appropriate, comply with the requirements of the California Environmental Quality Act.
9. It will comply with all requirements imposed by the Conservancy concerning special provisions of law, and program requirements.



STAFF REPORT

By: John Woodbury
Date: September 11, 2017
Item: **4.D**
Subject: Consideration of whether to designate emergency interim successors for each member of the Board of Directors

RECOMMENDATION

Staff recommends taking no action

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

California Government Code Sections 8633-8646 provides a method for designating interim successors for the governing board members and chief executive officer of local governments (see attachment). The intent is to ensure that local governments are still able to operate in the event one or more governing board members or officers become unavailable in an emergency. The concern is that a catastrophe (such as nuclear war, airplane crash or other extremely widespread disaster) could kill or incapacitate a majority of the governing board, or the chief executive officer). By designating interim successors, it is more likely that the local government would be able to continue to function and provide emergency services until the regular officer becomes available or until the election or appointment of a new regular officer.

Each local government has the option of whether to implement this part of the Government Code. The County of Napa designates interim successors pursuant to this authorization and Napa County Code Section 2.04.080. Director Norris has asked that the District Board consider whether the District should also implement this practice.

The procedure for selecting interim successors involves a public announcement seeking applicants, a process for reviewing applicants, and selection of three successors for each Director and, if desired, also for the chief executive of the District. All those selected must take the oath of office, and are required to inform themselves of the duties of the office and the business and affairs of the

District. At the beginning of each year all emergency interim successor appointments need to be reviewed, and new appointments made as necessary to maintain a full complement of potential successors.

After review, staff recommends not implementing this part of the Government Code. First, the District's emergency service responsibilities are minimal, and in an emergency, the District would take direction from other agencies that have specific emergency response authority. Second, the potential for an emergency that would simultaneously incapacitate a majority of the Board of Directors is remote. Third, as it relates to the chief executive officer, the Board President (or Vice President in the absence of the President) already has the authority to designate an interim replacement in the event the General Manager is unavailable. Finally, given the above, the work involved in selecting emergency interim Directors and Chief Executive Officer does not seem warranted.

§ 8633. Cost of extraordinary services as charge against state

In the absence of a state of war emergency or state of emergency, the cost of extraordinary services incurred by political subdivisions in executing mutual aid agreements shall constitute a legal charge against the state when approved by the Governor in accordance with orders and regulations promulgated as prescribed in Section 8567.

§ 8634. Orders and regulations; curfew

During a local emergency the governing body of a political subdivision, or officials designated thereby, may promulgate orders and regulations necessary to provide for the protection of life and property, including orders or regulations imposing a curfew within designated boundaries where necessary to preserve the public order and safety. Such orders and regulations and amendments and rescissions thereof shall be in writing and shall be given widespread publicity and notice.

The authorization granted by this chapter to impose a curfew shall not be construed as restricting in any manner the existing authority of counties and cities and any city and county to impose pursuant to the police power a curfew for any other lawful purpose.

Article 15 – Preservation of Local Government

§ 8635. Legislative findings; purpose; applicability of article

The Legislature recognizes that if this state or nation were attacked by an enemy of the United States, many areas in California might be subjected to the effects of an enemy attack and some or all of these areas could be severely damaged. During such attacks and in the reconstruction period following such attacks, law and order must be preserved and so far as possible government services must be continued or restored. This can best be done by civil government. To help to preserve law and order and to continue or restore local

California Emergency Services Act

services, it is essential that the local units of government continue to function.

In enacting this article the Legislature finds and declares that the preservation of local government in the event of enemy attack or in the event of a state of emergency or a local emergency is a matter of statewide concern. The interdependence of political subdivisions requires that, for their mutual preservation and for the protection of all the citizens of the State of California, all political subdivisions have the power to take the minimum precautions set forth in this article. The purpose of this article is to furnish a means by which the continued functioning of political subdivisions will be assured. Should any part of this article be in conflict with or inconsistent with any other part of this chapter, the provisions of this article shall control.

Nothing in this article shall prevent a city or county existing under a charter from amending said charter to provide for the preservation and continuation of its government in the event of a state of war emergency.

§ 8636. "Unavailable" defined

As used in this article, "unavailable" means that an officer is either killed, missing, or so seriously injured as to be unable to attend meetings and otherwise perform his duties. Any question as to whether a particular officer is unavailable shall be settled by the governing body of the political subdivision or any remaining available members of said body (including standby officers who are serving on such governing body).

§ 8637. Succession of officers

Each political subdivision may provide for the succession of officers who head departments having duties in the maintenance of law and order or in the furnishing of public services relating to health and safety.

California Emergency Services Act***§ 8638. Standby officers; appointment; vacancies; designations***

To provide for the continuance of the legislative and executive departments of the political subdivision during a state of war emergency or a state of emergency or a local emergency the governing body thereof shall have the power to appoint the following standby officers:

- (a) Three for each member of the governing body.
- (b) Three for the chief executive, if he is not a member of the governing body.

In case a standby office becomes vacant because of removal, death, resignation, or other cause, the governing body shall have the power to appoint another person to fill said office.

Standby officers shall be designated Nos. 1, 2, and 3 as the case may be.

§ 8639. Qualifications of standby officers; examination; investigation

The qualifications of each standby officer should be carefully investigated, and the governing body may request the Director of Emergency Services to aid in the investigation of any prospective appointee. No examination or investigation shall be made without the consent of the prospective appointee.

Consideration shall be given to places of residence and work, so that for each office for which standby officers are appointed there shall be the greatest probability of survivorship. Standby officers may be residents or officers of a political subdivision other than that to which they are appointed as standby officers.

California Emergency Services Act**§ 8640. Oath of office; term; removal**

Each standby officer shall take the oath of office required for the officer occupying the office for which he stands by. Persons appointed as standby officers shall serve in their posts as standby officers at the pleasure of the governing body appointing them and may be removed and replaced at any time with or without cause.

§ 8641. Duties

Each standby officer shall have the following duties:

- (a) To inform himself or herself of the duties of the office for which the officer stands by. Officers and employees of the political subdivision shall assist the standby officer and each political subdivision shall provide each standby officer with a copy of this article.
- (b) To keep informed of the business and affairs of the political subdivision to the extent necessary to enable the standby officer to fill his or her post competently. For this purpose the political subdivision may arrange information meetings and require attendance.
- (c) To immediately report himself or herself ready for duty in the event of a state of war emergency or in the event of a state of emergency or a local emergency at the place and in the method previously designated by the political subdivision.
- (d) To fill the post for which he or she has been appointed when the regular officer is unavailable during a state of war emergency, a state of emergency or a local emergency. Standby officers Nos. 2 and 3 shall substitute in succession for standby officer No. 1 in the same way that standby officer No. 1 is substituted in place of the regular officer. The standby officer shall serve until the regular officer becomes available or until the election or appointment of a new regular officer.

California Emergency Services Act***§ 8642. Meeting of governing body whenever emergency exists***

Whenever a state of war emergency a state of emergency or a local emergency exists the governing body of the political subdivision shall meet as soon as possible. The place of meeting need not be within the political subdivision. The meeting may be called by the chief executive of the political subdivision or by a majority of the members of the governing body. Should there be only one member of the governing body, he may call and hold said meeting and perform acts necessary to reconstitute the governing body.

§ 8643. Duties of governing body

During a state of war emergency a state of emergency or a local emergency the governing body shall:

- (a) Ascertain the damage to the political subdivision and its personnel and property. For this purpose it shall have the power to issue subpoenas to compel the attendance of witnesses and the production of records.
- (b) Proceed to reconstitute itself by filling vacancies until there are sufficient officers to form the largest quorum required by the law applicable to that political subdivision. Should only one member of the governing body or only one standby officer be available, that one shall have power to reconstitute the governing body.
- (c) Proceed to reconstitute the political subdivision by appointment of qualified persons to fill vacancies.
- (d) Proceed to perform its functions in the preservation of law and order and in the furnishing of local services.

California Emergency Services Act

§ 8644. Temporary officers

Should all members of the governing body, including all standby members, be unavailable, temporary officers shall be appointed to serve until a regular member or a standby member becomes available or until the election or appointment of a new regular or standby member. Temporary officers shall be appointed as follows:

- (a) By the chairman of the board of supervisors of the county in which the political subdivision is located, and if he is unavailable,
- (b) By the chairman of the board of supervisors of any other county within 150 miles of the political subdivision, beginning with the nearest and most populated county and going to the farthest and least populated, and if he is unavailable,
- (c) By the mayor of any city within 150 miles of the political subdivision, beginning with the nearest and most populated city and going to the farthest and least populated.

Article 16 – General Fiscal Provisions

§ 8645. Authority of Governor to make expenditures

In addition to any appropriation made to support activities contemplated by this chapter, the Governor is empowered to make expenditures from any fund legally available in order to deal with actual or threatened conditions of a state of war emergency, state of emergency, or local emergency.

§ 8646. Other duties of Governor

In carrying out the provisions of this chapter, the Governor may:

- (a) Procure and maintain offices in such parts of the state as may be necessary or convenient;
- (b) Acquire property, real or personal, or any interest therein;



NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT

STAFF REPORT

Date: September 11, 2017

Item: **4.E**

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 August 2017.

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

None to Report

PARKS & OPEN SPACE DISTRICT -AUGUST 2017 EXPENSE REPORT

General Admin Dept - 85000-00

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
08/03/2017	Alliant Insurance			\$ 828.86
08/16/2017	Google apps-July/Aug 2017	July/August Park expenses	JOHN WOODBURY	\$ 60.00
08/16/2017	Intern expense/Vol booth fee	July 2017 Parks expenses	CJ YIP & ASSOCIATES	\$ 96.34
08/16/2017	Mileage costs	July/August Park expenses	JOHN WOODBURY	\$ 50.83
08/16/2017	Admin accounting fees, etc	July 2017 Parks expenses	CJ YIP & ASSOCIATES	\$ 470.00
08/21/2017	July Invoice-6539 Consulting	07/2017	6539 CONSULTING	\$ 2,400.00

Moore Creek Dept - 85010-00

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
08/02/2017	Aug 2017 Internet service	Account #62539	VALLEY INTERNET	\$ 169.00
08/08/2017	Central Valley-July 2017	Customer #NAPACORP	CENTRAL VALLEY BUILDERS	\$ 49.99
08/08/2017	Juarez Property Taxes	ASMT #860-003-146-000	NAPA COUNTY TREASURER-TAX COLLECTOR	\$ 474.86
08/08/2017	PG&E 6/24/17-7/21/17	Account #0099759249-8	PACIFIC GAS & ELECTRIC CO	\$ 351.82
08/14/2017	PARKS 14-02 Agreement	July 2017 Sampling	HERITAGE SYSTEMS, INC.	\$ 367.67
08/21/2017	PARKS 14-02 Agreement	August 2017 Sampling	HERITAGE SYSTEMS, INC.	\$ 367.67

Camp Berryessa - 85010-03

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
08/02/2017	Water testing	Lab Order #S070762	CALTEST ANALYTICAL LABORATORY	\$ 47.00
08/02/2017	Water testing	Lab Order #S070763	CALTEST ANALYTICAL LABORATORY	\$ 47.00
08/02/2017	Mileage costs	7/25/-7/26/17 Mileage	CHRISTOPHER CAHILL	\$ 83.46
08/08/2017	Nitrate testing	Lab Order #S070764	CALTEST ANALYTICAL LABORATORY	\$ 78.00
08/16/2017	PG&E 6/22/17-7/23/17	Account #1765266301-8	PACIFIC GAS & ELECTRIC CO	\$ 10.52
08/16/2017	Target-janitorial supplies	July/August Park expenses	JOHN WOODBURY	\$ 292.02
08/16/2017	water testing	Lab Order #S080429	CALTEST ANALYTICAL LABORATORY	\$ 47.00
08/16/2017	Garbage-July 2017	Camp Berryessa	BERRYESSA GARBAGE SERVICE AND	\$ 65.00

NRER - 85010-05

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
08/16/2017	NRER - trash run	Clover Flat receipt	CJ YIP & ASSOCIATES	\$ 38.00

State Park - 85010-08

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
08/02/2017	July 2017 Internet/phone	Account #133326	TPX COMMUNICATIONS	\$ 649.66
08/02/2017	Service call-zone expander	Account #746-0150	ADVANTAGE TOTAL PROTECTION	\$ 482.50
08/02/2017	July 2017 Monitoring fees	Account #746-0150	ADVANTAGE TOTAL PROTECTION	\$ 40.00
08/02/2017	flat repair, tube	Workorder #6141890	O.K. TIRE STORE	\$ 137.97
08/02/2017	PG&E 6/14/17-7/14/17	Account #1869012498-9	PACIFIC GAS & ELECTRIC CO	\$ 1,168.51
08/02/2017	PG&E 6/15/17-7/15/17	Account #4831406953-4	PACIFIC GAS & ELECTRIC CO	\$ 338.31
08/02/2017	PG&E 6/11/17-7/14/17	Account #5360079806-9	PACIFIC GAS & ELECTRIC CO	\$ 11.17
08/02/2017	PG&E 6/14/17-7/13/17	Account #2172831822-7	PACIFIC GAS & ELECTRIC CO	\$ 56.25
08/02/2017	PG&E 6/14/17-7/13/17	Account #6765403114-4	PACIFIC GAS & ELECTRIC CO	\$ 33.59
08/02/2017	Steve's hardware-July 2017	Account #31248	STEVES HARDWARE	\$ 368.97
08/02/2017	Chlorine, acid, Impeller assem	Bothe State Park	DIAMOND QUALITY WATER FEATURES	\$ 947.24
08/02/2017	Glass break detector	Account #746-0150	ADVANTAGE TOTAL PROTECTION	\$ 105.00
08/02/2017	Impeller Assembly, motor, etc	Swimming pool supplies	DIAMOND QUALITY WATER FEATURES	\$ 1,334.90
08/02/2017	6 pallets firewood		TOURADY RANCH INC	\$ 1,470.00
08/02/2017	Firewood-6 pallets	Bothe NV State Park	TOURADY RANCH INC	\$ 1,470.00
08/02/2017	Vol compicance class lunch	Reimbursement-lunch expense 7/12/17	SANDY JONES	\$ 255.41
08/03/2017	Heartland credit card fees-WFB			\$ 61.86
08/08/2017	July 2017 Garbage	Account #01-0013452-7	UPPER VALLEY DISPOSAL	\$ 879.46
08/08/2017	July 2017 Ashes handling	Account #01-0002642-6	UPPER VALLEY DISPOSAL	\$ 336.78
08/08/2017	Metal door & door shoe	Account #034454-Bothe	NORTH BAY PLYWOOD	\$ 149.05
08/08/2017	Colston Property Taxes	ASMT #860-003-311-000	NAPA COUNTY TREASURER-TAX COLLECTOR	\$ 407.70
08/08/2017	Central Valley-July 2017	Customer #NAPACORP	CENTRAL VALLEY BUILDERS	\$ 894.08
08/08/2017	Tape, roller, etc	Account #4159	THE PAINT WORKS	\$ 43.13
08/08/2017	Paint, supplies, etc		THE PAINT WORKS	\$ 252.45
08/08/2017	Auto supplies-July 2017	Account #8537	BROWN'S AUTO PARTS	\$ 16.83
08/08/2017	PG&E 6/15/17-7/14/17	Account #9051730227-0	PACIFIC GAS & ELECTRIC CO	\$ 45.70
08/08/2017	7/12/17 Compliance	Mileage costs	CHRISTOPHER CAHILL	\$ 25.15
08/08/2017	07/2017 Fuel	50975688	CHEVRON PRODUCTS COMPANY	\$ 280.61

08/15/2017	Office Depot charges	Office Depot Account-July 2017		\$	339.70
08/16/2017	Name tags-Bothe	July 2017 Parks expenses	CJ YIP & ASSOCIATES	\$	77.58
08/16/2017	Transportation	Mileage costs	JOHN WOODBURY	\$	48.16
08/16/2017	TPX Internet/Phone-Aug 2017	Account #133326	TPX COMMUNICATIONS	\$	1,299.55
08/16/2017	Copies - Bothe Park rules	Park & Open Space District-Bothe Map	COPY CORNER	\$	64.65

Plan of Projects
Status Report

11-Sep-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. In June 2017 the SPCA Board unilaterally decided to regulate access on the River to Ridge Trail through constructing and staffing a new kiosk at the eastern end of the trail. A guard shack, <u>gate, and cyclone fencing</u> has been installed adjacent to the new kiosk but has, to our knowledge, yet to be actually staffed.</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. <u>In August 2017 City of American Canyon staff met with District staff to discuss strategies for completing the trail.</u></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. <u>Because of staffing changes at BLM, as of August 2017 no progress had been made.</u></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. 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. Jim Hankes, a Bureau of Reclamation maintenance employee and life-long Berryessa resident <u>will be moving his park unit trailer onto the property and becoming our first volunteer camp host sometime in September.</u> Tuleyome, the BOR, and Forest Trails Alliance are very close to completing the new North End Trail, running from +/- Camp Berryessa to the north end of the Lake, approximately 7 miles each way. It's a wonderful amenity to Camp Berryessa and to the Lake.
the Cove	Acquisition of the the Cove from the Girl Scouts of Northern California.	In December 2016 the District entered into an option agreement with the Girl Scouts to purchase their "the Cove" property, which includes the peak of Mount Veeder, just above the Enchanted Hills camp on Mount Veeder Road. 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. Staff has prepared a fundraising packet and begun individual solicitations. <u>We are currently fundraising for the purchase and have scheduled a public Open House event for the afternoon and early evening of Sunday October 1st.</u>
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 finalizing a contract to construct it with Forest Trails Alliance. Work should commence in Fall 2017.

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. 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 crossings and provide better access to the north end of Moore Creek Park. We put the project out to bid in May and are finalizing a construction contract with Forest Trails Alliance. The property owner to the east of Moore Creek filed suit in June 2017 claiming the District owed additional money for the boundary survey and fence separating his property from ours. District Counsel filed a demurrer in August 2017 seeking dismissal of the suit.

Montesol West

Acquisition of 1,254 acres west of Highway 29 north of Robert Louis Stevenson State Park

The District has the opportunity to purchase 1,254 acres west of Highway 29 adjacent to Robert Louis Stevenson State Park for a price of \$200,000. The area's conservation values have already been protected through an easement negotiated by the Trust for Public Land and now held by the Land Trust of Napa County. Purchase of fee title will permit the area to be used for public recreation. The District is preparing a Habitat Conservation Program grant application with assistance from TPL. A public presentation to the Middletown Area Town Hall was made on August 10, 2017, and to the Middletown Area Merchants Association on August 15, 2017. A second presentation to MATH is scheduled for September 14th.

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. In late July 2017 we placed our annual deer season advisory closure signs on the 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

Three past legislative efforts to authorize sale to the County failed due to unrelated disagreements between the state legislature and administration.

Permanent protection of Skyline Park

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 Assembly member 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. Phase I protected 411 acres. Phase II protects another 398 acres.

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. We have signed an agreement with the seller extending our Phase 2 purchase option to October 31, completed a \$400,000 grant application to the Coastal Conservancy, are negotiating a final funding agreement with Caltrans for \$2.1 million, and have lined up \$300,000 from Solano Transportation Agency and Napa Valley Transportation Authority. All signs are currently positive that we will be able to close by the end of October. In late July we met on site with members of the Caltrans design team to begin designing and value engineering a frog pond. Work on finalizing grant funding and lining up the requirements to close Phase II on or before October 31 continues apace. Along with Caltrans we are working to address USFWS comments on the draft Red Legged Frog management plan received in late August and we have ordered and received a Phase 1 environmental review and a final appraisal, both of which contained no surprises.

Spanish Valley, Crystal Flats, and Stone Corral

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, 2014. A public session was held April 21st at the Boca Valley Farm Center. The District has negotiated an easement across the

Planning for open space donated by Bob and Evalyn Trinchero

o 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 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. 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.

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

The District, with assistance from the Napa Valley State Parks Association took over management of the parks on April 1, 2012. Since then the District has obtained permits and done improvements to the pool, installed 7 urts, 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. State Parks was supposed to have a revised draft of the OA available for District review by the end of August 2017, but as of September 6 had not done so. 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 was completed in May. The hiring for the 2 full-time Park Steward Assistant positions was completed in early June. The decision on filling the permanent Park Steward (park manager) position will be made this summer. On August 7 we received a resignation letter from Rob Grassi, our acting Park Manager. Rob's last day will be September 8, 2017.

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 surplussing 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 surplussing 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 surplussing 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 meet 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 NVTVA.

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 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 One--Eucalyptus Drive to Green Island Road

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.

Berryessa Peak Trail Obtain right of way and construct trail to provide public access to extensive federal lands on Blue Ridge and to Berryessa Peak Obtained donated trail easement from the Ahmann family to close gaps between existing public lands on Blue Ridge. A Negative Declaration and Use Permit hearing was approved December 16, 2009 by the County Planning Commission. An Operations and Management Plan has been approved by the property owner and the District. BLM'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.

Berryessa Vista Acquisition Purchase of 224 acres from the Land Trust of Napa County for use as a public park completed in early 2008 using State Prop 12 funds.

Cedar Roughs/Smittle Creek Acquisition of 443 acres providing public access to Cedar Roughs from Smittle Creek Day Use Area Purchase of the property closed in December 2015.

Connolly Ranch Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.

Historic ROW Analysis Study to determine location and status of historic road Rights-of-Way and their value as non-motorized recreational trails Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.

Linda Falls Conservation Easement	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
Linda Falls Conservation Easement	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.
Master Plan Development	The Master Plan for 2008-2013 was approved in January 2009
Master Plan Update	Board adhoc committee appointed. Methodology for doing update has been agreed upon. Project was delayed due to competing demands on staff time (primarily the effort to keep Napa's state parks from closing. A draft update has been prepared by staff working with the Board ad hoc committee for the Master Plan update, and released by the Board at the April 9, 2012 meeting for public comment. The plan update was adopted by the Board at its June 2012 meeting.
Milliken Reservoir Trails and Picnic Area Feasibility Study	The feasibility study has been completed, and accepted by the Board of Directors. The Napa City Council in November, 2009 approved city staff recommendation to hold off on the Milliken Reservoir trails project until the Hennessey trail project is up and running.
Moore Creek Open Space Park	Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008.
Napa River Ecological Reserve Improvements	Parking area paved, and rock barrier installed to control vehicular access in 2007. Trash enclosure constructed and entry signs restored by volunteers in 2008. Deteriorated kiosk removed in 2008. The District in July 2008 assumed the County's role in managing the preserve under the joint management agreement with DFG. A new maintenance contract with the non-profit organization Options 3 was started in January 2009. The old deteriorated information kiosk, which had become a serious eyesore, was removed in November 2008.
Napa River Ecological Reserve Restoration	This multi-year project resulted in the removal of the bulk of the invasive teasel that had taken over the 5 acre meadow at the entrance to the Reserve, and the construction of a short native plant interpretive trail. Work was done by volunteers, students, and paid contractors. In doing this work, several thousand students received a day of environmental education about native and invasive plants and riparian ecology.
Napa River Flood Control Easement	Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding
Newell Preserve Improvements	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	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.

Trincherro Open Space Acquisition

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

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.

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.

Bothe-Napa Valley State Park Report:

August 2017

- The painting of the outbuildings around the visitor center which was begun in July was completed!
- As was mentioned in July's report, the first part of the roll out for Reserve California started August 1st. To be blunt, the transfer from Reserve America to Reserve California was full of major glitches, including incorrect information about the campground, incorrect designation of sites, and incorrect prices. The good news is that (with much follow-up!) the major problems are resolved, though there is still a list of smaller items that need to be rectified—and some previously solved problems that keep popping back up. . . The other good news is that staff have managed the transition very well despite the challenges. Also, it should be noted that these glitches happened statewide, so this was far from an isolated problem for our park and part of the reason problems were solved slowly.
- A large douglas fir tree broke the main water line on August 26th. The fir briefly closed Ritchey Canyon and Redwood Trail on a Saturday. Tyler left duties as lifeguard (with coverage) to cut the tree and divert the water to the creek. Trails were open again after that as it was safe for the public. John Larouque from State Parks and a colleague came on the scene by Tuesday and helped fix the problem.

Bale Grist Mill Monthly Report August 2017

Author: Stephen Harle

We had an eventful month of August at the Mill. While the first two weeks of the month were only notable for our last Friday opening of the year on the 4th, the third week saw some interesting events.

On Friday the 18th, Mario Scalise and I arrived at the Mill for schedule stone cleaning to find a number of Archaeologists, Anthropologists and Geologists conducting an inspection in the mill's ground by Highway 29. We learnt that they had been hired by PG&E as one of the first steps in the replacement of the gas line running along the highway. Mario and I invited them to see the mill stones taken apart and they told us about the sort of thing they had found in their inspection so far. They continued the inspection through to Monday the 21st.

The following week I began setting up the outdoor lighting for the Harvest Dinner. The task ultimately took slightly longer than estimated but, on review, was completed within the time it took to set up last year.

It was during the setup that I met an Archaeologist from Caltrans who was looking around the mill and taking photos. Apparently he had been involved with the PG&E inspection (though not when Mario and I had spoken with them) and had returned to gather some information for a upcoming culvert beneath it. I informed him of the various stakeholders who would need to be informed of the plan, particularly State Parks and the Open Space District, which, somewhat worryingly, he was not aware of. However on a positive note Caltrans plan to maintain the existing bridge, which under the concrete cladding is a beautiful stone affair, and there was a suggestion of further Archaeological inspections that could be open to participation by those interested which may provide some interesting opportunities.



1 - An Archaeologist, Anthropologist and Geologist conduct an inspection on the Mill's grounds.



**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, August 14, 2017 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3rd 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 prepared by the members of the Board or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code §§6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

1. Call to Order and Roll Call

2. Public Comment

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

3. Set Matters

None

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of August 14, 2017.
- b. Consideration and potential adoption of resolution approving a grant application to the Habitat Conservation Fund for the proposed Montesol Phase II acquisition.
- c. Consideration and potential adoption of resolution approving a grant application to the State Coastal Conservancy for the proposed Suscol Headwaters Phase II acquisition.
- d. Consideration of whether to designate emergency interim successors for each member of the Board of Directors
- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for August 2017
- f. Review of the District Projects Status Report.
- g. 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 agendaized, no action will be taken by the Board on these items unless specifically noted otherwise.

7. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9)
Name of case: Raja Development Co., Inc. vs. Napa County Regional Open Space, Napa County Superior Court #17CV000211

8. Adjournment

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, August 14, 2017 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3rd floor, Napa, CA

1. Call to Order and Roll Call

Directors present: Brent Randol, Dave Finigan, Barry Christian, Tony Norris

Directors absent: Karen Bower-Turjanis

Staff present: John Woodbury, Chris Cahill, Dylan Roy, and Lashun Fuller.

2. Public Comment

Kathy Felch - Raised several questions for the Board with regard to the allocation of payments listed on the 08/14/2017 expense report

3. Set Matters

None

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of July 10, 2017.

Minutes for the July 10, 2017 meeting were approved.

DF- TN-BC-KT-BR

X A

- b. Consideration and potential approval agreement with Napa Valley State Park Association. Directors voted to approve an agreement with Napa Valley State Parks Association for the operation and management of Bothe-Napa Valley State Park and Bale Grist Mill State Historic Park

TN-BC-DF-BR-KT

X

- c. Appointment of LaShun Fuller as Interim District Secretary.

Directors voted to approve the appointment of Lashun Fuller as Interim District Secretary.

DF-TN-BC-BR-KT

X

- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff for June 2017 and July 2017

John Woodbury gave report; no formal action taken.

- e. Review of the District Projects Status Report.
John Woodbury and Chris Cahill gave report - Camp Berryessa, The Cove, Lake Hennessey, Moore Creek Park, Montesol, Suscol, State Parks, and Tuteur Loop.
Tony Norris gave report on the Vine Trail
- f. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
John Woodbury gave report

5. Announcements by Board and Staff

- Barry Christian – Barry Christian and John Woodbury met with people from the Bay area Ridge Trail, they discussed the trail route and opportunities to work together.
- Barry Christian – Meet with a few representatives of 2050 where he was able to talk about Measure Z.
- Dave Finigan – Met with his County Supervisor and updated him on all of the projects that this District is involved with at this time.
- Brent Randol – Made note that Barry Christian covered for him at a WIC meeting while he was away. Brent Randol also discussed possibly rotating WIC members.
- Barry Christian – Gave an overview of last WIC meeting he attended on behalf of Brent Randol.
- Tony Norris – Mentioned that the upcoming BOS meeting agenda listed the approval of all 3 portions of the special projects fund allocations.
- Tony Norris – Thanked John Woodbury for the copy of the work program that was approved for the budget

6. Agenda Planning

None

7. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9)
Name of case: Raja Development Co., Inc. vs. Napa County Regional Open Space, Napa County Superior Court #17CV000211
There were no reportable actions taken.

8. Adjournment

Adjourned to the Regular NCRPOSD Board Meeting September 11, 2017

KAREN BOWER-TURJANIS, Board President

ATTEST:

LASHUN FULLER, 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: September 11, 2017
Item: **4.B**
Subject: Habitat Conservation Fund Grant Resolution

RECOMMENDATION

Adopt the attached resolution

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

As part of their purchase of a conservation easement over more than 7,000 acres of open space on Mt. St. Helena, the Trust for Public Land (TPL) working with the Land Trust of Napa County (LTNC) also secured an option to acquire in fee title the 1,254 acres of the easement area located on the west side of Highway 29 adjacent to Robert Louis Stevenson State Park. TPL and LTNC have asked the District to be the owner and manager of this property. Acquisition of fee title would allow the District to provide public non-motorized recreational access both to the property itself as well as much of Robert Louis Stevenson State Park (which the District expects to operate under a new Operating Agreement between State Parks and the District).

The price for the purchase of fee title is \$1 million. Of that, the Trust for Public Land has funding pledges for \$800,000, leaving a shortfall of \$200,000. To close this gap, TPL has been working with the District to prepare a grant application to the State Habitat Conservation Fund. As part of the grant application, the District Board needs to adopt the attached resolution.

Napa County Regional Park and Open Space District

Resolution No: _____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT APPROVING THE APPLICATION FOR GRANT FUNDS FROM THE HABITAT CONSERVATION FUND PROGRAM

WHEREAS, the people of the State of California have enacted the California Wildlife Protection Act of 1990, which provides funds to the State of California for grants to local agencies to acquire, enhance, restore or develop facilities for public recreation and fish and wildlife habitat protection purposes; and

WHEREAS, the State Department of Parks and Recreation has been delegated the responsibility for the administration of the HCF Program, setting up necessary procedures governing project application under the HCF Program; and

WHEREAS, said procedures established by the State Department of Parks and Recreation require the applicant to certify by resolution the approval of application(s) before submission of said application(s) to the State; and

WHEREAS, the applicant will enter into a contract with the State of California to complete the project(s);

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Napa County Regional Park and Open Space District hereby:

1. Approves the filing of an application for the Habitat Conservation Fund Program; and
2. Certifies that said applicant has or will have available, prior to commencement of any work on the project included in this application, the required match and sufficient funds to complete the project; and
3. Certifies that the applicant has or will have sufficient funds to operate and maintain the project(s), and
4. Certifies that the applicant has reviewed, understands, and agrees to the provisions contained in the contract shown in the grant administration guide; and
5. Delegates the authority to the District General Manager to conduct all negotiations, execute and submit all documents, including, but not limited to applications, agreements, amendments, payment requests and so on, which may be necessary for the completion of the project.
6. Agrees to comply with all applicable federal, state and local laws, ordinances, rules, regulations and guidelines.

Approved and Adopted the ____ day of _____, 2017.

I, the undersigned, hereby certify that the foregoing resolution number ____ was duly adopted by the Board of Directors following a roll call vote:

Ayes:

Noes:

Absent:

Lashun Fuller
Interim District Secretary



STAFF REPORT

By: Chris Cahill
 Date: September 11, 2017
 Item: **4.C**
 Subject: State Coastal Conservancy Suscol Headwaters Phase II Grant Resolution

RECOMMENDATION

Adopt the attached resolution.

ENVIRONMENTAL DETERMINATION

Categorically Exempt. The acquisition of land or interests in land to create parks is exempt from the application of the California Environmental Quality Act (CEQA) under State CEQA Guidelines, Class 16 (*Transfer of Ownership of Land in Order to Create Parks*) and the Napa County Regional Park and Open Space District's Local CEQA Guidelines, Class 5, Sub 2 (*Minor Alterations in Land Use Limitations - Acceptance of Interest in Property*). No management plan has been prepared for the park; the District must secure a Napa County use permit prior to opening the facility to the public and a management plan will be developed at that time. There are no unusual circumstances associated with the acquisition of the subject property that would cause it to have a significant effect on the environment.

BACKGROUND

The District has been working for some time to secure the funds necessary to purchase the +/-298 acre Phase II option area of the Suscol Headwaters Preserve. The property has been appraised at approximately \$2.6 million dollars and we will be obligated to make improvements and commit to ongoing expenses associated with red legged frog mitigation adding up to something on the order of \$200,000 to \$250,000. As a result, the total project cost is currently estimated to be \$2.8 to \$2.85 million.

Funds to complete the acquisition are expected to come from the following sources:

- Caltrans Red Legged Frog Mitigation Dollars - \$2.1 million
- District Funds - \$200,000
- Coastal Conservancy Grant - \$400,000
- Additional Local Mitigation Funds (NVTa and STA) - gap funding up to \$300,000

As part of their grant-making process, the Coastal Conservancy requires a resolution of approval from our Board of Directors. Among other things, it delegates authority to District staff to negotiate and finalize the grant, should it be awarded. The Coastal Conservancy Board will be meeting to award grants in late September and Conservancy staff is highly supportive of this project. We expect good things.

Resolution No. 17-____

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT, STATE OF CALIFORNIA, APPROVING THE GRANT OF FUNDS FROM THE STATE COASTAL CONSERVANCY FOR THE SUSCOL HEADWATERS PHASE II ACQUISITION PROJECT.

WHEREAS, the Legislature of the State of California has established the State Coastal Conservancy (“Conservancy”) under Division 21 of the California Public Resources Code, and has authorized the Conservancy to award grants to public agencies and nonprofit organizations to implement the provisions of Division 21; and

WHEREAS, the Conservancy awards grants for projects that it determines are consistent with Division 21 of the Public Resources Code and with the Conservancy’s Strategic Plan and that best achieve the Conservancy’s statutory objectives, in light of limited funding.

WHEREAS, the Napa County Regional Park and Open Space District (“applicant”) has applied for or intends to apply for Conservancy grant funding for the Suscol Headwaters Phase II Acquisition Project (“the project”).

WHEREAS, the Conservancy encourages applicants for grant funding to certify through a resolution the applicant’s approval of the application and of certain listed assurances at the time of submission of an application to the Conservancy for an award of grant funds.

NOW, THEREFORE, be it resolved that the applicant hereby:

1. Approves the filing of an application for funding by the Conservancy.
2. Agrees to the List of Assurances, attached as Exhibit I.
3. Has or will have sufficient funds to complete and, following completion, to operate and maintain any property acquired under the project or to operate and maintain any facilities funded as part of the project for a reasonable period, not less than the useful life of the facilities.
4. Agrees to provide any funds beyond the Conservancy grant funds necessary to complete the project.
5. Authorizes any of the following named officers or employees of the applicant to act as a representative of the applicant and to negotiate and execute on behalf of the grantee all agreements and instruments necessary to comply with the Conservancy’s grant requirements, including, without limitation, the grant agreement: John Woodbury, General Manager; Chris Cahill, Project Manager.

APPROVED AND ADOPTED on September 11, 2017.

I, _____, the undersigned, hereby certify that the above Resolution was duly adopted by the [public entity governing body/board of the nonprofit organization] by the following roll call vote:

Ayes:

Noes:

Absent:

Signature, Clerk of the Board: _____

EXHIBIT 1
List of Assurances

The applicant is applying for a grant of funds from the California State Coastal Conservancy with respect to a proposed project. The applicant hereby assures and certifies that it will comply with Conservancy regulations, policies, and requirements as they relate to the acceptance and use of Conservancy funds for this project. The applicant further gives assurance and certifies with respect to the proposed grant that:

1. It possesses legal authority to apply for the grant, and to finance or acquire property or to finance and construct any proposed facilities, as proposed; that, where appropriate, a resolution, motion, or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of an application, and authorizing one or more persons as the official representative(s) of the applicant to act in connection with the application and to provide additional information that may be required.
2. It will have sufficient funds available to meet its own share of the cost for the project that has been proposed for grant funding. Sufficient funds will also be available when the project is completed to assure the effective operation and maintenance of any real property acquired or facilities constructed under the proposed grant for the purposes for which the funding was provided.
3. It holds or will hold sufficient title, interest, or rights in the property on which any project work will occur to enable it to undertake lawful development and construction of the project. (Documentation may be requested by the Executive Officer of the Conservancy.)
4. It will not dispose of or encumber its title, interest, or other rights in the property acquired or in the site and facilities constructed under the proposed grant, except as permitted by the Conservancy.
5. It will give the Conservancy, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the Conservancy's grant.
6. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the Conservancy that funds have been approved, and the project will be carried to completion with reasonable diligence.
7. It will, where appropriate, comply with the requirements of the State Government Code 7260 et seq., which provides for equitable treatment and relocation assistance for persons displaced by eminent domain.
8. It will, where appropriate, comply with the requirements of the California Environmental Quality Act.
9. It will comply with all requirements imposed by the Conservancy concerning special provisions of law, and program requirements.



STAFF REPORT

By: John Woodbury
Date: September 11, 2017
Item: **4.D**
Subject: Consideration of whether to designate emergency interim successors for each member of the Board of Directors

RECOMMENDATION

Staff recommends taking no action

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

California Government Code Sections 8633-8646 provides a method for designating interim successors for the governing board members and chief executive officer of local governments (see attachment). The intent is to ensure that local governments are still able to operate in the event one or more governing board members or officers become unavailable in an emergency. The concern is that a catastrophe (such as nuclear war, airplane crash or other extremely widespread disaster) could kill or incapacitate a majority of the governing board, or the chief executive officer). By designating interim successors, it is more likely that the local government would be able to continue to function and provide emergency services until the regular officer becomes available or until the election or appointment of a new regular officer.

Each local government has the option of whether to implement this part of the Government Code. The County of Napa designates interim successors pursuant to this authorization and Napa County Code Section 2.04.080. Director Norris has asked that the District Board consider whether the District should also implement this practice.

The procedure for selecting interim successors involves a public announcement seeking applicants, a process for reviewing applicants, and selection of three successors for each Director and, if desired, also for the chief executive of the District. All those selected must take the oath of office, and are required to inform themselves of the duties of the office and the business and affairs of the

District. At the beginning of each year all emergency interim successor appointments need to be reviewed, and new appointments made as necessary to maintain a full complement of potential successors.

After review, staff recommends not implementing this part of the Government Code. First, the District's emergency service responsibilities are minimal, and in an emergency, the District would take direction from other agencies that have specific emergency response authority. Second, the potential for an emergency that would simultaneously incapacitate a majority of the Board of Directors is remote. Third, as it relates to the chief executive officer, the Board President (or Vice President in the absence of the President) already has the authority to designate an interim replacement in the event the General Manager is unavailable. Finally, given the above, the work involved in selecting emergency interim Directors and Chief Executive Officer does not seem warranted.

§ 8633. Cost of extraordinary services as charge against state

In the absence of a state of war emergency or state of emergency, the cost of extraordinary services incurred by political subdivisions in executing mutual aid agreements shall constitute a legal charge against the state when approved by the Governor in accordance with orders and regulations promulgated as prescribed in Section 8567.

§ 8634. Orders and regulations; curfew

During a local emergency the governing body of a political subdivision, or officials designated thereby, may promulgate orders and regulations necessary to provide for the protection of life and property, including orders or regulations imposing a curfew within designated boundaries where necessary to preserve the public order and safety. Such orders and regulations and amendments and rescissions thereof shall be in writing and shall be given widespread publicity and notice.

The authorization granted by this chapter to impose a curfew shall not be construed as restricting in any manner the existing authority of counties and cities and any city and county to impose pursuant to the police power a curfew for any other lawful purpose.

Article 15 – Preservation of Local Government

§ 8635. Legislative findings; purpose; applicability of article

The Legislature recognizes that if this state or nation were attacked by an enemy of the United States, many areas in California might be subjected to the effects of an enemy attack and some or all of these areas could be severely damaged. During such attacks and in the reconstruction period following such attacks, law and order must be preserved and so far as possible government services must be continued or restored. This can best be done by civil government. To help to preserve law and order and to continue or restore local

California Emergency Services Act

services, it is essential that the local units of government continue to function.

In enacting this article the Legislature finds and declares that the preservation of local government in the event of enemy attack or in the event of a state of emergency or a local emergency is a matter of statewide concern. The interdependence of political subdivisions requires that, for their mutual preservation and for the protection of all the citizens of the State of California, all political subdivisions have the power to take the minimum precautions set forth in this article. The purpose of this article is to furnish a means by which the continued functioning of political subdivisions will be assured. Should any part of this article be in conflict with or inconsistent with any other part of this chapter, the provisions of this article shall control.

Nothing in this article shall prevent a city or county existing under a charter from amending said charter to provide for the preservation and continuation of its government in the event of a state of war emergency.

§ 8636. "Unavailable" defined

As used in this article, "unavailable" means that an officer is either killed, missing, or so seriously injured as to be unable to attend meetings and otherwise perform his duties. Any question as to whether a particular officer is unavailable shall be settled by the governing body of the political subdivision or any remaining available members of said body (including standby officers who are serving on such governing body).

§ 8637. Succession of officers

Each political subdivision may provide for the succession of officers who head departments having duties in the maintenance of law and order or in the furnishing of public services relating to health and safety.

California Emergency Services Act***§ 8638. Standby officers; appointment; vacancies; designations***

To provide for the continuance of the legislative and executive departments of the political subdivision during a state of war emergency or a state of emergency or a local emergency the governing body thereof shall have the power to appoint the following standby officers:

- (a) Three for each member of the governing body.
- (b) Three for the chief executive, if he is not a member of the governing body.

In case a standby office becomes vacant because of removal, death, resignation, or other cause, the governing body shall have the power to appoint another person to fill said office.

Standby officers shall be designated Nos. 1, 2, and 3 as the case may be.

§ 8639. Qualifications of standby officers; examination; investigation

The qualifications of each standby officer should be carefully investigated, and the governing body may request the Director of Emergency Services to aid in the investigation of any prospective appointee. No examination or investigation shall be made without the consent of the prospective appointee.

Consideration shall be given to places of residence and work, so that for each office for which standby officers are appointed there shall be the greatest probability of survivorship. Standby officers may be residents or officers of a political subdivision other than that to which they are appointed as standby officers.

§ 8640. Oath of office; term; removal

Each standby officer shall take the oath of office required for the officer occupying the office for which he stands by. Persons appointed as standby officers shall serve in their posts as standby officers at the pleasure of the governing body appointing them and may be removed and replaced at any time with or without cause.

§ 8641. Duties

Each standby officer shall have the following duties:

- (a) To inform himself or herself of the duties of the office for which the officer stands by. Officers and employees of the political subdivision shall assist the standby officer and each political subdivision shall provide each standby officer with a copy of this article.
- (b) To keep informed of the business and affairs of the political subdivision to the extent necessary to enable the standby officer to fill his or her post competently. For this purpose the political subdivision may arrange information meetings and require attendance.
- (c) To immediately report himself or herself ready for duty in the event of a state of war emergency or in the event of a state of emergency or a local emergency at the place and in the method previously designated by the political subdivision.
- (d) To fill the post for which he or she has been appointed when the regular officer is unavailable during a state of war emergency, a state of emergency or a local emergency. Standby officers Nos. 2 and 3 shall substitute in succession for standby officer No. 1 in the same way that standby officer No. 1 is substituted in place of the regular officer. The standby officer shall serve until the regular officer becomes available or until the election or appointment of a new regular officer.

California Emergency Services Act***§ 8642. Meeting of governing body whenever emergency exists***

Whenever a state of war emergency a state of emergency or a local emergency exists the governing body of the political subdivision shall meet as soon as possible. The place of meeting need not be within the political subdivision. The meeting may be called by the chief executive of the political subdivision or by a majority of the members of the governing body. Should there be only one member of the governing body, he may call and hold said meeting and perform acts necessary to reconstitute the governing body.

§ 8643. Duties of governing body

During a state of war emergency a state of emergency or a local emergency the governing body shall:

- (a) Ascertain the damage to the political subdivision and its personnel and property. For this purpose it shall have the power to issue subpoenas to compel the attendance of witnesses and the production of records.
- (b) Proceed to reconstitute itself by filling vacancies until there are sufficient officers to form the largest quorum required by the law applicable to that political subdivision. Should only one member of the governing body or only one standby officer be available, that one shall have power to reconstitute the governing body.
- (c) Proceed to reconstitute the political subdivision by appointment of qualified persons to fill vacancies.
- (d) Proceed to perform its functions in the preservation of law and order and in the furnishing of local services.

California Emergency Services Act

§ 8644. Temporary officers

Should all members of the governing body, including all standby members, be unavailable, temporary officers shall be appointed to serve until a regular member or a standby member becomes available or until the election or appointment of a new regular or standby member. Temporary officers shall be appointed as follows:

- (a) By the chairman of the board of supervisors of the county in which the political subdivision is located, and if he is unavailable,
- (b) By the chairman of the board of supervisors of any other county within 150 miles of the political subdivision, beginning with the nearest and most populated county and going to the farthest and least populated, and if he is unavailable,
- (c) By the mayor of any city within 150 miles of the political subdivision, beginning with the nearest and most populated city and going to the farthest and least populated.

Article 16 – General Fiscal Provisions

§ 8645. Authority of Governor to make expenditures

In addition to any appropriation made to support activities contemplated by this chapter, the Governor is empowered to make expenditures from any fund legally available in order to deal with actual or threatened conditions of a state of war emergency, state of emergency, or local emergency.

§ 8646. Other duties of Governor

In carrying out the provisions of this chapter, the Governor may:

- (a) Procure and maintain offices in such parts of the state as may be necessary or convenient;
- (b) Acquire property, real or personal, or any interest therein;



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

STAFF REPORT

Date: September 11, 2017
Item: **4.E**
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 August 2017.

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

None to Report

Plan of Projects
Status Report

11-Sep-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. In June 2017 the SPCA Board unilaterally decided to regulate access on the River to Ridge Trail through constructing and staffing a new kiosk at the eastern end of the trail. A guard shack, <u>gate, and cyclone fencing</u> has been installed adjacent to the new kiosk but has, to our knowledge, yet to be actually staffed.</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. <u>In August 2017 City of American Canyon staff met with District staff to discuss strategies for completing the trail.</u></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. <u>Because of staffing changes at BLM, as of August 2017 no progress had been made.</u></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. 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. Jim Hankes, a Bureau of Reclamation maintenance employee and life-long Berryessa resident <u>will be moving his park unit trailer onto the property and becoming our first volunteer camp host sometime in September.</u> Tuleyome, the BOR, and Forest Trails Alliance are very close to completing the new North End Trail, running from +/- Camp Berryessa to the north end of the Lake, approximately 7 miles each way. It's a wonderful amenity to Camp Berryessa and to the Lake.
the Cove	Acquisition of the the Cove from the Girl Scouts of Northern California.	In December 2016 the District entered into an option agreement with the Girl Scouts to purchase their "the Cove" property, which includes the peak of Mount Veeder, just above the Enchanted Hills camp on Mount Veeder Road. 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. Staff has prepared a fundraising packet and begun individual solicitations. <u>We are currently fundraising for the purchase and have scheduled a public Open House event for the afternoon and early evening of Sunday October 1st.</u>
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 finalizing a contract to construct it with Forest Trails Alliance. Work should commence in Fall 2017.

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. 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 crossings and provide better access to the north end of Moore Creek Park. We put the project out to bid in May and are finalizing a construction contract with Forest Trails Alliance. The property owner to the east of Moore Creek filed suit in June 2017 claiming the District owed additional money for the boundary survey and fence separating his property from ours. District Counsel filed a demurrer in August 2017 seeking dismissal of the suit.

Montesol West

Acquisition of 1,254 acres west of Highway 29 north of Robert Louis Stevenson State Park

The District has the opportunity to purchase 1,254 acres west of Highway 29 adjacent to Robert Louis Stevenson State Park for a price of \$200,000. The area's conservation values have already been protected through an easement negotiated by the Trust for Public Land and now held by the Land Trust of Napa County. Purchase of fee title will permit the area to be used for public recreation. The District is preparing a Habitat Conservation Program grant application with assistance from TPL. A public presentation to the Middletown Area Town Hall was made on August 10, 2017, and to the Middletown Area Merchants Association on August 15, 2017. A second presentation to MATH is scheduled for September 14th.

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. In late July 2017 we placed our annual deer season advisory closure signs on the 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

Three past legislative efforts to authorize sale to the County failed due to unrelated disagreements between the state legislature and administration.

Permanent protection of Skyline Park

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 Assembly member 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. Phase I protected 411 acres. Phase II protects another 398 acres.

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. We have signed an agreement with the seller extending our Phase 2 purchase option to October 31, completed a \$400,000 grant application to the Coastal Conservancy, are negotiating a final funding agreement with Caltrans for \$2.1 million, and have lined up \$300,000 from Solano Transportation Agency and Napa Valley Transportation Authority. All signs are currently positive that we will be able to close by the end of October. In late July we met on site with members of the Caltrans design team to begin designing and value engineering a frog pond. Work on finalizing grant funding and lining up the requirements to close Phase II on or before October 31 continues apace. Along with Caltrans we are working to address USFWS comments on the draft Red Legged Frog management plan received in late August and we have ordered and received a Phase 1 environmental review and a final appraisal, both of which contained no surprises.

Spanish Valley, Crystal Flats, and Stone Corral

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 Boro Valley Farm Center. The District has negotiated an easement across the

Planning for open space donated by Bob and Evalyn Trinchero

o 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 LBEOA 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 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. 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.

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

The District, with assistance from the Napa Valley State Parks Association took over management of the parks on April 1, 2012. Since then the District has obtained permits and done improvements to the pool, installed 7 urys, 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. State Parks was supposed to have a revised draft of the OA available for District review by the end of August 2017, but as of September 6 had not done so. 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 was completed in May. The hiring for the 2 full-time Park Steward Assistant positions was completed in early June. The decision on filling the permanent Park Steward (park manager) position will be made this summer. On August 7 we received a resignation letter from Rob Grassi, our acting Park Manager. Rob's last day will be September 8, 2017.

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 surplussing 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 surplussing 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 surplussing 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 meet 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 NVTVA.

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 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 One--Eucalyptus Drive to Green Island Road

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.

Berryessa Peak Trail Obtain right of way and construct trail to provide public access to extensive federal lands on Blue Ridge and to Berryessa Peak Obtained donated trail easement from the Ahmann family to close gaps between existing public lands on Blue Ridge. A Negative Declaration and Use Permit hearing was approved December 16, 2009 by the County Planning Commission. An Operations and Management Plan has been approved by the property owner and the District. BLM'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.

Berryessa Vista Acquisition Purchase of 224 acres from the Land Trust of Napa County for use as a public park completed in early 2008 using State Prop 12 funds.

Cedar Roughs/Smittle Creek Acquisition of 443 acres providing public access to Cedar Roughs from Smittle Creek Day Use Area Purchase of the property closed in December 2015.

Connolly Ranch Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.

Historic ROW Analysis Study to determine location and status of historic road Rights-of-Way and their value as non-motorized recreational trails Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.

Linda Falls Conservation Easement

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

Linda Falls Conservation Easement

Expansion of conservation easement to cover all of the property at Linda Falls owned by the Land Trust of Napa County

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.

Master Plan Development

The Master Plan for 2008-2013 was approved in January 2009

Master Plan Update

First scheduled update to the Master Plan adopted in January 2009

Board adhoc committee appointed. Methodology for doing update has been agreed upon. Project was delayed due to competing demands on staff time (primarily the effort to keep Napa's state parks from closing. A draft update has been prepared by staff working with the Board ad hoc committee for the Master Plan update, and released by the Board at the April 9, 2012 meeting for public comment. The plan update was adopted by the Board at its June 2012 meeting.

Milliken Reservoir Trails and Picnic Area Feasibility Study

Would construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area

The feasibility study has been completed, and accepted by the Board of Directors. The Napa City Council in November, 2009 approved city staff recommendation to hold off on the Milliken Reservoir trails project until the Hennessey trail project is up and running.

Moore Creek Open Space Park

Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008.

Napa River Ecological Reserve Improvements

Parking area paved, and rock barrier installed to control vehicular access in 2007. Trash enclosure constructed and entry signs restored by volunteers in 2008. Deteriorated kiosk removed in 2008. The District in July 2008 assumed the County's role in managing the preserve under the joint management agreement with DFG. A new maintenance contract with the non-profit organization Options 3 was started in January 2009. The old deteriorated information kiosk, which had become a serious eyesore, was removed in November 2008.

Napa River Ecological Reserve Restoration

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

Napa River Flood Control Easement

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

Newell Preserve Improvements

Provide on-site water supply for group campground for cattle

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

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.

Trincherro Open Space Acquisition

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

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.

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.

Bothe-Napa Valley State Park Report:

August 2017

- The painting of the outbuildings around the visitor center which was begun in July was completed!
- As was mentioned in July's report, the first part of the roll out for Reserve California started August 1st. To be blunt, the transfer from Reserve America to Reserve California was full of major glitches, including incorrect information about the campground, incorrect designation of sites, and incorrect prices. The good news is that (with much follow-up!) the major problems are resolved, though there is still a list of smaller items that need to be rectified—and some previously solved problems that keep popping back up. . . The other good news is that staff have managed the transition very well despite the challenges. Also, it should be noted that these glitches happened statewide, so this was far from an isolated problem for our park and part of the reason problems were solved slowly.
- A large douglas fir tree broke the main water line on August 26th. The fir briefly closed Ritchey Canyon and Redwood Trail on a Saturday. Tyler left duties as lifeguard (with coverage) to cut the tree and divert the water to the creek. Trails were open again after that as it was safe for the public. John Larouque from State Parks and a colleague came on the scene by Tuesday and helped fix the problem.

Bale Grist Mill Monthly Report August 2017

Author: Stephen Harle

We had an eventful month of August at the Mill. While the first two weeks of the month were only notable for our last Friday opening of the year on the 4th, the third week saw some interesting events.

On Friday the 18th, Mario Scalise and I arrived at the Mill for schedule stone cleaning to find a number of Archaeologists, Anthropologists and Geologists conducting an inspection in the mill's ground by Highway 29. We learnt that they had been hired by PG&E as one of the first steps in the replacement of the gas line running along the highway. Mario and I invited them to see the mill stones taken apart and they told us about the sort of thing they had found in their inspection so far. They continued the inspection through to Monday the 21st.

The following week I began setting up the outdoor lighting for the Harvest Dinner. The task ultimately took slightly longer than estimated but, on review, was completed within the time it took to set up last year.

It was during the setup that I met an Archaeologist from Caltrans who was looking around the mill and taking photos. Apparently he had been involved with the PG&E inspection (though not when Mario and I had spoken with them) and had returned to gather some information for a upcoming culvert beneath it. I informed him of the various stakeholders who would need to be informed of the plan, particularly State Parks and the Open Space District, which, somewhat worryingly, he was not aware of. However on a positive note Caltrans plan to maintain the existing bridge, which under the concrete cladding is a beautiful stone affair, and there was a suggestion of further Archaeological inspections that could be open to participation by those interested which may provide some interesting opportunities.



1 - An Archaeologist, Anthropologist and Geologist conduct an inspection on the Mill's grounds.