



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

Harold Kelly—Vice President  
*Director Ward One*

Tony Norris  
*Director Ward Two*

Guy Kay  
*Director Ward Three*

Dave Finigan—President  
*Director Ward Four*

Myrna Abramowicz  
*Director Ward Five*

## AGENDA

### BOARD OF DIRECTORS REGULAR MEETING

Monday March 10, 2008 2:00 P.M.  
1195 Third Street, Third Floor, Napa, CA

#### GENERAL INFORMATION

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

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

1. Call to Order

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 of and potential approval of Minutes of Board of Directors meeting of February 11, 2008.

- B. Consideration of progress report from and possible direction to the Master Plan Ad Hoc Committee of the Board of Directors on the plan's development and completion schedule.
- C. Authorize entering into an agreement with the State Department of Fish and Game to take over Napa County's role at the Napa River Ecological Reserve and authorize acceptance and implementation of a restoration grant from the State Coastal Conservancy.
- D. Authorization for General Manager to sign agreements associated with the volunteer trail restoration and improvement project scheduled for May 16, 17 and 18, 2008.
- E. Receipt of report on expenditures and encumbrances approved by the General Manager.
- F. Review of Projects Status Report.

5. Announcements by Board and Staff

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

6. Agenda Planning

In this time period, members of the Board of Directors and staff will discuss matters for possible consideration at future meetings. No action will be taken by the Board other than whether and when to agendaize such matters.

7. Adjournment



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## MINUTES

### BOARD OF DIRECTORS REGULAR MEETING

Monday February 11, 2008 2:00 P.M.  
1195 Third Street, Third Floor, Napa, CA

1. Call to Order

Meeting called to order at 1:59 p.m.

2. Public Comment

None

3. Set Matters

None

4. Administrative Items

- A. Consideration of and potential approval of Minutes of Board of Directors meeting of January 14, 2008 and January 28, 2008.

Board approved minutes  
MA, GK, HK, TN, DF in favor

- B. Discussion and direction to staff on design of signs, kiosks and benches for the Oat Hill Mine Trail.

John Woodbury gave presentation.

Motion to approve staff-recommended trail sign specifications and bench design, with staff to evaluate potential for a different trail junction sign design to improve durability. Motion passed unanimously.

Motion to approve an entry kiosk conceptual design along the lines of the "Point Reyes" kiosk design. MA, GK, HK, TN, DF in favor.

- C. Discussion and approval of policy on donations and sponsorships for the Oat Hill Mine Trail.

Motion by Director Kelly, seconded by Director Kay, to allow brochures to include limited commercial advertising to cover the costs of printing and distributing brochures. HK, GK, TN and DF in favor. MA opposed. Motion passed.

Motion by Director Kelly, seconded by Director Norris, to allow benches to include the name of the donor, if a non-profit organization, community group or individual, but not

commercial donors or commercial messages, with the location, number and design of benches determined by the District not the donor. HK, TN, GK, MA, DF in favor. Motion passed.

Motion by Director Abramowicz, seconded by Director Norris, to not allow overall commercial sponsors of the trail. MA, TN, GK, DF in favor. HK opposed. Motion passed.

- D. Consideration of possibly filing amicus brief in the case of St. Marie v. Riverside Regional Park District  
Move to join Friends of the Court.  
GK, HK, DF, MA in favor.  
TN opposed.  
Motion passed.
- E. Receipt of report on expenditures and encumbrances approved by the General Manager  
Board acknowledged the business who generously donated to the Year One Celebration, including:  
Napa River Inn, Saintsbury, Berringer Vineyards, Volker Eisele Family Estate Wines, Sweetie Pies, ZuZu, Gillwoods, Vallergas, Piccolino's, China Light, Pizza Azzurro, Sushi Mambo and Buttercream Bakery. Thanks to these donations, the total District out-of pocket cost for the celebration was only \$184.00.
- F. Review of Projects Status Report  
John Woodbury gave the report.  
Cheryl Harris requested to be able to give input into the content for the interpretive kiosk at the Napa River Ecological Reserve.  
Del Ross provided comments about the South Wetlands area, noting that the neighbors support the District accepting transfer of ownership from the flood district, and further that the adjacent property owned by the City be used in a compatible manner that emphasizes habitat protection rather than sports fields.
5. Announcements by Board and Staff  
Director Norris and Ambramowicz will be meeting with the Yountville Sun providing them with information about District happenings.

Director Kelley shared information from the Flyway Festival and the District booth at the event.

Director Abramowicz will be attending organizing meetings for the California Preservation Conference on behalf of the District.

April 19<sup>th</sup>, 2008 is the Napa County Earth Day celebration.

May 10<sup>th</sup> is the friends of the Napa River Spring Festival & the dedication of trail of the Hatt Building.

May 21<sup>st</sup>, 2008 is the Bay Area Open Space Annual Conference.

LAFCO has decided not defer its review of the District to next year.

The Board thanked outgoing President Guy Kay and presented him with a photo.

6. Agenda Planning

None

7. Adjournment

The meeting was adjourned at 4:05 p.m.



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: March 10, 2008

Agenda Item: 4.B

Subject: Progress Report from the Master Plan Ad Hoc Committee of the Board of Directors on the Plan's Development and Completion Schedule

### Recommendation

Review, discuss and provide direction as appropriate regarding the progress by the Board's Master Plan Ad Hoc Committee on the development and time schedule for completion of the first District Master Plan covering the period from 2008 through 2013

### Background

The Board of Directors of the Napa County Regional Park and Open Space District established a special ad hoc committee composed of Dave Finigan and Tony Norris to work with the District's General Manager John Woodbury to develop the first master plan for the District covering the period of 2008-13. At the August 13, 2007 meeting the ad hoc committee presented a proposed table of contents, guidelines and schedule for the development of this Master Plan which was approved by the full Board. This agenda report has been prepared by the ad hoc committee to update the full Board of the current progress on the development and schedule for completion of the Master Plan.

### Discussion

The Board of Directors of the Napa County Regional Park and Open Space District established a special ad hoc committee composed of Dave Finigan and Tony Norris to work with the District's General Manager John Woodbury to develop the first master plan for the District covering the period of 2008-13. At the August 13, 2007 meeting the ad hoc committee presented a proposed table of contents, guidelines and schedule for the development of this Master Plan which was approved by the full Board. This agenda report has been prepared by the ad hoc committee to update the full Board of the current progress on the development and schedule for completion of the Master Plan.

### Discussion:

The ad hoc committee has made good progress on the development of this master plan during the past four months. We have had weekly meetings reviewing various narrative sections and proposed project objectives. The largest task has been the identification and description of the project objectives that the Master Plan will include in its work program during this five year period. Although refinements have been made in the content and structure of some parts of the master plan, the basic plan outline and table of contents is fairly consistent with the plan outline presented at the August, 2007 Board meeting.

The master plan will still be based upon the identification of a goal statement with four principal objectives and a series of guiding principles. Most importantly, the proposed master plan will include a number of specific project objectives that will include not only a description of each project but will identify specific action objectives with associated completion dates to accomplish the project.

Enclosed with this report are a few of the master plan sections that are still in draft form that are intended to illustrate the draft content and framework that the ad hoc committee is using to develop this master plan. Attachment A is the revised table of contents. It has been both simplified and enhanced to eliminate the vision statement section and add a section on the description of the Napa County natural environment and habitat. The principal objectives have been reduced to four with more emphasis placed on habitat areas and interagency partnerships. Also Section VIII has been added to respond to wording the Action Item ROS-21.1 of the Recreation and open Space Element of the 2008 General Plan update calling for the completion of a master plan.

Attachment B is a draft of Section V on the proposed goal, principal objectives and guiding principals of the master plan. It identifies the revised wording of the principal objectives and presents the guiding principles that were used as the policy framework to development the plan.

Attachment C is a draft of Section VII which will be the heart of the master plan presenting the descriptions of each proposed project objective. The index for this section indicates about 50 project objectives have been identified to date. These project objectives are still being developed, however, and there will likely be 15 to 20 more when the final draft of the master plan is completed. Four sample project descriptions have also been included to illustrate the format for these project summaries. It is also planned to include on the back page of each project description a map or photograph of the proposed project.

The schedule for completion of the draft master plan anticipates the plan being completed for initial review by the full District Board by the end of June. It is planned to finish the identification and initial preparation of the project objective descriptions by April. April will be devoted to completion of the other narrative sections of the plan with May devoted to pulling it all together. Final editing and document preparation will be done in June. The initial Board review planned in late June or early July is intended to insure that the draft master plan is satisfactory by the full Board for public review and comment. After this Board review it is proposed that the draft master plan will be presented to various interested community groups followed by public hearings by the Board before adoption. It is anticipated that Board adoption of the master plan will be scheduled in the Fall of this year.

#### Documents Attached:

1. Revised Table of Contents
2. Draft Section V entitled Goal, Principal Objectives and Guiding Principals of the Master Plan
3. Draft Section VII entitled Project Objectives – Phase One 2008-13

Napa County Regional Park and Open Space District

**Master Plan  
Phase I 2007-2012**

**Table of Contents**

- I. Executive Summary of Master Plan**
- II. Introduction**
  - A. Purpose of Plan
  - B. How To Use This Plan
  - C. Plan Time Frame and Review Process
- III. Policy Foundation**
  - A. 2008 Napa County General Plan Update
    - 1. Geographical Setting, General Policies and Vision of County
    - 2. Recreation and Open Space Element
    - 3. Conservation Element
  - B. Napa County Regional Park and Open Space District
    - 1. Formation and Responsibilities of District
    - 2. First Year Operation of District in 2007
  - C. Relevant Policies of Other Partner Agencies
- IV. Summary of Napa County's Natural Resources and Habitats**
- V. Goal, Principal Objectives and Guiding Principles of the Master Plan**
- VI. Regional Park, Recreation and Open Space Needs in Napa County**
  - A. Existing Recreation and Open Space Facilities and Programs
  - B. Facility and Program Needs for 2008-2013



**VII. Specific Project Objectives – 2008-13**

- A. Provide Opportunities for Outdoor Recreation through the Development of a System of Parks, Trails Water Resource Activities, Open Space and other Related Facilities.
- B. Preserve, Restore and Protect Open Space Lands, Natural Resources and Special Habitat Areas.
- C. Provide Recreation, Cultural and Environmental Educational Programming Opportunities.
- D. Provide for District Management and Interagency Partnerships.

**VIII. Master Plan Priorities, Implementation Strategies and Funding Resources and Future Needs**

**IX. Recommended Master Plan Proposals and Projects for Future Review and Development**

**X. Appendix**

**V. GOAL, PRINCIPAL OBJECTIVES AND GUIDING PRINCIPALS OF THE MASTER PLAN**

The goal of the Napa County Regional Park and Open Space Master Plan is to identify, prioritize and present an implementation plan for the acquisition, preservation, restoration, development, programming and operation of a countywide system of regional parks, trails, water resources, natural habitats and other open spaces in Napa County.

This Master Plan sets forth a work program of specific objectives and targets for the District to follow during the first five year period of 2008-2013. These objectives and targets respect the policies and intent of the County's current and proposed General Plans and the District's formation resolutions.

The Master Plan is organized around four broad areas of facility development, open space preservation, educational programs and District operations. Four principal objectives define the District's role within each of these areas

- A. Provide opportunities for outdoor recreation through the development of a system of parks, trails, water resource activities, open space and other related facilities.
- B. Preserve, restore and protect open space lands, natural resources and special habitat areas
- C. Provide recreation, cultural and environmental educational programming opportunities.
- D. Provide for District management and interagency partnerships.

. Section XXX of this Master Plan identifies and describes 68 specific project objectives and associated actions responding to and providing for the implementation of each of these four principal objectives.

In addition to the primary goal and principal objectives the Master Plan identifies and incorporates a number of guiding principals that are intended to define the general policies the District should follow during this five year period. Some of these guiding principals are taken from the existing and/or proposed County General Plan while others were identified in the development of this Master Plan. These guiding principals provide general criteria for the selection and development of the project objectives presented in this Master Plan. They are also intended to provide a policy foundation for project implementation as well as the ongoing operation of the District. The guiding principals are as follows:

1. Focus the development of recreation facilities and programs on lands that are already publicly owned by another governmental agency or non-profit land conservation organizations.
2. Pursue a balanced program of providing opportunities in all recreation venues including parkland, open space lands, trails, and water resources that serve a diversity of local recreation interests.
3. Promote the establishment of educational programs and interpretive facilities in conjunction with facility development that provide information on the environment, local history and culture, special habitat areas and native plant and animal species.
4. Provide recreation facility and program opportunities throughout all areas of Napa County.
5. Promote projects that improve the recreational management of public lands.

6. Provide recreational opportunities to serve the diverse recreational interests of all of Napa's cultural and age groups.
7. Improve and expand public access to park and open space lands.
8. Assume responsibility for lands and facilities that the District can manage in an operationally and financially responsible manner.
9. Promote the implementation of programs that are supported by user fees, donations and/or other financial assistance, avoiding reliance on new tax revenues where possible.
10. Seek to partner with other agencies for the acquisition, development and/or operation of recreation facilities and programs.
11. Operate District facilities and programs in an energy efficient and environmental sensitive manner.
12. Promote recreational facilities that support the economic viability of the County.
13. Focus on park, recreation and open space projects that are regional in nature and that complement rather than interfere with or duplicate city and other agency facilities or programs.
14. Seek to develop recreation facilities and programs at locations in close proximity to the County's population centers.
15. Take advantage of unique time-sensitive opportunities to acquire or protect significant open spaces and habitat.
16. Aggressively seek grants and donations to acquire and develop park and open space facilities.
17. Focus on nature-based recreation programs.

18. Practice good stewardship of the park and open space lands that are owned or operated with District programs.
19. Promote the use of volunteers and community based organizations for District programs and facilities.
20. Promote non-motorized recreation facilities such as hiking trails, bicycle routes and other facilities that link the County's cities, town and communities to each other and to regional parks and other important destinations.
21. Promote partnerships with other public agencies, local non-profit organizations and the private sector to acquire, open access and develop open space and recreation facilities and programs.
22. Promote the connection of separated public lands to improve habitat corridors and provide connected recreation facilities through selective acquisition and other strategies.
23. Utilize the criteria in Policy ROS-10 of the Recreation and Open Space Element of the Napa County General Plan for the design and location of trails.
24. Increase the amount of dedicated open space in Napa County by at least xxx acres through direct acquisition and assistance to other governmental and local nonprofit land conservation associations to acquire such open space".
25. Increase the amount of off-street trails by up to XXX

The project objectives that are presented in the following Section V11 are divided into the four principal objectives previously identified and respond to these guiding principals. It should be noted, however, that many projects involve a number of actions that will associate them with more than one principal objective. For example, the redevelopment of

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the former Boy Scout Camp at Lake Berryessa (Camp Berryessa) involves site control (under a MOU with the Bureau of Reclamation), facility development, program implementation and finally District operation. Each project objective in addition responds to a number of guiding principals in terms of location, types of people served, habitat preservation, other agency relationships etc. For this reason District efforts at some locations have been divided into separate projects reflecting different objectives based on their phase of development--such as land acquisition, habitat restoration or facilities construction.

It should be pointed out that this master plan does not use a quantitative or numeric type of goal or objective statement that uses the phraseology of proposing a specific or general increase in a recreation facility(s) such as “increase by (date) the number of trails by (miles), etc. Although general principles 24 and 25 provide some initial numeric goals for trails and open space these are only intended to be general guidelines at this time. This master plan will result in the increase in all types of recreation and open space facilities and programs, but it is premature for a detailed goal statement to be used at this time because the District is dependent on other agency approvals and grant funding to develop projects. The District does not currently have an independent funding sources or control of properties necessary to fully support this type of goal statement. It is anticipated that future District master plans will be able to include this type of goal statement.

Finally, each project objective can be further defined by the specific recreation activities and programs that will be provided. For example, the Camp Berryessa project objective

includes camping, picnicking, water recreation, hiking and other recreation activities as well as environmental educational programs. For this reason each project objective description will also reference the proposed specific recreation activities that represent project benefits. A listing of the individual activities that will be used to further define and reference each project objective are as follows:

## A. Recreation Facility Development

### 1. Trail Based recreation

- a. Hiking
- b. Mountain Biking
- c. Horseback Riding
- d. Dog Walking

### 2. Camping

- a. Primitive or Back-country Camping
- b. Drive-in Tent Camping
- c. RV Camping
- d. Tent Cabins, Yerts and similar rustic overnight accommodations.

### 3. Picnicking

### 4. Nature Observation

- a. Overlooks and Waysides
- b. Bird Watching
- c. Photography

### 5. Water Recreation

- a. Swimming

- b. Canoeing and Kayaking
- c. Motor boating and Waterskiing

## 6. Outdoor Sports

- a. Fishing
- b. Hunting
- c. Archery
- d. Disc Golf
- e. Equestrian Skills (arena based and open field courses)

## B. Open Space Preservation

### 1. Natural habitats and wildlife

- a. Representative examples of each of the major plant communities to assure sufficient habitat for the full diversity of native plants and animals.
- b. Unique and/or rare habitats.
- c. Threatened and endangered species.

### 2. Watershed Protection

- a. Groundwater
- b. Creeks, lakes and ponds
- c. Vernal pools
- d. Irrigation and reservoirs

### 3. Archaeological, cultural, historic sites

## C. Educational Programs

- 1. Community-based habitat restoration projects
- 2. Education facility development



## VII. PROJECT OBJECTIVES – Phase One 2008-13

This section presents the specific project objectives to implement the Master Plan goal, principal objectives and guiding principles presented in Section VI. The specific project objectives are divided into four categories associated with each principal objective. Each project objective is presented on a separate page with information on project description, estimated cost, time frame and other related project information as follows:

1. Project Objective Title
2. Projection Description (one sentence)
3. Project Background (fuller discussion of project scope)
4. Project Benefits and Issues
5. Other Agency Relationships
6. Estimated Project Time Frame and Cost
7. Specific Action Objectives with completion dates to implement Project

If applicable, an associated map and other related graphic or photographic information is also included for each project following the identification of the action objectives. This information will usually be on the following or back page of each project objective description. Reference is also made to the District specific recreation activities provided by the project under the “benefits and issues” section. The category “other agency relationships” is important since most project objectives will depend upon another agency’s approval or grant funding.

This section of the Master Plan represents the work program for the District during the five year period of 2008-2013. The specific action objectives are intended to provide a step by step plan with specific time frames to accomplish each objective. They will also provide a qualitative and quantitative measure of the District’s progress on its work program during this five year period.

It is important to emphasize that the term project or project objective is intended to have a broad meaning that can cover property acquisition, facility development or improvement, establishment of an education program, special study or an administrative project. A project objective in this Master Plan identifies a specific work activity requiring staff time and funding that the District desires to accomplish during the time frame of this Master Plan. Project objectives will become different types of activities under each of the four principal objectives. Project objectives under the first principal objective will involve recreation facility development and improvements whereas projects under the other three principal objectives will include land acquisition and preservation, educational programs or special studies and administrative items such as starting a District volunteer program. Each one of these different types of activities identified as project objectives is an important element of this Master Plan

It is also important to note that the District has limited funding at this time and is focused on securing a number of local, State and Federal grants to complete priority projects. For this reason the completion of many of these project objectives will be contingent on securing a grant for land acquisition, project design, environmental review, construction or other related part of the project development process. In order to clarify this need for grant fund many of the project objectives will include the phrase “if grant funding is secured” it indicate that its completion or subsequent action objectives will be contingent upon securing grant funding.

Another major factor affecting the time frame for the completion of these project objectives is that most of these projects are on property owned or controlled by another public or private agency such as the Land Trust of Napa County, Federal Bureau of Reclamation, State Department of Fish and Game, or Napa local governmental agency. This will usually require a separate and sometimes lengthy review and approval process by that associated agency. For these and other related reasons the dates for many of the project objectives represent general time frames that will undoubtedly be modified as the project progresses toward implementation to reflect changes in agency review and grant timelines and requirements.

Another factor that will affect the timing for project completion is the minimal staffing of the District at this time. This requires a continual review of project priorities almost on a weekly basis which will affect project timing if another project requires an immediate critical response.

Project areas may also be divided into a number of separate projects reflecting different stages or phases of project development for the project. For example, the Berryessa Vista project may initially include a project for its open space acquisition with a subsequent separate project providing for the development of trails and a staging area for this property. The Camp Berryessa site will have one project providing for the development of utility and site improvements and a later project objective providing for the initiation of an environmental education program at this camp facility. Each project on these properties will require a separate work effort and related action objectives as well as different funding sources.

This listing also includes a few projects and action objectives that were initiated in 2007. These are included to provide appropriate background for the continued implementation of these projects in 2008 as well as a record of projects completed under a particular principal objective.

Some of the project objectives will have only a few identified action objectives at this time. These are usually projects that are not planned for initiation during the next few years, and the complete project scope is not fully worked out at this time. As such projects get closer to being implemented more complete action objectives will be identified.

Finally, the project objectives identified in this Master Plan are intended to represent the project areas in which the District will devote time, money and energy during 2008-13. However, the District does not expect during this first five year period to complete all 68 project objectives. As noted above, many projects are dependent upon grant funding, other agency approvals and partnerships that will take a number of years to complete. This identification of project objectives is deliberately more ambitious than will actually be achieved, so that even when events beyond the control of the District delay some projects, such delays will not impede the overall progress of the District.

This work program of identified project objectives and actions to implement them is intended to be updated every two years to reflect progress on their completion, additional action objectives needed and changing priorities of the District. The first update will be in 2010. This work program is intended to be a dynamic program that will provide the District Board and Napa County public ongoing and up to date information on the District progress in its overall goal and four principal objectives.

An index listing of all the project objective titles is presented on the following pages. The detailed descriptive summary of each one that is divided into the four principal objective categories is then presented.

## **Master Plan Project Objectives**

### **A. Provide opportunities for outdoor recreation through the development of a system of parks, trails, water resources, open space and other related facilities.**

1. Oat Hill Mine Trail Improvement
2. Milliken Reservoir Watershed Trails and Picnic Area Development
3. Camp Berryessa Scout Camp Redevelopment
4. Rector Ridge/Stag's Leap Ridge trail Development
5. Development of Bay/River Trail from American Canyon to Napa –Phase I
6. Expansion of Lake Hennessey North Shore Trail System
7. Napa River Ecological Reserve Improvement – Phase II
8. American Canyon Newell Preserve Access Development
9. Lake Berryessa Trail Development – Phase I
10. Blue Ridge, Berryessa Peak and the Old Toll Rd. Public Access
11. Berryessa Vista Wildlife Park Development
12. Pope Creek to Putah Creek Trail Connection
13. Skyline Park Improvements – Phase II
14. Camp Berryessa to Knoxville Wildlife Area Trail Connection
15. Bay/River Trail Development – Phase II
16. Napa Crest Trail Development
17. Napa River Ecological Reserve Expansion
18. Development of Additional Napa River Shoreline Areas

19. Investigate the Feasibility of a Non-Motorized Trail Connecting the Communities of Napa Valley
20. Promote the completion of the San Francisco Bay Trail through Napa County
21. Pope Canyon to Oat Hill Mine Trail Development
22. Cedar Roughs Trail Development
23. Berryessa Vista to Gordon Valley Trail Development
24. Investigate the Feasibility of a Regional Park at the Former American Canyon Landfill
25. Investigate the Feasibility of a Walking Trail Connecting Wineries and Other Visitor Destinations

## **B. Preserve, Restore and Protect Open Space Lands, Natural Resources and Special Habitat Areas**

1. Berryessa Estates Open Space Preservation
2. Berryessa Vista Acquisition
3. South Wetlands Habitat Area Acquisition
4. Vallejo Lakes Acquisition
5. Wildlake Ranch Master Plan and Management Agreement with the Land Trust
6. Acquisition and Protection of Skyline Park
7. Establishment of Volunteer Habitat Restoration Program
8. Joint Review with the Land Trust of Napa Valley of Potential Current and Future Open Space Areas Suitable for District Ownership, Public Access or Program Management.
9. Protect habitat corridor between Putah Creek and the Palisades
10. Protect habitat corridor between Berryessa Vista and Gordon Valley

## **C. Provide Recreation, Cultural and Environmental Educational Programming Opportunities**

1. Lake Berryessa Camp Environmental Education Program
2. Napa River Ecological Reserve Environmental Education Program
3. Napa River to Ridge Trail Educational Interpretive Path
4. Rector Ridge Trail Educational Interpretive Path
5. Napa River/Bay Trail Educational Interpretive Path
6. South Wetlands Habitat Area Educational Interpretive Path
7. Huichica Creek Area Access and Educational Interpretive Path
8. Oat Hill Mine Trail Interpretive Path and Information Facilities

## **D. Provide for District Management and Interagency Partnerships**

1. Development of District Multi-Year Budget
2. Development of District Volunteer Program
3. Development of District Non-Profit Foundation

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4. Establishment of District Advisory Committee
5. Development of District Informational Brochure
6. Development of District Purchasing Policy and Procedures
7. Development of District Policy and Regulations on the Public Use of Recreation Facilities
8. Establishment of District Internet Web Page
9. Establishment of District Ranger Program
10. Establishment of Policy on Use of District Facilities by Outside Groups.
11. Development of Public Arts Program for recreation facilities with the Napa Valley Arts Council
12. Initiate review of development of Additional Equestrian Facilities and Trails
13. Development of Energy Efficiency and Environmental Conservation standards for District Facilities and Programs
14. Promote Finalization of the Alignment and Development of the Bay Area Ridge Trail in Napa County
15. Development of a District Policy governing the Access of Dogs on District Recreation Facilities.

### A. 3 Camp Berryessa Scout Camp Redevelopment

**Description:** Redevelop the former Boy Scout camp at the northeast side of Lake Berryessa on Putah Creek in a group environmental educational camp.

**Background:** Camp Berryessa was initially developed and operated by the Boy Scouts of America, (BSA), under a lease with the Federal Bureau of Reclamation (Bureau). The BSA abandoned the camp several years ago because of the expense of needed infrastructure improvements. The Bureau adopted a new management plan for Lake Berryessa in 2006 which identified the use of this camp as appropriate for a group or environmental camp and is interested in making it available to a local agency or non-profit organization for this purpose.

**Benefits and Issues:** Camp Berryessa offer a unique opportunity for a water-oriented camp with good road access in a quiet natural setting surrounded by open space. In order to reopen the camp new water, sewer and electrical service will need to be provided. .

**Other Agency Relationships:** The Bureau needs to approve the feasibility study, camp development plan and proposed use and operation of the camp.

**Time Frame and Estimated Cost:** The Bureau of Reclamation has entered into a Memorandum of Understand with the District giving the District an 18 month period of time, commencing from November, 2008, to complete a feasibility study and environmental review of the reopening of this camp. The estimated cost of the utility and other camp facility improvements will be developed in the feasibility study.

**Action Objectives:**

- a. Initiate feasibility study for development of the property as a group environmental educational camp by March, 2008
- b. Complete feasibility study September, 2008
- c. Complete preliminary engineering and operation planning for camp with special County Project Funds by December, 2008.
- d. Complete project environmental review by March, 2009.
- e. Complete and submit grant application for final engineering and construction of project by June 2009.
- f. If grant funding is approved complete site improvements by June, 2010.

## B. 1 Berryessa Estates Open Space Preservation

**Description:** Preserve Berryessa Estates open space lands through accepting ownership and assuming management of 160 acres of open space land owned by the Federal Bureau of Land Management (BLM) for use as a wilderness park for residents of Berryessa Estates and a potential future trailhead for a trail between this area and Pope Valley.

**Background:** The BLM has declared 160 acres next to Berryessa Estates as surplus and expressed willingness to transfer this property to the District under their Recreation and Public Purpose Act procedure.

**Benefits and Issues:** This property would provide permanent open space for the Berryessa Estates residents and an important future trailhead between this area and Pope Valley. Property transfer would need the support of the Berryessa Estate residents. It is important to pursue this project at this time because of BLM's desire to surplus this property.

**Other Agency Relationships:** Project needs support of the Berryessa Estates residents and approval of the BLM under the Recreation and Public Purpose Act.

**Estimated Cost and Time Frame:** There would be no cost for the transfer of the property from the Bureau to the District exclusive of processing costs. Costs for the initial trails would be minimal if trail is also used as a firebreak. Staff time will be needed to prepare and process the RPP application through the BLM.

**Action Objectives:**

- a. Complete draft trail plan by January, 2008
- b. Hold community meetings with Berryessa Estates residents to solicit input and support for the project.
- c. Prepare and submit the Recreation and Public Purpose application to BLM by July, 2008.
- d. Use CDF to clear brush for a combined firebreak and trails by June, 2009.

## C. 2 Napa River Ecological Reserve Environmental Education Program

**Description:** Implement an environmental education program in partnership with ACORN SOUP and potentially other non-profit organizations at the Napa River Ecological Reserve.

**Background:** The District has received a grant from the State Coastal Conservancy to undertake a second phase of improvements to the Napa River Ecological Reserve. These improvements will include native river plain habitat restoration, river trail improvements and improved interpretative signage of the river trail. After completion of these improvements the Reserve will provide a valuable site for an environmental education program sponsored by a local environmental educational organization. Acorn Soupe has agreed to work with the District in providing such a program at this site.

**Benefits and Issues:** The initiation of an environmental educational program at the Reserve in association with the restoration of native habitat will provide a great opportunity to implement the restoration in a cost-effective manner while also offering an educational opportunity for youth programs. This program will provide walking, hiking, bird watching, nature observation, plant and wildlife identification as well as environmental education.

**Other Agency Relationships:** The District needs to formalize agreements with the Department of Fish and Game (DGF), which owns the property, with the County of Napa, which has a Memorandum of Understanding with DGF to help maintain the property, and with Acorn Soupe and potentially other environmental education organizations.

**Time Frame and Estimated Cost:** This program can not be initiated until the summer of 2009 after the restoration plan for the site is completed. Funding provided by the grant obtained by the District will support the initial two years of the environmental education program. Continuation of the program after that point will require additional fundraising by the District and its partners.

**Action Objectives:**

- a. Complete agreements with District partners by May 2008.
- b. Initiate educational program by July, 2009



## C. 5 Napa River/Bay Trail Educational Interpretive Path

**Description:** Develop an educational interpretive path on a portion of the planned Napa River/Bay trail from American Canyon to Napa.

**Background:** The District is planning to develop approximately 8 miles of recreational trail between the cities of American Canyon and Napa generally following the Napa River and interior levees of adjacent wetlands. This trail will be traversing some special wetland areas and the Napa Salt Plant site near the end of Green Island Road which makes it a very suitable trail for an educational interpretive path adjacent to the wetlands and information facilities near the Napa Salt Plant site.

**Benefits and Issues:** The interpretive path and environmental information facilities will provide a special and unique educational opportunity for Napa residents and visitors with close proximity to American Canyon. The interpretive path will need to be maintained by the District.

**Other Agency Relationships:** The interpretive path is being developed in cooperation with the City of American Canyon. The State Department of Fish and Game, the County of Napa and the Napa-Vallejo Waste Management Authority, which own various sections of the land over which the trail will travel, have agreed to the project in concept, but formal agreements have not yet been completed.

**Time Frame and Estimated Cost:** The interpretive path will need to wait for grant funding and subsequent construction of phase one of the Napa River/Bay Trail (between American Canyon and Green Island Road). Ideally the interpretive materials will be developed in conjunction with trail construction. The estimated cost of the interpretive path and environmental education facility for the Napa Salt Plant site is approximately \$100,000 and is currently included in the grant application for this trail development with the California River Parkway grant program.

**Action Objectives:**

- a. Complete plans for the educational interpretive path by July, 2009.
- b. If the Bay/River trail grant is approved, construct the interpretive path and environmental information facility by December, 2011.

### **D. 5 District Informational Brochure Development**

**Description:** Develop a District informational brochure on Napa County and District public park, trail and recreation access and program opportunities.

**Background:** There is a strong need for an informational brochure that identifies regional park, recreational and open space opportunities that are open to the public that includes both District and other agency facilities in the County. The brochure would not include Napa County city and town facilities unless they were a facility with regional attraction.

**Benefits and Issues:** This informational brochure will provide valuable information for both Napa residents and visitors to identify opportunities for enjoying Napa County regional park, recreational and open space facilities open to the public. The brochure should be linked to more in-depth and readily updatable information to be provided on a District-sponsored internet site.

**Other Agency Relationships:** This informational brochure should be coordinated with and possibly integrated into other Napa County informational brochures. Civic organizations may be considered to help underwrite brochure production costs. Progressive coordination of this brochure with outreach efforts of other organizations will be desirable.

**Time Frame and Estimated Cost:** This brochure should be available after the second year of the District's operation. A range of cost estimates for producing this informational brochure is under consideration. Ideally the costs will be underwritten by community and business partners.

**Action Objectives:**

- a. District Board review of estimated costs and options for a Napa County Regional Park, Recreation and Open Space informational brochure by October, 2008.
- b. Preparation and disbursement of new brochures by July, 2009.



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: March 10, 2008  
 Agenda Item: 4.C  
 Subject: Authorize entering into an agreement with the State Department of Fish and Game to take over Napa County's role at the Napa River Ecological Reserve and authorize acceptance and implementation of a restoration grant from the State Coastal Conservancy.

### Recommendation

- a. Authorize request to the Napa County Board of Supervisors that the County assign to the District its rights and responsibilities pursuant to Napa County Agreement No. 4892 and Amendment No.1 between the County and the State Department of Fish and Game, and authorize District acceptance of said rights and responsibilities, as they may be amended through renegotiation with the State Department of Fish and Game in order to implement the components of the project described in the grant referenced below.
- b. Adopting a Resolution approving the receipt of a \$100,000 grant of funds from the State Coastal Conservancy for habitat restoration and other improvements at the Napa River Ecological Reserve; and
- c. Authorize the General Manager or his designee to sign all agreements, documents and contracts necessary for the District to assume the County's rights and responsibilities pursuant to the above-referenced agreement and to implement the actions included in the above-referenced grant, to enter into and implement a contract with the State Coastal Conservancy for the above-referenced grant, and to enter into contracts with the Napa County Resource Conservation District, Acorn Soupe, and/or other contractors as needed to implement the projects included with this grant.

### Background

Napa County entered into a cooperative agreement with the State Department of Fish and Game (DFG) in 1977 to jointly improve and manage the Napa River Ecological Reserve, which is owned by the State of California. The agreement was modified and renewed in 2002, and then further modified in 2005 to extend the term of the agreement until 2017.

The original agreement envisioned extensive improvements at the reserve. Most of these were constructed by DFG and by the County. However, maintenance of these improvements was less than ideal, and by 2002 many of the improvements (eg, footbridge across the water, graveled path leading to the River, nature path with numbered interpretive posts beyond the river, multi-panel interpretive kiosk, etc) were either in poor repair or destroyed due to flooding. When the agreement was renegotiated in 2002, some of the improvements, most notably the footbridge, were dropped from the agreement. In addition, responsibilities for maintenance were adjusted to reflect DFG decreased funding and thus ability to maintain improvements. In 2005 the agreement was amended

to extend the term to 2017 to satisfy requirements of Proposition 12 funding obtained by the County (which requires a minimum of 10 years of site control for any site on which Proposition 12 funds are expended).

Since 2002 the County has made some improvements at the Reserve, including paving the parking area, adding a recycling bin and installing boulders to control vehicular movement. In addition, the County has entered into a one-year contract with a private company (which expires June 30, 2008) to do weekly cleanup of trash in the area around the parking lot and up to the River levee. Further, in 2007 the Napa County Regional Park and Open Space District and DFG worked with an Eagle Scout candidate to build a wood enclosure for the recycling bin and restore the entry sign.

The District in December 2007 was awarded a \$100,000 grant from the State Coastal Conservancy to remove invasive weeds and restore native Oak Woodland vegetation in the meadow between the parking lot and the River levee. Also included in the project description for the grant, but not fully funded by the grant, are restoration of the interpretive kiosk, restoration of the nature trail, and installation of a seasonal footbridge across the river.

When the County supported the establishment of the District, it was with the understanding that the District would where appropriate take over responsibility for the County's few park and recreation facilities. Now that the District has received this grant, it is appropriate to consider assigning to the District the County's role at the Napa River Ecological Reserve. This would streamline the process for implementing the grant, and recognize the fact that the District has already *de facto* taken on much of the oversight for the improvement and maintenance of the Reserve.

Taking over the County's role at the Reserve would increase the District's annual operating costs by approximately \$13,750, to cover the cost of weekly servicing of the portable toilet, litter pickup, graffiti removal and emptying of trash and recycling containers.

If the District Board approves, staff will prepare a request to the County Board of Supervisors to transfer its maintenance and operations responsibilities from the County to the District and increase the County's operations grant to the District by an amount sufficient to cover the District's increased costs. Assuming the Board of Supervisors agrees, the District will then need to negotiate changes to the agreement with DFG to recognize the scope of work proposed by the Conservancy grant and to adjust maintenance responsibilities between the District and DFG.

To receive and implement the \$100,000 grant awarded by the State Coastal Conservancy, the District Board also needs to authorize a resolution accepting the grant, and to authorize the General Manager to sign various documents, including a contract with the Conservancy, and contracts with our grant partners, which includes the Napa County Resource Conservancy District, Acorn Soupe and one or more other contractors who will undertake various parts of the restoration work.

#### Attachments

- a. Current agreement between Napa County and DFG
- b. Draft Resolution 08-01 authorizing grant contract with State Coastal Conservancy

FISH & GAME<sup>29</sup>  
DEC 18 2002  
YOUNTVILLE

Cooperative Agreement No. \_\_\_\_\_  
Napa County Agreement No. 4892

AGREEMENT BETWEEN  
THE STATE OF CALIFORNIA, DEPARTMENT OF FISH AND GAME  
AND THE COUNTY OF NAPA  
FOR THE OPERATION AND MAINTENANCE OF  
NAPA RIVER ECOLOGICAL RESERVE

THIS AGREEMENT, made and entered into this 10<sup>th</sup> day of December, 2002, by and between the State of California, acting by and through its duly appointed, qualified, and acting Director of the Department of Fish and Game, hereinafter referred to as "State", and the County of Napa, a political subdivision of the State of California, hereinafter referred to as "County".

RECITALS

WHEREAS, State has acquired by deed, dated April 9, 1976, from John V. Hawley, Jr. et al, certain real property located in the County of Napa, recorded May 24, 1976, as Document No. CA 2853 in Volume 996, pages 788-791, Official Records of Napa; and

WHEREAS, County desires to cooperate with State in the operation and maintenance of said area known as the "Napa River Ecological Reserve", hereinafter referred to as "Reserve"; and

WHEREAS, State desires to cooperate with County in the operation and maintenance of Reserve; and

WHEREAS, State and County desire to preserve the beauty of Reserve and to enhance it by development of fish and wildlife habitat and to provide for recreational use related thereto; and

WHEREAS, County, through funds granted by the Wildlife Conservation Board, has provided for the overall development and use of Reserve by providing the following

improvements: paved parking lot with perimeter boulders placed at the edges, a leased portable latrine, trash containers, and metal vehicle gate at the parking lot; and

WHEREAS, State has provided the following improvements located southerly of the Napa River: a wooden area identification sign located at the parking area, a smaller wooden sign adjacent to the Yountville Crossroads, a large multi-paneled interpretive kiosk with regulation and natural history information located along the gravel path leading to the levee, and levee improvements and gravel for the initial trail stretch. State has also provided for the following improvements located northerly of the Napa River: a one-mile nature path loop, and numbered posts; and

WHEREAS, State and County agree that, because of past and potential future flooding events, pedestrian access across the Napa River shall be limited to low water seasons and that no bridge facilities will be developed at this time.

#### GENERAL PROVISIONS

NOW, THEREFORE, State and County hereby agree to the following:

1. State reserves the right to review and approve all proposed development plans, including proposed uses to determine concurrence with the general objectives of Reserve and the statutory requirements of the Wildlife Conservation Board. All uses of this property shall conform to the rules and regulations of Ecological Reserves, as set forth in Title 14, Chapter 11, Section 630 of the California Code of Regulation, as may be amended from time to time.

2. County shall provide all necessary maintenance and upkeep of the following improvements: the parking lot and its perimeter boulders, County regulation signs, the metal vehicle gate, fences, portable latrine facilities, trash containers, and the gravel paths, located south of the Napa River. County maintenance responsibilities shall include, but not be limited

to, maintaining the aforementioned improvements and any additional improvements developed by County in good repair and free from unsightly conditions and debris accumulations. County's maintenance responsibilities shall include the duty to repair or replace any improvements initially provided by the County that are damaged or destroyed by flood or other natural disasters.

3. State shall provide all necessary maintenance and upkeep of the following improvements located southerly of the Napa River: the State wooden area identification signs, the large multi-panel interpretive kiosk, and the improvements located north of the Napa River including: maintenance of the nature trail loop and its numbered posts. The State shall retain primary land and wildlife management responsibilities for the Napa River Ecological Reserve. The State's maintenance responsibilities shall include duty to repair or replace any improvements initially provided by the State that are damaged or destroyed by flood or other natural disasters.

4. Subject to rules and regulations found in Title 14, Chapter 11, Section 630 of the California Code of Regulation, for use of Reserve as an ecological reserve, it is understood that the public shall have free and unrestricted ingress and egress between sunrise and sunset to Reserve, except at such times as the maintenance and upkeep operations of County or State do not permit access, or as deemed necessary by the State for the protection of wildlife, aquatic life or habitat

5. This Agreement shall be for the term commencing December 10, 2002, and ending December 9, 2017. By mutual agreement of County and State, the term of this Agreement may be extended at the end of said period for another 15 years. Either party may terminate this Agreement upon sixty (60) days written notice to the other.

/// ///

6. All notices given by either party to the other shall be deemed to have been fully executed when made in writing and deposited in the United States mail, certified and postage prepaid, and addressed to County as follows: Napa County Director of Public Works, 1195 Third Street, Rm 201, Napa, CA 94559, and to State as follows: Department of Fish and Game, P.O. Box 47, Yountville, CA 94599. The address to which the notices shall be mailed as may be changed by written notice by such party to the other as hereinbefore provided. Nothing contained herein shall preclude the execution of any such notice by personal service.

7. This Agreement is not assignable by County in whole or in part without prior written consent of State. Any such assignment without written consent of State shall be null and void.

8. The parties hereto agree that County and any of its agents and employees, in the performance of this Agreement, shall act in an independent capacity and not as officers, employees or agents of State.

9. County agrees to indemnify and save harmless State, its officers, agents, and employees from any and all claims and losses to any person, firm or corporation, arising out of the exercise by the County of its rights and obligations under this agreement.

10. State agrees to indemnify and save harmless County, its officers, agents, and employees from any and all claims and losses to any person, firm or corporation, arising out of the exercise by State of its rights and obligations under this agreement.

11. This agreement may only be amended in writing and upon execution by the parties or by their successors.

12. If any part of this agreement is determined to be invalid or in violation of law, all other parts not so determined shall remain in full force and effect.

IN WITNESS WHEREOF, this agreement has been executed by and on behalf of



the parties hereto the day and year first written above.

COUNTY OF NAPA

By: Bill Dodd  
BILL DODD  
Chairman of the Board of Supervisors

STATE OF CALIFORNIA  
DEPARTMENT OF FISH AND GAME

By: Rob Floreke  
ROB FLOREKE  
Regional Manager  
Department of Fish and Game  
Central Coast Region

ATTEST:  
Clerk of the Board of Supervisors

By: M. Price DEPUTY

APPROVED BY THE BOARD  
OF SUPERVISORS:

Date: 12-10-02

APPROVED AS TO FORM:  
ROBERT WESTMEYER,  
Napa County Counsel

By: Robert Westmeyer

Processed By:

Jessica Evans  
Deputy Clerk of the Board

AMENDMENT NO. 1 TO  
COOPERATIVE AGREEMENT BETWEEN  
THE STATE OF CALIFORNIA, DEPARTMENT OF FISH AND GAME AND  
THE COUNTY OF NAPA  
FOR THE OPERATION AND MAINTENANCE OF  
NAPA RIVER ECOLOGICAL RESERVE

THIS AMENDMENT NO. 1 is made and entered into as of the 11<sup>th</sup> day of October, 2005, by and between the State of California, acting by and through its duly appointed, qualified, and acting Director of the Department of Fish and Game, hereinafter referred to as "State", and the County of Napa, a political subdivision of the State of California, hereinafter referred to as "County".

RECITALS

- A. State and County are parties to the Cooperative Agreement, dated November 6, 2002, for the Operation and Maintenance of Napa River Ecological Reserve; and
- B. County has been awarded a grant(s) from the State of California, Department of Parks and Recreation Per Capita Program for improvement of local parks and recreational lands and facilities.
- C. In order to be eligible for the grant(s), County must certify to the State of California Department of Parks and Recreation that it has adequate tenure to, and site control of, the property to be improved. The Per Capita Grant Program Guidelines state that the grant(s) require(s) at least ten (10) years of land tenure.

WHEREAS, to facilitate the County obtaining the grant(s) and making improvements to the Napa River Ecological Reserve, now the parties wish to modify the Cooperative Agreement.

NOW, THEREFORE, the parties agree as follows:

GENERAL PROVISIONS

1. Paragraph 5 of the Cooperative Agreement is amended to read in full as follows:

5. This Agreement shall be for the term commencing October 11, 2005, and ending December 9, 2017. By mutual agreement of County and State, the term of this Agreement may be extended at the end of said period for another 15 years. Upon mutual agreement of County and State, this Agreement may be terminated upon sixty (60) days written notice. County shall have the right to terminate this Agreement upon ten (10) months written notice if County's Board of Supervisors is unable, despite reasonable efforts and reasons beyond the reasonable control of the Board of Supervisors, to appropriate sufficient funding to pay for County's maintenance obligations under this Agreement in the fiscal year in which the termination shall be effective. Nothing in this Agreement shall obligate State to expend or obligate any funds unless sufficient funds are made available to State by appropriation for the purpose of this Agreement.

Except as provided in Paragraph 1 above, all other terms and conditions of the Cooperative Agreement are unchanged and shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment No. 1 to the State Cooperative Agreement for the Operation and Maintenance of Napa River Ecological Reserve and Napa County Agreement No. 4892 as of the date first above written.

COUNTY OF NAPA


By:



DIANE DILLON

Chair of the Board of Supervisors

STATE OF CALIFORNIA  
DEPARTMENT OF FISH AND GAME

By:   
Robert W. Floerke  
Regional Manager  
Department of Fish and Game  
Central Coast Region

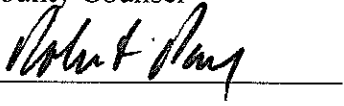
ATTEST:  
Clerk of the Board of Supervisors

By: 

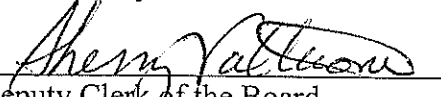
APPROVED BY THE BOARD  
OF SUPERVISORS:

Date: 10-11-05

APPROVED AS TO FORM:  
ROBERT WESTMEYER,  
Napa County Counsel

By: 

Processed By:

  
Deputy Clerk of the Board

Resolution No. 08-01

RESOLUTION OF THE BOARD OF DIRECTORS OF THE NAPA COUNTY REGIONAL PARK AND OPEN SPACE DISTRICT (NCRPOSD) APPROVING THE GRANT OF FUNDS FROM THE STATE COASTAL CONSERVANCY FOR RESTORATION PROJECT AT THE NAPA RIVER ECOLOGICAL RESERVE

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, at its December 13, 2007 meeting, the Conservancy adopted a resolution authorizing a grant to the Napa County Regional Park and Open Space District for the Local Community Enhancing Napa River Ecological Reserve project] (“the project”). The resolution was adopted by the Conservancy pursuant to and is included in the Conservancy December 13, 2007 staff recommendation, a copy of which is on file with the grantee and with the Conservancy.

WHEREAS, the Conservancy requires that governing body of the grantee certify through a resolution that it approves the award of Conservancy grant funding and authorizes the execution by a representative of the grantee of a grant agreement on terms and conditions required by the Conservancy;

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

1. Approves the award of grant funding from the Conservancy for the project.
2. Acknowledges that it has or will have sufficient funds to complete the project and, if any facilities are constructed as a part of the project, to operate and maintain the project for a reasonable period, not less than the useful life of the facilities.
3. Agrees to provide any funds beyond the Conservancy grant funds necessary to complete the project.
- 4.. Agrees to be bound by all terms and conditions of the grant agreement and any other agreement or instrument as may be required by the Conservancy and as may be necessary to fulfill the terms of the grant agreement and to complete the project.
5. Authorizes any person holding any of the following positions with the grantee to act as a representative of the grantee, 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: General Manager or President of the Board of Directors.

APPROVED AND ADOPTED \_\_\_\_\_, 20\_\_.

I, the undersigned, hereby certify that the above Resolution No. \_\_\_\_\_ was duly adopted by the grantee by the following roll call vote:

Ayes:

Noes:

Absent:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
District Secretary

Approved as to Form:  
By: //Chris R.Y. Apallas//, District Counsel  
Date: March 5, 2008



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: March 10, 2008

Agenda Item: 4.D

Subject: Authorization for General Manager to sign agreements associated with the volunteer trail restoration and improvement project scheduled for May 16, 17 and 18, 2008.

### Recommendation

Authorize General Manager to sign an agreement with Volunteers for Outdoor California for the May 16-18, 2008 Oat Hill Mine Trail volunteer event, an agreement with the Calistoga Beverage Company indemnifying the company for use of their property during that event, and to apply for other permits as required for the event.

### Background

The District is planning a significant volunteer event on May 16-18 of this year to do erosion control repair and restoration work on the Oat Hill Mine Trail, install informational signs, and prune brush encroaching on to the trail. Up to 200 volunteers are expected to participate in this event. The District is working with the non-profit organization Volunteers for Outdoor California (V-O-CAL) in putting on this event. V-O-CAL will provide equipment, training, recruitment and supervision. The District is providing or obtaining donations of materials and supplies, recruitment, and coordination. V-O-CAL is not being paid by the District for its assistance, but will be funding its work through its own financial resources as well as solicitation of donations from the community.

Most of the volunteers at the event are expected to camp overnight on May 17<sup>th</sup> (Saturday), and many will also be camping overnight on May 16<sup>th</sup> (Friday). Calistoga Beverage Company has agreed to make the vacant field next to their facility in Calistoga available for these campers. They will do this at no cost to the District, but have asked to be indemnified from any liability.

Attached are draft agreements with V-O-CAL and the Calistoga Beverage Company. Staff is requesting that the Board authorize execution of these agreements with the understanding that these drafts are subject to further modification before final execution

### Attachments:

- a. Draft agreement with V-O-CAL
- b. Draft agreement with Calistoga Beverage Company

## MEMORANDUM OF UNDERSTANDING

Between: Volunteers for Outdoor California, hereinafter referred to as **V•O•CAL**, and Napa County Regional Park and Open Space District (**Agency**)

Project Name: Oat Hill Mine Trail

Project Type: Trail repair and maintenance; signage

Project Date: May 16-18, 2008

May 16: Small number of volunteers involved in distribution of tools and materials to project sites. Some volunteers camp overnight.

May 17: Full day of volunteer work. Most volunteers camp overnight.

May 18: Volunteers work until mid-afternoon. No overnight camping.

Project Team:

Team Leader	Barry Christian
Technical Advisor	Kevin Sullivan
Asst. Technical Advisors	--
Crew Leader Manager	TBD
Assistant Crew Leader Managers	TBD
Tool Representative	TBD
Project Support Coordinator	Chino Yip
Asst. PSC	TBD
V•O•CAL Staff	Cathy Moyer, Kevin Sullivan, Julie Norton
Agency	John Woodbury, Chino Yip

### **Purpose of MOU:**

This document shall serve as a guideline with regard to defining responsibilities of the **Agency** and Volunteers for Outdoor California. This document is in no way a contractual agreement between the parties as both the **Agency** and **V•O•CAL** are only committed to their respective best efforts.

### **Project Mission:**

The **V•O•CAL** components of the **Oat Hill Mine Trail** Project are intended to involve California citizens in a volunteer effort to improve and enhance the public parks and trails along the trail.

### **Project Locations:**

Calistoga, California

### **Project Summary:**

The following is a list of Project Tasks with responsible parties assigned. These tasks and completion dates may be changed by mutual agreement of the parties.



<b>Task</b>	<b>Completion date</b>
Design and production of signage	May 5
Design and production of kiosks	May 5
Design and production of benches	May 5
Design and production of mementos	May 12
Identification of additional tools and providers	???
Stage tools prior to project	May 16
remove tools from project site	May 20

**Volunteer Activities:** Crew leader training and assignment will be done by **V•O•CAL**. Volunteer recruitment will be handled by **V•O•CAL**, with assistance from the Agency when applicable.

**Tools:** All basic tools for the volunteers to complete the project will be supplied by **V•O•CAL** or provided by the volunteers. Special equipment and tools that need to be rented or purchased will be provided by the Agency, unless otherwise arranged.

**Safety:** Safety is our first and primary concern. **V•O•CAL** will perform a risk assessment and notify both the volunteers and the **Agency** of any risk associated with this project. **Agency** will be responsible for recruiting or hiring EMTs, provide emergency medical communications on project day, and notify local law enforcement and/or search and rescue coordinators of our presence in their jurisdiction prior to the project. Special safety concerns include vehicular traffic, improper tool usage, and weather.

**Insurance.** All volunteers will be required to sign liability waiver forms. **Agency** will provide general liability insurance to cover volunteers. **V•O•CAL** is an independent entity, and not a contractor of **Agency**. As such, **V•O•CAL** will be responsible for any and all liability and insurance, including automobile insurance, for its own employees.

**Volunteer Numbers:** **V•O•CAL** anticipates approximately 200 volunteers including project planning team members.

**Training:** All training for the volunteer project will be provided by **V•O•CAL**.

**Fundraising:** Fundraising will be a joint effort between **V•O•CAL** and the **Agency**. Partners will try to assist each other with fundraising to the extent possible, but neither partner is obligated to fund the other partner's responsibilities or operations.. Fundraising purposes include securing the camping location, obtaining donations or cash for food, drink, kiosks, signs and benches, mementoes for volunteers, EMT's, shuttles, portable toilets, and obtaining donations and/or sponsors for ongoing maintenance and operation of the Oat Hill Mine Trail and each partner's organization.

**Media Relations and Photography:** The project team will be the leaders in the area of Public relations. **V•O•CAL** will do its part by spreading the word for the volunteer event through our avenues, using radio, television and print press releases. **V•O•CAL** and **Agency** will both do their part in preserving the project event on film. **V•O•CAL** will have a photographer on site during the project day.

**Educational Piece:** The project team is responsible for developing the educational piece and fact sheet. **V•O•CAL** will design the layout of the piece, then have it printed and distributed.

**Food:** **V•O•CAL** will plan and provide food, beverages and entertainment throughout the project.

**Camping.** Agency will arrange for a location for volunteers to camp between noon on Friday and 3pm on Sunday, May 16-18, 2008.

**Transportation/Parking:** Volunteers will be responsible for getting to and from the camping area. Agency will make arrangements to shuttle volunteers to the Aetna Springs Road trailhead as needed.

**Sanitation:** Provided and coordinated by the Agency. Adequate porta-lets will be available at the center camp area.

**Trash Removal:** Will be the responsibility of the Agency.

**Pre and Post Project Signage:** The Agency is responsible for creating educational materials and permanent signage recognizing the cooperative efforts between the project partners, V•O•CAL, governmental agencies, and other corporate and foundation partners.

**Volunteer Mementos:** The Agency will provide each volunteer with a memento/gift for participating in the project.

**Merchandise Sales:** During the project, V•O•CAL will solicit V•O•CAL memberships to project participants. In the event another project partner intends to sell merchandise and/or memberships, the partner will notify V•O•CAL and all parties will coordinate their efforts in order to maximize sales and minimize confusion.

**Sponsor Recognition:** V•O•CAL and the Agency may need to provide formal recognition to contributing sponsors, partners or donors that are specific to the project. V•O•CAL and the agency will inform each other of the parties that need to be recognized prior to the printing of the education piece. If necessary, V•O•CAL and the Agency may develop a tier system for donor recognition levels. Depending on the contribution, recognition may include logo placement on the education piece, written acknowledgement in the education piece, banner placement during the project, verbal acknowledgement during the project, and acknowledgement on permanent signage related to the project.

The parties to this memorandum of understanding recognize that in some instances, one of the partners may be unable to fulfill all the responsibilities to which they have committed. It is very important that we all share that information as early as possible to allow others to assist. It should be recognized that V•O•CAL and Agency may need as much as 30 days advance notice in order to provide some items not currently planned to be provided by that partner.

\_\_\_\_\_  
Executive Director, V•O•CAL

\_\_\_\_\_  
Date

\_\_\_\_\_  
*The Agency*

\_\_\_\_\_  
Date

## Agreement between the Napa County Regional Park and Open Space District and the Calistoga Beverage Company

### Recitals

1. The Napa County Regional Park and Open Space District (“District”) on April 17, 2007 entered into an agreement with the County of Napa granting the District the right to improve, operate and manage for non-motorized public recreational use portions of the Oat Hill Mine Road and Aetna Springs Road.
2. The District is holding a volunteer event (“Event”) on May 16, 17 and 18, 2008 to make improvements to the Oat Hill Mine Trail.
3. The District wishes to provide a location where the volunteers can camp overnight, and to provide the volunteers with meals between the morning of May 17<sup>th</sup> and the afternoon of May 18<sup>th</sup>, 2008
4. Great Springs Waters of America, Inc, dba the Calistoga Beverage Company (“Company”) is willing without remuneration to allow a portion of its property to be used by the District for its volunteers to camp overnight, and for the District to prepare and provide meals to the volunteers.

### Agreement

1. The Company will make the vacant western portion of its property at 865 Silverado Trail in Calistoga available to the District for the Event on May 16-18, 2008.
2. In consideration for the Company’s willingness to make its property available without charge for the Event, the District agrees that it will be solely responsible for all aspects of the Event, and shall hold harmless, defend at its own expense, and indemnify Company and the officers, agents, and employees from any and all liability, claims, losses, damages or expenses, including reasonable attorney's fees, for personal injury (including death) or damage to property, or any other losses arising as a result of the District’s use of the Company’s property.
3. The District will name the Company as an additional insured on the District’s general liability insurance policy for the Event, and will provide the Company with a certificate confirming this insurance.
4. The District will obtain all required permits and approvals for the Event.
5. The District will ensure that the property is left in a clean, litter-free condition, and that all supplies, trash and equipment will be removed from the property upon the conclusion of the Event.

Signed: \_\_\_\_\_

John Woodbury, General Manager

Date: \_\_\_\_\_

“District”

Signed: \_\_\_\_\_

Signed: Chris Canning, Director

Date: \_\_\_\_\_

“Company”



Napa County Regional Park  
and Open Space District

## STAFF REPORT

Date: February 11, 2008  
 Agenda Item: 4.E  
 Subject: Report on expenditures and encumbrances approved by the General Manager

### Recommendation

Receive this report on expenditures and encumbrances approved by the General Manager

### Background

Section III.A (7) authorizes the General Manager to bind the district for supplies, materials, labor and other valuable consideration, in accordance with board policy and the adopted District budget, up to \$10,000 for non-construction purposes and up to \$25,000 for construction purposes, provided that all such expenditures are subsequently reported to the Board of Directors.

Pursuant to this authorization, the following information is provided to the Board:

<u>Date</u>	<u>Amount</u>	<u>Action</u>
2/5/08	\$184.85	Napa River Inn Year One Celebration expenses for supplies

**Plan of Projects**

Status Report for March 10, 2008

<u>Name of Project</u>	<u>Description</u>	<u>Status</u>
Bay/River Trail -- American Canyon to Napa	An 8+ mile recreational trail between the cities of American Canyon and Napa generally following the Napa River and interior levees of associated wetlands.	Feasibility study completed. The District has submitted a Grant application to River Parkway program for Phase I (between American Canyon and Green Island Road) in partnership with City of American Canyon, and has provided supplemental information to the grant program administrators. The comment period on the Proposed Negative Declaration for Phase I between American Canyon and Green Island Road has ended, and no comments were received. The Napa-Vallejo Waste Management Authority has authorized its General Manager to provide a letter indicating the Authority's willingness to allow the District to use a public access easement in the vicinity of the American Canyon landfill. The District is now seeking concurrence from the State Land Commission (who also holds the same public access easement). The County Planning Commission has approved a Use Permit for Phase I of the trail (between American Canyon and Green Island Road. The County Board of Supervisors has approved funding for the District to complete CEQA for the remainder of the trail.
Berryessa Estates	Bureau of Land Management has declared 160 acres next to Berryessa Estates as surplus, and BLM has expressed willingness to transfer to District under their Recreation and Public Purpose Act procedure. Would serve as a wilderness park for residents of Berryessa Estates, and could eventually be the northern trailhead for a trail between Berryess Estates and Pope Canyon.	Draft trail plan prepared. CDF has indicated its crews will be available to clear brush for a combined firebreak and trail; crews cost \$200/day. Next step is to hold another community meeting in Berryessa Estates to get input from and determine level of support in the community, then submit RPP application to BLM
Berryessa Vista	Purchase of 224 acres from the Land Trust of Napa County for use as a public park.	<b>The purchase is complete. Invoice to the State to obtain Prop 12 reimbursement of the purchase has been submitted.</b>

Camp Berryessa	Redevelopment of former Boy Scout Camp into a group/environmental education camp.	Draft MOU with Bureau of Reclamation has been approved by BOR and by District counsel. The signed copy of the MOU has been received by the District. The next step is for staff to prepare a scope of work for the feasibility/planning/engineering study.
Connolly Ranch	Construction of patio, restrooms and cooking facilities	<b>The project is complete, and the State has approved Prop 12 reimbursement for project costs.</b>
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	Next step is to complete draft trail plan, management plan and CEQA review.
Master Plan Development		Board Master Plan subcommittee is meeting regularly with staff. A plan outline has been developed, and drafting is underway. A draft plan is scheduled for Board review in June.
Milliken Reservoir Trails and Picnic Area	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, including a draft Operations and Management Plan. The Board of Directors has accepted the feasibility study. <b>City staff has requested additional information, which District staff is preparing.</b>
Napa River Ecological Reserve	Improvements to the reserve including paving parking area, controlling vehicle access through placement of rock barriers, <b>replacement of old signage and information panels, restoration of native landscaping on the entry meadow, restoration of the interior trail and interpretive elements, and installation of a seasonal bridge.</b>	Paving and rock installation complete. <b>Staff has submitted paperwork to get reimbursement for costs through Proposition 12.</b> The State Coastal Conservancy has approved a \$100,000 grant for habitat restoration, environmental education and improved signage. A Notice of Exemption under CEQA has been filed on this project. <b>Staff is working with the Conservancy on the grant contract.</b>
Newell Preserve	Provide on-site water supply for group campground and so cattle can be restricted from access to riparian areas.	As part of the arrangement with the land trust on the District's purchase of Berryessa Vista, the land trust is 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 is planning to try drilling in a second location.
Oat Hill Mine Trail	Grand opening to the Oat Hill Mine Trail with weekend of signage installation, brush removal and erosion control	The volunteer work party weekend is scheduled for May 16-18, 2008. <b>Volunteer project team leaders are on board and working hard, outreach to volunteers and donors has begun, and the detailed work scope is in preparation.</b>

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--may require minor updating. The project concept has been approved by the District Board. Staff has met with the Pathway Home Project leadership at the Veterans Home, who are supportive of the trail as an amenity which will benefit their program. The Pathway Home Project is planning on issuing a white paper seeking proposals for outdoor recreational opportunities that can benefit the program; when this is issued, staff will submit a formal proposal to the Department of Veteran's Affairs.
River to Ridge Trail	Lot line adjustment to legalize River to Ridge Trail as constructed (it currently encroaches on private property in two locations). Also other improvement to improve the aesthetics of the entryway.	Lot line adjustment approved by Syar Properties. <b>A change is personnel at DGS led to DGS saying a lot line adjustment could not be used to resolve the problem, but staff is questioning this decision, and remains optimistic that DGS approval will be forthcoming.</b> Metal cutout silhouettes of animals found in the area have been installed as part of an Eagle Scout candidate project. Legislation by Senator Wiggins to authorize sale to the County was vetoed by the Governor. <b>The County is now pursuing development of a park overlay zone to protect public lands such as Skyline Park. County Counsel has determined that a park overlay zone could be implemented without triggering a Measure J vote. New language has been proposed for inclusion in the new General Plan to allow development of a park overlay zone.</b>
Skyline Park Protection	Permanent Protection for Skyline Park	
Skyline Park Improvements	Prop 12 funding for erosion control work on Lake Marie Road, and paving of campground loop road. <b>Partner-sponsored improvement include a second greenhouse and a covered equestrian arena.</b>	Prop 12 funded projects are complete. <b>Final invoice to the state for reimbursement has been submitted. Application for second greenhouse and covered arena improvements has been submitted to Department of General Services.</b>
South Wetlands Opportunity 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 approved in concept by the flood control district advisory committee and Board of Directors. District staff is researching flood district documents related to the site, and has begun outreach to neighbors, the City of Napa and other interested parties. Meetings have been held with Friends of the Napa River and with homeowners in the immediate vicinity.
Vallejo Lakes	Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County	Staff-level 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. <b>Formal surplus of the property by the City Council of the City of Vallejo has been delayed because of staff turnover due to their financial problems.</b>
Wild Lake Ranch	Possible joint management of trails, camping and picnic areas through agreement between the Land Trust, the District and State Parks	Continuing discussions with the Land Trust of Napa County and California State Parks regarding development of master plan and long-term ownership and management arrangements. The District has provided a support letter regarding a land trust grant request to fund development of the master plan.