



**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 October 13, 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.

All materials relating to an agenda item for an open session of a regular meeting of the Board of Supervisors 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 Conservation, Development and Planning Department Office at 1195 Third Street, Suite 210, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

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 September 15, 2008.
- B. Consideration of Resolution 08-02 accepting a grant of \$1,650,000 from the State Coastal Conservancy for the acquisition of 673 acres in the Moore Creek watershed.
- C. Consideration of process and schedule for review and adoption of Master Plan.
- D. Receipt of report on expenditures, encumbrances and donations approved by the General Manager.
- E. 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 agendize such matters, unless specifically noted otherwise.

- A. Consideration of cancellation of the Regular Board Meeting of November 10, 2008 at 2 pm and setting of a Special Board Meeting for November 10, 2008 at 6:30 pm at the Yountville Community Center

7. Adjournment



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DRAFT
MINUTES

BOARD OF DIRECTORS SPECIAL MEETING

Monday September 15, 2008 2:00 P.M.
1195 Third Street, Third Floor, Napa, CA

1. Call to Order

The Meeting was called to order at 2:00 p.m.
All Directors present.

2. Public Comment

None.

3. Set Matters

2:15 pm

A. Discussion with Tracy Schulze, Napa County Assistant Auditor-Controller, of proposed format and content for monthly reporting of the District's financial status (verbal presentation--no advanced written materials).

Tracy Schulze gave the presentation, and will revise the format based on comments provided by the Board.

4. Administrative Items

A. Consideration of and potential approval of Minutes of Board of Directors meeting of August 11, 2008.

Directors voted to approve the minutes as presented.
TN-GK-MA-DF-HK

B. Presentation by Barry Christian on behalf of the NCTPA Napa Greenway Feasibility Study (verbal presentation—plan available for downloading at

<http://www.nctpa.net/docs/Napa%20Greenway%20Feasibility%20Study.pdf>
Barry Christian gave the presentation.

C. Receipt of report on expenditures, encumbrances and donations approved by the General Manager (RCD agreement for NRER)

John Woodbury gave the report.

- D. Authorization for General Manager to make payments to United Site Services and Upper Valley Disposal for services at the Napa River Ecological Reserve.
Directors voted to authorize payments for services.
GK-HK-MA-TN-DF
- E. Consideration of possible extension of exercise of option and escrow closing dates for the Moore Creek Open Space Park acquisition.
Directors voted to permit the extension of the option.
TN-HK-DF-MA-GK
- F. Review of Projects Status Report.
John Woodbury gave the report with discussions on Napa River Bay Trail, Berryessa Vista Kiosk, Miliken Reservoir Trails, Moore Creek, Napa Ecological Reserve, Rector Ridge, Skyline Park, and Vallejo Lakes.
- G. Consideration and potential approval of accepting a trail easement from John and Judy Ahmann (APN #015-260-004 and 015-260-010) along Blue Ridge east of Lake Berryessa.
Directors voted to graciously accept the easement from the Ahmann family.
MA-GK-TN-DF-HK
- H. Review of draft Master Plan.
Directors voted to proceed with the public process with refinements on the following;
1. Clarification that the projects described constitute a work program to determine feasibility, and will each be subject to CEQA review if found to be feasible.
 2. Correction of typos
 3. Addition of a glossary
 4. Park District Web Site included in the front cover
 5. No indication of Board Members officers, since these change annually
 6. Notation giving John Woodbury credit for photos used in the report
 7. Include description of Cedar Bluffs
 8. Pages 3 & 4 make changes to page numbers and define the use of asterisk in Section VII project list
 9. Categorize projects by interest after page 7 section 7
 10. Add a paragraph to summarize river recreation projects that the Flood District will be pursuing
 11. Develop a proposed review and approval process and schedule for consideration by the Board at its next meeting
- GK-MA-TN-HK-DF
- I. Potential items—meetings, formation of foundation—presentation by EBRPD Foundation members, Ahmann trail easement, Consideration and approval of a modified proposal to be submitted to the City Council of the City of Napa for trails on the Milliken property owned by the City of Napa.
None

5. Announcements by Board and Staff

None

6. Agenda Planning

- A. Consideration of cancellation of the Regular Board Meeting of October 13, 2008 and setting of a Special Board Meeting for October 20, 2008.

Directors voted to keep the October 13, 2008 meeting as scheduled.

DF-MA-TN-GK-HK

7. Adjournment

Meeting was adjourned to the regular scheduled meeting of the Park & Open Space District meeting on October 13, 2008.

DAVE FINIGAN, Board President

ATTEST:

MELISSA VON LOESCH
District Secretary

Key

Vote: HK = Harold Kelly; TN = Tony Norris; GK = Guy Kay; DF = David Finigan; MA = Myrna Abramowicz

The maker of the motion and second are reflected respectively in the order of the recorded vote.

Notations under vote: N = No; A = Abstain; X = Excused



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: October 13, 2008

Agenda Item: 4.B

Subject: Consideration of Resolution 08-02 accepting a grant of \$1,650,000 from the State Coastal Conservancy for the acquisition of 673 acres in the Moore Creek watershed.

Recommendation

Approve Resolution 08-02

Background

The State Coastal Conservancy Board of Directors on September 25, 2008 approved a grant of \$1.65 million to assist with the acquisition of 673 acres in the Moore Creek watershed for habitat, water quality and park purposes. In order to receive the grant, the District Board of Directors must adopt a resolution accepting the grant and designating who is authorized to execute documents on behalf of the District.

Resolution No. 08-02

Resolution of the Board of Directors of the Napa County Regional Park and Open Space District
Approving the Grant of Funds from the State Coastal Conservancy
For the Acquisition of 673 Acres of Open Space in the Moore Creek Watershed

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 September 25, 2008 meeting, the Conservancy adopted a resolution authorizing a grant to to the Napa County Regional Park and Open Space District (“grantee”) for the acquisition of the 673 acre Moore Creek Property (“the project”). The resolution was adopted by the Conservancy pursuant to and is included in the Conservancy September 25, 2008 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 of the following named officers or employees of the grantee [or: 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.08-02 was duly adopted by the grantee by the following roll call vote:

Ayes:

Noes:

Absent:

Signed: _____ Date: _____
Melissa Gray, District Secretary

<p>APPROVED AS TO FORM Office of District Counsel</p> <p>By: _____</p> <p>Date: _____</p>
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Napa County Regional Park
and Open Space District

STAFF REPORT

Date: October 13, 2008
 Agenda Item: 4.C
 Subject: Consideration of process and schedule for review and adoption of Master Plan

Recommendation

Approve process and schedule presented below regarding public review and Board adoption of District Master Plan

Background

Over the past year a Board subcommittee consisting of Dave Finigan and Tony Norris worked with staff to prepare a draft Master Plan for the District. At the September 15, 2008 meeting of the Board of Directors, the Directors reviewed the draft plan recommended by the subcommittee. After review and discussion, the Board authorized release of the draft for public review, subject to a variety of changes approved by the Board. The Board also requested staff come back to the Board with a recommended process and schedule for public review and subsequent adoption of the plan.

Staff recommends the following process and schedule:

October 24, 2008	Formal release of draft plan for public review, including posting the draft plan on the District web site and issuance of a press release. Send offer to make presentations to each city council and relevant commissions, and to County Board of Supervisors, during November and December.
November 10, 2008	Presentation of draft plan and receipt of public comment on draft plan, at a Special Board meeting held at the Yountville Community Center between 6:30 pm -- 8:00 pm (regular District business will be considered at the end of the meeting)
Prior to November 30, 2008	Issue Notice of Intent to Adopt a Negative Declaration pursuant to the California Environmental Quality Act
December 8, 2008	Receipt of public comment, and direction to staff if needed, on draft plan as part of regular Board meeting
November – December	Presentations by Directors (2 or fewer Directors at a time) and staff to public agencies and community groups as requested, and to County Board of Supervisors.

January 12, 2009

Adoption of Master Plan (and associated Negative Declaration) by Board of Directors at Regular Board meeting, including request to County Board of Supervisors that District Master Plan be recognized as consistent with and meeting the goals, policies and action items of the County General Plan Recreation and Open Space Element.

February, 2009

County Board of Supervisors considers recognizing District Master Plan as consistent with and meeting the goals, policies and action items of the County General Plan Recreation and Open Space Element.



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: October 13, 2008
 Agenda Item: 4.D
 Subject: Receipt of report on expenditures, encumbrances and donations 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. 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.

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

Date	Purpose	Recipient	Amount
9/22/08	Phase I Environmental Site Assessment for Moore Creek Acquisition	Amicus—Strategic Environmental Consulting	\$2,650.00
10/07.08	Attendance at State Coastal Conservancy Board Meeting in Eureka (hotel and auto mileage)	John Woodbury	\$383.60

Plan of Projects

Status Report for October 13, 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. A Negative Declaration under the California Environmental Quality Act has been completed, and a Use Permit obtained, for the first phase of the project (American Canyon to Green Island Road. The District in June 2008 was awarded a \$1,032,300 grant from the California River Parkway Grant Program. The City of American Canyon has obtained agreement from the Department of Fish and Game for a proposed spur trail that will provide a direct connection to the Napa River. The County Board of Supervisors has approved \$50,000 in funding for the District to complete CEQA for the remainder of the trail. A recent meeting with DFG revealed a problem with the design of the levees for pond 10 (north of Green Island Road) which will significantly delay the implementation of the second phase of the trail. The City and District are finalizing an agreement with the Waste Management Authority that will allow a public access trail completely looping around the landfill.
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 local residents 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	Planning and stewardship of this 224 acre wilderness park.	Volunteers working with the District have completed detail 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. A letter introducing the District and the park adjacent and nearby landowners is in preparation, and planning for signage and gate(s) is underway. A local Boy Scout troop has agreed to design and construct the entry kiosk for the park.
Camp Berryessa	Redevelopment of former Boy Scout Camp into a group/environmental education camp.	MOU with Bureau of Reclamation has been approved by BOR and by the District granting District an 18 month period to develop a plan for the camp. Questa Engineering has begun work on the plan, and has met on site with staff to discuss issues and preliminary ideas. Soil precolation tests will be conducted soon.

<p>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</p>	<p>Next step is to complete draft trail plan, management plan and CEQA review. With the pending acquisition of Moore Creek, which will provide a good staging area on the northeast side of Lake Hennessey, work on these plans has been restarted.</p>
<p>Master Plan Development</p>	<p>Board Master Plan subcommittee presented the plan outline, and some illustrative section, to the Board at the March meeting. The draft plan has been reviewed by the Board, staff is completing revisions, and the draft plan is planned for release for formal public comment in October.</p>
<p>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</p>	<p>The feasibility study has been completed, and the Board of Directors has accepted the feasibility study. District staff is in active discussions with City of Napa staff to develop a draft agreement and operations plan that can be presented to the City Council for direction prior to completing environmental review for the proposed project. City staff has asked for modifications to the proposal. District staff discussions with the Ridge Trail Council are continuing. A revised proposal will be brought to the District Board prior to a formal submittal to the City Council. The proposal will also include plans for the Lake Hennessey trails project.</p>
<p>Moore Creek Acquisition and Park Development Acquisition of 673 acres of open space adjacent to City of Napa watershed lands at Lake Hennessey to protect habitat, provide recreational trails, and overnight camping facilities.</p>	<p>District has entered into an option to purchase the property. A preliminary title report has been obtained, and an appraisal of fair market value has been completed. The County BOS on August 12 approved allocating Proposition 40 and Special Project Fund money to assist with the acquisition and improvements, The State Coastal Conservancy Board approved a grant for \$1,650,000 on September 25, 2008. The State Department of Parks and Recreation has also approved the use of the Proposition 40 funds for the project.</p>
<p>Napa River Ecological Reserve Remove invasive plants and restore native vegetation in the entryway meadow, replace damaged signage and information panels, restore the interior trail and interpretive elements, and if feasible install a seasonal bridge.</p>	<p>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. The grant contract has been signed, the District's partners on the project have met to review approaches and roles. The District is continuing to work with the Resource Conservation District and the Department of Fish and Game and the Conservancy on grant contract documents. One of the District's proposed partners, Acorn Soupe, recently closed its doors due to financial difficulties; the District is therefore discussing with the RCD to have them take over this role. The County BOS has approved transferring to the District its role under the joint management agreement for the Reserve that is currently between DFG and the County.</p>
<p>Newell Preserve Provide on-site water supply for group campground and so cattle can be restricted from access to riparian areas.</p>	<p>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.</p>

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 took place May 16-18, 2008, and the trail has been formally opened. Staff is working on finishing up some loose ends and on developing a volunteer trail patrol. The judge hearing the legal challenge to the trail has thrown out the three main arguments made by the plaintiff on the grounds that the statute of limitations had long ago run its course; three other arguments will be considered next. A small group of volunteers will be organized to do some erosion control work this fall where it is most needed (around mile 3)
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. District and Ridge Trail Council staff met again with Veterans Home staff in late August to discuss the process for moving forward; District staff with assistance from the Ridge Trail Council is now preparing a draft agreement for consideration by the Veterans Home.
River to Ridge Trail	Lot line adjustment to legalize River to Ridge Trail as constructed (it currently encroaches on private property in two locations).	Lot line adjustment approved by Syar Properties. The California Department of General Services has begun to process the County's application for a lot line adjustment. DGS has decided it cannot do a lot line adjustment without legislative authorization; the County is considering adding this to its legislative priorities agenda for the coming year.
Skyline Park Protection	Permanent Protection for Skyline Park	The County is pursuing development of a park overlay zone to protect Skyline Park. County Counsel has determined that a park overlay zone could be implemented without triggering a Measure J vote. New language has been included in the new draft General Plan to allow development of a park overlay zone. Work on preparing the new park zone and applying it to Skyline Park is underway. The BOS on July 22 approved a budget appropriation to prepare an updated Master Plan for the park. The Request For Proposals for a consultant to help with preparation of the plan has been issued, with responses due the end of September. Two responses were received; these are being reviewed by County staff.
Skyline Park Improvements Phase II	Partner-sponsored improvement include a second greenhouse and a covered equestrian arena.	The proposals for a second greenhouse and a covered arena improvements have been approved by the Department of General Services and by the County Board of Supervisors. The sponsors of these projects are now raising funds for
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 approved in concept by the flood control district advisory committee and Board of Directors. Transfer agreement documents are now in preparation. District staff is continuing to research flood district documents related to the site, and has begun outreach to neighbors, the City of Napa and other interested parties. Staff has determined, with City assistance, that there is a legal public pedestrian access easement through the Yacht Club that leads to the SWOA property. Staff led a tour of the property on May 22, 2008 in conjunction with the Napa County Watershed Symposium to discuss options and constraints at the site related to public use and environmental education. A second tour with local high school science teachers took place Oct 9, 2008.

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. The City of Vallejo on September 16, 2008 approved starting the process of surplus the property. District staff and our partners are continuing to research issues related to the property, including potential public access locations, potential trail alignments, and easements and other encumbrances which affect the property.
Wild Lake Ranch	Possible joint management of trails, camping and picnic areas through agreement between the Land Trust, the District and State Parks	The District is participating in the development of a strategic plan for the property, together with other public lands in the area, that is being led by the Land Trust of Napa County.
<u>Completed Projects</u>		
Berryessa Vista	Purchase of 224 acres from the Land Trust of Napa County for use as a public park.	The purchase is complete. Invoice to the State to obtain Prop 12 reimbursement of the purchase has been submitted.
Connolly Ranch	Construction of patio, restrooms and cooking facilities	The project is complete, and the State has approved Prop 12 reimbursement for project costs.
Napa River Ecological Reserve	Trash enclosure and removal of graffiti	Project completed.
Napa River Ecological Reserve	Paving the parking area, and control vehicle access through placement of rock barriers	The project is complete, and the State Prop 12 reimbursement has been received.
Napa River Flood Control Easement	Conservation easement held by District to facilitate Flood District project and grant funding	Easement completed.
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.	Installation completed through an Eagle Scout candidate project.
Skyline Park Improvements Phase I	Prop 12 funding for erosion control work on Lake Marie Road, and paving of campground loop road.	Project is complete, and Prop 12 reimbursement has been received.