



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

Harold Kelly
Director Ward One

Tony Norris
Director Ward Two

Guy Kay
Director Ward Three

Dave Finigan
Director Ward Four

Myrna Abramowicz
Director Ward Five

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Monday April 9, 2012 2:00 P.M.
1195 Third Street, Third Floor, Napa, CA 94559

GENERAL INFORMATION

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

The meeting room is wheelchair accessible. Assistive listening devices and interpreters are available through the District Secretary. Requests for disability related modifications or accommodations, aids, or services may be made to the Secretary's office no less than than 48 hours prior to the meeting date by contacting (707) 259-8603.

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

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

All materials relating to an agenda item for an open session of a regular meeting of the Board of Directors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the 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 and Roll Call
2. Public Comment

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

3. Set Matters

None

4. Administrative Items

- A. Consideration and potential approval of Minutes of Board of Directors regular meeting of March 12, 2012.
- B. Consideration and potential approval of the following actions related to the operation and management of Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park:
 - a. Approval of policy on the use of donations made to the District in support of Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
 - b. Capital improvement priorities
 - c. Appointment of District representatives to joint NVSPA/NCRPOSD Policy Coordinating Committee.
 - d. Public Hearing on rate changes for the Bale Grist Mill, for the yurts
 - e. Approve professional services contract with Jeanne Marioni to provide volunteer coordination and community outreach services, in an amount not-to-exceed \$14,250.
- C. Consideration and potential approval of revisions to the FY 2011-12 District budget.
- D. Consideration and potential authorization to release the District's draft Master Plan Update for public review (to be provided under separate cover prior to the meeting).
- E. Receipt of report on expenditures, encumbrances, donations and grants approved by the General Manager.
- F. Review of the District 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, unless specifically noted otherwise.

Next Board Meeting: Monday, May 14 2012, 2:00 p.m., 1195 Third Street, 3rd floor

7. Adjournment



**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

DRAFT MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday March 12, 2012 2:00 P.M.
1195 Third Street, Third Floor, Napa, CA 94559

1. Call to Order

Meeting called to order.

Directors present: Harold Kelly, Guy Kay, Myrna Abramowicz, Tony Norris.

Staff present: John Woodbury, Sarah Minahen, Chris Cahill, Chino Yip

2. Public Comment

None.

3. Set Matters

None.

4. Administrative Items

- A. Consideration and potential approval of Minutes of Board of Directors meeting of February 6, 2012 and the special meeting of February 24, 2012.

Minutes of the regular meeting of the Board of Directors of the Park & Open Space District of February 6, 2012 were approved as presented.

HK-MA-GK-TN-DF

Minutes of the special meeting of the Board of Directors of the Park & Open Space District of February 24, 2012 were approved as presented.

GK-DF-HK-MA-TN

- B. Consideration and potential approval of an agreement with the Napa Valley State Parks Association related to the operation and management of Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.

John Woodbury presented the item. John Woodbury and County Counsel Chris Apallas responded to questions of the directors concerning the agreement.

The directors voted to approve the agreement with the Napa Valley State Parks Association as presented and corrected for typographical mistakes.
GK-HK-DF-MA-TN

- C. Consideration and potential approval of revisions to the FY 2011-12 District budget.

John Woodbury gave the report. Directors voted to approve the revisions to the FY 2011-12 District Budget.

GK-MA-DF-HK-TN

- D. Update on District student outdoor education program (oral report).

Chino Yip reported on education efforts and funding. The grant for the Napa River Ecological Reserve is rolling over from last year, allowing for continued student field trips to work on restoration of the entry meadow, including invasive plant removal, planning of native trees, and planting and installing identification tags for native plants for an interpretive trail. Interpretive materials have been installed at the Napa River and Bay Trail in American Canyon; students in the local schools were involved in preparing oral messages.

- E. Update on the District's role with the planned remediation of the Twin Peaks and Corona Mines (oral report).

John Woodbury gave the report. Tuleyome received a grant to begin cleanup of mercury mines. In the process we agreed to be the lead agency with CEQA. That will be our only role in the project and we will get reimbursed for our expenses. Following cleanup we will determine if the efforts were successful and what will be long term maintenance costs and liability to property owner. Based on that analysis, we will come back to this district with the results of the work, and discuss the possibility of accepting any donation of property because Oat Hill Mine Trail goes right between the two mines.

- F. Receipt of report on expenditures, encumbrances, donations and grants approved by the General Manager.

John Woodbury gave the report. John Woodbury responded to questions concerning the report.

- G. Review of the District Projects Status Report

John Woodbury gave the report with discussions on Napa River Bay Trail (Phases 1 and 2); Berryessa Vista; Blue Ridge Berryessa Peak Trail; Camp Berryessa; Lake Hennessey, Master Plan, Spanish Valley/Crystal Flats, State Parks, Vallejo Lakes, Ridge

Trail Loop, Napa River Bay Trail, Blue Ridge Berryessa Peak Trail, Lake Hennessey,
Spanish Valley, Crystal Flats and Stone Corral

5. Announcements by Board and Staff

- ▶ JW – Form 700's printed, if you don't want to complete online
- ▶ May 12, AC – Healthy Planet, Healthy People Fair
- ▶ Sheriffs involved with search and rescue -- asked a couple of weeks ago about access to Moore Creek property for training.
- ▶ MTC One Bay Area program – proposing \$5 million pilot program primary conservation area program (several Bay Area counties)
- ▶ DF – Mentioned State Parks Foundation brochure updates; will be absent for April meeting.
- ▶ MA – Update on fundraising for Bothe & Grist Mill; Donations have been coming in through PayPal, checks & pledges. \$71,043.68.
- ▶ JW – met last Friday with Bechtel Junior Foundation. Good chance we could get \$100,000 over 2 years; meeting w/Napa Chamber of Commerce to talk about State Park. Thursday meeting with the Gamble family.
- ▶ TN – Parks Alliance Sonoma County

6. Agenda Planning

None.

7. Adjournment

Meeting adjourned at 3:45 p.m. to next regular meeting of April 9, 2012.

ANTHONY NORRIS, Board President

ATTEST:

SARAH MINAHEN, Acting 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: April 9, 2012

Agenda Item: 4.B

Subject: Consideration and potential approval of actions related to the operation and management of Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park

Recommendation

- a. Approve policy on the use of donations made to the District in support of Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
- b. Discuss and provided guidance on capital improvement priorities
- c. Receive Board President appointment of District representatives to joint NVSPA/NCRPOSD Policy Coordinating Committee.
- d. Hold hearing and adopt rates for the Bale Grist Mill and for the yurts at Bothe-Napa Valley
- e. Approve professional services contract with Jeanne Marioni to provide volunteer coordination and community outreach services, in an amount not-to-exceed \$14,250.

Background

- A. The District is making great progress in obtaining donations to assist the District with reopening and making improvements to the two Napa State Parks. Donors have been assured that their donations will be only used for the intended purpose, and not diverted to other District projects. To formalize this assurance, staff recommends the Board adopt a policy stating "All donations received by the District for use at Bothe-Napa Valley State Park and/or the Bale Grist Mill State Historic Park shall only be used for projects at those two parks."
- B. State Parks has previously identified more than \$8 million in deferred maintenance at the two parks. Obviously, the District will not be able financially to address more than a small fraction of this deferred maintenance. Therefore, it is critical that District funds be focused on the most critical items. While do not have sufficient information at this point to prioritize projects, staff requests the Board adopt general principles about how project priorities will be determined, as follows:
 1. Repairs needed for day-to-day operations of the campground, the Visitor Center and the Bale Grist Mill will get first priority.
 2. Repairs needed to prevent immediate and serious further damage to park buildings that are either in use currently, or that are feasible to bring back into productive use, shall have second priority. This includes for example repairs to stop roof leaks (as opposed to installing entire new roofs)
 3. Repairs to vacant buildings will be prioritized based on which buildings will generate the most revenues compared to the costs of repair.

- 4. Repairs needed to stabilize the condition of historic buildings (eg, new roofs) will be done as funding is available.
- 5. Other improvements (eg, demolition of structures which are beyond help, and repairs to structures which have historic value but limited economic value) will be undertaken as funding and/or volunteers are available.
- C. The agreement between the District and the Napa Valley State Parks Association approved by the Board in March 2012 calls for the formation of a Policy Coordinating Committee, composed of two District representatives and two Association representatives. The Committee's role is to provide policy direction for coordinating our joint efforts, including determining how to allocate donations which have been raised jointly by the District and the Association and not specifically earmarked to either the District or the Association.
- D. The District's operating agreement with the State indicates that, before we change any fees at the parks, the Board will provide an opportunity for public input. Staff is recommending three changes at this time:

1. Grist Mill Tour Fee. The Association has requested the following fee change:

Adults (18 and over)	\$5	(currently \$3)
Children (6 to 17)	\$2	(no change)
Children (5 and younger)	free	(no change)

For comparison purposes, examples of fees changed for other facilities are as follows:

Sutter's Fort SHP: adult \$6 youth \$4, 5 and under free

Bidwell Mansion SHP: adult \$6, youth \$3, 4 and under free

Jack London SP: entrance fee to park \$8/vehicle. Also docent fees for group tour \$20 for first 20 people, then \$1 extra per person.

Di Rosa preserve: tour \$10-15 per person, free under 12. Gatehouse gallery entrance adults \$5, under 12 \$2

Castello di Amarosa: adult \$18 (includes tasting), children up to 20 yr. \$8

As the above examples demonstrate, even with the proposed fee increase rates for the Bale Grist Mill will be less than comparable facilities.

2. Yurts. The state is installing three 21 foot diameter yurts in the campground. These are expected to come on line by the end of June. The District is also installing up to nine 16 foot diameter yurts. These will come on line in the June-July period. The District needs to adopt rates for these new facilities. Rates for yurts at other state parks vary from about \$60 to about \$90 per night, depending on location. Staff recommends the following rates:

21 foot diameter yurts: Friday-Sunday \$75/night; Monday-Thursday \$60/night

16 foot diameter yurts: Friday-Sunday \$70/night; Monday-Thursday \$55/night

Whatever rates are adopted, the District should evaluate usage levels this fall and consider adjusting the rates to reflect actual experience.

3. Discounts. An important feature of the District's financial strategy for the two parks is increasing off-peak usage through partnerships with local businesses and community organizations that may include promotional discounts to adopted fees. Staff requests

authorization to experiment with various types and levels of promotional discounts to determine what is most effective. Staff recommends the following:

Annual Day Use Pass. Good for entry fees, but not camping, tour or other special activity fees. Set at \$70/year. This compares to the State Park pass which is good for all or most entry fees at most State Parks, and ranges in price from \$90 to \$120.

Large Group Day Use. Bothe-Napa Valley currently charges \$50 for vans holding up to 24 people, and \$100 for larger buses. However, very few tour groups utilize the park, despite the large number of such tours in the Napa Valley. Staff requests authorization to experiment with various types of discounts and incentives to see if off-peak day use and revenues can be increased.

Other Discounts. Over the next several months District staff will be working with local businesses to develop partnerships with the park. Staff requests authorization to offer various other types of discounts between now and the end of the calendar year to determine what is effective. Staff will report to the Board before the end of the calendar year regarding what was tried and how well it worked, and at that time recommend which discounts should be continued.

- E. Included in the District's financial plan for the parks is a proposal to increase marketing of the parks, especially during the off-peak period. To do this, the plan calls for contracting for marketing and community outreach services. Jeanne Marioni currently provides volunteer coordination services at the park as a State Park employee, paid for by the Napa Valley State Parks Association. Because of her knowledge and love of the parks, and the fact that she is already doing some community outreach work for the parks, staff recommends she be contracted to provide similar and expanded services to the District. Staff requests approval of a professional services contract to retain her as an independent contractor, for up to 40 hours of work per month at \$23.75/hour, or a not-to exceed amount of \$14,250 for the 15 month period between now and June 30, 2013.



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: April 9, 2012

Agenda Item: 4.C

Subject: Consideration and potential approval of revisions to the adopted budget
for FY 2011-12

Recommendation

Adopt the budget department totals as described below and revised in the attached spreadsheet.

Background

Three revisions to the budget for FY 2011-12 are proposed:

- (1) State Park revenue and expense numbers have been substantially modified from the prior “placeholder” numbers which the Board adopted. With the proposed modifications, the budget now reflects the latest information based on the approved operating agreement, and staff analysis of likely revenues and expenses over the remaining three months of this fiscal year. These numbers are still only estimates, and further refinement may be necessary at the May or June board meeting.
- (2) The budget for the Napa River Ecological Reserve has been slightly increased due to more activity than anticipated. The extra costs will be covered by the State Coastal Conservancy grant. With this grant-funded work, the amount of the County grant allocated for this location is reduced by about \$5,000.
- (3) The budget for the Napa River and Bay Trail has been slightly adjusted so that revenues and expenses are balanced.

The Board is reminded that Board budget control is exercised at the department level, rather than individual line items. Staff may move funds within a department, but may not increase the total budget for a department without Board approval. The individual line items are presented so that the Board can have an understanding of how the department totals are derived.



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: April 9, 2012

Agenda Item: 4.E

Subject: Receipt of report on expenditures, encumbrances, donations and grants approved by the General Manager

Recommendation

Receive the report.

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	Journal #	Purpose	Recipient	Amount
3/7/2012	AP00226366	GF--name tags reimbursement	CJ YIP & ASSOCIATES	\$25.86
3/26/2012	AP00226908	OHMT--Map holder for kiosk reimbursement	CJ YIP & ASSOCIATES	\$23.69
3/7/2012	AP00226366	NRBT—misc supplies reimbursement	CJ YIP & ASSOCIATES	\$114.24
3/26/2012	AP00226908	NRBT - eye bolts reimbursement	CJ YIP & ASSOCIATES	\$43.06
3/26/2012	AP00226908	NRER—supplies (plants, wood chips, etc) reimbursement	CJ YIP & ASSOCIATES	\$477.39

In addition to the above expenditures, the General Manager entered into a contract with Napa Botanical Survey Services to perform plant surveys for Spanish Valley and Crystal Flats. The contract is for the not-to-exceed amount of \$10,000

Also in March, the General Manager signed the Early Entry Permit both Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park. The permit has not set dollar value, but is reported here because it has the potential to commit the District to expenditures that may exceed \$10,000.

Plan of Projects Status Report

April 9, 2012

Name of Project	Description	Status
Bay Area Ridge Trail Realignment Amendment to the proposed alignment of the Bay Area Ridge Trail extend north to the Oat Hill Mine Trail	Ridge Trail Board has approved evaluating the amended alignment. District staff is working with the Ridge Trail and other partners to prepare the evaluation. Sonoma County agency staff have prepared an initial analysis of trail alignments on the Sonoma side of the Napa-Sonoma border. A proposed realignment for the Napa portion of the route has been prepared and is now under review by Ridge Trail and Sonoma staff, and should be available for BOD review in the near future.	
Bay Area Ridge Trail Tuteur Loop Assignment of Tuteur Loop Ridge Trail easement from the Bay Area Ridge Trail to the District	The Bay Area Ridge Trail Council obtained a donated easement from the Tuteur family and constructed a section of Bay Area Ridge Trail adjacent to Skyline Park. The Council wishes to transfer this easement to the District. Staff for the District and Council have gathered all the relevant documents, and initiated discussion with the Tuteur family to determine if there are any issues or amendments that should be considered. Next steps are to complete legal review of the documents, make amendments if warranted, obtain the consent of the Coastal Conservancy (who funded the trail construction), and then execute the assignment.	
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.	Phase One--Eucalyptus Drive to Green Island Road The interpretive panels, viewing pipes and other signage were installed by volunteers on Feb 4, 2012.. A soft opening of the trails was done the beginning of January 2012, with the formal opening party planned for May 8, 2012. Trail directional signs have been fabricated and will be installed in the next two weeks.	
Phase Two–Green Island Road to Soscol Ferry Road Questa	Phase Two–Green Island Road to Soscol Ferry Road Questa has completed a revised the draft PUC permit application for a public crossing of the SMART tracks. SMART, NRCA and the PUC have verbally agreed to allow the railroad crossing; formal concurrence is now being sought. District staff is continuing to work with SMART to get their formal approval. LSA Associates has completed a biological survey for the Fagan Marsh area; based on the results, DFG has indicated they do not want the trail alignment to follow the levee on the north side of Fagan Marsh. District staff is now reviewing the feasibility of an alternative alignment. DFG, the Bay Trail Project and the Coastal Conservancy are funding the preparation of the supplemental environmental analysis for the section of the trail next to DFG's ponds 9 and 10; this work is being handled by Ducks Unlimited on behalf of DFG. District staff met with the involved parties on May 25, 2011 and again on November 9, 2011 to resolve questions, and is continuing to meet to address questions about the scope of additional CEQA review. DU has completed their draft review, including cost estimates. District staff together with Napa Sanitation District staff toured two other water treatment facilities that have segments of the Bay Trail going through or past their facilities.	
Phase Three—Soscol Ferry Road to Napa Pipe All	Phase Three—Soscol Ferry Road to Napa Pipe All permits and permissions have been obtained, and construction bid documents are done. Caltrans has determined the project is eligible for federal Transportation Enhancements grant funds, and has approved NEPA review for the project. Staff is now compiling Caltrans' extensive paperwork needed to obtain the funds. The goal was to construct the project May-June 2012, but Caltrans approval will not be ready in time. Hopefully the funding can be extended, but this is not guaranteed.	
Berryessa Estates	The District met with BLM in mid-January 2011 to discuss how to speed up BLM's process for the no-fee transfer of this property. Another meeting was held August 5, 2011 to try and speed up the BLM processing of this application. CDF and the Pope Valley Volunteer Fire Department have added a proposal to construct a fire substation on a corner of the property. A community meeting was held March 2009 to get input from the community. The District has completed the donation to the District of a small, 0.2 acre property that provides critical access to the northeast corner of the property. The District has allowed excess soil from a nearby public project to be disposed of on this property, which saves them money and facilitates the eventual construction of the fire substation; staff is working on a drainage easement to the County to assure the County takes care of the extension of the storm drain under this new fill. CDF crews did extensive fire break work in 2009 through 2011 to protect the residences next to the BLM land.	
Berryessa Vista	Volunteers working with the District have completed detailed GIS mapping showing all existing roads, creek crossings, vista points and potential campsites. Planning and stewardship of this 224 acre wilderness park. Continuing damage by off-road vehicles trespassing on the property was noted; staff is developing a plan for how to stop the trespass. As a first step, a letter was sent to all property owners in that area introducing the District, explaining the deed restriction prohibiting off road vehicles, and asking for their cooperation. No further work is anticipated until Lake Berryessa Trail planning is completed by Berryessa Trails and Conservation. District staff has been meeting with Reclamation, their consultants and interested parties on the trail planning and prioritization. An inholding between the Districts property and BLM property is available for purchase, the land trust has agreed to pursue purchase of the property, with the understanding that the District is interested in acquiring the property from the land trust at a future date when funding is available.	

Blue Ridge/Berryessa Peak Trail
Obtain right of way and construct trail to provide public access to extensive federal lands on Blue Ridge and to Berryessa Peak

Camp Berryessa
Redevelopment of former Boy Scout Camp into a group/environmental education camp.

Obtained donated trail easement from the Altmann family to close gaps between existing public lands on Blue Ridge. Undertook a reconnaissance of the trail route in December 2008. Based on this reconnaissance, a revised easement description was drafted, approved by the landowner and recorded. Botanical surveys field work needed for CEQA review is complete. A Negative Declaration and Use Permit hearing was approved December 16, 2009 by the County Planning Commission. An Operations and Management Plan has been approved by the property owner and the District. There were volunteer trail building work parties in November 2010 and January, February and March and April 2011 working on the easement section of the trail. BLM staff on April 11th inspected the proposed trail alignment where it crosses BLM land. District and BLM staff met on August 5, 2011 to determine how to speed completion of BLM review of this project. BLM's biologist inspected the alignment on September 17, 2011. Volunteer work parties were led by Yolo Hiker in December 2011 and January and February 2012. Another work party is planned for late March.

CEQA and NEPA review is complete, as is the Use Agreement between the District and Reclamation. A grant for \$50,000 to help with construction has been provided by the Mead Foundation, together with a \$1.5 million grant from the State Coastal Conservancy. The contract for preparation of plans and specifications with Psomas was approved by the Board at its October meeting, and Psomas is now in the first phase of the design work. A meeting of potential future users was held September 22, 2011. A coordination meeting with Reclamation was held in November 2011. The District has contracted for labor compliance monitoring for the construction work, and has a contract to see if the old well can be restored. The camp will likely open in the fall of 2013.

District Non-profit Foundation Organize a non-profit foundation to raise funds for District projects
The District Board has approved the goals, objectives and basic structure for a non-profit foundation to assist the District with fundraising. Formation of the foundation will likely be timed to the opening of Camp Berryessa.

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 loop trail system on the north side of Lake Hennessey, and connecting to the planned Moore Creek Open Space Park trail system.
The Napa City Council in November, 2009 directed city staff to work with the District to finalize an agreement for the proposed Hennessey trails. A plant survey of the new section of trail was completed on April 3, 2010. City and District staff have come to a agreement on the extent of improvements and operational parameters, and the District approved a Mitigated Negative Declaration on February 14, 2011. The City and District are now working to complete a draft agreement for approval by both agencies; the City's legal department has completed its review of the draft agreement. District and City staff are scheduled to meet April 11th to finalize the draft. The earliest this area could be opened to the public is fall of 2013.

Master Plan Update First scheduled update to the Master Plan adopted in January 2009
Board adhoc committee appointed. Methodology for doing update has been agreed upon. Project was delayed due to competing demands on staff time (primarily the effort to keep Napa's state parks from closing). A draft update has been prepared by staff working with the Board ad hoc committee for the Master Plan update, and will be provided to the Board at the April 9, 2012 meeting for authorization to release for public comment.

Moore Creek Open Space Park Development Development of open space park on 673 acres acquired by the District adjacent to City of Napa watershed lands at Lake Hennessey to protect habitat, provide recreational trails, and overnight camping facilities.
All discretionary permits have been obtained, and park improvements are underway. The County road department completed paving of the entryway driveway in November 2012. The plans and specifications for the restroom facilities are complete, and the building permit application has been submitted. The design of the new septic system for the ranch house has been approved by the Regional Water Quality Control Board, and is now before the County for permits. The eastern boundary survey is complete except for a small amount of flagging, and several fencing contractors are preparing bids for the work.. More trailwork and french broom pulling was done at the December 2011 and January 2012 volunteer work weekend. The park is expected to open to the public in the summer of 2012.

Napa River Ecological Reserve Restoration 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, using a \$10,000 grant from the State Coastal Conservancy.
The CCC did mechanical and chemical weed removal and installed an all-weather surface on the trail from the parking area to the river levee, in May and June 2010. Additional invasive weed removal, mapping, and cleanup was done by volunteers on numerous occasions in 2010 and 2011. The District has used grant funding to bring several thousand students to the site to study ecology of the area and assist with the habitat restoration. Staff met with invasive plant control specialists on June 3, 2011 to evaluate eradication efforts to date and plan next steps. Native plant cuttings gathered from the reserve were propagated and planted by volunteers in Dec 2011 and Jan 2012. Supplemental grant funding for the restoration work was awarded by the County Wildlife Commission and the Conservancy has willing to extend the termination date for their grant, in light of the delays to the project caused by the State's budget problems. DFG has agreed to a simplified approval process. District staff met with DFG on December 8, 2011 to agree on work plans for 2012. Another school field trip was held in March 2012.

Oat Hill Mine Trail Improvements to first 1/2 mile of trail next to Calistoga
The litigation holding up this project has been successfully concluded, meaning the District can now complete repairs to the first 1/2 mile of the trail. Because of the cash flow needs of the Napa River and Bay Trail project, completion of the work on the Oat Hill Mine will be delayed until summer of 2012. Several of the trail sign posts have been vandalized and will need to be replaced.

The District in 2008 applied to BLM for a non-fee transfer to the District of a 40 acre parcel at Maple Springs on the Oat Hill Mine Trail; this application is pending. Staff met with BLM in February 2011 to discuss how to speed up this transfer; another meeting with the same topic was held August 5, 2011.

Rector Ridge/Stags Leap Ridge Trail Construction of staging area and 6+ miles of Ridge Trail climbing east from Silverado Trail near Rector Creek.	CEQA on this project was completed several years ago—staff is preparing an update to the Negative Declaration due to the passage of time since the original approval. The project concept has been approved by the District Board, and is being positively viewed by the Veterans Home administration. Veterans Home staff have been having difficulty figuring out what approval process is needed, because of ongoing discussions at the state level about the appropriate roles and future programs for the Veterans Home. District and Veterans Home staff have discussed possible short-term steps that can be taken to get the project moving. Key management staff at the Veterans Home retired in November 2010, so progress is delayed pending the filling of their vacant positions.
River to Ridge Trail Lot line adjustment to legalize River to Ridge Trail as constructed (if currently encroaches on private property in two locations)	Deeds accomplishing the adjustment in property boundaries between Syar and the State have been recorded. If the County ends up not being able to purchase Skyline Park, including the area with the River to Ridge Trail, then the County and the state will need to record a new trail alignment easement description.
Skyline Park Protection Purchase of Skyline Park from the State	Three past legislative efforts to authorized sale to the County failed due to unrelated disagreements between the state legislature and administration. Separately, the County in September 2009 approved a new park overlay zone and an updated Master Plan for Skyline Park. A fourth legislative effort by Assemblymember Evans in 2010, sponsored by Napa County and supported by the District, was approved by the legislature and signed by the Governor. The County and State General Service: have agreed on an appraisal process for determining the fair market value purchase price. The County has retained an appraiser acceptable to the State and a draft appraisal is now being reviewed by the County and the State.
Spanish Valley, Crystal Flats and Stone Corral Planning for 3,400 acres of open space donated by Bob and Evelyn Trinchero	Staff met with key community leaders from Lake Berryessa Estates on February 6 and March 6, 2011. A public session was held April 21st at the Pope Valley Farm Center. The District has negotiated an easement across the District's Stone Corral property to resolve one of the clouds on the title to this land; this easement was approved by the Board at its October meeting, and has now been finalized and recorded. Staff met with the LBRPOA Board on November 13th and again on December 4, 2011 to discuss use of the Crystal Flats and Stone Corral areas. The District took full possession of the properties on January 1, 2012. The District is working with a well driller to make the existing well in Spanish Valley functional. The District has contracted for botanical surveys over the course of this year, and is also in the process of contracting with a biologist to prepare animal surveys needed for the environmental review process.
State Parks Assume management of Both-Napa Valley State Park and keep it and the Bale Grist Mill open	Proposal submitted to State Parks on August 23, 2011. The County Board of Supervisors endorsed the proposal on September 27, 2011. The District and the State have signed an operating agreement, which is now under review by State General Services. The State issued an Early Entry Permit allowing the District to start operating the parks April 1, 2012. The County has approved several categories of position which the District can use to hire permanent and seasonal staff, needed to run the parks. Plans for new units are being reviewed by the State, and should be approved soon; meanwhile, volunteers have moved all of the vault kits to the park, and begun site preparation. The campground was reopened April 1, 2012. The reservation system was put on line April 4, 2012.
Vallejo Lakes	Discussions between the District, the Land Trust of Napa County, the County of Solano and the Solano Land Trust indicate a common desire to work together to purchase this property adjacent to Skyline Park. The City Council of the City of Vallejo has officially authorized staff to pursue surplusing of the property. The City of Vallejo has hired an appraiser to prepare an estimate of the property's fair market value, but this has not yet been released. District staff met with Solano Land Trust staff on September 7, 2011 to discuss project status and next steps. The District GM, together with the County of Solano EO, in February 2012 each sent letters to the City of Vallejo expressing interest in the property and requesting notification per state law of any planned surplusing of the property. The District's analysis of County ROW's with potential for recreational trails identified a potential ROW through the Vallejo Lakes property, however, it appears that one short section of the historic ROW is in Solano County and appears to not have been properly established.
Vine Trail	A Class I bicycle/pedestrian path extending from Calistoga to the Vallejo Ferry Terminal sponsored by the Vine Trail Coalition, of which the District is a participating member. The District has entered into an MOU with the Vine Trail Coalition to provide assistance as requested by the Coalition in receiving funds, preparing plans and environmental documents, constructing and operating the trail. The District, the Bay Area Ridge Trail, the San Francisco Bay Trail and the Vine Trail Coalition have prepared a joint Case Statement for the combined trail network for fundraising purposes. The District on February 5, 2010 submitted an appropriations request for FY 2011 to Senator Feinstein, and a similar request to Congressman Thompson on February 26, 2010 on behalf of the Vine Trail Coalition. Approximately \$235,000 in federal Transportation Enhancements fund is available to construct the section of the trail under the Butler Bridge. NCTPA will act as pass-through for both of this grant, since Caltrans has not been willing to enter into a Master Agreement with the District. Staff is currently working through the paperwork required by Caltrans for this grant. Delays in getting the paperwork processed mean the project will not happen this fiscal year; a funding extension will need to be requested, though the extension is not guaranteed.

Completed Projects

Berryessa Vista Acquisition Purchase of 224 acres from the Land Trust of Napa County for use as a public park completed in early 2008 using State Prop 12 funds.	Connolly Ranch Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.
Oat Hill Mine Trail Historic ROW Analysis Study to determine location and status of historic road Rights-of-Way and whether they have value as non-motorized recreational trails	The Oat Hill Mine Trail was formally opened in May of 2008, after a major volunteer work party doing signage installation, brush removal and erosion control. Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.
Linda Falls	Conservation easement accepted in spring 2008 from Land Trust of Napa County to provide additional protection for this 39 acre property, which is owned by the land trust.
Master Plan Development	The Master Plan for 2008-2013 was approved in January 2009
Milliken Reservoir Trails and Picnic Area Feasibility Study	The feasibility study has been completed, and accepted by the Board of Directors. The Napa City Council in November, 2009 approved city staff recommendation to hold off on the Milliken Reservoir trails project until the Hennessey trail project is up and running.
Moore Creek Open Space Park	Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008. Trail reroute to remove two stream crossings mostly completed in May 2009. New heater installed in gatehouse in April 2009.
Napa River Ecological Reserve Improvements	Parking area paved, and rock barrier installed to control vehicular access in 2007. Trash enclosure constructed and entry signs restored by volunteers in 2008. Deteriorated kiosk removed in 2008. The District in July 2008 assumed the County's role in managing the preserve under the joint management agreement with DFG. A new maintenance contract with the non-profit organization Options 3 was started in January 2009. The old deteriorated information kiosk, which had become a serious eyesore, was removed in November 2008.
Napa River Flood Control Easement	Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding
Newell Preserve Improvements	As part of the arrangement with the land trust on the District's purchase of Berryessa Vista, the land trust was willing to use some of the proceeds from the transaction to fund a well pump and distribution system at the Preserve. However, the first well drilled by the City of American Canyon came up dry. The City has dropped plans for digging any more test wells.
River to Ridge Trail Enhancements	Installation of animal silhouettes along the entryway fence illustrating the types of birds and mammals that can be found in the area completed by Eagle Scout candidate in 2008. In November 2008 five Valley Oak trees were planted at the Highway 221 entrance to the trail with the assistance of a volunteer from CNPS.
River to Ridge Trail Entrance Enhancements	A new information kiosk was installed at the entrance in December 2008 as part of a Boy Scout project. Several Live Oak seedlings were donated by CNPS and have been planted at the entrance to improve its appearance.
Skyline Park Road and Trail Improvements	Erosion control work on Lake Marie Road, and paving of campground loop road, completed in 2007 using State Prop 12 funds.
Skyline Park Concessionaire Agreement Renewal	District staff negotiated renewal of concessionaire agreement on behalf of the County. The renewal involved changes to the fee schedule and amendments to and approval of subagreements with three non-profit partner organizations.
Skyline Park Trail Improvements	Staff worked with SPCA and V-O-CAL to sponsor a weekend work party on October 15-17, 2010. Approximately 110 volunteers worked to reroute and repair trails experiencing serious erosion problems. SPCA is donating \$1,000 toward expenses.
Skyline Park Facility Improvements	The proposals for a second greenhouse and a covered arena were approved by the Department of General Services and by the County Board of Supervisors. The sponsors of these projects are now raising funds for implementation.
River to Ridge Trail	Correct drainage problems to trail can be used year-round. Two volunteer work weekends in March and April and two more in May of 2010 were organized by the District to clear brush, improve drainage, and surface about 30 feet of the trail with quarry fines to control problems with mud. Volunteers completed additional work in August 2011.
South Napa Wetlands Habitat Area	Transfer was approved in concept by the flood control district, and Park District staff prepared the first draft of a transfer agreement. Subsequently, attorney's for the

Transfer to the District those wetlands owned by the Napa flood district concluded it would be better from their perspective for the flood district to retain ownership of the property, due to their ongoing maintenance obligation.

Trinchero Open Space Acquisition
Donation of 3,400 acres of open space to the District by Bob and Evelyn Trinchero

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

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

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