



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

Karen Turjanis
Director, Ward One

Tony Norris
Director, Ward Two

Brent Randol
Director, Ward Three

Dave Finigan
Director, Ward Four

Barry Christian
Director, Ward Five

REVISED AGENDA

BOARD OF DIRECTORS REGULAR MEETING

Monday, March 14, 2016 at 2:00 P.M.

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

1. Call to Order and Roll Call

2. Public Comment

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

3. Set Matters

None.

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of February 8, 2016.
- b. Discussion and potential authorization for Board President to send letter to the Land Trust of Napa County expressing willingness to acquire property along the Oat Hill Mine Trail in the event the Trust is able to obtain the property.
- c. Discussion and potential direction to staff regarding the District's role as it relates to neighborhood parks and community centers in unincorporated areas.
- d. Discussion and potential release for public comment the draft expenditure plan for the District's proposed ballot measure in November 2016.
- e. Review of State legislation for 2016 (oral report).
- f. Update on the proposed Syar Quarry expansion and potential direction to staff (oral report).
- g. Discussion and potential adoption of fees for cabin rentals at Bothe-Napa Valley State Park.
- h. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
- i. Review of the District Projects Status Report.
- j. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
- k. Consideration and potential approval of Amendment No 1 to Agreement No 15-22 a professional services agreement with 6539 Consulting (Anne Steinhauer), to increase total allowable compensation by \$25,000 to \$49,500.

5. Announcements by Board and Staff

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

6. Agenda Planning

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

7. Adjournment



Napa County Regional Park
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MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, February 8, 2016 at 2:00 P.M.

County of Napa Board Chambers, 1195 Third Street Third Floor, Napa, CA

1. Call to Order and Roll Call

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

Staff present: John Woodbury, and Lashun Fuller.

Staff Absent: Dylan Roy, Chris Cahill

2. Public Comment

- Leon Brauning, Napa County Tax Payers Association, commented that he is not in favor of the tax increase; he also wants to discourage placing a tax on the ballot due to not enough polling support.
- Stu Williams commented that he believes that Parks and Open Space have been doing a great job and he supports the tax increase on the ballot.

3. Set Matters

None

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of January 11, 2016 and the special meeting of January 27, 2016.
Minutes for January 11, 2016 and the special meeting of January 27, 2016 were approved.
DF-BR-TN-BC-KT
- b. Discussion and potential direction to staff regarding policy choices in the District's proposed ballot measure for November 2016.
John Woodbury outlined the policy options for the District's proposed ballot Measure; Public comment was taken, and the Board of Directors provided feedback to staff. No formal action taken.
- c. Consideration and potential approval of the purchase of 7 additional bunk beds for Camp Berryessa from Grassroots Woodworks for a cost of \$5,950, total purchase value, including 25 bunk beds already approved by the General Manager: \$28,700 inclusive of delivery and setup assistance.
Directors voted to find that the proposed amendment is not a project under CEQA, and to approve the purchase of 7 additional bunk beds from Grassroots Woodworks for a cost of \$5,950; total purchase value, including 25 bunk beds already approved by the General Manager is \$28,700 for 32 bunk beds.
DF-TN-BR-BC-KT

- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff
Expenditure report was reviewed by Board of Directors. No formal action was taken.
- e. Review of the District Projects Status Report
John Woodbury gave the report with discussions on Bay Area Ridge Trail, Berryessa Estates, Camp Berryessa, Lake Hennessey North Shore Trail, Moore Creek Park, Oat Hill Mine Trail, Smittle Creek, Kirkland Rach, State Parks, RLS, and Vine Trail.
- f. Update on the proposed Syar Quarry expansion and potential direction to staff (oral report)
No report given.
- g. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park
John Woodbury gave report. No formal action taken.

5. Announcements by Board and Staff

- Barry Christen – Congratulated everyone one a great birthday party celebration
- Karen Turjanis – Vine Trail gathering next Thursday at Vintners' Golf Club in Yountville from 4:30PM-6:30PM

6. Agenda Planning

- John Woodbury- Working on draft proposal for next meeting

7. Adjournment

Adjourned to the Regular NCRPOSD Board Meeting March 14, 2016

DAVE FINIGAN, Board President

ATTEST:

LASHUN FULLER, Acting District Secretary

Key

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

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

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



STAFF REPORT

Date: March 14, 2016
 Agenda Item: 4.B
 Subject: Discussion and potential authorization for Board President to send letter to the Land Trust of Napa County expressing willingness to acquire property along the Oat Hill Mine Trail in the event the Trust is able to obtain the property.

Recommendation

Authorize the Board President to send a letter to the Land Trust of Napa County expressing the Board's willingness to acquire properties along the Oat Hill Mine Trail from the Trust in the event the Trust is able to obtain the property.

ENVIRONMENTAL DETERMINATION

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

Background

Most of the Oat Hill Mine Trail between Calistoga and Aetna Springs Road is located on public land (State Parks, State Lands Commission and Bureau of Land Management). The trail however also crosses over several privately-owned parcels. These parcels are not developed or otherwise improved, but they are legal, developable parcels, and the owners have the right to access these parcels using the County's Oat Hill Mine Road easement. Because development of these private parcels would adversely affect the public's enjoyment of the Oat Hill Mine Trail, and potentially damage or destroy significant historic features of the old road (stone walls, wagon ruts carved into the rock, and old homesteads) the District has had a long-standing interest in acquiring these isolated parcels in the event they become available.

In 2014 the District received a donation of one of these parcels (40 acres) from Randy Johnson. Immediately adjacent to this parcel is another 120 acre parcel owned jointly by two families. One of these families is interested in selling their half-interest. The Land Trust of Napa County is working on potentially purchasing the property, assuming the District would later acquire the property from the Trust at a price not-to-exceed the appraised fair market value, plus reimbursement for the Trust's transaction costs.

Purchase of this half-interest would greatly diminish but not completely extinguish the threat of development on this property. The reason for working with the Land Trust on this transaction is that

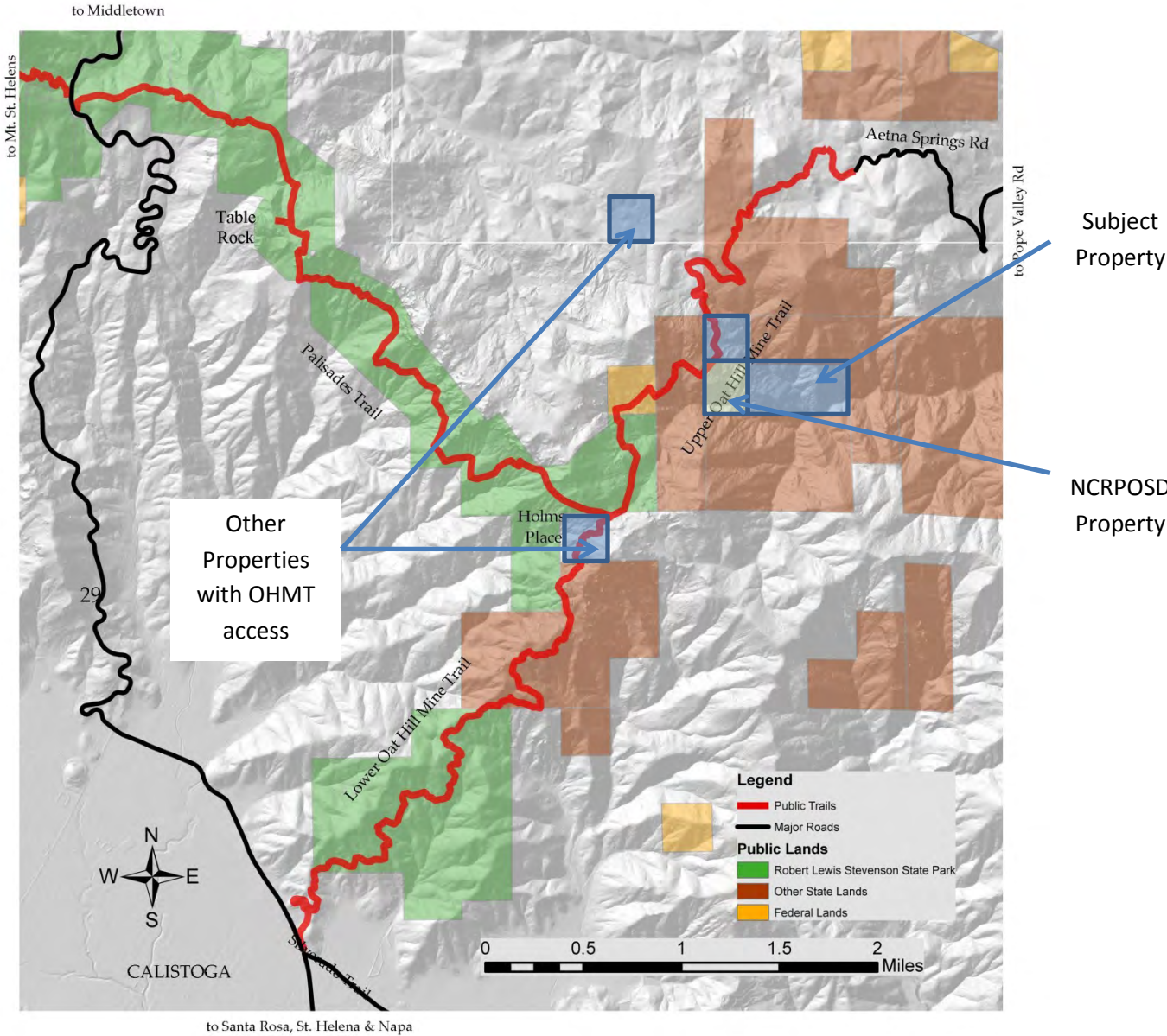
it will take some time for the District to obtain the funding necessary to acquire the property; the Land Trust is willing to hold the property until the District is able to obtain this funding.

In addition to this parcel, there are only two other private parcels that depend on the Oat Hill Mine Road for access.

Staff recommends the Board authorize the Board President to send a letter to the Land Trust indicating the Board's interest in permanently protecting the property that may currently be available, request the Land Trust take the lead in acquiring this property, and if they are successful express the District's intent to acquiring the property from the Trust when funding is available.

The attached map shows the location of the parcels in question.

Oat Hill Mine Trail





STAFF REPORT

Date: March 14, 2016

Agenda Item: 4.C

Subject: Discussion and potential direction to staff regarding the District's role as it relates to neighborhood parks and community centers in unincorporated areas.

Recommendation

Give direction to staff on the question in the last paragraph of this memo

ENVIRONMENTAL DETERMINATION

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

Background

In the past few months District staff has become aware of an interest by a group of residents in the Capell Valley area to turn the Capell Valley school site into a community center and neighborhood park. The site has much to recommend it. However, the District faces two challenges that need to be overcome if the District is to help the local community achieve this objective. First, the District's current funding is restricted to protecting and managing larger regional open space parks. Second, operating a community center/neighborhood park facility is expensive, far more so than less developed open space parks, and would be beyond the financial capacity of the District unless we can come up with new funding.

A similar situation arose several years ago affecting the Zinfandel Lane subdivision just south of St. Helena. This neighborhood in unincorporated Napa County includes three parcels that were set aside many years ago by the developer of the subdivision, for the purpose of a small neighborhood park. Membership in the neighborhood association for that area is voluntary, and the association has had difficulty raising the funds needed to maintain the park and pay for insurance and related costs. As a result, the Association requested the park district assume management of the park. At the time, the district declined, for the same reasons identified in the paragraph above.

Staff requests the Board consider the following: The District was formed with a focus on protection on watersheds, wildlife habitat and other open space resources, and providing public access to those protected lands. Is the Board interested in broadening the scope of the District to also include more improved neighborhood parks and community centers in the unincorporated County?

If the Board is interested continuing its current focus on open space preservation, no action is needed at this time. If however, the Board is interested in expanding the District's focus, the Board should so indicate at the meeting, and direct staff to review the draft expenditure plan to ensure it contains sufficient funding for such parks and community facilities.



STAFF REPORT

Date: March 14, 2016
Agenda Item: 4.D
Subject: Draft Expenditure Plan for Proposed November Ballot Measure

Recommendation

Release the draft Expenditure Plan for public review through the next Board meeting on April 11, 2015

ENVIRONMENTAL DETERMINATION

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

Background

In December 2015 the District requested the County work with the District in preparing a one-quarter cent transactions and use tax measure for the November 2016 ballot, and the County Board of Supervisors agreed. Since then, District and County staff have been working on the technical details of the Ordinance that would place the measure on the ballot, and District staff have been working on preparation of an Expenditure Plan that would be attached to the Ordinance and that would control the use of funds that would be generated by the measure.

A Board *ad hoc* subcommittee of Dave Finigan and Tony Norris have worked with staff in preparing a draft Expenditure Plan. In drafting the plan, staff has also consulted with key partners on various aspects of the plan. Staff recommends that the Board discuss the draft plan, make changes if desired, then authorize release of the draft plan for public comment until the next Board meeting on April 11, 2016.

The draft Expenditure Plan is attached. It contains all of the substantive material related to the ballot measure, with the exception of the term of the proposed tax, which will be specified in the body of the Ordinance. At this time, staff is proposing the term be set at 14 years. The draft Plan assumes that a quarter-cent sales tax would generate \$8 million annually. Recent data suggests the actual amount may be higher, though it must be remembered that sales taxes can change dramatically from year to year based on the performance of the economy, and so to be conservative staff recommends using the assumption of \$8 million annually in revenue.

Draft March 9, 2016

Exhibit A

WATER, PARKS AND OPEN SPACE RESTORATION AND PRESERVATION EXPENDITURE PLAN

A. Summary

Voters in Napa County are presented on the November 2016 ballot with the opportunity to vote to preserve our quality of life by permanently protecting and restoring water resources, watersheds, rivers, creeks, natural areas and wildlife habitat, restoring native ecosystems, maintaining and enhancing walking, hiking, biking and equestrian trails, and providing outdoor education especially for youth. The Water, Parks and Open Space Restoration and Preservation one-fourth-cent (1/4 cent) sales tax measure ("Measure") is estimated, at current collection levels, to generate approximately eight million dollars per year. This level of revenue may change during the life of the Measure due to the variability in annual receipts caused by broader economic and regional tourism trends. Thus, Expenditure Plan allocations are set based on a percentage of revenues rather than fixed dollar amounts.

This Measure will permanently protect up to 30,000 acres of watersheds, forests and natural habitats throughout Napa County, preserving open space and our environment for our children and grandchildren. This Measure will ensure local control over expenditures to address local needs, with all funds staying right here in our community. A Community Oversight Committee and mandatory annual financial audits will ensure that all funds are spent as promised.

This Expenditure Plan ("Plan") outlines three project areas for spending the proceeds of the Measure. In Part B of the Plan, each project area is described by its funding allocation, and types of projects and activities that the funding would support. Part C of the Plan contains administrative provisions, including a Community Oversight Committee and public process for determining annual expenditures.

B. Project Areas

1. **Preservation: Watersheds, Rivers, Lakes, Open Space and Wildlife Habitat (a minimum of 65% of revenues)**

Preservation of the most valuable of Napa County's open space lands, including watersheds, rivers, lakes and wildlife habitat, is the primary goal of this Expenditure Plan. In implementing this goal, the District shall be guided by the principles and policies contained in the District Master Plan and the Master Plan Update of 2011.

Preservation may be through acquisition of fee title ownership, or easement, or any other conveyance of partial ownership interest in real property and associated rights including but not limited to water and mineral rights.

Priority for funds shall be given to projects that:

- (a) protect local drinking water sources
- (b) preserve important watershed open space lands;
- (c) protect water quality in rivers, creeks and lakes;
- (d) protect natural areas including oak woodlands and other forested lands;
- (e) preserve native biodiversity by protecting critical habitats and wildlife corridors;
- (f) acquire rights-of-ways and land needed to implement the public access goals of the District Master Plan;
- (g) support the continuation of agriculture by protecting key agricultural lands,
- (h) complete regional parks and close gaps between protected local, state and

federal lands;

- (i) provide open space parks close to where people live, and trails that connect communities to nature;
- (j) take advantage of one-time opportunities to preserve important open space lands or address immediate threats to water quality, water supply and natural habitats;
- (k) implement the open space goals of the five cities in Napa County that are consistent with the goals of the District Master Plan.

The following are examples of important preservation projects:

- (a) protect Skyline Wilderness Park so it cannot be sold by the State of California for non-park development and resource extraction;
- (b) complete protection of the Suscol Headwaters between Skyline Park and Highway 12, protecting a prime steelhead spawning creek, a native American village site, and offering some of the best views in the Bay Area;
- (c) protect open space lands in the Moore Creek/Lake Hennessey and Milliken watersheds that provide water for the City of Napa, diverse wildlife habitat, and exceptional recreation potential;
- (d) protect open space lands that are the source of drinking water for Kimball Reservoir serving City of Calistoga residents, for Bell Canyon Reservoir serving City of St. Helena residents, for the Friesen Lakes serving Anguin residents, for Rector Reservoir serving Yountville and Veterans Home residents, and for Lake Curry potentially serving City of American Canyon residents.
- (e) Protect open space lands important for protecting and improving water quality in Putah Creek and Lake Berryessa.

All acquisitions funded pursuant to this Measure shall only be made from willing sellers, and may never be for more than appraised fair market value. Therefore, the priorities and projects identified above are subject to the availability of willing sellers at reasonable prices.

2. Restoration, Maintenance and Public Access (a minimum of 25% of revenues)

The second goal of this Expenditure Plan is to restore and maintain a high standard of care for parks and other public open space resources, while also facilitating appropriate public access, consistent with the District Master Plan in effect at the time expenditures are made.

Restoration and maintenance priorities include:

- (a) ensure water quality through control of soil erosion;
- (b) remove exotic weeds and restore native landscapes to naturally filter water, improve wildlife habitat and decrease the risk of catastrophic wildfire;
- (c) improve and maintain parks to ensure they are clean, safe and welcoming public open spaces for healthy living--for play, for exercise and to relieve stress;
- (d) repair and conserve deteriorating open space infrastructure and resources, including water systems, access roads, facilities and native American and historic resources located on public plans;
- (e) maintain and enhance walking, hiking, biking and equestrian trails;

Public access priorities include:

- (a) open spaces and trails close to where Napa residents live, and trails that connect communities with nature;
- (b) nature-based recreation opportunities for all recreational interests, ages and abilities;
- (c) improved public access to public lands;
- (d) completion of the public facilities and recreational trail network proposed in the District Master Plan;

3. Youth Education (a minimum of 3% of revenues)

Success in preserving the most essential parts of Napa's natural heritage depends on the next generation understanding, appreciating and knowing how to take care of what they will inherit. Most public school students today rarely have hands-on, dirt-under-the-fingernails learning experiences in the outdoors. School budgets don't have the money to pay for bus transportation, nor experts in the field who can impart real world learning.

Funding is intended to provide every student the opportunity for at least one educational field experience per year in the open spaces protected by the District to study the environment, how it functions and how to take care of it. These funds could be granted to participating non-profit organizations, teachers and schools to improve their outdoor youth education programs. Funds could also be used to provide scholarships and support for other educational activities sponsored by the District.

C. Administrative Provisions

1. Community Oversight Committee

A Community Oversight Committee ("COC") shall be established within six months of the effective date of the Measure. The responsibilities of this committee shall be to review Plan expenditures on an annual basis to ensure they conform with the Expenditure Plan, and prepare an annual report describing how funds were spent.

- a. Members of the committee shall be appointed by the Board of Directors of the District. The role of the committee shall be to advise the Board and staff on these matters, make recommendations and report their findings to the Napa community.
- b. Members of the COC shall be Napa County residents who are neither elected officials of any government within Napa County, nor employees from any agency or organization that either oversees or benefits from the proceeds of the Measure. The committee shall consist of seven at-large members, with at least one member from each District ward. At least two members shall have experience as public accountants, bankers, budget managers or related professional endeavors.
- c. The Board of Directors of the District shall approve bylaws related to the conduct of committee meetings and business.
- d. Meetings of the committee shall be open to the public and shall be held in compliance with the Ralph M. Brown Act, California's open meeting law
- e. All members of the COC shall receive ethics training pursuant to AB 1234.
- f. The committee shall dissolve after all revenue collected from this Measure is expended and a final report is submitted and circulated to the Napa County community.
- g. Just as the Board of Directors of the District receive no salary or stipend for their public service, no salary or stipend shall be paid to COC members.

2. Implementation Requirements

Implementation of the plan shall be guided by the following procedures to ensure that the revenue generated by the Measure is spent in the most efficient and effective manner possible, consistent with serving the public interest in Napa County, and the desires of the voters of Napa County.

- a. The County of Napa shall transfer all revenues generated by the Measure to the District as they are received by the County, less the County's actual costs associated with the collection, distribution and reporting of revenues and expenses.

- b. The District Board of Directors shall conduct a public meeting annually to gain public input on selection of projects, as part of District's annual budget development process.
- c. District revenues from the Measure may be expended by the District for the actual expenses of salaries, wages, benefits, and those services, including contractual services, necessary to administer the Ordinance; however, in no case shall administrative expenditures exceed three percent (3%) of the annual revenues provided by the Ordinance. Administrative functions include providing overall program direction and management necessary to implement District policy, formulating organizational goals and objectives, coordinating generally with other agencies and organizations, and performing finance, purchasing, personnel, government and community relations functions, which are not directly related to the implementation of specific projects eligible for funding pursuant to this Measure. Administrative functions subject to the three percent limit do not include election, legal and audit costs.
- d. The County of Napa and the District are charged with the fiduciary duty to administer proceeds in accordance with applicable laws and this Expenditure Plan. Disbursement of funds as grants shall be subject to terms and conditions that may include, but are not limited to, the District's right to 1) require grantees to enter into grant agreements with the District; 2) require matching funds; and 3) audit a grantee's use of proceeds.
- e. Actual revenues generated by the Measure may be higher or lower than estimates in this Plan due to variability in annual receipts caused by changes in the economy generally and the level of tourism spending in Napa County. The District shall annually estimate revenue from the Measure, and adjust expenditures as necessary to avoid deficit spending.
- f. The District may accumulate revenue over multiple years so that sufficient funding is available for larger and long-term projects. All interest income shall be used for the purposes identified in this Expenditure Plan.
- g. All funds from this Measure shall only be used for projects that are consistent with the General Plans and Zoning Ordinances of the affected jurisdictions
- h. Regarding real property acquisitions, revenues from the Measure may only be used for real property acquisition projects located wholly or at least partially within Napa County.
- i. Revenues generated by the Measure shall not be used to incur bonded indebtedness.
- j. To enhance local workforce development and employment opportunities, and involve youth and young adults in caring for our natural resources, the District will seek to form partnerships with workforce development programs, youth conservation corps and local community-based non-profit organizations working with low income, at-risk and disabled youth and young adults, to incorporate job training, internships and apprenticeships into the implementation of District projects.



STAFF REPORT

Date: March 14, 2016
 Agenda Item: 4.G
 Subject: Discussion and potential adoption of fees for cabin rentals at Bothe-Napa Valley State Park

Recommendation

Accept the rental policies as proposed and set the rental fee per cabin at \$250 for the first night and \$200 for each subsequent night.

ENVIRONMENTAL DETERMINATION

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

Background

The District is nearly complete with the renovation of three of the cabins located at Bothe-Napa Valley State Park. The other two cabins should be ready for use by the public by mid-summer. As soon as the work is signed off by the State Fire Marshall and the County Building Department, they will be available for rental to the general public. In anticipation of this, the Board of Directors needs to adopt fees for the rental of these cabins.

From the beginning, the overall financial plan for operating this State Park was to keep existing day use and camping fees unchanged, and to generate new revenues through the installation of yurts, the repair and short-term rental of five cabins, and the long-term rental of one and possibly two of the historic houses within the park.

There are no real comparable facilities like this in the Napa Valley, so it is difficult to know predict the level of demand and fair market rents. For this reason, staff recommends initially setting the rents at the low end of what we believe the market will sustain. Once the availability of the cabins becomes more generally known, and the level of demand ascertained, staff proposes to come back to the Board to adjust rent levels as needed.

Attached is a marketing description of the cabins, as well as a detailed description of what the cabins offer. As you will see, the recommendation at this time is to rent the cabins without linen service, meaning visitors will need to bring their own bedding and towels. Once we have more experience with what amenities our visitors desire and are willing to pay for, we may also want to modify the

rental policies, either regarding whether linens are provided, or other policies such as minimum number of days on weekends or holidays. For example, each time a cabin turns over it will need a thorough cleaning, so it is to our advantage to have longer staying visitors. On the other hand if demand is strong, the public may prefer that we limit the number of days per rental so that more people have the opportunity to enjoy the cabins.

Bothe-Napa Valley State Park Historic Cabins

Bothe-Napa Valley State Park now offers three carefully restored cabins where you can spend a night (or a week) in the woods without having to sleep on the ground! Enjoy all the modern conveniences in a lovely park setting and in the morning, just step outside your door and take a hike in the woods. You do not need a tent or an RV to spend some nature-time in one California's most beautiful parks – all with nearby Napa Valley to tour and enjoy.

Each of our newly refurbished 1930s cabins has a double bed and a double futon couch/bed conversion with additional cots available upon request. There is a full kitchen with a table and two benches, a refrigerator, stove and oven. Cabins have a large restroom with shower. Guests need to bring their own bedding, bath towels and kitchen linens. Cabin capacity is up to 6 persons. There is parking for two vehicles. Two cabins are ADA accessible.

All cabins are within a short walk to Bothe's spring-fed pool (open summers; additional fee to swim). Nearby is Bothe's visitor center, located in the historic Tucker House, with displays about the area's natural and cultural history (open weekends and most summer weekdays).

Bothe-Napa has nearly 8 miles of hiking trails along year-round Ritchie Creek, through Redwood and Douglas Fir forests, and on up to the views at the top of Coyote Peak. Or, take a hike to see the historic Pioneer Cemetery and continue on through the woods to nearby Bale Grist Mill State Historic Site, an 1846 water-powered gristmill that still grinds grain on the original stones. Tours and milling demonstrations are on the weekends (\$5 adult; \$2 children 6-17).

The nearby towns of Calistoga and St. Helena offer restaurants, wineries, spas, shops, entertainment, groceries and bike rentals.

Bothe-Napa Valley State Park Historic Cabins

Bothe-Napa Valley offers three fully refurbished 1930's cabins for overnight stay.

For reservations go to:

Amenities for the 3 cabins now available for reservation:

- Cabins sleep up to 6 people
- Fully furnished with one double bed and a double futon couch. Cots available.
- Heated by natural gas heaters, no fireplaces.
- Full kitchen with dishes, pots and pans.
- Full bathroom with shower
- Back deck to enjoy the park scenery.
- Bring your own linen, including bedding, dish and bath towels
- Two cabins are ADA accessible
- Cell phone coverage good. No Wi-Fi. No TV

Cabin Policies

- Check-in 2pm. Check-out 11am. Stop at front Kiosk to check in and out.
- For arrival after hours, call 707-942-4575 no later than 48 hours ahead to get key.
- Maximum number of people: up to 6. Two cots provided upon request.
- Maximum number of vehicles at cabin: 2. Extra vehicles \$8 per night in day-use area
- Additional vehicle \$8/night- must park in day-use area
- Driveway grade: Flat/packed gravel
- Driveway Entry: Back-in
- No tent camping next to cabins
- No dogs allowed in any cabin or on park trails
- No Smoking in cabins
- \$250 first night; \$200 each subsequent night
- Minimum stay two nights by reservation only (except holiday weekends – see below)
- Holiday day weekends, Minimum 3 nights stay (MLK, Presidents, Memorial Day, Fourth of July, Labor Day and Columbus Day, Thanksgiving, Christmas and New Year's)
- Visa or MasterCard required and held for security. A signed damage waiver required. Credit card released after site inspection by cleaning staff.
- ADA or Senior Discounts do not apply
- Cancellations allowed up to 14 days prior to your stay. 50% of the cost for your planned stay will be kept if you cancel within 14 days of the first day of your reservation.

Park and local area information

- Pool open Memorial Day through Labor Day on weekends 12 to 6pm (additional fee to swim)
- Bothe offers several nice hiking trails of varying difficulty
- Staff/hosts on site 24 hours a day
- Restaurants and wineries nearby
- St. Helena and Calistoga 5 miles from park
- Calistoga runs a shuttle to the park during the spring, summer and fall - \$1. Call ahead.
- Visitor Center in the park is open on weekends
- Jr. Ranger programs on Saturdays during the summer (Memorial Day through Labor Day weekends)
- Docent led hikes offered Saturdays during the summer (Memorial Day through Labor Day weekends)
- Nearby Bale Grist Mill State Historic Park open on weekends. This 1846 water-powered mill offers tours and milling demonstrations: \$5 per adult. \$2 children 5 to 17.

For more information about our parks visit:

www.napaoutdoors.org

www.napavalleystateparks.org



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: March 14, 2015
Item: 4.H
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff

Recommendation

Receive the report.

Background

Section III.A.(7) of the District By-laws authorizes the General Manager to bind the district for supplies, materials, labor, and other valuable consideration, in accordance with board policy and the adopted District budget, up to \$25,000, provided that all such expenditures are subsequently reported to the Board of Directors. Section III.A.(8) of the By-laws authorizes the General Manager to apply for grants and receive donations, subject to reporting such actions to the Board of Directors.

Attached is a report showing all District expenditures for February 2016.

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

None for this period

PARKS & OPEN SPACE DISTRICT - FEBRUARY 2016 EXPENSE REPORT

Gen Admin Dept - 85000-00

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 PBES Admin			\$ 258,493.56
02/02/2016	July-Dec 2015 SP Salaries			\$ (120,747.27)
02/03/2016	Jan transportation	Reimbursement-Jan Park expenses	JOHN WOODBURY	\$ 174.77
02/03/2016	Office depot expense	Reimbursement-Jan Park expenses	JOHN WOODBURY	\$ 35.93
02/03/2016	Annual celebration	Parks & Open Space Invoice	NAPA RIVER INN	\$ 349.44
02/10/2016	Office exp-Anniversary celebra	Reimbursement-Jan expenses	CJ YIP & ASSOCIATES	\$ 122.51
02/10/2016	Anniversary exp-food, etc	Reimbursement-Jan expenses	CJ YIP & ASSOCIATES	\$ 435.78
02/10/2016	Pick Mattock tool	Reimbursement-Jan expenses	CJ YIP & ASSOCIATES	\$ 35.63
02/11/2016	PARK152216 01/2016	January FY16 Parks 15-22	6539 CONSULTING	\$ 782.00
02/17/2016	Water bottles w/logo	Logo water bottles	CJ YIP & ASSOCIATES	\$ 2,401.38
02/17/2016	Car signs & tshirts	Reimbursement-car signs, tshirts	CJ YIP & ASSOCIATES	\$ 444.96

Moore Creek Dept - 85010-00

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 PBES Admin			\$ 12,765.53
02/03/2016	Porta potty - Jan 2016	Moore Creek Park	JOHNNY ON THE SPOT	\$ 179.36
02/03/2016	Internet - Feb 2016	Acct #62539	VALLEY INTERNET	\$ 141.00
02/03/2016	Internet-final install	Acct #62539	VALLEY INTERNET	\$ 1,806.00
02/03/2016	Jan - transportation	Reimbursement-Jan Park expenses	JOHN WOODBURY	\$ 22.68
02/10/2016	PG&E 12/20/15-1/21/16	Account #0099759249-8	PACIFIC GAS & ELECTRIC CO	\$ 656.59
02/10/2016	Paint, rock, top soil, etc	Reimbursement-Jan expenses	CJ YIP & ASSOCIATES	\$ 1,030.03
02/10/2016	Oaks, volunteer food	Reimbursement-Jan expenses	CJ YIP & ASSOCIATES	\$ 905.81

Oat Hill Mine Trail - 85010-01

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 PBES Admin			\$ 197.74
02/10/2016	Volunteer food	Reimbursement-Jan expenses	CJ YIP & ASSOCIATES	\$ 89.02

NRBT - 85010-02

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 PBES Admin			\$ 854.57

Camp Berryessa - 85010-03

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 PBES Admin			\$ 34,107.82
02/10/2016	CalTest	Lab Order #R010209, Camp Berryessa	CALTEST ANALYTICAL LABORATORY	\$ 443.00
02/10/2016	PG&E 12/23/15-1/22/16	Account #1765266301-8	PACIFIC GAS & ELECTRIC CO	\$ 66.67
02/10/2016	Balance of initial 25% deposit	Napa County Park District	GRASSROOTS WOODWORKS LLC	\$ 1,487.50
02/10/2016	Volunteer food for hay spread	Reimbursement-Jan expenses	CJ YIP & ASSOCIATES	\$ 83.80

Berryessa Vista - 85010-04

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 PBES Admin			\$ 98.87

NRER - 85010-05

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 PBES Admin			\$ 296.61
02/03/2016	Porta potty - Jan 2016	Yountville Park	JOHNNY ON THE SPOT	\$ 179.36

Vine Trail - 85010-06

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 PBES Admin			\$ 1,564.29

Putah Creek - 85010-07

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 PBES Admin			\$ 180.11

State Park - 85010-08

Date	Journal Line Description	Voucher Description	Name	Monetary Amount
02/02/2016	July-Dec 2015 SP Salaries			\$ 120,747.27
02/03/2016	Porta potty - Jan 2016	Bothe State Park	JOHNNY ON THE SPOT	\$ 358.71
02/03/2016	Central Vly - Jan 2016	Customer #NAPACORP136667	CENTRAL VALLEY BUILDERS	\$ 2,362.05
02/03/2016	PG&E 12/14/15-1/12/16	Account #6765403114-4	PACIFIC GAS & ELECTRIC CO	\$ 38.46
02/03/2016	PG&E 12/14/15-1/13/16	Account #1869012498-9	PACIFIC GAS & ELECTRIC CO	\$ 701.61
02/03/2016	PG&E 12/15/15-1/13/16	Account #9051730227-0	PACIFIC GAS & ELECTRIC CO	\$ 59.70

02/03/2016	PG&E 12/14/15-1/12/16	Account #2172831822-7	PACIFIC GAS & ELECTRIC CO	\$	78.03
02/03/2016	PG&E 12/15/15-1/14/16	Account #4831406953-4	PACIFIC GAS & ELECTRIC CO	\$	311.51
02/03/2016	PG&E 12/15/15-1/13/16	Account #5360079806-9	PACIFIC GAS & ELECTRIC CO	\$	8.35
02/03/2016	Central Vly - Jan 2016	Customer #NAPACORP136667	CENTRAL VALLEY BUILDERS	\$	214.60
02/04/2016	Heartland credit card fees-WFB			\$	8.57
02/08/2016	7898686642 01/2016	Acct# 7898686642	CHEVRON PRODUCTS COMPANY	\$	282.33
02/10/2016	Upper Vly Disp - Jan 2016	Account #01-0013452-7	UPPER VALLEY DISPOSAL	\$	870.75
02/10/2016	Bartley Pump -RLS Park	Napa County Parks	BARTLEY PUMP	\$	2,962.70
02/10/2016	Telepacific - Feb 2016	Account #133326	TELEPACIFIC COMMUNICATIONS	\$	599.51
02/10/2016	PG&E 12/17/15-1/19/16 (RLS)	Account #2662302249-3	PACIFIC GAS & ELECTRIC CO	\$	152.90
02/10/2016	Tractor supplies	Account #8537	BROWN'S AUTO PARTS	\$	42.91
02/11/2016	PARK120816 01/2016	January FY16 Parks 12-08	JEANNE MARIONI	\$	1,351.25
02/11/2016	PARK151016 Flooring Cabins	Order# AB026180	ABBEY CARPETS UNLIMITED	\$	3,622.64
02/11/2016	PARK151016 Carpet Cabins	Order# AB023991	ABBEY CARPETS UNLIMITED	\$	15,156.38
02/17/2016	Smog & heating/air repair	Customer #16448	ZUMWALT FORD-MERCURY	\$	209.59
02/17/2016	Truck repairs	Customer #16448	ZUMWALT FORD-MERCURY	\$	2,536.27
02/17/2016	supplies	Account #41112-37476	JOHN DEERE COMPANY	\$	129.58
02/17/2016	Construction supplies-shower	Customer #03700-03	PACE SUPPLY CORP	\$	945.41
02/17/2016	Paint - cabins	Account #4159	THE PAINT WORKS	\$	631.52
02/17/2016	Construction supplies-faucet	Customer #03700-03	PACE SUPPLY CORP	\$	179.29
02/17/2016	Pipe Insulation - RLS	Reimbursement-Pipe insulation	SANDY JONES	\$	62.42
02/17/2016	Construction supplies	Customer #03700-03	PACE SUPPLY CORP	\$	111.73
02/17/2016	J. Marioni - diary	Reimbursement-diary	JEANNE MARIONI	\$	46.82
02/17/2016	Reclass to PBES 17000-00			\$	226.27
02/17/2016	Propane	Acct #50163511	FERRELLGAS, LP	\$	152.93
02/17/2016	Cutback	Napa County Regional Park	HAROLD SMITH & SON INC	\$	347.61
02/29/2016	PARK151116 Plumbing Cabin4	December - January FY16 PARKS 15-11	ZAPP AND SONS PLUMBING	\$	5,429.09

Napa County Regional Park and Open Space District

Plan of Projects
Status Report

14-Mar-16

Name of Project Description

Status

<p>Amy's Grove Planning and permits for public use of Amy's Grove</p>	<p>The District will hold a community scoping session in late spring, with the timing dependent on when the adjacent Enchanted Hills Camp is available to host the meeting.</p>
<p>Bay Area Ridge Trail Tuteur Loop Assignment of Tuteur Loop Ridge Trail easement from the Bay Area Ridge Trail to the District</p>	<p>The Bay Area Ridge Trail Council obtained a donated easement from the Tuteur family and constructed a section of Bay Area Ridge Trail adjacent to Skyline Park. The Council 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. Staff has resumed work on transferring the easement to the District now that the option agreement for purchasing a portion of the Kirkland Ranch is about to be executed. Staff has reviewed with Mr. Tuteur the results of our survey for the Soscol Headwaters acquisition and together have arrived at a common understanding of property boundaries; Tuteur has agreed to modify the trail easement, as part of the transfer of the easement to the District, to reflect the actual property boundaries. Staff flagged the proposed new trail alignment with Mr. Tuteur on January 12, 2016; the next step is to engage a surveyor to place boundary markers and legal description for the trail easement. Staff is setting up a meeting with interested parties to discuss access in and out of Skyline Park, but this has been deferred at the request of Skyline Park Citizens Association due to their need to focus on immediate threats to Skyline Park.</p>
<p>Bay/River Trail -- American Canyon to Napa An 8+ mile recreational trail generally following the Napa River and interior levees of associated wetlands.</p>	<p>Phase 2-B--Pond 10 to Soscol Ferry Road Questa has largely completed a revised draft PUC permit application for a public crossing of the SMART tracks. SMART, NRCA and the PUC have verbally agreed to allow the railroad crossing. LSA Associates has completed a biological survey for the Fagan Marsh area; based on the results, DFG has indicated they do not want the trail alignment to follow the levee on the north side of Fagan Marsh; District staff is reviewing the feasibility of an alternative alignment.</p>
<p>Berryessa Estates Acquire 480 acres next to Berryessa Estates from BLM at no fee through their Recreation and Public Purpose Act procedure. Would connect Lake Berryessa Estates to the District's Spanish Valley holdings.</p>	<p>The District in 2009 applied to BLM for a no-fee transfer of this property to the District for the no-fee transfer of this property; while this transfer has received conceptual approval by BLM staff, the formal approval has dragged; several meetings have been held over the past three years to try and speed to process, but BLM staff has so far had higher priorities. CDF crews did extensive fire break work in 2009 through 2011 to protect the residences next to the BLM land. The District has completed the donation to the District of a small, 0.2 acre property that provides critical access to the northeast corner of the property. District staff in January 2013 met with the Napa County Fire Marshall and the the Calfire Battalion Chief for the area and agreed to jointly advocate for BLM action. In February staff talked with BLM and was assured that processing of the transfer was now beginning. BLM did a series of site visits June-August, 2013. The Bureau of Reclamation in June 2013 asserted that Reclamation has property rights such that BLM is not permitted to transfer the property. BLM is now projecting the transfer will be complete by the end of this calendar year. In late August Reclamation determined they still retained jurisdiction, but they have committed to completing the transfer in the same time frame as BLM would have. Staff has submitted additional materials to Reclamation which is now processing the permit. Reclamation provided a draft agreement to the District in February 2014 which will lead to Reclamation eventually transferring its interests in the property; District staff responded with comments to the draft in early March 2014. Not willing to keep waiting for the federal agencies to resolve their differences, Napa County has acquired a property within the Lake Berryessa Estates subdivision for constructing the fire sub-station. Reclamation says they have done their work and it is now up to BLM to finish the transfer. BLM thought they would complete their work by the end of 2015, but this did not happen, and a new date for completion has not been set. BLM's timeline has been extended because BLM has determined that not only these but other federal lands in the same general area also need to have their revocation process completed, and they wish to resolve all at the same time.</p>

Berryessa Vista	Planning, stewardship and expansion of this wilderness park.	Volunteers working with the District have completed detailed GIS mapping showing all existing roads, creek crossings, vista points and potential campsites. Continuing damage by off-road vehicles trespassing on the property was noted. The District sent a letter was sent to all property owners in that area introducing the District, explaining the deed restriction prohibiting off road vehicles, and asking for their cooperation. Since then there has been less observed damage, although the problem is not resolved. Staff was planning on installing a gate to restrict OHV access, but this has proven infeasible. After observing more OHV damage in the summer of 2013, staff is exploring options other than a gate to prevent unauthorized OHV use. The latest plan is to install remote cameras in an attempt to determine who is causing the damage. No other work is anticipated until Lake Berryessa Trail planning is completed, as that is a key step in gaining overland access to the property. District staff has been meeting with Reclamation, their consultants and interested parties on the trail planning and prioritization. Staff in late June 2014 toured an adjacent parcel with the owner of the property; in September the owner indicated they are interested in selling the property for addition to Berryessa Vista Wilderness Park. The Land Trust of Napa County has obtained the appraisal of the property, and the land trust and the sellers have agreed on the appraised value as the sales price. The District Board in November 2014 agreed to acquire the property from the Land Trust at a later date when funding is available. Escrow closed and title transferred to the land trust in early 2015.
Camp Berryessa	Redevelopment of former Boy Scout Camp into a group/environmental education camp.	A grant for \$50,000 to help with construction was provided by the Mead Foundation, together with a \$1.7 million grant from the State Coastal Conservancy. A new water well was dug in October 2012--production is great, and quality is acceptable with minor treatment. To meet budget constraints, work on the planned black water leach field was deferred to phase two. A \$1.7m construction contract was awarded to G.D. Nielson Inc on Napa in November 2014 and Ron Critchley served as our construction manager & inspector on the project. Construction was complete as of early December, and a Notice of Completion filed in early January 2016. <u>Redwood benches and tables, which were constructed on contract by Sonoma County Probation, are complete and set to be delivered as soon as we get a break in the rain. Staff has been working with Clivus Multrum, the manufacturer of the composting toilets, to diagnose a problem with the the system which is causing it to produce far too much LEP (essentially compost "tea").</u> So far we have not been able to arrange for an interim caretaker, but our search is ongoing. In the meantime Reclamation rangers patrol the Camp twice daily. <u>We have been receiving a number of calls from regional Boy Scout organizations and other groups interested in using the Camp this summer and/or fall, which is noteworthy as we've done little to no outreach or marketing to-date.</u> A soft opening is expected in late spring 2016.
District Non-profit Foundation	Organize a non-profit foundation to raise funds for District projects	The District Board has approved the goals, objectives and basic structure for a non-profit foundation to assist the District with fundraising. Formation of the foundation will likely be timed to the opening of Camp Berryessa. Director Turjanis in early 2015 began the process of preparing articles of incorporation and identifying potential Board members. Before proceeding further, Director Turjanis and staff continue to meet with other interested organizations about potential collaboration on fundraising and programming.
Lake Hennessey North Shore Trails	Would open up several miles of existing dirt access road, and construct approximately 1 mile of new single track trail, into a loop trail system on the north side of Lake Hennessey, and connecting to the planned Moore Creek Open Space Park trail system.	In November, 2009 the Napa City Council directed city staff to work with the District to finalize an agreement for the proposed Hennessey trails. The District approved a Mitigated Negative Declaration on February 14, 2011. A final lease agreement and operations plan was approved by the District Board in August 2012, and by the City Council in September 2012. Work was completed on the connector trail to Moore Creek in June 2013 and public response to the new trail has been very positive. Lake Hennessey North Shore Trails formally opened with a ribbon cutting on October 18, 2014. The Sam the Eagle Trail was completed in April 2015 and, in staff's opinion, turned out wonderfully. Forest Trails Alliance is donating a hand carved wooden trail sign to be installed at the northern terminus of the new trail. District staff patrol the North Shore several times a week. District staff and volunteers installed the Harold Kelly bench in early June and constructed a short ADA-compliant access trail to it on July 11, 2015. The County Wildlife Conservation Commission awarded the District a +/- \$2,000 grant to fund installation of an interpretive birding trail developed in partnership with Napa Solano Audubon along the north shore of the lake. A new bench along the shoreline was dedicated to former Director Harold Kelly on October 22, 2015. Planning for construction of the next trail segment is now underway.
Linda Falls Conservation Easement	Expansion of conservation easement to cover all of the property at Linda Falls owned by the Land Trust of Napa County	The District currently holds a conservation easement on one of several parcels owned by the Land Trust of Napa County. The land trust desires to expand this conservation easement to include all of the land trust's holdings at Linda Falls. The purpose is to provide an additional layer of protection for the property. This is a continuation of a long-term project for the district and land trust to hold easements over each other's properties to protect against unforeseen circumstances that could threaten the conservation values of the properties. District and land trust staff are working on the actual text of the easement to be donated to the District.

Moore Creek Park Development

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

The park opened on June 30, 2013. The eastern boundary survey and fencing project was completed June 2014. Construction of the remainder of the Valentine Vista Trail was completed by the Forest Trails Alliance in April 2014. With the help and support of the County Fire Department and County communications technicians, the District has installed an emergency communications radio and antenna at the Ranch House (which has neither landline nor cellular phone service). The next big project is the construction of the Madrone Trail, a roughly 2 miles footpath on the western side of Moore Creek canyon north of the ranch house. In February and March volunteers helped flag and brush the first part of the Madrone Trail. A VO-CAL event with approximately 100 volunteers gathered May 15-17, 2015 to continue this construction. In April we purchased an ATV for use at Moore Creek Park and other facilities, primarily with funds granted by the Wildlife Conservation Commission. The Pruetts, our new volunteer caretakers, moved in to the ranch house in late August, 2015. A dozen volunteers working on the Madrone Trail on October 3 and 4, 2015, constructing a set of steps and a few hundred feet of new trail. The septic system for the gate house had to be pumped out in November 2015, at which time a collapsed leach field pipe was noted; this was repaired in late December. In January 2016 the District contracted with a new company to provide both high speed internet and phone service to the ranch house to improve safety and emergency response capabilities, as well as make the caretaker's life less isolated. Installation was completed in February 2016. Weather permitting, volunteers will work on the Madrone Trail the third weekend in March 2016.

Oat Hill Mine Trail

Various improvements to the historic Oat Hill Mine Road

The litigation holding up this project has been successfully concluded. Several of the trail sign posts have been vandalized and will need to be replaced. The District is continuing to work with Tuleyome on a project to clean up the Twin Peaks and Corona Mines, in the hopes this may enable the District to safely open the northern Oat Hill Mine Trail for public use. A volunteer crew did erosion control work on the trail in January 2013. Staff and volunteers in February 2013 to did a comprehensive evaluation of erosion issues on the trail, and experts from the RCD joined staff for another evaluation in early April. The City of Calistoga and CalTrans have restarted discussions about constructing a roundabout at the intersection of Highway 29 and Silverado Trail; the District is tracking these discussions to ensure that whatever design as adopted will provide adequate and safe access to the Oat Hill Mine Trail. The Bay Area Ridge Trail did some cleanup and minor improvements in late October 2013 to the staging area, and the lower 4 miles of the OHMT was dedicated as part of the Ridge Trail on November 10, 2013. The 40 acre Randy Lee Johnson property donation was completed in December 2014. Volunteers made drainage improvements on the trail in late January 2015; a lot more is needed. Another work party was held January 9, 2016.

Oat Hill Mine Trail

Transfer of 40 acre parcel from BLM

The District in 2008 applied to BLM for a non-fee transfer to the District of a 40 acre parcel at Maple Springs on the Oat Hill Mine Trail; this application is pending. Staff met with BLM in February 2011 to discuss how to speed up this transfer; another meeting with the same topic was held August 5, 2011. The District is still waiting on BLM to process the application. Weather permitting, volunteers will be working on erosion control improvements the second weekend of March 2016.

Rector Ridge/Stags Leap Ridge Trail

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

CEQA on this project was completed several years ago--staff has prepared a draft update to the Negative Declaration due to the passage of time since the original approval. The project concept has been approved by the District Board, and was positively viewed by the Veterans Home administration. However, Veterans Home staff had been having difficulty figuring out what approval process is needed, because of ongoing discussions at the state level about the appropriate roles and future programs for the Veterans Home, and then key management staff at the Veterans Home retired in November 2010, so progress was delayed pending the filling of their vacant positions. The District will restart the process when other priorities are under control.

Skyline Park

Permanent protection of Skyline Park

Three past legislative efforts to authorize sale to the County failed due to unrelated disagreements between the state legislature and administration. Separately, the County in September 2009 approved a new park overlay zone and an updated Master Plan for Skyline Park. A fourth legislative effort by Assemblymember Evans in 2010, sponsored by Napa County and supported by the District, was approved by the legislature and signed by the Governor. The County and state General Services agreed on an appraisal process for determining the fair market value purchase price, the County retained an appraiser acceptable to the State, and a draft appraisal was prepared. In late April 2012 the state indicated they did not accept the value as determined by the appraisal and negotiations stalled. A Draft EIR was released in late September 2013 for the proposed expansion of the adjacent Syar Quarry. The District Board approved comments on the DEIR at it's October 2013 meeting. The Final EIR was released in November of 2014; the Planning Commission certified the EIR on October 21, 2015. On October 22, 2015, the State applied to the county to rezone Skyline Park by removing the Skyline Wilderness park Combining District overlay, which would make it easier for the State to sell for development and at a higher price. The Planning Commission certification for the quarry expansion was appealed to the Board of Supervisors by two organizations; the appeals are scheduled to be heard March 22, 2016. The District in February submitted two letters to the Board of Supervisors, one requesting the setback between the quarry and the park be protected through a permanent conservation easement, and the other expressing support for the changes to the quarry project that were recommended by the County Planning Department, with additional protection for Pasini Ridge.

Smittle Creek

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

The District completed purchase of this property in December 2015. The next step is to conduct resource surveys, complete CEQA, and obtain permits.

Suscol Headwaters

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

The Purchase and Sale Agreement was adopted by the District Board at its June 8, 2015 meeting. Phase I of the acquisition is scheduled to close in September 2015. Funding for Phase I will come from Napa County in exchange for the County receiving an equal amount from the Priority Conservation Area program administered by MTC. Caltrans and the US Fish and Wildlife Service are seriously looking in to the possibility of turning a portion of the property into red-legged frog mitigation area, which could involve substantial grant funding for property purchase and wildlife improvements. On July 1st the board of the Napa Sanitation District approved an easement option agreement which should allow us to construct a trail and trailhead parking lot on their Kelly Road sprayfield property. Survey work, the costs of which are split between buyer and seller according to our purchase agreement, is underway and has been somewhat complicated by the lack of monumentation along the Napa/Solano county line. Staff has come to terms with the seller on a revised agreement, which will be before the Board in closed session at this hearing. The Phase One acquisition closed on October 20, 2015. Staff continues to work with Caltrans and the USFWS to secure funds for Phase Two; another site visit with their biologists was completed on January 15, 2016

Spanish Valley, Crystal Flats, and Stone Corral

Planning for open space donated by Bob and Evalyn Trinchero

The District took full possession of the properties on January 1, 2012. Staff met with key community leaders from Lake Berryessa Estates on February 6 and March 6, 2011. A public session was held April 21st at the Pope Valley Farm Center. The District has negotiated an easement across the District's Stone Corral property to resolve one of the clouds on the title to this land; this easement was approved by the Board at its October meeting, and has now been finalized and recorded. Staff met with the LBEPOA Board many times in 2011-2013 to discuss use of the Crystal Flats and Stone Corral areas. District staff has prepared a draft agreement between the District and the Association, which the Association has informally rejected. The well serving Spanish Valley was repaired in November 2013. The District also sealed up an abandoned dry well bore discovered on the property. A group of 10 scouts GPS'd old ranch roads and 4-wheel drive tracks on the Spanish Valley property for us over the weekend of April 26-27 so that we can create a map of existing roads and trails. A contract for archeological surveying (a required part of the CEQA process) was completed by Tom Origer and Associates in June, 2014. Staff completed a preliminary survey of the Spanish Valley access road in late July 2012 and, while legal access to the property has been established, it does not appear that the existing road is located within the Spanish Valley Trail easement. In early January 2014 staff learned the affected parcels are for sale. Staff's cash offer to purchase half of the property in mid March was rejected and we have decided to be patient while the property owner attempts to find a better buyer (as we think it unlikely that there is one). In February 2013 several no trespassing signs were installed in response to some evidence of illegal OHV use. The Crystal Flats sign was immediately removed and the lock on the gate removed; a more secure temporary lock has been installed, and staff is researching a new gate that will exclude ATV's and motorcycles while allowing hikers, bicyclists and equestrians. The District is partnering with Tuleyome to investigate and come up with the trail alignment connecting Spanish Valley to the Pope To Putah Trail on BLM land which is under construction by Tuleyome. An abandoned trailer in Spanish Valley was removed in July 2014 at no cost to the District using an abandoned vehicle program administered by the County. The Butts Canyon fire did not reach District property, but CDF graded several emergency roads and firebreaks through Spanish Valley. CDF did some remediation work after the fire to address grading damage. The Board in March 2015 adopted interim policies for the Crystal Flats and Stone Corral holdings regarding hunting, shooting, fires and motorized vehicle use. The District in 2015 reimbursed the Lake Berryessa Estates Property Owner's Association for half the cost (~\$4,000) for pruning hazardous trees in the small campground within the Crystal Flats property (which has been used by the Association since the 1970's).

State Parks	Operate Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park	<p>The District, with assistance from the Napa Valley State Parks Association took over management of the parks on April 1, 2012. A County permit for the pool was obtained in July 2012. The state completed installing 3 yurts in October 2012. The District has installed 7 additional yurts. Numerous volunteer projects have been organized (PG&E event improving the Mill, firewood splitting, hazardous tree removal, mowing, pool cleaning, native plant garden maintenance, historic orchard restoration, lots of trash removal, and in September/October a footbridge on the History Trail was repaired by the St Helena Kiwanis). A volunteer forestry management group has been formed and the District has acquired a boom truck and other equipment to facilitate hazardous tree removal and pruning. Utility service accounts have been transferred from the state to the District. An improved recycling system has been implemented. Every septic tank in the park has been pumped clean, and sewer lines were located and cleared of root blockages. Two additional failed septic tanks were discovered in March 2013 and pumped clean. Nearly \$270,000 in gifts, grants and pledges have been obtained to assist with improvements at the parks. The District and State Parks have finalized an agreement regarding the "found" state money that provides up to \$537,800 in State funds being granted to the District to cover some salaries and two capital improvement projects (replacement roofs and AC overlay to the picnic area road). The District sponsored SB 170 (Wolk) which would exempt the mill from state food processing facility requirements so that flour from the mill can be sold as a food item; the bill passed the legislature, but unfortunately opposition from the Department of Public Health resulted in the Governor vetoing the bill. Senator Wolk reintroduced the same legislation in the 2015 session; the bill has passed the Senate, but has been turned into a two year bill due to continued opposition from the Department of Public Health. Architectural plans for the repair of the cabins were submitted in February 2014 for State Parks approval, and were approved in December 2014. In March 2014 the district was approached by several organizations and individuals requesting that the District consider taking over management of Robert Louis Stevenson State Park; after approval from the Board, staff in June 2014 submitted a proposal to State Parks to manage some aspects of RLS; this proposal has received favorable response, the necessary legislative authorization was approved as part of the proposed State budget for 2015-16. A free admission day including the dedication of the Ridge Trail/Vine Trail junction was held on July 27, 2014. State-grant funded roof repairs and day use area roadways were completed in November 2014. State Parks provided the District with a draft Agreement in mid-October of 2015; the draft agreement is still under review by State Parks. State Parks has now indicated that the new agreement probably won't be completed until the end of 2016. <u>Cabin repairs and improvements are complete for three cabins and a shower/toilet combo building pending final fire marshall and building inspections.</u></p>
Vallejo Lakes	Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County	<p>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. The District GM, together with the County of Solano EO, in February 2012 each sent letters to the City of Vallejo formally expressing interest in the property and requesting notification per state law of any planned surplusing of the property. Sale of the property by the City has been delayed because of complications related to questions about how best to supply water to residents in Green Valley. The Trust for Public Land has expressed interest in assisting with the purchase of this area. Staff from the District and its partners met with the Vallejo City Manager in April 2014; the surplusing process has become more complicated and the City does not anticipate any action in the near future, but meanwhile the City Manager appears open to working with us to figure out a mutually beneficial outcome. Staff had a very interesting meeting with City of Vallejo water division staff and a tour of Lake Curry in late May. The Lake Curry property can only be described as a jewel, and the City of Vallejo would clearly like to divest it. District staff is presently exploring a broad array of options.</p>
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.	<p>The District has entered into an MOU with the Vine Trail Coalition to provide assistance as requested by the Coalition in receiving funds, preparing plans and environmental documents, constructing and operating the trail. The District, the Bay Area Ridge Trail, the San Francisco Bay Trail and the Vine Trail Coalition have prepared a joint Case Statement for the combined trail network for fundraising purposes. The District on February 5, 2010 submitted an appropriations request for FY 2011 to Senator Feinstein, and a similar request to Congressman Thompson on February 26, 2010 on behalf of the Vine Trail Coalition. The District in April 2013 approved and sent a letter of support for the City of Calistoga's request for a grant from the Coastal Conservancy to plan the trail through Calistoga. The Board President in early June 2014 sent a letter of support for a Vine Trail federal "Tiger" grant to help construct the section of trail between Yountville and Napa. The District continues to coordinate with the Vine Trail on plans to route the Vine Trail through Bothe-Napa Valley State Park. A joint Vine Trail/Ridge Trail dedication event was held at Bothe on July 27, 2014. In March 2015 the Vine Trail initiated discussions with district staff about the possibility of the District providing maintenance for the entire Vine Trail. Syar Industries in March 2015 entered into an agreement with Napa Pipe and the Vine Trail to provide an easement for the trail connection between Napa Pipe and Kennedy Park. The Vine Trail Coalition has asked the District whether it would be willing and able to take on operation and maintenance of the Vine Trail as sections are completed, if adequate funding can be obtained. The Vine Trail Coalition, the County and the cities along its route, and the District are currently in discussions about which is the best entity to operate and maintain the trail. The County Board of Supervisors considered this issue on December 8, 2015, but no decisions were made. A meeting with the TAC for the Napa County Transportation Planning Agency to continue the discussion about who should manage the trail was held January 14, 2016; no decisions were made at that time.</p>

Completed Projects

Amy's Grove	Donation of 50 acres along Dry Creek and Wing Creek	The donation of approximately 50 acres of open space from the Chamberlain family to the District closed in December 2015.
Bay Area Ridge Trail Realignment	Amendment to the proposed alignment of the Bay Area Ridge Trail extend north to the Oat Hill Mine Trail	In December of 2012 the Bay Area Ridge Trail Council approved the proposed realignment of the Ridge Trail through Napa County as requested by the District.
Bay/River Trail -- American Canyon to Napa Phase I	Phase One--Euclptus Drive to Green Island Road	Constructed approximately 5 miles of Class I bicycle and pedestrian path in the vicinity of American Canyon along the Napa River was completed in April 2012, in partnership with the City of American Canyon, Department of Fish and Game and Napa Vallejo Waste Management Authority. A formal opening ceremony was held June 2, 2012.
	Phase Two-A Pond 10	DFW surfaced the exsiting levee with gravel and opened the gate to the public in spring 2015.
	Phase Three--Soscol Ferry Road to Napa Pipe	Completed construction in spring of 2015 of 0.7 miles between Soscol Ferry Road and the Napa Pipe property in the Napa Valley Corporate Park. The contractor will need to return in the summer of 2015 to reapply stabilizer in those spots where it didn't set up due to cold and wet weather.
Berryess Peak Trail	Obtain right of way and construct trail to provide public access to extensive federal lands on Blue Ridge and to Berryessa Peak	Obtained donated trail easement from the Ahmann family to close gaps between existing public lands on Blue Ridge. A Negative Declaration and Use Permit hearing was approved December 16, 2009 by the County Planning Commission. An Operations and Management Plan has been approved by the property owner and the District. BLM's biologist inspected the alignment on September 17, 2011. There have been volunteer trail building work parties have been held numerous times between 2011 and the present, and the trail is now done except for signage and a fence crossing. District staff met with Fish and Game on June 15, 2012 to discuss signage at the trailhead on DFG property, and in November 2012 submitted signage language for DFG review. Staff contacted DFG (now DFW) in February of 2013, again in early April, and again in late summer to determine the status of their review. In January 2014 DFW staff responded with an alternative entry sign design, and accepted our fence stile design. Volunteers installed the fence stile in March 2014. DFW installed the trail sign in late June 2015, though the sign copy is missing some information required by the trail easement that the trail uses after leaving DFW property. See attached picture. Staff has prepared two new signs to be placed at the termini of the private land trail easement that clearly state the rules for using the easement; these were installed by volunteers in late December 2015.
Berryessa Vista Acquisition	Purchase of 224 acres from the Land Trust of Napa County for use as a public park	completed in early 2008 using State Prop 12 funds.
Cedar Roughs/Smittle Creek	Acquisition of 443 acres providing public access to Cedar Roughs from Smittle Creek Day Use Area	Purchase of the property closed in December 2015.
Connolly Ranch		Construction of patio, restrooms and cooking facilities completed in 2008 using State Prop 12 funds.
Oat Hill Mine Trail		The Oat Hill Mine Trail was formally opened in May Of 2008, after a major volunteer work party doing signage installation, brush removal and erosion control.
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	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

<p>Master Plan Update First scheduled update to the Master Plan adopted in January 2009</p>	<p>Board adhoc committee appointed. Methodology for doing update has been agreed upon. Project was delayed due to competing demands on staff time (primarily the effort to keep Napa's state parks from closing. A draft update has been prepared by staff working with the Board ad hoc committee for the Master Plan update, and released by the Board at the April 9, 2012 meeting for public comment. The plan update was adopted by the Board at its June 2012 meeting.</p>
<p>Milliken Reservoir Trails and Picnic Area Feasibility Study Would construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area</p>	<p>The feasibility study has been completed, and accepted by the Board of Directors. The Napa City Council in November, 2009 approved city staff recommendation to hold off on the Milliken Reservoir trails project until the Hennessey trail project is up and running.</p>
<p>Moore Creek Open Space Park Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008.</p>	
<p>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.</p>	
<p>Napa River Ecological Reserve Restoration This multi-year project resulted in the removal of the bulk of the invasive teasel that had taken over the 5 acre meadow at the entrance to the Reserve, and the construction of a short native plant interpretive trail. Work was done by volunteers, students, and paid contractors. In doing this work, several thousand students received a day of environmental education about native and invasive plants and riparian ecology.</p>	
<p>Napa River Flood Control Easement Conservation easement accepted by District in 2007 to facilitate Flood District project and grant funding</p>	
<p>Newell Preserve Improvements Provide on-site water supply for group campground for cattle</p>	<p>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 drilling any more test wells.</p>
<p>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.</p>	
<p>River to Ridge Trail Lot line adjustment to legalize River to Ridge Trail as constructed (it currently encroaches on</p>	<p>Deeds accomplishing the adjustment in property boundaries between Syar and the State have been recorded.</p>
<p>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.</p>	
<p>River to Ridge Trail Correct drainage problems to trail can be used year-round.</p>	<p>Two volunteer work weekends in March and April and two more in May of 2010 were organized by the District to clear brush, improve drainage, and surface about 300 feet of the trail with quarry fines to control problems with mud. Volunteers completed additional work in August 2011.</p>
<p>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.</p>	
<p>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.</p>	
<p>Skyline Park Trail Improvements Major volunteer event to reroute and repair trails</p>	<p>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.</p>
<p>Skyline Park Facility Improvements Partner-sponsored improvement include a second greenhouse and a covered equestrian arena.</p>	<p>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.</p>

South Napa Wetlands Habitat Area	Transfer to the District those wetlands owned by the Napa County flood control district between the Napa River, Highway 29 and Newport Drive for use as habitat and nature-based recreation.	Transfer was approved in concept by the flood control district, and Park District staff prepared the first draft of a transfer agreement. Subsequently, attorney's for the flood district concluded it would be better from their perspective for the flood district to retain ownership of the property, due to their ongoing maintenance obligations.
State Parks	Assume management of Bothe-Napa Valley State Park and keep it and the Bale Grist Mill	The District took over operations of the parks on April 1, 2012, and have a 5 year agreement with the State to continue operating the parks.
Trichero Open Space Acquisition	Donation of 3,400 acres of open space to the District by Bob and Evalyn Trinchero	The donation was completed on December 29, 2010. A related granting of an access easement to the Lake Berryessa Resort Improvement District was completed in mid-January 2011.
Wild Lake Ranch	Assist land trust with planning and possible joint management of trails, camping and picnic areas.	The District participated in the development of a strategic plan for the property, together with other public lands in the area, that was led by the Land Trust of Napa County. The land trust has decided, at least for the near term, to manage the Wildlake-Duff property itself.

Park Report for February 2016
Submitted by Ranger Sandy Jones and Jeanne Marioni

BOTHE-NAPA VALLEY SP

We are quite busy preparing for the **summer season**. The process of hiring seasonal workers is underway. Summer hosts are beginning to arrive. Lots of spring mowing is happening. We fixed some major leaks in the pool getting ready for summer swimmers.

The **Pioneer Cemetery** project is once again moving forward. The St Helena Kiwanis Club has agreed to assist us with replacing the deteriorated fencing around the Kellogg-Tucker family plot. The wood we need has been cut from redwood logs by one of our park volunteers. This rough-cut wood will be milled to the historically correct size to be used by the Kiwanis guys to create pickets, stringers and posts in our shop. Rob will turn the decorative urns. The State plans to begin work on the ADA pathways in November. In the meantime, we will be working on the text and photos for the interpretive panels and determining where the panels will be placed in the cemetery.

The **cabins** await final approval from the fire marshal to be followed by approval from the county inspector.

While we wait for approval to open the cabins to the public, we will begin repairs to the front porch of the **Visitor Center** and **Milk Room**, the building behind the visitor center. First step is to tear out the porch decks, evaluate the extent of the deterioration, and determine if more wood needs to be ordered.

We are looking at **automated iron rangers** to determine the best one to install near the Kiosk. The AR will be able to collect payment for camping, day-use, yurts and firewood. Installation of an A.R is important if we are to capture all our potential revenue when the Kiosk is not staffed. We will apply for a grant to help us cover as much of the cost as possible - estimated to be about \$10,000.

A huge **tree fell** in upper Ritchey Canyon blocking the trail and creating significant damage. Tyler and Steve took a few hours to dig out the dirt behind the root ball and created a safe passage. Hikers appreciated our fast response.



BALE GRIST MILL SHP

NVSPA's annual membership drive is underway. This important outreach strengthens local support for the park, establishes a basis of communication with our supporters, and is a source of needed operating revenue. Please consider joining by contacting Jeanne: info@napavalleystateparks.org

Calling all millers! Although we have three millers on staff, we need more to cover all our weekend tours, school tours, and special events that take place at the mill. We are organizing a “**Miller Recruitment Day**” tentatively set for April 23rd at the mill.

The small **pump** is in and working. The large pump might need to be replaced if parts are no longer available.

Winter Dinner was fantastic with Chef Bernardo and Michael F. once again putting on an amazing dinner paired with local wine donated by our generous neighbors and park supporters.

ROBERT LOUIS STEVENSON SP

We are working with a photographer from Visit Napa Valley to take “beauty shots” of the vistas at RLS. With Ranger Sandy as his guide, he headed up the trails at RLS to take photos of the panoramic views of the valley from the top of the RLS trails. Great idea – cloudy weather! He will return as soon as weather permits. He will also take photos at Bothe along Redwood Trail and Ritchey Creek. A great project that will **promote the parks!**

We also spent another enjoyable day with Doug McConnell of OpenRoad while he filmed a new episode for his TV show that will feature RLS this time.



Doug hiking RLS

Marilou has been up to RLS to work! She moved lots of gravel and will re-open the road blocked by a debris flow and will clear out a few ditches too.

We enjoyed great spring weather at RLS at our **“thank-you potluck”** for hosts and volunteers. Some NVSPA board members also attended.

We have been noticing more and more birds migrating back to the parks. Our park visitors are also enjoying a beautiful wildflower display with this early spring weather.





STAFF REPORT

By: Chris Cahill, Land Planner
Date: March 14, 2016
Item: 4.k
Subject: Consideration and potential approval of Amendment No 1 to Agreement No 15-22 a professional services agreement with 6539 Consulting (Anne Steinhauer), to increase total allowable compensation by \$25,000 to \$49,500.

RECOMMENDATION

- 1.) Find that the proposed amendment is not a project under CEQA.
- 2.) Approve Amendment No 1 to Agreement No 15-22, to increase total allowable compensation by \$25,000 to \$49,500.

ENVIRONMENTAL DETERMINATION

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

BACKGROUND

In October 2015, the District contracted with Anne Steinhauer, through her firm 6539 Consulting, to contribute to our outreach initiatives including the development of a “speakers bureau” and associated presentation materials, the expansion of our social media presence, and to assist in the creation of a new District website and mapping application. Ms. Steinhauer has already proven herself invaluable and, as some of these tasks wrap up, we would like to expand the scope of her contract to include additional outreach activities (John Woodbury will provide an oral report on the specifics of that expanded scope at the Board’s hearing, as the details are still being worked out as of this writing).

The initial contract with 6539 Consulting was capped at \$24,500 and was approved under the signing authority of the General Manager. The amendment presently before the Board would expand the contract’s scope and work program and increase maximum allowable compensation by \$25,000 to \$49,500, a figure which requires Board approval. The term of the contract would remain unchanged, running to June 30, 2016 or the end of fiscal year 2015/2016.