



**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, December 10th, 2012 at 2:00 P.M.

1195 Third Street, Third Floor, Napa, Calif. 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 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

2:30 pm Presentation by Hillary Gitelman, Director of the Planning, Building and Environmental Services Department for the County of Napa, regarding the County reorganization establishing the department, and effect on the park district

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of November 5, 2012.
- b. Consideration and adoption of calendar of regular meeting dates for the Board of Directors for calendar year 2013.
- c. Verbal report and potential direction to staff on the operation and management of Bothe-Napa Valley Park and the Bale Grist Mill Historic Park
- d. Verbal report on the Napa County Local Agency Formation Commission action regarding the LBRID municipal service review.
- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff, and standing approval of ongoing expenses at Bothe-Napa Valley Park.
- 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. 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.

Next Regular Board Meeting: Monday, January 14th, 2012, 2:00 p.m.

7. Adjournment



**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

MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, November 5th, 2012 at 2:00 P.M.
1195 Third Street, Third Floor, Napa, Calif. 94559

1. Call to Order and Roll Call

Directors present: Guy Kay, Harold Kelly, Myrna Abramowicz, Dave Finigan, and Tony Norris.
Staff present: John Woodbury, Chris Apallas, and Melissa Gray.

2. Public Comment

None.

3. Set Matters

- 2:00 pm Update and discussion of operations, accomplishments and next steps for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park (led by Park Manager Sandy Jones)
- Sandy Jones gave the report and shared a list of significant accomplishments.
 - Director Finigan requested a press release to let the public know of all of the accomplishments in such a short period of time.
 - Director Guy requested that we keep a reserve for future revenue for the Parks.

- 2:30 pm Presentation by Napa Design Partners regarding ideas for the restoration, improvement and operation of Bothe-Napa Valley State Park
Jay Jacobson and Bob Maguire gave the presentation.

4. Administrative Items

- a. Consideration and potential approval of Minutes of the Board of Directors regular meeting of October 8, 2012.
Minutes were approved as presented.
HK-DF-MA-GK-TN
A
- b. Consideration and potential authorization for the General Manager to send a letter to the Local Agency Formation Commission regarding their municipal and sphere of

- c. influence review for the Lake Berryessa Estates Resort Improvement District.
Directors voted to authorize the General Manager to send a letter to LAFCO recommending Option 3 (no change) in regards to their municipal and sphere of influence review for LBRID
MA-GK-DF-HK-TN
- d. Consideration and potential acceptance of the District's independent financial audit for FY 2011-12.
Directors received and accepted the report.
HK-GK-MA-DF-TN
- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff, and standing approval of ongoing expenses at Bothe-Napa Valley Park.
John Woodbury gave the report.
- f. Review of the District Projects Status Report.
John Woodbury gave the report with discussions on: Napa River Bay Trail Phase II is still waiting for CEQA review, Camp Berryessa has a new water well, Berryessa Peak Trail, and Skyline Park.

5. Announcements by Board and Staff

Dave Finigan noted that Michael Haley will be the new Director coming onboard in 2013, and asked what kind of orientation and training would be offered.
Chris Apallas announced annual Brown Act Information is available.

6. Agenda Planning

Next Special Board Meeting: Monday, November 19, 2012, 2:00 p.m.

7. Closed Session

- A. Conference with Real Property Negotiator (Government Code Section 54956.8)
Property: APN Nos 025-220-003,-016.-017 & -018
Agency Negotiator: John Woodbury, NCRPOSD General Manager
Negotiating Parties: NCRPOSD and John M. Bruce and Michael J. McDevitt
Under Negotiation: Instructions to Negotiator will concern terms and conditions

President Norris announced there were no reportable actions taken during closed session.

8. Adjournment

TONY NORRIS, Board President

ATTEST:

MELISSA GRAY, 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: December 10, 2012

Agenda Item: 4. B

Subject: Consideration and adoption of calendar of regular meeting dates for the Board of Directors for calendar year 2013.

Recommendation

Adopt the attached proposed calendar of meeting dates and times for regular meetings of the Board of Directors.

Background

District by-laws state that the District will adopt a schedule of dates and time for regular meetings of the Board of Directors at the last meeting of the prior calendar year. Regular meetings are to be scheduled the second Monday of each month at 2 pm unless a different time is specifically adopted. All proposed meeting dates and times are on the second Monday of each month unless that date conflicts with holidays or other events that cause the Board room to be unavailable.



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Board of Directors Regular Meeting Calendar 2013

Proposed December 10, 2012

<u>Day</u>	<u>Date</u>	<u>Major Planned Topics (tentative-subject to change)</u>
Monday	January 14 th	selection of Board officers
Monday	February 11 th	Financial Report Second Quarter
Monday	March 11 th	
Monday	April 8 th	
Monday	May 13 th	Financial Report Third Quarter Review of Preliminary Budget for FY 2013-14 and setting of Public Hearing for June 10th
Monday	June 10 th	2012-13 Final budget hearing and adoption 2012-13 Work Program adoption
Monday	July 8 th	
Monday	August 12 th	Financial Report 4 th Quarter
Monday	September 9 th	
Monday	October 14 th	FY 2012 Independent Financial Audit Report
Monday	November 4th	Financial Report 1 st Quarter
Monday	December 9 th	Adoption of 2014 Calendar of Regular Meetings

Note

Board meetings are normally the second Monday of each month. Exceptions are noted in bold red type.



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: December 10, 2012
Item: 4.D
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 \$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.

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52125	- Accounting/Auditing Services					0.00	0.00	
		Beginning Balance:							3,120.84
		Total Activity:						0.00	
		Ending Balance:							3,120.84
Account	52490	- Other Professional Services							
11/19/2012	AP00234950	PARK070113 CJ YIP 10/12	10/12 SERVICES	00861189	23180	CJYIPASSOC	1,754.97	0.00	
Total For	52490	- Other Professional Services					1,754.97	0.00	
		Beginning Balance:							5,950.16
		Total Activity:						1,754.97	
		Ending Balance:							7,705.13
Account	52700	- Insurance - Liability							
		Beginning Balance:					0.00	0.00	3,731.62
		Total Activity:						0.00	
		Ending Balance:							3,731.62
Account	52905	- Business Travel/Mileage							
11/05/2012	AP00234466	J. Woodbury - transportation		00859050			46.62	0.00	
Total For	52905	- Business Travel/Mileage					46.62	0.00	
		Beginning Balance:							0.00
		Total Activity:						46.62	
		Ending Balance:							46.62

Report ID: GLS7505
 Bus. Unit: NAPCO-Napa County GL Business Unit
 Fund: 8500 N C Parks & Open Space Distr
 Dept: 8500000 Parks Administration

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 5 to 5

Page No. 2
 Run Date 12/04/2012
 Run Time 12:51:29

Program:

Journal Date	Journal ID	Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	53100	- Office Supplies							
11/14/2012	AP00234797	CJ Yip - name badges	00860083				25.86	0.00	
11/29/2012	AP00235225	C. Cahill - GPS expense	00862199	24717		CAHILL,CHR	393.29	0.00	
Total For 53100		- Office Supplies					419.15	0.00	
							Beginning Balance:		893.52
							Total Activity:		419.15
							Ending Balance:		1,312.67
Account	53120	- Memberships/Certifications							
11/05/2012	AP00234466	Bay Area Open Space-member due	Membership Ren	00859056	25817	SANFRANCIS	1,000.00	0.00	
Total For 53120		- Memberships/Certifications					1,000.00	0.00	
							Beginning Balance:		0.00
							Total Activity:		1,000.00
							Ending Balance:		1,000.00
TOTAL EXPENSE							3,220.74	0.00	16,916.88
=====							3,220.74	0.00	16,916.88
TOTAL FOR PROGRAM							3,220.74	0.00	16,916.88

Report ID: GLS7505
 Bus. Unit: NAPCO-Napa County GL Business Unit
 Fund: 8500 N C Parks & Open Space Distr
 Dept: 8501000 Moore Creek

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 5 to 5

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 Run Date 12/04/2012
 Run Time 12:38:42

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account 52115	- Property Tax/Assessment	Admin					0.00	0.00	
							Beginning Balance:		435.94
							Total Activity:		0.00
							Ending Balance:		435.94
<hr/>									
Account 52325	- Waste Disposal Services								
11/14/2012	AP00234797	United Site 10/17/12-11/13/12	Customer #CAN-	00860085	20925	UNITEDSITE	142.32	0.00	
11/29/2012	AP00235225	United Site 11/14/12-12/11/12	Customer #CAN-	00862195	20925	UNITEDSITE	142.32	0.00	
							Beginning Balance:		668.96
							Total Activity:		284.64
							Ending Balance:		953.60
<hr/>									
Account 52490	- Other Professional Services								
11/19/2012	AP00234950	PARK070113 CJ YIP 10/12	10/12 SERVICES	00861189	23180	CUYIPASSOC	4,028.56	0.00	
							Beginning Balance:		9,056.41
							Total Activity:		4,028.56
							Ending Balance:		13,084.97
<hr/>									
Account 52505	- Maintenance-Buildings/Improvem								
11/14/2012	AP00234797	CJ Yip - Vol wknd food, etc		00860083			413.06	0.00	
							Beginning Balance:		0.00
							Total Activity:		413.06
							Ending Balance:		413.06

Report ID: GLS7505
 Bus. Unit: NAPCO-Napa County GL Business Unit
 Fund: 8500 N C Parks & Open Space Distr
 Dept: 8501000 Moore Creek

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 5 to 5

Page No. 2
 Run Date 12/04/2012
 Run Time 12:38:42

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
							Beginning Balance:		10,576.81
							Total Activity:		413.06
							Ending Balance:		10,989.87
Account	52525	- Maintenance-Infrastructure/Lan					0.00	0.00	
							Beginning Balance:		9,375.00
							Total Activity:		0.00
							Ending Balance:		9,375.00
Account	52700	- Insurance - Liability					0.00	0.00	
							Beginning Balance:		733.00
							Total Activity:		0.00
							Ending Balance:		733.00
Account	52800	- Communications/Telephone							
11/27/2012	AP00235142	Hughes Net 11/12/12-12/12/12	Acct #DSS88360	00861707	17372	HUGHESNETW	76.56	0.00	
Total For 52800		- Communications/Telephone					76.56	0.00	
							Beginning Balance:		306.24
							Total Activity:		76.56
							Ending Balance:		382.80
Account	52840	- Permits/License Fees					0.00	0.00	
							Beginning Balance:		2,947.06
							Total Activity:		0.00
							Ending Balance:		2,947.06

Report ID: GLS7505
 Bus. Unit: NAPCO-Napa County GL Business Unit
 Fund: 8500 N C Parks & Open Space Distr
 Dept: 8501000 Moore Creek

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 5 to 5

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 Run Date 12/04/2012
 Run Time 12:38:42

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52905	- Business Travel/Mileage							
11/05/2012	AP00234466	J. Woodbury - transportation		00859050			23.31	0.00	
Total For 52905		- Business Travel/Mileage					23.31	0.00	
							Beginning Balance:		103.23
							Total Activity:		23.31
							Ending Balance:		126.54
Account	53205	- Utilities - Electric							
11/05/2012	AP00234466	PG&E - 9/25/12 to 10/22/12	Acct #00997592	00859051	945	PAC-GAS-00	81.76	0.00	
Total For 53205		- Utilities - Electric					81.76	0.00	
							Beginning Balance:		473.63
							Total Activity:		81.76
							Ending Balance:		555.39
Account	53345	- Construction Supplies/Material							
							0.00	0.00	
							Beginning Balance:		0.00
							Total Activity:		0.00
							Ending Balance:		0.00
Account	53350	- Maintenance Supplies							
11/14/2012	AP00234797	CJ Yip-straw wattle, etc		00866083			283.89	0.00	
Total For 53350		- Maintenance Supplies					283.89	0.00	

Report ID: GLS7505
 Bus. Unit: NAPCO-Napa County GL Business Unit
 Fund: 8500 N C Parks & Open Space Distr
 Dept: 8501000 Moore Creek

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 5 to 5

Page No. 4
 Run Date 12/04/2012
 Run Time 12:38:42

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
							Beginning Balance:		1,012.25
							Total Activity:		283.89
							Ending Balance:		1,296.14
TOTAL EXPENSE							5,191.78	0.00	40,880.31
TOTAL FOR PROGRA							5,191.78	0.00	40,880.31

Report ID: GLS7505
 Bus. Unit: NAPCO-Napa County GL Business Unit
 Fund: 8500 N C Parks & Open Space Distr
 Dept: 8501001 Oat Hill Mine Trail

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 5 to 5

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 Run Date 12/04/2012
 Run Time 12:40:28

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52490	- Other Professional Services							
11/05/2012	AP00234466	Napa Sign - Private prop sign	Private Prop S	00859054	12797	NAPASIGNSH	70.04	0.00	
11/19/2012	AP00234950	PARK070113 CJ YIP 10/12	10/12 SERVICES	00861189	23180	CUYIPASSOC	202.75	0.00	
Total For 52490 - Other Professional Services							272.79	0.00	
							Beginning Balance:		572.73
							Total Activity:		272.79
							Ending Balance:		845.52

Account	52905	- Business Travel/Mileage							
11/05/2012	AP00234466	J. Woodbury - transportation		00859050			33.30	0.00	
Total For 52905 - Business Travel/Mileage							33.30	0.00	
							Beginning Balance:		33.30
							Total Activity:		33.30
							Ending Balance:		66.60
=====									
TOTAL EXPENSE							306.09	0.00	912.12
=====									
TOTAL FOR PROGRAM							306.09	0.00	912.12

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52490	- Other Professional Services							
11/19/2012	AP00234950	PARK070113 CJ YIP 10/12	10/12 SERVICES	00861189	23180	CJYIPASSOC	137.21	0.00	
Total For 52490		- Other Professional Services					137.21	0.00	
							Beginning Balance:		1,125.48
							Total Activity:		137.21
							Ending Balance:		1,262.69
Account	52905	- Business Travel/Mileage							
11/05/2012	AP00234466	J. Woodbury - transportation		00859050			12.77	0.00	
Total For 52905		- Business Travel/Mileage					12.77	0.00	
							Beginning Balance:		0.00
							Total Activity:		12.77
							Ending Balance:		12.77
TOTAL EXPENSE							149.98	0.00	1,275.46
TOTAL FOR PROGRA							149.98	0.00	1,275.46

Report ID: GL57505
 Bus. Unit: NAPCO-Napa County GL Business Unit
 Fund: 8500 N C Parks & Open Space Distr
 Dept: 8501003 Camp Berryessa

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 5 to 5

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 Run Date 12/04/2012
 Run Time 12:42:47

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52490	- Other Professional Services							
11/19/2012	AP00234950	PARK111513 PSOMAS 9/12	PROJ 6NAP01010	00861184	33202	PSOMAS-001	5,934.00	0.00	
Total For 52490		- Other Professional Services					5,934.00	0.00	
							Beginning Balance:		9,743.50
							Total Activity:		5,934.00
							Ending Balance:		15,677.50
Account	52505	- Maintenance-Buildings/Improvem					0.00	0.00	
							Beginning Balance:		65.70
							Total Activity:		0.00
							Ending Balance:		65.70
TOTAL EXPENSE							5,934.00	0.00	15,743.20
TOTAL FOR PROGRAM							5,934.00	0.00	15,743.20

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52325	- Waste Disposal Services							
11/14/2012	AP00234797	Upper Vly Disp - Oct 2012	Acct #01-48644	00860095	19694	UPPERVALLE	101.52	0.00	
11/27/2012	AP00235142	United Site 11/8/12 - 12/5/12	Customer #CAN-	00861709	20925	UNITEDSITE	321.44	0.00	
Total For 52325		- Waste Disposal Services					422.96	0.00	
							Beginning Balance:		1,914.74
							Total Activity:		422.96
							Ending Balance:		2,337.70
Account	52490	- Other Professional Services							
11/05/2012	AP00234466	Napa Vly Unified-bus 10/12/12	Job #28.11877.	00859060	2076	NAVLY-UNIF	380.50	0.00	
11/19/2012	AP00234950	PARK070113 CJ YIP 10/12	10/12 SERVICES	00861189	23180	CJYIPASSOC	1,167.16	0.00	
11/27/2012	AP00235142	PARK070113 CJ YIP FIELD TRIPS	FIELD TRIPS 10	00861674	23180	CJYIPASSOC	600.00	0.00	
Total For 52490		- Other Professional Services					2,147.66	0.00	
							Beginning Balance:		3,175.94
							Total Activity:		2,147.66
							Ending Balance:		5,323.60
Account	52505	- Maintenance-Buildings/Improvem							
11/27/2012	AP00235142	PARK081213 OPTIONS3 10/12	10/12 SERVICES	00861675	24404	OPTIONS3-0	835.00	0.00	
Total For 52505		- Maintenance-Buildings/Improvem					835.00	0.00	
							Beginning Balance:		4,947.96
							Total Activity:		835.00

Report ID: GLS7505
 Bus. Unit: NAPCO-Napa County GL Business Unit
 Fund: 8500 N C Parks & Open Space Distr
 Dept: 8501005 Napa River Ecological Reserve
 GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 5 to 5
 Page No. 2
 Run Date 12/04/2012
 Run Time 12:45:05

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
	Account 52525	- Maintenance-Infrastructure/Lan							Ending Balance: 5,782.96
11/05/2012	AP00234466	Golden Gate landscape - 10/16	Yountville Cro	00859062	7024	GOLDENGATE	360.00	0.00	
11/14/2012	AP00234797	CJ Yip - Top soil-acorn plant	Reimbursement	00860083	23180	CJYIPASSOC	142.48	0.00	
Total For 52525 - Maintenance-Infrastructure/Lan							502.48	0.00	
							Beginning Balance:		0.00
							Total Activity:		502.48
							Ending Balance:		502.48
TOTAL EXPENSE							3,908.10	0.00	13,946.74
TOTAL FOR PROGRAM							3,908.10	0.00	13,946.74

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account	52490	- Other Professional Services							
11/19/2012	AP00234950	PARK070113 CJ YIP 10/12	10/12 SERVICES	00861189	23180	CJYIPASSOC	172.20	0.00	
Total For 52490		- Other Professional Services					172.20	0.00	
							Beginning Balance:		1,810.57
							Total Activity:		172.20
							Ending Balance:		1,982.77
Account	53600	- Special Departmental Expense							
11/27/2012	AP00235142	State Board - water rights fee	Acct #WR EF 09	00861711	10614	CAST-EQUAL	150.95	0.00	
Total For 53600		- Special Departmental Expense					150.95	0.00	
							Beginning Balance:		21.79
							Total Activity:		150.95
							Ending Balance:		172.74
=====									
TOTAL EXPENSE							323.15	0.00	2,155.51
=====									
TOTAL FOR PROGRA							323.15	0.00	2,155.51

Report ID: GLS7505
 Bus. Unit: NAPCO-Napa County GL Business Unit
 Fund: 8500 N C Parks & Open Space Distr
 Dept: 8501008 State Parks

GENERAL LEDGER DETAIL TRANSACTIONS
 For Fiscal Year 2013
 Period 5 to 5

Page No. 1
 Run Date 12/04/2012
 Run Time 12:47:38

Program:

Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account 52100		- Administration Services					0.00	0.00	
							Beginning Balance:		10,400.00
							Total Activity:		0.00
							Ending Balance:		10,400.00
Account 52125		- Accounting/Auditing Services					0.00	0.00	
							Beginning Balance:		2,988.40
							Total Activity:		0.00
							Ending Balance:		2,988.40
Account 52325		- Waste Disposal Services							
11/05/2012	AP00234466	Upper Vly Disp - Oct 2012	Acct #01-13452	00859059	19694	UPPERVALLE	856.95	0.00	
11/19/2012	AP00234950	Upper Vly Disp-Oct 2012	Acct #01-13452	00861106	19694	UPPERVALLE	856.95	0.00	
Total For 52325		- Waste Disposal Services					1,713.90	0.00	
							Beginning Balance:		3,474.37
							Total Activity:		1,713.90
							Ending Balance:		5,188.27
Account 52490		- Other Professional Services							
11/05/2012	AP00234466	ATP - Oct 2012	Bothe State Pa	00859055	33928	ADVANTAGET	40.00	0.00	
11/27/2012	AP00235142	PARK1206-13 MARIONI 10/12	10/12 SERVICES	00861676	33711	MARIONI, JE	950.00	0.00	
11/29/2012	AP00235225	ATP - Nov 2012	Bothe State Pa	00862197	33928	ADVANTAGET	40.00	0.00	
Total For 52490		- Other Professional Services					1,030.00	0.00	
							Beginning Balance:		2,496.25

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Account 52505 - Maintenance-Buildings/Improvem									
11/05/2012	AP00234466	J. Woodbury-NV Chimney Sweep		00859050			145.00	0.00	
Total For 52505 - Maintenance-Buildings/Improvem							145.00	0.00	
Beginning Balance:									11,025.19
Total Activity:									145.00
Ending Balance:									11,170.19
Account 52800 - Communications/Telephone									
11/05/2012	AP00234466	AT&T - 9/13/12 - 10/12/12	Acct #70794245	00859063	949	ATT-002	172.06	0.00	
11/27/2012	AP00235142	Comcast - Bothe	Acct #81553004	00861705	11443	COMCAST-00	107.49	0.00	
11/29/2012	AP00235225	AT&T 10/13/12-11/12/12	Acct #70794245	00862191	949	ATT-002	57.72	0.00	
Total For 52800 - Communications/Telephone							337.27	0.00	
Beginning Balance:									1,000.67
Total Activity:									337.27
Ending Balance:									1,337.94
Account 52905 - Business Travel/Mileage									
11/05/2012	AP00234466	S. Jones - Chevron expense	Reimbursement	00859052	33857	JONES,SAND	94.15	0.00	
11/13/2012	AP00234738	E BARNETT MILEAGE 9/5-10/25	MILEAGE 9/5-10	00860012	33773	BARNETT,ER	22.20	0.00	
11/13/2012	AP00234738	R GRASSI MILEAGE 9/17-10/16	MILEAGE 9/17-1	00860014	34063	GRASSI,ROB	62.16	0.00	

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Account 52905		- Business Travel/Mileage							863.24
11/14/2012	AP00234797	S. Jones - Chevron expense	Reimbursement	00860087	33857	JONES, SAND	25.00	0.00	
11/19/2012	AP00234950	S. Jones - fuel expense	Reimbursement	00861114	33857	JONES, SAND	69.51	0.00	
11/27/2012	AP00235142	S. Jones-Chevron expense		00861703			89.55	0.00	
11/29/2012	AP00235225	S. Jones - Chevron exp	Reimbursement	00862202	33857	JONES, SAND	69.74	0.00	
Total For 52905		- Business Travel/Mileage					432.31	0.00	
							Beginning Balance:		863.24
							Total Activity:		432.31
							Ending Balance:		1,295.55
Account 53100		- Office Supplies							
11/19/2012	AP00234950	S. Jones - Ink		00861114			17.23	0.00	
Total For 53100		- Office Supplies					17.23	0.00	
							Beginning Balance:		522.70
							Total Activity:		17.23
							Ending Balance:		539.93
Account 53205		- Utilities - Electric							
11/01/2012	0000234351	PG&E-Office, camp group, pool					704.77	0.00	
11/27/2012	AP00235142	PG&E 10/12/12-11/12/12 Rec Hal	Acct #21728318	00861685	945	PAC-GAS-00	72.18	0.00	
11/27/2012	AP00235142	PG&E 10/12/12-11/12/12	Acct #67654031	00861690	945	PAC-GAS-00	36.40	0.00	
11/27/2012	AP00235142	PG&E 10/12/12-11/13/12	Acct #18690124	00861694	945	PAC-GAS-00	786.46	0.00	
11/27/2012	AP00235142	PG&E 10/13/12-11/13/12	Acct #48314069	00861697	945	PAC-GAS-00	32.38	0.00	

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Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
11/27/2012	AP00235142	PG&E 10/13/12-11/13/12	Acct #53600798	00861699	945	PAC-GAS-00	4.73	0.00	
Total For 53205 - Utilities - Electric							1,636.92	0.00	
Beginning Balance:									3,529.60
Total Activity:									1,636.92
Ending Balance:									5,166.52
Account	53250	- Fuel							
11/01/2012 0000234351 Reclass to 53205							0.00	704.77	
Total For 53250 - Fuel							0.00	704.77	
Beginning Balance:									704.77
Total Activity:									-704.77
Ending Balance:									0.00
Account	53350	- Maintenance Supplies							
11/05/2012	AP00234466	J. Woodbury- supplies	Reimbursement	00859050	19796	WOODBURY, J	105.71	0.00	
11/05/2012	AP00234466	Bay Area Golf - repair	Napa County -	00859053	34135	BAYAREAGOL	579.35	0.00	
11/05/2012	AP00234466	Diamond Water - chlorine	Bothe State Pa	00859057	25498	DIAMONDQUA	204.29	0.00	
11/14/2012	AP00234797	Browns Auto - supplies	Acct #2770	00860090	158	BROWNSAUTO	67.30	0.00	
11/14/2012	AP00234797	Browns auto - supplies	Acct #2770	00860092	158	BROWNSAUTO	17.85	0.00	
11/14/2012	AP00234797	Central Vly - supplies	Customer #NAPA	00860106	219	CENTRALVAL	42.99	0.00	
11/14/2012	AP00234797	Central Vly-plug, cap, etc		00860107	219	CENTRALVAL	9.99	0.00	
11/14/2012	AP00234797	Central Vly-disc, sander, etc	Customer #NAPA	00860110	219	CENTRALVAL	71.39	0.00	
11/14/2012	AP00234797	Central Vly-concrete mix	Customer #NAPA	00860111	219	CENTRALVAL	7.95	0.00	

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Journal Date	Journal ID	Journal Description	Voucher Desc	Reference	Vendor ID	Name	Debit	Credit	Balance
Account 53350		- Maintenance Supplies							
11/14/2012	AP00234797	Central Vly-sander, paper	Customer #NAPA	00860113	219	CENTRALVAL	83.53	0.00	
11/14/2012	AP00234797	Central Vly-insulator	Customer #NAPA	00860115	219	CENTRALVAL	2.47	0.00	
11/14/2012	AP00234797	Central Vly-gasket, etc	Customer #NAPA	00860116	219	CENTRALVAL	181.86	0.00	
11/14/2012	AP00234797	Central Vly - ladder	Customer #NAPA	00860117	219	CENTRALVAL	95.89	0.00	
11/14/2012	AP00234797	Central Vly-wood patch	Customer #NAPA	00860119	219	CENTRALVAL	4.62	0.00	
11/19/2012	AP00234950	Steves Hardware-nuts,bolts	Acct #31248	00861087	1222	STEVESHARD	15.27	0.00	
11/19/2012	AP00234950	Steves Hardware-ax, etc	Acct #31248	00861090	1222	STEVESHARD	26.92	0.00	
11/19/2012	AP00234950	Steves Hardware - supplies	Acct #31248	00861092	1222	STEVESHARD	88.57	0.00	
11/19/2012	AP00234950	Steves hardware-keys, bulbs,etc	Acct #31248	00861095	1222	STEVESHARD	133.51	0.00	
11/19/2012	AP00234950	Steves hardware - supplies	Acct #31248	00861098	1222	STEVESHARD	17.20	0.00	
11/19/2012	AP00234950	Steves hardware-nuts,bolts,etc	Acct #31248	00861102	1222	STEVESHARD	11.91	0.00	
11/19/2012	AP00234950	Diamond Water-Chlorine	Bothe State Pa	00861108	25498	DIAMONDQUA	204.29	0.00	
11/27/2012	AP00235142	S. Jones-C&C Expense	Reimbursement	00861703	33857	JONES, SAND	110.82	0.00	
Total For 53350 - Maintenance Supplies							2,083.68	0.00	
Beginning Balance:									5,238.32
Total Activity:									2,083.68
Ending Balance:									7,322.00

Account 53400		- Minor Equipment/Small Tools							
11/05/2012	AP00234466	S. Jones - Economy lock	Customer #4546	00859052	11400	RAINBOWAGR	90.00	0.00	
11/14/2012	AP00234797	Rainbow Ag-oil	Customer #4546	00860097	11400	RAINBOWAGR	25.84	0.00	
11/14/2012	AP00234797	Rainbow Ag-filter,spark plug	Customer #4546	00860100	11400	RAINBOWAGR	67.90	0.00	
11/14/2012	AP00234797	Rainbow Ag-oil,wrench, etc	Customer #4546	00860102	11400	RAINBOWAGR	152.12	0.00	

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11/14/2012	AP00234797	Rainbow Ag-blower, generator	Customer #4546	00860103	11400	RAINBOWAGR	1,355.40	0.00	
Total For 53400 - Minor Equipment/Small Tools							1,691.26	0.00	
							Beginning Balance:		4,409.89
							Total Activity:		1,691.26
							Ending Balance:		6,101.15
Account 57100 - Special Items							0.00	0.00	
							Beginning Balance:		0.00
							Total Activity:		0.00
							Ending Balance:		0.00
TOTAL EXPENSE							9,087.57	704.77	55,036.20
TOTAL FOR PROGRA							9,087.57	704.77	55,036.20

Plan of Projects Status Report

December 10, 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	District staff presented Ridge Trail staff with a final draft analysis of potential Go North alignments through Napa County in late August, 2012. <u>The Ridge Trail Board gave preliminary approval to the revised alignment in October, and staff met again in November to finalize the proposed alignment between Napa and Sonoma counties.</u>
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. Completing transfer of the easement has been temporarily put on hold until staff workload eases.
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 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 <u>but no documents have been released for review.</u> 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. <u>Staff is waiting for DFG and DU to complete the supplemental environmental analysis for the trail adjacent to Ponds 9 and 10. BCDC is considering alternatives for getting DFG to perform and provide trail access as required by their permit with BCDC. Staff met with BCDC staff in late November 2012 about DFG non-compliance with BCDC permit conditions to provide public access around Pond 10.</u>
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 completing Caltrans' extensive paperwork needed to obtain the funds. The goal was to to construct the project May-June 2012, but Caltrans approval was not be ready in time, so the funding commitment has lapsed. Replacement funding may be available starting June 2013.
Berryessa Estates	Acquire 480 acres next to Berryessa Estates from BLM at no fee through their Recreation and Public Purpose Act procedure. Would serve as a wilderness park for local residents eventually be the northern trailhead for a trail between Berryess Estates and Pope Canyon.	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. 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. <u>District staff was recently contacted by the Calfire Battalion Chief for the area, who is extremely interested pushing the substation forward. We hope to reinstate active talks between Calfire, BLM, and the District in coming months.</u>
Berryessa Vista	Planning and stewardship of this 224 acre 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. After observing more OHV damage in the fall of 2012, staff is preparing to install a gate to block OHV access. 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.
Blue Ridge/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. There have been volunteer trail building work parties have been held numerous times between 2011 and the present. 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 discuss BLM review of this project. BLM's biologist inspected the alignment on September 17, 2011. District staff met with Fish and Game on June 15, 2012 to discuss signage at the trailhead on DFG property, <u>and in November 2012 submitted signage language for DFG review.</u>

<p>Camp Berryessa Redevelopment of former Boy Scout Camp into a group/environmental education camp.</p>	<p>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 has now completed the 60% drawings, which are being reviewed by District and Reclamation staff. A meeting of potential future users was held September 22, 2011. The District has contracted for labor compliance monitoring for the construction work. Efforts to reuse the existing well proved unsuccessful, though water quality tests did demonstrate the groundwater in the area is of acceptable quality. A new water well was dug in October 2012-- production is great, and quality appears acceptable, pending completion of full water quality tests. The camp will likely open in the fall of 2013.</p>
<p>District Non-profit Foundation Organize a non-profit foundation to raise funds for District projects</p>	<p>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.</p>
<p>Lake Hennessey North Shore Trails Would open up several miles of existing dirt access road, and construct approximately 1 mile of new single track trail, into a loop trail system on the north side of Lake Hennessey, and connecting to the</p>	<p>In November, 2009 the Napa City Council 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. 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. <u>The fully executed agreement was completed in November 2012.</u> Trail work is expected to begin in the Spring/Summer of 2013 and public trail access is slated to be available come Fall of 2013.</p>
<p>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.</p>	<p>All discretionary permits have been obtained, and park improvements are underway. The County road department completed paving of the entryway driveway in November 2011. The design of the new septic system for the ranch house has been approved by the Regional Water Quality Control Board and the County. The eastern boundary survey is complete except for a small amount of flagging; a partial payment to the surveyor has been worked out, since he cannot finish flagging until brush clearance work is completed. Monthly volunteer work parties have performed numerous tasks on the property, including trail repair and construction, fence building, restoration planting, and removal of invasive french broom. In 2012, the ranch house was used by VOCAL for a crew leader training in March, and a Land Trust first aide training in February. Construction of the South Segment of the Valentine Trail has been completed. Staging area fill and compaction is complete except for finish grading and application of gravel. Delays in the processing of building permits for the trailhead restrooms and a lack of staff time to quickly put together a bid package for the alternative septic treatment system have pushed the expected public opening back to Spring 2013.</p>
<p>Napa River Ecological Reserve Restoration Remove invasive plants and restore native vegetation in the entryway meadow, replace damaged signage and information panels, and if feasible install a seasonal bridge</p>	<p>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, 2011 and 2012. 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. Additional weed removal has been done by a private contractor under contract to the District. Staff met with invasive plant control specialists in June 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 in 2011. Both the Coastal Conservancy grant and the Wildlife Commission grant the District received to pay for restoration work have had their deadlines extended until March and June of 2013. This time extension will allow us to continue invasive weed removal.</p>
<p>Oat Hill Mine Trail Improvements to first 1/2 mile of trail next to Calistoga</p>	<p>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 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. District staff has installed new signage disuading hikers from trespassing on neighboring properties as well as signs indicating that the Trail is temporarily closed during hunting season.</p>
<p>Oat Hill Mine Trail Transfer of 40 acre parcel from BLM</p>	<p>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.</p>
<p>Rector Ridge/Stags Leap Ridge Trail Construction of staging area and 6+ miles of Ridge Trail climbing east from Silverado Trail near Rector Creek.</p>	<p>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 project priorities are under control.</p>
<p>River to Ridge Trail Lot line adjustment to legalize River to Ridge Trail as constructed (it currently encroaches on private property in two locations)</p>	<p>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.</p>

Skyline Park Protection Purchase of Skyline Park from the State	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 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. In late April 2012 the state indicated they were rescinding their offer to sell the park even at the unencumbered estimated value, and were going to prepare their own appraisal. Acquisition efforts are on hold until the State completes its revised appraisal.
Spanish Valley, Crystal Flats, and Stone Corral Planning for 3,400 acres of open space donated by Bob and Evalyn 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. The District took full possession of the properties on January 1, 2012. Staff met with the LBEPOA Board on November 13th and again on December 4, 2011 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 is now reviewing. A formal Association response is expected any day, following a series of community meetings which they are holding to canvas their membership. The District is working with a well driller to make the existing well in Spanish Valley functional. The District has contracted for botanical and bird surveys over the course of 2012. Staff completed a preliminary survey of the Spanish Valley access road in late July 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. This will require discussions with the adjacent property owner, which may further delay our timeline for opening Spanish Valley to public use.
State Parks Operate Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park	The District, with assistance from the Napa Valley State Parks Association took over management of the parks on April 1, 2012. The Park Manager and Assistant Manager have been hired, a part-time community outreach professional is under contract, and seasonal park aides have been hired. Camp hosts are in place. A County permit for the pool was obtained in July and the pool was reopened immediately thereafter. The state has completed installing 3 yurts, and the District begun site prep in anticipation of installing an additional 7 yurts. <u>State Fire Marshall permit approval is still being sought for the other 7 yurts.</u> 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. A volunteer forestry management group has been formed and the District has acquired a boom truck and other equipment in support of their mission. Utility service accounts have been transferred from the state to the District. Work on an improved recycling system is nearly complete. Every septic tank in the park has been pumped clean, and sewer lines were located and cleared of root blockages. Two broken gas lines were fixed. Nearly \$270,000 in gifts, grants and pledges have been obtained to assist with improvements at the parks.
Vallejo Lakes Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County	Discussions between the District, the Land Trust of Napa County, the County of Solano and the Solano Land Trust indicate a common desire to work together to purchase this property adjacent to Skyline Park. The City Council of the City of Vallejo has officially authorized staff to pursue 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 \$135,000 in federal Transportation Enhancements funding was available to construct the section of the trail under the Butler Bridge, but the District was not able to process the paperwork through Caltrans in time to use these funds. These funds may become available again in July of 2013.

Completed Projects

Bay/River Trail -- American Canyon to Napa Phase I Phase One--Euclptus Drive to Green Island Road	Construction of 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.
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	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	Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.
Study to determine location and status of historic road Rights-of-Way and whether they have value as non-motorized recreational trails	
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
Master Plan Update	Board adhoc committee appointed. Methodology for doing update has been agreed upon. Project was delayed due to competing demands on staff time (primarily the effort to keep Napa's state parks from closing. A draft update has been prepared by staff working with the Board ad hoc committee for the Master Plan update, and released by the Board at the April 9, 2012 meeting for public comment. The plan update was adopted by the Board at its June 2012 meeting.
First scheduled update to the Master Plan adopted in January 2009	
Milliken Reservoir Trails and Picnic Area Feasibility Study Would construct approximately 3 miles of Bay Area Ridge Trail plus additional feeder and loop trails, along with a staging and picnic area	The feasibility study has been completed, and accepted by the Board of Directors. The Napa City Council in November, 2009 approved city staff recommendation to hold off on the Milliken Reservoir trails project until the Hennessey trail project is up and running.
Moore Creek Open Space Park	Acquisition of 673 acres in the Moore Creek Watershed completed in December 2008.
Napa River Ecological Reserve Improvements	Parking area paved, and rock barrier installed to control vehicular access in 2007. Trash enclosure constructed and entry signs restored by volunteers in 2008. Deteriorated kiosk removed in 2008. The District in July 2008 assumed the County's role in managing the preserve under the joint management agreement with DFG. A new maintenance contract with the non-profit organization Options 3 was started in January 2009. The old deteriorated information kiosk, which had become a serious eyesore, was removed in November 2008.
Napa River 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.
Provide on-site water supply for group campground for cattle	
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.
River to Ridge Trail	Correct drainage problems to trail can be used year-round. Two volunteer work weekends in March and April and two more in May of 2010 were organized by the District to clear brush, improve drainage, and surface about 300 feet of the trail with quarry fines to control problems with mud. Volunteers completed additional work in August 2011.
Skyline Park Road and Trail Improvements	Erosion control work on Lake Marie Road, and paving of campground loop road, completed in 2007 using State Prop 12 funds.
Skyline Park Concessionaire Agreement Renewal	District staff negotiated renewal of concessionaire agreement on behalf of the County. The renewal involved changes to the fee schedule and amendments to and approval of subagreements with three non-profit partner organizations.

<p>Skyline Park Trail Improvements</p> <p>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</p> <p>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>
<p>South Napa Wetlands Habitat Area</p> <p>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.</p>	<p>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.</p>
<p>State Parks</p> <p>Assume management of Bothe-Napa Valley State Park and keep it and the Bale Grist Mill open</p>	<p>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.</p>
<p>Trichero Open Space Acquisition</p> <p>Donation of 3,400 acres of open space to the District by Bob and Evalyn Trinchero</p>	<p>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.</p>
<p>Wild Lake Ranch</p> <p>Assist land trust with planning and possible joint management of trails, camping and picnic areas.</p>	<p>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.</p>