



**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

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Director Ward Five

AGENDA

BOARD OF DIRECTORS SPECIAL MEETING

Monday June 13, 2011 2:00 P.M.
1195 Third Street, Third Floor, Napa, CA 94559

GENERAL INFORMATION

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

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

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

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

All materials relating to an agenda item for an open session of a regular meeting of the Board of Supervisors which are provided to a majority or all of the members of the Board by Board members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the Conservation, Development and Planning Department Office at 1195 Third Street, Suite 210, Napa, California 94559, Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m., except for County holidays. Materials distributed to a majority or all of the members of the Board at the meeting will be available for public inspection at the public meeting if prepared by the members of the Board or County staff and after the public meeting if prepared by some other person. Availability of materials related to agenda items for public inspection does not include materials which are exempt from public disclosure under Government Code sections 6253.5, 6254, 6254.3, 6254.7, 6254.15, 6254.16, or 6254.22.

1. Call to Order 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 of and potential award of contract for construction of Phase I of the Napa River and Bay Trail.
- B. Consideration of an authorization for General Manager to purchase fencing materials for Phase I of the Napa River and Bay Trail Phase I, in an amount not to exceed \$37,395.55.
- C. Consideration of and potential authorization for Board President to sign grant agreement with the County of Napa for fiscal year 2011-12.
- D. Consideration of and potential authorization for Board President to sign Management Agreement with the U.S. Bureau of Reclamation for the construction and operation of Camp Berryessa.
- E. Consideration of and potential authorization for Board President to sign a management agreement with the Napa County Transportation Planning Agency for maintenance and operation of the Napa River and Bay Trail Segments 7 & 8.

5. Announcements by Board and Staff

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

6. Agenda Planning

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

7. Adjournment



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STAFF REPORT

Date: June 13, 2011

Agenda Item: 4.A

Subject: Consideration of and potential award of contract for construction of Phase I of the Napa River and Bay Trail.

Recommendation

Award contract to construct Phase I of the Napa River and Bay Trail to the lowest responsible bidder.

Background

The District issued a formal request for bids on May 20, 2011, with the bid opening at 10 am on June 13, 2011. The District's engineering firm on the project, Questa Engineering, will be evaluating the bids for completeness, responsiveness and price, and their recommendation for which firm is the lowest responsible bidder will be presented at the meeting.

The project is funded with a grant from the California Natural Resources Agency.



Napa County Regional Park
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STAFF REPORT

Date: June 13, 2011
Agenda Item: 4.B
Subject: Consideration of an authorization for General Manager to purchase fencing materials for Phase I of the Napa River and Bay Trail Phase I, in an amount not to exceed \$37,395.55.

Recommendation

Authorize General Manager to purchase fencing supplies from Martin Ranch Supply in an amount not to exceed \$37,395.55.

Background

The Napa River and Bay Trail project is funded with a grant from the California Natural Resources Agency. This grant requires grant recipients to utilize the California Conservation Corps where possible. In discussions with the Corps, staff determined that installation of the “open space” style 4-strand wire fence around the landfill loop section of the trail was a project which was appropriate for the Corps. The General Manager on May 11, 2011 therefore entered into an agreement with the Corps to provide the labor for the fencing installation, at a cost not to exceed \$17,780 (note: the General Manager’s signature authority for construction contracts is \$25,000).

Under the agreement with the Corps, the Corps would follow their normal procurement process to identify the best supplier for the fencing materials, based on availability, timing and price, and that in the interests of time the District would then pay directly to the supplier for the materials.

The Corps determined that Martin Ranch Supply in Rohnert Park was the best source for the materials. The total cost including tax is \$37,395.55. Since the cost of materials is above the signature authority of the General Manager for materials (\$10,000), this purchase must be approved by the Board.



Napa County Regional Park
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STAFF REPORT

Date: June 13, 2011
Agenda Item: 4.C
Subject: Consideration of and potential authorization for Board President to sign grant agreement with the County of Napa for fiscal year 2011-12.

Recommendation

Authorize the Board President to sign grant agreement with the County of Napa for fiscal year 2011-12 in an amount not to exceed \$596,174.

Background

With the adoption of new policies earlier this year by the Board of Supervisors for use of the County's Special Projects Fund, County and District staff have developed a new grant funding agreement for FY 2011-12.

The agreement includes more flexibility than the prior agreement in that it allows the County to advance funding for capital construction projects, as opposed to providing funds on a reimbursement basis only. This flexibility will be critical this fiscal year because of the major construction projects to be implemented.

Unlike the prior agreement, which rolled over from year to year, with only the dollar amount changing based on the amount of revenues in the Special Projects Fund, the new agreement is limited to one year, with the expectation that a new agreement will be entered into for subsequent fiscal years.



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STAFF REPORT

Date: June 13, 2011

Agenda Item: 4.D

Subject: Consideration of and potential authorization for Board President to sign Management Agreement with the U.S. Bureau of Reclamation for the construction and operation of Camp Berryessa.

Recommendation

Authorize the Board President to sign a Management Agreement with the U.S. Bureau of Reclamation for the construction and operation of Camp Berryessa.

Background

Reclamation and the District have developed a Management Agreement for the construction and long-term management of Camp Berryessa. Funding for construction of Phase I has been obtained from the State Coastal Conservancy. The agreement as drafted still has some details which must be worked out, in order to satisfy the requirements of our grant funding; most critical of these is the question of when and how Reclamation would be able to terminate the agreement. Reclamation's attorney's have inserted language into the agreement that gives Reclamation complete authority to terminate the agreement at any time, which is not acceptable to the Conservancy.

In order to be able to complete construction and open the camp in the fall of 2012, the Management Agreement must be finalized within the next few weeks. Therefore, the Board is being asked to authorize the President to sign the Agreement, on the condition that it is first modified to resolve the termination and other minor disagreements on language.



Napa County Regional Park
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STAFF REPORT

Date: June 13, 2011

Agenda Item: 4.E

Subject: Consideration of and potential authorization for Board President to sign a management agreement with the Napa County Transportation Planning Agency for maintenance and operation of the Napa River and Bay Trail Segments 7 & 8.

Recommendation

Authorize the Board President to sign a Management Agreement with the Napa County Transportation Planning Agency for the Napa River and Bay Trail Segments 7 & 8

Background

The Napa County Transportation and Planning Agency (NCTPA) has agreed to act as the pass-through for a federal transportation grant to construct this section of the Napa River and Bay Trail. As a result, the District and NCTPA need to enter into a Management Agreement whereby the District agrees to take on the responsibility for the construction, maintenance and operation of the project. The District would have had this maintenance responsibility were the grant to have gone directly to the District, so the proposed Management Agreement does not create any new obligation.