



**NAPA COUNTY REGIONAL PARK &
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

AGENDA

BOARD OF DIRECTORS REGULAR MEETING

(REVISED DECEMBER 6, 2018)

Monday, December 10, 2018 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3rd 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

2:00 pm

- a. Approval of issuance of certificates of election and appointment by Board of Directors for Ward 1 (Karen Bower-Turjanis) and Ward 5 (Barry Christian).
- b. Administration of Oaths of Office by County of Napa Clerk of the Board Louie Valdez for Directors of Wards 1 and 5

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meetings on November 5, 2018.
- b. Update on 2017-18 financial audit report (oral report, no action requested)
- c. Consideration and potential approval of policy for use of District overnight facilities at Bothe-Napa Valley State Park by District employees, agents and volunteers.
- d. Public Hearing and potential approval of fee policy formalizing discounts for active service members, veterans and distinguished veterans.
- e. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
- f. Review of the District Projects Status Report.
- g. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
- h. Consideration and adoption of Board of Directors Regular Meeting calendar for 2019
- i. Election of President and Vice President of the Board of Directors for 2019

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.

- a. Planning for District anniversary event 5-7 pm, Wednesday January 23 or Thursday January 31, 2019
- b. Other

7. Closed Session

- a. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (Government Code Section 54956.9)
Name of case: Raja Development Co., Inc. vs. Napa County Regional Open Space, Napa County Superior Court #17CV000211
- b. Conference with Real Property Negotiator (Government Code Section 54956.8)
Property: Napa County APN 016-010-19 and -22, and Lake County APN 013-029-02, -03, -05, -09, and -27
Agency Negotiator: John Woodbury, NCRPOSD General Manager
Negotiating Parties: NCRPOSD and Sam Livermore

Under Negotiation: Price and Terms of Payment

8. Adjournment



**NAPA COUNTY REGIONAL PARK &
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Tony Norris
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Brent Randol
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Dave Finigan
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Barry Christian
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MINUTES

BOARD OF DIRECTORS REGULAR MEETING

Monday, November 5, 2018 at 2:00 P.M.

Napa County Board of Supervisors Chambers, 1195 Third Street, 3rd floor, Napa, CA

1. Call to Order and Roll Call

Directors present: Karen Turjanis, Barry Christian, Tony Norris, Brent Randol

Directors absent: David Finigan

Staff present: Chris Cahill, Teresa Bledsoe

Staff absent: John Woodbury

2. Public Comment

None.

3. Set Matters

- a. Auditor-Controller requests acceptance of the fiscal year ended 6/30/18 financial reports and audit conducted by Brown Armstrong, CPAs

Tracy Shulze gave the report. The Board voted to accept the financial audit report as presented.

TN-KT-BC-BR-DF

X

- b. Consideration and potential approval of budget adjustments for FY 2018-19

The Board voted to approve budget adjustments as proposed.

KT-TN-BC-BR-DF

X

4. Administrative Items

- a. Consideration and potential approval of minutes for Board of Directors meetings on October 8, 2018.

Minutes for October 8, 2018 were approved.

KT-TN-BC-BR-DF

X

- b. Consideration of appointment of Bret Prebula as Interim District Treasurer

The Board voted to appoint Bret Prebula as Interim District Treasurer.

BC-TN-KT-BR-DF

X

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- c. Consideration and potential approval of impress (petty cash) funds at Bothe-Napa Valley State Park
Directors approved petty cash funds at Bothe-Napa Valley State Park.
KT-BC-TN-BR-DF
X
- d. Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff.
Directors received report. No formal action taken.
- e. Review of the District Projects Status Report.
Chris Cahill presented report on Camp Berryessa, The Cove, Lake Hennessy, North Shore Trails and Suscol Headwaters Preserve.
- f. Receipt of monthly report for Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park.
Directors received report. No formal action taken.

5. Announcements by Board and Staff

- Karen Turjanis mentioned that she's very pleased with the virtual tour of the cabins at Bothe State Park.
- Barry Christian mentioned they were planning to do a project on Ridge Trail Day this past weekend but it had to be cancelled due to a red flag warning. They have rescheduled it for November 17th. The project involves an old shallow pond located in the Lynch Canyon/Newell Open Space Habitat. Some time ago, the City had dug out the pond hoping to create a red legged frog habitat but cattle are constantly in it which doesn't allow vegetation to grow and it has become nothing more than a mud pit. The plan is to put a fence around the pond to keep the cattle out and then plant some trees and vegetation to try and get the red legged frogs to come back rather than just fill it in or leave it as a mud pit.
- Tony Norris mentioned that in regards to the creek renovation, he likes to remind Cal Trans and State Parks when he gets a chance to talk with them that the risk of down time during our peak season is very real due to the road closures on Highway 29 and if they stick to their schedule, it looks like it will be a problem for the next 3 years.
- Tony Norris also mentioned that Dave, John and he have been starting talks on general concepts in regards to updating the General Plan and that maybe early next year they might have something to bring back to the Board.

6. Agenda Planning

None.

7. Closed Session

- a. Conference with Real Property Negotiator (Government Code Section 54956.8)

Property: Napa County APN 016-010-19 and -22, and Lake County APN 013-029-02, -03, -05, -09, and -27

Agency Negotiator: John Woodbury, NCRPOSD General Manager

Negotiating Parties: NCRPOSD and Sam Livermore

Under Negotiation: Price and Terms of Payment

No reportable actions.

8. Adjournment

Adjourned to the Regular NCRPOSD Board Meeting December 10, 2018.

BRENT RANDOL, Board President

ATTEST:

TERESA BLEDSOE, Acting District Secretary

Key

Vote: TN = Tony Norris; KT = Karen Turjanis; DF = David Finigan; BC = Barry Christian; BR = Brent Randol

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 = Absent



STAFF REPORT

By: John Woodbury
Date: December 10, 2018
Item: **4.C**
Subject: Consideration and potential approval of policy for use of District overnight facilities at Bothe-Napa Valley State Park and District employees, agents and volunteers.

RECOMMENDATION

Approve the policy as recommended

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

Situations arise from time to time where employees, volunteers, or other District contractors or agents have a need to stay overnight at Bothe-Napa Valley State Park. In these situations it is to the benefit of the District to allow and even encourage them to stay overnight, to make their work more efficient. In addition, it is to the District's benefit to have employees who understand what the park is like at night, and experience it in a manner similar to what the public experiences.

When the District assumed management of Bothe-Napa Valley State Park, it continued State Park's practice of waiving accommodation fees in the above situations. Those fee waivers have been handled administratively and without clear policy direction.

In our on-going effort to standardize operations, staff recommends the Board adopt the attached policy laying out the criteria and process for authorizing no-fee and reduced-fee overnight accommodations.



Policy for Use of Overnight Facilities at Bothe-Napa Valley State Park by Employees, Volunteers and Agents

draft December 10, 2018

1.0 Purpose

To describe situations and process for allowing employees working for and volunteers working on behalf of the NOSD, compensation or fee reduction for use of overnight accommodations at Bothe Napa Valley State Park.

2.0 Policy Details

The Park Steward or General Manager can approve compensation or fee reduction for NOSD employees or volunteer lodging requests. The policy is applicable to current employees of the NOSD or volunteers supporting ongoing programs or events that benefit NOSD. Overnight stay is not an employee or volunteer right or form of compensation, but an option that has benefits for NOSD, and that NOSD in its sole discretion may approve or deny.

2.1 Typical situations when lodging fees may be waived for an employee or volunteer stay in lodging facility (cabin, yurt, and campsite):

- Employee is required to work late or called to site after hours and stay is beneficial to both employee and NOSD.
- Volunteer is participating in a NOSD sponsored event or activity, and volunteer staying overnight is beneficial to both volunteer and NOSD.
- Only for cabins, yurts or campsites that are unreserved as of the close of advance reservations through reservation system, or where approved sufficiently in advance that unit can be removed from reservation system. If the latter, holidays and weekends during the peak season should be avoided where possible.
- Employee or volunteer responsible for cleaning the cabin/yurt/campsite to the same standards that is done for guests.

2.2 Typical situation where reduced fee may be offered for lodging.

- Employee or volunteer (including their family and friends) desires to stay at the park.
- District benefits by having employee or volunteer experience the park at night, and/or by the good will and marketing benefits.
- The provisions for no-fee use contained in section 2.1 do not apply.
- Fee reductions limited to no more than 2 nights per year, for one cabin, one yurt or one campsite.
- Cabins, yurts and campsites 50% off regular price.
- Not applicable for holidays and weekends associated with holidays.
- Only for cabins, yurts or campsites that are unreserved as of the close of advance reservations through reservation system, or where approved sufficiently in advance that unit can be removed from Reserve California.



3.0 Policy Scope

This policy is applicable to NOSD employees and volunteers, and is only applicable for lodging at Bothe –Napa Valley State Park.

4.0 Related Policies

N/A.

5.0 Policy Owner

Napa County Regional Park and Open Space District

6.0 Procedures

1. Employee requesting lodging will contact Park Steward. If Park Steward is requesting lodging, Park Steward will contact General Manager.
2. Park Steward, or General Manager in the case of the Park Steward making the request, will make final determination regarding comp stays.



STAFF REPORT

By: John Woodbury
Date: December 10, 2018
Item: **4.D**
Subject: Public Hearing and potential approval of policy formalizing discounts for active service members, veterans and distinguished veterans

RECOMMENDATION

Open the public hearing, take comment, close the hearing and adopt the proposed reduction in fees for active duty service members, veterans, and distinguished veterans.

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

When starting operation of Bothe-Napa Valley State Park in 2012, the District initially adopted all State Parks fees and charges. Since then, while the Board of Directors have adopted a few minor fee adjustments, and adopted different fees for new facilities (yurts and cabins), overall the District has sought to keep fees and discounts as similar to the rest of the State Parks system as possible, to avoid confusing the public, and to be able to take advantage of State Parks marketing activities.

In 2014 State Parks began offering free day use for active duty service members in the military and for veterans; the District Board in April 2014 approved doing the same at Bothe-Napa Valley State Park on a one-time basis. Since then, following State Parks lead, the District has offered free day use for active duty service members and veterans on the Memorial Day and Veterans Day holidays.

These discounts have been authorized by the General Manager using his blanket authority granted by the Board of Directors in May 2012, to offer free and no fee use of the park and its facilities as part of specific marketing efforts. However, since the discounts to service members and veterans offered by State Parks have become standard practice, staff recommends the Board of Directors formalize the discounts.

If approved by the Board of Directors, the District will notify State Parks of the proposed changes, and assuming State Parks has no objections, these fees will go into effect 10 days after submitted to State Parks for review.

The specific recommendations are as follows:

- 1) Offer free day use for veterans at both Bothe-Napa Valley State Park and the Bale Grist Mill State Historic Park on Memorial Day and Veterans Day to honor their service and to be consistent with the California State Park practice of offering free day use to veterans on these holidays.
- 2) Distinguished Veterans, who register and receive a card from Reserve California, will continue to be entitled to lifetime free camping and free day use. Distinguished Veterans are honorably discharged war veterans who are residents of California with an overall / combined rating at 50% or greater service-connected disability, or were held as prisoners of war by forces hostile to the United States, or are recipients of the Medal of Honor.



NAPA COUNTY REGIONAL PARK &
OPEN SPACE DISTRICT

STAFF REPORT

Date: December 10, 2018
Item: **4.e**
Subject: Receipt of report on expenditures, encumbrances, donations, and grants approved by District staff

RECOMMENDATION

(1) 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 December of 2018.

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

None

PARKS & OPEN SPACE DISTRICT -NOVEMBER 2018 EXPENSE REPORT

General Admin - 85000-00

Date	Journal Line Description	Name	Monetary Amount
11/06/2018	160149B-1919FY17-18AuditPymt#1	BROWN ARMSTRONG ACCOUNTANCY CORP	\$ 2,500.00
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 3,133.60
11/13/2018	July 2018 Expenses	CJ YIP & ASSOCIATES	\$ 12.93
11/16/2018	11/6-7/18 Mileage	CAHILL,CHRISTOPHER MICHAEL	\$ 87.20
11/20/2018	October 2018 Invoice	RYBICKI & ASSOCIATES, P.C.	\$ 355.50
11/27/2018	Annual renewal insurance	ALLIANT INSURANCE SERVICES	\$ 1,040.00
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 1,687.50

Moore Creek Dept - 85010-00

Date	Journal Line Description	Name	Monetary Amount
11/05/2018	October 2018 Invoice	HERITAGE SYSTEMS, INC.	\$ 367.67
11/13/2018	July 2018 Expenses	CJ YIP & ASSOCIATES	\$ 3,114.04
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 1,335.00
11/15/2018	Supplies Oct. 18	ZELLER'S & CLARKS ACE HARDWARE	\$ 23.12
11/20/2018	Completed roof at moore Creek	MODERN METHOD ROOFING CO INC	\$ 20,366.50
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 2,919.81
11/27/2018	Porta potty Moore Nov. 18	JOHNNY ON THE SPOT	\$ 173.97

Oat Hill Mine Trail Dept - 85010-01

Date	Journal Line Description	Name	Monetary Amount
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 245.00
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 148.37

NRBT Dept - 85010-02

Date	Journal Line Description	Name	Monetary Amount
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 1,377.03
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 573.79

Camp Berryessa Dept - 85010-03

Date	Journal Line Description	Name	Monetary Amount
11/13/2018	July 2018 Expenses	CJ YIP & ASSOCIATES	\$ 52.16
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 210.00
11/15/2018	Labor & material 11/18	PALISADES PUMP	\$ 913.83
11/15/2018	Garbage pickup 10/18	BERRYESSA GARBAGE SERVICE AND	\$ 260.00
11/15/2018	PG&E Non Energy Inv	PACIFIC GAS & ELECTRIC CO	\$ 38.47
11/16/2018	11/6-7/18 Mileage	CAHILL,CHRISTOPHER MICHAEL	\$ 49.05
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 507.50
11/27/2018	PG&E 9/21/18-10/22/18	PACIFIC GAS & ELECTRIC CO	\$ 10.51
11/28/2018	11/13/2018 Mileage	WOODBURY,JOHN ROBERT	\$ 58.86

Berryessa Vista Dept - 85010-04

Date	Journal Line Description	Name	Monetary Amount
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 1,457.65
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 157.50

NRER Dept - 85010-05

Date	Journal Line Description	Name	Monetary Amount
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 2,708.97
11/20/2018	October 2018 Invoice	NAPA VALLEY SUPPORT SERVICES	\$ 500.00
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 714.49
11/27/2018	Porta potty Nov. 18	JOHNNY ON THE SPOT	\$ 173.17

Putah Creek Dept - 85010-07

Date	Journal Line Description	Name	Monetary Amount
11/15/2018	License fee 11/18	STATE WATER RESOURCES CONTROL BOARD	\$ 226.39
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 1,566.79

State Park - 85010-08

Date	Journal Line Description	Name	Monetary Amount
11/06/2018	HarvestDinnerClientAucSaleReim	NAPA VALLEY STATE PARKS ASSOCIATION	\$ 10,211.20
11/13/2018	July 2018 Expenses	CJ YIP & ASSOCIATES	\$ 2,023.84
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 731.16
11/15/2018	Excel saw 11/18	O.K. TIRE STORE	\$ 56.28
11/15/2018	cleared sewerline Oct. 18	ROTO-ROOTER SEWER SERVICE	\$ 235.00
11/15/2018	707-963-2236 9/28/18-10/27/18	AT&T	\$ 22.47
11/15/2018	trip Calistogoa to Bothe 10/18	ROYAL COACH LIMOUSINE INC.	\$ 142.50
11/15/2018	Transp. Minnie to Bothe	MIDDLETOWN SCHOOL DISTRICT	\$ 202.95
11/15/2018	Garbage pickup Oct. 18	UPPER VALLEY DISPOSAL	\$ 1,025.52
11/15/2018	Septic pumping 10/18	AMERICAN SANITATION INC.	\$ 2,100.00
11/15/2018	Back pack blower 10/18	CENTRAL VALLEY BUILDERS	\$ 395.33
11/15/2018	CV Oct.18 supplies	CENTRAL VALLEY BUILDERS	\$ 226.41
11/15/2018	Supplies Oct. 18	ZELLER'S & CLARKS ACE HARDWARE	\$ 10.19
11/15/2018	Assy cup/rings	BROWN'S AUTO PARTS	\$ 41.20
11/16/2018	October 2018 Invoice	JONATHAN EHLERS	\$ 1,125.00
11/19/2018	Office Depot charge		\$ 67.01
11/20/2018	John Deere E180 Lawn Tractor	BELKORP AG, LLC	\$ 3,130.67
11/27/2018	Monitoring fees Nov. 18 Bothe	ADVANTAGE TOTAL PROTECTION	\$ 40.00
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 3,730.40
11/27/2018	Alarm inst. Bothe 10/18	BAY ALARM COMPANY	\$ 193.00
11/27/2018	Transp Calis HS to Bothe 3/19	FIRST STUDENT	\$ 866.61
11/27/2018	Alarm inst. Visitor Center	BAY ALARM COMPANY	\$ 600.00
11/27/2018	Transp. Calis HS to Bothe	FIRST STUDENT	\$ 866.61
11/27/2018	Monitoring fees Nov.18 BGM	ADVANTAGE TOTAL PROTECTION	\$ 40.00
11/27/2018	Port a Potty Bothe Nov. 18	JOHNNY ON THE SPOT	\$ 392.52
11/27/2018	Pool supplies 8/18	LESLIE'S SWIMMING POOL SUPPLIES	\$ 266.57
11/27/2018	Supplies Sept. 18	CASH & CARRY	\$ 70.97
11/27/2018	Supplies Oct.18	CASH & CARRY	\$ 50.95
11/28/2018	Native plants Milo Baker CNPS	WOODBURY,JOHN ROBERT	\$ 51.06
11/28/2018	Battery charger Walmart	WOODBURY,JOHN ROBERT	\$ 299.95
11/28/2018	buggies unlimited Nov 2018	WOODBURY,JOHN ROBERT	\$ 119.88
11/28/2018	Google Docs Nov 2018 charge	WOODBURY,JOHN ROBERT	\$ 25.00
11/29/2018	Old Mill Days Event Prep	ARDIZZONE,JESSICA JO	\$ 144.97

Suscol Headwaters Dept - 85010-09

Date	Journal Line Description	Name	Monetary Amount
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 140.00

Amy's Grove - 85010-10

Date	Journal Line Description	Name	Monetary Amount
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 1,242.54
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 140.00
11/27/2018	LStewart 1/2 straw reimburseme	LESLIE STEWART	\$ 502.66

Cedars Rough Dept - 85010-11

Date	Journal Line Description	Name	Monetary Amount
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 555.39

Other Projects - 85010-90

Date	Journal Line Description	Name	Monetary Amount
11/13/2018	September 2018 Invoice	CJ YIP & ASSOCIATES	\$ 1,330.00
11/27/2018	October 2018 Invoice	CJ YIP & ASSOCIATES	\$ 1,032.50

Napa County Regional Park and Open Space District

Projects Status Report

December 10, 2018

Name of Project Description

Status

<p>Amy's Grove</p> <p>Planning and permits for public use of Amy's Grove</p>	<p>The archaeological survey has been completed and did not find evidence of native American activity. The botanical survey has been completed and submitted for review. Much of Amy's Grove burned in the October 2017 fires, but the damage appears to be limited. In Sept 2018 the Board approved placing a restrictive covenant over a portion of Amy's Grove, accepting the donation of an adjacent 7 acres of land, approving an option to acquire 164 acres north of Amy's Grove, and applying for a grant to help fund the purchase. Grant awards are expected to be announced in mid-2019.</p>
<p>Bay/River Trail -- American Canyon to Napa</p> <p>An 8+ mile recreational trail generally following the Napa River and interior levees of associated wetlands.</p> <p style="padding-left: 40px;">Phase 2-B--Pond 10 to Soscol Ferry Road</p>	<p>The design for the public crossing of the SMART tracks has been completed, and SMART, NRCA and the PUC have verbally agreed to allow the railroad crossing. A biological survey for the Fagan Marsh area has been completed; based on the results, CDFW 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. At the request of the City of American Canyon, in August 2017 City and District staff met to discuss strategies for completing the trail and those discussions are ongoing. The Board President and General Manager met with CDFW staff on June 12, 2018 to discuss CDFW concerns. Senator Dodd organized a meeting in October with the City of American Canyon, County of Napa and the District in an attempt to move the project forward, and another meeting with District staff <u>and CDFW staff on November 28, 2018.</u></p>
<p>Berryessa Estates</p> <p>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 been delayed because of property title issues between BLM and BOR. 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. In 2015 Reclamation said they have done their work to clear up the title issue 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. At a meeting on April 14, 2016, the new Superintendent for the Ukiah District of BLM committed to completing the transfer. Because of staffing changes at BLM, as of October 2018 no progress had been made.</p>
<p>Berryessa Vista</p> <p>Planning, stewardship and expansion of this wilderness park.</p>	<p>Volunteers working with the District have completed detailed GIS mapping showing all existing roads, creek crossings, vista points and potential campsites. The District sent a letter 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. In 2014 the Land Trust acquired an 80 acre inholding between District and BLM land, based on a District Board action in November 2014 agreeing to acquire the property from the Land Trust at a later date when funding is available. District and Land Trust staff in April 2016 placed a camera on the property in an attempt to identify the off-road vehicle and motorcycle users who have been causing some damage to the property. Staff has been monitoring the cameras since spring 2016 and has noted a small decrease in illegal off road vehicle use; staff will continue to monitor the cameras. Staff is working on plans to create a formal boat-in backcountry camp at Berryessa Vista accessed from the BOR Capell Cove boat launch and is scheduling meetings with the Bureau of Reclamation to that end.</p>

Camp Berryessa

Redevelopment of former Boy Scout Camp into a 64 bed group/environmental education camp with 8 tent cabins, 2 covered group activity centers, a canoe/kayak dock, a central amphitheater and campfire ring, and a shower and composting toilet restroom facility.

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. Construction of Phase I, which includes beds for up to 64 campers was completed in June 2016. Jim Hankes, a Bureau of Reclamation maintenance employee and life-long Berryessa resident has moved his park unit trailer onto the property and become our first volunteer camp host. Tuleyome, the BOR, and Forest Trails Alliance are very close to completing the new North End Trail, running from +/- Camp Berryessa to the north end of the Lake, approximately 7 miles each way. In early October, 2017 Caltrans delivered (at no cost to the District) the disassembled and individually numbered pieces of a former Monticello Road stone arch bridge to Camp Berryessa for our eventual use somewhere. The County Fire, which ultimately burned 90,000+ acres on the east side of Lake Berryessa, spared the Camp but did lead to at least one cancellation. We have been working to resolve issues with the composting toilets that have lead to several water leaks and most recently failures of septic pumps. Plumbing issues with the composting toilets have been resolved and the system is again fully operating. With the help of the Bureau of Reclamation, historic bridge stones have been placed around the property to restrict vehicle access and add character. There has already been a high demand for spring and summer 2019 bookings.

(The) Cove at Mt. Veeder

Reconstruction of campground and trails

The Cove was severely burned in the October 2017 fires; since then staff has been working on cleanup. Most of the trees in The Cove are dead or will be soon and will need to be removed before the camp can be reopened. Staff hiked most of the property in early January and confirmed that fire damage is severe and extensive. In early February the County Wildlife Commission toured the Cove to inspect fire impacts and discuss ways in which they might direct funding to fire recovery efforts County-wide. Staff is working with a forester to develop a plan for salvage logging after the rainy season is over to (a) remove hazardous dead trees in the campground area and (b) in the process also repair/improve the access road into the site. The Napa Girl Scout troops have already undertaken a number of projects to help restore the Cove, including new signage and rehabbing the campfire circle. Installation can, however, only happen once salvage logging is complete. Doug McConnell (NBC's Open Road) segment on The Cove (and Suscol Headwaters), comparing the effects of the fires in each location and lessons learned, was aired on Sunday June 24, 2018. Salvage logging commenced in late May, 2018 and is proceeding well. Active logging wrapped up during the week of July 23rd and the logger has now shifted to clean-up and erosion control operations. Road rebuilding is complete as is most of the contractor-side site cleanup. We're now moving on to the part of the operation which is our responsibility, including much chainsaw work, dealing with leftover debris, and replanting.

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. Director Turjanis in early 2015 began the process of preparing articles of incorporation and identifying potential Board members, but plans have been postponed to ensure what the District does is coordinated with fundraising efforts of other organizations.

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. 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 donated a hand carved wooden trail sign that was installed at the northern terminus of the new trail. District staff and volunteers installed the Harold Kelly bench in early June 2015 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, signage was installed in May 2015. A new bench along the shoreline was dedicated to former Director Harold Kelly on October 22, 2015. Napa Marble and Granite installed (well, carved) new trail signage for the Shoreline and Sam the Eagle trails in early September 2017. A new trail ("Old Man's Beard Trail") was completed in February 2018. In June 2018 we met with the City of Napa and received approval to modify several not-yet-built trail segments and discussed an alternate parking configuration for the Conn Valley Road terminus. In late August we flagged nearly 3 miles of new trail segments on the Hennessey Unit. We have construction permits in hand and have hired extra help staff to build the trails; initial brushing is set to commence on December 10, actual grading will need to wait for dryer weather.

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. Many miles of trails have been constructed, fencing installed, emergency communications capacity set up, repairs made to the two houses on the property, and invasive french broom removal has been ongoing. The eastern boundary survey and fencing project was completed June 2014. The property owner to the east of Moore Creek filed suit in June 2017 claiming the District owed additional money for the boundary survey and fence separating his property from ours. After several interim victories, the judge in early April 2018 issued the final ruling in support of the District's position; the District will now seek attorney's fees from the losing party. The "Dry Foot" Trail, including three small stone arch bridges, was completed in late January; this trail parallels the Moore Creek Trail but bypasses three stream crossings. Staff hosted trail scouting and trailbuilding volunteer events focused on the Madrone Trail in late May and early June, 2018. We have finalized leases with a tenants for the Gate House (effective Aug 1) and the Ranch House (effective September 1). There was a small fire on Chiles-Pope Valley Rd on Aug 25th, which caused the precautionary evacuation of the park. The Gate House was re-roofed in November 2018 using the Moore Creek maintenance/repair reserve fund.

<p>Montesol West</p> <p style="padding-left: 40px;">Acquisition of 1,254 acres west of Highway 29 north of Robert Louis Stevenson State Park</p>	<p>The District has the opportunity to purchase 1,254 acres west of Highway 29 adjacent to Robert Louis Stevenson State Park for a price of \$200,000. The area's conservation values have already been protected through an easement negotiated by the Trust for Public Land and now held by the Land Trust of Napa County. Purchase of fee title will permit the area to be used for public recreation. The District is preparing a Habitat Conservation Program grant application with assistance from TPL. A public presentation to the Middletown Area Town Hall was made on August 10, 2017, and to the Middletown Area Merchants Association on August 15 and September 14, 2017. With assistance from the Trust for Public Land, the District submitted a grant application to the State Habitat Conservation Fund for the remaining \$200,000 needed to complete the acquisition. We were awarded the grant in May, 2018; we attended a grant workshop in July 2018. We are working with the seller to work out final details. <u>There has been much recent activity on this project, which will be covered in closed session.</u></p>
<p>Oat Hill Mine Trail</p> <p style="padding-left: 40px;">Various improvements to the historic Oat Hill Mine Road</p>	<p>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. Staff and volunteers in February 2013 did a comprehensive evaluation of erosion issues on the trail, and experts from the RCD joined staff for another evaluation in early April. 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 and work parties to install drain dips to control erosion were held in January and April of 2016. A PG&E contractor attempted to drive an ATV up the OHMT in early June, and ended up going into a gully; they promptly removed the vehicle and repaired the trail damage. The first 1.3 miles of the trail was bulldozed as a result of CalFire efforts to suppress the October 2017 wildfires; one volunteer work party has already spent a Saturday remediating the damage. CalFire had agreed to come back to do more remediation, but subsequent fires in Southern California diverted their staff to help fight those fires. District staff and volunteers in February 2018 replaced the gate at the Calistoga trailhead that had been damaged by CalFire's fire fighting efforts. Staff has been tracking and participating in the City of Calistoga's trail and parkway redesign project at the Vine / Silverado/ OHM Trail intersection, which may result in parking improvements and general beautification of the area.</p>
<p>Rector Ridge/Stags Leap Ridge Trail</p> <p style="padding-left: 40px;">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 priorities are under control.</p>
<p>Skyline Park</p> <p style="padding-left: 40px;">Permanent protection of Skyline Park</p>	<p>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 Assembly member 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 were unable to agree on the fair market value of the property, negotiations stalled, and the legislative authorization expired. 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 its 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 District in February 2016 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. In April 2016 the District presented its position to the Board of Supervisors. The Board of Supervisors rejected the appeals and approved the quarry expansion in July 2016. Legislation introduced by Senator Wolk in January 2016 stalled when the State announced it was opposed to any sale of Skyline Park to the District until completion of a state planning process for future health and welfare services. <u>Senator Dodd in December 2018 introduced SB 20, which would again authorize the State to sell Skyline Park to the District and/or county for the sole purpose of it continuing to be a public park.</u></p>

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. A botanist was retained in early 2016 to do a reconnaissance level survey of plant resources as the first step in planning for the property; his report was received in January 2017; the report describes the property as one of the best locations in the County for native grasses. US Geological Survey has requested permission to place a seismic monitoring station on the property; staff has worked with them to identify an appropriate location. In July 2016 the placement request was submitted to the Wildlife Conservation Board (WCB) for concurrence, which as the provider of the grant to acquire the property has the right to review such changes. WCB approved the request in August. An access agreement with USGS is before the District Board for approval at the September 2016 meeting. A group of 20+ people from Tuleyome were given a hiking tour of the property in December 2016, as a way to build interest in the property and build a pool of volunteers to help with restoration and improvement of the property. On March 4 2017, Tuleyome volunteers brushed the Iron Mountain trail (in the Cedar Roughts Wilderness, but accessed via Smittle Creek.) The State Fish and Wildlife Game Warden for this area has been most helpful in patrolling the property looking for illegal poaching. A well-attended volunteer clean up project was held on October 28th, more than filling a 30 yard dumpster with debris.

Spanish Valley, Crystal Flats, and Stone Corral

Planning for 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 took possession of the properties on January 1, 2012. The District in October 2012 granted an easement across the District's Stone Corral property to resolve one of the clouds on the title to this land. Staff met with the LBEOA Board many times in 2011-2013 to discuss use of the Crystal Flats and Stone Corral areas. District staff 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 abandon dry well bore discovered on the property. A group of boy scouts GPS'd old ranch roads and 4-wheel drive tracks on the Spanish Valley. A contract for archeological surveying (a required part of the CEQA process) was completed 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. Staff discussed purchasing the affected property, but the landowner wanted more than staff believed the property would be appraised for. 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. 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. In late April 2017 the General Manager authorized using the \$5,000 in restricted funds available to these holdings to help pay for the new gates. The District and Land Trust have begun the process of developing a backup conservation easement that would be held by the Land Trust to provide additional protection for the property. In March 2018 the Property Owners Association approached the District to get authorization for them to involve the sheriff when faced with trespass by unauthorized people and vandalism of the gates that controls access. Staff is encouraging the Association to enter into an operating agreement with the District. We're happy to report that the Trichero properties suffered little to no fire damage in the Snell Fire. Staff is working with the Land Trust and Calfire to plan for a controlled burn, perhaps as early as June 2019, in Spanish Valley which would be designed to reduce wildfire fuels and promote the growth of native serpentine endemic plants.

Suscol Headwaters Preserve

Improvements to Suscol Headwaters Preserve

Having completed purchase of the Preserve in November, 2017 the District now needs to make improvements required by funders, acquire a Napa County Use Permit, and make improvements necessary to open and operate the eventual park. Improvements needed to satisfy funders include the construction of a California red legged frog (CRLF) breeding pond and various habitat improvements focused on, but not exclusively in, the pond area. Improvements necessary to open and operate the eventual park include in the planning and construction of a trail network, design and installation of signage, and the potential future construction of a parking lot and trailhead improvements off-property to the south, on or near Highway 12 in Jameson Canyon. On July 1st 2015 the board of the Napa Sanitation District approved an easement option agreement which may allow us to construct a trail and trailhead parking lot on their Kelly Road sprayfield property. Alternate off-site options are also being pursued. A portion of the property, mostly in Phase II, burned in the October 2017 firestorm; some trees were killed, and a perimeter grazing fence was destroyed, but otherwise damage was not catastrophic. Staff is working on a funding agreement with the County of Napa that would result in the District receiving the remaining \$196,000 needed to fund frog pond construction. We have installed **No Trespassing** signs adjacent to ranch roads descending off of Suscol Knob to further limit access to the lower portions of the preserve, where property lines are not necessarily well marked or fenced. As of November, Caltrans is once again working on plans and specs for the red legged frog pond. We plan to file a use permit to open the preserve to the public in spring or early summer 2019.

State Parks	Operate Bothe-Napa Valley State Park, Bale Grist Mill State Historic Park and RLS State Park	The District, with assistance from the Napa Valley State Parks Association, took over management of the parks on April 1, 2012. Since then the District has obtained permits and done improvements to the pool, installed 7 yurts, instituted recycling in the campground and day use areas, pumped all septic system tanks annually, repaired the historic Wright House for use as a rental property, restored 5 cabins, constructed a new shower/toilet facility, and made a large dent in the backlog of deferred maintenance. District efforts to pass legislation allowing the sale of grain from the Bale Mill were unsuccessful. The District has de facto also taken on responsibility for Robert Louis Stevenson State Park, funding repairs to the Silverado House, working with State Parks to get a caretaker into that house to prevent vandalism. In 2014 the District started the process of extending the District's 5 year Operating Agreement and including RLS in the agreement; approval of that new agreement is still pending. The existing OA expired on March 31, 2017; the District is now operating the parks on a month-to-month basis until State Parks can complete the new agreement. The draft OA is now undergoing final review in Sacramento. The District is working with the Vine Trail on the proposed alignment of the Vine Trail through Bothe. More detail on current activities are contained in a separate Parks Report for Bothe and Bale. A storage area at the vacant Silverado House in RLS was broken into in May 2018; State Parks has agreed to let the District repair the house and place a camp host/caretaker on site to prevent further vandalism. <u>Bids were solicited to repair the well and water tank and the project awarded in early December 2018.</u>
Vallejo Lakes	Possible purchase of 1100 acres of surplus Vallejo Water District lands, of which 200 acres are located in Napa County, and Lake Curry which is entirely 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 surplussing 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 surplussing 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 surplussing 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. The Solano County Board of Supervisors has meet in closed session to discuss the Lake Curry property. A meeting with Solano County representatives took place January 27, 2017. Solano County is seriously investigating the feasibility of acquiring the lakes and managing their water supplies; as part of this investigation they are also looking at the feasibility of partnering with the District to manage public recreational access.
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. 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, but in the end the cities and the county decided that each entity will maintain the section within their jurisdiction, rather than paying into a common fund for common maintenance. District staff joined with Vine Trail and State Parks staff in October 2016 to discuss the Vine Trail route through Bothe-Napa Valley State Park; the solution that State Parks is willing to accept will add an estimated \$600,000 to the cost of the Vine Trail. On behalf of the District, the GM in January 2017 wrote a letter of support for their application for funding from NVTA. Caltrans is proposing to replace the aging bridge over Mill Creek; since the construction as proposed could have significant adverse effects for both the Vine Trail and the Bale Mill, District and Vine Trail staff meet with Caltrans and NVTA to discuss ways to mitigate the impacts. In Sept 2018 the Vine Trail Coalition requested the District accept an easement to facilitate the trail connection between Kennedy Park and Napa Pipe.

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	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 Area Ridge Trail	Napa-Solano Ridge Trail Loop Assignment of Tuteur 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. In March 2018 the Ridge Trail Council transferred the easement to the District, and with the support of the Tuteur family revised the easement to facilitate an extension of the trail south onto the District's Suscol Headwaters Preserve.
Bay/River Trail --	American Canyon to Napa Phase I Phase One--Eucalyptus Drive to Green Island Road Phase Two--A Pond 10 Phase Three--Soscol Ferry Road to Napa Pipe	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. DFW surfaced the existing levee with gravel and opened the gate to the public in spring 2015. 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.
Berryessa Peak Trail	Obtain right of way and construct trail to provide public access to extensive federal lands on Blue Ridge and to Berryessa Peak	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.	
The Cove at Mt Veeder	Acquisition of a 160 former Girl Scout Camp	The acquisition of The Cove was completed in December 2017.

<p>Historic ROW Analysis Study to determine location and status of historic road Rights-of-Way and their value as non-motorized recreational trails</p>	<p>Staff has completed a comprehensive review of historic rights-of-way, and is now focusing attention on those which have greatest potential.</p>
<p>Linda Falls Conservation Easement 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</p>	
<p>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</p>	<p>The District previously obtained a conservation easement on one of several parcels owned by the Land Trust of Napa County. The land trust desired 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. The District Board approved acceptance of the easement at its October 2016 meeting, and the easement was finalized and recorded in December 2016.</p>
<p>Master Plan Development The Master Plan for 2008-2013 was approved in January 2009</p>	
<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 diacina and more test wells.</p>
<p>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.</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. BLM in April 2016 indicated they did not want to transfer this parcel, so the District's application will be dropped.</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>

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.

Skyline Park Trail Improvements

Major volunteer event to reroute and repair trails

Staff worked with SPCA and V-O-CAL to sponsor a weekend work party on October 15-17, 2010. Approximately 110 volunteers worked to reroute and repair trails experiencing serious erosion problems. SPCA is donating \$1,000 toward expenses.

Skyline Park Facility Improvements

Partner-sponsored improvement include a second greenhouse and a covered equestrian arena.

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.

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.

Suscol Headwaters

Acquisition of 709 acres of the former Kirkland Ranch

The acquisition was completed in November 2017.

Trincherro Open Space Acquisition

Donation of 3,400 acres of open space to the District by Bob and Evalyn Trincherro

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.

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.

Bothe-Napa Valley State Park/Bale Mill Report

November 2018

- Construction Update: The State Parks contractor continues working on the lower restroom in the campground, potentially finishing in December with final punch list.
- Occupancy at Bothe remained high in November until the Camp Fire caused poor air quality. Significant cancellations and refunds occurred as a result.
- Rob Grassi rejoined the staff in November. We are very happy to have him back!
- The environmental education team hosted 2 school groups in November providing programs for 90 students and 21 adults. Two additional field trip were cancelled due to smoke.
- The mill hosted 1 school group in November providing a program for 20 students and 8 adults.
- Staff has removed or addressed most of the identified Hazard Trees from the SP Assessments for Bothe and Bale.
- Staff has submitted a grant to the State Parks Foundation for additional support of bus funding for underserved schools and scholarships for summer camp.
- Staff has cleaned up the burned water tank at Silverado House and prepared a new pad for replacement tanks. Bids for well repair and tank replacement have been secured.
- State Parks sent a contractor to apply herbicide to Algerian Ivy and do some manual removal on the south fork trail. Once treatment area is assessed, staff will plan follow up removal efforts.
- Staff developed draft policy to formally waive fees for veteran and active military admittance at Bothe and Mill on Veteran's and Memorial Day and reduce daily admittance fees for veterans and active military by 50%.
- All replacement plants were planted in the native garden. Additional dead material has been pruned and planning efforts are underway with NVSPA for future management options.
- Staff is planning for Pioneer Christmas event at Bale Mill on Dec 8th.
- A "Green Friday" Hike was scheduled the day after Thanksgiving but cancelled due to heavy rains. We will try again next year. The Save the Redwoods Hike scheduled Nov 13th was also cancelled due to smoke.



Napa County Regional Park
and Open Space District

STAFF REPORT

Date: December 10, 2018

Agenda Item: 4. h

Subject: Consideration and adoption of calendar of regular meeting dates for the Board of Directors for calendar year 2019.

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.



Napa County Regional Park
and Open Space District

Karen Bower Turjanis
Director Ward One

Tony Norris
Director Ward Two

Brent Randol
Director Ward Three

Dave Finigan
Director Ward Four

Barry Christian
Director Ward Five

Board of Directors Regular Meeting Calendar 2019

Draft December 10, 2018

<u>Day</u>	<u>Date</u>
Monday	January 14
Monday	February 11
Monday	March 11
Monday	April 8
Monday	May 13
Monday	June 10
Monday	July 8
Monday	August 12
Monday	September 9
Monday	October 14
Monday	November 4
Monday	December 9

Note

Board meetings are normally the second Monday of each month. Exceptions if any are noted in bold red type.
All meetings start at 2:00 pm and are held in the County Board of Supervisors Chambers
on the 3rd floor of 1195 Third Street, Napa, California.



STAFF REPORT

By: John Woodbury
Date: December 10, 2018
Item: **4.i**
Subject: Election of President and Vice-President of the Board of Directors for 2019

RECOMMENDATION

Elect President and Vice-President of the Board of Directors

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

District By-laws specify that the Board of Directors each year at the end of its December meeting elect a President and Vice-President to serve for the subsequent year.

The By-laws do not specify who among the Board should be elected. There is no set rotation pattern, nor limits on the number of terms that someone can serve.

A history of the Board of Directors and who has served as President and Vice-President is attached. With the exception of the first year, it has been the Board's practice to elect the same person as President for two sequential years. It has also mostly been the Board's practice, after the same person has served two years as President, to move the Vice President into the position of President. There has been no pattern for who has been elected Vice President.

History of Board of Directors

	1	2	3	4	5	Pres	VP
2006	Harold Kelly	Tony Norris	Guy Kay	Dave Finigan	Myrna Abramowicz		
2007						Guy	Harold
2008	Harold Kelly	Tony Norris	Guy Kay	Dave Finigan	Myrna Abramowicz	Dave	Harold
2009						Dave	Myrna
2010	Harold Kelly				Myrna Abramowicz	Myrna	Tony
2011						Myrna	Tony
2012		Tony Norris	Michael Haley	Dave Finigan		Tony	Harold
2013	Karen Bower Turjanis				Barry Christian	Tony	Dave
2014	Karen Bower Turjanis				Barry Christian	Dave	Michael
2015			Brent Randol			Dave	Karen
2016		Tony Norris	Brent Randol	Dave Finigan		Karen	Brent
2017						Karen	Brent
2018	Karen Bower Turjanis				Barry Christian	Brent	Barry
2019							
2020		xxx	xxx	xxx			
2021							
2022	xxx				xxx		